

TENDER DOCUMENT

SUB.: Providing and fixing of wall mounted data racks & optical fiber splicing,
etc. in NIPGR Campus, New Delhi.

CLIENT: DIRECTOR NIPGR,
NEW DELHI

COST OF TENDER DOCUMENT:- Rs. 150/-



TENDER DOCUMENTS

SUB.: Providing and fixing of wall mounted data racks & optical fiber splicing, etc. in NIPGR Campus, New Delhi.

Owner : Director, NIPGR Campus, New Delhi

Tender issued to : _____

**Place for submission/
Place opening of tender document:** NIPGR Campus,
Aruna Asaf Ali Marg,
New Delhi-110067

**Consultant Engineer
NIPGR Campus,
New Delhi**

Last date for sale of tenders: 25.09.2018 before 16.00hrs.
Date/Time of submission : 26.09.2018 before 14.30hrs.
Date/Time of opening : 26.09.2018 at 15.00hrs.

**Consultant Engineer
NIPGR Campus,
New Delhi.**

TENDER FORM

To

The Director
NIPGR CAMPUS,
New Delhi.

Dear Sir,

I/We have read and examined the following Tender Documents relating to the
“SUB.: Providing and fixing of wall mounted data racks & optical fiber splicing, etc. in
NIPGR Campus, New Delhi.”

Tender Form

- Tender Notice
- General Conditions
- Instruction to bidders
- General Information
- General conditions of contract
- Special terms and conditions of contract
- Annexure-I, II & III
- Terms & Conditions
- Schedule of Quantity

I/We hereby offer to execute the work complete in all respects specified in the under written Memorandum within the time specified therein or during the allowed extended time at the rates specified in the bill of Quantities and in accordance, with the specifications, designs, drawings and instructions in writing referred to in the conditions of tender.

(Seal & Signature of Contractor)

NATIONAL INSTITUTE OF PLANT GENOME RESEARCH
(Department of Biotechnology, Ministry of Science and Technology, Govt. of India)
Aruna Asaf Ali Marg, New Delhi-110067
Phone: 011-26735161, 26735138 Fax: 011-26741658

TENDER NOTICE

File No. NIPGR/Engg./6/9/2018-19

Dated: 11.09.2018

Sealed item rate Tenders are invited (in two bid system) on behalf of the Director, NIPGR, Aruna Asaf Ali Marg, New Delhi – 110067, from approved and eligible contractors, enlisted in the Department of Telecommunication, CPWD, MES & Railways, PSUs, GeM, Autonomous Bodies, State / Central Govt. & reputed organizations for specialized jobs in the category of “Supply and installation of Networking Hardware” in Govt. organizations, Govt. Autonomous organizations/PSUs and other reputed organizations” up to 02:30 P.M. on or before 26.09.2018 for the following work:

Name of Work: Providing and fixing of wall mounted data racks & optical fiber splicing, etc. in NIPGR Campus, New Delhi.

Sl. No.	Estimated Cost	EMD (In ₹)	Time for Completion	Last date & time for sale of Tender Documents	Last date & Time of receipt of Tender	Date & time of opening of tenders
1.	2.	3.	4.	5.	6.	7.
1.	₹ 72,000.00	₹ 1,500.00	15 days	25.09.2018 16.00 Hrs.	26.09.2018 14.30 Hrs.	26.09.2018 15.00 Hrs.

Tender documents can be obtained up to 16.00 Hrs. on all working days on payment of ₹ 150.00 (₹ One Hundred Fifty Only) in cash (Non-refundable) towards the cost of tender from this Institute. The tender documents can also be downloaded from Institute’s website www.nipgr.ac.in and Govt. CPP Portal **free of cost**. The earnest money shall be in the form of Demand Draft of a Scheduled Bank issued in favour of the **Director, NIPGR, New Delhi**.

The agency must have experience in the field of similar works. The agency shall submit copies of completion certificate of three similar works each of value not less than ₹ 0.29 lakh or two similar works each costing not less than ₹ 0.36 lakh or single similar work of costing not less than ₹ 0.58 lakh during the last three years ending 30th Aug. 2018 with Govt. organizations, Govt. Autonomous organizations, PSUs and reputed organizations and having Annual Financial Turnover of ₹ 0.72 lakh during the last 3 years ending 31st March, 2018. Similar works means “Supply and installation of Networking Hardware in Govt. organizations, Govt. Autonomous organizations/PSUs and other reputed organizations.” Copies of the completion certificate of satisfactory completion of work to be enclosed.

The Director, NIPGR, reserves the right to accept fully partially or reject all or any of the tender without assigning any reasons thereof.

Consultant Engineer
NIPGR, New Delhi

GENERAL CONDITIONS

1. Sealed tenders on item rate basis are hereby invited from pre-qualified contractors for the work of **“SUB.: Providing and fixing of wall mounted data racks & optical fiber splicing, etc. in NIPGR Campus, New Delhi.”**

The tender document consists of Tender form, Notice inviting tender, Instructions to bidders, General Information, Schedule of quantity, General Conditions of contract Agreement, Bill of quantities etc. which can be had at a cost of ₹ 150.00 (₹ One hundred fifty only) from the office of NIPGR, NIPGR, Aruna Asaf Ali Marg ,New Delhi. The tender document can also be downloaded from our website www.nipgr.ac.in and Govt. CPP Portal <https://eprocure.gov.in/cppp/> **FREE OF COST.**

2. The tender documents shall be placed in sealed cover as mentioned in Procedure of Submission of tender and addressed to the Director, NIPGR Campus, New Delhi. The tender shall be received by the Director, NIPGR Campus, New Delhi before 14.30 hrs. on 26.09.2018 and shall be opened on the same day at 15.00 hrs. in presence of the tenderers or their authorized representatives who may like to be present. Any envelope received after the said date and time shall not be entertained under any circumstances and no consideration what so-ever shall be given to anything that might be contained in any such envelope.
3. The time allowed for the completion of work is **15 days** to be reckoned from the 10th day after the date of written order to commence the work.
4. Every tender shall be accompanied by earnest money for ₹ 1,500.00 (₹ One thousand five hundred only) in the form of demand draft drawn in favour of the **Director, NIPGR payable at New Delhi.** Any tender not accompanied by such earnest money will be rejected straight away.
5. The contractor will submit his tender after examining the tender documents, scope of work, specifications, clauses, additional terms of contract agreement, special terms & conditions, bill of quantities etc.
6. The offer shall remain valid for 180 days from the date of opening of Tender. The value of tender can be increased or decreased and any item can be added, deleted, withdrawn or substituted without any notice as per the requirements of NIPGR without assigning any reason.
7. If a tenderer whose tender is accepted fails to undertake the work as per terms of the contract within 10 days to be reckoned from the date of issue of award letter, the earnest Money deposited will be forfeited.
8. NIPGR does not bind itself to accept the lowest or any tender and reserves the right to reject any or all tenders without assigning any reason.
9. NIPGR will not pay any expense, whatsoever incurred by tenderer for the preparation and submission of tenders.
10. This notice inviting tender, will form part of the contract agreement to be executed by the successful tenderer with the NIPGR
11. The successful tenderer shall have to sign the contract agreement within 10 days of the allotment of work.

**Consultant Engineer
NIPGR, New Delhi**

Seal & Signature of Contractor

INSTRUCTIONS TO BIDDERS

1. GENERAL INSTRUCTIONS:

The works referred here-in shall cover the entire scope of the proposal. The "Owner" where appearing in these documents shall mean Director, NIPGR,

2. PROCEDURE FOR SUBMISSION OF TENDERS:

The following procedure shall be adopted for submission and opening of tenders. The sealed envelope SUPERSCRIBED Tender for: "SUB.: Providing and fixing of wall mounted data racks & optical fiber splicing, etc. in NIPGR Campus, New Delhi."

ENVELOPE NO.- 1

This envelope shall contain only the earnest money deposit & technical bid as well as site visit certificate enclosed with tender and will be opened first.

ENVELOPE NO.- 2

This sealed envelope shall contain the financial bid of the contractor as per bill of quantities. This envelope shall be opened only after the EMD contained in envelope No.1 & technical bid is found in order as per the requirements of NIPGR. The date of opening of price bid shall be intimated later on. The sealed cover containing envelope 1 & 2 shall be opened on the prescribed date and time in the presence of tenderers or their authorized representatives who may wish to be present.

3. TENDERERS TO STUDY ENTIRE TENDER DOCUMENT CAREFULLY:

Submission of a tender by a tenderer implies that he has read all the stipulations contained in this tender document and has acquainted himself of the nature, scope and specifications of the works to be followed.

4. TENDERER TO SUBMIT THE ENTIRE TENDER DOCUMENT:

The tenderer shall submit all documents issued to him for the purpose of this tender after duly filling the same in all respects. Tenders which are found to be vague or incomplete shall be rejected summarily.

5. TENDERERS TO QUOTE FOR ALL ITEMS:

The tenderer shall quote his rates in words and figures with reference to each item and must enter for all the items shown in the attached Bill of quantities. Incomplete offer shall be liable for rejection. In case there is a discrepancy in "words" and "figures", the rate in words will be taken as correct for evaluation of tender. All quantities should be calculated as per percentage given by the contractor and total should be given of every sub head and grand total should also be given of all heads.

6. VALIDITY PERIOD OF OFFERS:

The rates quoted in the tender shall hold good for 180 days from the date of opening of the tender. The validity period shall be extendable with the mutual consent of both the parties. No tenderer can withdraw/or modify his tender or revoke the same within the said period of 180 days. If a tenderer on his own withdraws or revokes the tender or revises or alters or modifies the tender for any item or condition within a period of aforesaid 180 days his earnest money deposit shall stand forfeited.

7. TENDERER TO SIGN ALL PAGES:

The tenderer shall stamp and sign at the bottom right hand corner of every page of the tender documents in token of acceptance of tender conditions and for the purpose of identification.

8. ERASURES AND ALTERATIONS:

Tenders containing erasures and alterations of the tender documents are liable to be rejected unless these are authenticated by the person signing the Tender Documents.

9. TENDERER TO SATISFY HIMSELF OF SITE CONDITIONS:

Tenderers are advised to inspect and examine the site and its surroundings and also signed a certificate of site visit enclosed as per Annexure 'II' and satisfy themselves before submitting their tender regarding nature of the site conditions, the means of access of the site, the accommodation they may require and in general obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect their tender in any manner. A tenderer shall be deemed to have full knowledge of the site, whether he inspects it or not and no compensation or otherwise of any charges incurred or to be incurred consequent on any misunderstanding or otherwise shall be admissible.

10. EARNEST MONEY:

The tender shall be accompanied by earnest money of ₹ 1,500.00 (₹ One thousand five hundred only) in the form of Demand Draft only drawn in favour of the **Director, NIPGR payable at New Delhi**. Earnest money of the unsuccessful bidder(s) shall be refunded after expiry of the validity period of the tenders/allotment of works whichever is earlier.

11. TENDERER TO QUOTE BOTH IN FIGURES AND WORDS:

All tenderers shall quote the rate in figures as well as in words, the amount of each item shall be worked out and the requisite total given. The total amount shall be written both in figures and in words.

12. TENDER LIABLE TO REJECTION:

Tenders which do not fulfill all or any of the conditions laid down in this notice, or contain conditions not covered and / or not contemplated by the Conditions of contract and/or expressly prohibited therein or stipulate additional/alternative conditions shall be liable to be rejected and his earnest money will be forfeited.

Tenders shall also be liable for rejection on any of the following grounds:-

- i) Tenders submitted late
- ii) Tenders containing remarks uncalled for.
- iii) Conditional tenders
- iv) Tenders not submitted on prescribed Performa.
- v) Telegraphic tenders.
- vi) Not submitted the physical inspection of site certificate Annexure 'II'.

13. CORRESPONDENCE:

Tenderers must mention their postal address and telephone number(s) of the Chief Executive/authorized agent or attorney in the tender. The tender submitted by the tenderer will be rejected if he or his agent cannot be contacted on the last known address or on the intimated telephone number(s) after reasonable search in which event earnest money may be forfeited by the NIPGR.

14. NIPGR NOT TO ASSIGN ANY REASON FOR REJECTION OF TENDER:

NIPGR hold absolute discretion to accept or reject the lowest or any other tender without assigning any reason. No claim on this account shall be entertained.

15. AMENDMENT IN TENDER DOCUMENTS:

NIPGR reserves the right to revise or amend the Bid Documents upto the date prior to the date notified for opening of the tenders and also the right to postpone the date of submission and opening of tenders without assigning any reason, whatsoever.

16. REFERENCE IN TENDER DOCUMENTS:

Director, NIPGR, shall be referred as "Owner" in all the documents of Tender documents/contract agreement.

**Consultant Engineer
NIPGR, New Delhi**

Seal & Sign of Contractor

GENERAL INFORMATION

- 1 Accepting Authority Director,
NIPGR, New Delhi.
- 2 Earnest money ₹ 1,500.00 (₹ One thousand five hundred only) to be furnished with the tender in the form of the demand draft (No interest is payable on security deposit)
- 3 Security deposit The security deposit will be collected by deductions from the running bills of the contractors at the rate mentioned below and the earnest money, if deposited at the time of tender, will be treated as part of security deposit. A sum @ 10% of the gross amount of the bill shall be deducted from each running bill of the contractor till the sum along with the sum already deposited as earnest money, will amount to Security Deposit of 5% of the tendered value of the work. In addition, the contractor shall be required to deposit an amount equal to 5% of the tendered value of the contract as Performance Security within the period prescribed for commencement of work in the letter of award issued to him. Performance security may be accepted as Bank Guarantee/DD of Scheduled Banks and State Bank of India.
- 4 Authority competent to grant extension of time Director, NIPGR or authorized person by Director, NIPGR
- 5 Tools & plants To be arranged by contractor
- 6 Authority competent to reduce the compensation amount Director, NIPGR
- 7 Defect Liability Period Twelve months from the date of acceptance of completion by the NIPGR.
- 8 Release Security Deposit & Performance Security The performance security shall be released after actual date of one month of completion of work & E.M.D. shall be adjusted towards security deposit and shall be released after defect liability period of twelve months.
- 9 Periodicity of submission of Bills After completion of work.

Consultant Engineer
NIPGR, New Delhi

Seal & Signature of Contractor

GENERAL CONDITIONS OF CONTRACT

COMPENSATION CLAUSE

The time allowed for carrying out the work as entered in the tender shall be strictly observed by the contractor, and shall be reckoned from the 10th day of the date on which the order to commence the work is given to the contractor. If the contractor fails to complete the work within 15 days, being a time bound contract, the contractor shall be liable to pay compensation @ 1% per week subject to maximum of 10% of quoted amount. The entire amount of compensation to be paid under the provisions of this clause shall not exceed ten percent of the awarded cost of work as shown in the tender. The Director, NIPGR, on a representation from the Contractor, is however; empowered to reduce the amount of compensation and his decision in writing shall be final.

TIME EXTENSION

If the contractor shall desire an extension of the time limit for completion of the work on the grounds of his having been unavoidably hindered in its execution or on any other ground he shall apply in writing to the Director, NIPGR within 5 days of the date of the hindrance on account of which he desires such extensions as aforesaid but before the expiry of time limit and the NIPGR, if in his opinion(which shall be final)reasonable grounds as shown thereof, authorized such extension of time if any, as may, in his opinion be necessary or proper.

COMPLETION OF WORK

Without prejudice to the rights of Institute under any clause here in after contained on completion of the work. The contractor shall furnished with a certificate to NIPGR of such completion, if the contractor shall fail to the removal of scaffolding, surplus materials, and rubbish and cleaning off dirt on or before the date fixed for the completion of the work. NIPGR may take the action for same at the expense of the contractor to remove such scaffolding ,surplus materials and rubbish and dispose of the same as he thinks fit and clean off such dirt as aforesaid and the contractor shall forth with pay the amount of all expenses so incurred, and shall have no claim in respect of any such scaffolding or surplus materials as aforesaid.

CARRYING OUT OF WORK

All the work shall be carried out in accordance with tender & strictly as per the specifications given in the tender to the total satisfaction of the NIPGR. In the case of an item for which specification are not available in the said specifications relevant BIS specifications applicable as on the date of tenders shall be followed.

INSPECTION OF WORK

All work under or in course of execution or executed in pursuance of the contract shall at all times be open to the inspection and supervision to NIPGR for the work and the contractor shall at all times, during the usual working hours and at all other times at which reasonable notice of the intention of the NIPGR to visit the works shall have been given to the contractor ,either himself be present to receive order and instructions or have a responsible agent duly accredited in writing present for that purpose. Orders given to the contractor's agent shall be considered to have the same force as if they had been given to the contractor himself.

The contractor shall give not less than 5 days notice in writing to NIPGR ,of the work before covering up or otherwise placing beyond the reach of measurement any work in order that the same may be measured and correct dimensions there of be taken before the same is so covered up or placed beyond the reach of measurement and any work without the consent in writing of NIPGR or placed beyond the reach of measurement without such notice having been given to or consent obtained, the same shall be uncovered at the contractor's expense or in default thereof, no payment or allowance shall be made for such work of the materials with which the same was executed.

The work during its progress shall from time to time inspected by the Engineer or their consultants on behalf of Director, NIPGR and the contractor shall extend all co-operation to the inspection of the work.

**Consultant Engineer
NIPGR, New Delhi**

Seal & Signature of Contractor

SPECIAL TERMS AND CONDITIONS OF CONTRACT

1. SPECIFICATIONS:

If specifications for an item of work are not covered by B.I.S. Specifications prevailing as on date of tender, the same shall be decided by the NIPGR and shall be binding on the contractor.

The Director shall have the power to insist upon the contractor to purchase and use such materials of particular approved make which may in his opinion be necessary for proper and reasonable compliance with the specifications and execution of work.

2. WORK AND WORKMANSHIP:

To determine the acceptable standard or workmanship, the NIPGR may order the contractor to execute certain portions of works and services and the like under the close supervision of Engineer, NIPGR/Consultant. On approval, these items shall be labeled as guiding samples and works executed to conform to these samples.

3. CONTRACTOR TO BE LIABLE FOR ALL TAXES ETC.

The rates specified in the tender shall be inclusive of GST or any other taxes. However if any fresh taxes are imposed by State/Central/Statutory bodies during the currency of contract, the same shall be borne by NIPGR.

4. FORCE MAJEURE:

The right of the contractor to proceed with the work shall not be terminated because of any delay in the completion of the work due to unforeseeable causes beyond the control and without the fault or negligence of the contractor, including not limited to acts of God, or of the public enemy, restraints of a sovereign state, firms, floods, unusually severe weather.

5. JURISDICTION:

Notwithstanding any other courts having jurisdiction to decide the questions forming subject matter of a suit any and all actions and proceedings arising out of or relative to this contract (including any arbitration in terms thereof) shall lie only in the court of competent Civil jurisdiction in this behalf at New Delhi., where this contract is to be signed on behalf of Director NIPGR and only the said court shall have jurisdiction to try any such actions and/or proceedings to the exclusion of all other courts.

6. SCOPE OF WORK:

The scope of work is as per enclosed schedule of quantity.

7. CONTRACTOR'S RESPONSIBILITY FOR THE MANNER OF EXECUTION OF WORKS

The contractor shall be solely responsible for the manner and the method of executing the work. The work shall be subject to the approval of NIPGR from time to time for purposes of determination of the question whether the work is executed by the contractor in accordance with the contract.

8. SUBMISSION OF BILLS:

Contractor is to submit the bill and record of measurements in approved Performa of the NIPGR for works executed by him. The Bill shall be submitted **after completion of work**.

9. The works shall be inspected by Engineers & Consultants of NIPGR. The contractor shall extend full co-operation and render all necessary facilities for inspection of the work to the inspecting authority without any additional cost to NIPGR. It must be noted that any observations/ comments/ recommendations of the said Technical personals shall be binding on the contractor

10. It shall always prevail, unless otherwise specifically stated, that the entire provisions of Tender document been opened upon and accepted for compliance by the contractor without any reservation.

**Consultant Engineer
NIPGR**

Seal & Signature of Contractor

(Undertaking on a Non-Judicial Stamp Paper worth Rs. 100/- duly notarized)

I / We (bidder) hereby give an undertaking that:

- a) I/We have not been blacklisted /one holiday list / debarred during last three years by any Govt. Department/Govt. Autonomous Body/Institution, etc.;
- b) I/We do not have any dispute with any of the Govt. Departments/Govt. Autonomous Bodies/Institutions, etc.;
- c) I/We have never been certified as 'Unsatisfactory Performer' for the said services provided to the Govt. Departments/Govt. Autonomous Bodies/Institutions;
- d) I/We have not submitted any fake/forged certificates/documents and later, if any such 'Certificates/Documents' found to be fake/forged or contains willful wrong/incorrect information, suitable legal action may be initiated against me/us/agency besides 'forfeiture of Earnest Money Deposit' and 'Blacklisting' etc.
- e) I/We shall not withdraw my/our bid after opening of Technical Bid and if done so, the NIPGR shall be authorized to forfeit the EMD submitted by me/us.

Seal and Signature of the Authorized
Person of the Agency

Name and designation of the
Authorized Person of the Agency

Place:

Date:

**'CERTIFICATE FOR SITE INSPECTION'
Pre-qualification criteria of NIT**

Certificate that we have visited the site on and assessed the nature and amount of work involved before submitting our offer. We will be able to complete the works within the stipulated time and also that we will be able to execute the work suit to the site conditions.

(Signature of Bidder with Seal)

Name:

Address:

Date:

Consultant Engineer

**CHECK-LIST FOR PRE-QUALIFICATION BID FOR NAME OF WORK: NAME OF WORK:
 "Providing and fixing of wall mounted data racks & optical fiber splicing, etc. in NIPGR
 Campus, New Delhi."**

Sl. No.	Documents asked for	Page number at which document is placed
1.	Tender Cost (free of cost, if downloaded from website)	
2.	Earnest Money	
3.	Name of authorized person of the firm/agency, designation, address and office telephone numbers. If the bidder is a partnership firm/private or limited company, name designation, address and office telephone numbers of partners/ Directors also.	
4.	Undertaking on a Non-judicial Stamp Paper of ₹ 100/- (as per format prescribed in Annexure-I)	
5.	Self-attested copy of the PAN card, issued by the Income Tax Department & copy of GST.	
6.	Proof of experiences of last three years ending 31 st Aug. 2018 as specified in the NIT along with satisfactory performance certificates and work order copy from the concerned employers.	
7.	Annual Financial Turnover of ₹ 0.72 lakh during the last three years ending 31 st Mar. 2018 duly certified by the Statutory Auditors.	
8.	Any other documents, if required.	

**Signature of the Bidder
 (Name and Address of the Bidder)
 Telephone No.**

TERMS & CONDITIONS

Name of the work: - Providing and fixing of wall mounted data racks & optical fiber splicing etc. in NIPGR Campus, New Delhi.

1. The site of the work is at NIPGR Campus, Aruna Asaf Ali Marg, New Delhi-110067
2. The quotationer must visit the site before quoting the rates and make himself acquainted with the topography of the site. The Institute shall entertain no extra claim later on.
3. The rates are inclusive of Transportation/travelling, lodging/boarding, loading, unloading & handling and nothing extra will be paid.
4. The rates shall be inclusive of GST and all other taxes etc., and nothing extra will be paid.
5. The agency shall make own arrangement for the security of the material at the site.
6. The agency must get the prior approval of the material from the authorized representative of the Institute.
7. The agency shall have to arrange his own tools & plants including lifting arrangement, skilled & non-skilled manpower, testing apparatus etc. required for execution of work and nothing extra will be paid.
8. The payment shall be made after completion of work; no advance payments will be made.
9. The work must be completed within 15 days after the date of issue of work order. In case the work is not completed within stipulated period, a compensation @ 1% of the work order amount per week beyond the stipulated date of completion, subject to maximum of 10% of the work order amount shall be levied.
10. The agency must have experience in the field of similar works. The agency shall submit copies of completion certificate of three similar works each of value not less than 0.29 lakh or two similar works each of value not less than 0.36 lakh or single similar work of value not less than Rs. 0.58 lakh during the last three years ending Jun 30, 2018 in Govt. organizations, Govt. Autonomous organizations/PSUs and other reputed organizations and having annual financial turnover of Rs. 0.72 lakh during the last three years ending March 31, 2017. Similar works means supply and installation of Networking Hardware in Govt. organizations, Govt. Autonomous organizations/PSUs and other reputed organizations.
11. Testing & Commissioning of the installation will be done in the presence of the authorized representative of the Institute.
12. The work shall be carried out as per CPWD specifications and to satisfaction of the Engineer - In -Charge.
13. A quotation must be accompanied with EMD amounting to Rs. 1500.00 (Rs. One Thousand & Five Hundred Only). The EMD shall be in the form of demand draft of scheduled banks, drawn in favor of "Director, NIPGR" New Delhi. The EMD should be enclosed in separate envelope duly marked EMD, which shall be open first. **Without EMD, quotation will not be accepted.**
14. In case agency fails to do the work, the EMD of the agency shall be forfeited.
15. All quotation shall be submit in prescribed format issued by the institute and shall be signed & returned in original.

16. A sum @ 5% of the gross amount of the bill shall be deducted from each running bill of the contractor till the sum along with the sum already deposited as earnest money, will amount to Security Deposit of 5% of the tendered value of the work. In addition, the contractor shall be required to deposit an amount equal to 5% of the tendered value of the contract as Performance Guarantee within the period prescribed for commencement of work in the letter of award issued to him.
17. Security Deposit will be refunded after the completion of defect liability period of twelve months w.e.f. actual completion date. The Performance Guarantee shall be refunded to the contractor on completion of the work and recording of completion certificate.
18. The Institute reserves the right to reject/accept any or all quotation without assigning any reason.
19. The validity of rates is for twelve months that may be extended by mutual consent.
20. The Institute also reserves the right to reduce/increase the scope of work and delete a particular item.
21. Accepted Makes of the items:
 - PVC Channel:- D-Link, Finolex, ISI
 - Rack:- D-Link, TCL, VALRACK
22. The agency shall submit manuals, warranty cards and other spare accessories of the installed items along with their test and installation reports.
23. In case of any dispute, the decision of the Institute shall be final & binding on the agency.
24. The above work shall be executed by the trained work force under the supervision of agency's engineer.
25. Any work not carried out as per instruction of the authorized representative of the Institute shall be dismantled and reconstructed by the agency and nothing extra shall be paid.
26. Any damage to the existing installations during the execution of work will be the responsibility of the agency and will be made good to the satisfaction of the Engineer-in-charge and nothing extra will be paid. In case the site clearance and damages are not attended, a recovery amounting to Rs. 5000/- shall be made.
27. Any kind of accident / electrocution caused due to negligence or during the course of normal work etc. shall be responsibility of the agency and nothing extra will be paid.
28. All safety precautions shall be taken so as to avoid any accident or inconvenience to the members of staff. The agency shall coordinate the work with the Institute's timing schedule.
29. A copy of the GSTIN issued by the concerned authority must be enclosed with the quotation.
30. Payments will be released after deduction of taxes as per rules.

सलाहकार अभियंता

FINANCIAL BID

Name of work: Providing and fixing of wall mounted data racks & optical fiber splicing, etc. in NIPGR Campus, New Delhi.

**CLIENT : DIRECTOR NIPGR
NEW DELHI**

Schedule of Quantity

Name of the work:- Providing and fixing of wall mounted data racks & optical fiber splicing etc. in NIPGR Campus, New Delhi.

Sl. no.	Make	Description	Qnt	Unit	Rate (Rs.)	Amount (Rs.)
1	D-Link, Finolex, ISI	Supply and Fixing of PVC channel of 65mm x 55 mm size of suitable thickness with cover along with all accessories as required including junction boxes, sealing of raceway cover, joints complete as required. The raceways shall be Gray coloured.	35	meter		
2	D-Link, TCL, VALRACK	Supply and Installation of 9 U closed rack wall mounted complete as required	2	Each		
3		Fiber optic splicing and testing, of existing optical fiber cable complete along with all accessories as required.	12	Each/ Core		
4		Dismantling of existing data switches, media converter, box of fiber splicing, extension power boards and all associated data and power cables and their connections and placing them in above said racks, making connections (power & data), managing and laying of all cables in channel & racks and testing of the system after arranging all items and other associated works complete as required.	1	Job		
					Total Amount	
[Amount in Words:]						
					Seal & Sign of Contractor	
Consultant Engineer						