**INTERNATIONAL CENTRE FOR GENETIC ENGINEERING AND BIOTECHNOLOGY**

JNU CAMPUS, ARUNA ASAF ALI MARG,

NEW DELHI 110067

NOTICE INVITING TENDER

Sealed bids are invited from reputed and experienced contractors for undertaking the following work. Name of the Work: **Main building (Admin and Lab) - Replacing the existing rubber beading of all windows and doors with painting.**

Schedule of bid submission:

1. Date of bid submission and time: **27th February, 2020 at 3:00 PM**
2. Date of technical bid opening and time: **27th February, 2020 at 4:00 PM**
3. Date of Financial bid opening: **Will be intimated to technically qualified bidders**

The Scope of work and the tender document are appended below can be down loaded from our website and access the links on to[**http://www.icgeb.res.in/ndinfo.htm**](http://www.icgeb.res.in/ndinfo.htm) Interested and eligible contractors are requested to submit the bid complete in all respect along with a tender fee of **Rs 1000.00 (Non- refundable)** and EMD of **Rs.33,000 /-** Bids received without the tender fee and EMD will be summarily rejected.

ICGEB reserves the right of outright rejection of all the bids received without assigning any reason. The decision of the Institute will be final and binding on all the bidders. In case of cancellation of tender for any reason, the bids will be retained with ICGEB and will not be returned back to the bidders, however EMD will be returned.

**Instructions for Bid submission**

1. **Technical bid should contain proof of the following:**
2. The Bidder should be Reputed contractor and must have executed at-least one similar work of Rs 13,20,000/- or Two similar work of Rs. 8,25,000/- each or 03 works of Rs 6,60,000/-each -in Govt./ PSU/Autonomous bodies, International institutions or Reputed private sector.

 (b) Bidder should have its firm/ and or office in Delhi-NCR.

 (c) Copies of documents for eligibility criteria (Annexure 1) must be submitted along with Draft of EMD and tender fee **in technical bid**.

 (d) Copy oftender document should be signed and stamped on each page by the authorized signatory

1. **Financial bid**
2. Envelop must contain duly filled, signed and stamped financial bid.

The both envelops (Technical and financial bid envelopes) should be super-scribed clearly with Name of work and providing name(s)and postal address of the Bidder with Phone/ Mobile/ Fax numbers and e-mail address if any.

Both “Technical” and “Price” bid should be in separate envelops and then put in to one common envelope, super scribing the **Name of the work** and **NIT No 2/2020** and dropped in the tender box at the reception of ICGEB, New Delhi. Bids received after the schedule time & date will not be entertained or returned

The offer shall remain open for at least 60 days. Earnest Money Deposit (EMD) amounting to **Rs 33000 /-** and **tender fee of Rs 1000/-** shall be accepted only in the form of Demand Draft drawn in favour of the **ICGEB, New Delhi,** and payable at New Delhi. EMD and tender fee must be enclosed with technical bid failing which, bid will summarily be rejected.

**EMD of unsuccessful bidders will be returned after finalization of tender. EMD is liable to be forfeited if the contractor fails to commence the work as per award letter.**

**Scope of works**

|  |  |  |
| --- | --- | --- |
| **S.No** | **Specification** | **Area** |
| 1 | Removing of glass panes from door, window, ventilator shutters and partitions etc. with EPDM rubber / neoprene gasket etc. and re fixing the same panes with new EPDM rubber/neoprene gasket complete as per the directions of Engineer-in-Charge price of any glass damaged/broken to be included in the item. Work to be carried out in phases and all levels and to include all scaffolding etc complete | 11000 sft |
| 2 | Supplying and applying two or more coat of led free duco paint of approved shade on doors, window grills, railings and metal brackets to get smooth and even surface. Cost to include all surface preparation and primer coat. | 22000 sft |

 **GENERAL TERMS AND CONDITIONS**

**Name of the Work**: **Main building (Admin and Lab) - Replacing the existing rubber beading of all windows and doors with painting.**

1) The Work shall be done as per schedule of items, specification terms and conditions and instruction of Engineer-in-charge on as and when required basis.

2) Time limit 60 days from the date of the order issued.

3) The rates shall be inclusive of cartage/ loading unloading or any other expenses. GST should be clearly shown separately. Rate must be valid and firm for a period of one year from the date of award of contract/Letter.

4) No Extra charge or any escalation charge will be paid by ICGEB.

5) Inferior and Poor quality material will be rejected and work order may be cancelled.

6) The contractor will have to undertake responsibility of accidents etc. for his persons working on site and same will be on stamped paper of Rs.50/100 or the appropriate value (if revised by Govt) The cost of stamp will be borne by the contractor.

7) Before quoting, the contractor is advised to inspect the site of work and shall fully acquaint himself about the conditions and scope of work with regard to accessibility of site required for the satisfactory execution of work. No claim whatsoever shall be entertained by the deptt. on this account.

8) Contractor is to follow relevant Indian standards codes for fire, electricity, safety and building rules.

9) The Contractor shall clean the site after completion of work . Any dismantled material shall be stacked in designated place as instructed by the Engineer-in-charge.

10) Charges for **scaffolding or jhula** if any, will be considered included in the quoted rates and no extra amount will be paid on this account.

11) Measurement shall be taken jointly by the Engineer-in-Charge or his authorized representative and by the contractor or his authorized representative.

12) All materials brought at site shall be got approved from the Engineer-in-charge before being used. The Contractor shall, at his expense and without delay supply for approval to engineer-in-charge, samples of each material such as square bar, flat bar, MS flat & MS Tee, MS angle and other items along with test certificate as desired.

13) Contractor shall carry out the various tests as enumerated in CPWD/BIS specification at his own cost.

14) The welding, if involved, must be thoroughly joined & beads; kinks should not be visible. The jointing flux material should be uniformly spread to achieve desired strength. Grinder shall be used to remove bulged out metallic flux.

15) No sub-Contracting or sub-letting is allowed.

16) Quantities shown in the schedule are tentative and may change as per site conditions.

17) 10% ± deviation in quantities would be permitted for required items as per instruction of Component I/C.

18) Quantities are indicative and likely to vary. Bidder will have no objection for variation in quantities thereon. Payment will be as per actual work executed.

19) The lowest bidder will be awarded order for work.

20) The Director, ICGEB reserves the right to cancel any or all the tenders without assigning any reason.

21) No escalation in any form either of materials or of labour shall be payable by the Centre.

22) No advance payment shall be made except if specified otherwise in the tender.

**24)** **Performance Guarantee @5% shall be deposited to the department on the tendered amount by the agency before commencement of work. Performance guaranty shall only be acceptable in the form of bank guarantee /DD.**

**25) Security deposit of 5% of final bill amount will be deducted and same will be released after successful expiry of defect liability of 24 months from date of completion of Work. EMD amount of successful bidder will be returned after submission of performance guarantee.**

26) EMD of unsuccessful bidders will be returned after finalization of tender.

27) EMD is liable to be forfeited if the contractor fails to commence the work as per award letter.

28) For proper completion of the work, if any quantity variation or extra items are required, the bidder shall execute the same. Rates of extra items shall be derived from the tender itself as far as possible or else prevailing market rates shall be adopted.

29) In case the bidder resiles from the offer within the validity of tender or contractor fails to work as per specification after issue of the award letter, the earnest money will be forfeited. Other suitable administrative punitive action may also have imposed as deemed fit.

30) Time allowed for the work shall be strictly followed otherwise the Contractor shall be liable to pay compensation at the rate of 1 % of the contract value of the job undone per week of delay on the part of the Contractor subject to a maximum of 10% of the total contract value.

31) For site visit and any further clarifications, you may visit ICGEB on any working day (Monday to Friday) between 9.30 a.m. to 5 p.m. (contact person Mr. Naresh Chand Dabral).

32). Payment terms: No advance is permissible under normal circumstance. Bill of the full work may be submitted after satisfactory installation & completion of work (within 15 days of completion).

33). Abnormally low rates and high rates are not acceptable.

 However, for any reason beyond the control of the Contractor the extension of time shall be granted upon application by the Contractor in prescribed format. No claim for any compensation during the extended period shall be entertained and the ICGEB’s decision in this regard shall be final.

**FINANCIAL BID**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **S.No** | **Specification** | **Area** | **Rate** | **Amount** |
| 1 | Removing of glass panes from door, window, ventilator shutters and partitions etc. with EPDM rubber / neoprene gasket etc. and re fixing the same panes with new EPDM rubber/neoprene gasket complete as per the directions of Engineer-in-Charge price of any glass damaged/broken to be included in the item. Work to be carried out in phases and all levels and to include all scaffolding etc complete | 11000 sft |  |  |
| 2 | Supplying and applying two or more coat of led free duco paint of approved shade on doors, window grills, railings and metal brackets to get smooth and even surface. Cost to include all surface preparation and primer coat. | 22000 sft |  |  |
|  |  |  |  |  |
|  | Total |  |  |  |

 **Annexure I**

**Performa for eligibility criteria**

1 Name of the Agency:

2. Office Address and Tel. Nos. Email ID:

3.Registration details (with documentary evidence)

4. PAN No. (with documentary evidence)

5. Annual turnover for last three years supported with documentary evidence.

6. Experience (last three years) (copies of work orders and completion certificates if fully executed)

7. Signed and stamped Tender document

8. Tender Fee

9. Earnest Money Deposit

10. Site visit acceptance certificate (signed and stamped)

**Annexure II**

**CERTIIFACTE FOR SITE INSPECTION**

Certified that 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 works within the stipulated time and also we will be able to execute the work suit the site condition.

 (Signature of Bidder with Seal)

 Name:

 Address:

 Date:

Component In Charge

ICGEB