

## Notice Inviting Tender

.....,2016

Mr. ....

New Delhi, India

Tel:

Fax:

### NOTICE INVITING TENDER For Structural Steel & Allied Works .....

Dear,

....., Delhi.

Contact details of the client are follows:-

	FORE School of Management	
Address	"Adhitam Kendra" B-18, Qutub Institutional Area, New Delhi- 110016 (India)	
Contact Person	Mr. S.K.MIDHA	
Telephone	011-41242463	
Fax		

The scope of work shall include Civil, Structural & Finishing Works including RCC work, Masonry works, Plaster Work etc.

The tender documents can be collected from the office of FORE office at addressed mentioned above on payment of **Rs. 500. /-** per set in cash which is non- refundable.

**After 10:00 AM; 24/May/2016.**

#### 1. Submission of Bids:

**Sealed Tenders** and the completed BOQ along with soft copy shall be deposited by the tenderer at the Gate in a Box kept with the security Guard, along with the sealed tenders, Tenderers will deposit the following in a sealed envelope:

- EMD Deposit of **Rs.25000/-** in favour of FORE SCHOOL OF MANAGEMENT should be submitted along with the tender. The EMD shall remain valid for a Period one month from the date of completion of the work for successful tenderer. Unsuccessful tenderer can collect their EMD after 7 days of opening of tender.
- Tender drawings duly signed with seal by the Contractors.
- Tender documents duly signed with seal by the Contractors.
- Submission of the tender at FORE to be intimated on mail-id [satish@fsm.ac.in](mailto:satish@fsm.ac.in).

Any Queries or clarifications regarding the tender or the work shall be sought in writing latest by **4:00 PM; 31/May/2016.**

The last date of submitting the tender will be: **4:00 PM; 02/June/2016.**

#### 2. Acceptance of Tenders:

Tenders that are not properly filled are mutilated, have pages missing or with incorrect, inaccurate calculations or generally not complying with the conditions will be rejected.

Tenderers should quote their rates with the totals both in figures & in words. The total of each page along with carried over figures of the previous page shall be given in ink and

signed by the tenderer. No blank space shall be left. Amounts quoted in words shall be deemed to be correct in case of cuttings or overwriting.

If the tender is submitted by an individual, it shall be signed by him and his full name and complete address shall be given or If it is made by a partnership firm it shall be signed in the name of the firm by a partner of the firm who shall sign his own name and give the name and address of each partner of the firm and attach a copy of 'Power of Attorney' with the tender authorizing him to sign on behalf of the other partners

No alterations, amendments or modifications shall be made by the tenderer in the Notice Inviting Tenders, Instructions to the Contractors, Contract Form, and Conditions of the Contract, Drawings and Specification and if any such alterations are made or any special conditions attached, the tender is liable to be rejected without reference to the tenderer.

The acceptance of a tender shall rest with the Owner or its authorized representative who does not bind itself to accept the lowest tender and reserves to itself the right to reject any or all the tenders received without assigning any reason(s) whatsoever. Non-acceptance of any tender shall not make the Owner liable for compensation or damages.

At any time prior to the Tender submission date the Owner may, for any reason, whether on its own initiative or in response to a clarification requested by a tenderer amend the Tender documents by an Addendum (The "Addendum")

The Addendum will be notified in writing to all Tenderers. Tenderers shall promptly acknowledge receipt thereof to the same person at the same address.

Only amendments to the Tender Documents made through an Addendum will form part of the Tender Document.

**5. Inspection of Site**

Every tenderer is expected to inspect the site of the proposed work and acquaint himself with the site conditions approaches, availability of raw materials, geological and weather conditions etc. before quoting his rates. He must go through all the drawings, specifications and other tender documents. Any further clarifications in the drawings and documents can be had from the Architect on phone (Mr. Sunder Singh +91-9818970378). Submission of the tender shall be deemed to be due compliance with this clause.

**6.** This notice inviting tenders will form part of the tender document and the agreement executed by the successful tenderer.

For further information the tenderer may contact the undersigned at the above mentioned address.

Regards

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## **ANNEXURE-I**

### **1. Type of Contract**

Item Rate – Contract

The Contract shall be an item rate Contract. The Contractor shall be entitled to payment, in Indian Rupees, of no more than the Contract Price as stated in the Letter of Award, in consideration of the Work performed and completion of the Work. The Contractor understands and agrees that the amount payable is assessed on a measurable basis in accordance with the tendered rates. However, the Contract Price may be altered on account of a change order. The Contract Price shall include payment for the supply of all labour (including payment to his Sub-Contractors), equipment, materials, power, water, plant and machinery, tools, transportation, framework, scaffolding, all applicable taxes, duties, octroi, levies, royalties, fees, WCT & Service Tax, insurance premiums, contributions towards employees benefits including ESI and PF and funds, profits and all services and activities constituting the Scope of Work and profits defined in the General Conditions of Contract for all levels.

### **2. Taxes, Duties etc.:**

The Contract price/rates shall be deemed to include excise duty, sales tax/VAT including Sales Tax/VAT on Works Contracts, Service Tax, Octroi/ Entry Tax, all insurance cover and all other applicable taxes, duties and levies. FORE shall not entertain any claim whatsoever on this account and these rates shall remain firm during the currency of the project under what so ever reason, except statutory tax variations by the Govt. which should adjusted accordingly for increase or decrease as the case may be.

The Contractor shall also co-operate with and render all necessary assistance to the Owner to enable the Owner to avail of Mod vat facility and/or recovery of other indirect taxes, duties and the like.

**Note: All payments to the contractor shall subject to the deduction of TDS, WCT & such other statutory liabilities as may be imposed by any law in force during the currency of project. In case any sum has to be paid by FORE under any law for which the contractor is actually liable or which arises due to any action or default of the contractor then such sum shall be deducted from the contractor's dues.**

### **3. Schedule of Quantities**

The quantities given in the Schedule of Quantities are provisional and are meant to indicate the intent and provide a uniform basis for tendering. The Contractor shall be paid for the actual quantity of work executed by them in accordance with the contract documents at the Contract Rates. Client/Site Engineer reserves the right to increase or decrease any of the quantities or to totally omit any items of work and the Contractor shall not claim any extra or damages on these grounds. Any error in description or in quantity or omission of item in the Schedule of Quantities shall not vitiate this contract but shall be deemed to be a variation required by Site Engineer.

### **4. Separate contracts**

FORE reserves the right to award other contracts in connection with the works. The Contractor shall give other Contractors reasonable opportunity for the introduction and storage of their materials and the execution of their work, and shall properly connect and coordinate its work and theirs. If any part of the Contractor's work depends on proper execution or results upon the work of any other Contractor, the Contractor shall inspect and promptly report to the Site Engineer any defects in such work that render it unsuitable

for such proper execution and results. Its failure to inspect and report shall constitute an acceptance of the other Contractor's work as fit and proper for the reception of its work, except as to the defects which may develop in the other Contractor's work after execution of the work.

## **CARE OF WORKS**

### **5. Setting Out**

The Contractor shall be responsible for the true and proper setting out of the works at their expense in relation to reference points, lines, and levels given in the drawing or furnished by the Site Engineer in writing and for the correctness of the positions, levels, dimensions and alignment of every part of the works. If any error in setting out is noticed at any stage, the Contractor shall, at their own cost, rectify such errors to the satisfaction of the Site Engineer.

### **6. Nuisance**

The Contractor or his laborers shall not at any time do, cause or permit any nuisance on the Site or do anything which shall cause unnecessary disturbance or inconvenience to the others working on or near the Site and to the public generally, those persons held responsible will not be allowed to work in the project.

Contractor should follow the instruction of Engineer for work progress as the site is very sensitive and work may be completed in phases.

### **7. Lighting & Water**

The Contractor shall provide and maintain at their cost all lights, fans, guards, fencing and watching, when and where necessary or as directed by the Site Incharge, for the protection of works, materials, plant, equipment etc. Any loss or damage caused to the materials procured by the Contractor shall be to their account. Deduction for electricity @1% to be deducted on the total bill. Client should provide the single point outlet for the electricity & water supply, further distribution will be done by the contractor.

### **8. Contractor to Keep Site Clean/ House Keeping**

During the progress of the Works, the Contractor shall keep the Site clean and reasonably free from all necessary obstructions and shall store or dispose of any Constructional plant and surplus materials, wreckage, rubbish or Temporary Works no longer required. If the Contractor is found to be lagging in good housekeeping practice at site, the Site Incharge/ **FORE** will get the debris cleared / cleaning carried out by some other agency and recover cost of the same from the defaulting Contractor.

Contractor should be very careful while the demolition of the wall & other things, if any services line or any other part of the building gets damaged by the contractor person. The contractor will repair that part on urgent basis & no payment shall be made for that work from Client.

### **9. Storage of Materials:**

All materials and equipment brought on to the Site shall be stored in acceptable proper way by the Contractor only at places approved by the Site Incharge. Storage and safe custody of materials and equipment shall be the responsibility of the Contractor, in order to protect the material from:

- a. Rusting
- b. Getting mingled with earth
- c. Setting of Cement.

## 10. Clarifications

If contractor seeks any clarification from client, he should inform the same in written 15 day prior to start of the work.

Any extra item which not mentioned in the BOQ should be inform 15 days prior to work along with the analysis or rates & sample.

### 1. Method of Measurement

The Works shall be measured net, notwithstanding any general or local custom, as per the method of measurement set out in the CPWD Specifications - 2009 Volume I & II and items not covered by the CPWD Specifications, shall be measured as per IS:1200 - Method of Measurement of Building Works (respective part). The Client/Site Engineer reserves the right to get the measurements checked/ audited by an independent agency and in such case the claim as settled by **the FORE** shall be final and binding. In addition, **FORE** reserves the right to impose suitable penalties on the Contractor if it is detected that such claims are based on willful intent.

### 2. Defect Liability Period

The defect liability period of the project will be 6 months from the date of completion.

### 3. Payments:

The Contractor shall, as specified in the schedule of fiscal aspects of the tender submit interim bills showing the value of the work executed in accordance with the Contract based on the measurements recorded in the measurement books.

- I. Mobilization amount of 10% will be paid along the LOI.
- II. An amount of 10% will be paid against the material delivery on site.
- III. The Site Incharge shall evaluate the quantity of work executed at site and approve the quality of materials, equipment and workmanship and adherence to the details as per drawings, specifications.
- IV. Payment for items of work, which is partly completed, shall not be allowed except for material at site payment if allowed.
- V. All interim payments being call as R/A bills shall be treated as payments by way of advances against final payment and not as payments for the work done or be considered as an admission of the due performance of the Contract. No R/A will be entertained before 30 days.

The payment shall be made to contractor after 15 days from the submission of Bill.

### 4. Final Bill

Not later than 10 days after the Completion of work , the Contractor shall submit to Client, final bill with supporting documents showing in detail the value of work done in accordance with the Contract, the payments received by them and other recoveries/ deductions to be effected from the Contractor. Within 20 days of the receipt of final bill and all information reasonably required for verification of the final bill, the Site Engineer shall approve and render a certificate to **FORE** that he has satisfied themselves that the work executed is as per Contract specifications and to their satisfaction. **FORE** shall subsequently release the payment to the contractor after it's through verification within 15 days after receiving the payment certificate from Site Engineer.

**Note Contractor must take virtual compilation certificate along with the final payment.**

## **5. Retention Money**

A Deduction 5% of on each R/B will be deducted as retention money, which will be release after the completion of defect liability period.

## **6. Time Limit**

The work shall be finished in a period of 60 days from the issue of the LOI. If work extends beyond this time limit the contractor shall be pay the penalty of Rs.1000/- per day. (NOTE: If the work shall be stop by the client those days will be provided extra to the contractor.)