

NATIONAL CENTRE FOR BIOLOGICAL SCIENCES
TATA INSTITUTE OF FUNDAMENTAL RESEARCH

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Notice Inviting Tender

NIT No. NCBS/Maint (Civil)/540/NIT- 73/2017

Date: 07/06/2017

1. Separate sealed item rate tenders are invited in Two Bid System on behalf of the Centre Director, NCBS and will be received in the Office of the Civil Maintenance, NCBS from Contractors of appropriate class on the approved lists of CED, DOS or Central PWD or MES or Railways or State PWDs **and/or** from Contractors experienced in works of similar kind and magnitude for the following work :-

Sl. No.	Description	Approx. Cost	Earnest Money Deposit	Cost of tender document	Period
1	“Annual Maintenance Contract for Minor and Petty Works at NCBS for the year of 2017-2018” (Civil & PH Works)	Rs. 58.24 Lakhs	Rs. 1,16,480/-	Rs. 1000/-	One year

2. The period of contract shall commence from the date of receipt of the work order by the contractor.
3. Tender documents consisting of drawings, complete specifications, schedule of quantities for various items of work to be done and set of conditions of contract to be complied with by the tenderers whose tender may be accepted can be obtained from the office of the Civil Maintenance, NCBS on any working day between 10:00 Hours to 16:00 Hours on payment of amount mentioned in Para 1 (non-refundable) from **12/06/2017 to 24/06/2017**.

4. **All bidders to attend the PRE-BID MEETING on 29/06/2017 at 15.30 hours, in the Meeting Room of NCBS. It is important for the vendor to attend the pre-bid meeting to understand the exact requirements.**

5. **Tenders should be submitted in two (2) sealed cloth lined covers one super scribed as “Techno- Commercial Bid” and other as “Price Bid”. Both covers shall be put in another sealed cloth lined cover super scribing the name of work, NIT number and name of Tenderer.** In case any deviations are intended from Departmental Conditions and specifications, the same shall be put in the “Techno Commercial Bid”. A list of works of similar nature and magnitude as mentioned above completed in the last 5 years and the works on hand shall also be placed in the cover containing “Techno-Commercial Bid”. **The techno-commercial bid will be first opened on the due date and time of opening.** The tenderers whose offers are found technically acceptable based on the technical evaluation, including, incase found necessary, inspection of works, executed/under execution by them, to ascertain the quality of work, workmanship, work culture etc., would be informed of the time and date of opening of “Price Bid”. **The Price Bid shall contain only priced schedule of quantity in the printed format issued by NCBS.** Price bids with any other document, deviation condition; over all rebate, Conditional rebate shall be liable for rejection. Price bids of those tenderers who have been technically qualified alone shall be opened. The offers of tenderers, which are not found suitable, will be informed accordingly. **The Earnest Money Deposit (EMD) indicated above shall be enclosed to “Techno-Commercial Bid” cover. If the EMD is not enclosed to Techno Commercial Bid Cover, the offer will be summarily rejected.**

If any tenderer withdraws his tender after the price bid is opened within the validity - period or makes any modifications in the terms and conditions of the tender which are not acceptable to the Department, then the NCBS shall without prejudice to any/or other right or remedy be at liberty to forfeit 50% (Fifty Percent) of the earnest money absolutely.

Applications for tender document not accompanied by

- a) **Latest certificates not more than 7 years, with respect to similar kind of work experience, under public or private sector but the agency shall have to produce proof of work done directly under certifier as main contractor / agency i.e., if certificate of showing agency worked as sub-contractor or indirect contract,**

such proof will be considered for issuing of tender document on production of copy of work orders, final bill and tax deduction details in the name of applicant and they should produce:

- b) 80% of one work.**
 - c) 60% of 2 works.**
 - d) 40% of 3 works.**
- (ii) In case of registered contractors currently valid registration certificate in appropriate class if available.**
- (iii) Letter of authority, in case the application is through authorized person, are liable for rejection.**

The NCBS reserves the right to reject any application for issue of tender papers without assigning any reason.

6. As said above tender which should always be placed in sealed covers super scribed with the name of work (as given in para1) will be received in Civil Maintenance office, NCBS or can drop the tender in tender box at NCBS main gate upto **15:00 Hrs on 07.07.2017.**

Technical Bid of the tender will be opened on the same day at **15.30 hrs** in the presence of attending tenderers. Opening of COVER-II (Price bid) will be intimated only to those tenderers who are qualified after evaluation of PART-I if there is no deviation found in the part-I then Cover II (Price bid) shall be opened by **Head – S&ES or his authorized representatives**, in the Meeting Room of NCBS on the same day at **15:30 Hours.**

7. Tenders are to be on the printed form of the NCBS, which can be obtained on payment of the cost of documents mentioned above in cash/DD of scheduled bank drawn in favour of National Centre for Biological Sciences, Bangalore. The drawings issued with the tender documents should be returned along with the tender. The Tenderers shall quote rates in figure as well as in words and amounts tendered by them. The amount for each item shall be worked out and requisite total given. All corrections shall be attested by the dated initials of the tenderer. **Tenders with correction of rate/amount with correction fluid are liable for rejection.** The contractors not tendering for this work after the purchase of the tender documents must return the tender documents and drawings within 15 days of the due date of receipt of the tender. However, the cost the tender documents will not be refunded.

8. Tenders not accompanied by the following are liable to be summarily rejected.

(i) Earnest Money Deposit through a Crossed Demand Draft drawn in favour of National Centre for Biological Sciences or in any other approved form as in tender document.

(ii) In case of Contractors in the approved list of PWD, CPWD or MES, evidence showing the appropriate and eligible class to which they belong.

(iii) Proof of technical, financial and organizational competence to execute the work of above nature and magnitude.

(iv) Latest work experience certificate with respect to execution of similar works issued by client (in case of Government, autonomous bodies and institutions the certificate shall be issued from an officer not below the rank of Executive Engineer or equivalent).

9. The Contractors whose tender/s is/ are accepted will be required to furnish Security Deposit/s (Including the Earnest Money Deposit/s) and performance guarantee for the due fulfillment of the contract/s as per details in clauses 1 and 1A of the conditions of Contract.

10. The acceptance of the tender will rest with the Centre Director, NCBS who does not bind himself to accept the lowest or any other tender. No reasons will be furnished for the acceptance or rejection of any tender.

11. Canvassing in connection with tender will result in disqualification.

12. The tender accepting authority reserves the option to give price preference to the offers from public sector units over those from other tenderers in accordance with the policies of the Government from time to time.

13. Any tender which does not fulfill any of the prescribed conditions will be liable to be rejected.

14. NCBS reserves the right to cancel the tender / alter the scope or reduce quantum of work before issue of work order and the **Tenderer** shall not have any claim what so ever on this account.

15. Rates quoted by the Contractor in item rate tender in figures and words shall be accurately filled in so that there is no discrepancy in the rates written in figures and words. However, if any discrepancy is found, the rates which correspond with the amount worked out by the Contractor shall be taken as correct.

16. If the amount of an item is not worked out by the Contractor or it does not correspond with the rate written either in figures or words, then the rate quoted by the Contractor in words shall be taken as correct.
17. Where the rates quotes by the Contractor in figures and in words tally but the amount is not worked out correctly the rate quoted by the Contractor will be taken as correct and not the amount.
18. In case rates are quoted only in words or only in figures, then the rate quoted will be considered and amount will be worked out accordingly.
19. In the event no rate has been quoted for any item / items, leaving space both in figure(s), word(s) and amount blank, it will be presumed that the contractor has included the cost of this / these item(s) in other items and rate for such item(s) will be considered as zero and will be required to be executed accordingly.
20. It may be noted that the works are to be carried out without causing disturbance to the functioning of laboratories and other areas. Therefore works have to be taken up with great care.
21. It may be noted that in case of any exigency the works may have to be carried out, after / before general working hours, during late hours, General holidays, holidays on weekends etc. Any work causing noise shall be attended to, away from the laboratories at designated location. If it is site work such work shall be done prior / after regular working hours with due notification. Any work causing dust also to be executed with due care not to spread the dust to functional area by suitable barricading. The working site shall be kept always tidy particularly after completion of days work. The workers shall strictly adhere to strict discipline, security, safety norms of NCBS and shall ensure that there is minimum noise during execution of work. There shall be no damages to the flora of NCBS campus. Violation of any of these requirements shall attract strict action viz debarring entry of such person into NCBS campus, damages claim, termination of contract etc. The rate quoted shall take this into account, the above requirements.
22. Deployment of adequate number of work force and machineries to ensure completion of the work within the stipulated time schedule should be ensured.

Prasanta Baruah
Head (S&ES) 07/06/17

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