

CSIR-INSTITUTE OF GENOMICS & INTEGRATIVE BIOLOGY

Near Jubilee Hall, Delhi University Campus,
Mall Road, Delhi-110007

NOTICE INVITING TENDERS

1. Item rates sealed Tenders are hereby invited for the work “Supply and Replacement of Fan Coil Units of central AC. System (2nd Stage work) at CSIR-IGIB Mall Road Delhi-07” The contractors having valid registration/ enlistment and worked with CPWD, Railways, Post & Telegraph Dept, MES, State PWDs, Semi Government and those who have worked for CSIR or its laboratories and have successfully carried out 1 / 2 / 3 similar works amounting to Rs 12.86 lacs / Rs. 9.65 lacs / Rs. 6.43 lacs respectively in a single contract during the last seven years. The tenderers are requested to produce proof of fulfilling above conditions along with self attested copies of Goods and Service Tax registration certificate, PAN card, work completion certificates, registration of ESI and PF and Goods and Service tax registration while making request for issue of tender documents.
2. Estimated Cost of the work is **Rs. 16.08 lacs (Rupees Sixteen Lac Eight Thousand Only)** based on prevailing market rates.
3. Time for carrying out the work shall be **60 days** and the date of commencement shall be reckoned from the tenth day of issue of work award letter.
4. Complete Contract documents to be complied with by the tenderer whose tender may be accepted can be seen at the office of the **A O**, IGIB, Mall Road, Delhi – 110007.
5. Tenders of specified form (Non Transferable) may be obtained from the office of **AO IGIB Mall Road, Delhi - 110 007** on all working days upto 4:00 PM during office hours on payment of tender Fee **Rs. 500/- (Non -Refundable)** as Demand Draft of a **schedule Bank** in favour of **Director IGIB, Delhi** payable at Delhi. Sale of tenders shall be from 21-12-2017 to 01-01-2018. Quoted tender will be received back upto **3:00 P.M. on 04-01-2018** and will be opened at **3:30 PM** on the same day in the office of the Administrative Officer CSIR-IGIB Mall Road Delhi-07. Only one representative of each bidder will be permitted at the time of tender opening. Director IGIB reserves the right to reject any or all the tenders without assigning any reasons
6. Tenders should be submitted with the documents as per NIT in double sealed covers super scribed with the name of the work, date and time of opening written on the envelopes. Tenders 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 Administrative Officer CSIR-IGIB Mall Road Delhi-07. Tenderers are to ensure that they post the tender well in advance so as to reach before the closing time and date indicated.
7. The bidder shall deposit alongwith tender an earnest money amounting to Rs. 32,160.00 (Rupees Thirty Two Thousand One Hundred Sixty Only) as demand draft or pay order of a

schedule Bank and drawn in favour of Director, IGIB, Mall Road Delhi-110007 payable at Delhi. Tenders received without earnest money will be invalid.

8. The tender and the earnest money shall be placed in separate sealed envelopes each marked "Tender" and "Earnest Money" respectively. Both the envelopes shall be submitted together in another sealed envelope. The envelope marked "Tender" of only those tenderers shall be opened, whose earnest money placed in the envelope is found in order.
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 CSIR 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 whom 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 him, the following procedure shall be followed:
 - i) 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.
 - ii) 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.
 - iii) 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.
 - iv) Contractor should quote rates of all the items and should not leave the rate blank/unquoted. The tenders in which rate of the items are not quoted are liable to be rejected.

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. Earnest money will be fully forfeited if the contractor fails to commence the work as per letter of award. If any tenderer with draws this 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 shall without prejudice to any right or remedy, be at liberty to forfeit 50 % (fifty percent) of the Earnest Money absolutely.
17. 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 along-with the tender.
18. 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 | 12 months(One year) from the date of completion as certified by the employer.**
 - b). **MINIMUM VALUE OF WORK FOR THE INTERMEDIATE CERTIFICATE | Rs 5,000,00/- (Rupees Five lacs only).** Intermediate certificate for a Lesser amount can be admitted for payment at the discretion of the Engineer.
 - c). **SECURITY DEPOSIT:** A sum @ 10% of the bill shall be deducted from each running bill of the contractor till the sum along with the sum already deposited as earnest money, will amount to security deposit of 5% of the tender 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 |** 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 uncommenced 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.
20. Clauses No. 28 of conditions of contract i.e. "ESCALATION" will not be applicable in this contract since the duration of contract is less than 18 months.
21. The contractor shall have to dispose of all the building rubbish (malba) accumulated during execution suitably outside the campus of IGIB.
22. Deduction of Income Tax and labour cess at the prevailing rate shall be made from the running and final bills of the works.
23. The contractor shall quote their rates inclusive of all applicable Taxes and Duties viz GST etc.