



Central Soil Salinity Research Institute

Regional Research Station

Canning Town, South 24 Parganas, West Bengal-743 329 (INDIA)



Tender Enquiry No. : CSSRI/Cng/12(2)/ 11-12/

Date : 31.1.12

INVITATION OF QUOTATIONS FOR RENOVATION OF GUEST HOUSE

Sealed quotations are invited for the above mentioned work in the Guest House of this Office under the **Terms & Conditions** mentioned below as per under mentioned specifications

Total Budget: Rs. 1,43,218 (apx.)

| Sl. No. | ** Description of Work | Qty. |
|---------|---|-----------|
| 1. | Demolishing lime concrete of the roof manually by mechanical means and disposal material within 50 m lead as per direction of the Authority 1:3:6 (Total 140 sqm x 0.05 m depth =7 cum) | 7.0 Cum |
| 2. | Providing and laying in position cement concrete of specified grade excluding the cost of centering and shuttering all works up to plinth level: 1:2: 4 (1cement:2 coarse sand: 4 stone aggregate 20 mm nominal size)140sqm X 0.05= 7 cum | 7.0 Cum |
| 3 | Removing dry or oil bound distemper, water proofing cement paint and the like by scraping, sand papering and preparing the surface smooth including necessary repairs to scratches etc. complete. (Inside) | 506 Sqm |
| 4. | Distemping with dry distemper of approved brand of reputed company of at least two coat to give an even shade. 366 m ² wall &140 m ² ceiling | 506 Sqm |
| 5 | Rubbing, cleaning and removing the existing paint of the Doors & Windows and then repainting of the same with synthetic enamel paint of approved brand of reputed company/ISI mark to give an even shade. At least two coat (on old work). 15 Panelled doors (0.76 X 2.14) X 2 sides = 48.79 sqm+5 Jali doors (0.76 X 2.14) X 2 sides = 16.26 sqm + 6 Jali windows (0.76X1.22) X 2 sides=11.13 sqm 20 Glazed windows (0.76 x 1.22) x1/2x2 side =18.55 sqm. Total = 94.73 sqm | 94.73 Sqm |
| 6 | Rubbing, cleaning & removing the existing paint of the GS sheet /grill & then repainting of the same with synthetic enamel paint of approved brand of reputed company /ISI mark to give an even shade. At least two coat (on old work) 20 Glazed windows (0.76 x 1.22)x2 side =37.10 m ² | 37.10 Sqm |
| 7. | Chipping of the R.C.C. roof | 140 Sqm |
| 8. | Providing & Laying polished vitrified floor tiles in different sizes with water absorption less than 0.08% & conforming to IS 15622 of approved make in all colors & shade. Fixing glazed/Ceramic/ Vitrified floor tiles with cement based high polymer modified quick set tile adhesive (Water based) conforming to IS :15477, using 5 kg. adhesive/sqm of tile area, in average 3 mm thickness. The work includes the shifting of furniture and any other materials and then to restore again in its original position. Size of tiles 60 X 60 cm. | 100 sqm. |

**** All the goods/supplies should of ISI mark or equivalent quality of reputed manufacturer**

TERMS & CONDITIONS FOR SUBMITTING QUOTATION & EXECUTING THE WORK:

1. The Tender format is obtainable from the Office or can be downloaded. Tenders shall be submitted in Tender Format on the printed pad of the firm accompanied by a DD (in favour of D.D.O., CSSRI, Canning and payable at SBI, Canning, Br. Code 1993) or the Xerox copy of the money receipt of Rs. 100/- paid in cash to the Office.
2. Each bidder must submit only one quotation in details item-wise in sealed cover. Quotation may be sent by post or dropped in the tender box available at this Office on or before **15.00 hrs. of 21st February, 2012** being the last date & time of submission of quotation. Quotation received after the scheduled date and time will not be accepted.
3. Each contractor has to deposit an Earnest Money of Rs. 3000/ (Rupees three thousand only) along with the quotation in the form of Demand Draft, drawn in favour of D.D.O., CSSRI, Canning and payable at State Bank

of India Canning Branch (Code No. 1993). The earnest money of all the bidders except the lowest two bidders will be refunded within 10 days of opening the quotations. The earnest money of the second lowest bidder to whom order was not placed will be refunded within 10 days of placement of order. The earnest money of any bidder will be forfeited if the bidder(s) denies/fails to execute the work after placing the work order by the authority.

4. Documents showing satisfactory credentials and experience of performing job of similar nature if any may be enclosed.

5. The validity period of the quotation should be at least 90 days from the last date of submission of the quotation.

6. The Competent Authority of the Institute has the right to accept/reject any tender/quotation without assigning any reason thereof and the decision of the Authority will be final and binding on the quotationer.

7. The evaluation of total cost would be done for all the items mentioned on the work sheet put together. The items for which no rates have been quoted would be treated as zero and the total amount would be computed accordingly. The Works Committee will award the contract to the responsive bidder whose total cost for all the items put together is the lowest

8. The contractor has to pay the Income Tax as applicable in the I.T. Act and the same will be deducted at source from his bills. The contractor is required to provide Bank A/C and PAN No. along with the quotation.

9. Bank charges if any will be borne by quotationer.

10. The contractor has to meet all other necessary requirements of Govt. taxes etc. as the case may be.

11. On receiving the work order the contractor will have to submit an acceptance letter within 7 days along with a deposit of additional amount in excess of the earnest money (if required) to fulfill 5% of order amount as security deposit. The security deposit will be retained for one year from satisfactory completion and the date of submission of final bill, failing which, it will be presumed that the contractor is not interested to execute the work and his earnest money will be forfeited. The order may then be placed to the second lowest quotationer.

12. The contractor in whose name the order will be issued must ensure from time to time that the work is being done properly and in time, otherwise his security money is liable to be forfeited and other actions as per rule may be taken against him. The losses incurred, if any, due to negligence on the part of the contractor are to be compensated by the contractor.

13. The contractor must in his own interest ensure that all the rules and sub rules of the labour laws including minimum wages Act are followed and he will be responsible for any lapse in this regard. The Institute will not under any circumstances be responsible for any lapse on the part of the Contractors in this connection.

14. If the contractor fails to complete the work as per the specification within the stipulated period, the order will automatically be treated as cancelled. The security deposit will be forfeited and no payment will be made for part supply/execution of work. The order may then be placed to the second lowest bidder.

15. If any time during the execution of the work, the contractor encounters conditions/circumstances beyond his control (which will be determined by the authority) hindering timely completion of the work, the contractor will promptly inform the Head of this office in writing the fact of the delay and the likely duration of the same. After receipt of communication from the contractor, the competent authority shall decide as to whether to cancel the contract after the existing stipulated period, or to extend the stipulated period suitably, by issuing an amendment to the contract. In all other cases for delaying the completion of work beyond the stipulated period the authority will deduct from the contract price, as liquidated damages, a sum equivalent to 0.15% of the contracted amount for each day of delay of completion of work which will be deducted from the final bill. The maximum limit of such deduction will however, be 5% (five percent) of the contract amount. The contract will automatically stand cancelled when the deduction limit crosses 5 % of the contract amount.

16. All the works should be done as per the normal accepted technical requirements and are to be done under strict supervision of the concerned officers of CSSRI, RRS, Canning Town. Normally no work will be done on holidays/beyond the office hours. However, the contractor may seek prior permission of the competent authority to work beyond the office hours whenever it becomes very urgent depending of the nature of the work.

17. Payment will usually be made within about 45-days after the submission of final bill on satisfactory completion of work by the specified time.

(Head)
RRS, Canning Town

TENDER FORMAT

(on letter head of the firm)

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| Receipt No./Demand Draft No. Date of Receipt/D.D. |
|--|

Subject:

Your Tender Enquiry No.:

Our reference:

Title of Work:

| Sl. No. | Brief description of goods /equipments /supply/work | Brief specifications of work | Quantity | Unit | Unit rate (₹) | Total amount (₹) |
|---------------------|---|------------------------------|----------|------|---------------|------------------|
| | | | | | | |
| Tax (if any) | | | | | | |
| TOTAL | | | | | | |

Gross total Cost: ₹ (in figures) (₹ (in words))

We agree to do the above work in accordance with the technical specifications for a total contract price of ₹ (in figures) (₹ (in words))

..... (in words) within the period specified in the Invitation for Quotations. The other necessary details of our firms are given below.

PAN No. (Xerox copy attached) :

Bank Account No.

VAT Registration No. (Xerox copy attached)

We also confirm the other terms and conditions:

Validity of quotation:

Payment terms:

Completion of works:

Others (if any):

We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in bribery.

Dated:

Signature of Supplier/Contractor
(Name and seal of the firm/supplier)