

NATIONAL INSTITUTE OF HYDROLOGY
(A Govt. of India Society under Ministry of Jal Shakti,
Department of Water Resources, RD & GR)
JALVIGYAN BHAWAN,
ROORKEE – 247 667 (UTTARAKHAND) INDIA
Tel: 91-1332-249-294/295

E-mail: purchaseofficer.nihr@gov.in; Website: www.nihroorkee.gov.in

Tender Notice No: 5(XVI)/2021/NIH/Pur-03

Dated: 07.02.2022

TENDER NOTICE

Sealed item rate tenders are invited in two bid System comprising Technical & Financial from Contractors/ Firms which are registered with CPWD/State PWD/ MES for the appropriate category & class including Registered contractors of NIH, Roorkee& having experience of building construction with IITs/PSUs/Autonomous Organization of the Central/State Government/any big and reputed private organization for the work detailed below:

Sl. No.	Name of Works	Estimated cost (in Rupees)	Tender Cost (in Rupees)	Time of Completion
1.	Fixing of aluminium grill and mosquito net on all windows of Institute's main building and Lab. Block-2, upto IInd Floor, NIH Roorkee	10,64,805/-	500+90=590/- (Including GST) Non-refundable	3 months

The tenders may be obtained from the Procurement Section in Administration on or before 28.02.2022 up to 3.00 PM and Technical Bids will be opened on the same day at 4.00 PM.

Director, NIH reserves the right to reject or accept any or all the tenders, partly or fully without assigning any reason. The NIT is also available on website: www.nihroorkee.gov.in.

PURCHASE OFFICER

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Institute reserves the right to cancel any or all tenders without assigning any reason.

Sl. No.	Name of Works	Estimated cost (in Rupees)	Tender Cost (in Rupees)	Time of Completion
1.	Fixing of aluminium grill and mosquito net on all windows of Institute's main building and Lab. Block-2, upto IIInd Floor, NIH Roorkee	10,64,805/-	500+90= 590/- (Including GST) Non-refundable	3 months

TERMS AND CONDITIONS

1. Complete Tender document is to be dropped in the Tender Box kept in the Office of Purchase Officer, NIH, Roorkee on or before **28.02.2022 up to 3:00 P.M.** Technical Bid shall be opened on **28.02.2022 at 4.00 P.M.** Firms/company/ agency/contractor or their authorized representative (in case of authorized representatives proper authorization letter must be brought for verification) who have responded to the tender(s) may be present, if they so wish, at the time of opening of the bid. Financial bids of qualified firms will be opened afterwards and date & time will be intimated to the qualified firms by e-mail/post/telephonically.
2. The complete tender is required to be submitted along with the dully filled Bid Securing Declaration Form (Annexure-A). Tender without dully filled Bid Securing Declaration Form shall stand rejected.
3. The tender form can be purchased from the office of Purchase Officer, NIH, Roorkee to only those Contractors/ Agencies who send a request application accompanied with a Bank Draft of Rs. 590/- in favour of National Institute of Hydrology, Roorkee. Application for the above tender be submitted to the Office of the undersigned up to 28.02.2022at **03:00 PM** and same shall not be entertained after due date and time. The tender form can also be seen and downloaded from our website www.nihroorkee.gov.in but the bid shall be accepted only with bank draft of Rs. 590/- in **favour of National Institute**

of Hydrology, Roorkee, payable at Roorkee as a part of the technical bid.

4. Eligibility Criteria and Experience Certificate of Govt. Offices/ Semi-Govt./ State Govt./ IITs/ PSUs / Autonomous Organization of the Central/State Government / PSUs & Reputed Private Organization :-

- a. Experience of having successfully completed similar works during the **last 7 years ending previous day of last date of submission of tenders.**

Three similar completed works costing not less than the amount equal to 40% of the estimated cost.

Or

Two similar completed works costing not less than the amount equal to 60% of the estimated cost.

Or

One similar completed work costing not less than the amount equal to 80% of the estimated cost.

5. Authentic Experience Certificate issued by the Officer of the Rank of not less than Executive Engineer/ Equivalent would be acceptable.
6. In case of private work the authenticated statement of TDS deduction by the client be enclosed with experience certificate as part of Technical Bid.

PURCHASE OFFICER

TenderNo:.....

Name of Firms:-.....

(A)

NATIONAL INSTITUTE OF HYDROLOGY

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Tender Notice No: 5(XVI)/2021/NIH/Pur-03

Dated: 07.02.2022

Technical Bid Form

For

Name of Work: Fixing of aluminium grill and mosquito net on all windows of Institute's main building and Lab. Block-2, up to IInd FloorNIH, Roorkee.

LAST DATE AND TIME FOR

- | | | | | |
|-----------|---|----------|--------------------|----------------|
| 1. | Receipt of Tenders
(Technical bid and financial bid) | : | 28.02.2022: | 3.00 PM |
| 2. | Opening of Bids
(Technical Bid) | : | 28.02.2022: | 4.00 PM |

Technical Bid Format
(A)
QUALIFYING INFORMATION

Please furnish the following information along with documentary evidence possible only in this format (as eligibility criteria)

The information to be filled in by the Bidder in the following pages will be used for purposes of Pre-qualification and submitted the supporting documents.

1.	Name of Bidder	
2.	Constitution of legal status of Bidder (In case of firm) Attach copy.	
3.	Place of Registration and Registration Number	
4.	(a) Year for Establishment of Firm	
	(b) Complete Address	
	(c) Email I.D.	
	(d) Contact Number	
5.	Principal place of business	
6.	Permanent Account Number	
7.	TIN/GST No.	
8.	Work performed as contractor (in the same name) on works of similar nature. Scope of work executed should be as follows:**	
9.	(a) Eligibility Criteria and Experience Certificate of Govt. Offices/Semi-Govt./ State Govt./IITs/PSUs/Autonomous Organization of the Central/State Govt./ PSUs & Reputed Private Organization	
	(b) Experience of having successfully completed similar works during the last 7 years ending previous day of last dated of submission of tender: Three similar completed works costing not less than the amount equal to 40% of the estimated cost OR Two similar completed works costing not less than the amount equal to 60% of the estimated cost. OR One similar completed work costing not less than the amount equal to 80% of the estimated cost.	

** Bidders should submit copy of satisfactory service/completion certificate as per the scope mentioned in RFP.

Sl. No.	Description of work	Date of Start	Date of Completion	Address/ Location/Name of the Client	Value of work completed done

If required separate sheet may be enclosed

10. Detail of Works in hand:

Sl. No.	Description of work	Date of Start	Date of Completion	Address/ Location/ Name of the Client	Cost of the work allotted	Cost of the work executed till date

If required separate sheet may be enclosed.

11. The list of Technical & Non-Technical Supervisor Staff required to deputed at site be enclosed separately.
12. Any other information highlighting the qualifying criteria, competency, credential and capability in handling building work.

Signature of Bidder with Seal

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INSTRUCTIONS FOR BIDDING

SUBJECT :Fixing of aluminium grill and mosquito net on all windows of Institute's main building and Lab. Block-2 up to IInd, NIH, Roorkee.

Sealed tenders are hereby invited from resourceful, financially sound and competent civil contractor/agencies/ firms for the work as stated above in two bid system as given below:

- (A) Technical Bid Form
- (B) Financial Bid Form

It may be noted that tenders should be submitted in the above (enclosed) forms as two separate bids, i.e. (A) Technical Bid, and (B) Financial Bid. Both the bids should be sealed in separate third envelop super-scribing the name of the work and bidding agency.

(A) TECHNICAL BID or (B) FINANCIAL BID

The envelope should be addressed and sent to the "Purchase Officer, National Institute of Hydrology, JalvigyanBhawan, Roorkee - 247 667 (U.K.)" so as to reach on due date and time. Tenders received after the due date for whatsoever reason, including postal delays, shall not be considered any circumstance.

Tender Forms along with terms and conditions, can be obtained from the office of Purchase Officer, National Institute of Hydrology, Roorkee on any working day from 10.00 a.m. to 5.00 p.m. on producing the receipt of depositing of Rs. 590/- in cash in the Institute Treasury or with a non-refundable bank draft of Rs. 590/- (Rupees five hundred Ninety only) in favour of "National Institute of Hydrology, Roorkee", payable at Roorkee or it can be downloaded from our website www.nihroorkee.gov.in. The tender documents completed in all aspect, should reach the office of Purchase Officer, NIH within the stipulated date and time. The Institute will not be responsible for any postal or any other delays.

After first verifying, the "Technical Bids" shall be opened at 28.02.2022 at 4.00 P.M. in the office of the Chairman, Tender Opening Committee, in the presence of the representatives of the bidding agencies, who wish to be so present. No separate communication will be made in this regard. The technical bids shall be evaluated on the basis of credentials and eligibility criteria on the basis of which the bidders would be short listed for prequalification for the opening of the Financial Bid.

The bidders should be prepared to visit Roorkee for this purpose at short notice. Any additional information needed by the Institute to evaluate the professional capabilities of the bidding firm(s) shall have to be submitted by the concerned firm(s).

The "Financial Bids" of only the short listed/prequalified firms shall be opened subsequently for which separate information would be given either through email/telephonically/post.

It may also be noted that the tender bids received after the stipulated date and time or found incomplete and the tender bids containing false/incorrect information shall be summarily rejected. The Institute shall not entertain any communication in this regard, whatsoever.

The Director, NIH, Roorkee reserves the right to reject any tender or all the tenders or accept them in part, or reject the lowest tender, without assigning any reasons thereof.

SCHEDULE "D"

Name of work : Fixing of aluminium grill and mosquito net on all windows of Institute's main building and Lab. Block-2up to IInd Floor, NIH, Roorkee.

DECLARATION

1. (A) I/We hereby declare that I/we (Name)_____ have no other business relations with the Institute.

OR

Have the following other association with the Institute.

2. (A) Have no relatives or connection by marriage on the staff of the Institute.

OR

(B) Have the following relatives or connection by marriage on the staff of the Institute.

Name	Relationship	Designation	Office in which Posted

Signature and full address of the contractor /contractors

Note: Stick out (a) or (b) of each of the above declaration which is not applicable.

UNDER TAKING

(ON A NON JUDICIAL STAMP PAPER OF Rs.100/-)

Name and Address of the firm/company/Agency/contractor

.....
.....
.....

Name of the tender.....
.....

Due date:

Sir,

1. I/We hereby agree to abide by all terms and conditions laid down in tender document.
2. This is to certify that I/We before signing this bid have read and fully understood all the terms and conditions and instructions contained therein and undertake myself/ourselves abide by the said terms and conditions.
3. The information given in the tender is correct and best to my knowledge.

I/we agree to the forfeit of the earnest money deposit and performance deposit by me in connection with this tender, if I fail to comply with any of the terms and conditions mentioned in the tender document.

(Signature of the Bidder)

Name and Address of the Bidder.

Telephone No.....

Check List

The following documents (in same order), must be furnished and attached along with the "Technical Bid" :-

Sl.No.	Particulars
1.	E.M.D. as stated above. (in a separate envelope super scribed "EMD")
2.	Tender Form Fee (only in case of downloaded tender form) as stated above. (in a separate envelope super scribed "Tender Form Fee")
3.	Copy of Registration/Enlistment letter of the firm/company/agency.
4.	Copy of affidavit duly notarized regarding proof of proprietor (in case of Proprietorship firm).
5.	Copy of valid PAN Card.
6.	Copy of valid TIN/GST No.
7.	Eligibility Criteria and Experience Certificate of Govt. Offices/Semi-Govt./State Govt./IITs/PSUs/Autonomous Organization of the Central/State Government/PSUs & Reputed Private Organization.
	Experience of having successfully completed similar works during the last 7 years ending previous day of last dated of submission of tenders: Three similar completed works costing not less than the amount equal to 40% of the estimated cost. OR Two similar completed works costing not less than the amount equal to 60% of the estimated cost. OR One similar completed work costing not less than the amount equal to 80% of the estimated cost.
8.	All the pages of the tender document should be signed including Technical and Financial Bids, Schedule C&D etc.
9.	Any other document as may be necessary in connection with the job tendered for, including certificate of
10.	Experience and list of clients (with address) where presently services are provided.

Name of Firms:-.....

(B)

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Financial Bid Form

For

Name of Work: Fixing of aluminium grill and mosquito net on all windows of Institute's main building and Lab. Block-2up to IInd, NIH, Roorkee.

Note : **Financial Bids of qualified firms will be opened afterwards and date will be intimated to qualified firm. (Opening date & time shall be informed to only the short listed prequalified bidder)**

OTHER TERMS AND CONDITIONS:

1. The work must be completed and finished in accordance with the scope of work, specifications and terms and conditions of the contract document on or before Three (3) calendar months from the date of receipt of the order to commence work.
2. The rates shall be inclusive of GST and other taxes of any nature. Bidder should keep in to consideration all fluctuations in market rate and no claim be entertained due to any such variation prior to the acceptance of tender and or during currency of the contract.
3. The quantities given in the statement of bill of quantity are liable to the variations and the contractor shall be bound to execute the changed quantities at his tendered rates without entitling him to any compensation whatsoever. However, in case of increase of quantities of work, suitable extension of time limit for completion of work can be granted on the basis of justified reasons.
4. Tender shall remain open for acceptance for a period of three months from the date of opening the tenders.
5. The rates shall be written in figures & words and shall be in English or in Hindi and should be free from errors and over-writing. All cancellations and insertions shall be duly signed by the tenders. In case of discrepancy between the rates written in words and figures, the rates written in lower side shall be considered
6. All rates shall be quoted on the blank form of the tender documents only. Tenders with rates quoted in Plain paper are liable to be rejected.
7. Institute reserved the rights to reject any or all tenders, accept part of any tender without assigning any reason thereof. If a part of the work is allotted, the bidder shall have to sign the contract bond for the part Work allotted to him. If the bidder refuses to accept part work so allotted his earnest money shall be forfeited unless it has been clearly specified in the tender that part work shall not be acceptable to him.
8. Unless the person whose tender is accepted sign within 7 days after he is required to do so, the earnest money deposited to him with that tender will be forfeited and acceptance of his tender withdrawn
9. On acceptance of the tender the name of the accredited representative of the contractor who would be responsible for taking instructions from the Engineer In-charge shall be communicated to the Office calling for tenders.
10. **Defect liability period for this work would be six Months from the date of successful completion of the work.**
11. The bidder will be asked to deposit security amount on account of defect liability over the face value of agreements as given below at the time of entertaining in to the agreement in the shape of as mentioned in condition No.6 above:-
 - a. In the case of works estimated to cost uptoRs. 1.00 lacs ,10% of the estimated cost.
 - b. In the case of works estimated to cost more than Rs. 1.00 lac and uptoRs. 2.00 lacs to 10% on the first 1.00 lac and 7.5% on the balance.
 - c. In the case of works estimated to cost more than Rs. 2.00 lacs to 10% on first Rs. 1.00 lac, 7.5% on the next Rs. 1.00 lac and 5% on the balance.
12. Challan for payment of GST should be provided by the contractor.
13. Contractor should be responsible for all GST compliances and liabilities in respect of Tender and Award of the work.
14. 100% payment will be made after satisfactory completion of work report/certificate from Indenting Division as per Rule No. 139(vii) of GFR – 2017 and submission of Security Deposit as per tender conditions by the Contractor.
15. No running payment will be made.

16. Stamp duty will be payable by the contractors as per rules.

PURCHASE OFFICER

Name of Work : Fixing of aluminium grill and mosquito net on all windows of Institute's main building and Lab. Block-2 up to IInd Floor, NIH, Roorkee

S. N.	Code. No.	Particular	Qty	Rate	Amount
1.	21.1	Providing and fixing aluminium frame 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, mitered and jointed mechanically wherever required including cleat angle, Aluminium snap beading for glazing / panelling, C. P. brass / stainless steel screws, all complete as per architectural drawings and the directions of Engineer-in-charge. (Glazing, panelling and dash fasteners to be paid for separately): For fixed portion. 21.1.1.2 Powder coated aluminium (minimum thickness of powder coating 50 micron).	1680 kg		
2.	21.17	Providing and fixing powder coated aluminium grill of approved design/pattern, with approved Standard section and fixed to the existing window frame with C. P. brass/ stainless steel screws @ 200 mm centre to centre, including cutting the grill to proper opening size for fixing and operation of handles and fixing approved anodized aluminium standard section around the opening, all complete as per requirement and direction of Engineer-in-charge. (Only weight of grill to be measured for payment).	260 kg		
3.	NSR	Supply & fixing SS Mosquito net on windows, up to II nd floor including all material, labour T&P, scaffolding etc. complete	2712 sq. feet		
		Total Rs.			

Bid Securing Declaration Form

Date: _____

Tender No. _____

To: [insert complete name and address of the purchaser]

I/ We, the undersigned, declare that:

I/We understand that, according to your conditions, bids must be supported by a Bid-Securing Declaration.

I/We accept that I/We may be disqualified from bidding for any contract with you for a period of one year from the date of notification if I am/We are in a breach of any obligation under the bid conditions, because I/We

- (a) have withdrawn/modified/amended, impairs or derogates from the tender, my/our Bid during the period of bid validity specified in the form of Bid; or
- (b) having been notified of the acceptance of our Bid by the purchaser during the period of bid validity (i) fail or reuse to execute the Contract, if required, or (ii) fail or refuse to furnish the Performance Security, in accordance with the instructions to bidders.

I/We understand this Bid Securing Declaration shall cease to be valid if I am/we are not the successful Bidder, upon the earlier of (i) the receipt of your notification of the name of the successful Bidder; or (ii) thirty days after the expiration of the validity of my/our Bid.

Signed : (insert signature of person whose name and capacity are shown)

In the capacity of (insert legal capacity of person signing the Bid Securing Declaration)

Name : (insert complete name of person signing the Bid Securing Declaration)

Duly authorized to sign the bid for and on behalf of: [insert complete name of Bidder]

Dated on _____ day of _____, _____ [insert date of signing]

Corporate Seal (where appropriate)

[Note: In case of a Joint Venture, the Bid-Securing Declaration must be in the name of all partners to the Joint Venture that submits the bid.]