

TENDER

FOR

Civil works for installation of lift

At NSIC Head Office building

Okhla New Delhi - 110020



ISO 9001:2008

THE NATIONAL SMALL INDUSTRIES

CORPORATION LTD.

(A Government of India Enterprise)

Okhla Industrial Estate

New Delhi-110020

Website

<http://www.nsic.co.in>

THE NATIONAL SMALL INDUSTRIES CORPORATION LTD.
(A GOVERNMENT OF INDIA ENTERPRISES)
Okhla Industrial Estate New Delhi-110020

Ref: - SIC/HOW/LIFT/2015/Vol-I

Date: 1-8-2016

M/s. _____

Sub:- Civil works for installation of lift At NSIC Head Office building

Sir,

Tender documents in respect of the above mentioned works containing 15 pages as detailed on page 4 (Index) are forwarded herewith. ***Please note that tender is to be delivered in the office of the Chief General Manager, (Works) NSIC Ltd., NSIC Bhawan Okhla Industrial Estate New Delhi-110020 on 9-8-2016 up to 3.00 P.M.***

The Tender should be signed on each page, dated and witnessed in all places provided for in the documents; all other papers should be initialed.

The tender should be accompanied by Earnest Money Deposit in the form of demand draft as mentioned in Appendix. Tenders without earnest money deposit shall be summarily rejected. The tenders will be opened at 3.30 P.M. on 9-8-2016.

The person, signing the tender on behalf of company/firm or on behalf of another person shall attach with tender a certified copy of proper authority/power of attorney on a non-judicial stamp paper of requisite value duly executed in his favour by such person, company/firm and must state specifically that he has authority to sign such tenders for and on behalf of such person or company/firm as the case may be, and in all matters pertaining to the contract including arbitration clause.

This letter shall form part of the **“CONTRACT”** and must be signed and returned along with the tender documents.

Yours faithfully

Encl. 15 Pages

Dy. General Manager (Works)

Signature of the Contractor with stamp

Tender notice for Civil works for installation of lift At NSIC Head Office building Okhla industrial estate New Delhi-110020

Ref: - SIC/HO/W/LIFT/2015/Vol-I

Date: 1-8-2016

Sealed item rate tenders are hereby invited on behalf of NSIC Ltd. from experienced Contractors.

S. No.	Name of the work	Estimated cost Rs.	EMD (Rs)	Completion Time	Issue of Blank Tender Document	Last Date of Submission Tender
1.	Civil works for installation of lift At NSIC Head Office building Okhla industrial estate New Delhi-110020	99000	5000	15 days	From 2-8-2016 To 9-8-2016	9-8-2016 Upto 3.00 PM

- 1 Intending tenderers should have valid registration with Service tax if applicable, Works Contract tax with concern authorities.\
- 2 The intending tenderers should have satisfactorily completed at least one similar nature work of 80% of the estimated cost put to tender or two similar natures works each of 60% of the estimated cost put to tender or three similar natures works each of 40% of the estimated cost put to tender in last seven years. Similar nature work means civil, electrical and interior work----etc.
- 3 The tender documents duly completed along with EMD in form of demand draft/pay order in favour of the "The National Small Industries Corporation Ltd." payable at New Delhi from any Nationalized Bank will be submitted at the office of the Chief General Manger (Works) , NSIC Ltd, NSIC Bhawan, Okhla Industrial Estate, New Delhi 110020 upto 3.00 PM on 9-8-2016 The bids of the parties shall be opened on the same day (i.e. due date of submission) at 3.30 PM. The tender without EMD and supporting documents shall be summarily rejected.
- 4 NSIC reserves the right to reject any or all the tenders without assigning any reason thereof and also not bound to accept lowest tender. Tenders in whom any of the prescribed conditions are not fulfilled or found incomplete in any respect are liable to be rejected.
- 5 Canvassing whether directly or indirectly in connection with tender is strictly Prohibited and the tender submitted by the contractors who resort canvassing will be liable to be rejected.

- 6 The bid submitted by the parties shall be opened on the same day i.e last date of submission at 3.30 PM in the presence of tenderers who wish to be present.

**Dy. General Manager (Works)
NSIC-Ltd, NSIC Bhawan
New Delhi -110020**

INSTRUCTIONS TO TENDERERS

1.0 GENERAL

Tenderers are advised to acquaint themselves fully with the description of work, scope of services, time schedule and terms and conditions including all the provisions of the tender document before framing up their tender.

2.0 SITE PARTICULARS

Tenderers are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their tenders as to nature of work, site conditions, means of access to the site etc.

3.0 SUBMISSION OF TENDER

- a) The expression "Tender Notice" referred to in the Tender Documents shall be deemed to include any Notice / Letter Inviting Tender with respect to the work forming the subject matter of the documents and vice-versa.
- b) The tender complete in all respects shall be submitted along with Earnest Money as stipulated in the Notice / Letter Inviting Tender ONLY. Tenders without Earnest Money Deposit will be out rightly rejected.

Tenders shall be submitted in one sealed envelopes Super scribed as following:

Name of work :

Tender no. :

Due date & time of opening :

Addressed to : Chief General Manager (Works), The National
Small Industries Corporation Ltd., NSIC Bhawan,
Okhla Industrial Estate, New Delhi -110020

From:

Name & address of the tenderer

This envelope shall contain the following: -

- EMD of requisite amount in the form of Demand Draft drawn on a scheduled/nationalized bank in favour of 'The National Small Industries Corporation Ltd.' payable at New Delhi. Cheque will not be accepted.
- Details of one work of 80% or two works each of 60% or three works each of 40% of the estimated cost put to tender, executed by the tenderer during last seven years, on the basis of which tenderer wishes to get qualified and copies of supporting work orders or completion certificate.
- Valid registration with Sales Tax department for Service tax, if applicable and Work Contract Tax with concerned authorities.
- The tenderers registered with NSIC under Single Point Registration Scheme (SPRS) of Government Purchase Program should also place a self-attested photocopy of registration certificate issued by NSIC under Single Point Registration Scheme in this envelope for availing exemption of earnest money/ tender cost.
- The price bid portion(Schedule of quantities) of the tender document mentioning the individual item rates, corresponding amount and total price to be charged by the tenderer for executing the work, complete in all respect. It is to be noted that this part shall contain only **PRICES** and no conditions i.e. deviations / assumptions / stipulations / clarifications / comments / any other request whatsoever. Any conditional offer will be rejected.
- **NOTE:**
All the photocopies of the documents should be signed by the tenderer/ authorized person.

4.0 ABNORMAL RATES

The tenderer is expected to quote rate for each item after careful analysis of costs involved for the performance of the complete item considering technical specifications and conditions of contract. This will avoid a loss of profit or gain in case of curtailment or change of specifications for any item. If it is noticed that the unit rates quoted by the Tenderer for any items are usually high or unusually low, it will be sufficient cause for rejection of the tender unless the Corporation is convinced about the reasonableness of the unit rates on scrutiny of the analysis for such unit rate to be furnished by the tenderer on demand.

5.0 DEVIATIONS TO TENDER CLAUSES:

Tenderers are advised to submit the tender strictly based on the terms and conditions and specification contained in the Tender Document and

not to stipulate any deviation. Conditional tenders are liable to be rejected.

6.0 VALIDITY OF OFFER

Tender submitted by tenderers shall remain valid for acceptance for a minimum period of 120 days from the date of opening of the tenders.

7.0 AWARD OF WORK

Corporation reserves the right to split the job into two or more parts and to award the work to separate agencies/contractors.

8.0 ACCEPTANCE / REJECTION OF TENDER

- i). Corporation does not bind itself to accept the lowest tender.
- ii). Corporation also reserves the right to accept or reject any tender in part or full without assigning any reason whatsoever.
- iii). Corporation also reserves the absolute right to reject any or all the tenders at any time solely based on the past unsatisfactory performance by the tenderer(s) the opinion/decision of NSIC regarding the same shall be final and conclusive.

9.0 CORRECTIONS

No corrections or overwriting will be entertained in schedule of rates by using correcting fluid.

10.0 Inconsistencies/ Ambiguities in the price bid (schedule of quantities) shall be dealt with in accordance with the following rules: -

- a) Since this is an Item Rate Tender, only rates quoted shall be considered. Any tender containing percentage below/ above the rates is liable to be rejected.
- b) Rates quoted by the tenderer in figures and words shall be accurately filled in so that there is no discrepancy in the rates written in figures and words. However, if a discrepancy is found, the rates which correspond with the amount worked out by the tenderer shall be taken as correct..
- c) In the event no rate has been quoted for any item(s), leaving space both in figure(s), word(s) , and amount blank, it will be presumed that the contractor has included the cost of this/ these item(s) in other items and rate for such item(s) shall be considered as zero and work will be required to be executed accordingly.

11.0 FIRM RATES

The rates quoted by tenderer shall remain firm till completion of all works even during the extended period, if any, on any account what so ever.

- 12.0** It will be obligatory on the part of the tenderer to sign the tender documents for all the components & parts.
- 13.0** Any addendum/ corrigendum issued shall form a part of the tender document. There will not be any press notification on amendment/ corrigendum. EMD of the unsuccessful tenderers shall be refunded without any interest after completion of the tendering process.

Dy. General Manager (Works)
NSIC, New Delhi

SIGNATURE OF THE CONTRACTOR

GENERAL CONDITIONS OF CONTRACT

1. Security Deposit:

Total security deposit shall be 10% of the accepted tender cost and shall be deposited/deducted by/from the contractor @ 10% from their bill (Including EMD amount) reaches to 10% of value of tender. However, if the value of tender i.e. actual execution exceeds the accepted value of tender, further deduction shall be effected @ 10% (Ten percent) of the value in excess of the accepted value of the Tender from their bill.

1.1 ***Refund of Security deposit:*** On expiry of the Defects Liability Period Engineer-In-Charge shall, on demand from the Contractor, refund to him the security deposit provided the Engineer-in-Charge is satisfied that there is no demand outstanding against the Contractor.

1.2 No interest shall be payable to the contractor against the Security Deposit furnished / recovered from the contractor, by the Corporation.

3. Rates for Extra/Additional Items

- i) If the rate for additional, altered or substituted item of work is specified in the Schedule of Quantities the Contractor shall carry out the additional, altered or substituted item at the same rate.
- ii) If the rate for any altered, additional or substituted item of work is not specified in the schedule of Quantities the rate for that item shall be derived from the rate for the nearest similar item specified therein.
- iii) If the rate for any altered, additional or substituted item of work cannot be determined in the manner specified in sub-paras (i) and (ii) above, the contractor shall within 7 days of the receipt of the order to carry out the said work, inform the Engineer-in-Charge under advice to the Accepting Authority of the rate which he proposes to claim for such item of work, supported by analysis of the rate claimed, and the Engineer-in-Charge shall, within one month thereafter, after giving due consideration to the rate claimed by the Contractor determine the rate on the basis of market rate(s). In the event of the contractor failing to inform the Engineer-in-Charge within the stipulated period of time, the rate which he proposes to claim, the rate for such item shall be determined by the Engineer-in Charge on the basis of market rate(s) and shall be final.

- 4 . The Contractor shall arrange, at his own expense, all tools, plant and equipment hereafter referred to as (T & P) labour required for execution of the work.

5. MATERIALS

1. All materials to be provided by the Contractor shall be in conformity with the specifications laid down in the contract and the Contractor shall, if requested by the Engineer-in-Charge, furnish proof to the satisfaction of Engineer-in-Charge in this regard.

6. Liquidated Damages for Delay

- 6.1 Time is essence of the contract. In case the CONTRACTOR fails to complete the whole work within the stipulated period, and clear the site, he shall be liable to pay liquidated damages @ 0.5 % (One half percent only) of the value of contract per week and or part thereof of the delay subject to a maximum of 10% (ten percent only) of the value of the contract. .

7. Defects Liability Period:

The Contractor shall be responsible to make good and remedy at his own expense within defect liability period of one year from the date of completion of the work in all respect.

8. Safety Code:

- 8.1 The corporation shall not be liable for any accident, injury or for any other mishap caused to him/them/their employees/agents and labour employed by the contractor and for any kind of damage during the execution of the contract or work done. For any kind of such injury or loss caused to any person/persons mentioned herein above, the contractor shall be exclusively liable.

9. PAYMENTS:

Payment will be released by cheque after satisfactory completion of the work on actual measurement basis. However running payment may be released on the request of the contractor as approved by the Engineer In-charge. All statutory deductions as applicable shall be deducted from your payable amount.

Dy. General Manager (Works)
NSIC, New Delhi

APPENDIX

- | | | |
|----|--|---|
| 1. | Competent Authority | C.M.D. NSIC or his
Authorized executives |
| 2. | Earnest money/Security deposit | |
| | a) Estimated cost of the Works | Rs. 99000/- |
| | b) Earnest money | Rs 5000/- in the form of DD /Pay
order in favour of "The National Small
Industries Corporation Ltd.", payable
at New Delhi |
| | c) Security Deposit | 10% of the contract valu only |
| 4. | Time allowed for execution of work | 15 days |
| 5. | Authority competent to decide if
"any other cause" of delay is beyond
Contractor's control | CGM (Works) or his
authorized representative |
| 6. | Liquidated Damaged | 0.5% (one half percent) per week
subject to a Maximum 10% value
of the contract |
| 7. | Defect Liability Period | 12 months from the date
of Completion of work in
all respect |
| 8. | Authority competent to reduce
Compensation | CGM (Works) NSIC or his
authorized executive. |

SPECIAL CONDITIONS

1. During working at site, some restrictions may be imposed by Engineer-in-Charge/Security staff of Corporation or Local Authorities regarding safety and security etc., the contractor shall be bound to follow all such restrictions/instruction & nothing extra shall be payable on this account.
2. No compensation shall be payable to the contractor for any damage caused by rains lightening, wind, storm, floods Tornado, earth quakes or other natural calamities during the execution of work. He shall make good all such damages at his own cost; and no claim on this account will be entertained..
3. All rates quoted by the tenderers shall be complete inclusive of all taxes, duties, labour, Tool & Plant, Transportation etc., and the same shall remain firm for the entire contract period and extended contract period, if any.
4. If the contractor fails to proceed with the work within the stipulated time as specified from the date of issue of letter of intent/letter to proceed with the work, the Corporation shall forfeit the earnest money deposited by him along with the tender.

Signature of Contractor

Schedule of quantities

S.no	Description of item	Unit	Qty	Rate (Rs.)		Amount (Rs.)
				In figure	In words	
1	Demolishing brick work manually/ by mechanical means including stacking of serviceable material and disposal of unserviceable material within 50 metres lead as per direction of Engineer-in-charge.	Cum	0.759			
2	Earth work in excavation by mechanical means (Hydraulic excavator) / manual means in foundation trenches or drains (not exceeding 1.5 m in width or 10 sqm on plan), including dressing of sides and ramming of bottoms, lift upto 1.5 m, including getting out the excavated soil and disposal of surplus excavated soil as directed, within a lead of 50 m.for All kinds of soil.	Cum.	0.135			
3	Providing and laying in position cement concrete of specified grade excluding the cost of centering and shuttering - All work up to plinth level 1:4:8 (1 Cement : 4 coarse sand : 8 graded stone aggregate 40 mm nominal size)	Cum	0.162			
4	Brick work with common burnt clay F.P.S. (non modular) bricks of class designation 7.5 in foundation and plinth in: 6.1.1 Cement mortar 1:4 (1	Cum	0.207			

	cement : 4 coarse sand))					
5	12 mm cement plaster of mix :1:4 (1 cement: 6 fine sand)	sqm	21.39			
6	Pre-cast terrazzo tiles 22 mm thick with graded marble chips of size upto 12 mm, laid in floors, and landings, jointed with neat cement slurry mixed with pigment to match the shade of the tiles, including rubbing and polishing complete, on 20 mm thick bed of cement mortar 1:4 (1 cement:4 coarse sand) Ordinary cement without any pigment	Sqm.	4.5			
7	Marble work gang saw cut (polished and machine cut) of thickness 18 mm for wall lining (veneer work), backing filled with a grout of average 12 mm thick in cement mortar 1:3 (1 cement : 3 coarse sand), including pointing with white cement mortar 1:2 (1 white cement : 2 marble dust) with an backing by means of cramps, which shall be paid admixture of pigment to match the marble shade (To be secured to the for separately). Area of slab over 0.50 sqm	Sqm	16.2			
8	Mirror polishing on marble work/Granite work/stone work where ever Required to give high gloss finish complete.	sqm	16.20			
9	Filling available excavated earth (excluding rock) in trenches, plinth,	Cum.	0.90			

	sides of foundations etc. in layers not exceeding 20cm in depth, consolidating each deposited layer by ramming and watering, lead up to 50 m and lift upto 1.5 m.					
10	Brick work with common burnt clay F.P.S. (non modular) bricks of class designation 7.5 in superstructure above plinth level up to floor V level in all shapes and sizes in : Cement mortar 1:4 (1 cement : 4 coarse sand)	Cum	4.895			
11.	Dismantling of existing aluminium partitions and doors.	Sqft	80			
12	Providing and fixing Powder coated Aluminium work for doors with extruded built up standard tubular sections/ appropriate Z sections and other sections of (Jindal or equivalent make) fixed with rawl plugs and screws or with fixing clips, or with expansion hold fasteners including necessary filling up of gaps at junctions, at top, bottom and sides with required PVC/ neoprene felt, etc. Aluminium sections shall be smooth, rust free, straight, mitered and jointed mechanically wherever required including cleat angle, Aluminium snap beading for glazing / paneling, C.P. brass/ stainless steel screws all complete as per architectural drawings and the direction of engineer-in-charge With powder coated aluminum section of 63.5mm X	Sqft.	35			

	38.10mm (sectional weight of the Aluminium section should not be less than 4 Kg. for the sectional length of 15') with 12 mm thick both side pre-laminated flat pressed three layer of graded wood particle board conforming to IS:12823 grade I type II in paneling of partition walls required height with float glass panes of 5 mm thickness Modi or equivalent make in paneling of required height complete in all respect including all hardware fittings as per the direction of Engineer -in charge .					
					Total	
	Add tax if any				@	
					Grand total	

Total Rs. In words-----

Signature of bidder with stamp

