**INTERNATION 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 experience civil contractors for undertaking the following work.

Name of the Work: **Making of new Storage Cabinet and table in Administration and ground floor lab main building (Qty 9)**

**Schedule:**

1. Date of bid submission and time: **17th January, 2020 and 3:00 pm**
2. Opening of Financial bid date and time: **17th January, 2020 and 4:00 pm**

The Scope of work and the tender document are appended below can be down loaded from our website <http://www.icgeb.res.in/ndinfo.htm>. Interest and eligible contractors are requested to submit the bid complete in all respect along with an **EMD of Rs. 5,000/-** Bids received without the EMD will be summarily rejected.

ICGEB reserves the right of outright rejection of all the bid received without assigning any reason. The decision of the institute will be final and binding on all the bidders

**Instructions for Bid submission**

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

(b) Copies of document for eligibility criteria (Annexure I) must be submitted along with Financial bid.

(c) Envelop must contain duly filled, signed and stamped financial bid and copy of Eligibility criteria ( Annexure I) The envelops should be super scribed clearly with Name of work and **NIT No 12/2019**, providing name(s)and postal address of the Bidder with Phone/ Mobile/ Fax numbers & e-mail address if any. Bids received after the schedule time & date will not be entertained or returned

(d) The offer shall remain open for at least 60 days. Earnest Money Deposit (EMD) amounting of **Rs 5000/-** shall be accepted only in the form of Demand Draft drawn in favour of the Director, ICGEB and payable at New Delhi

**Scope of work**

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| S. No. | Description of Item | Unit |
| **A** | Making of new wooden storage rack with white enamel paint inside and sunmica sheet outside. Locks with other accessories as required. |  |
| (a) | Size: 8’x 3’x 20” | 2 |
| (b) | Size: 6’x 3’x 20” | 1 |
|  |  **Total Rs.** |  |

|  |  |  |
| --- | --- | --- |
| S. No. | Description of Item | Unit |
| **B** | Making of new wooden storage rack with 2 shelf and white enamel paint inside and sunmica sheet outside. Locks with other accessories as required. |  |
| (a) | Size: 8’x 4’x 14” with 2 shelf | 1 |
| (b) | Size: 8’x 3’x 14” with 1 shelf | 1 |
| (c) | Size: 5.5’x 3’x 14” with 1 shelf | 1 |
|  |  **Total Rs.** |  |

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| --- | --- | --- |
| S. No. | Description of Item | Unit |
| C | Making of new detachable L-shape table with 1 drawer, 1 door and inside shelves by using 19 mm commercial board, 6 mm ply and all side sunmica sheet (as per approved) with necessary fittings. | 1 |
| (a) | L 7’ x H 2.5’ x W 2.5’ |  |
| (b) | L 5’x H 2.5’ x W 20” (L-shape) |  |
| D | Making of new file cabinet with 1 shelves and door by using 19 mm commercial board, 6 mm ply. Inside white enamel paint and outside sunmica sheet (as per approved) with necessary fittings. | 1 |
| (a) | L 6’x H 3’x W 14” |  |
| E | Making of new storage cabinet with 1 shelves, glass door and SS legs (4”) by using 19 mm commercial board, 6 mm ply. Inside white enamel paint and outside sunmica sheet (as per approved) with necessary fittings. | 1 |
| (a) | Size: L 8’x H 2.5’x W 14” |  |

Annexure I

**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. Signed and stamped Site visit acceptance certificate (Attached as annexure II)

**TERMS AND CONDITIONS**

**Name of Work : Making of new Storage Cabinet and table in Administration and ground floor lab main building (Qty 9)**

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 20 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 six months from the date of award of contract/Letter.

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

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 line 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 fire, electricity, safety and building rules.

9) The Contractor shall clean the site after completion of work in all. 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 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 & MSTee, MS angle and other items along with test certificate as desired.

13) 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.

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

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

16) 10% ± deviation in quantities would be permitted.

17) 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.

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

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

20) Duly sealed tender shall be dropped in the tender box placed at the reception counter of the ICGEB building.

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

22) Performance Guarantee @5% shall be deposited to the department on the work order amount by the agency before commencement of work. Performance guaranty shall only be acceptable in the form of bank guarantee /DD and it will be returned after completion of work.

23) Security deposit of 5 % of final bill amount will be deducted and same will be released after successful expiry of defect liability of 12 months from date of completion of Work. EMD amount of successful bidder will be returned after submission of performance guarantee.

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

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

26) 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.

27) 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.

28) 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.

29). 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).

 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**

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| --- | --- | --- | --- | --- |
| S. No. | Description of Item | Unit | Rate | Amount |
| **A** | Making of new wooden storage rack with white enamel paint inside and sunmica sheet outside. Locks with other accessories as required. |  |  |  |
| (a) | Size: 8’x 3’x 20” | 2 |  |  |
| (b) | Size: 6’x 3’x 20” | 1 |  |  |
|  |  **Total Rs.** |  |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| S. No. | Description of Item | Unit | Rate | Amount |
| **B** | Making of new wooden storage rack with 2 shelf and white enamel paint inside and sunmica sheet outside. Locks with other accessories as required. |  |  |  |
| (a) | Size: 8’x 4’x 14” with 2 shelf | 1 |  |  |
| (b) | Size: 8’x 3’x 14” with 1 shelf | 1 |  |  |
| (c) | Size: 5.5’x 3’x 14” with 1 shelf | 1 |  |  |
|  |  **Total Rs.** |  |  |  |
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|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| S. No. | Description of Item | Unit | Rate | Amount |
| C | Making of new detachable L-shape table with 1 drawer, 1 door and inside shelves by using 19 mm commercial board, 6 mm ply and all side sunmica sheet (as per approved) with necessary fittings. | 1 |  |  |
| (a) | L 7’ x H 2.5’ x W 2.5’ |  |  |  |
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| D | Making of new file cabinet with 1 shelves and door by using 19 mm commercial board, 6 mm ply. Inside white enamel paint and outside sunmica sheet (as per approved) with necessary fittings. | 1 |  |  |
| (a) | L 6’x H 3’x W 14” |  |  |  |
| E | Making of new storage cabinet with 1 shelves, glass door and SS legs (4”) by using 19 mm commercial board, 6 mm ply. Inside white enamel paint and outside sunmica sheet (as per approved) with necessary fittings. | 1 |  |  |
| (a) | Size: L 8’x H 2.5’x W 14” |  |  |  |

 **Total : A + B + C + D + E =**1. **The rate of per square feet will be valid for next six months.**

**2. All boards are in 19 mm commercial board (make Green ply), 6 mm ply (make Green ply), sunmica sheets (Make Virgo), enamel paint (make Asian) and locks (make godrej) in Serial No A, B, C, D & E** | : |
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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