

CSIR-INSTITUTE OF GENOMICS & INTEGRATIVE BIOLOGY

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

NOTICE INVITING TENDER

1. Item Rate Sealed Open tenders are invited for the work of “Replacement of Gypsum False Ceiling by Metal False Ceiling at CSIR-IGIB, South Campus” from the contractors working with CPWD, Railways, Post & Telegraph Dept, MES, State PWDs, Semi Government Organization and those who have worked for CSIR or its laboratories and have successfully carried out 1 / 2 / 3 similar works amounting to Rs 6.50 lacs / Rs. 4.88 lacs / Rs. 3.25 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 while making request for issue of tender documents.
2. Estimated cost of the work is **Rs 8.13 Lacs** (Rs. Eight Lacs and Thirteen thousand Only).
3. Time for carrying out the work will be **30 Days** and the date of commencement shall be reckoned from the tenth day of issue of **work award letter** for the work.
4. Complete contract document to be complied with by the tenderer whose tender may be accepted can be seen at the office of **Administrative Officer, I.G.I.B., Mall Road, Delhi-110007**.
5. Tender of specified form (Non- Transferable) may be obtained from the office of Administrative Officer, CSIR-IGIB Mall Road Delhi-07 during office hours on payment of Rs. 500.00 (Rupees Five Hundred) through Demand draft of a scheduled bank in favour of Director IGIB Delhi, (Non Refundable). Sale of tender shall be from 01/03/2018 to 12/03/2018.
6. Tenders should be submitted with the documents as per NIT in sealed covers super scribed with the name of the work, date and time of opening written on the envelope. They will be

received up to 3.00 p.m. on 15/03/2018 and will be opened at 3.30 p.m. on the same day in the office of **Administrative Officer, CSIR-I.G.I.B., Mall Road, Delhi-110007**. 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 the **Administrative Officer, CSIR-I.G.I.B., Near Jubilee Hall, University Campus, Mall Road, Delhi-110007**. **Tenderers** are to ensure that they post the tenders well in advance so as to reach before the closing time and date indicated.

7. The earnest money amounting to Rs. 16,300.00 (Rs. Sixteen Thousand Three Hundred only) as Demand Draft or pay order of a schedule bank drawn in favour of “ **Director, I.G.I.B., Mall Road, Delhi-110007**” *payable at Delhi should accompany the tender*. 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 tenders shall be opened, whose earnest money placed in the other envelop is found be 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 tenders 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 who relatives are as mentioned above.

Note:

A person shall be deemed to be relative of another if, and only if,

- a. They are members of a Hindu undivided family;
- 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 and 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 work out the amount for each item of work and write in both figures and words. On check, if there is a difference 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.
14. 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.
15. Earnest money shall be forfeited if the contractor fails to commence the work as per letter of award. If any tenderer withdraws this tender within the validity period or makes any modification in terms and condition 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.
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 along with 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** | 12 months (One year) from the date of completion as certified by the employer.

- b) **MINIMUM VALUE OF WORK FOR THE INTERMEDIATE CERTIFICATE** | Rs 3.0 lacs (Rs Three 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 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 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 uncompleted 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. Clause No. 28 of conditions of contract i.e. **“ESCALATION”** will not be applicable in this work.
19. The contractor shall have to dispose of all the building rubbish (malba) accumulated during execution suitable outside the campus of IGIB.
20. Deduction of Income Tax and Labour cess at the prevailing rate shall be made from the running and final bills of the work.
21. The contractor shall quote their rates inclusive of all applicable Taxes and Duties, GST etc.

Signature of Tenderer with the seal of the firm