

**CSIR-HUMAN RESOURCE DEVELOPMENT CENTER, GHAZIABAD****\*\*\*\*\*NOTICE INVITING TENDERS\*\*\*\*\***

1. Item rate sealed tenders are hereby invited for the work **“Renovation / upgradation of common toilets at HRDC, Ghaziabad”** from contractors working with CPWD, MES, Railway, Post & Telegraph Dept., State PWD,s Semi- Govt. Organization and/or from those who have worked for CSIR or its laboratories / Institutes and have successfully carried out minimum one/two/three similar works of Rs. 5.204 Lakh / Rs. 3.253 Lakh/ Rs. 2.602 Lakh respectively or above in single contract during the last seven years need apply with proof of fulfilling above conditions along with attested copies by a Gazetted Officer or Notary of valid Sale Tax registration / TIN, PAN card and work completion certificate/s while making request for issue of the tender documents.
2. The Estimated cost of **Rs.6, 50,527.00 (Rupees Six lakh fifty thousand five hundred twenty seven only)** based on CPWD DSR–2016 and prevailing market rates.
3. Time for carrying out the work will be **three months** and the date of commencement shall be reckoned from the **10<sup>th</sup> days** of issue of award / intimation letter for the work.
4. Complete Contract documents to be complied with by the tenderer whose tender may be accepted can be seen at the Office of the **Executive Engineer (Civil), Engineering Services Unit, CSIR-HRDC, Ghaziabad.**
5. Tenders should be on the specified form (Non transferable) which may be obtained from the Office of the **Executive Engineer (Civil), Engineering Services Unit, CSIR-HRDC, Ghaziabad** during office hours on payment of **Rs 500/- (Rupees five hundred only)** in cash or as Demand Draft of a schedule bank drawn in favour of **HRDC, Ghaziabad** (Non-refundable) **upto 3.00 pm only**. Sale of tenders shall be from **16.02.2017 to 22.02.2017 up to 3.00 P.M.**
6. Tenders should be submitted in double sealed covers super scribed with the name of the work, date and time of opening written both on the inner and outer envelope. They will be received back upto **23.02.2017 at 3.00 P.M.** and will be opened at **3.30 PM** on the same day in the Office of the **Controller of Administration, CSIR-HRDC Ghaziabad**. Tender should be dropped in the tender box before the closing date and time indicated. In case these are sent by post these should be sent by Regd. Post/Speed post addressed to the **Controller of Administration, CSIR- Human Resource Development Centre, Sector-19, Kamla Nehru Nagar, Ghaziabad**. Tenders are to ensure that they post the tender well in advance so as to reach before the closing time and date indicated.
7. The Earnest money amounting to **Rs. 13,000/- (Rupees thirteen thousand only)** as demand draft or pay order of a schedule bank in favour of **“HRDC, Ghaziabad”** should

accompany along with tender document. The tender received without or insufficient EMD will be rejected.

8. Earnest money will be forfeited if the contractor fails to commence the work as per letter of award. If any tenderer withdraws his tender within the validity period or makes any modification in terms and conditions of the tender which are not acceptable to the Department, then CSIR/HRDC, Ghaziabad shall without prejudice to any right or remedy, be a liberty to forfeit 50 % (fifty percent) of the Earnest Money absolutely.
9. The **Employer** does not bind himself to accept the lowest or any tender and reserves to himself the right of accepting the whole or any part of the tender and the tenderer shall be bound to perform the same at the rates quoted.
10. Canvassing in connection with the tenders is prohibited and the tenders submitted by the contractor who resort to canvassing are liable for rejection.
11. The tenderer shall not be permitted to tender for works in the concerned unit of HRDC in which a relative 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 who 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 a 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), Son's wife, Daughter (including step daughter), Father's father, Son's son, Son's son's wife, Son's daughter, Son's daughter's husband, Daughter's husband, Daughter's son, Daughter's son's wife, Daughter's daughter, Daughter's, daughter's husband, Brother (including step brother), Brother's wife, Sister (including step sister), Sister's husband.

12. 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.
13. 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 his, the following procedure shall be followed: -
  1. When there is a 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.

2. When the tenderer does not work out the amount of an item 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.
3. 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.
14. 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.
15. 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.
16. 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 alongwith the tender.
17. Some of the provisions of General Conditions of Contract are given below, Interpretation however shall be as given in the general Conditions of Contract.
  - a) **DEFECTS LIABILITY PERIOD:-** Twelve months from the date of completion as certified by the **Employer**.
  - b) **MINIMUM VALUE OF WORK FOR THE INTERMEDIATE CERTIFICATE:-** Rs. 2.00 Lakhs (Rupees two lakh only). Intermediate certificate for a lesser amount can be admitted for payment at the discretion of the Engineer.
  - c) **SECURTIY DEPOSIT:** A sum @ 10% of the gross amount of the bill shall be deducted from each running bill of the contractor till the sum alongwith the sum already deposited as earnest money, will amount to security deposit of 5% of the tendered value of the work. In addition, the contractor shall be required to deposit an amount equal to 5% of the tendered value of the contract as Performance Security within the period prescribed for commencement of work in the letter of award issued to him.
  - d) **COMPENSATION** I Contractor shall pay as compensation an 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 the whole work as shown in the agreement for every week that the work remains un-commenced 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.

18. **Stores to be issued:** No material will be issued by the department. Contractor has to arrange all material including cement and steel required for this work.

## 19. **ADDITIONAL CONDITIONS OF CEMENT & STEEL**

### 19.1 **CONDITONS FOR CEMENT**

- 19.1.1 The contractor shall procure 33 grade (conforming to IS: 269) or 43 grade (conforming to IS: 8112) ordinary Portland cement, as required in the work, from reputed manufacturers of cement, having a production-capacity of one million tones per annum or more, such as ACC, L & T, J.P. Rewa, Vikram, Shri Cement, Birla Jute and Cement Corporation of India etc., as approved by Ministry of Industry, Government of India and holding license to use ISI certification mark for their product whose name shall be got approved from Engineer-in-charge. Supply of cement shall be taken in 50 kg. bags bearing manufacturer's name and ISI marking, samples of cement arranged by the contractor shall be taken by the Engineer-in-charge and got tested in accordance with provisions of relevant BIS codes. In case test results indicate that the cement arranged by contractor does not conform to the relevant BIS codes, the same shall stand rejected and shall be removed from the site by the contractor at his own cost within a week's time of written order from the Engineer-in-charge to do so.
- 19.1.2 The cement shall be brought at site in bulk supply of approximately 50 tones or as decided by the Engineer-in-charge.
- 19.1.3 The cement godown of the capacity to store a minimum of 2000 bags of cement shall be constructed by the contractor at site of work for which no extra payment shall be made. Double lock provisions shall be made to the door of the cement godown. The keys of one lock shall remain with the Engineer-in-charge or his authorized representative and the key of the other lock shall remain with the contractor. The contractor shall be responsible for the watch and ward and safety of the cement godown. The contractor shall facilitate the inspection of the cement godown by the Engineer-in-charge at any time.
- 19.1.4 The contractor shall supply free of charge the cement required for testing. The cost of tests shall be borne by the contractor.
- 19.1.5 The actual issue and consumption of cement on work shall be regulated and proper accounts maintained as provided in Clause 6 of the contract. The theoretical consumption of cement shall be worked out as per procedure prescribed in Clause 6 of the contract and shall be governed by conditions laid therein.

- 19.1.6 Cement brought to site and cement remaining unused after completion of work shall not be removed from site without written permission of the Engineer-in-charge.

## 19.2 CONDITIONS FOR STEEL

- 19.2.1 The contractor shall procure steel reinforcement bars conforming to relevant BIS codes from reputed manufacturers as approved by the Engineer-in-charge. The contractor shall have to obtain and furnish test certificates to the Engineer-in-charge in respect of all supplies of steel brought by him to the site of work. Samples shall also be taken and got tested by the Engineer-in-charge as per the provisions in this regard in relevant BIS codes. In case the test results indicate that the steel arranged by the contractor does not conform to BIS codes, the same shall stand rejected and shall be removed from the site of work by the contractor at his cost within a week's time from written orders from the Engineer-in-charge to do so.
- 19.2.2 The steel reinforcement shall be brought to the site in bulk supply of 10 tones or more as decided by the Engineer-in-charge.
- 19.2.3 The steel reinforcement shall be stored by the contractor at site of work in such a way as to prevent distortion and corrosion and nothing extra shall be paid on this account. Bars of different sizes and lengths shall be stored separately to facilitate easy counting and checking.
- 19.2.4 For checking nominal mass, tensile strength, bend test, re-bend test etc. specimen of sufficient length shall be cut from each size of the bar at random at frequency not less than that specified below:

Size of bar	For consignment below 100 tones	For consignment over 100 tones
Under 10mm dia.	One sample for each 25 tones or part thereof.	One sample for each 40 tones or part thereof.
10 mm to 16 mm dia.	One sample for each 35 tones or part thereof.	One sample for each 45 tones or part thereof.
Over 16mm dia.	One sample for each 45 tones or part thereof.	One sample for each 50 tones or part thereof.

- 19.2.5 The contractor shall supply free of charge the steel required for testing. The cost of tests shall be borne by the contractor.
- 19.2.6 The actual issue and consumption of steel on work shall be regulated and proper accounts maintained as provided in Clause 6 of the contract. The theoretical consumption of steel shall be worked out as per procedure in Clause 6 of the contract and shall be governed by conditions laid therein.

- 19.2.7 Steel brought to site and steel remaining unused shall not be removed from site without the written permission of the Engineer-in-Charge.
20. Clauses No. 28 of Conditions of Contract for works i.e. **"ESCALATION"** will not be applicable in this contract.
21. All tenderers should submit the proof of their registration with the Sales Tax Department while tendering for works in Ghaziabad / N.C.T. of Delhi as per Works Contract Act, 1999. Deduction of Sale Tax will be made from their running / final bill on all works as applicable within Ghaziabad / N.C.T. of Delhi.
22. In NIT "Similar works" means only considered Renovation / Re-furbishing and Interior works.
23. The renovation works will be carried out in Office building of HRDC, Ghaziabad where Office will function. The contractor has to work in such a manner so that normal working of the Office building is not disturbed. He will also make all necessary arrangement and take necessary precautions for providing access to the staff. All arrangement of such kind will be deemed to be included in his quoted rates.
24. The contractor shall supply free of charge, all required materials for testing and also the cost of tests shall be borne by the contractor.