



MANOHAR PARRIKAR INSTITUTE FOR
DEFENCE STUDIES AND ANALYSES

मनोहर पर्रिकर रक्षा अध्ययन एवं विश्लेषण संस्थान

MP-INSTITUTE FOR DEFENCE STUDIES AND ANALYSES

No 1 Development Enclave, Rao Tula Ram Marg,
Delhi Cantt, New Delhi – 110 010
Ph. No., 26145352 Extn.7305/7312
Email: gavasthi.idsa@nic.in

File No: MP-IDSA/EM/2018-19/006

Dated: 21st Apr 2022

**QUOTATION FOR SUPPLY AND FIXING OF WOODEN WARDROBE AT DG
RESIDENCE CAMP OFFICE**

Eligibility Criteria: The bidder must fulfil the following eligibility criteria and should submit the following document:-

1. Bidder should have satisfactorily completed any engineering work in Central Autonomous Body/Central PSU/ Central Undertaking Body/ /Educational Institute). Works value shall not be less than 1 lakhs.
2. The bidders should submit valid PAN No. , GST No and current account details.
3. Before submitting quotes, the firm shall inspect the site to fully acquaint himself.
4. The work shall be strictly carried out as similar specification of work under the supervision of Estate cell.
5. The MP-IDSA has the right to reject the quote at any stage without assigning any reason.
6. The quoted rates shall be excluding of GST.
7. Firm shall submit hard copy of all documents in sealed cover by Speed post/Hand Delivery in the tender box kept at reception.
8. MP-IDSA shall not be responsible for any injury of loss to any worker of the contractor that may take place while on work. Any compensation or expenditure towards treatment for such injury or loss of the life shall be the sole responsibility of the contractor. The contractor is solely responsible for any damage or injury or accident that may occur to any of his personnel working under his contract. No claim whatsoever arises to MP-IDSA.
9. **Terms of Payment:** Payments shall be made based on the satisfactory work done and based on the actual work as per scope of work **after deduction of 3% of contract value, which shall be kept as performance security to cover the defects liability for a period of six months from the date of completion.** During this period, any defect is found the same shall be got rectified immediately by the contractor. No extra payment will be made.

10. **Rates:** Rates should be quoted in the enclosed performa as per **Annexure II** attached with the quotation. All rates should be exclusive of GST.

11. **Scope of work :** The scope of work for "Supply and fixing of wooden wardrobe at dg residence camp office" is given below:-

- (i) Providing & fixing of wooden wall wardrobe of five pieces. One side (Outer side) openable doors. Work include frame made with second class teak wood. All sides made with 18 mm commercial plywood & 6mm back ply wood top finish with decorative veneer and polished and fixed in position which hold fast lugs or with dash fasteners required dia and length including all S.S hardware like ,tower bolts, hands, mirrors 6'x5' locks etc. Size of wooden wardrobe is 11 feet height x 8 feet width and 2 feet depth.
- (ii) Associate civil work including painting, tiles work & debris disposal.
- (iii) Any minor work observe during aforesaid work required to be completed without any extra cost.
- (iv) All fitting must be covered while performing work.
- (iv) Contractor is expected to train his labour to carry out the work in peaceful manner without any disturbance.
- (v) The contractor has to make arrangements for cleaning the work site every day and on completion of the work from the work area at his cost.
- (vii) The contractor shall be paid on the basis of the actual completed work as per the scope of work.

12. Bidders are advice to be present on scheduled date of opening.

13. The bidder shall include cost of supply & transportation of materials, labour, tools, etc. to the site. If damage occurred during fixing of items, which shall be replace by firm without any extra cost.

14. **Statutory Deductions:** All the statutory deductions towards GST / TDS etc. shall be made from the bill/s as applicable as per the prevailing rates under the rules. TDS as applicable will be deducted from each bill of the contractor under the statutory rules.

15. **Penalty for Delay:** The work shall be completed within 20 days from the date of award. In case if the work does not completed within stipulated time period, Rs.500/- per day shall be imposed on contractor.

16. Documents to be attached with bid:-

- (a) GST Registration copy
- (b) PAN copy
- (c) Any work order/completion certificate in support of claim for eligibility criteria.
- (e) Proof of holding current Account in any Nationalised bank.



17. **Critical Dates of Quotations:**

(i) Publish Date & Time

(ii) Quotations Submission End Date & Time

(iii) Quotations Opening Date & Time

22nd Apr 2022., 10:00 hrs

12th May 2022, 15:00 hrs

12th May 2022, 15:30 hrs



Col Rajeev Agarwal (Retd)
Assistant Director (Admin)

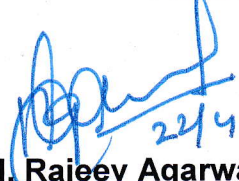
Additional Conditions

- (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.
- (E) TDS & GST will be deducted as per applicable rules.
- (F) The contractor shall be fully responsible for safe custody of the material even if the materials are under double lock system.
- (G) Quantity can be increased or decreased depending upon the requirements.
- (H) 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.

Director General, MP-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,


22/4/2022
Col. Rajeev Agarwal (Retd.)
Assistant Director (Admin)

Form of Quotation

(Note: the appendix forms the part of the Quotation)

To,

**MP-IDSA
No 1, Development Enclave
Rao Tularam Marg, New Delhi-110010.**

Sir,

Name of work: Supply And Fixing Of Wooden Wardrobe At DG Residence Camp Office

1. Having visited the site condition and examined the conditions of contract, specifications and schedule of quantities for the above named work, we offer to undertake and complete the whole of subject work in conformity with the said conditions of the contract and schedule of quantities of this quotation.
2. We undertake to complete and deliver the whole of the work comprised in the contract within the time limit.
3. We have independently considered the amount of liquidated damages shown in the appendix hereto and agree that it represents fair estimates of loss likely to be suffered by you in the event of the works not being completed properly.
4. Unless and until a formal agreement is prepared and executed, this quotation together with your written acceptance thereof shall constitute a binding contract between us.
5. We understand that if our quotation is accepted, we are to be jointly and severally responsible for the due performance of the contract.

Dated Day of

Signature.....In the capacity of
Duly authorized to sign for and on behalf of.....
Name and address of the tenderer.
(IN BLOCK CAPITALS)

Annexure II

Price Bid

Subject: SUPPLY AND FIXING OF WOODEN WARDROBE AT DG RESIDENCE CAMP OFFICE

(Rates Quoted should be exclusive of GST)

SN o	Description	UNIT	Rate	Total Amount(Rs)
1.	Providing & fixing of wooden wall wardrobe of Five pieces. One side (outside) openable doors. Work include frame made with second class teak wood. All sides made with 18 mm commercial plywood & 6mm back ply wood top finish with decorative veneer and polished and fixed in position which hold fast lugs or with dash fasteners required dia and length including all S.S hardware like ,tower bolts,handls,mirrors 6'x5' locks etc. Size of wooden wardrobe is approx. 11 feet height x 8 feet width and 2 feet depth including associate civil work including painting, tiles work & debris disposal all complete.	01 Nos		
Grand Total				

Total amount Quoted (in words) Rupees.
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Note.

1. **The amount quoted should be exclusive of GST.** Conditional Quotes will be rejected.
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

