

## **TENDER NOTICE**

1. The Principal , Sanskriti School Chanakyapuri, New Delhi invites Tender in Two Bid System for carrying out following works from the eligible contractors registered with CPWD, NDMC, MES and other Government departments.
  - a) **Name of Work:-** Miscellaneous repair works in different buildings of Sanskriti School, Chanakyapuri, New Delhi for one year.
  - b) **Estimated value of the work:-** Rs. 50 lakhs . However, the Principal reserves the right to increase or decrease the cost at the same rates. In case of decrease in cost, no compensation for such decrease shall be payable.
  - c) **Terms and Conditions:-**
    - i. The work shall be carried out as per C.P.W.D specifications with upto date correction slips. The contractors shall quote their rates in prescribed proforma.
    - ii. The contractors shall quote a single rate in a percentage above / below CPWD DSR 2016 for executing the items mentioned in CPWD DSR 2016.
    - iii. Any item of work, which is required to be executed as per site requirement but not covered in DSR 2016, shall be paid in terms of CPWD-7 (Tender form). All contract clauses shall be applicable as per CPWD tender Form CPWD-7
    - iv. Any work shall be executed as per site requirements as directed by the Principal, or their authorized representative.
    - v. The work shall be executed only during the time restricted by the School authorities without making any disturbances in school functioning and after barricading the area where the work is to be undertaken. Most of the work will be done after School timing.
    - vi. **Time allowed** – 18 months. The contract may be extended for a period of six months on the same terms and conditions subject to satisfactory performance of the contractor.
    - vii. The contractor shall engage sufficient number of manpower for the work, so that work is completed within the stipulated time.
    - viii. All the materials shall be got approved from the Principal or her authorized representative before starting the work.

- ix. **Earnest Money**- Rs. 1,00,000/- (Rupees One Lakh Only) to be deposited along with tender by Demand Draft from any Scheduled Bank in favour of Principal ,Sanskriti School, Chanakyapuri, New Delhi.
- x. The contractor, whose tender is accepted will have to deposit 5% of the accepted tendered amount as performance guarantee in the form of Bank Guarantee/Demand Draft from any scheduled bank within 07 days (extendable up to 14 days only) from the receipt of letter of intent before the start of work; otherwise tender shall be rejected.
- xi. Security Deposit @ 5% of the work done shall be deducted from the bills, which shall include the Earnest Money already deposited. The security deposit shall be refunded six months after satisfactory completion of the work. Any defect observed during the six months period from the date of completion of the work shall be rectified by the contractor, failing which the same shall be got rectified at the risk and cost of the contractor.
- xii. The Contractor is advised to visit the site of work before quoting the rates.
- xiii. The contractor shall be liable for making good any loss or damage caused by him or his agents to persons, goods or property of the School.
- xiv. The contractor shall be governed by the latest Central Government Labour Laws, Labour Compensation Act and other statutory rules of the Govt.
- xv. **Liquidated Damages**- In case contractor fails to complete the work within stipulated period, he shall be liable for compensation of Rs. 2,000/- (Rupees Two Thousand Only) per day to the maximum of 10% of contract amount.
- xvi. The Principal reserves the right to increase or decrease the quantum of work at the same rates. In case of decrease in cost no compensation for such decrease shall be payable.
- xvii. The contractor shall post responsible Engineer (Degree/Diploma holder) having at least 05/10 years experience to ensure that work is executed efficiently, assuring proper quality of work.
- xviii. The work shall be done to the entire satisfaction of the Principal or her authorized representative.
- xix. Income Tax @2% of the payment made and other taxes applicable as per Govt. rules shall be deducted from the bill.
- xx. The contractor shall be bound to carry out any Extra item, if required in the work. Extra item shall be paid as per CPWD contract system.
- xxi. The contract can be cancelled in case of inefficiency, unsatisfactory progress of work, usage of sub-standard material or poor workmanship.

In this respect, opinion of the Principal or her authorized representative shall be final and binding.

- xxii. The Principal in her absolute discretion reserves the right to accept or reject any or all the tenders received without assigning any reason.
- xxiii. The Principal shall not be responsible for any delay, loss or non-receipt of tenders sent by post.
- xxiv. The decision of the Principal with respect to any matter relating to tenders for the work or arising there from shall be final and binding.

**2. The Tender documents may be submitted on or before 19<sup>th</sup> ,January 2018 up to 1500 hrs and technical bid shall be opened on the same day at 1530 hrs in presence of contractors or their authorised representatives present at the time of opening of tenders. The contractors who have not submitted the earnest money, their technical & financial bid shall not be opened. The contractors having following eligibility creteria shall submit their tender:-**

- i) Must have executed similar nature of one work of Rs.50 lakhs or two works of Rs 20 Lakhs each in the last three years of reputed Institutions /any Govt. Department including Govt. Undertakings.
- ii) The contractor should have minimum average annual turnover of Rs. 100 Lakhs in the last three years.
- iii) Financial bid of only those agencies will be opened who have qualified in technical bid. Financial bid will be opened after approval of technical bid and technically qualified contractors shall be informed about date and time of opening of Financial bid by e-mail/telephone about date and time of opening of financial bid.
- iv) The contractors shall submit their tender in three sealed envelopes and all the three envelopes shall be placed in one envelope **superscribed as "Tender for Misc.Repair Works"**. The envelope shall be marked (i) Technical Bid (ii) Financial Bid (iii) Earnest Money.

**Note:-**Similar nature of work means work executed for institutional/School buildings/Govt. Departments/Govt. Undertakings.

**3. List of Documents to be submitted with Technical Bid by contractors.**

- a) Details of works of similar nature completed in last five years along with list of clients and their addresses with telephone Nos.
- b) Annual turnover during the last three years with supporting documents.
- c) Registration Certificate.
- d) Copy of Partnership deed/Memorandum and Articles of Association of the firm.

- e) Details of skilled and Trained Manpower including Engineers and Technical staff presently employed
- f) Information of the Firm/ Organization
  - i) Firm's Legal Entity and Name
  - ii) Type of Organization (Individual/Partnership/Pvt. Ltd./ Corporation/ Other (Please Specify). Please enclose copy of Memorandum and Articles of Association/Partnership Deed, if applicable.
  - iii) Date of Incorporation/Registration.
  - iv) Incorporation document or Registration Number (Please enclose copy of Registration Document).

4. The Tender documents shall be submitted in sealed envelope mentioning the name of work ,date of submission. The name of work shall be written on the envelope, along with the name, address and telephone no. of the tenderer.

5. The contractor shall clean the site completely after completion of work and remove all dismantled and unserviceable material from the school, without any extra charges, as the works proceed, final bill shall only be paid after the site has cleared absolutely.

6. The validity of the tender shall be 90 days which may be further extended by mutual consent.

Principal

**PROFORMA FOR QUOTATION**

The contractor shall quote his rates as given below.

I/we agree to execute the above mentioned work at – ----- (in fig.)

-----% ----- (in words) the rates mentioned in above/below  
on D.S.R.2016 with up to date correction slips.

SIGNATURE OF CONTRACTOR

SIGNATURE OF WITNESS