TENDER DOCUMENT FOR TECHNICAL AND FINANCIAL BID FOR THE CIVIL WORK

Name of Work: REMOVING EXISTING MANGALORE TILES AND PROVIDING AND FIXING PUFFED INSULATION SHEET

Cost of Tender document: Rs.1000/-

YEAR 2018
TENDER No IASC 02 / 2017-18 Dated 19 JANUARY 2018

Name of Work: REMOVING EXISTING MANGalore TILES AND PROVIDING AND FIXING PUFFED INSULATION SHEET

NOTICE INVITING TENDER

Tenders in two bid system i.e. “EMD + Technical bid” and Financial bid, separately (in two envelopes) are hereby invited for the work of “PROVIDING PUFFED INSULATION SHEET AT ACADEMY’S FELLOWS’S RESIDENCY, JALAHALLI 4TH FLOOR, C.V RAMAN BLOCK” from contractors of appropriate class of CPWD, Railway, MES, Post & Telegraph Department and/or from those who have worked out for CSIR or its laboratories/institutes and having successfully carried out at least 3 similar works in the last five years. The tenderers are required to attach proof of fulfilling these conditions while submitting the tender documents. The tenderer may visit the site for inspection to know the nature of works to be carried out on any working day from 2-5 pm between the days of announcing the tender and closure of the tender.

GENERAL RULES AND DIRECTIONS FOR GUIDANCE

1. Deadline for submission of Quotation:
   Quotation must reach the Executive Secretary, Indian Academy of Sciences (IASc) at 1500 Hrs. on 02 FEBRUARY 2018

2. Quotation Prices
   The amount quoted by the tenderer in the Bill of quantities shall allow for all costs including labour, materials, equipment, transport charges, tests, etc. payable.

3. Validity of Quotation
   Quotation shall remain valid for a period 90 days from the date of opening.

4. Earnest Money Deposit (EMD)

4.1 Each Quotation should be accompanied by an Earnest Money Deposit (EMD) amounting to Rs. 25,000/- (Rupees twenty five thousand only) which shall be in the form of Demand Draft from any Nationalised Bank drawn in favour of Indian Academy of Sciences (IASc), Bengaluru and enclosed with Technical Bid.

4.2 Quotation not accompanied by the Earnest Money Deposit in the manner prescribed by the Academy will be summarily rejected. However Small Scale Units registered with the National Small Industries Corporation Ltd., are exempted from payment of Earnest Money Deposit provided a Certificate from the Registering Authority is produced to substantiate their status as a Small Scale Unit currently registered with the National Small Industries Corporation Ltd.,

   However no exemption from payment of Security Deposit amount will be allowed in respect of Small Scale Units registered with National Small Industries Corporation Ltd.,

   *NOTE: To claim under Clause 4.2 above, the tenderers are required to produce an attested copy of the NSIC registration Certificate. The attestation should be from a Gazetted Officer of Central /State Government. The exemption from the payment of EMD will be allowed only if the Quotation item of work / supply is covered in the enlistment statement attached to the NSIC certificate. No claims for exemption without the details stipulated above will be considered.
5. Opening of Quotation
Quotation will be opened at the office of the Academy on 02 FEBRUARY 2018 at 1600 hrs

6. Refund of EMD
6.1 When the committee finalizes one of the tenderer for the said contract, EMD will be refunded to all other tenderers within 10 working days.
6.2 The EMD of the successful tenderer will be refunded only after the remittance of security deposit in any manner as aforesaid. Alternatively, the successful tenderer shall when his tender is accepted, furnish security as specified in the clause 7 of Special conditions after giving credit to the amount deposited by him as earnest money. The earnest money shall retain its character, as such, till the successful tenderer furnishes the security deposit.

7. Where a person whose tender has been received on behalf of the Board intimates that they are withdrawing their tender before the validity period or makes any modification in the terms and conditions of the tender which are not acceptable to the Academy (or) fail to furnish the security deposit within the prescribed time, the Academy shall without prejudice to any other right or remedy, be at liberty to forfeit the Earnest Money deposited by such person absolutely.

8. Quotation Documents downloaded from the web can also be submitted subject to condition that the tenderer should enclose a separate DD towards the cost of the documents Rs.1000/-
GENERAL NOTES:
1. The tenderer is advised to 'inspect the site' before quoting the rates
2. The rates quoted by the tenderer should be inclusive of all taxes, levies, duties and other charges
3. The tenderer shall carry out the work as per day to day instruction of the Chief Engineer or his representatives at site.
4. The work is to be carried out without any hindrance to the regular activities in that area
5. If the performance of the contractor is not satisfactory or not upto the expectation of the Chief Engineer or his representative, the contract will be terminated forthwith and the payment, if any, will be made for the work carried out and assessed by Chief Engineer.
6. The contractor shall take necessary precautions during working hours by Providing caution boards wherever men are working
7. The contract period is 15 Days
8. The materials used on the work shall be of approved quality and as directed by the Chief Engineer or his representatives. The contractor shall get the approval for the materials before using them on the works
9. For further details the Academy Executive Secretary may be contacted during office hours Ph. No. 080-22661203, 22661207.

SIGNATURE OF THE TENDERER

C.S. Ravi Kumar
Assistant Executive Secretary
Indian Academy of Sciences
Sadasivanagar
Bangalore-560 080
Indian Academy of Sciences (IASC)  
C V Raman Avenue, Post Box No. 8005,  
Bengaluru 560 080  
Name of Work: REMOVING EXISTING MANGALORE TILES AND PROVIDING AND  
FIXING PUFFED INSULATION SHEET  

**SCHEDULE 'A' TECHNICAL SPECIFICATIONS**

<table>
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<tr>
<th>SL No.</th>
<th>Description</th>
<th>Colour</th>
<th>Thickness (Mtr)</th>
<th>Width (mtr)</th>
<th>Length (mtr)</th>
<th>Quantity (Nos)</th>
<th>Total (Sqr mtr)</th>
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<td>1</td>
<td>Removal of existing Mangalore tiles (As per Actual Area) and fixing of puffed insulation sheet.</td>
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<td>Preparation of surface (As per Actual Area)</td>
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<td>3</td>
<td>Fixing Puff insulation sheets*</td>
<td>30 MM</td>
<td>1.07</td>
<td>6.4</td>
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<td>Fright Charge</td>
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*Bearing ISI mark from Reputed Manufacturer.*

Note: Removing the existing mangalore tiles and fixing "Puffed insulation sheets" on the existing structure.

**CHECK-LIST FOR TECHNICAL BID**

1. Vendors must ensure that they meet the eligibility criteria.
2. Both the bids, tech & Price bids are to be kept in separate sealed envelope. Price bid will be opened only of qualified vendors.
3. EMD of Rs: 25,000.00 and Tender fee of Rs: 1000.00 in the form of DD in favour of "Indian Academy of Sciences" payable at Bengaluru must be enclosed along with technical bid
4. PAN/IGST registration certificate.
5. Signature of bidder on all the pages of tender document as acceptance of all the terms and condition of tender.

[Signature]

C.S. Ravi Kumar  
Assistant Executive Secretary  
Indian Academy of Sciences  
Sadashivanagar  
Bangalore-560 080
SCHEDULE ‘B’

SPECIAL CONDITIONS

1. The work shall be completed within 10 Days from the date of placing the order.

2. CEMENT REQUIRED FOR THE WORK:
The contractor shall procure either 43 Grade (conforming to IS 8112) or 53 grade (conforming to IS 12269) Ordinary Portland cement or any other special grade/quality of cement as required for the work, from reputed manufacturers of cement as approved by the Engineer.

3. SUPPLY OF DRINKING WATER AT THE SITE OF WORK:
The Contractor shall make his own arrangements.

4. SUPPLY OF WATER FOR THE WORK:
The Academy will provide water for the work at the work site.

5. Electricity Supply for Works:
The Academy will provide the required electrical power to carry out the work. The Academy will charge 1% of the total contract value as electricity and water charges.

6. MISCELLANEOUS CONDITIONS:

(a) The Chief Engineer shall have the right to omit at his discretion one or more items of work when placing the order.

(b) The quantities indicated in the schedule are only approximate and can be increased or decreased at the discretion of the Executive Secretary. However, the consequent variation in the Total Contract Value will be limited to 20%. The rates quoted shall be firm for such variation. In case the variation results in the total contract value exceeding the prescribed percentage revision of rates, if any, shall be applicable only for that portion of the contract carried out in excess of the permissible percentage.

7. SECURITY DEPOSIT:
The Contractor shall deposit 5% of the contract value in the form of Demand Draft from a Nationalized Bank, payable at Bengaluru as initial Security for the due fulfillment of the conditions of the contract, within 3 days of placing the order failing which the order shall be cancelled and other arrangements made for executing the work. The Security Deposit shall not bear any interest and the Security Deposit shall be forfeited in whole or part at the discretion of the Executive Secretary, if in his opinion the contractor has failed to fulfill any of the conditions of the above contract. The Security Deposit shall be refunded to the contractor along with the bill after the work is completed satisfactorily and certified by the Chief Engineer to that effect.

8. Compensation for delay:
If the contractor fails to complete the work in all respects within the time specified or within the extended time that may be allowed by the Executive Secretary, the contractor shall pay or allow to the Academy a sum of contract as liquidated and ascertained damages and not by way of penalty, for every day/week or part thereof beyond the said period or extended period as the case may be during which the work shall remain unfinished. Such damages will be deducted from any Amount payable to or to be payable to the contractor including encashment of Bank Guarantee or any Securities/ Guarantees, if any available with the Academy.
maximum Amount of Liquidated Damages will be worked out based on the Total Contract value inclusive of all Taxes and Duties thereon.

The Liquidated Damages/ Late Delivery charges will be worked out as follows;

The Liquidated Damages/ Late Delivery charges whose period of contract / delivery is above four weeks, Liquidated Damages/ Late Delivery charges will be 1½% (half percent) per week or part thereof of the total value of the contract subject to a maximum of 5% of the total value of contract.

The payment of such damages does not relieve the contractor of his obligations to complete the works or from any other of his obligations or liabilities under this contract.

C.S. Ravi Kumar
Assistant Executive Secretary
Indian Academy of Sciences
Sadashivanagar
Bangalore-560 080
1. No materials will be supplied free by the Academy and it is the responsibility of the contractor to procure and supply all the materials required for the work at their cost.

2. Rates/price bid is to be submitted as per annexure-I, according to the specifications given in the enquiry only and no conditional tenders will be accepted. TENDER ACCEPTANCE LETTER is to be submitted as per annexure -II.

3. If any materials issued to the contractor by the Academy for the use on the work is lost or damaged, the cost thereof at the ruling market rate or at the Academy issue rate whichever is higher plus 20% storage charges in either case will be recovered from any money due or that may become due to the contractor.

3. The quantities given in the schedule of quantities are those upon which the approximate estimated cost of the work is based but they are subject to alterations, omissions, deductions and additions and do not necessarily show the actual quantities of the work to be done.

4. The work is to be carried out with due diligence and executed in a workman like manner. The material used when supplied by the contractor is to be of the best of its kind and in all cases to be subject to the approval of the Chief Engineer whose decision to the rate of progress the quality of the work or materials, sizes etc., is final.

5. The Chief Engineer may cancel the contract at his option any time without notice for any reason including poor progress of work and may remove bad work or materials and have it replaced deducting the value of the work rejected or materials removed and the cost of replacing it as he may think proper from any amount due or that may become due to the contractors. The decision of the Chief Engineer is final and will be binding on the contractor.

6. In case the contractor leaves the work incomplete the Chief Engineer shall have the right to have the work completed through any other agency and recover the extra expenditure incurred by the Academy in so doing from any money due or to become due to the contractor.

7. The Contractor shall conform and comply with the regulations and by – laws of the IASc and of all other local authorities such as the BBMP. The Factories Act, the Government Customs and Police Department, etc. The contractor shall conform to rules, regulations, etc. concerning injury to workman compensation for injury to workmen, Insurance for workman etc. The Contractor shall also conform to contract labour (Regulations and Abolition) Central Rule 1971 etc.

8. The Contractor shall be responsible for any accident; damage for injury caused to any his employees or property or any person or property in course of the work and shall hold the Academy blameless in respect thereof any also in respect of any claim made by any person or any reasons whatsoever.

9. The contractor shall be solely responsible for reporting to the POLICE, BBMP and BESCOM or any other Department immediately of any serious or fatal accident inside the Academy premises to any of his employees/workmen engaged by him or any persons involved in an accident at site of work.

11. The work shall be carried out without causing any inconvenience to the Academy and to other works in progress in the neighbourhood and any losses to the Academy.

12. Only vehicles licensed by the contractor will be allowed inside the Academy premises and the vehicles will be allowed to leave the premises after through checking.

15. The quantities of work executed will be measured and payment made on satisfactory completion of the work.
16 It shall be clearly understood that the rates mentioned in the schedules are inclusive of everything required to be done for the proper completion of the work according to the specifications drawings, general conditions and special conditions even though specific mention thereof has been omitted in the specification and drawings.

17 Measurements recorded by the person authorized by the Chief Engineer to make them will be accepted by the contractor who will be given the opportunity of witnessing the measurements taken.

18 Payments made by the Academy to the contractor for the work shall be rounded off to the nearest rupee.

19 The work shall be completed within 15 days from the day of placing the order.

20 If the progress of work is held up owing to circumstances which in the opinion of the Chief Engineer are beyond the control of the Contractor, such as War, stormy weather and other reasonable causes, the Chief Engineer may at his discretion, grant to the Contractor such extension of time as he considers reasonable for the completion of the work. The grant of such extension of time will not bestow on them any claim for compensation or extra payment at a future date whatsoever.

Date: 

Place: 

C.S. Ravi Kumar  
Assistant Executive Secretary  
Indian Academy of Sciences  
Sadashivanagar  
Bangalore-560 080
**Indian Academy of Sciences (IASc)**  
**C V Raman Avenue, Post Box No. 8005,**  
**Bengaluru 560 080**  
**Name of Work:** FINANCIAL BID FOR REMOVING EXISTING MANGALORE TILES AND PROVIDING AND FIXING PUFFED INSULATION SHEET

**ANNEXURE-I**

(To be given on Company Letter Head)

**FINANCIAL BID**

**A) REMOVING EXISTING MANGALORE TILES AND PROVIDING PUFFED INSULATION SHEET**

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**TOTAL**  
**GST @**  
**GRANT TOTAL**  

Signature of the contractor with stamp & date
Indian Academy of Sciences (IASc)
C V Raman Avenue, Post Box No. 8005,
Bengaluru 560 080

ANNEXURE-II

Name of Work: REMOVING EXISTING MANGALORE TILES AND PROVIDING AND FIXING PUFFED INSULATION SHEET

TENDER ACCEPTANCE LETTER
(To be given on Company Letter Head)

To,

Sub: Acceptance of Terms & Conditions of Tender. Tender Reference No: Name of Tender / Work:

Dear Sir,

1. I/We have downloaded/obtained the tender document(s) for the above mentioned 'Tender/Work' from the web site(s) namely:

As per your advertisement, given in the above mentioned website(s).

2. I/We hereby certify that I/we have read the entire terms and conditions of the tender documents from Page No. to (including all documents like annexeure(s), schedule(s), etc., which form part of the contract agreement and I/we shall abide hereby by the terms/conditions/clauses contained therein.

3. The corrigendum(s) issued from time to time by your department/ Organisation too has also been taken into consideration, while submitting this acceptance letter.

4. I/We hereby unconditionally accept the tender conditions of above mentioned tender document(s)/corrigendum(s) in its totality/entirety.

5. I/We do hereby declare that our Firm has not been blacklisted/debarred by any Govt. Department/Public sector undertaking.

6. I/We certify that all information furnished by the our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found 'Violated, then your department/Organisation shall without giving any notice or reason therefore of summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours faithfully,

Date:

Place: (Signature of Bidder with Name)