

NATIONAL INSTITUTE OF RURAL DEVELOPMENT & PANCHAYATI RAJ
NORTH EASTERN REGIONAL CENTRE,
Jawaharnagar, Khanapara, Guwahati-781022

Notice Inviting Tender

Sealed tenders are invited from the competent firms registered under CPWD, State PWD, Railways, MES and other Govt. organizations for 'the work of Annual repair and painting works of Residential quarters (Type – II : 4 nos; Type – III : 8 nos; Type-VI : 4 nos and Type –V : 1 no) at NIRD-NERC" at an estimated cost of Rs. 6.00 lakhs (approx).

Interested parties may visit our office or website www.nirdnerc.nic.in for further details. Last date of submission of tender is 30.10.2018 up to 3-00 pm.

Administrative Officer

NATIONAL INSTITUTE OF RURAL DEVELOPMENT & PANCHAYATI RAJ

(Ministry of Rural Development, Govt. of India)

North Eastern Regional Centre

Jawaharnagar, Khanapara, Guwahati - 781022

TENDER DOCUMENT

For

**Annual repair and painting works of Residential quarters (Type
– II : 4 nos; Type – III : 8 nos; Type-VI : 4 nos and Type –V : 1 no)
at NIRD-NERC, Guwahati -22**

PART-I (TECHNO COMMERCIAL PART)

NATIONAL INSTITUTE OF RURAL DEVELOPMENT & PANCHAYATI RAJ

(Ministry of Rural Development, Govt. of India)

North Eastern Regional Centre

Jawaharnagar, Khanapara, Guwahati - 781022

Tender Document for

Annual Repair and Painting works of Residential Quarters (Type-II (B) – 4 nos; Type – III(C) – 8 nos; Type-IV(D) – 4 nos and Type – V – 1 no) at NIRD-NERC, Guwahati-22

Cost of Tender Document (₹ 575.00 (Rupees five hundred seventy five) only – non-refundable) deposited vide:

Issued to:

Signature of the Issuing Authority

NATIONAL INSTITUTE OF RURAL DEVELOPMENT & PANCHAYATI RAJ
(Ministry of Rural Development, Govt. of India)
North Eastern Regional Centre
Jawaharnagar, Khanapara, Guwahati - 781022

SHORT NOTICE INVITING TENDER

Sealed Tenders in two parts (Part-1 : Techno-commercial Bid and Part – II : Financial bid) under separate sealed envelope for each part are invited from the competent firms registered under CPWD, State PWD, Railways, MES and other Govt organizations for the following work :

Name of Work: Annual repair and painting works of the residential quarters (Type – II : 4 nos; Type – III : 8 nos; Type-VI : 4 nos and Type –V : 1 no) at NIRDPR-NERC, Khanapara, Guwahati -22)

Estimated Cost: Rs. 5,98,000.00

Time of completion: 120 (One hundred & twenty) days

Earnest Money : ₹ 12,000.00 (Rupees Twelve thousand) only to be deposited in the form of DD from Bank in favour of 'NIRD-NERC, GUWAHATI' in Part-I of the Bid. Bid without Earnest Money shall be summarily rejected.

Detailed Tender Document can be purchased from this Office on working days from 15.10.2018 to 29.10.2018 and time between 9.30 A.M. to 3.30 P.M. on payment of cash of ₹ 575.00 (Rupees Five hundred seventy five) only (non-refundable). In case of downloaded tender, bidder shall submit DD of ₹ 575.00 (Rupees Five hundred seventy five) only in favour of 'NIRD-NERC, GUWAHATI' in the Part-I of the tender.

Bidder is to note that all details including EMD, experience, etc are to be furnished in Part-I (techno-commercial part) of the Tender Document only. Filled up rates and amounts are to be submitted in the Schedule of Rates in Part-II (Financial part).

Both Part-I (Techno-commercial part) and Part-II (Financial bid) shall be submitted under separate sealed envelopes super scribing clearly the name of the part on the top of the envelope up to 3-00 pm of 30.10.2018 in the Tender Box kept in the Office. Part-I of the tender shall be opened on the same date, i.e. 30.10.2018 at 3-30 pm in presence of the intending tenderers.

Part-II of the approved tenderer shall be opened at a later date with due intimation.

Late tender shall be liable for rejection. Director, NIRD reserves the right to reject any or all tenders without any reasons thereof.

For detailed tender document, visit our website: www.nirdnerc.nic.in

Administrative Officer

NATIONAL INSTITUTE OF RURAL DEVELOPMENT & PANCHAYATI RAJ
(Ministry of Rural Development, Govt. of India)
North Eastern Regional Centre
Jawaharnagar, Khanapara, Guwahati - 781022

INSTRUCTION TO THE BIDDERS

1. The Bidder shall visit site and understand the scope of work before participating in the bid process.
2. The bid shall be submitted in two Parts – Part – I (Techno Commercial) and Part – II (Financial) under separate sealed covers super scribing the name of the part on the top of each sealed envelopes. Part-I shall contain all information and documents excluding the prices, i.e. Schedule of Rates. Part-II will contain only the filled-up Schedule of Rates with quoted rates and amounts.
3. Rates and corresponding amounts are to be written legibly. Rates are to be in figures as well as in words. Overwriting is to be avoided to be extent possible. Overwriting, if any, are to be initialled. Where there is difference between figures and amounts of the quoted rates, rates quoted in words shall prevail. Incomplete tender, i.e. without any rate against some items, shall be liable for rejection.
4. Both Part-I and Part-II are to be submitted under separate sealed covers latest by 3-00 p.m. of 30.10.2018 in the Tender Box kept in the Office premises. The tenderer is to sign on each pages of the Tender Document and put his seal. The sealed Tender Documents – both Part-I & Part-II, addressed to the Administrative Officer, NIRDPR-NERC, Jawahar Nagar, Khanapara, Guwahati-781022 should be dropped in the Tender Box placed near the Dispatch Section, NIRDPR-NERC well before the stipulated time, i.e. 3-00 pm of 30.10.2018. No bid shall be accepted after the due time & date of the bid submission.
5. The tenderer shall enclose a Demand Draft of ₹ 12,000.00 (Rupees Twelve thousand) only in favour of “**NIRD-NERC, GUWAHATI**” towards Earnest Money Deposit (EMD) in Part-I of the Tender Document only. The EMD will not carry any interest whatsoever.
6. Part-I(Techno-commercial part) shall be opened at 3-30 pm of the same date, i.e. 30.10.2018 in presence pf intending tenderer(s). However, Part-II (Financial part) of the qualified tenderers only will be opened on a later date with due intimation.
7. All pages of the Tender Document (both Part-I and Part-II) are to be signed and sealed by the tenderer or his authorized representatives.

8. Late or incomplete bid or tender without Earnest Money will be liable for rejection.
9. Director, NERDPR-NERC reserves the right to call any or all bidders for negotiations or reject or accept any bid or all bids without assigning any reasons thereof. The decision of the Director, NIRDPR-NERC shall be final and binding on both parties in this regard.
10. NIRDPR-NERC reserves the right to forfeit the EMD for reasons like (i) premature withdrawal from the bid, (ii) non-payment of Security Deposit, etc. The decision of the Director, NIRDPR-NERC shall be final in this regard.
11. The tenderer shall enclose the following self-attested documents in Part-I of Tender Document:
 - Registration Certificate of the Firm with CPWD/State PWD/Railways/MES/ other Govt. Departments along with relevant experience details (copy of Work Order, completion certificate, etc.) from the Clients,
 - GST Registration Certificate
 - Income Tax Returns for the Assessment year 2016-17, 2017-18 and 2018-19.

The tenderer having all above documents shall only be considered for opening of the Part – II (Financial part).

12. Director, NIRDPR-NERC reserves the right to reject any or all tenders received without assigning any reason thereof.

Administrative Officer

GENERAL CONDITIONS OF CONTRACT

- 1. Specifications & Scope of work:** The works are to be executed as per specifications as laid down in the Tender Document. Should there be any alteration required as per site condition, the same is to be done with obtaining prior permission from the Engineer-in-Charge or authorized person of NIRD. The quantities given in the Work Order are indicative only, which may vary upwards or downwards as per site conditions. The contractor shall not have any claim whatsoever in respect of quantity variation.
- 2. Taking over and handing over of site:** The contractor has to take possession of the site from the Engineer-in-Charge or authorized person of NIRD within 7(seven) days of receipt & acceptance of the Work Order. Similarly, the contractor has to hand over the completed site to the Engineer-in-Charge or authorized person of NIRD within 7(seven) days of completion of work.
- 3. Contractor's site Office:** All arrangement for site office, erection of temporary labour camps, etc. in the construction site, as required, shall be made by the contractor including maintenance of relevant Registers, documents, drawings, etc. relating to the execution of the work. Similarly, the contractor has to dismantle his site office and take away his materials within 7(seven) days from the completion of the work. The above will be done at the cost of the contractor.
- 4. Time of completion:** The work is to be completed within 120 (one hundred & twenty) days from the date of handing over of the site.
- 5. Providing of information:** The contractor shall provide all information relating to the execution of work to the Engineer-in-Charge or authorized person of NIRD and submit a program of work.
- 6. Materials:** All paints, primers, fittings, etc. shall have to be approved by the Engineer-in-Charge or authorized person of NIRD prior to application of the same in the work. All construction materials and necessary utilities like water, power, etc. shall be arranged by the contractor at his own cost. However, water & electricity, as required, shall be given by NIRD for which necessary deductions shall be made from the contractor's bills.
- 7. Rates & Prices:** The rates & prices of items of work as specified in the Work Order shall remain firm and no escalation shall be allowed under any circumstances. In case of extra items, if cropped up, shall be paid on the basis of Rate Analysis, to be approved by the Competent Authority.
- 8. Wages to the contract workers:** The contractor shall ensure payment of wages to the contract workers as per Govt rules and regulations.

9. **Taxes & Duties:** The rates quoted by the contractor shall be inclusive of all applicable rates like GST, Income Tax, etc. Subsequently on award of the contract, the contractor shall not claim for any increase of rates, etc. which will be entertained by NIRD.
10. **Working in groups:** The contractor is to note that the works will be executed inside & outside of the residential quarters which are under occupation by the residents. Therefore, the contractor is to plan for deployment of separate groups headed by a Supervisor in different types of quarters so that the works are executed smoothly in time. However, no extra cost shall be paid to the contractor on this account.
11. **Safety during execution:** Safety of the contract workers is the first and foremost responsibility of the contractor. The contractor shall ensure safe scaffolding, ladders, safety belts, etc. during execution with zero tolerance to the safety deviations. The contractor shall, at his own cost, ensure necessary Insurance covers to his contract workers against any eventuality of accidents, etc.
12. **Payment Terms:** Payment of the work shall be made as per actual measurements recorded at site. 1st Running Account Bill may be released to the contractor on completion of about 60% (sixty percent) after deducting the statutory taxes, if any, and security money @10% (ten percent) of the executed value of work. This will be followed by Final bill after completion of the work.
13. **Security Deposit:** Security Deposit @10% (ten percent) shall be deducted against each bill(s) as security against performance of work.
14. **Defect Liability Period:** The defect liability period of the work is 12(twelve) months from the date of completion of the work.
15. **Liquidated Damage:** If the work is not completed within the stipulated completion period due to any fault of the contractor, liquidated damage shall be levied @1% (one percent) of the Work Order value per week, subject to maximum of 5% (five percent). The liquidated damage amount shall be deducted from the bill(s) payable to of the contractor.
16. **Progress of work:** Progress of the work will be reviewed periodically. The items to be used for the work should be shown to the Engineer-in-Charge or authorized person of NIRD for verification of quality, quantity, etc. before use.
17. **Termination of work:** If the progress of work is not up to the mark as decided by the Engineer-in-Charge or authorized person of NIRD, then NIRD authority shall have the option to take necessary steps for termination of work and to execute the balance work through other contractor at the risk and cost of the contractor and security deposit shall be forfeited. The decision of Director, NIRD shall be final and binding upon in this regard.
18. **Arbitration:** in the event of any question, difference or dispute arising during execution of the contract or to any conditions stipulated in the Work Order, the same shall be referred to the sole Arbitrator of Director or some other person appointed by him. The award of the Arbitrator shall be final and binding to the parties to this work.

19. **Agreement for the work:** The signed copy of the Work Order along with the Annexures shall be treated as Contract Agreement for the work. The Conditions of Contract and all other conditions mentioned elsewhere shall be part and parcel of the contract executed by the person or institution, whose tender is accepted.

SCHEDULE OF RATES

Name of Work: Annual repair and painting works of the Residential quarters (Type – II : 4 nos; Type – III : 8 nos; Type-VI : 4 nos and Type –V : 1 no) at NIRDPR-NERC, Guwahati -22

S No	Description of Items	Unit	Quantity	Rate in figures (₹)	Rate in words (Rupees)	Amount (₹)
A	FINISHING:					
1	Distempering with first class quality of Acrylic washable Distemper (ready mixed) of approved manufacturer and of approved shade and colour, etc. complete as per manufacturer's specifications.					
1.1	New work (two or more coats) over and including priming coat with cement primer.	sqm	520			
2	Finishing walls with Acrylic smooth exterior paint of required shade.					
2.1	New work (two or more coats) applied @ 1.67 lit / 10 sqm over and including base cat of water proofing cement paint applied @ 2.20 kg / 10 sqm.	sqm	710			
B	REPAIR OF BUILDING:					
3	Repair to plaster up to thickness of 20 mm in patches of area 2.50 sqm and below including cutting the patches in proper shape, raking out joints, preparing and then plastering the surface of the walls, etc. complete including disposal of the rubbishes to the dumping					

S No	Description of Items	Unit	Quantity	Rate in figures (₹)	Rate in words (Rupees)	Amount (₹)
	ground within 50 metre lead.					
3.1	With cement mortar (1 : 4 - 1 cement : 4 fine sand).	sqm	162			
4	Renewing the glass panes with required putty, nails, etc wherever necessary					
4.1	Float glass panes of thickness 4 mm.	sqm	30			
5	Distemping with oil bound washable Distemper of approved brand and manufacturer to give an even shade.					
5.1	Old work (one or more coats)	sqm	4319			
6	Removing dry or oil bound Distemper, water proofing Cement paint, etc. by scrapping, sand papering, preparing the surface smooth including necessary repairs to the scratches, etc. complete.	sqm	750			
7	Painting with synthetic enamel paint of approved brand and manufacturer of required colour to give an even shade.					
7.1	One or more coats on old work	sqm	1940			
8	Finishing walls with Acrylic smooth exterior paint of required shade, necessary scaffolding, etc. complete.					
8.1	Old work (two or more coats) applied @ 1.67 lit / 10 sqm over existing wall surface.	sqm	3752			
C	WATER SUPPLY:					
9	Providing and fixing G.I. pipes complete with G.I. fittings and clamps including cutting and making good the walls, etc. complete.					

S No	Description of Items	Unit	Quantity	Rate in figures (₹)	Rate in words (Rupees)	Amount (₹)
9.1	Internal works – exposed on wall – pipes of 15 mm dia nominal bore.	metre	30			
10	Providing and fixing brass bib cock of approved quality					
10.1	15 mm dia nominal bore	Each	15			
11	Painting G.I. pipes and fittings with synthetic enamel paint over a ready mixed priming coat of approved quality for new work.					
11.1	15 mm dia pipe	metre	42			
11.2	20 mm dia pipe	metre	72			
12	Dismantling old plaster or skirting, raking out joints, clearing the surface for plaster including disposal of rubbish to the dumping ground within 50 metre lead.	sqm	300			
	Total:					

Total in Words: Rupees

Seal & signature of the bidder

INFORMATION ABOUT THE TENDERER

1. Name and address of the Tenderer :

2. Telephone / Mobile No :

3. Email address :

4. Registration details with Registering Authority, Registration No & validity :

5. GST Registration Number :

6. Experience details with Clients (copies to be Enclosed) :

7. PAN / AADHAR No :

8. Earnest Money details (DD No -----
For Rs. with Bank details):

Signature of the Tenderer with seal

NATIONAL INSTITUTE OF RURAL DEVELOPMENT & PANCHAYATI RAJ

(Ministry of Rural Development, Govt. of India)

North Eastern Regional Centre

Jawaharnagar, Khanapara, Guwahati - 781022

TENDER DOCUMENT

For

**Annual repair and painting works of the Residential quarters
(Type – II : 4 nos; Type – III : 8 nos; Type-VI : 4 nos and Type –V :
1 no) at NIRDPR-NERC, Guwahati -22**

PART-II (FINANCIAL PART)

SCHEDULE OF RATES

Name of Work: Annual repair and painting works of the Residential quarters (Type – II : 4 nos; Type – III : 8 nos; Type-VI : 4 nos and Type –V : 1 no) at NIRDPR- NERC, Guwahati -22

S No	Description of Items	Unit	Quantity	Rate in figures (₹)	Rate in words (Rupees)	Amount (₹)
A	FINISHING:					
1	Distemping with first class quality of Acrylic washable Distemper (ready mixed) of approved manufacturer and of approved shade and colour, etc. complete as per manufacturer's specifications.					
1.1	New work (two or more coats) over and including priming coat with cement primer.	sqm	520			
2	Finishing walls with Acrylic smooth exterior paint of required shade.					
2.1	New work (two or more coats) applied @ 1.67 lit / 10 sqm over and including base cat of water proofing cement paint applied @ 2.20 kg / 10 sqm.	sqm	710			
B	REPAIR OF BUILDING:					
3	Repair to plaster up to thickness of 20 mm in patches of area 2.50 sqm and below including cutting the patches in proper shape, raking out joints, preparing and then plastering the surface of the walls, etc. complete including disposal of the rubbishes to the dumping					

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5.1	Old work (one or more coats)	sqm	4319			
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C	WATER SUPPLY:					
9	Providing and fixing G.I. pipes complete with G.I. fittings and clamps including cutting and making good the walls, etc. complete.					

S No	Description of Items	Unit	Quantity	Rate in figures (₹)	Rate in words (Rupees)	Amount (₹)
9.1	Internal works – exposed on wall – pipes of 15 mm dia nominal bore.	metre	30			
10	Providing and fixing brass bib cock of approved quality					
10.1	15 mm dia nominal bore	Each	15			
11	Painting G.I. pipes and fittings with synthetic enamel paint over a ready mixed priming coat of approved quality for new work.					
11.1	15 mm dia pipe	metre	42			
11.2	20 mm dia pipe	metre	72			
12	Dismantling old plaster or skirting, raking out joints, clearing the surface for plaster including disposal of rubbish to the dumping ground within 50 metre lead.	sqm	300			
	Total:					

Total in Words: Rupees

Seal & signature of the bidder