



**NATIONAL INSTITUTE FOR EMPOWERMENT OF PERSONS  
WITH MULTIPLE DISABILITIES**

(Department for Empowerment of Persons with Disabilities (Divyangjan))

Ministry of Social Justice and Empowerment, Govt. of India)

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*Recipient of National Award for the Best Accessible Website for Persons with Disabilities*

Ref. No: NIEPMD/Admin.2 (71)/CRC-N/

17<sup>th</sup> Feb 2017

To,

(Quotations are invited from the Central/ State Govt. registered Contractors/  
Contractors working with NMC/ BSNL/AIR/ Indian Railways/ MES; or reputed  
firms/agencies holding valid licences for the said works)

**TENDER DUE DATE: 23 Feb 2017 (10.00AM.)**

**TENDER OPENING DATE: 17 Feb 2017(5.00p.m.)**

Dear Sir / Madam,

QUOTATIONS are invited for **“Repair and Maintenance works  
Civil/Electrical/Carpentry Works”** as per Specifications enclosed.

The Quotation should be submitted in SINGLE BID as per Specifications and List enclosed.

Terms and conditions governing the contract is as per the details enclosed.

Late / Delayed / Post Tenders: Unsolicited Tender and Post Tender correspondences will not be entertained and may entail in rejection of tender. Tenders submitted in a cover without super scribing Tenders No. / Due date / Opening Date is liable for rejection.

The contractors are requested to submit the separate quotation for each work and clearly mentioning top of envelop as **“Respective Job and the work details”**. Sealed tenders should reach on or before **23<sup>rd</sup> Feb 2017 by 10.00AM at Composite Regional Centre (CRC), Nagpur, NMC Complex, Krida Probodhini Hall, Yashwant Stadium, Gallery Basement, Dhantoli, Nagpur, Pin Code-440012 Maharashtra** by speed post/courier /person –drop the quotation in to the Tender box which is kept in the office. The tenders cab be submitted imperson also on the same day up to tender closing timing. The lowest rates will be determined by the respective work category.

Yours faithfully,

-Sd/-

(Dr. Himangshu Das)

Director

Signature and seal of Bidder with date

Quantity	Item of work	Rate	Unit	Amount
190.47 Sqm.	<p><b>WORK 1 : PARTIONING WORK OF OBSERVATION/CLINICAL ROOMS AT GROUND AND FIRST FLOOR OF THE BUILDING :-</b></p> <p>Providing supplying and fixing in position aluminium partition, partly glazed and partly laminated having frame made out of extruded tubular section of size 40mm x 65mm with 12mm thick three layered flat pressed teak wood particle board bonded with BWP type exterior grade phenol formaldehyde synthetic resin conforming to I.S. 12823-1990. Laminated on both side. Nova teak or equivalent and 5mm thick selected quality float glass panels fixed with aluminium glass chips 12mm x 12mm and rubber cushioning beading to glass partitions as per approved drawing etc. complete. Anodised .</p>		Sqm.	
40.92 Sqm.	<p><b>WORK 2 : PROVIDING AND FIXING FALSE CEILING :-</b></p> <p>Providing and fixing false ceiling of 12mm thick acoustic board of approved make with shapes and sizes as per drawing including scaffolding, frame work country teak wood battens of size 70 x45 mm and 35 x 35 mm at 60cm Centre to Centre, all screw and fastenings and finishing complete including runner.</p>		Sqm.	
79.80 Sqm.	<p>Providing and fixing false ceiling of required thickness. Acoustic tubular Armstrong / Everest / AMS/Aerolite or Equivalent (0.6 m x 0.6m) boards of approved make, with shapes and size as per drawing including powder coated G.I. wall angle of 20mm x 20mm size., G.I. grid runners of size 15mm x 38mm at 600mm Centre to Centre both ways and suspended using G.I. wire 3mm wire including fixing using butterfly clips and fasteners including transporting, scaffolding all necessary labour and machinery. Finishing etc. complete 12mm thick board.</p>		Sqm.	

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1.03MT	<p><b>WORK 3 : PROVIDING RAMPS AND PwDs FRIENDLY PROVISIONS FOR EASY ACCESS :-</b></p> <p>Providing and fabricating structural steel work in rolled section like joists, channels, angles, tees etc. as per detailed design and drawing or as directed including cutting, fabricating, hoisting, erecting, fixing in position making riveted / bolted / welded connections without connecting plates, braces etc. and including one coat of anticorrosive paint and over it two coats of oil painting of approved quality and shade complete.</p>		MT	
135.24 Sqm.	<p><b>WORK 4 : FIXING OF DOORS, LEVELLING OF INTERNAL FLOORS; TILING WORKS FOR EASY ACCESSABLE AND MOVEMENT OF WHEEL CHAIR; PwDs etc. :-</b></p> <p>Providing and fixing P,V.C. / Synthetic tiles with readymade adhesive including cleaning surface before laying etc. complete.</p>		Sqm.	
25.20 Sqm	<p>Providing and fixing aluminium partly glazed and partly laminated doors including door frames with 5mm thick glass, necessary fixtures and fastenings, neoprene type rubber plain gaskets as per detailed drawing and specifications etc. complete. Sample to be got approved from CRC-N/NIEPMD. Anodised.</p>		Sqm.	
9.66 Sqm. (subject to minor change / actuals)	<p><b>WORK 5 : REPAIR OF EXISTING ROOMS/RENOVATION/MINOR MASONRY WORKS :-</b></p> <p>Providing fly ash lime Brick masonry (Bricks conforming to I.S. 12894 : 1990 and of size 19cm x 9cm x 9cm) in cement mortar 1:6 in super structure including striking joints, racking out joints watering and scaffolding complete.</p> <p>Providing ramp for entry to the main hall from outside. Retrofitting of barrier free toilet and repair of existing toilets/lavatory.</p>		Sqm.	
42.00 Sqm.	<p>Providing internal cement plaster 20mm thick in a single coat in cement mortar 1:5 to concrete brick surface in all positions including scaffolding and cutting. Providing groove at joints of B.B. Masonry and concrete members complete cement mortar 1:4.</p>		Sqm.	

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42.00 Sqm.	Providing internal cement plaster 12mm thick in a single coat to concrete or bricks surface in all potations including scaffolding and cutting. Providing groove at joints of B.B. Masonry and concrete members complete cement mortar 1:4.		Sqm.	
84.00 Sqm.	<b>WORK 6 : PAINTING AND FINAL FINISHING OF RENOVATION :-</b> Providing and applying putty to old/new plastered surface in two coat of receive approved paints in all positions including all materials , labour, scaffolding and cutting etc.		Sqm.	
84.00 Sqm.	Providing and applying plastic emulsion paints of approved quality, colour and shade to surface in two coats including scaffolding and preparing the surface (Including the primer coat) complete to new surface.		Sqm.	
30 Sqm.	Providing and applying two coats of flat oil paint of approved colour and shade to internal / external plastered old surface including scaffolding if necessary, cleaning and preparing the surface including primer coat complete. (Sample and brand to approved from CRC/NIEPMD.).		Sqm.	
As per actuals. As per the number of points provided; items replaced; newly fitted etc.	<b>WORK 7 : PLUMBING AND ELECTRICAL WORKS :</b> As directed by the officials of the Centre; to repair/replace and add new plumbing; electrical points; provisions; facilities etc., For wiring and plumbing works only branded materials with all safety facilities should be used. Rate for providing electrical/plumbing line should be quoted in for Per Meter rate. Tabs, washbasins fittings, and other required plumbing materials price needs to submitted in piece, Electrical items like fuses, circuit breakers, plug point, and other electrical required for renovation should be quoted in piece prices. Price of water lines to be quoted in standard length, Price of Electrical wires and required conduits etc. are required to be quoted in standard length as per core and diameter. For Electrical and plumbing work bidders are requested to visit the site for correct estimation of work.			

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**Contractor Information:-**

01	<b>Name of the company</b>	
02	<b>Office Address</b>	
03	<b>Contact Person</b>	
	<b>Landline No. / Mobile no.</b>	
	<b>Fax no.</b>	
	<b>E-Mail id:</b>	
04	<b>Statutory Registration:- (enclose copies)</b>	
	<b>i) Contractor Govt. Registration No. (CPWD/PWD/Metro Water/ BSNL / NMC/MES /Railways / or reputed firms/agencies holding valid licences for the said works)</b>	
	<b>ii) TIN no.</b>	
	<b>iii) PAN No.</b>	
05	<b>Previous similar work Details</b>	
06	<b>Copies of work completion certificates</b>	

**Terms and conditions:**

**Earnest Money Deposit (EMD):** Every tender shall be accompanied by a 5% Earnest Money Deposit for the quoted rate of respective works, in the form of Demand Draft drawn in favour of 'The Director, NIEPMD', Payable at Chennai. Tenders not accompanied by such Earnest Money are liable to be rejected straight away. E.M.D. in any other form may not be accepted.

The Earnest Money will be retained in the case of the successful Tenderer as part of the Security Deposit. EMD given by unsuccessful Tenderers will be refunded without any interest after issue of order to the successful tenderer.

**Security Deposit (SD):** A sum @ 5% of the gross amount less EMD of the bill shall be deducted from the bills of the contractors towards security deposits, which will be retained till completion of work.

The bidder should read carefully before quote:

1) The quotation duly sealed and superscribed on the envelope with the reference No. and due date should be addressed to the undersigned so as to reach him on or before the due date stipulated above and the unsealed tender will be rejected.

2) The rates / quotation should be valid for 30 days from the due date.

3) The rate to be quoted for the work should be nett and inclusive of all necessary tax applicable as per norms of Government.

4) **Third party insurance:** The contractor should insure against his liability for any material or physical damage, loss or injury which may occur to any property, including that of the employer, or to his worker or to any person, including any employee of the employer or the contractor by or arising out of the execution of the works or in the

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carrying out of the contract. The contractor shall, whenever required has to produce to NIEPMD, the policy or policies of insurance and the receipts for payment of the current premium. If the policy not produced to NIEPMD within "four days from date of receipt of work order" (or) date of start of work whichever is earlier, the Workmen Compensation Policy (sum insured per month, minimum) will be taken by the NIEPMD and the cost incurred will be deducted from the payment bill.

5) **Accident or Injury to Workmen**: NIEPMD shall not be liable for any damage or compensation payable at law in respect or in consequence of any accident or injury to any workmen or other person in the employment of the contractor or sub- contractor. The contractor shall indemnify and keep indemnify NIEPMD against all such damages and compensation, and against all claims, proceedings, cost, charges and expenses whatsoever in respect thereof of in relation thereto. The insurance shall be taken within the quoted tender rate / contract price.

6) The work should be commenced immediately on receipt of work order or date of handing over of site whichever is later and to be completed within 15 days from that date of receipt of work order or handing over of site whichever is later.

7) If the tenderer is not able to complete the work in time on or before the stipulated date of completion, liquidated damage for delay in completion will be 0.5% of contract value will be deducted for per week pf delay to a maximum of 10% of contract value. It will be the sole responsibility of the contractor to safeguard his materials, equipment's, manpower etc. dumped at site. ,

8) **Taxes**: The following taxes shall be deducted from the bills as per Income Tax Rule. (1) Works contract Tax. (2) TDS as applicable.

9) The tenderer should enclose copies of statutory registration (i.e.) PAN, TIN, Service Tax registration etc., along with tender.

10) The bidder should quote as per specifications and approved make mentioned in the specifications. The Specifications of work are attached with drawings if any so as to enable the contractor to quote for the item of works as per the standards. If the bidder have any clarification related to specification of work should visit to the site of proposed work and get clarified with the designated officers and to quote proper and competitive tender. Tenders not fulfilling any of the conditions prescribed or which are incomplete will be summarily rejected.

11) The works shall be carried out as per the direction of the authorised / competent authority at the Centre / NIEPMD.

12) The lowest bidder who is awarded the work should complete and hand over the works to authorised / competent authority at the Centre / NIEPMD within the duration of completion. If the contractor could not able to complete the work in the specified period above, he should give it in writing three days before the date of completion of work, mentioning the reason for delay in completion and asking for extension of time for completion of work, to avoid the liquidated damages for delay in completion (see clause 7 above)

13) If the brand / make specified are unavailable and not likely to be available over a reasonable period of time in the market. It is the responsibility of the bidder to give such proof on unavailability of brand / make and request NIEPMD for alternate arrangement of materials / brand.

14) No labour shall be provided to stay inside the campus.

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15) All debris obtained from dismantling the existing structure should be removed from site of work before starting of work by the contractor himself. Clear photographs of the various stages of the work and finished work should also be submitted by the respective contractors to the Centre / NIEPMD before release of final payment.

16) The Director, NIEPMD reserves the right reject any or all the tenders or to accept them in part without assigning any reason thereof.

17) **The tenderer shall quote rates both in figures and words failing which tender may be liable for rejection.** 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

18) When there is difference between the rates in figures and in words, the rate which correspond to the amounts worked out by the tenderer in words shall be taken as correct.

When the amount of an item is not worked out by the tenderer or it does not correspond with rate written either in figure or in words, the rate quoted by the tenderer in words shall be taken as correct

19) **Security Deposit:**

The total security deposits which includes the E.M.D. along with the subsequent deduction will be limited to a ceiling of 5% of the total value of contract.

20) All the items as mentioned in the tender shall comply with all statutory regulation, Standards as amended on time to time.

21) **Refunding Security Deposit:**

100% Security Deposits will be refunded after the expiry of the maintenance & Defects Liability Period of 06 months. The performance guarantee shall be refunded to the contractor on completion of work and after issue of virtual completion certificate.

22) **Release of payment / No Interest on Deposits / Retention Money:**

Earnest Money / Retention Money will bear no interest whatsoever until the date of their releases. Upon commencement of the work and deposit of performance security, the contractor will be paid 30% of total work order value as advance if requested by the contractor. .

23) **Arbitration / Disputes:** In the event of any dispute, differences, interpretation or application relating to this agreement arises, the same shall be settled amicably by the parties. In case the dispute or differences could not be settled amicably, the same shall be referred for adjudication through Arbitration by an appointed by the Director, NIEPMD.

The Arbitration shall be concluded in accordance with the provisions of Arbitration & Conciliation Act, 1996 or any statutory modifications or reenactment thereof and the rules made their under and for the time being in force shall apply to the arbitration proceedings. Venue of such arbitration shall be at Chennai in India. The language of arbitration proceedings shall be English. The Arbitrator shall make a

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reasoned award (the "award"), which shall be final and binding on the parties. The cost of the arbitration shall be shared equally by the parties to the contract. However, expenses incurred by each party in connection with the preparation, presentation etc., shall be borne by each party.

24) Earnest money will be forfeited if the contractor fails to commence the work as per letter of award.

25) Except writing rates and amount, the tenderer should not write any conditions or make any changes, additions, alternations and modifications in the printed form of tenders. Tenderers who are desirous to offer rebate, the same should be brought separately in the covering letter and submitted along with the tender.

**26) Measurement & Payment:**

Measurement of all items having financial value shall be recorded in measurement books and / or level field book so that a complete record is obtained of all the works performed under the contract. Measurements and levels shall be taken jointly by the official designated for the purpose and the contractor. Payment shall be made after completion of entire work and verification of the bill by the designated officer of the Centre / NIEPMD.

27) If any contractor is not successfully discharging their contractual obligations against the order/contract placed on them by NIEPMD within the agreed time limit, (OR) if there is any deficiency in performing such obligations, NIEPMD reserves the right to suspend such Contractor from their participation in future tenders of NIEPMD for a minimum period of one year.

**NOTE: Copy of Tender notice duly signed and stamped on all the pages should be enclosed with tender document.**

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