

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

No. 360/NIRDPR-NERC/2017/Admn./

Date: 24-05-2017

**INVITATION FOR BIDS**  
**(FOR CONSTRUCTION OF 1<sup>ST</sup> FLOOR FOR EXTENSION OF OFFICE SPACE**  
**ON NEW TOILET AREA (Ladies Toilet Part – B) ADJACENT TO NIRDPR-**  
**NERC BUILDING AT GROUND FLOOR)**

Sealed quotations are invited from competent firms registered under CPWD, State PWD, MES, Railways for Construction of 1<sup>st</sup> Floor for Extension of Office Space on New Toilet Area (Ladies Toilet Part-B) adjacent to NIRDPR-NERC Building at Ground Floor. Proforma for quotation, terms and conditions for the work may be obtained from this office upto **13-06-2017** on cash payment of Rs.575/- (Rupees five hundred seventy five only) and receipt of the same should be submitted along with the tenders. In the case of downloaded tender forms, bidders may submit Demand Draft for Rs.575/- (Rupees five hundred seventy five only) towards the said fee **drawn in favour of NIRD – NERC, Guwahati.**

2. Your sealed quotation i.e. **Technical Bid (Part – I) and Financial Bid (Part – II)** in separate envelopes along with the prescribed **Earnest Money Deposit** of Rs.3,300/- (Rupees three thousand three hundred only), which will not carry any interest whatsoever, and other documents duly superscribed **“quotation for Construction of 1<sup>st</sup> Floor for Extension of Office Space on New Toilet Area (Ladies Toilet Part-B) adjacent to NIRDPR-NERC Building at Ground Floor”** on the cover should reach NIRDPR – NERC **on or before 14-06-2017 up to 3.00 pm.** The technical bids will be opened on the same day at 3.30 pm. **The Terms and Conditions contained in the bid document should also be submitted back with signature and seal on each and every page.**

Administrative Officer  
NIRDPR-NERC, Guwahati-22

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

**QUOTATION FOR CONSTRUCTION OF 1<sup>ST</sup> FLOOR FOR EXTENSION OF  
OFFICE SPACE ON NEW TOILET AREA (Ladies Toilet Part – B) ADJACENT  
TO NIRDPR-NERC BUILDING AT GROUND FLOOR**

**“COVER A”**

From

To  
The Administrative Officer  
National Institute of Rural Development  
North Eastern Regional Centre  
Jawaharnagar, Khanapara  
Guwahati – 781 022

Sir,

**Subject: Quotation for Construction of 1<sup>st</sup> Floor for Extension of Office Space on  
New Toilet Area (Ladies Toilet Part-B) adjacent to NIRDPR-NERC  
Building at Ground Floor – Reg.**

**PART – I: TECHNICAL BID (COMMERCIAL DETAILS)**

1. Name and address of the Firm :
  
2. Telephone Nos. :  
Cell No. :  
Fax No. :  
E-mail address :  
PAN No. :
  
3. Registration No. & Date of the firm :  
with the appropriate authority
  
4. Validity of Registration (the date :  
upto which the Registration is valid)

5. Enclose self-attested photo copies of \_\_\_\_\_ :
- a) Firm Registration Certificate
  - b) Service Tax Registration certificates
  - c) VAT Registration certificates
  - d) PAN Card
  - e) Income Tax Return for the last 3 Assessment Year i.e. 2014-15, 2015-16 and 2016-17
  - f) List of clients in Public Sector, Govt., Semi-govt.
  - g) Testimonials and certificates from clients
6. EMD details : DD No. : \_\_\_\_\_
- for : Rs. ....../-
- Bank & Branch: \_\_\_\_\_
- Drawn on : \_\_\_\_\_
- Date : \_\_\_\_\_
- (Enclosed)

**SIGNATURE OF THE BIDDER WITH SEAL**

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

**QUOTATION FOR CONSTRUCTION OF 1<sup>ST</sup> FLOOR FOR EXTENSION OF  
OFFICE SPACE ON NEW TOILET AREA (Ladies Toilet Part – B) ADJACENT  
TO NIRDPR-NERC BUILDING AT GROUND FLOOR**

**“COVER - B”**

**PART – II: FINANCIAL BID**

**Estimated Amount : Rs. 1,63,602/-** (based on DSR 2007 of CPWD + 70.5% cost index)

| <b>Sl.No</b>    | <b>Items</b>                                    | <b>Qty</b>                          | <b>Unit</b> | <b>Rate</b> | <b>Amount</b> |
|-----------------|---|-------------------------------------|-------------|-------------|---------------|
| 1               | Load bearing construction Floor height- 3.25mts |                                     |             |             |               |
| 1.1             | Single storeyed                                 | 9.24                                | Sq. mt.     |             |               |
|                 | <b>Extra for: -</b>                             |                                     |             |             |               |
| 2               | Resisting Earthquake forces                     | 9.24                                | Sq. mt.     |             |               |
|                 | <b>Services</b>                                 |                                     |             |             |               |
| 3               | External service connections                    | 5% on the total of 1.1 & 2 above    |             |             |               |
| 4               | Internal electric installations                 | 12.5% on the total of 1.1 & 2 above |             |             |               |
| <b>Total</b>    |   |                                     |             |             |               |
| In word: Rupees |   |                                     |             |             |               |

**Seal & Signature of the Bidder**

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

**TERMS AND CONDITIONS FOR CONSTRUCTION OF 1<sup>ST</sup> FLOOR FOR  
EXTENSION OF OFFICE SPACE ON NEW TOILET AREA (Ladies Toilet Part –  
B) ADJACENT TO NIRDPR-NERC BUILDING AT GROUND FLOOR**

1. The sealed quotations will be accepted up to 3.00 pm on 14-06-2017. The technical bids (Part-I) will be opened at 3.30 pm on the same day in the presence of those bidders or their authorized representatives, present. After thorough scrutiny of the details in Part – I, the financial bids i.e. Part – II of those firms who are qualified will be opened in the presence of those bidders who may choose to attend after due intimation to those who are qualified and the tenders will be finalized thereafter.
2. Incomplete bids and bids received after due date and time will be liable for rejection.
3. The bidder should enclose Demand Draft for Rs.3,300/- (Rupees three thousand three hundred only) **in favour of “NIRD-NERC, GUWAHATI”**, with the bid document towards EMD. The EMD will not carry any interest whatsoever.
4. The successful bidder will be required to pay 10% of the bid value towards performance security deposit in the form of Demand Draft or Bank Guarantee for the equivalent amount and the performance security deposit so collected will not carry any interest.
5. The bids should be submitted in sealed cover and the cover should be marked **“quotation for Construction of 1<sup>st</sup> Floor for Extension of Office Space on New Toilet Area (Ladies Toilet Part-B) adjacent to NIRDPR-NERC Building at Ground Floor”**. The bids should be submitted to the Administrative Officer, NIRDPR-NERC, Jawaharnagar, Khanapara, Guwahati – 781022 before the date and time fixed in the bid documents. **The tender documents should be dropped in the tender box placed near the Dispatch Section, NIRDPR-NERC before the fixed time.** No bid shall be accepted after the date and time fixed in the bid document.
6. The Director, NIRDPR-NERC reserves the right to call any one or all the bidders for negotiations or reject or accept any bid irrespective of whether it is the lowest or not, or cancel any or all bids without assigning any reasons. The decision of the Director shall be final and binding on all the bidders concerned.
7. NIRDPR reserves the right to forfeit the EMD of empanelled bid on account of (i) premature withdrawal from the bid, (ii) non-payment of security deposit. The decision of the Director, NIRDPR-NERC shall be final in this regard.

8. The bidders should enclose attested Photostat copies of (i) Registration Certificate of firm; (ii) income tax returns for the Assessment Year 2014-15, 2015-16 and 2016-17, (iii) Service Tax Registration certificate (iv) VAT Registration certificate (v) PAN Card, (vi) EMD, (vii) Experience certificate issued by the clients. The bid is liable to be rejected in the absence of these documents.
9. Corrections, if any, must be attested. All amounts shall be indicated both in words as well as in figures. Where there is difference between the amount quoted in words and figures, amount quoted in words shall prevail.
10. The payment will be made to the firm after satisfactory completion of the work and deducting the statutory taxes if any.
11. The work is to be completed within 60 days of commencement.
12. The site of the work may be visited by the parties before quoting the rates of the work.
13. The items to be used for the work should be shown to the concerned official of NIRDPR-NERC for verification of quality etc. before use
14. In the event of any question, dispute or difference arising under these conditions or any conditions contained in the Work Order, the same shall be referred to the sole arbitration of the Director or some other persons appointed by him. The award of the arbitrator shall be final and binding on the parties to this work.
15. The terms and conditions of this tender shall be part and parcel of the contract executed by the person or institution whose tender is accepted.
16. The bidder should enclose self-attested copies of testimonials/certificates issued by the clients.
17. Director, NIRDPR-NERC reserves the right to reject any or all the quotations received without assigning any reason whatsoever.

**Administrative Officer**