



INDIAN INSTITUTE OF SCIENCE EDUCATION AND RESEARCH (IISER), TIRUPATI

**C/o. Sree Rama Engineering College, Rami Reddy Nagar, Karakambadi Road,
Mangalam, Tirupati-517 507.**

TENDER DOCUMENT

VOL-1

**NAME OF WORK : AUGMENTATION OF BOARD ROOM, GRANITE FLOORING, WORK AT FLAG POST,
CONCRETE FLOORING WORK WITH ROOFING FOR PATHWAY AND ALLIED MISCELLANEOUS WORKS AT
IISER TIRUPATI TRANSIT CAMPUS.**

NIT NO. 2/IISER/ TIRUPATI /PE/2017

DATE OF SUBMISSION OF TENDER: 24/07/2017 UP TO 15 00 HRS

Bids to be submitted:

**To
The Director, IISER Tirupati,
C/o. Sree Rama Engineering College,
Rami Reddy Nagar,
Karakambadi Road,
Mangalam,
Tirupati-517 507**

INDIAN INSTITUTE OF SCIENCE EDUCATION AND RESEARCH (IISER) TIRUPATI

NOTICE INVITING TENDER

Engineer In-Charge on behalf of Director IISER Tirupati , Indian Institute of Science Education and Research, Tirupati invites item rates bids from approved and eligible contractors registered with CPWD, Andhra State PWD, MES departments and Railways in composite category / civil works Or Reputed agencies in interior civil work category and found eligible as per clause 2 of NIT

NAME OF WORK : AUGMENTATION OF BOARD ROOM , GRANITE FLOORING WORK AT FLAG POST , CONCRETE FLOORING WORK WITH ROOFING FOR PATHWAY AND ALLIED MISCELLANEOUS WORKS AT IISER TIRUPATI TRANSIT CAMPUS.

NIT No. : 2 /2016-17/ IISER/PE/Tirupati

Estimated cost put to tender	:	Rs. 22 Lakhs
Period of completion	:	2 (Two) months
Bid security/ EMD	:	Rs 44,000/-
Last date & time of application and issue	:	up to 16.30 Hours on 21 /07/2017
of tender document.		
Last date & time of submission		
of tender	:	up to 15.00 Hours on 24 /07/2017
Time & date of opening of		
Tender	:	At 15:30 Hours on 24/07/2017

2. a. The applicant should be Civil Contractor of appropriate Class and eligible contractors registered with CPWD, Andhra State PWD, MES departments and Railways in composite category / civil works category. Tenders forms will only be issued to the eligible registered contractors on production of notarized copies of the registration certificate.

Reputed Interior contractors with similar works experience in Interior civil , wood work , glass partition works , plumbing works inside building of minimum three works of 9 lakh each or minimum two works of 14 lakhs or minimum one work of 18 lakhs. One work should be executed with direct with Central or state Government organization.

Similar works means “ Interior works including wall paneling , glass partition works , Sanitary works , Fabrication work and Aluminum door and window, false ceiling works,vitrified and

ceramic flooring/dado works inside the building” Separate cost towards these similar works to be worked out and mentioned in tender in the application.

b. Should have had an average annual financial turnover of Rs. 10 lakhs in civil and interior works during the immediate last three consecutive financial years ending 31st March 2017.

c. Should not have incurred any loss in more than two year during the last five year ending 31st March 2017. Audited Profit loss statement to be submitted by applicant.

d. Should have solvency of Rs 10.00 lakhs certified by a Scheduled Bank and obtained not earlier than three months before the date of submission of Bid.

3. The time allowed for carrying out the work will be 2 (**Two**) **month** including monsoon period from the date of start as defined in schedule ‘C’ or from the first date of handing over of the site, whichever is later, in accordance with the phasing, if any, indicated in the tender documents.

4. The bid shall be submitted in the original bid document (as issued by the IISER, Tirupati) super scribing the name of work as specified below clause.

5. Submission of Bid Documents

The bid submitted by the Bidder shall comprise the following in Main single envelop,

Envelope 1 -Bid security

Envelope 2 –Commercial documents (All tender documents issued by IISER in Original)

All the envelopes should be sealed & super scribed with appropriate Envelope number, Tender Name and number with heading as defined above in clause 1

6. The Director, Indian Institute of Science Education & Research, Tirupati shall be the “Accepting Authority" hereinafter referred to as such for the purpose of this Contract.

Bidding documents may be purchased from the office of The Engineering In charge , IISER Tirupati, C/o. Sree Rama Engineering College, Rami Reddy Nagar, Karakambadi Road, Mangalam, Tirupati-517507 from **14 -7-2017 to 21-7-2017 between 10 00 Hrs to 16 30 Hrs** by paying a non-refundable fee of **Rs. 500/-** (Rupees Five Hundred only) in the form of pay order or Demand Draft of any Scheduled Bank , payable at Tirupati in favour of The Director, IISER Tirupati. Interested Bidders may obtain further information at the same address or on telephone No 0877-2500207/2500400 fax- 0877-2500250 or email – iiseroffice@iisertirupati.ac.in

8. The agency shall have valid GST/PAN/TAN/ESIC/PF numbers/certificates. Quoted rates shall including all taxes , duties , GST etc. complete.
- 9 Tenders forms will be issued to eligible contractors subjected to followings conditions.
 - 9.1 The enlistment of the contractors should be valid on the last date of sale of tenders. Bidder should apply with complete documents as specified in NIT for issue of tender document , reports of litigation from other departments , in-complete work status report or disputes with department will summarily reject tender application for issue of tender document. To assist in the examination of bidder submission for issue of tender , IISER Tirupati may ask bidder to produce document/s regarding completed/ongoing works.
 - 9.2 In case only the last date of sale of tender is extended, the enlistment of contractor should be valid on the original date of sale of tenders. In case both the last date of receipt of application and sale of tenders are extended, the enlistment of contractor should be valid on either of the two dates i.e. original date of sale of tender or on the extended date of sale of tenders.
 - 9.3 Proof of latest submission of Income Tax returns for the current financial year as on 31/03/2017.
10. Bids must be accompanied by bid-security (Earnest Money Deposit) amount specified for the work in **clause 11** payable at Tirupati and drawn in favour of The Director IISER Tirupati Bid Security shall have to be valid for 90 days beyond the validity of the bid. The bid shall be submitted in the original bid document (as issued by the IISER, Tirupati) super scribing the name of work as specified above.

11 Bid Security,

11.1 The bid shall be accompanied by bid security amount of **Rs 44,000/-** (Rupees Forty Four Thousand only)The bid security amount may be paid in any one of the following forms:

- a) Deposit at call receipt of a Scheduled Bank Guaranteed by RBI, duly pledged in favour of The Director, IISER Tirupati payable at Tirupati.
- b) Demand draft of any Scheduled Bank, drawn in Favour of The Director, IISER Tirupati payable at Tirupati.
- c) A part of earnest money is acceptable in the form of bank guarantee also. In such case, 50% of earnest money or Rs. 20 lakhs whichever is less, will have to be deposited in shape prescribed above, and balance in shape of irrevocable Bank Guarantee from a Scheduled Bank and shall be valid 90 days after the validity of the offer (as per standard proforma attached).

11.2 Bid Security of unsuccessful Bidders will be returned to them within 90 days from the date of acceptance of bid of the successful Bidder.

11.3 The Bid Security may be forfeited, if

- a) The Bidder withdraws / modifies his Bid or any item thereof after opening of bid.
- b) The successful Bidder fails within the specified time limit to commence the work.

12 The Document duly completed and signed shall be submitted in sealed cover. The sealed cover super-scribed Tender Document for the work of **“Name of work : Augmentation of board room , granite flooring work at flag post , concrete flooring work with roofing for pathway , and allied miscellaneous works at IISER Tirupati Transit Campus.”**. Sealed Bids must be dropped in the Tender box at IISER Tirupati transit campus , C/o. Sree Rama Engineering College, Rami Reddy Nagar, Karakambadi Road, Mangalam, Tirupati-517507 on **24 07 2017** between **10:00 hrs to 15:00 hrs**. The bid, will be opened on the same day at **15:30 hours**, in the presence of the Bidders who wish to attend. If the office happens to be closed on the date of receipt of the bids as specified, the bids will be received and opened on the next working day at the same time and venue. Bidder who wishes to attend tender opening must carry a valid identity proof certifying his designation with said firm.

13 Cost of Bidding: The Bidder shall bear all costs associated with the preparation and submission of his Bid, and the IISER, Tirupati will in no case be responsible and liable for these costs.

14 ***Site visit***

14.1 The Bidder should inform IISER Tirupati in advance about the proposed site visit.

14.2 Intending bidders, at their own responsibility and risk are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their bids as to the nature of the ground and sub-soil (so far as is practicable), the form and nature of the site, the means of access to the site, the accommodation they may require and in general shall themselves obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect their bid. A bidder shall be deemed to have full knowledge of the site whether he inspects it or not and no extra charge consequent on any misunderstanding or otherwise shall be allowed. The bidder shall be responsible for arranging and maintaining at his own cost all materials, tools & plants, water, electricity access, facilities for workers and all other services required for executing the work unless otherwise specifically provided for in the contract documents. Submission of a bid by a bidder implies that he has read this notice and all other contract documents and has made himself aware of the scope and specifications of the work to be done and of conditions and rates at which stores, tools and plant, etc. (if any specified) will be issued to him by the IISER Tirupati and local conditions and other factors having a bearing on the execution of the work.

14.3 No land space inside IISER Tirupati campus shall be made available to the contractor for labour camps. The contractor has to make suitable arrangement for labour camps if required at his own cost and nothing extra shall be payable on this account.

14.4 It may be noted that works of other agencies are also in progress and work is required to be undertaken in co-ordination with already working agencies.

14.5 The costs of visiting the Site shall be at the Bidders' own expense. Any report shared at the site, by the IISER is subject to verification by the contractor. Any deviations of information in the report and the actual site will not be the responsibility of the IISER.

15 Content of Bidding Documents

- 15.1 Submission of a bid by a Bidder implies that he has read this notice and all other contract documents and has made himself aware of the scope and specifications of the work to be executed and local conditions and other factors having a bearing on the execution of the works.
- 15.2 The Bidder shall submit the Bid, which satisfies each and every condition laid down in the bid documents, failing which, the bid is liable to be rejected.
- 15.3 The Bid shall contain no alterations or additions or overwriting, except those to comply with instructions issued by the IISER, Tirupati, or as necessary to correct errors made by the Bidder in which case such corrections shall be initialed by the person or persons signing the bid. Use of correction fluid is not permitted.
- 15.4 This Notice Inviting Tender shall form part of the Contract document.
- 15.5 The documents listed below comprises one set of bid document,
- a) Notice Inviting Tender
 - b) Item rate tender & Contract of Works
 - c) General Conditions of Contract
 - d) Special Conditions of Contract
 - e) Safety Code for Contract Work
 - f) Technical Specification
 - g) Schedule of Drawings and List of Specifications
 - h) Formats of various contractual documents as applicable viz: Bid Security, / Consortium Agreement, Advance Payment Guarantee, Performance Guarantee etc.
 - i) Schedule of Quantities.
- 16 Amendment of Bid Documents
- 16.1 Before the deadline for submission of bids, the IISER Tirupati may modify the bidding documents by issuing addenda.
- 16.2 Any addendum so issued shall be part of the bid documents as well as Contract document and shall be communicated in writing or by email / fax to all the purchasers of the bidding documents. Prospective Bidders shall acknowledge receipt of each addendum by email / fax to the IISER, Tirupati. Original addendum issued by IISER, Tirupati duly signed should be submitted along with tender documents.

17 Bid Validity

17.1 The bids submitted shall remain valid for acceptance for a period of 90 days from the date of opening of the bid. If any bidder withdraws his tender before the said period or issue of letter of acceptance, whichever is earlier, or makes any modifications in the terms and conditions of the tender which are not acceptable to the IISER, Tirupati, then the IISER, Tirupati shall, without prejudice to any other right or remedy, be at liberty to forfeit 50% of the said earnest money as aforesaid. Further the bidder shall not be allowed to participate in the re-tendering process of the work.

18 Bid Opening

18.1 On the due date and time as specified in clause 12. IISER, Tirupati will first open envelope containing EMD of all bids received in the presence of the Bidders or their representatives who shall choose to attend. In the event of the specified date for Bid opening being declared a holiday by the IISER, Tirupati, and the Bids will be opened at the appointed time and location on the next working day.

18.2 If all Bidders have submitted unconditional Bids together with requisite Bid security, then all Bidders will be so informed then and there. Conditional bid shall be rejected. If any Bid does not contain Bid security in the manner prescribed in the Bid documents, then that Bid will be rejected and the Bidder informed accordingly & The bid will be returned to him without opening. All other valid Bids shall be considered for further process.

18.3 The Bidder's name, the Bid prices, any discounts and such other details as the IISER, Tirupati may consider appropriate, will be announced by the IISER, Tirupati at the time of opening.

19 *Clarification of Bids*

19.1 To assist in the examination and comparison of Bids, the IISER, Tirupati may, at its discretion, ask any Bidder for clarification of his Bid, including breakdown of unit rates. The request for clarification and the response shall be in writing or by email / fax, but no change in the price or substance of the Bid shall be sought, offered, or permitted except as required to confirm the correction of arithmetic errors discovered by the IISER, Tirupati in the evaluation of the Bids.

19.2 No Bidder shall contact the IISER, Tirupati on any matter relating to his bid from the time of the bid opening to the time the contract is awarded.

19.3 Any effort by the Bidder to influence the IISER's bid evaluation, bid comparison or contract

award decisions, may result in the rejection of his bid.

20 Indian Institute of Science Education and Research Tirupati, does not bind itself to accept the lowest or any other bid, and reserves the right to reject any or all of the tenders received without assigning any reasons. Bids in which any of the prescribed conditions are not fulfilled or any conditions including that of the conditional rebate put forth by the bidder shall be summarily rejected.

21 If the Bid of the successful Bidder is seriously unbalanced in relation to the Engineer- in-charge or his representative's estimate of the cost of work to be executed under the contract, the IISER, Tirupati may require the Bidder to produce detailed rate analysis for any or all items of the Bill of Quantities, to demonstrate the internal consistency of those rates with the implementation/construction methods and schedule proposed.

22 Award Criteria

The IISER, Tirupati shall award the Contract to the Bidder whose evaluated offer / bid has been determined to be the financially lowest and is substantially responsive to the Bidding Document, provided further that the Bidder is determined to be qualified to execute the Contract satisfactorily. The Board of Governors of IISER reserves the right to accept or reject any application and to annul the pre-qualification process and reject all applications at any time, without thereby incurring any liability to the affected applicants or specifying the grounds for the Employer's action.

23 The contractor whose tender is accepted will be required to furnish performance guarantee of 5% (Five Percent) of the tendered amount within the period specified in Schedule F. This guarantee shall be in accordance with the prescribed form. In case the contractor fails to deposit the said performance guarantee within the period as indicated in Schedule 'F'. including the extended period if any, the Earnest Money deposited by the contractor shall be forfeited automatically without any notice to the contractor and without prejudice to any other right or remedy.

24 *Disclosures*

Any change in the constitution of the contractor's firm, where it is a partnership firm, as declared in the prequalification documents submitted by the bidders at the time of submission of pre-qualification documents, should be disclosed to the IISER, Tirupati, at any time between the submission of bids and the signing of the contract.

Engineering In charge
For & on behalf of the Director, IISER Tirupati