



MANOHAR PARRIKAR INSTITUTE FOR
DEFENCE STUDIES AND ANALYSES
मनोहर पर्रिकर रक्षा अध्ययन एवं विश्लेषण संस्थान

No.1 Development Enclave, Rao Tula Ram Marg, Delhi Cantt, New Delhi – 110 010

Ph. No., 26717983 Ext:305

Email: estatecell.idsa@yahoo.com

A/950/2020/BM/VOL-V

Date: Jul 2020

REPAIRING OF ROOF MISC.CIVIL WORK

Quotation are invited from bonafide and experienced Firm/ Contractor for “Repairing of roof and misc.civil work at MP-IDSA premises located at No. 1 Development Enclave, Rao Tula Ram Marg, Delhi Cantt, New Delhi -110 010 as per details given in formats.

Detailed Tender Documents are available from the date of tender publication at <https://www.idsa.in>. The bidders should download and then send duly signed tender form and their bids along with scanned copies of all the relevant certificates, documents etc. in support of their bids latest by **04th Aug 2020** by 1500 hrs. Hard copies of the relevant documents also to be submitted along with (1) Demand Draft for Rs. **2000/- (Rupees Two thousand only)** in favour of “IDSA” payable at New Delhi as Earnest Money Deposit and (2) all documents signed and stamped, which shall be submitted in sealed cover addressed to the **Assistant Director, MP-Institute for Defence Studies and Analyses**, may be sent at the Institute’s address mentioned above either by Speed Post / By hand delivery at Tender Box kept at the reception office, should reach on or before **1500 hrs, 04th Aug 2020** duly mentioning on top right hand corner of the sealed envelope “**EMD and any other supporting documents for “Repairing of roof and misc. Civil work.**

MP-IDSA reserves the right to accept or reject any or all quotations including the lowest bidder without assigning any reason at its sole discretion and the decision of the MP-DSA will be final and binding to all concerned.

Note : Contractor may inspect the Campus & assess its requirement before bidding.

Gp.Capt Ajay Lele(Retd.)
Assistant Director (Admin.)



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Quotations for Repairing of roof and misc. Civil work

MEMORANDUM OF WORK IN BRIEF

1	Name of work	Repairing of roof and misc. Civil work
2.	Cost of Tender Document	Free of Cost
3	Earnest Money	Rs 2000/-
4.	Validity period	30 days
7.	Last date of Submission of Technical Bid	04.08.2020 by 1500 hrs
8.	Mode of Sending	EMD and relevant documents of In sealed cover by Speed post/Hand Delivery in the tender box kept at reception.


Gp. Capt Ajay Lele (Retd.)
Assistant Director (Admin.)

Signature of bidder

Name :

Company seal

Date





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SUBJECT: QUOTATION FOR REPAIRING OF ROOF AND MISC. CIVIL WORK

Quotations are invited for the work as per scope of work and terms & Conditions of the order shall be as follows: -

- 1. Time Schedule:** The work shall be completed within 30 days from the date of placing of order. A sum of Rs 500 per day will be charged for delay in completion of work. Assistant Director, decision in this regard shall be final and binding.
- 2. Execution of Work:** The job work shall be executed in best workmanship like manner, to the entire satisfaction of the Assistant Director.
- 3. Unit Price:** Unit rates quoted as per scope of work for the work shall be deemed to include all material, labour, tools and accessories, as required for proper execution of work complete in all respects. Any missing minor details which are not spelt out in the description of items but are required for proper completion of job work, shall be deemed to have been taken into account in the quoted rates. The rates shall also include for all taxes (except GST), including price escalations, contractor's overhead and profit. Nothing extra shall be admissible on any such account.
- 4. Earnest Money Deposit:** Bidders shall deposit Earnest Money Deposit (EMD) along with their bids. While submitting the bid, the vendor shall deposit Earnest Money of **Rs. 2000/-** by demand draft "**IDSA**" payable at **New Delhi**. No other mode of remittance shall be accepted. EMD is to remain valid for a period of 90 days beyond the final bid is accepted. EMD of the unsuccessful bidders will be returned to them at the earliest latest on or before the 30th day after the award of the work. The EMD of the successful bidder would be returned, without any interest whatsoever, after the receipt of Performance Security from them as called for in the contract. EMD is not required to be deposited by those Bidders who are registered MSME, etc. The EMD will be forfeited if the bidder withdraws or amends, impairs or derogates from the tender in any respect within the validity period of their tender. The bidders found without EMD are liable for outright rejection.
- 5. Security Deposit :** On receipt of the Letter of intent (LOI), the successful bidder shall furnish 10% of the contract value as security deposit in the form of Fixed Deposit Receipt from Nationalized Bank or Bank guarantee from Nationalised Bank. The Security deposit shall be valid for a period of fifteen days beyond the defect liability period.
- 6. Defect Liability:** The work completed shall have defect liability period of 06 months from the certified date of completion. The contractor shall re-do the work, wherein defects have developed during this period under the direction of the Assistant Director at no extra cost.

7. No material shall be issued by the department. All materials for the work shall be procured/arranged by the contractor at his own cost.

8 **Opening of Quotations:** Quotations shall be opened by the committee constituted by the Institute on **05th Aug 2020 at 1030 hrs** in presence of available bidders who wish to be present.

9. Upon acceptance of the quote, no subletting/transfer would be allowed by the Contractor.

10. The quantities / scope of work can be increased or decreased by the Institute in any proportion /ratio for which the contractor will have no objection nor claim any compensation for which the contractor will have no objection nor claim any compensation and shall extend full cooperation to each other. Payment shall be made as per actual measurement /quantity basis .

11. Wherever applicable, the contractor shall ensure that no damage is caused to the existing structure, floors of the existing building by him or his labour. In case of any damage caused, the contractor will have the same repaired at his own cost to restore it to the existing condition, clean all droppings, marks etc. caused on account of their working. He shall arrange to cover, existing works at his cost in such a manner they are protected from any damage.

12. No escalation clause shall be considered for any rise in material, labour or other inputs etc. etc. Similarly, no extra unit rate shall be considered in case of increase or decrease in quantity of individual items. The party shall have to complete the same with in the accepted rates.

13. Extension of time for completion of work shall not be granted except for natural calamities and other unseen reasons. For any damage or injury to any third party or labour is the sole responsibility of the contractor and the MP-IDSA is not responsible for any payment of compensation. The contractor is fully responsible of all such risks and compensation.

14. Complete work as per technical specifications should be completed within 15 days from the date of issue of order. If work is not completed within stipulated period then penalty Rs. 500/- per day basis delay subject to a maximum of 10% of total amount of the work order.

15. **Payment Terms: Payment will be made on actual measurement basis & 100%** payment will be released after satisfactory completion of work. All statutory deductions like TDS, GST as applicable rules shall be made from the due payment of the bidder.

16. **Scope of work:**

- (i) Dismantling old plaster or skirting raking out joints and cleaning the surface for plaster including disposal of rubbish to the dumping ground within 50 meters lead area approx. 100 Sqm.
- (ii) 12 MM cement plaster approx..100 Sqm
- (iii) Repair of Pipe line support with concrete, sand & cement - 50 Nos.
- (iv) Provision of New CC Support of size 10x7 inch made with concrete, sand & cement- 30 Nos.

- (v) Water thinnable cement primer on wall surface having VOC content less than 50 grams/litre paint of roof boundary wall -204 Sqm

Note:- (i) Any minor work observe required to be completed without any extra cost.

(ii) Cleaning of area before start fresh work.

(iii) Contractor is expected to train his labour to carry out the work in peaceful manner without any disturbance.

17. **Eligibility:**

(i) Bidder shall have satisfactorily completed **similar work** in Central Autonomous Body/Central PSU/ Central Undertaking Body/ /Educational Institute). Works annual value shall not be less than 2 lakhs. In case of private sector the contractor shall produce details of payment received.

(ii) Firm should produce completion certificate of such works from organization /Autonomous body.

(iii) The latest income tax assessment return for last two financial years.

(iv) Balance sheet/audited accounts for the last two financial years.

(V) Copy of GST NO./PAN NO.

(vi) Bidder shall have satisfactorily completed **One similar work** in Central Autonomous Body/Central PSU/ Central Undertaking Body/ /Educational Institute). Works value shall not be less than 1 lakhs.

(vi) One reference with contact number, where previous work done.

(vii) MSME contractor shall be exempted as per rule.

15. **Pre-qualification sheet:-**

Sno	Parameter	Page No.	Document attached (Yes/NO)
(a)	Work order		
(b)	Completion certificate		
(c)	Balance Sheet last two financial years		
(d)	PAN & GST Number		
(e)	Income tax return for last two financial years		


Additional Conditions

- (A) All the T& P is to be arranged by Contractor and nothing extra shall be paid on this account
- (B) The contractor shall make his own arrangement for making electric connections to equipment like drill machine etc. If any.
- (C) The Contractor shall be bound to follow the restrictions on the movement of labour, at MP-IDSA campus due to security or any other reason(s). No Claim shall be entertained on this account.
- (D) The contractor shall personally responsible for violation of any guidelines and shall have to pay the fine /penalty imposed by appropriate authority. No claim on this account shall be entertained.TDS & GST shall be deducted as per applicable rules.
- (E) The contractor shall be fully responsible for safe custody of the material even if the materials are under double lock system.
- (F) **Quantity can be increased or decreased depending upon the requirements. Payment shall be made on actual measurement basis.**
- (G) In case the work site is not made available to the contractor according the programme, no claim will be admissible on this account.
- (H) The contractor shall have to get the site of work cleared during execution and / or on completion of work as per directions and to the satisfaction of officer in charge.
- (I) **Contractors are advised to Visit the site and condition before quoting. After opening the bids no excuse will be entertained with regards to site conditions, security restrictions, etc.**
- (J) **Contractor should follow all safety precaution including headgear, safety belt, helmet & shoes etc.MP-IDSA shall not be responsible for any hazard /accident incurred during the work.**

Director General, IDSA reserves the right to accept or reject the lowest or any offer or all offers without assigning any reasons thereto.

Please acknowledge.




Yours sincerely,


**Gp.Capt Ajay Lele(Retd.)
Assistant Director (Admin.)**

GENERAL INFORMATION OF CONTRACTOR

Name & address of Firm/Agency/Contractor:	
Phone No.:	
Email:	
Contact Person Name:	
Mobile No.:	
Registration of Firm/Agency/Contractor	
PAN No.:	
GSTIN No.:	
Bank's Detail & Address:	
IFSC code & Account No.	(for correct information attach copy of cancelled cheque)
EMD detail	DD/BC No.: Dated:





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ANNEXURE-I

No. 1 Development Enclave, Rao Tula Ram Marg,
Delhi Cantt, New Delhi – 110 010
FINANCIAL BID

To be filled properly. The rates should be filled in prescribed format without GST.

SL	Description of works	Area in SQM./ /NO. (A)	Rate per SQM/ Pc (B)	Amount in Rs. (AxB)
a.	Dismantling old plaster or skirting raking out joints and cleaning the surface for plaster including disposal of rubbish to the dumping ground within 50 meters lead area	100		
b.	12 MM cement plaster	100		
c.	Water thinnable cement primer on wall surface having VOC content less than 50 grams/litre paint	204		
d.	Repair of Pipe line support with concrete, sand & cement	50 Nos.		
e.	Provision of New CC Support of size 10x7 inch made with concrete, sand & cement	30 Nos		
Grand Total				

Total amount Quoted (in words) Rupees.
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Note.

1. **The amount quoted should be exclusive of GST.**
2. If any discrepancy found in quoting the financial bid in words and figures, the higher quoted amount will be considered.
3. GST & TDS will be deducted as per rules from the quoted amount and may be catered for while quoting the rates.

Signature of the Bidder
Name and Telephone No
Name of the Agency with Seal

