

CSIR- INDIAN INSTITUTE OF CHEMICAL BIOLOGY, KOLKATA

TENDER

FOR

**SETTING UP OF CANTEEN STORE FACILITY IN CSIR-IICB, JADAVPUR CAMPUS,
KOLKATA-700032.**

NOVEMBER 2017



TENDER NO. ADMN. 26(390)/2017

ENGINEERING SERVICE UNIT

Signature of Tenderer with seal

CSIR-INDIAN INSTITUTE OF CHEMICAL BIOLOGY, KOLKATA
4, RAJA S. C. MULLICK ROAD, JADAVPUR, KOLKATA –700032.

Name of Work: **Setting up of Canteen Store Facility in CSIR-IICB, Jadavpur Campus, Kolkata: 700032.**

Tender No. : **Admn.26 (390) / 2017**

C O N T E N T S

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NOTE:

Tenderer should confirm that they have downloaded and taken print at its true format as displayed of all the above papers. All the documents downloaded are to be submitted duly signed by the tenderer while submitting his offer.

Signature of Tenderer with seal

**CSIR-INDIAN INSTITUTE OF CHEMICAL BIOLOGY
4, RAJA S. C, MULLUICK ROAD, JADAVPUR,
KOLKATA – 700 032.**

SHORT TENDER NOTICE

Tender No. : **Admn. 26(390) / 2017**

Date: **28 / 11 /2017**

Sealed item rate tenders are being invited in two envelope system from eligible contractors who have worked for CPWD, Railway, Post & Telegraph Dept, MES, State PWD,s, other government departments or Semi Government Organizations or CSIR or its Laboratories / Institutes and have successfully carried out Construction/ Repair & Renovation/ Up-gradation of Building works in a Research Institute, Higher Academic Institute, Hospital, Medical Institute or Office Building.

For further detail about eligibility criteria and other information visit website www.iicb.res.in/tender.html/

- | | | | |
|----|-----------------------------------|---|---|
| 1. | Name of work | : | Setting up of Canteen Store Facility in CSIR-IICB, Jadavpur Campus, Kolkata: 700032. |
| 2. | Estimated Cost | : | Rs.1.40 Lakh (Rupees One Lakh and Forty Thousand Only) |
| 3. | Time of Completion | : | 1 (One) month |
| 4. | Cost of Tender | : | Rs.500.00 (Rupees Five Hundred Only) |
| 5. | EMD | : | Rs.2,800.00 (Rupees Two thousand Eight Hundred Only) |
| 6. | Availability of tender at website | : | From 29 / 11 / 2017 to 05 / 12 /2017 |
| 7. | Last date & time of submission | : | 06 /12 / 2017 up to 3-00 P.M |
| 8. | Date & Time of Opening | | 06 /12 / 2017 up to 3-30 P.M |

(S.Halder)
Administrative Officer

Head / Dy.Head,E.S.U.

(Susanta Roy)
Executive Engineer, Civil

- C. C. 1). Notice Board, IICB – for display
2). IICB Website – for display

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**CSIR-INDIAN INSTITUTE OF CHEMICAL BIOLOGY
KOLKATA –700 032.
NOTICE INVITING TENDERS**

Tender No. : **Admn. 26(390) / 2017**

Date: **28 / 11 /2017**

1. Tenders are hereby invited for the work of “Setting up of Canteen Store facility in CSIR-IICB, Jadavpur Campus, Kolkata:700032.” in two envelopes system from eligible contractors who have worked for CPWD, Railway, Post & Telegraph Dept, MES, State PWD,s, other government departments or Semi Government Organizations or CSIR or its Laboratories / Institutes and satisfy the following criteria:
 - a) **Experience** : Should have satisfactorily completed construction / repair and renovation / up-gradation of building works in a Research Institute , Higher Academic Institute, Hospital, Medical Institute or Office Building of value(s) either of the following, during the last seven years ending previous day of last date of submission of tenders: Joint ventures are not accepted.

Three completed works each costing Rs. 0.56 Lakh or above
or
Two completed works each costing Rs.0.84 Lakh or above
or
One completed work costing Rs.1.12 Lakh or above.
 - b) **Statutory Requirements:** Should have current Trade License of civil contractor, Professional Tax Enrolment Certificate with current Professional Tax payment challan, GST Registration Certificate and PAN / TAN number with the appropriate Authorities.

The tenderers are required to produce proof of fulfilling these conditions with covering letter of the firm in a sealed envelope along with the tender to determine Eligibility for the work.

2. Estimated Cost is **Rs.1.40 Lakh (Rupees One Lakh Forty Thousand Only)**. The estimate based on CPWD Delhi Schedule Rate 2016 and market rate. This estimate however is given merely as a rough guide.
3. Total time for carrying out the work will be **1 (One) month** and the date of commencement shall be reckoned from the tenth day of issue of award letter.
4. Complete Contract documents to be complied with by the tenderer whose tender may be accepted can be seen at the IICB website www.iicb.res.in
5. Tenders should be on the specified form (Non transferable) which is available at the IICB website www.iicb.res.in/tender.html/ from **29 / 11 / 2017 to 05 / 12 / 2017**. Interested contractors may download and take a print of all documents for filling up and submission. The Cost of Tender amounting to **Rs.500.00 (Rupees Five Hundred Only)** (Non-refundable) as Demand Draft or Pay Order of a scheduled bank drawn in favour of Director, Indian Institute of Chemical Biology, Kolkata should accompany the tender. **Tender received without cost of tender will be invalid and summarily rejected.**
6. (I) Tenders should be submitted in double sealed covers superscribed with the name of work, date and time of opening written both on the inner & outer envelopes.

(II) Eligibility documents and Financial Offers should be given separately in **two** sealed envelopes each marked with **“ELIGIBILITY DOCUMENTS - Envelope-1”** and **“FINANCIAL OFFER - Envelope-2”** respectively in the following manner:

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- (a) **Envelope-1 marked as 'ELIGIBILITY DOCUMENTS'** should contain two separate sub-envelopes to be marked as **Cover-A** and **Cover-B**:

Cover-A should contain the following:

- (i) **Earnest Money Deposit** of **Rs.2,800.00 (Rupees Two thousand Eight Hundred Only)** as Demand Draft or Pay Order of a schedule bank and drawn in favour of Director, Indian Institute of Chemical Biology, Kolkata.
- (ii) **Cost of Tender** of Rs.500.00 (Non-refundable) as Demand Draft or Pay Order of a scheduled bank drawn in favour of Director, Indian Institute of Chemical Biology, Kolkata

Cover-B should contain the following:

- i. **Letter of Transmittal (Annexure-I)**
 ii. **Technical Details (Annexure-II) with specified supporting documents** as per Clause-1 of Notice Inviting Tender.

- (b) **Envelope-2 marked as 'FINANCIAL OFFER'** should contain tender documents along with price bid.

(III) Both the envelopes shall be submitted together in another sealed envelope.

Please note carefully that Financial Offer should not be submitted in Envelope-1.

(IV) They will be received **up to 3.00 P.M on 06 / 12 / 2017** and will be opened at **3.30 P.M** on the same day at **Red Carpet Room, CSIR-IICB**. Tender should be dropped in the tender box kept in **Main Gate Security Room, CSIR-IICB** 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 Director, CSIR-Indian Institute of Chemical Biology, 4 Raja S.C.Mullick Road, Kolkata – 700 032 . Tenderers are to ensure that they post the tender well in advance so as to reach before the closing time and date indicated.

(V) The envelope marked as 'Eligibility Documents' shall be opened at the same day. The time and date of opening of Financial Offer of only the qualified tenderers shall be opened at the notified time, date and place in the presence of the tenderers preferably within a month.

(VI) Before submission of tender, the bidders should visit the site at CSIR-IICB, Jadavpur campus, Kolkata-700032 during office hours of any working days (Monday to Friday) and clear all their queries, if any, from the Engineer.

7. The Earnest Money amounting to **Rs.2,800.00 (Rupees Two thousand Eight Hundred Only)** as Demand Draft or Pay Order of a schedule bank and drawn in favour of Director, Indian Institute of Chemical Biology, Kolkata should be accompanied with the tender. **Tenders received without earnest money will be invalid and summarily rejected.**
8. The Employer reserves the right to accept or to reject any tender, to annul the process and reject all tenders at any time without assigning any reason or incurring any liability to the tenderers. The Employer also reserves the right to restrict the list of qualified contractors to any number deemed suitable by it, if too many bids are received satisfying the laid down criterion. 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. The Employer also reserves the right, without being liable for any damages or obligation to inform the tenderer, to:
- (a) Amend the scope and value of contract to the tenderer
 (b) Reject any or all the applications without assigning any reason.

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9. Canvassing in connection with the tenders is prohibited and the tenders submitted by the contractor who resort to canvassing are liable for rejection.
10. The tenderer 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 a relative of another if, and only if, (a) they are members of a Hindu undivided family; or (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 daughter's husband, Brother (including step brother), Brother's wife, Sister (including step sister), Sister's husband.
11. Tender submitted shall remain valid for 90 days from the date of opening of Financial Offer for the purpose of acceptance and award of work, validity beyond 90 days from the date of opening shall be by mutual consent.
12. The tenderer shall quote rates both in figures and words. He shall also workout the amount for each item of work and write 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:
 - 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 amount of an item is not worked out by the tenderer 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.
13. The tenderer should see drawings and in case of doubt obtain required particulars, which may in any way influence his tender from the Engineer as no claim whatsoever will be entertained for any alleged ignorance thereof.
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. (a) If any tenderer withdraws his tender before the expiry of the validity period, or before the issue of letter of acceptance or work order, whichever is earlier, or makes any modification in the terms and conditions of the tender which are not acceptable to the department, then the employer shall, without prejudice to any other right or remedy, be at liberty to forefe it 50% of the earnest money absolutely.

(b). If the contractor fails to furnish the prescribed performance guarantee within the prescribed period, the earnest money will be absolutely forfeited to the employer.

(c). In case the contractor fails to commence the work specified in the tender documents or such time period as mentioned in the letter of award, after the date on which employer issues written orders to commence the work, or from the date of handing over of the site, whichever is later, the employer is at liberty to forfeit whole of the earnest money absolutely.

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(d). If only a part of the work as shown in the tender is awarded, and the contractor does not commence the work, the proportionate earnest money with respect to cost of work so awarded will be forfeited

In case of forfeiture of earnest money as above, the tenderer shall not be allowed to participate in re-tender of the work.

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). Defect Liability Period: Twelve months from the date of completion as certified by the

(b). Minimum value of work for the intermediate certificate: **Rs.1.00 Lakh**, Intermediate certificate for a lesser amount can, however be admitted for payment at the discretion of the Engineer.

(c). Security Deposit: A sum @ 10% of the gross amount of the bill shall be deducted from each running bill of the contractor till the sum along with the sum already deposited as earnest money, will amount to security deposit of 5% of the tendered value of the work.

Performance Security: 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 work in the letter of award or the period prescribed for deposition of performance security in the letter of intent issued to him whichever is earlier.

(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. Para no. 18. Deleted.

19. For all specialist jobs e.g. lights, air conditioning, public address, fire protection, security/surveillance and building management systems etc. technical (covering also general and commercial terms) and financial offers will be given separately in two sealed covers.

20. Purchase preference will be given to Central Public Sector Enterprise (CPSE) for award of works costing between Rs.5 crores to Rs.100 crores as per provisions contained in para 20.10.9 in CPWD Manual 2003 and OM No.DPE/13(12)/2003-Fin Vol.II dated 18.07.05 issued by department of Public Sector Enterprise, Govt. Of India.

21. Clauses No. 28 of conditions of contract i.e. **"ESCALATION"** will not be applicable in this contract since the duration of contract is less than 18 months.

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Tender No. : Admn. 26(390) / 2017

Name of Work: **Setting up of Canteen Store facility in CSIR-IICB, Jadavpur Campus, Kolkata:700032.**

I) : OTHER CONDITIONS

These conditions are part of Special Conditions in General Conditions of Contract and should be read in conjugation. In case of any discrepancy, the General Conditions of Contract will prevail over these Conditions.

1. Materials:

Procurement of Various Materials: The Employer will not supply any construction materials required for the works under this contract. The Contractor must, therefore, make his own arrangements for timely procurement of various materials including steel and cement. Prior approval of each and every material including steel cement, aggregate, bricks etc or any other fittings & fixtures are to be taken from engineer before its procurement to site.

2. Method of Execution & Measurement

All the items of work shall be executed & measured as per standard CPWD specification and method of measurement except otherwise stated.

In case of any discrepancy the order of precedence in interpretation shall be as under:

Schedule of quantities

Drawings

Additional Conditions & Other conditions

General conditions of contract

Special conditions

CPWD latest Specifications

IS Codes

International codes

Best Engineering Practices

3. Rates include all taxes excluding GST

- (a) Rates quoted by the contractor shall include all statutory taxes and duties (such as purchase tax, turnover tax, duties, octroi, toll tax, royalties and all other taxes) in respect of this contract **but excluding GST which will be paid by CSIR-IICB as extra on submission of suitable documents by the party.** The employer shall not entertain any claim whatsoever in this respect. **In respect of GST, the same shall be paid by the contractor to the concerned department on demand and it will be reimbursed to him by the Department after satisfying that it has been actually and genuinely paid by the contractor. The applicable and eligible GST shall be reimbursed preferably within 7 days but not later than 30 days of submission of documentary proof of payment provided same are in order.** Tendered rates are inclusive of all taxes and levies payable under the respective statutes. However pursuant to the constitution (Forty Sixth amendment) Act, 1982 if any further tax or levy is imposed by the statutes, after the date of receipt of tenders and the contractor thereupon necessarily and properly pays such taxes/levies the contractor shall be reimbursed the amount as per the rules on producing proof of payment so made provided such payments, if any, is not in the opinion of the Employer (whose decision shall be final and binding) attributable to delay in executing of work within the control of the contractor.
- (b) The contractor shall keep necessary books of accounts and other documents for the purpose of this condition as may be necessary and shall allow inspection of the same by a duly authorized

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representative of the Employer and further shall furnish such other information and documents as the Employer may require.

- (c) The contractor shall within a period of thirty days of imposition of any further taxes or levy pursuant to the Constitution (Forty Sixth amendment) Act, 1982 give a written notice thereof to the Employer that the same is given pursuant to this condition together with all necessary information relating thereto.
- (d) (i) **Further in continuation to Clause no. 3(a) above, with regard to GST**, the contractor / supplier/service provider to confirm that the GST amount charged in invoice is declared in its returns and payment of taxes is also made.
- (ii) The contractor / Supplier/ Service Provider shall agree to comply with all applicable GST laws, including GST acts, rules, regulations, procedures, circulars and instructions there under applicable in India from time to time and to ensure that such compliance is done within the time prescribed under such laws.
- (iii) The contractor/ Supplier/Service Provider should ensure accurate transaction details, as required by GST laws, are timely uploaded in GSTN. In case there is any mismatch between the details so uploaded in GSTN by the Contractor/Supplier/ Service Provider and details available with CSIR-Indian Institute of Chemical Biology (CSIR-IICB), then payments to the Contractor/ Supplier/Service Provider to the extent of GST relating to the invoices/s under mismatch may be retained from due payments till such time CSIR-IICB is not sure that accurate tax amount is finally reflected in the GSTN to CSIR-IICB's Account and is finally available to CSIR-IICB in terms of GST laws and that the credit of GST so taken by CSIR-IICB is not required to be reversed at a later date along with applicable interest.
- (iv) CSIR-IICB has the right to recover monetary loss including interest and penalty suffered by it due to any non-compliance of tax laws by the contractor/supplier/service provider. Any loss of input tax credit to CSIR-IICB for the fault of contractor/ supplier shall be recovered by CSIR-IICB by way of adjustment in the consideration payable.
- (v) Supplementary invoices/Debit note/credit note for price revisions to enable CSIR-IICB to claim tax benefit on the same shall be issued by the contractor/ Supplier/Service Provider for a particular year before September of the succeeding Financial Year.
- (vi) The purchase order/ work order shall be void, if at any point of time the contractor/ Supplier/Service Provider is found to be a black listed dealer as per GSTN rating system and further no payment shall be entertained.
- (vii) If necessary, CSIR-IICB may withhold a lump sum amount, to ensure proper compliance of GST rules of Govt. of India by the contractor, equivalent to GST from each running account bill /final bill, which will be refunded / adjusted along with the next bill or during reimbursement of GST actually paid towards previous bill to the concerned department.

4. Certificates and Payments

The Contractor shall submit to the Engineer after the end of each month a detailed statement including measurements showing the estimated contract value of the Permanent Works executed up to the end of the month together with particulars of other amounts to which he is entitled under the Contract.

The statement shall be submitted on a pro-forma (prepared at the cost of the Contractor) approved by the Engineer along with soft copy of the same in a CD/Pen drive.

5. Safety Provision

The contractor shall comply with all the precautions as required for the safety of the workman. The contractor shall provide all necessary safety applications, gears etc. The contractor shall deliver to the Engineer's representative at his office on the site a return in detail in such form and at an interval as the Employer/Engineer may prescribe showing the supervisory staff and the number of the several classes of labour from time to time employed on the site.

The contractor has to take care of the following safety aspects:

- Personal Protective / Safety equipment
- Personal Fall Protection

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- Travel-Restraint System
- Fall –Arrest System
- Lifelines
- Anchor Systems
- Lanyards
- Shock Absorbers
- Connecting Devices
- Fall-Arrest Planning
- Emergency Rescue

6. Work Progress Review & Co-ordination Meeting

The Contractor shall be required to attend weekly progress review & co-ordination meetings with the Engineer, and the other Contractors during the period of Contract or as instructed from time to time. All costs incidental to such interaction shall be to the Contractor's account and no claim will be entertained by the Employer on this account.

7. Working beyond normal working hours

a) During execution contractor might have to execute at night to maintain completion schedule. Contractor has to make proper arrangement of security, safety, transportation, manpower and lighting arrangement etc. to be maintained during execution of works at night at his own cost and nothing would be paid separately towards these incidental charges and to be considered in the overall rate charged by him in the tender.

b) For rapid execution the contractor has to arrange their own equipments, machinery, tools and tackles needed for the work as submitted.

8. Contractor's Temporary Structures

The Contractor may, at his own expense and subject to the approval of the employer may construct offices, stores, workshop in the area allocated to him and removes the same as per the orders of the Engineer on completion of Works. The Contractor shall make his own arrangement at his own expense for labour camp / accommodation of his labour and staff and their conveyance to site as no workers/ staff shall unless with the specific approval of the employer be allowed to stay within the site. Gate passes shall be issued by the Engineer to authorise the contractor's staff and workers to enter the premises.

9. Testing of Materials & Workmanship

All materials used in the works shall be subject to inspection and test. The Contractor shall carry out sampling of such materials and provide all assistances for testing as per appropriate Indian Standards and as directed by the Engineer as per relevant clause in **General Conditions of Contract (GCC)**.

10. Monthly Progress Photograph

The contractor shall keep photographic record of execution at different stages and submit copies of same in CD as well as printed form. Failing his so doing, the same shall be provided by the Engineer at the expense of the contractor and the expenses may be deducted from any money due to the contractor under the contract and/or from the Security Deposit or proceeds thereof or of a sufficient portion thereof.

11. Programme of Work and Progress Reports

The Contractor shall submit to the Engineer within one week of the Award of the Contract, Detailed Schedule in an approved form showing the estimated dates of commencement and completion of different parts of the Works including the expected dates for completion of the various Sections of the

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Works. The detailed Schedule shall be such as it can be updated or as directed by the Engineer. Revised Schedule shall be supplied to the Engineer as and when it is revised.

12. Details required along with submission of Running & Final Bills: Contractor is required to submit following details/documents along with every running/final bill without which bills will not be processed.

I) Bills of every section of work as provided in Schedule of Quantities (SOQ) to be prepared separately and submitted all together. In case there is no billable amount of any section of work, the same should be clearly indicated zero value during the period of bill. **II)** Complete measurement details along with location of each measurement should be clearly indicated. **III)** Authorised representative of contractor with name & seal to sign on each page of bill submitted. **IV)** Carryover and brought forward for each & every quantity to be indicated in the bill. **V)** The running bill should contain the measurement of items executed during the period of bill. Full measurement may be given in pre final/ final bill. The measurement of all concealed items should be made before covering them. **VI)** All the copy of challan of materials, bills and test certificates specially of the items on which secured advance has been claimed, steel, cement, sand, aggregates, bricks, any plumbing material, Aluminium, waterproofing material etc. should be submitted along with the every bill. Actual measurement of secured advance to be submitted for verification of Engineer. Rate of secured advance material to be verified by Engineer independently. Secured advance on approved make material will only be payable. **VII)** Manufacturer Catalogue for aluminium and other items for verification of standard unit weight and checking that material is as per specification should be submitted. **VIII)** Weight slip of reinforcement steel and aluminium and any other material as required by Engineer Representative from authenticated source like (Weigh Bill) Dharam Kanta should be submitted. **IX)** The computerised soft copy of the entire bill shall be submitted along with the bill. **X)** Correction as made by Engineer's Representative should be incorporated by the contractor and corrected copy in three copies should be submitted for payment. Date of submission of bill will be reckoned from the date of submission of corrected bill. **XI)** Material consumption statement should be submitted along with every bill. **XII)** Bill should be indexed properly and each page and correction if any should be signed and stamped by the authorised representative of the contractor and acceptance should be given. **XIII)** Register for all materials arrived at site for execution like steel, cement, water proofing material, concealed item etc.(M.A.S) Register should be maintained at site by him in the standard format of CPWD duly certified by Engineer as per requirement. Monthly statement should be submitted along with the bill. **XIV)** Power of attorney of authorized person on behalf of contractor is to be submitted. Contractor must ensure that all papers /Measurement book to be signed by authorized person with measurement date, date of start & date of completion etc. **XV)** All overwriting, alterations have been countersigned by the authorized person with date. **XVI)** Approval of extra item if any conveyed is to be enclosed. **XVII)** Contractor must authorise their representatives competent for verification of measurement at site and these person should be available at site. **XVIII)** In addition to above any other document and details as required for checking, verification and timely processing of bill. Beside above contractor would maintain hindrance register and site order book on behalf of engineer and get it signed by engineer on requirement basis.

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CSIR-INDIAN INSTITUTE OF CHEMICAL BIOLOGY, KOLKATA

BRIEF PARTICULARS OF WORK

Tender No. : **Admn. 26(390) / 2017**

1). Name of Work: **Setting up of Canteen Store facility in CSIR-IICB, Jadavpur Campus, Kolkata: 700032.**

2). Estimated Cost : Rs.1.40 Lakh (Rupees One Lakh Forty Thousand Only).

3). Period of Completion : 1 (one) month

4.) Scope of the work

- Dismantling of Doors& windows, Brick Work, Plaster.
- P.C.C Work
- I.P.S Flooring work
- Structural Steel Work
- Aluminium Work
- Plastering Work
- Painting Work
- Water Proofing Work
- Structural Repairing Work
- Other miscellaneous works as per attached schedule of quantities.

5). Work shall be executed according to General Conditions of Contract for CSIR works.

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**CSIR-INDIAN INSTITUTE OF CHEMICAL BIOLOGY
KOLKATA**

Tender No. : Admn. 26(390) / 2017

Name of Work : **Setting up of Canteen Store facility in CSIR-IICB, Jadavpur Campus, Kolkata: 700032.**

SUMMARY OF COST

Total [brought forward from page no. 20] = Rs.....

Total in Words: (Rupees.....only)

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Tender No. : Admn. 26(390) / 2017

Name of Work : **Setting up of Canteen Store facility in CSIR-IICB, Jadavpur Campus, Kolkata: 700032.**

PREAMBLE TO THE SCHEDULE OF RATES

- i. The bidder shall quote rates including all statutory taxes and duties but **excluding GST which will be paid by CSIR-IICB as extra on submission of suitable documents by the bidder.**
- ii. The rates and prices entered by the Contractor in the Schedule of Rates shall be deemed to cover the complete and finished work, inter-alia, all costs and expenses which may be required for successful completion of the works together with all risks, liabilities, contingencies, octroi, taxes etc. (excluding GST) and obligations imposed or implied by the Contractor
- iii. The quantities given in the Schedule of Rates are estimated only and are given to provide a basis for comparison of quotations. Payment to the Contractor shall be made on the basis of prices and rates quoted in the quotation for measured quantities of the work done by him. The quantities of work required to be carried out by the contractor may vary.

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Tender No. : Admn. 26(390) / 2017

SCHEDULE OF RATES

Setting up of Canteen Store Facility in CSIR-IICB, Jadavpur Campus, Kolkata-700032.					
SI No	Description of work	Unit	Qty	Rate (Rs)	Amount (Rs)
1	Demolishing brick work manually/ by mechanical means including stacking of serviceable material and disposal of unserviceable material within 50 metres lead as per direction of Engineer-in- Charge.In cement mortar	Cum	1.15		
2	Dismantling old plaster or skirting raking out joints and cleaning the surface for plaster including disposal of rubbish to the dumping ground within 50 metres lead.	Sqm	135.00		
3	Dismantling doors, windows and clerestory windows (steel or wood) shutter including chowkhats, architrave, holdfasts etc. complete and stacking within 50 metres lead :Of area 3 sq. metres and below.	Each	1.00		
4	Cement concrete 1:2:4 (1 cement : 2 coarse sand : 4 graded stone aggregate 20 mm nominal size), in floor including finishing complete.	Cum	0.98		
5	Reinforced cement concrete work in beams, suspended floors, roofs having slope up to 15° landings, balconies, shelves, chajjas, lintels, bands, plain window sills, staircases and spiral stair cases up to floor five level, excluding the cost of centering, shuttering, finishing and reinforcement, with 1:2:4 (1 cement : 2 coarse sand : 4 graded stone aggregate 20 mm nominal size).	Cum	1.20		
6	Centering and shuttering including strutting, propping etc. and removal of form for :Lintels, beams, plinth beams, girders, bressumers and cantilevers	Sqm	2.55		
7	Steel reinforcement for R.C.C. work including straightening, cutting, bending, placing in position and binding all complete upto plinth level.Thermo-Mechanically Treated bars	Kg	71.00		

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SI No	Description of work	Unit	Qty	Rate (Rs)	Amount (Rs)
8	Structural steel work in single section, fixed with or without connecting plate, including cutting, hoisting, fixing in position and applying a priming coat of approved steel primer all complete.	Kg	70.00		
9	20 mm cement plaster of mix :1:4 (1 cement: 4 coarse sand)	Sqm	97.00		
10	6 mm cement plaster of mix :1:3 (1 cement : 3 fine sand)	Sqm	18.00		
11	Applying one coat of water thinnable cement primer of approved brand and manufacture on wall surface :Water thinnable cement primer	Sqm	114.00		
12	Distempering with 1st quality acrylic distemper (ready mixed) of approved manufacturer, of required shade and colour complete, as per manufacturer's specification.Two or more coats on new work	Sqm	114.00		
13	Painting with synthetic enamel paint of approved brand and manufacture to give an even shade :Two or more coats on new work	Sqm	3.00		
14	Providing and fixing aluminium work for doors, windows, ventilators and partitions with extruded built up standard tubular sections/ appropriate Z sections and other sections of approved make conforming to IS: 733 and IS: 1285, fixing with dash fasteners of required dia and size, including necessary filling up the gaps at junctions, i.e. at top, bottom and sides with required EPDM rubber/ neoprene gasket etc. Aluminium sections shall be smooth, rust free, straight, mitred and jointed mechanically wherever required including cleat angle, Aluminium snap beading for glazing / paneling, C.P. brass / stainless steel screws, all complete as per architectural drawings and the directions of Engineer-in-charge. (Glazing, paneling and dash fasteners to be paid for separately) :For fixed portion Anodised aluminium (anodised transparent or dyed to required shade according to IS: 1868, Minimum anodic coating of grade AC 15)	Kg	44.00		

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SI No	Description of work	Unit	Qty	Rate (Rs)	Amount (Rs)
15	Providing and fixing aluminium work for doors, windows, ventilators and partitions with extruded built up standard tubular sections/ appropriate Z sections and other sections of approved make conforming to IS: 733 and IS: 1285, fixing with dash fasteners of required dia and size, including necessary filling up the gaps at junctions, i.e. at top, bottom and sides with required EPDM rubber/ neoprene gasket etc. Aluminium sections shall be smooth, rust free, straight, mitred and jointed mechanically wherever required including cleat angle, Aluminium snap beading for glazing / paneling, C.P. brass / stainless steel screws, all complete as per architectural drawings and the directions of Engineer-in-charge. (Glazing, paneling and dash fasteners to be paid for separately) :For shutters of doors, windows & ventilators including providing and fixing hinges/ pivots and making provision for fixing of fittings wherever required including the cost of EPDM rubber / neoprene gasket required (Fittings shall be paid for separately) Anodised aluminium (anodised transparent or dyed to required shade according to IS: 1868, Minimum anodic coating of grade AC 15) Anodised aluminium (anodised transparent or dyed to required shade according to IS: 1868, Minimum anodic coating of grade AC 15)	Kg	44.00		
16	Providing and fixing glazing in aluminium door, window, ventilator shutters and partitions etc. with EPDM rubber / neoprene gasket etc. complete as per the architectural drawings and the directions of engineer-in-charge.(Cost of aluminium snap beading shall be paid in basic item):With float glass panes of 4.00 mm thickness	Sqm	3.00		

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SI No	Description of work	Unit	Qty	Rate (Rs)	Amount (Rs)
17	Providing and fixing 12 mm thick prelaminated particle board flat pressed three layer or graded wood particle board conforming to IS: 12823 Grade 1 Type II, in panelling fixed in aluminum doors, windows shutters and partition frames with C.P. brass / stainless steel screws etc. complete as per architectural drawings and directions of engineer-in-charge.	Sqm	1.00		
18	Providing and fixing glazing in aluminium door, window, ventilator shutters and partitions etc. with EPDM rubber / neoprene gasket etc. complete as per the architectural drawings and the directions of engineer-in-charge.(Cost of aluminium snap beading shall be paid in basic item):With float glass panes of 5.50 mm thickness	Sqm	3.00		
19	Providing and fixing chromium plated brass 100 mm mortice latch and lock with 6 levers and a pair of lever handles of approved quality with necessary screws etc. complete.	No	1.00		
20	Providing and fixing chromium plated brass handles with necessary screws etc. complete:125 mm	No	1.00		
21	Disposal of building rubbish / malba / similar unserviceable, dismantled or waste materials by mechanical means, including loading, transporting, unloading to approved municipal dumping ground or as approved by Engineer-in-charge, beyond 50 m initial lead, for all leads including all lifts involved.	Cum	3.50		

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SI No	Description of work	Unit	Qty	Rate (Rs)	Amount (Rs)
22	Providing and laying water proofing treatment on roofs of slabs by applying cement slurry mixed with water proofing cement compound consisting of applying: a) after surface preparation, first layer of slurry of cement @ 0.488 kg/sqm mixed with water proofing cement compound @ 0.253 kg/ sqm. b) laying second layer of Fibre glass cloth when the first layer is still green. Overlaps of joints of fibre cloth should not be less than 10 cm. c) third layer of 1.5 mm thickness consisting of slurry of cement @ 1.289 kg/ sqm mixed with water proofing cement compound @ 0.670 kg/sqm and coarse sand @ 1.289 kg/sqm. This will be allowed to air cure for 4 hours followed by water curing for 48 hours. The entire treatment will be taken upto 30 cm on parapet wall and tucked into groove in parapet all around. d) fourth and final layer of 20 mm cement plaster of mix :1:6 (1 cement: 6 coarse sand).For the purpose of measurement the entire treated surface will be measured.	Sqm	22.00		
23	Cement concrete flooring 1:2:4 (1 cement: 2 coarse sand: 4 graded stone aggregate) finished with a floating coat of neat cement, including cement slurry, but excluding the cost of nosing of steps etc. complete. 40 mm thick with 20 mm nominal size stone aggregate	Sqm	18.00		
24	Cleaning the concrete surface by removing dirt and debris, marking defective locations and removing loose concrete by careful stripping un till hard surface is exposed, cutting the concrete to regular shape, wire brushing the exposed surface and removing debris from site complete as per direction of the Engineer - in - Charge.	Sqm	12.66		

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SI No	Description of work	Unit	Qty	Rate (Rs)	Amount (Rs)
25	Cleaning the exposed reinforcement preferably up to full diameter by wire brush, applying two coats of polymer based rust removing compound left for 24 hours, removing the coating and then applying two (2) coats of polymer modified anti corrosive protective coating formulated to inhibit the corrosion of reinforcement as per manufacturer's specification]	Sqm	3.80		
26	(a) Applying 2 coats of bonding agent with synthetic multi functional rubber emulsion having adhesive and water proofing properties by mixing with water in proportion (1 bonding agent : 4 water : 6 cement) as per Manufacturer's specification.	Sqm	3.80		
27	Removing corroded worn out portion of reinforcement (when the area of bar is damaged by more than 25%) by cutting and replacing the same by a new plain round bar of requisite diameter by binding with required lap / welding with old bar, including cost of reinforcement, complete in all respect including removing unserviceable materials from site as per direction of the Engineer - in - charge. Note: Payment on weight (Kg.) of new reinforcement.	Kg	15.00		
28	Extra for providing and mixing water proofing material in cement plaster work in proportion recommended by the manufacturers.	Kg	10.00		
		Grand Total=			
	Grand Total in words=				

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ANNEXURE- I

LETTER OF TRANSMITTAL

Request for Eligibility
(To be submitted by type-written in the letterhead of Tenderer)

Ref.No.....

Date.....

To
The Director
CSIR-Indian Institute of Chemical Biology,
4, Raja S.C.Mullick Road, Jadavpur
Kolkata – 700032

Sub: Submission of Tender for the Work of “Setting up of Canteen Store Facility in CSIR-IICB, Jadavpur Campus, Kolkata-700032”. at CSIR-Indian Institute of Chemical Biology, Jadavpur Kolkata.

Sir,

I/we have read, examined tender documents with all its contents & conditions carefully and have no doubt on it and agreed to execute the work as per said conditions.

I/we hereby certify that all documents displayed in the tender documents are downloaded and printed at its true format as displayed and no addition alteration modification are made in that document. I/we also agree that if any addition alteration modifications are found in my/our tender, this would be summarily rejected and I/we would have no claim on it.

I/we have furnished all information and supporting details necessary for eligibility and have no further pertinent information to supply. I/we also certify that all the information supplied is true and correct. I/we also agree that in case of any misleading or false or deliberately suppressed information or record of poor performance such as abandoning work, not properly completing contract or financial failure/weakness etc. I/we may be liable for disqualification.

I/we also authorize the Director, IICB or his authorized representative to approach individuals, employers, firms or corporation to verify our competence and general reputation.

I/we hereby tender for the execution of aforesaid work within the time specified in tender and in accordance in all respects with the specifications, designs, drawings and instructions referred in General condition of contract and with such materials as are provided for by and in respects in accordance with such conditions, so far as applicable.

I/we agree to keep the tender open for 90 days after opening of price bid which would be opened preferably within a month after opening of eligibility documents and not to make any modifications in its terms and conditions.

‘Earnest Money’ amounting to **Rs.2,800/-** from scheduled bankbranch..... vide DD/Pay Order No..... as well as ‘Cost of Tender’ amounting to **Rs.500/-** from scheduled bankbranch..... vide DD/Pay Order No..... ; both drawn in favour of Director, Indian Institute of Chemical Biology, Kolkata are deposited along with the tender and are placed inside ‘Envelope No1’ marked as ‘Eligibility Documents’.

I/we further agree that if I/we fail to furnish the prescribed performance security within the prescribed period, IICB without prejudice to any other right or remedy be at liberty to forfeit the earnest money absolutely. Further if I/we fail to commence the work as specified, I/we agreed that IICB shall without prejudice to any other right or remedy be at liberty to forfeit both the earnest money and performance security absolutely.

Further I/we agree that in case of forfeiture of earnest money or earnest money and performance security as aforesaid, I/we shall be debarred for participation in the re-tendering process of the work.

I/we hereby declare that I/we shall treat the tender documents, drawings and other records connected to this work as secret / confidential documents and shall not communicate information derived there from to any person other than a person to whom I/we am/are authorized to communicate the same or use the information in any manner prejudicial to the safety and security to IICB.

Enclosures:

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ANNEXURE- II

Tender No. : Admn. 26(390) / 2017

TECHNICAL DETAILS

To be filled by the bidders in their Letter heads along with supporting documents

Sl. No.	Particulars	Fill in details		To submit Supporting Documents	Whether submitted (Yes / No)
1	Whether worked for CPWD, Railway, Post & Telegraph Dept, MES, State PWD,s, other government departments or Semi Government Organizations or CSIR or its Laboratories / Institutes	Organization	Yes/No		
		CPWD			
		Railway			
		Post & Telegraph			
		MES			
		State PWD			
		other government dept.			
		Semi Government Organization			
2	Experience : Have satisfactorily completed construction / repair and renovation / up-gradation of building works in a Research Institute, Higher Academic Institute, Hospital, Medical Institute or Office Building of value(s) either of the following, during the last seven years ending previous day of last date of submission of tenders: Joint ventures are not accepted.	Experience of work done during last seven year of multistoried building works			
		Category	Yes / No		
		Construction building works			
		Repair and renovation / up-gradation building works			
		Research Institute			
		Higher Academic Institute			
		Hospital buildings			
		Medical Institute			
		Office Building			
3 (I)	(i) Name of works/project executed during last 7 years of values : Three completed works each costing Rs. 0.56 Lakh or above Or Two completed works each		Copy of work orders & corresponding completion certificates	

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	<p>costing Rs.0.84 Lakh or above Or One completed work costing Rs. 1.12 Lakh or above.</p> <p>(ii) Owner or executing agency</p> <p>(iii) Cost of work done</p> <p>(iv) Date of completion as per completion certificate</p> <p>(v) Litigation / Arbitration cases if any</p> <p>(vi) Name and address of the officer to whom reference may be made</p> <p>(vii) Any other information</p>	Rs..... 		
3 (II)	<p>(i) Name of works/project executed during last 7 years of values : Three completed works each costing Rs.0.56 Lakh or above Or Two completed works each costing Rs.0.84 Lakh or above Or One completed work costing Rs. 1.12 Lakh or above.</p> <p>(ii) Owner or executing agency</p> <p>(iii) Cost of work done</p> <p>(iv) Date of completion as per completion certificate</p> <p>(v) Litigation / Arbitration cases if any</p> <p>(vi) Name and address of the officer to whom reference may be made</p> <p>(vii) Any other information</p> Rs..... 	Copy of work orders & corresponding completion certificates	
3 (III)	<p>(i) Name of works/project executed during last 7 years of values : Three completed works each costing Rs.0.56 Lakh or above Or Two completed works each costing Rs.0.84 Lakh or above</p> Rs.....	Copy of work orders & corresponding completion certificates	

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	<p>Or One completed work costing Rs. 1.12 Lakh or above.</p> <p>(ii) Owner or executing agency</p> <p>(iii) Cost of work done</p> <p>(iv) Date of completion as per completion certificate</p> <p>(v) Litigation / Arbitration cases if any</p> <p>(vi) Name and address of the officer to whom reference may be made</p> <p>(vii) Any other information</p>	<p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>		
4	<p>Statutory Requirements:</p> <p>i) Current Trade License as civil contractor</p> <p>ii) Professional Tax Registration</p> <p>(iii) GST Registration Certificate</p> <p>(iv) PAN/TAN number with the appropriate Authorities</p>	<p>License No.....</p> <p>Date.....</p> <p>Certificate No.....</p> <p>Date.....</p> <p>Challan No.....</p> <p>Date.....</p> <p>Regn. No.....</p> <p>Date.....</p> <p>PAN / TAN.....</p>	<p>(i) Copy of current Trade License as civil contractor</p> <p>(i) Copy of Professional Tax Enrolment Certificate</p> <p>(ii) Copy of latest P.Tax payment challan up to 30/6/2017</p> <p>i) Copy of GST Registration Certificate</p> <p>(i) Copy of PAN /TAN</p>	

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