



**THE NATIONAL SMALL INDUSTRIES CORPORATION LIMITED**  
( A Govt. of India Enterprise)

**Tender No. NSIC/BO/BAL/15-16**  
**Dt.03-06-2015**

**Tender Document Serial No:**

**Tender Schedule**  
**2015-2016**  
for Interior works at NSIC, Balanagar Office at 3<sup>rd</sup> floor,  
6-3-144,6-3-144/1, Jahanara Kareem  
Complex,Balanagar, R.R.Dist, Hyderabad

**Name of the Firm:**  
**Address:**

**Contact Person Name:**  
**Phone no.:**  
**Fax no.:**

The Tender is invited on behalf of

**The Chairman cum Managing Director  
The National small Industries Corporation Limited  
NSIC Bhavan  
New Delhi – 110 020**

**The persons and Firms intending to offer rate for the said interior works, should observe the terms and conditions given below:-**

**TERMS AND CONDITIONS FOR INTERIOR WORKS AT NSIC, BALANAGAR OFFICE**

Sealed offers super scribed “TENDER FOR INTERIOR WORKS AT NSIC, BALANAGAR OFFICE” addressed to the Sr. Branch Manager, 203, Sri Dattasai Complex, RTC ‘X’ Roads, Musheerabad, Hyderabad – 500 020 will be received up to 12.00 Noon on 08-06-2015.

1. Intending tenderers should have valid registration with Sales tax /Works Contract tax /VAT 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 nature works each of 60% of the estimated cost put to tender during last three years. Similar nature work means civil works only.**
3. Tender documents can be purchased from the office of the Sr. Branch Manager, 203, Sri Dattasai Complex, RTC ‘X’ Roads , Musheerabad, Hyderabad – 500 020 on all working days between 11.00 am to 4.00 pm except on holidays, Saturdays & Sundays after payment of requisite tender cost of Rs 100/-. NSIC Government Purchase Registered Companies can obtain the tender document free of cost on production of copy of NSIC Government Purchase Registration certificate.
4. The tender documents duly completed along with EMD in form of demand draft/pay order in favour of the “NSIC, Hyderabad”, payable at Hyderabad from any Nationalized Bank will be submitted at the office of the Sr. Branch Manager, 203, Sri Dattasai Complex, RTC ‘X’ Roads , Musheerabad, Hyderabad – 500 020 upto 12.00 Noon on 08/06/15. NSIC Government Purchase Registered Companies are exempted from EMD on production of copy of NSIC Government Purchase Registration certificate.
5. 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.
6. 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.
7. The quoted rate shall be inclusive of all materials, labour required for carrying out the work, loading – unloading, transportation, taxes, duties and scaffolding etc. And shall also include those items which are not specified but required for completion of the works.

8. The work shall be completed within two weeks from the date of confirm work order.
9. Payment shall be released after satisfactory completion of works in all respect. Necessary statutory deduction as applicable shall be made from the amount payable to the party.
10. The materials used for the work shall be of the approved shade/ colour, brand & work shall be carried out professionally and neatly.
11. Parties are requested to make a visit to site and fully acquaint themselves about the site conditions, nature of work to be carried out. Non- familiarity with the site condition shall not construed or attract for increase in rates if any, after acceptance of quoted rates.
12. The work executed shall have 6 months defects liability period from the date of completion and any defects noticed during this period shall be rectified by the party free of cost.
13. The Corporation reserves the right to reject any or all tenders without assigning any reasons whatsoever. The party shall take all safety precautions during the execution of works and shall ensure that no part of the building shall be damaged.
14. The party shall be fully responsible for any injury or accident happened to the workmen deployed by them for carrying out the works and NSIC shall no way be held responsible for the same. The parties are required to submit/ enclose their credentials along with the quotation.
15. Any party if desires, can download the Tender document pro forma from NSIC website and can submit the same in sealed envelope, with DD for Tender document fee of Rs 100/- and EMD before due date.
16. Quantities mentioned above are tentative only and the work shall be carried out strictly as per site condition and direction. The payment shall be released as per site condition and direction. The payment shall be released as per actual quantum of work executed after effecting necessary statutory deductions, if any.
17. Every tender shall be accompanied by means of Bank Draft as Earnest Money equivalent to Rs. 10,000/- (Rupees Ten Thousand Only). The Draft shall be in favour of The National Small Industries Corporation, payable at Hyderabad drawn on any scheduled Bank. Tender not accompanied by earnest money will be rejected. EMD/ Security Deposit will be exempted for the NSIC registered parties.
18. The earnest money shall remain with the corporation till the decision on the tender is taken. It will be adjusted towards the total value of the INTERIOR work in the case of successful tender's and will be returned to the unsuccessful tenderers within three months after opening of the tender. No interest is payable on this amount.
19. The earnest money of the successful tenderers will with hold against the Security deposited and will be released after defect liability period of 6 months.
21. The last date for receipt of the tender is up to 12.00 Noon on 08-06-2015, the tenders received after the above said time and date will not be considered. The tenders will be opened at the above address at 1.00 P.M on 08-06-15. The

tenderers or their representatives may be present at the time of opening of the tenders.

22. The tenders who offered Lowest price will be called for negotiation at the discretion of the tendering authority. The offers should remain open for acceptance for three Months from the due date.
19. The offer should be made in the form attached. Offers not submitted in the prescribed form will be summarily rejected. However, if needed an extra sheet can be attached. Preference will be given to parties who quote for all the Item at Annexure. The decision of the corporation will be final and binding on the tenderers.
23. In the event of any dispute, the same shall be referred to the sole arbitration of the Sr. Branch Manager, NSIC, Hyderabad of the Corporation or such officer as he may appoint to be the arbitrator. There would be no objection that the arbitrator is an employee of the corporation, or that he/she had to deal with the matter to which this tender relates or that in the course of his duties as an employee of the Corporation, he has expressed his views on all or any of the matters in dispute or difference. The award of the officer so appointed by him shall be final and binding on the tenderers.
24. If all above terms and conditions mentioned in the tender document are acceptable to you, please quote your offer on or before 08-06-2015 by 12.00 Noon. Please enclose a copy of this document duly signed (on each page) stating acceptance to the terms and conditions mentioned above. The tenders received after the above said time and date will not be considered. The NSIC-Hyderabad is not responsible for any postal delays.

Accepted above terms and conditions.

Party's Signature with Seal  
( With Seal )

Sr. Branch Manager

Place:

Date:

**Tender Document Price Rs. 100/-**  
**Tender Document SL.No.:- \_\_\_\_**  
**Due on 08-06-2015 upto 12.00 Noon**  
**From:**

To :  
Sr. Branch Manager  
203, Sir Dattasai Complex  
RTC 'X' Roads  
Musheerabad  
Hyderabad – 500 020

**Dear Sir,**

Having read and understood the terms and conditions to undertake Interior works of NSIC, Balanagar Office at **3<sup>rd</sup> floor, 6-3-144,6-3-144/1, Jahanara Kareem Complex,Balanagar, R.R.Dist, Hyderabad.** I/We hereby tender this offer for interior works at NSIC Balanagar, Office. My/Our offer shall remain open for acceptance for three months from the due date of this tender.

| Sl.No                     | Tender SI.No. | Description of the Item | Price Offered |          |
|---------------------------|---------------|-------------------------|---------------|----------|
|                           |               |                         | In Fig.       | In Words |
| ANNEXURE - 1 ( enclosed ) |               |                         |               |          |

**1. D.D.No.**

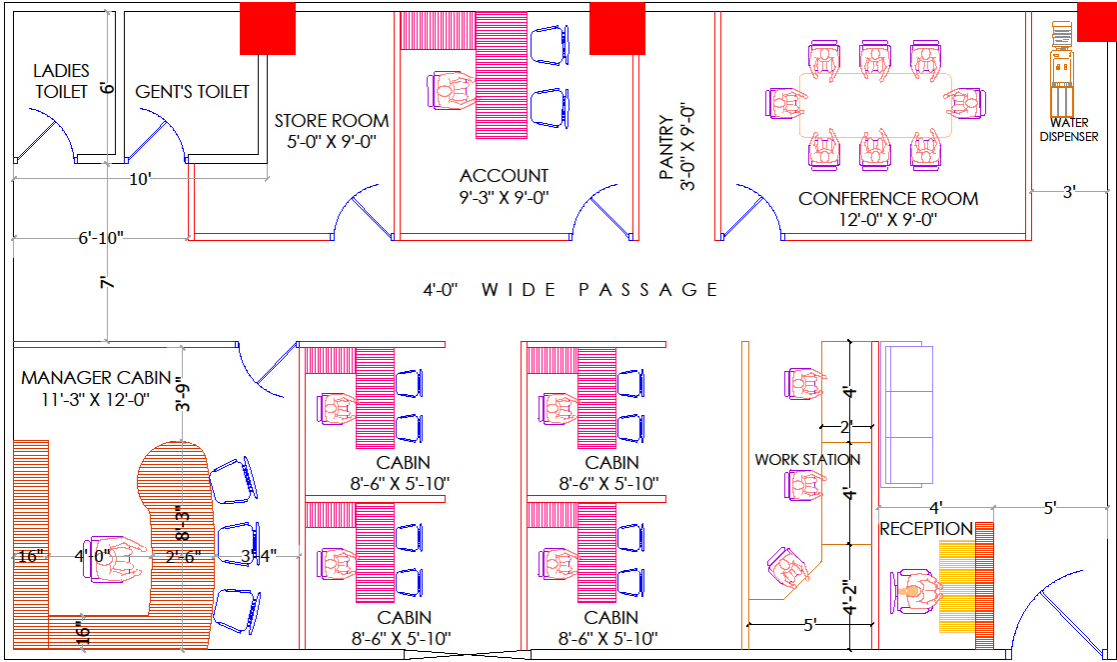
**Dt.**

**for Rs.**

Drawn in your favour is enclosed towards EMD.

Yours faithfully

Signature of the Tenderer with Seal



| Sl. No | Specification  | Qty  | Rate | Amount |
|--------|--|------|------|--------|
| 1      | <b>Half / Full partitions as per drawing</b>   |      |      |        |
| 2      | <p><b>Executive Table of Size:- 1800X900X750mm,</b></p> <p>Made up of 25mm P. L. Board Top Side Edge Using 2mm PVC Edge Banding Tape &amp; Modesty Panel Using 18mm Thick P.L. Board Providing 1nos 3Drawer Pedestal Using Quality Hardware.</p> <p>Side Table of Size :- 1200X450X750mm</p> <p>Made Up of 25mm Thick P.L. Board with 2mm PVC Edge Banding under Tape Structure Made 18mm P.L. Board with PVC Edge Banding Tape 3nos Shutters &amp; 2nos Compartments.</p> | 1set |      |        |
| 3      | <p><b>Executive Table for Accountant of Size :-1500X900X750mm,</b></p> <p>Made up of 25mm Thick P.L. Board with 2mm PVC Edge Banding Tape, Under Structure Made up of 18mm Thick P.L. Board for Edges' Using PVC Edge Banding Tape &amp; Using Quality Hardware .</p> <p>Side Table :- of Size :- 900X450X750mm</p> <p>Made up of 25mm Thick P.L. Board, 2 Shutters 2 Compartments.</p>  | 1nos |      |        |
| 4      | <p><b>Executive Table for Staff of Size :- 1200X600X750mm,</b></p> <p>Made up of 25mm Thick P.L. Board with 2mm PVC Edge Banding Tape, Under Structure Made up of 18mm Thick P.L. Board with PVC Edge Banding Tape Using Quality Hardware with Key Board.</p>  | 4nos |      |        |

|    |  |      |  |  |
|----|--|------|--|--|
| 5  | <b>Executive Work Station of Size :-<br/>1200X600X1200mm</b>   | 2nos |  |  |
| 6  | <b>Executive Work Station of Size :-<br/>1800/1250X600X1200mm</b>  | 1nos |  |  |
| 7  | <b>Reception Table of Size :-<br/>1800X600X750mm</b><br><br>Top Made up 25mm Thick & Under<br>Structure Made up of 18mmThick with<br>one Draw & one Locker with Using<br>Quality Hardware.     | 1nos |  |  |
| 8  | <b>Pantry of Size :- 1800X450X750mm</b><br><br>Top Made 25mm Thick & Under<br>Structure Made up of 18mm Thick P.L.<br>Board & Using Quality Hardware.  | 1nos |  |  |
| 9  | <b>Conference Table of Size :-<br/>2100X900X750mm</b><br><br>Top Made up of 25mm Under<br>Structure Made up of 18mm Thick for<br>Edges 2mm P.V.C Edge Banding<br>Tape, Using Quality Hardware. | 1nos |  |  |
| 10 | <b>Electrical fittings and concealed<br/>wiring as required in all the cabins /<br/>partitions</b>   |      |  |  |



