



TENDER FOR

**“ANNUAL CIVIL MAINTENANCE WORKS” AT HARISH-CHANDRA
RESEARCH INSTITUTE, CHHATNAG ROAD, JHUNSI,
PRAYAGRAJ -211 019”**

PART- 1 (TECHNICAL BID)

TENDER NOTICE NO. HRI/08 /2020

Harish-Chandra Research Institute

Chhatnag Road, Jhunsi, Prayagraj

INVITING TENDER FOR

“ANNUAL CIVIL MAINTENANCE WORKS” AT HARISH-CHANDRA RESEARCH INSTITUTE, PRAYAGRAJ

Bid Reference No. : NIT– HRI/08/2020

Last date and time for submission of bids : 09.10.2020 up-to 1100 Hrs.

Date and time of opening of Bid : 09.10.2020 up-to 1200 Hrs.

Place of Opening of Bids : Harish-Chandra Research Institute
Chhatnag Road, Jhunsi, Prayagraj-
211019

The dates for submission and opening of the tender mentioned above are final. In case some other dates for these are mentioned elsewhere in the tender document, the above shall prevail over them.

Address for any clarification/communication : Mr. Vijay Srivastava SO-C,
0532-2274447,
vijay@hri.res.in),
Mr. Manish Sharma SO-E,
0532-227 4358,
manish@hri.res.in)
ENGINEERING SECTION,
HARISH-CHANDRA RESEARCH
INSTITUTE, PRAYAGRAJ

This document contains : 17 Pages

It will be the responsibility of the bidders to check website ***www.hri.res.in*** for any amendment through corrigendum in the tender document. In case of any amendment, bidders will have to incorporate the amendments in their bid accordingly.

Sd/-

Seal & Signature of Registrar

Harish-Chandra Research Institute
Chhatnag Road, Jhansi, Prayagraj

Name of work: “Annual civil maintenance works” at Harish-Chandra Research Institute,
Prayagraj

Tender Notice No.: HRI/08/2020

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Harish-Chandra Research Institute

Chhatnag Road, Jhunsi, Prayagraj

Check list

<i>Sl. No.</i>	<i>Description</i>	<i>Party has to specify whether they have submitted the relevant details with their technical bid in YES or NO</i>
1.	Proof of average annual turnover(Ref. point no. 5a of terms & conditions)	
2.	Experience of having successfully completed works(Ref. point no. 5b of terms & conditions)	
3.	Attested copy of PAN & GST registration(Ref. point no. 5d & 6 of terms & conditions)	
4.	Earnest Money Deposit of Rs. 13000 /- ... (Ref. point no. 13 of terms & conditions)	

Signature of the tenderer
Address & Seal

SECTION - I

NOTICE INVITING TENDERS

HARISH-CHANDRA RESEARCH INSTITUTE
CHHATNAG, ROAD, JHUNSI, PRAYAGRAJ – 211 019

TENDER NOTICE NO. HRI/08/2020

On behalf of the Director, Harish-Chandra Research Institute, sealed tenders are invited (in Two bids) from eligible contractors up-to **11.00 a.m.** on **09.10.2020** and only technical bid shall be opened at **12.00 noon** on the same day for the work of “**Annual civil maintenance works**” at **Harish-Chandra Research Institute, Prayagraj**

Estimated Cost	EMD	Performance Security	Security Deposit	Tender Cost
Rs. 6.5 lakhs	Rs. 13,000/-	@ 5% of tendered amount as per the tender condition	@ 5% of tendered amount as per the tender condition	Rs. 590/-

Interested parties may collect the Tender documents from the Accounts Officer, HRI on recommendation of Engineer, HRI on payment of tender cost (non Refundable) in cash from **17.09.2020** to **07.10.2020** during working days (11.00 a.m. to 4.00 p.m.).

The party may also download the tender document from HRI web-site address: www.hri.res.in
In that case they have to submit a Demand draft of the tender cost alongwith the technical bid of the tender. Without tender cost, tender will not be considered.

Director, HRI reserves the right to accept or reject any or all the Tenders without assigning any reason.

Sd/-
Registrar
HRI, Prayagraj

SECTION - II

TERMS & CONDITIONS

TERMS & CONDITIONS

Following instructions should be strictly followed while submitting your tender

1. The bids submitted by the vendors should be valid for a minimum period of 120 days from the date of the opening of technical bid and the bid of tenderer to whom tender will be awarded should be valid till execution of contract agreement.
2. Please note that your tender will not be considered unless it is received in sealed envelope super scribed with tender number and due date. It should be put in the Tender Box kept at Reception of Institute building, Harish-Chandra Research Institute at Chhatnag Road, Jhunsi, Prayagraj– 211 019. It should be noted that the delay of receiving of tender by Post will not be entertained.
3. Deadline for receipt of tenders (Part-1 & Part-2) is **11.00 a.m.** on or before **09.10.2020**. Late submission will not be entertained on any account. Part-1 (Technical bid) and part-2 (Price bid) will be in two separate envelop.
4. The Part-I of tender will be opened at the above office at **12.00 noon** on **09.10.2020** and your authorized representatives can be present at the time when the tenders are so opened and opening time of Part-2 (Price Bid) will be intimated later on to qualified bidder of Part-1 only. If on the day of opening of tender, holiday is declared in HRI then tender will be opened on next working day at same time.
5. Tenderer has to submit the following with the technical bid.
 - a. Proof of average annual turnover of not less than Rs. 6.7 lakh during last three years ending 31.03.2020.
 - (i) Year 2017-2018
 - (ii) Year 2018-2019
 - (iii) Year 2019-2020
 - b. Experience of having successfully completed works during last seven years ending 08.10.2020. The party has to submit work order copy, Performance and completion certificate of the concerned work. Without required experience party will not be considered in this tender:
 - 3 similar works completed costing not less than Rs. 2.6 lakh each OR
 - 2 similar works completed costing not less than Rs. 3.9 lakh each OR
 - 1 similar works completed costing not less than Rs. 5.2 lakhSimilar work shall mean: Civil construction/maintenance work. The value of executed works shall be brought to current costing level by enhancing the actual value of work at simple rate of 7% per annum; calculated from the date of completion to last date of receipt of application for tenders.

and

One completed similar work (either part of (b) or a separate one) costing not less than Rs. 2.6 lakh with some Central/State Government Organization/Central Autonomous Body/Central Public Sector undertaking during last seven years ending 08.10.2020.
 - c. Full address of firm along with /Telephone no./Fax no./E-mail address :
 - d. Attested copy of PAN
6. The party should be registered under GST. They have to submit a proof of Registration with their technical bid otherwise they will not be considered in this tender.
7. If the bidders do not submit the required document/details with their bids then Institute may ask the bidders to submit the details/documents after opening of their bids. However, if three or more bidders are qualifying in the tender then bidders will not be asked to submit the details after opening of their bid.

8. If bidder do not quote rate of any item under schedule of quantities or left the rate column blank then their bid will be treated as unresponsive & not be considered.
9. The tender must be signed by the authorized persons only (Proprietor/Power of attorney/By all partners etc. as applicable).
10. All labour regulation applicable by the central Labour Commissioner of Govt. of India shall be adhered to strictly.
11. The period of contract is for two years. However, initially it will be awarded for one year & based on satisfactory performance it may be renewed for another year on same terms and condition.
12. **In case the contractor leaves the work or shows unwillingness to do work within stipulated contract period then EMD, Performance security & Security money deposited by party will be forfeited to HRI.**
13. A deposit at call Receipt or Demand Draft/FDR of scheduled Bank guaranteed by the Reserve Bank of India for the **Earnest Money Deposit of Rs. 13,000/-** in favour of Registrar, HRI, Prayagraj is to be enclosed with the Tender Document (part-1) at the time of submission. No exemption in earnest money shall be given. All tenders submitted without requisite amount of earnest money shall be rejected. If any party withdraws their tender before finalizing it then their EMD will also be forfeited.
14. An amount equal to 5% of tendered value towards Security Deposit shall be recovered. This amount will be recovered @ 10% from your each bill till the amount deducted is equal to concerned security deposit amount. The security money will be returned after 03 months from the date of completion of work and submission of certificate by contractor that there is no statutory liability (taxes etc.) due on him for this 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 the work in the letter of award issued to contractor and will be released alongwith the final bill. For delay of submission of performance security within stipulated period, penalty will also be imposed as per CPWD norms.
15. As the nature of work is maintenance type therefore party have to supply the items or execute the work as per schedule of quantities at earliest after getting information for complaint from concerned HRI official. If it is found that contractor is not taking interest for addressing the problem in time then warning letter will be issued to contractor. After two warning a penalty amount @1% of order value will be deducted from their bill for each warning. After 5 warning the contract may be terminated also and in the case EMD & Performance security may be forfeited.
16. The schedule of quantity is indicative are mostly tentative. Actual quantity will vary based on the actual requirement. The supply items may be taken in bulk or even in single quantity as when needed as per requirement. In view of that party should quote their rate accordingly. As for variation in quantity, no claim of party will be considered except executed quantity.
17. The financial bid will be opened only of the qualified bidder under technical bids.
18. The lowest bidder will be finalized based on overall quoted amount in this tender. However, total amount will be considered based on sum of individual items.
19. Procedure for dealing with ambiguities in rates: That if on check there are differences between the rates given by the contractor in words and in figures or in amount worked out by him, the following procedure shall be followed:
 - (a) When there is a difference between the rates in figures and in words, the rates which correspond to the amounts worked out by the contractor shall be taken as correct.
 - (b) When the amount of an item is not worked out by the contractor, or if it does not correspond with the rates written either in figures or in words, then the rate quoted by the contractor in words shall be taken as correct.
 - (c) When the rate quoted by the contractor in figures and in words tallies, but the amount is not worked out correctly, the rates quoted by the contractor shall be taken as correct and not the amount.

20. **Payment terms:** Party has to submit monthly RA bill for payment. The party may claim GST if applicable in this work with their bill. Institute will pay the amount for GST. However, the liability of depositing tax (GST) to concerned Department will be totally on the contractor
21. **In case any discrepancy between terms & conditions and General condition of tender then terms & condition of tender shall take precedence.**
22. Party has to ensure gate entry (at Security gate, HRI) for any material before bringing at site. In this connection, they have to submit challan copy of materials in Engineering office at HRI for records.
23. Contractor has to make their own arrangement for staying their labourers as Institute will not allow any labourers inside the campus after working period.
24. Don't detach any paper from the tender document and put the signature & seal at all the papers of the tender document.
25. The tenders submitted by fax/email will not be considered. No further correspondence will be entertained on this matter.
26. Incomplete tenders are liable to be rejected.
27. Any condition imposed by the party in this tender at their own will not be considered. There will no liability of HRI to take any clearance from party in that regard.
28. Party has to submit a letter with their technical bid that they have gone through the specification of the work as mentioned in schedule of quantities of financial bid and they will follow the same if work is awarded to them. In case of any deviation, they should clearly mention in the letter.
29. **MEASUREMENTS OF WORK & SUBMISSION OF BILLS:** A bill shall be submitted by the contractor each month on or before the date fixed by the Engineer-in-Charge for all works executed in the previous months, and the Engineer-in-Charge shall take or cause to be taken the requisite measurement for the purpose of having the same verified and the claim, as far as admissible, adjusted as far as possible, before the expiry of ten days from the presentation of the bill. If the contractor does not submit the bill within the time fixed as aforesaid, the Engineer-in-Charge may depute within 7 days of the date fixed as aforesaid, a subordinate to measure up the said work in the presence of the contractor whose countersignature to the measurement list will be sufficient warrant; and the Engineer-in-Charge at his discretion on the basis of a certificate from the Engineer to the effect that the work has been completed up-to the level in question.
30. **MEASUREMENT IN ABSENCE OF THE CONTRACTOR:** Before taking any measurement of any work as has been referred in above clause thereof, the Engineer-in-Charge or a subordinate deputed by him shall give reasonable notice to the contractor. If the contractor fails to attend at the measurements after such notice or fails to countersign or to record the difference within a week from the date of measurement in the manner required by the Engineer-in-Charge then in any such event the measurements taken by the Engineer-in-Charge or by subordinate deputed by the him as the case may be shall be final and binding on the contractor and the contractor shall have no right to dispute the same.
31. **WORK TO BE EXECUTED AS PER SPECIFICATIONS, DRAWINGS, ORDERS, ETC:** The contractor shall execute the whole and every part of the work in the most substantial and otherwise in every respect in strict accordance with the specifications.
32. The Contractor shall agree and undertake to totally indemnify HRI against all expenses, claims, payments, dues, fines, penalties, compensations, liabilities, and losses whatsoever which the HRI may suffer due to the default, violations, omissions thefts, or non-compliance of the statutory and/or contractual obligations committed by the Contractor or its employed. The HRI shall also have the right to deduct and recover all such losses and expenses etc. from any payments due to the Contractor besides seeking appropriate legal remedies for the balance amount or relief, if any.

33. Decision of the Director of the Institute will be final & binding for all concerned.
34. Director, Harish-Chandra Research Institute reserves the right to reject any or all tenders and reduce the scope of work without assigning any reason whatsoever. Harish-Chandra Research Institute would not be under any obligation to give any clarifications to those contractors whose tenders have been rejected.
35. All disputes will be subject to Allahabad jurisdiction.
36. For any information/clarification in this tender, you may contact Engineering Section, HARISH-CHANDRA RESEARCH INSTITUTE, during office hrs. (9.00 a.m. to 5.30 p.m.) on any working days.

DECLARATION BY THE CONTRACTOR

It is hereby declared that I/We the undersigned, have read and examined all the terms and conditions etc. of the tender document for which I/We have signed and submitted the tender under proper lawful Power of Attorney. It is also certified that all the terms and conditions of the tender document are fully acceptable to me/us and I/We will abide by the conditions from serial no. 1 to 36. This is also certified that I/We/our principal manufacturing firms have no objection in signing the contract if the opportunity for the items against this tender is given to me/us.

Date:

Signature:

Address:

Name:

Designation:

On behalf of company Seal:

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CHANDRA RESEARCH INSTITUTE, CHHATNAG ROAD,
JHUNSI, PRAYAGRAJ -211 019”**

PART- 2 (FINANCIAL)

Name of work: “Annual civil maintenance works” at HRI, Prayagraj

SCHEDULE OF QUANTITIES

Sl. No.	Specification	Qty.	Unit	Rate in figures & words (including all taxes)		Total Amount	
				Rs.	Ps.	Rs.	Ps.
A	B	C	D	E		F = (C x E)	
1	Vector Control treatment in HRI Campus Through approved pest control company.						
a	SPRAYING:- K-Othrine flow (Deltamethrin 2.5% SC) W.H.O. Approved in the entire out door target area of approx. 7000 sqm around the Building in the campus(total qty. 8lits.) including all materials, labour Tools and plant - This work should be carried out by Experienced agency in the concerned field.	2	Job work				
b	FOGGING:- fogging with KING-FOG, W.H.O. approved in the entire out door target area approx. 10000sqm around the building in the campus including all materials, labour Tools and plant. This work should be carried out by Experienced agency in the concerned field.	2	Job work				
2	Supply & fixing 30 mm thick factory made solid PVC profile paneled door single piece extruded profile non decorative finish.	10	Sqm.				
3	Supply of nickel plated M.S. pipe curtain rods : 25 mm dia (heavy type)	25	Mtrs.				
4	Supply of Pre-laminated flat pressed 3 layer (medium density) particle boards with one side decorative and other side balancing lamination. 18 mm thick (Make- Novapan).	15	Sqm.				
5	Supply of steel work welded in built up sections/framed work including cutting, hoisting, fixing in position and applying a priming coat of approved steel primer using structural steel etc. as required. In gratings, frames, guard bar, railings, brackets, gates a similar works.	100	Kg.				

Sl. No.	Specification	Qty.	Unit	Rate in figures & words (including all taxes)		Total Amount	
				Rs.	Ps.	Rs.	Ps.
A	B	C	D	E		F = (C x E)	
6	Supply of central hole basin mixer with chrome finish-(Make : L&K, Hindware, Jaguar)	3	Nos.				
7	Supply of double hole wall/basin mixer - (Make : L&K, Hindware, Jaguar)	8	Nos.				
8	Supply of 15 mm C.P. brass short body bib tap multipurpose (Make: L&K, Hindware, Jaguar)	20	Nos.				
9	Supply of Brass spendal for bib tap (Make: L&K)	100	Nos.				
10	Supply of CP Brass Health faucets with lead 1.5 mtr. (Make: L&K, Hindware, Jaguar)	25	Nos.				
11	Supply of 50 mm wide flat rubber beading for door sil	50	RM				
12	Supply of bright finished brass night latch of approved quality including necessary screws etc. complete (Make: Godrej)	10	Nos.				
13	Supply of C.P. Brass long body bibcock 15 mm (Make: L&K, Hindware, Jaguar)	5	Nos.				
14	Supply of C.P. Brass angle valve 15 mm (Make: L&K, Hindware, Jaguar)	10	Nos.				
15	Supply of C.P. Brass Waste Coupling 38/40 mm (Make: L&K, Hindware, Jaguar)	20	Nos.				
16	Supply of C.P. Brass- Bottle Trap 31/32 mm (Make: L&K, Hindware, Jaguar)	10	Nos.				

Sl. No.	Specification	Qty.	Unit	Rate in figures & words (including all taxes)		Total Amount	
				Rs.	Ps.	Rs.	Ps.
A	B	C	D	E		F = (C x E)	
17	Supply of Class B, G.I. pipes 20 mm dia (Make: Jindal, Tata, Surya)	30	RM				
18	Supply of Class B, G.I. pipes 25 mm dia (Make: Jindal, Tata, Surya)	30	RM				
19	Supply of Class B, G.I. pipes 40 mm dia (Make: Jindal, Tata, Surya)	10	RM				
20	Supply of Class B, G.I. pipes 50 mm dia (Make: Jindal & Tata, Surya)	6	Mtr.				
21	Supply of 50 mm nominal bore gun metal gate valve with C.I. wheel , quality as approved by Engineer in Charge (Make: Zoloto, Leader)	2	Nos.				
22	Supply of 40 mm nominal bore gun metal gate valve with C.I. wheel , quality as approved by Engineer in Charge (Make: Zoloto, Leader)	5	Nos.				
23	Supply of 25 mm nominal bore gun metal gate valve with C.I. wheel , quality (Make: Zoloto, Leader)	5	Nos.				
24	Supply of 20 mm nominal bore gun metal gate valve with C.I. wheel , quality (Make: Zoloto, Leader)	8	Nos.				
25	Supply of 15 mm nominal bore gun metal gate valve with C.I. wheel , quality (Make: Zoloto, Leader)	10	Nos.				
26	Supply of Stainless steel wire gauge (Grade-304) aperture 1.4 mm and 0.50 mm dia wire	25	Sqm.				
27	Supply of Mirror of superior make glass 60x45 cm	8	Nos.				
28	Supply of 5.5 mm tk. float glass panes (Make: Triveni)	5	Sqm.				
29	Supply of 4.0 mm tk. float glass panes (Make: Triveni)	10	Sqm.				

Sl. No.	Specification	Qty.	Unit	Rate in figures & words (including all taxes)		Total Amount	
				Rs.	Ps.	Rs.	Ps.
A	B	C	D	E		F = (C x E)	
30	Supply of 35 mm thick flush door (Make: Dock, Century, Green ply)	10	Sqm.				
31	Supply of second class teak wood	5	Cft.				
32	Supply of Flushing Cistern P.V.C. 10 litre capacity (low level) (White) (with fitting, accessories and flush pipe) (Make: Parryware, Hindware, Cera)	10	Nos.				
33	Supply of White plastic seat (solid) for E.W.C. with lid C.P. brass hinges and rubber buffers (Make: Cera, Hindware, Parryaware)	10	Nos.				
34	Supply of Vitreous china orrisa type W.C. pan size 580 mm (Make: Cera, Hindware, Parryaware)	2	Nos.				
35	Supply of Vitreous china pedestal type water closet (Make: Cera, Hindware, Parryaware)	6	Nos.				
36	Supply of Vitreous china flat back wash basin 550x400 mm (Make: Cera, Hindware, Parryaware)	5	Nos.				
37	Supply of Double action hydraulic floor spring with brass cover plate (Make: Godrej, Dorma)	5	Nos.				
38	Supply of door closure (Make: Godrej, Dorma)	15	Nos.				
39	Supply of cistern handle as per requirement based on fitted cistern	15	Nos.				
40	Supply of 1/2" C.P. pipe	20	Nos.				
41	Supply of C.P. pillar cock (Make: L&K, Hindware, Jaguar)	4	Nos.				

Sl. No.	Specification	Qty.	Unit	Rate in figures & words (including all taxes) Rs. Ps.	Total Amount Rs. Ps.
A	B	C	D	E	F = (C x E)
42	Supply of 1" PVC ball cock float valve assembly (Make: Prayag)	5	Nos.		
43	Supply of chicken Mesh	25	Sqm.		
44	Supply of Multipurpose lock (Make: Godrej, Dorma)	25	Nos.		
45	Supply of cement PPC - (Make Jaypee & Ultratech)	500	Kg.		
46	Supply of course sand	100	Cft.		
Job work Total -A					
47	MANPOWER: Providing and supervising the following manpower				
a	Supply of Welder with assistant & required equipment like welding machine electrode ,wire etc.	15	Nos.		
b	Semi-Skilled Helper	50	Nos.		
c	Mason	25	Nos.		
d	Painter	25	Nos.		
Manpower Total-B					
Service charge @----- on total B amount = C					
Total amount of Job work & Manpower with Service Charge (A+B+C)					

(Total amount in words Rupees)

Note: 1. The contractor should quote their rate including all charges **except GST**. The bids will be evaluated accordingly.

2. In case of applicability of GST in this work, party may claim GST with their bill and Institute will consider the payment for GST in this regard.

Signature of the tenderer
Address & Seal