

राष्ट्रीय प्रतिरक्षाविज्ञान संस्थान

**NATIONAL INSTITUTE OF
IMMUNOLOGY**

Aruna Asaf Ali Marg, New Delhi 110067

(Ph. No. 011-26717121-45 & 26717010-19)

**TENDER DOCUMENT
FOR**

**Construction of Temporary Rooms
(Porta Cabins) near main gate at NII,
New Delhi**

NATIONAL INSTITUTE OF IMMUNOLOGY

Aruna Asaf Ali Marg, New Delhi 110067

NII/EE/Civil/NIT/18-19/27

Date: 01.11.2018

Notice Inviting Tender

Sealed tenders are hereby invited in two parts, (I –Technical Bid and II - Price Bid) on behalf of the Director, NATIONAL INSTITUTE OF IMMUNOLOGY, Aruna Asaf Ali Marg, JNU Campus, New Delhi-110067 for the work of “**Construction of Temporary Rooms (Porta Cabins) near main gate at NII, New Delhi**” from financially sound and specialised firms/companies/contractors/agencies, and those who are fulfilling the pre- qualification criteria, scope of work and General Terms & Conditions. Tender document is available on the Institute’s website www.nii.ac.in & CPPP

Name of Work : - Construction of Temporary Rooms (Porta Cabins)
near main gate at NII, New Delhi.

Estimated Cost : - Rs 3,61,000/- + GST extra

Earnest Money : - Rs 11,000/-

Last Date of sale of tender : - 12-11-2018

Last date of receipt of tender : - 14-11-2018 (up to 3:00 PM)

(Both Technical & Price Bids)

Date of opening of tender : - 14-11-2018 (at 3:30 PM)

(Technical Bid only)

Time for completion of job : - 42 days

Cost of tender document : - Rs 500/- (**Non- refundable**)

However, in order to promote wider participation and ease of bidding, no cost of tender document will be charged for the tender document downloaded by the bidders)

Prequalification criteria:

- a) The company should have successfully completed independently at least three similar works each costing not less than Rs. 1.44 lakh or Two similar works each costing not less than Rs. 1.81 lakh or One similar work costing not less than Rs. 2.89 lakh of estimated value [similar works means fabrication of Porta cabins, aluminium work , brick work, concreting work etc] in any Central Govt./State Govt./PSU/Autonomous Bodies/Reputed laboratory institutes and other Govt. Department etc during last Seven financial years. This may be inspected (at the risk and cost of participating company) by the Competent Authority of NII, if required. Tenders shall be submitted with all supporting documents i.e. Completion certificate ,schedule of work/Bill of Quantity etc. **In case of short fall of any supporting documents, tender will summarily be rejected.**
- b) The company should have competent personnel stationed in the office/service centre in Delhi/NCR.

- c) (i) Company should have a valid GST No. and has to attach a copy of this.
- (ii) The company shall attach copy of PAN card along with copy of ITR for last three year (2015-16, 2016-17 & 2017-18)
- d) **An affidavit on a e-stamp paper of Rs. 50/- (duly notarized) to the effect that the company undertakes that:**
- (i) **The documents submitted by the company are genuine and undisputable and in the event of it coming to notice at a later date that the documents are not genuine, company shall be liable for criminal action and such compensation payable to NII as may be decided by the Institute.**
- (ii) **The company will not withdraw his/their Tender after opening of Technical Bid and if done so; his/their EMD may be forfeited.**
- (iii) **The company will not sublet or subcontract the work (if awarded to them) and if done so; the penalty shall be payable by the Agency to NII as may be decided by the Institute.**
- (iv) **The company has not been blacklisted during last three years by any of the Govt. Depts./Govt. Institutions etc.**
- (v) **The bidder is also Partner/Proprietor/Promoter/Director in other company/firm and also authorized to operate their bank account as indicated below:-**

S.No	Name of Company/Firm	Status of Bidder in the company/firm	Name of Bank and account number in which bidder is authorized to operate
(1)	(2)	(3)	(4)

Copy of all documents of pre-qualification criteria and as asked for in the tender may be attached with the Technical Bid ONLY. In case of short fall of any documents/cost of tender/EMD, tender will summarily be rejected and no queries will be entertained in this regard. Decision of the NII authority shall be final in this regard. The offer shall remain open for at least 90 days from the date of opening of Price Bids. Earnest Money shall be accepted only in the form of Demand Draft/Pay order drawn in favour of the 'Director, NII' & payable at New Delhi, failing which the bid will summarily be rejected.

Executive Engineer, NII

GENERAL TERMS AND CONDITIONS

Name of Work: - Construction of Temporary Rooms (Porta Cabins) near main gate at NII, New Delhi.

1. The work shall be carried out strictly in accordance with scope of work as given in the Tender document/CPWD Specifications and as directed by Engineer - in Charge.
2. The representative of the Company/Agency may visit/examine the site and its surrounding on any working day by prior appointment with the Engg-in-Charge to assess the accessibility and assess the scope of work before submitting their offer. No claims later on, in regard to the site and its surrounding or any matter relating to this job shall be entertained. The companies shall arrange & maintain at his (their) own cost all materials, Tools & Plants, security (for their men/materials), storage for material and facilities to the workmen for executing the work.
3. Earnest Money Deposit (EMD) of Rs. **11,000/-(Rupees eleven thousand only)** has to be enclosed along with the Technical Bid (Part-I). The EMD shall be only in the form of Demand Draft drawn in favour of "Director, NII", payable at New Delhi, along with the Technical Bid, failing which the bid will summarily be rejected. **No Cheque / Cash shall be accepted as EMD.**
4. (a) The tenderers shall attach copy of GST registration.
(b) Tenderer shall attach copy of PAN card and copy of ITR for last three years
5. Duly sealed tenders shall be dropped in the tender box placed at the reception counter of the Main Institute building. **Technical Bid** MUST contain one Xerox copy of the unfilled bid document duly signed and stamped on each page as a token of acceptance of all terms and conditions /clauses of the tender enquiry.
6. The conditional bid shall not be considered under any circumstances and rejected without any notice or assigning any reasons therefore.
7. All bids shall be the property of NII and bidders will lay no claim whatsoever on the same.
8. Director, NII reserves the right to reject any or all the tenders in full or in part without assigning any reasons whatsoever, and the decision of the Institute in this regard will be binding on all the bidders. Tenderers not complying with any of the provisions stated in this tender document are liable to be rejected. Director, NII reserves the right to accept or reject any tender without assigning any reason and does not bind himself to accept the lowest tender.
9. No advance payment shall be allowed.
10. Payment shall be made to the agency on the basis of actual work measured and completed satisfactorily.
11. No T & P shall be provided by the Institute.
12. Income tax as applicable shall be deducted from the contractor's bill as per Govt. of India rules.

13. Successful bidder shall deposit an amount equal to 10 % of the tendered and accepted value of the work as performance guarantee within 10 days of issue of letter. **The performance guarantee shall remain valid for a period of sixty days beyond the date of completion of defect liability period. It should be in the form of DD/FDR/BG in favour of Director, NII.** Earnest Money Deposited by the successful bidder shall be released after submission of performance guarantee equal to 10 %.
14. No escalation in any form either in material or labour shall be payable by the Institute.
15. In case the successful bidder resiles from the offer within the validity of tender, the earnest money will be forfeited. Similarly if successful bidder fails to commence the work within 10 days after issue of award letter, the amount of earnest money will also be forfeited.
16. Any violation of instruction/agreement or suppression of facts will attract cancellation of agreement without any reference or any notice period and in such case the amount of earnest money will be forfeited.
17. Director, NII reserves the right to terminate the contract without any reference or any notice period on account of poor workmanship, non-compliance of set norms/specifications for the works, delay in progress of work, violation of any contract provisions by the contractor, failure to start the work at NII, within 10 days from date of issue of Letter of Intent (L.O.I). In such cases, the contractor is liable to pay Liquidated Damages @ 5% of tendered value besides forfeiting performance guaranty /security deposit/EMD.
18. Decision of Director, NII in regard to interpretation of the terms and conditions and the Agreement shall be final and binding on the Agency.
19. The tenderer shall be solely responsible for any accident/medical/health related liability/compensation for the personnel deployed by it at NII. The NII shall have no liability in this regard.
20. The personnel provided by the firm will not claim to become the employees of NII and there will be no Employee and Employer relationship between the personnel engaged by the Agency and NII.
21. Workers of the firm shall be appointed by the firm and shall be under the direct and exclusive control and supervision of the firm and the firm will ensure that all reasonable directions and instructions given by NII in regard to the performance of the services required under the contract are fully complied with by the firm and their workers.
22. Time allowed for completion of work shall be **42 days** which shall be reckoned from seventh day from the date of award letter or letter of intent.
23. Time allowed for the work shall be strictly followed otherwise the company shall be liable to pay compensation at the rate of **1.5%** of the tendered value of the work per week of delay on the part of the company subject to a maximum of **10%** of the total tendered value of work. The decision of competent authority of NII or the Director, NII on the delay shall be final and binding.

24. Quantities as given in the schedule of work may increase or decrease as per the actual site requirement. Payment will be made on the actual executed and measured work. No claim of the agency will be entertained in this regard.
25. The Engineer- in-charge without prejudice to any other right or remedy against the company which have either accrued or accrue thereafter to the Government, by a notice in writing to take the part work / part incomplete work of any item(s) out of his hands and shall have powers to take possession of the site and any materials, constructional plant, implements, stores, etc., thereon; and/or Carry out the part work / part incomplete work of any item(s) by any means at the risk and cost of the Company/Agency.
26. Water & electricity required for the job shall be made available by the Institute. However, necessary piping, valve, wiring, cabling, lamps, switches & sockets, main switches, halogen/tube light fitting and tapping from existing line / connection including labour have to be arranged by the company at their own risk & cost.
27. The company shall supply materials at site with manufacturers test certificate and challan as desired by the Engineer-in-charge.
28. All materials brought at site shall be got approved by the Engineer-in-charge before being used. If rejected, the same shall be removed immediately. The material of only approved make shall be brought at site.
29. The company shall depute their own security staff for watch and ward of their materials supplied/ installed at site till the final handing over of the complete work and temporary lockable shed/Almirah etc. shall be arranged by the Company/Agency at his own risk and cost. No accommodation/ staff/ lockable space will be provided by NII under any circumstances.
30. The work done beyond **100%** deviation limit or an extra item, the rate shall be worked out based on prevailing market rate of the area. Also during the execution of work, the company may be required to execute certain additional/extra items in order to complete the job/works beyond the BOQ for which no rates are available. As far as possible, the rates shall be derived from nearest acceptable tender rates. The rate of extra/substitute items shall be as per a rate analysis to be prepared by the company, based on prevailing market rates (1) cost of material (2) cost of direct labour (3) company over head , duly approved by NII before execution of work.
31. No tent or hut shall be allowed to be put up for workers to stay within the campus. The contractor is deemed to have inspected the site and thoroughly acquainted himself with the site conditions, availability of storage space for materials etc. before the commencement of work.
32. It may here be noted; that the entire staff and labour of the company will follow all the security instructions issued by the NII from time to time and these instructions may include the provisions to make suitable barricades or temporary wall fence to ensure that the labour confines itself to the area of the work **ONLY**. Serious action will be taken in case any of the company's workmen are found to be tampering with the Laboratory equipment and property of the NII. Suitable damages will be recovered from the company's bills if anyone is found to do so. All decisions of the Engineer-In Charge in respect of the same will be final and binding on the company.

33. On completion of all work, company shall remove (before handing over the completed work to Engineering Division) all surplus materials & leave the site in a broom condition, failing which the same shall be done at company's own risk & cost.
34. Company shall be responsible for disposing off the all old dismantled waste materials away from the campus. The disposal of such materials shall be done immediately after completion of work at own risk & cost.
35. The work shall be guaranteed for one year from the date of actual completion of the work for both material as well as workmanship.
36. The company shall ensure compliance of all statutory laws & bye laws of the Central Govt./ State Govt./Municipal Authorities related to the employment of their staff and all obligations under Minimum Wage Act, Workman Compensation Act, Provident Fund & Miscellaneous Provision Act, Bonus Act & Contract Labour Act 1970 etc. NII will not be responsible for such purposes in anyway.
37. Any claim, dispute or difference arising out of or in connection with this agreement and which cannot be settled by mutual consultations, shall be referred to sole Arbitration or an Arbitrator to be appointed by Director, NII. The award of the Arbitrator shall be final and binding between the parties as per the terms and conditions of the Agreement to be executed on award of contract. The Arbitrator proceeding shall be governed by the Arbitration and Conciliation Ordinance dated 26th March, 1996 and shall be conducted in Delhi
38. The agreement drawn shall be subjected to the jurisdiction of the Courts at Delhi.

Executive Engineer, NII

GENERAL CONDITIONS FOR SUBMISSION OF TENDER

1.0 Submission of Tender:

Tenders should be submitted in sealed envelopes in two parts separately, i.e. "Technical Bid" (Part-I) and "Price bid" (Part-II). Both the parts should be Further sealed in an envelope super-scribing name of work, due date for opening, bidders name & address. The tender duly filled in should be sent to above mentioned address either by post or hand delivered in the tender box kept in the area of reception, NII after ensuring that due entries are made in the register kept at the counter. NII will not be responsible for tenders lost in postal transit or otherwise. Any clarifications / amendments / corrigendum etc., to NIT before last date of submission of bid will be available on our website www.nii.res.in & CPPP Bidders are therefore advised to keep visiting our website. It should not be handed over to any employee of the NII. No tender shall be accepted later than the time schedule specified above. Tender once submitted by bidder will remain with the NII and will not be returned to the bidder.

2.0 Technical Bid (Part-I) :

In this bid, the bidder should submit his company profile, organizational setup, credentials, list of plant, machinery & tools in his possession. The bidders are required to attach entire NIT (except the price bid part) duly signed & stamped as a token of acceptance of NIT conditions with this bid. NII reserves the right to visit the working site mentioned by bidders to find out the quality of services rendered. The following documents are essentially to be submitted by bidder with Technical Bid for qualifying.

- 1) **Earnest Money Deposit (No exemption on EMD) of Rs. 11,000/- (Rupees Eleven Thousand only).**
- 2) Entire NIT & other tender documents duly signed & stamped by the bidder.
- 3) All document as asked in the prequalification criteria.
- 4) Cost of tender document i.e. Rs. 500/- (Rupees Five thousand only)
- 5) Copy of GST Registration, PAN card & ITR for last three years

Bidder has to give a certificate that they have not been black listed by any Deptt./Unit etc.

Price Bid (Part-II):

In this bid the bidder is required to quote his items rates/prices for the work of "Construction of Temporary Rooms (Porta Cabins) near main gate at NII, New Delhi" in the schedule of work attached. The scope of work are provided for your reference.

The bidders should quote unconditional rates, neatly written without any overwriting and duly signed & stamped in all pages.

Earnest Money :

An earnest money of **Rs. 11,000/- (Rupees eleven thousand only)** has to be enclosed along with the Technical Bid (Part-I). The EMD shall be only in the form of Bank Draft in favour of "Director, NII", payable at New Delhi. No Cheque / Cash shall be accepted as EMD. EMD of technically disqualified bidders will be returned within 15 days from the date of evaluation of the Technical Bids.

Validity of Tender:

Tender shall be valid for our acceptance without any change in rates and NIT conditions for a period of 90 days from the date of opening of financial Bid.

Executive Engineer, NII

Declaration by the Tenderer

This is to certify that I/We before signing this tender have read and fully understood all the terms and conditions contained herein and undertake myself/ourselves to abide by them.

Encl:

1. DD/Pay Order No.....
2. Terms & conditions (**each page signed and stamped with the seal**)
3. Financial Bid.

(Signature of Tenderer with seal)

Name:

Address:

Date:

Contact No:

NOTE: Submission of all the documents mentioned above along with declaration, is mandatory. Non submission of any of the documents above will render the bid to be rejected.

Certificate/Undertaking

- a) Certified that I / we have visited the site on ----- and assessed the nature and amount of work involved before submitting our offer. We will be able to complete the work within stipulated time and will execute the works to suit the site conditions.
- b) I undertake that I / we have visited the place for the work of “**Construction of Temporary Rooms (Porta Cabins) near main gate at NII, New Delhi**”, and noted the entry door / approach sizes/quantities, floor space, existing electrical connections etc.. Materials supplied by us will be suitable for installation in the existing location / condition with sufficient space all around. No extra cost will be claimed by me later for any difficulties/modifications involved for total installation of all the systems as mentioned in the tender. I also understand that the work is related with **already operating/functional areas**, so we are ready to work in day / night hour subject to availability of site/space.

(Signature of Company/Firm) :

(NAME) :

(SEAL) :

Note: Above certificate/ undertaking is to be given on the Letter Pad of company.

PRICE BID

Name of Work:- Construction of Temporary Rooms(Porta Cabins) near Main Gate at NII, New Delhi

S

S.No.	Description of Item	Qty	Rate	Unit	Amount
			Rs.		Rs.
1	Brick work with common burnt clay F.P.S. (non modular) bricks of class designation 7.5 in superstructure above plinth level in all shapes and sizes in Cement mortar 1:4 (1 cement : 4 coarse sand)	1		Cum	
2	15 mm cement plaster on single brick wall of mix: 1:4 (1 cement: 4 coarse sand)	10.00		Sqm	
3	Providing and laying in position cement concrete of specified grade including the cost of centering and shuttering - All work up to plinth level				
(A)	1:5:10 (1 cement : 5 coarse sand (zone-III) : 10 graded stone aggregate 40 mm nominal size).	2.00		Cum	
(B)	1:2:4 (1 cement : 2 coarse sand (zone-III) : 4 graded stone aggregate 20 mm nominal size).	2.00		Cum	
04	Providing and fixing Prefab Porta Cabins of size 10'x20' (partition in between) with a height of 9' at centre and 8' at ends. The cabin shall be provided with three no. powder coated 12 gauge aluminium frame sliding glass windows of required size and four no. powder coated aluminium doors with frame/choukhat of required size with necessary locking arrangements, aluminium fabricated grills and mosquito proof SS netting in each window. These shall be fixed to panels using necessary screws and channels as required. The ceiling panel shall have a projection of 1'-6" .The roof and walls shall consist of panels of thickness 75 mm with insulation material (thermocol) sandwiched between two no G.I sheets of thickness 0.67mm fixed with EPS Core solution (Expanded polystyrene resin).The sandwiched panel of G.I. sheet shall be protected with on layer of polyresin on the inner side of GI sheets. The panel shall be fixed on platform of brick/cement concrete base with GI channel of U shape and of size 75 X 50mm with threaded screws/dash fasteners. The ridge and valley areas shall be covered using GI sheets 0.67 mm thickness.The provision for fixing doors and windows shall be made by providing suitable sections (as approved). Rates shall also be inclusive of approved shade/colour of texture paint on the entire exposed surface. The entire work shall be completed as per directions and instruction on the Engineer-in-Charge (Brick work & concrete work shall be paid in basic item)	100.00		Sqm	
Net Total (Rs.)					
In Words:					

Plus GST extra as applicable

Executive Engineer,NII