

To,

M/s. _____

Sub: - Dismantling of Communication tower installed at NSIC HO, Okhla New Delhi – 110020.

Dear Sir,

Please find enclosed here with Enquiry Performa for schedule of quantities for the subject work at NSIC Ltd., NSIC Bhawan, Okhla Industrial Estate, New Delhi-110020. You are requested to quote your most competitive rates against each item mentioned in schedule enclosed with at the terms and conditions given below:-

Terms & Conditions

Tenderers shall submit their offers in sealed covers, super scribed as “**Quotation for work of Dismantling of Communication tower installed at NSIC HO, Okhla New Delhi – 110020.**” *Enquiry No and Due Date*, addressed to the **Chief General Manager - SG (Works)** should reach this office on or before 18.02.2017 upto 11.00 A.M. The offers will be opened on the same day at 11.30 AM and in the presence of intending tenderers. Enquiry Performa received after due date & time will not be considered.

1. The interested tenderer may collect the Enquiry Performa from the office of CGM (Works), NSIC Ltd, NSIC Bhawan, Okhla Industrial Estate, New Delhi – 110020 in any working day from 08.02.2017 to 17.02.2017 between 10:00AM to 4:00 PM except Saturday/Sunday and any Gazetted Holidays. The Enquiry / Quotation form may also be downloaded from NSIC website.
2. The tenderer shall take into account basic price, cost of labour, T & P, taxes as applicable, conveyance / cartage etc. while quoting the rates. No extra claim what so ever in this regard shall be entertained.
3. Any addendum/ corrigendum issued shall form a part of the tender document /quotation. There will not be any press notification on amendment/ corrigendum. The purchasers of the tender document/ the prospective.

Tenderers are required to visit NSIC website and CPP Portal for all such amendments/ corrigenda to NIT as well as the tender document / quotation.

4. The Enquiry Performa should be accompanied with the earnest money deposit of Rs.1,000/- (Rupees One Thousand Only) in the form of account payee demand draft in favour of “The National Small Industries Co. Ltd”, payable at New Delhi. No Cheques are acceptable. Tenders without EMD will be summarily rejected.
5. The EMD deposited by the successful tenderer shall be returned after completion of work to successful Bidder. However, the EMD of the rest of bidders will be refunded after award of the contract.
6. The validity of quotation should be 120 days from the last date of opening of tenders.
7. The NSIC reserves the right to accept or reject any or all the quotations without assigning any reason.
8. Work should be completed within 10 days from the date of issue of work order. In case work is not completed within schedule time, the EMD of the successful bidder will be forfeited.
9. The tenderer may inspect the premises for getting acquainted before submitting the quotations during office hours on any working day. Non-familiarity with the site condition will not be considered a reason either for extra claims or for not carrying out the work.
10. Payment shall be released after satisfactory completion of work in all respect on actual measurement basis. All the statutory deductions as applicable shall be made from the payable amount.
11. While applying for the tender document, shall furnish proof of valid Sales tax/Service Tax/TIN as applicable.
12. The tenderer must confirm their acceptance of the terms and conditions mentioned herein and the enclosed documents. Each page of the original tender document should be signed and this will form a part of contract.
13. The height of the tower is approx. 60 to 65 feet and installed on the roof of NSIC Corporate office. The Dismantled material shall be shifted within the range of 200 mtr. Nothing shall extra be payable on this account. The Dismantled material shall be NSIC’s Property.

14. The bidders having valid registered with NSIC, DIC or Udyog Aadhar shall be exempted from the submission of EMD/Tender cost. However, the copy of the said certificate shall be enclosed with the quotation for availing the benefits.
15. Quantities mentioned in the schedule of quantity are tentative and may increase or decrease as per requirement. You are requested to quote rates in enclosed Performa at Annexure "A" mentioned in "Schedule of Quantities".
16. Each paper of Quotation / Enquiry form along with the Bill of Quantity shall be signed and stamped by the Bidder.
17. It shall be ensured by the successful bidder that no structural damage is caused to NSIC building / property during the execution of the work.
18. The successful bidder shall be responsible to comply with all PF, ESI, Labour laws and other statutory requirements in respect of workers/ employees deployed for execution of the work.
19. The work is to be carried out inside the NSIC premises. As such, all rules and regulations of NSIC shall be complied with by the successful bidder.
20. The successful bidder shall be solely responsible for safety of the workmen deployed for the work and shall ensure use of all the necessary safety equipments by his workmen.
21. The contractor shall indemnify and keep indemnified NSIC against any injury / loss of life of his workmen during execution of the work or loss of life / injury / damage pertaining to any third party.

Thanking you,

Yours Truly,

Manager (Works)

Bill of Quantities for the work of Dismantling of Communication tower installed at NSIC HO, Okhla New Delhi – 110020.

| S.No | Description of items | Unit | Qty | Rate | Amount |
|-----------------------------------|---|-------------|------------|-------------|---------------|
| 1 | Dismantling of Communication tower approx. length of 65 feet installed at NSIC HO Roof. Note: This item is inclusive of shifting of scrap from Roof of NSIC HO to designated placed with in the range of 200 metre. | Job | 1 | | |
| Total Amount | | | | | |
| Taxes | | | | | |
| Total Cost including Taxes | | | | | |
| Total Amount in Words | | | | | |