

CSIR-NORTH EAST INSTITUTE OF SCIENCE & TECHNOLOGY: JORHAT

(COUNCIL OF SCIENTIFIC AND INDUSTRIAL RESEARCH)

Name of Work: Supply and installation of retro-reflective signage & Stainless Steel letters for CSIR-NEIST,
campus

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CONTENTS

Sl. No.	DESCRIPTION	Pages
	Contents	1
1		
2	Notice Inviting Tenders	
3	Abstract of cost	
4	Schedule of quantities & summary sheet	
5	(A) Condition of Contract for works	
	i) In English	

Note: Tenderer should confirm that they have received all the above papers. All the documents issued to be returned duly signed by the tenderer while submitting the offer.

TENDER ISSUED TO:

M/s.....

Telephone no: _____ (IF ANY)

CSIR-NEIST Receipt No. _____ dated _____ for Rs. _____

SIGNATURE OF THE OFFICER ISSUING TENDER



CSIR-NORTH EAST INSTITUTE OF SCIENCE & TECHNOLOGY: JORHAT
COUNCIL OF SCIENTIFIC AND INDUSTRIAL RESEARCH
NOTICE INVITING TENDER
NOTICE INVITING TENDER No.NIT/WEB/ 69 /2017



Sealed item rate tenders are invited for the works mentioned below from the Contractors/Firms registered in appropriate class of C.P.W.D., Railways, M.E.S., Post & Telegraph Department, State P.W.D.'s, Semi-Government organizations and/or from those who have successfully carried out similar works for C.S.I.R. or its laboratories/Institutes or Government Organizations having required T & P. The tender document will be accepted only from those contractors, who have satisfactorily executed similar works of value : a) three similar works, each 40 % of estimated cost or b) two similar works each of value 50 % of estimated cost or c) one Similar work of 80 % estimated cost respectively and above during the preceding 5 (five) years. The Contractor(s) already awarded work order for similar type of work at NEIST, Jorhat and not able to complete the contract in the allotted schedule and also not signed any agreement is (are) not eligible to submit the tender.

For issue of Tender papers, proof of their Registration, Experience, Sales Tax Certificate, GST and Capability must be submitted to the full satisfaction of the officer issuing the tenders:

Sl.No	Name of Work	Estimated Cost in Rs.	Earnest money	Cost of Tender	Time of Completion	Date & time of issue	Last Date/Time of submission	Date /Time of Opening
1	Supply and installation of retro-reflective signage & Stainless Steel letters for CSIR-NEIST,campus	9,15,900/-	19000/-	500/-	60 Days	11.09.2017 to 19.09.2017	20.09.2017 upto 01.00 PM	20.09.2017 at 02.30 PM

Tender documents can also be downloaded from the web site <http://www.neist.res.in>. In case the tender documents obtained from the web site, then the tenderer should enclose a separate Demand draft / Pay Order from a scheduled bank in favour of Director, NEIST Jorhat for Rs.500.00 (Non refundable) respectively towards the tender cost and also submit his credentials along with the tender for verification. The tenderers are advised to see the work site before quoting the rates.

Website: <http://www.neist.res.in>

ADMINISTRATIVE OFFICER
CSIR-NEIST, Jorhat

- 1 The tenderers are required to produce proof of fulfilling conditions mentioned herein before, along with the attested copies of Sales Tax Certificate, Income Tax Clearance Certificate, GST and Credentials, complete to the Superintending Engineer, CSIR- N.E.I.S.T. Jorhat to get issue of Tender Paper on payment as mentioned above in cash (non-refundable). Sale of Tenders shall be stopped one day before the date of opening of tenders.(Issue of tender paper will be from **11-09-2017 to 19--09-2017**)
- 2 Tenders should be submitted in double sealed covers superscripted with the name of the work date and time of opening written both on the inner and outer envelopes. They will be received up to 1:00 p.m. on **20-09--2017** and will be opened at 2:30. p.m. on the same day in the conference hall of administrative Building (GF), CSIR-North East Institute of Science & Technology, Jorhat,. Tenders should be dropped in the tender box kept at the Security Office, N.E.I.S.T. Gate No. 2 before the closing date and time indicated. Tenders may be sent by Registered post or Speed post addressed to AO, CSIR- North East Institute of Science & Technology, Jorhat-785006 in case the Tenders are sent by post. Tenderers are to ensure that the tenders are reached well in advance before the closing time and date indicated.
- 3 The Earnest money, amount mentioned above drawn by demand draft or pay order of a schedule bank in favour of the Director, North East Institute of Science & Technology, Jorhat, should accompany the tender. Tenders received without earnest money will be invalid. The Employer does not bind himself to accept the lowest or any tender and reserves the right of accepting the whole or any part of the tender.
- 4 Canvassing in connection with the tenders is prohibited and the tenders submitted by contractor who resort to canvassing are liable for rejection.
- 5 The tenderers are not permitted to submit their tenders for works in N.E.I.S.T. Jorhat where a relative of the tenderer is posted in the grade between Controller of Administration and Junior Engineer (both inclusive). He shall also intimate the names of persons who are working with him in any capacity or subsequently employed by him and whose relatives are as mentioned above.

NOTE: A person shall be deemed to be a relative of another if, and only if, (a) they are members of Hindu undivided family; or (b) they are husband and wife; or (c) the one is related to the other in the following manner: Father, Mother (including Step mother), Son (including step son), Sons wife. Daughter (including step daughter), Father, Son's son, Son's wife, Son's daughter, son's Daughter's husband, Daughter's husband, Daughter's son's wife, Daughter's daughter, Daughter's daughter's husband, Brother (including step brother), wife, sister (including step sister). Sister's husband.
- 6 Tender submitted shall remain valid for 90 days from the date of opening for the purpose of acceptance and award of work. Validity beyond 90 days from the date of opening shall be by mutual consent.
- 7 The tenderer shall quote rates both in figures and words. He shall also workout the amount for each item of work and writes in both figures and words. On check if there are differences between the rates quoted by the tenderer in words and in figures or in the amount worked out by him, the following procedure shall be followed.
 - (i) When there is difference between the rates in figures and in words, the rates which correspond to the amounts worked out by the tenderer shall be taken as correct.
 - (ii) When the amount of an item is not worked out by the tenderer or it does not correspond with the rate written either in figures or in words, the rate quoted by the tenderer in words shall be taken as correct.
 - (iii) When the rate quoted by the tenderer in figures and in words tallies but the amount is not worked out correctly the rate quoted by the tenderer shall be taken as correct and not the amount.

- 8 The tenderer should see drawings and in case of doubt, obtain required particulars, which may in any way influence his tender; from the Engineer as no claim whatsoever will be entertained for any alleged ignorance thereof.
- 9 Before tendering, the tenderer shall inspect the site to fully acquaint himself about the condition in regard to accessibility of site, nature and extent of ground, working condition of site and locality including stacking of materials, installations of tools and plants (T & P) etc., conditions affecting accommodations and movement of labour etc. required for the satisfactory execution of the work contract. No claim whatsoever on such account shall be entertained by the Employer in any circumstances.
- 10 Earnest money will be forfeited if the contractor fails to commence the work as per award of work.
- 11 Except writing rates and amount, the tenderer should not write any conditions or make any changes, additions, alterations and modifications in the printed form of tenders. Tenderers who are desirous to offer rebate the same should be brought out separately in the covering letter and submitted along with the tender.
- 12 Some of the provisions of General Conditions of Contract are given below. Interpretation however shall be as given in the General Conditions of Contract.
- Defects Liability Period: Twelve months from the date of completion as certified by the Employer.
 - Minimum Value of Work for the Intermediate Certificate: Rs..... (Rupees only). Intermediate certificate for a lesser amount can be admitted for payment at the discretion of the Engineer.
 - 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 tenderer value of 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.
 - Compensation: Contractor shall pay as-compensation and amount equal to one percent or such smaller amount as the Employer (whose decision in writing shall be final) may decide on the cost of whole work as shown in the agreement, for every week that the work remains uncompleted or unfinished or due quantity of work remains incomplete after the proper dates. Compensation to be paid shall not exceed ten percent of the estimated cost of the work as shown in the agreement.
13. Schedule showing approximate quantity of materials to be supplied by the Employer under Clause: 6 of the General Conditions of Contract for works contracted to be executed and to rates at which they are to be charged for.

Particulars of materials	Approx. Qty.	Rates at which the material will be charged to the contractor			Place of Delivery Stores, (NAME OF THE LABORATORY)
		Unit	Rs. (Figures)	Rupees	

1. Cement		CONTRACTOR'S SUPPLY	
2. Steel			

NOTE: The Tenderer shall ensure that particulars in the above form are filled in by the engineer before he submits the tender.

14. For all specialist jobs e.g., lights, air conditioning, public address, fire protection, security surveillance and building management systems, technical (covering also general conditions and commercial terms) and financial offers will be given separately in two sealed covers.

SPECIAL CONDITIONS – I

1 These special conditions are meant to amplify the general specifications and general conditions of contract.

2 Work shall be done as per CPWD specification

Incase of any discrepancy the order of precedence in interpretation shall be as under..

- (i) Schedule of quantities
- (ii) Drawings
- (iii) Additional conditions
- (iv) General conditions of contract
- (v) Special condition
- (vi) Additional Technical Specifications
- (vii) CPWD latest Civil and Electrical Specification
- (viii) IS Codes
- (ix) International Codes
- (x) Best Engineering Practice.

3 Steel

- (i) Steel to be issued as stated elsewhere in the contract shall be for reinforcement bars for RCC work. For all other items of steel work the contractor shall procure the same.
- (ii) Reinforcement bars for RCC work will be issued in available coils and straight lengths. No claim for straightening the bars whatsoever shall be entertained.
- (iii) Issue of steel of diameters above 10 mm dia will be regulated on sectional weight basis, weight being calculated with the help of the standard sectional weights as given in the CPWD latest specifications for conversion of length to weight. However, for bars upto and including 10 mm dia the following procedure shall be adopted. The average sectional weight for each diameter shall be arrived at from samples from

each lot of steel received at site. The actual weight of steel issued shall be modified to take into account the variations between the actual and the standard coefficient and the contractor's account will be debited by the cost of this modified quantity only.

- (iv) For theoretical consumption of steel, reinforcement bars will be balanced diameter wise for the purpose of penal recovery as envisaged in the contract.

4 Cement

Cement to be issued as stated elsewhere in the contract shall be only for site work. For factory made products such as Pre-cast tiles, Hollow concrete blocks, RCC pipes etc. cement shall not be issued.

5

Unless otherwise provided in the schedule of quantities the rates tendered by the contractor shall apply for all heights, lifts, leads and depths of the work and nothing extra shall be payable on this account.

6

The surplus excavated earth which is beyond the requirement of the Employer's work may be allowed by the Employer to be disposed off by the contractor on his own or sell the surplus excavated earth to private parties at his discretion but nothing extra will be paid for the carriage or disposal of surplus earth if the same is not required for any other work of the Employer.

ADDITIONAL CONDITIONS:

- 1 The structural and architectural drawings shall at all time be properly correlated before executing any work. However, in case of any discrepancy in the item given in the schedule of quantities appended with the tender and drawings relating to the relevant item the former shall prevail unless and otherwise given in writing by the Engineer.
- 2 No payment shall be made to the contractor for any damage caused by rainfall, floods or any other natural cause whatsoever during the execution of work. The damage to work will be made good by the contractor at his own cost and no claim on this account shall be entertained.
- 3 All materials used shall be as per specifications and ISI marked wherever applicable. ISI marking referred relates to latest BIS code as published by Bureau of Indian Standards up to 30 days before the date of opening the tender.
- 4 The contractor shall give a performance test of the entire installation(s) as per standard specifications and/or as directed by the Engineer and will also submit. Test certificates as are required by Municipal. Electrical authority or another authority. Nothing extra shall be payable for the same other than the fees paid to such authorities which shall be reimbursed on production of receipts
- 5 The contractor must have an up to date contractor's license for electrical works.
- 6 The contractor should have a regular supervisor having electrical supervisory license, wireman license, labour license, etc.
- 7 The contractor should go through the conditions of contract before filling up the tender
- 8 **The Contractors are to submit the time schedule / Bar chart for completing the job.**



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(Council of Scientific and Industrial Research)

Name of Work : Supply and installation of retro-reflective signage & Stainless Steel letters for CSIR-NEIST, campus.

DETAIL STATUS OF THE FIRM

- 1 Name of the Contractor/Firm
- 2 Registration No.
- 3 Valid upto
- 4 Licence No. Issued by Labour Deptt.
- 5 Valid upto
- 6 Earnest Money Deposited Vide..... No.....
of.....
- 7 Experience *
- *
- *
- *

Signature of Contractor
with Rubber Stamp

CSIR-NORTH EAST INSTITUTE OF SCIENCE & TECHNOLOGY
(COUNCIL OF SCIENTIFIC AND INDUSTRIAL RESEARCH)
Jorhat Assam 785 006

NAME OF WORK: Supply and installation of retro-reflective signage & Stainless Steel letters for CSIR-NEIST, campus
SCHEDULE OF QUANTITIES

Sl. No	Description of Item	Unit	Qty	Rate in Figure	Rate in Words	Amount
1	Supplying and installation of retro reflective signage on 3 mm thick ACP sheet of approved make of Alston/Wonder /Aludecor or equivalent surrounded by Stainless steel square hollow section of size 20 mm x 20 mm including fitting and fixing in position on concrete or / brick wall surfaces with proper nailing and screwing etc complete as per direction. The letter will be black on white retro base.	SFT	591.00			
2	Supply and installation of SS Letter(204 grade) on wall/concrete surface by nailing and screwing properly to withstand the letters including necessary repair of the wall/concrete surface if required etc as per direction(the height of letters will be 12 inch and 8 inch as per site requirement)	Inch	590.00			

Grand Total Rs.

Rupees (.....)
Only

- NB: 1. Rate must be quoted both in word and figure.
2 .All work will be executed as per CPWD's norms.

Signature of Contractor

Name & Address of the Contractor

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