



No. REWARD\_IISWC\_KPT\_2022-23/202

Dated: 10/02/2023.

- A. Last date of receipt of quotation at the Centre is at 13.00 hrs on **27/02/2023**.  
 B. Quotations to be opened at 15.30 hrs on **27/02/2023**.  
 C. Quotation to remain open for acceptance upto 90days from the date of opening.

To .....

**Sub:-** Limited quotations are invited for **“Renovation of Conference hall wall panel etc”** - reg.

Dear Sir,

Sealed Limited Tender/Quotations are invited for **Renovation of Conference hall wall panel etc at ICAR-IISWC, RC, Main Office building, Sunabeda** as per following detailed scope of works:-

S#	Particulars	Qty.	Unit
1	Removing existing 12mmthick water proof ply from wall lining including wooden beadings	Sqf	1100
2	Dismantling of existing fixtures and refixing after wall paneling with proper provision filling of holes and gaps exists indoor and outdoor etc.		
	a. Air conditioners	Nos.	4
	b. PA system with speaker	Nos.	4
	c. Interactive panel with camera	Nos.	1
	d. Window Blinds	Nos.	6
3	Providing and fixing 3mm thick <b>Aluminum Composite Panels (ACP)</b> in under Wall lining with <b>Aluminum square pipe (size:1”X2”)</b> with a gap of 24” between each panel alongwith necessary screws and pasting materials etc. with approved standard materials and specification. (Sample of all materials to be used to be got approval from the Head / Officer in charge)	Sqf	1100
4	Providing & replacing of old existing old piano type switch board for lights and fans with modular type including modulate regulator as per requirement including switch boards: (Sample of all materials to be used to be got approval from the Head / Officer in charge)		
	a. 5A switch	Nos.	42
	b. 5A socket	Nos.	8
	c. 16A switch	Nos.	6
	d. 16A socket	Nos.	6
	e. Fan regulators	Nos.	12

5	Providing & replacing of old existing old industrial type AC socket with modular type MCB as per requirement	Nos.	4
6	Providing & replacing sealing light with Branded LED type luminaries size: 11" x 11" (square) as per requirement (Sample of all materials to be used to be got approval from the Head / Officer in charge)	Nos.	17
7	Renovation of windows by fixing with following (including cutting, finishing and removing existing MS windows): 2T2P sliding, Glass:5mm clear toughened Reinforcement:1.2mm thick (full) Frame joint: Welded Colour: White Shutter handle type: 2 touch lock		
a.	Window size: 49.5sqf	Nos.	2
b.	Window size: 16.5sqf	Nos.	1
c.	Window size: 66sqf	Nos.	2
d.	Window size: 18sqf	Nos.	1

In case your firm is in a position to execute the above work, kindly send your quotation in sealed envelope super-scribing as "**Renovation of Conference hall wall panel etc**".

The details of documents to be kept in technical and financial bid are as under:-

### 1. Technical Bid Envelope

The firm shall submit its technical bid in separate sealed envelope superscribing as "**Technical Bid for "Renovation of Conference hall wall panel etc"**" wherein the following documents shall be kept to be declared as responsive bidder failing which quotation shall be treated as un-responsive and rejected :-

- EMD / MSME should be submitted along with Technical bid. Earnest Money Deposit of **Rs.15,000/-** (Rupees Fifteen thousand) only in the shape of Demand Draft/FDR/Bank Guarantee favour of to "**Head, ICAR-IISWC**: payable at State Bank of India, Sunabeda. (**Mandatory document**)
- Self attested copy of PAN Card (**Mandatory**).
- Self attested copy of GST (**Mandatory**).
- Self attested copy of authorized dealership certificate for the quoted major items (**Mandatory**).
- A certificate to the effect that that the firm has not been blacklisted/debarred by any government organization/undertakings and no legal/criminal suit is pending or contemplated against it. (**Mandatory document**).(copy enclosed)
- Copies of ITRs for last three financial years (2019-20, 2020-21 & 2021-22).

### 2. Financial Bid:

The firm shall submit its financial bid in separate in the prescribed format in Annexure-I in firm's letter head showing registration of firm, GST No., terms & condition of work, warranty period etc.

**The last date and time for receipt of quotation is upto 27/02/2023 till 13.00hrs . The bids/quotations shall be opened on 27/02/2023 at 15.30hrs in Committee Room of ICAR-IISWC, SUNABEDA.** The limited quotations received after last date and time i.e. **27/02/2023 till 13.00hrs shall not be accepted/entertained.** After evaluation of technical bid, the date of opening of financial bid shall be communicated to the responsive firms in due course of time. In case the date of opening of bid declared on any of the closed holiday or the committee are been busy with pre-scheduled works, the same will be opened very in next working day.

**Terms & conditions of the Limited Tender Enquiry is as under :-**

1. The firm shall be responsible for **execution of work as per scope of work given above.**
2. The firm shall execute the work under the contract under the supervision of Institute's nominated officer.
3. **The criteria for selection of successful bidder shall be Lowest Price Bid (L-1 rates) quoted by the responsive bidder.** In case, L-1 rate of a item of more than one firm is same, then the work shall be awarded to that firm which is having maximum turn-over during last three years as per ITR to be attached by the bidder along with its bid.
4. The Firm shall ensure that quotation is properly sealed and prepared so as to prevent any subsequent alteration and replacement. All terms & conditions of the contract should be clearly spelt out in the quotation.
5. The firm may deposit/attach **demand draft of Rs.15,000/-** (Rupees Fifty thousand ) only towards Earnest Money Deposit (EMD) in favour of "Head, ICAR-IISWC" payable at State Bank of India, Sunabeda alongwith **its technical bid.** Firm registered with NSIC/MSME will be exempted for deposition of EMD but they will have to submit its registration certificate. In case successful firm fails to accept/execute the work, EMD shall be forfeited. No interest shall be paid on the EMD. The EMD shall be refunded after deposition of performance security deposit by the successful bidder.
6. **The work executed by the firm along with used material shall be kept under warranty/observation for a period of six months. Hence, 3% Performance Security Deposit of the quoted rate shall be deposited by the successful firm. This Performance Security shall be refunded to the firm after six months + 60 days from the date of work completion report.**
7. No interest on EMD and Performance Security Deposit shall be given.
8. The validity of quotation should be **90** days from the date of opening of tender.
9. Complete details and ISI specification of the material to be used in work under contract, if any must accompany with the quotation.
10. Catalogue of the material, **if any** of requisite goods required for work under contract should be attached with the quotation.
11. The material to be used in work under contract will be subject to inspection and approval before execution of work.
12. Manufacturers/supplier warranty certificates and manufacturer/government approved lab test certificate for the items used, if any should also be furnished alongwith quotation.
13. Quotation should be free from any correction/erasure. In case there is any unavoidable correction, it should be properly attested by the firm, if it is not done, it will not be considered.
14. The Head, ICAR-IISWC, RC, Sunabeda reserves right to accept or reject any or all quotations without assigning any reason thereof and also is not bound to accept the lowest quotation.
15. Participation in this tender is by invitation only and is limited to the firms to whom Limited Tender Enquiry has been sent.
16. The Limited Tender Enquiry is also being uploaded/published on Institute Website and CPP Portal. The responses against such publication of LTE on CPP Portal and Institute website shall be treated as unsolicited and will not be considered under this particular LTE. However, such firms shall be included in future tendering.
17. **Terms of delivery/execution of work:-** At ICAR-IISWC, RC, Main Office building, Sunabeda.

18. Execution of work (execution of work, testing and commission) :- within 30days from the date of issue of work order.
19. Term of inspection of material/work :- By the purchaser's authorized representative.
20. Once offer of the firm is accepted, the prices quoted should be firm till the work is executed.
21. If tenderer does not accept the offer, after issue of letter of award by this Research Centre within 15 days, the offer made shall be withdrawn and the EMD & Security amount deposit will be forfeited without any further notice.
22. Price structure :-
- The firm may submit its **Financial Bid** in the prescribed format as per **Annexure-I**.
  - The rates and prices quoted shall be in Indian Rupees only.
  - GST, if applicable in any item should be inclusive.**
23. Terms of payment :- Payment shall be release after successful/satisfactory completion of work within the prescribed period and verification of quality and quality etc. by the indenter.
24. Warranty Clause :- Six months to 1 year from the date of completion of work.
25. Dispute Resolution Mechanism :- If any dispute or difference arises between the purchaser and the supplier relating to any matter connected with the supply/work, the parties shall make every effort to resolve the same amicably by mutual discussions. However, If the parties fail to resolve the dispute or difference by such mutual discussion within 30 days, either the purchaser or the supplier may give notice to the other party of its intention to refer the same to arbitration. The arbitration shall commence thereafter as per prescribed rules/guidelines of Arbitration.
26. Any dispute is subject to the jurisdiction of the Court at Koraput.
27. **Liquidated Damage Clause:** - In case firm's quotation is accepted and order is placed, the work against the order should be made/executed within 30 days failing which a sum equivalent to 1/2 % (half percent) of the total value of the item covered in the order will be imposed as Liquidity Damage on per day basis subject to a **maximum of 10% (Ten percent) unless** extension is obtained in writing from the office on valid ground before expiry of delivery period. Thereafter the work orders automatically deemed to be cancelled with forfeiture of EMD deposited by the firm.



(Head of the Centre)  
ICAR-IISWC, RC, SUNABEDA

**ICAR-Indian Institute of Soil & Water Conservation  
Research Centre, Sunabeda, Dist: Koraput**

**(To be submitted in the letter head of the firm / party)**

**UNDERTAKING**

I/We have read and understood general terms and conditions contained in the limited tender document for Laying of Vitrified tiles at ICAR-IISWC, RC, SUNABEDA. I/We do hereby declare that all the details provided in this tender document are true to the best of my/our knowledge and belief and any misrepresentation of facts will render me/us liable to any action as may be deemed fit by ICAR-IISWC, Research Centre, Sunabeda, Dist:Koraput (Odisha).

I/We do hereby also accept ICAR-IISWC, Research Centre, Sunabeda, Dist:Koraput (Odisha) have the right to accept or reject this tender and not to issue invitation to Tender to me/us.

I/We undertake to communicate promptly to ICAR-IISWC, Research Centre, Sunabeda, Dist:Koraput (Odisha) any changes in the condition or working of the firm. It is certified that we have not been blacklisted by any organization of Government of India including Central Vigilance Commission (CVC) in the last three years. The undersigned is fully authorized to sign and submit this application form on behalf of the organization, he/she represent. We authorize ICAR-IISWC, Research Centre, Sunabeda, Dist:Koraput (Odisha) to approach Individuals, employees, firm and corporations to verify our competence and general reputation.

Name & Signature of Authorized signatory .....

Seal of the firm.....

Full Address:

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

**ICAR-Indian Institute of Soil & Water Conservation  
Research Centre, Sunabeda, Dist: Koraput**

(To be submitted in firms letter head)

**FINANCIAL BID**

- i. Name of the Firm (In Capital Letters) :-
- ii. Registered Address :-
  
- iii. Telephone No. :-
- iv. Address of operating Branch Address in Sunabeda :-
  
- v. Contact Person with contact number (duly authorized):-

Sir,

We wish to submit our financial bids (rates) for providing **Renovation of Conference hall wall panel etc at ICAR-IISWC, RC, SUNABEDA** on the enclosed rates :-

I/we agree to forfeit the earnest money, if I/we fail to comply with any of the terms & conditions in whole or in part laid down in the Tender document.

I/we have carefully read the terms & conditions of the tender and agreed to abide by these in letter and spirit.

**Name & Signature of Authorized signatory .....**

**Seal of the firm**

**Full Address: .....**

**Qualifying Bid Document****Name of work: LAYING OF TILES**

1	Name, Address and Telephone Number of Tenderer	
2	Valid registration no.	
3	PAN Number	
4	TIN Number	
5	Bank account No.	
6	Name of Banker	
7	Whether the firm has any legal suit /criminal case pending against it for violation of any law of court (give details).	

**Declaration**

I hereby certify that the information furnished above is full and correct to the best of our knowledge. We understand that in case any deviation in the above statement at any stage, the company will be blacklisted and will not have any dealing with this office in future.

(Signature&amp; Seal)

Name of the company along with :  
Address & Telephone No.

**Rates Quoted**

S#	Particulars	Qty.	Unit	Rate per unit (Rs.)	Total amount (Rs.)
1	Removing existing 12mmthick water proof ply from wall lining including wooden beadings	Sqf	1100		
2	Dismantling of existing fixtures and refixing after wall paneling with proper provision filling of holes and gaps exists indoor and outdoor etc.				
	a. Air conditioners	Nos.	4		
	b. PA system with speaker	Nos.	4		
	c. Interactive panel with camera	Nos.	1		
	d. Window Blinds	Nos.	6		
3	Providing and fixing 3mm thick <b>Aluminum Composite Panels (ACP)</b> in under Wall lining with <b>Aluminum square pipe</b> (size:1"X2") with a gap of 24" between each panel alongwith necessary screws and pasting materials etc. with approved standard materials and specification. (Sample of all materials to be used to be got approval from the Head / Officer in charge)	Sqf	1100		

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d.	Window size: 18sqf	Nos.	1		

Signature of the Contractor  
(Seal)



## DRAFT AGREEMENT

This agreement made this .....day of .....month ..... Two thousand Twenty Two between year the Head of the Centre, ICAR-Indian Institute of Soil & Water Conservation, Research Centre, Sunabeda (Koraput) herein after called the First Party and ..... herein after called the Second Party.

WHEREAS the First Party is desirous of getting the ..... at ICAR-Indian Institute of Soil & Water Conservation, Main Office Building & Research Farm Office building at Sunabeda by the said Second Party.

WHEREAS in pursuance of the above named Second Party's e-tender bid vide having been considered by the First Party, it has been decided by the First Party to award the said job work to the Second Party and whereas the said second party hereby agreed to execute the said job work of the First Party strictly as per the work order with the following terms and conditions:

### TERMS AND CONDITIONS:

1. The work should be started with immediate effect after getting the work order from the Research Centre and should be completed within the stipulated time therefrom.
2. The contractor/firm/party (the party of the second part) should give the minimum wages to the labourer (s) as per the Govt. of India rates as amended from time to time including all other fringe benefits as per labour laws of Government of India.
3. The work should be started and completed as per the instructions given in writing from time to time by the party of the first part or their representative.
4. If the contractor does not abide by the conditions of the contract and does not complete the work satisfactorily in time, the contract will be terminated and thereby his security deposit will be forfeited.
5. If the work is not completed within the stipulated time or not done properly and thereby if the Research Centre suffers any loss, the contractor will have to compensate for the loss. In this connection the decision of the Head of the Centre for the amount of loss to be compensated will be final.
6. The contractor will submit the bill to the office of the First Party for the quantum of work done each time in triplicate for making payments following all essential formalities mentioned in the bid.
7. The contractor or persons engaged by him should not involve themselves in any unwanted activities harmful to the party of the first part and if they are found to be indulging in such unwanted activities, suitable action will be taken and they will be prosecuted as per rules / instructions. Also the contract may be withdrawn forfeiting the security deposit.
8. The contractor should ensure not to employ any worker of doubtful character (which he should get verified from the local police station) and submit the copy to the party of the first part.
9. The workers employed by the contractor will not have any right in any way to have an employment in the Research Centre neither on casual basis not against any permanent vacancy.
10. Income Tax will be deducted at source from the payment of the contractor as per the relevant rules. It is the sole responsibility of the second party to pay the GST as per norms and conditions of Govt. from time to time.
11. The party of the second part will be responsible for providing medical treatment to his workers deployed. The party of first part will not be responsible in any way for providing any compensation with respect to the injuries from the accident or death of the worker of the party of the second part while carrying out the works. The party of the second part should make his own arrangements for providing medicine / first aid etc. to his workers.
12. The contractor shall comply with the provisions of all laws including Employees State Insurance Act. Employees P.F Act. And timely payment of all their dues if any, in respect of the employees engaged by him for rendering the aforesaid services as per norms and shall keep THE EMPLOYER absolved from all acts and omissions, faults, breaches and / or claims, demands, loss, injury,

death and expenses to which the EMPLOYER may be put or involved as a result of CONTRACTOR'S failure to fulfill any of the above obligations and THE EMPLOYER shall be entitled to recover any such losses or expenses which it may have to suffer on account of such claims, demands, loss or injury from the CONTRACTOR'S bill or from security deposit or from any money due to CONTRACTOR without prejudice to its any other rights under the law.

13. Rate of contract work will be the same as quoted by the party of the Second part and accepted by the party of the first part and as shown in the work order.

NOW THEREFORE THIS AGREEMENT WITNESSETH AS FOLLOWS:

That in consideration of the said acceptance letter/work order rates as also of agreement for good and faithful services to be rendered and performed by the Second Party in execution of the said contract work, subject to the terms and conditions as aforesaid, the contract for said work is hereby awarded to the said Second Party. That the second party hereby specifically agreed to execute the said contract work strictly as per the terms and conditions of the contract. And that the said second party shall be deemed to have carefully examined the specifications and all other documents forming part and parcel of the subject contract work and also to have satisfied himself as to the nature and character of the work to be executed, and shall carryout the contract work and complete executions of the said work to be entire satisfaction.

That the contract shall be deemed to have come into force with effect from...../...../2022 being the date of commencement of work, and the second party shall complete the work in all respects within the stipulated date of completion.

That it is agreed between the parties that the non exercise of any or all of the rights of the first party under this agreement will not in any manner amount to waiver of the rights of the first party contained in the terms and conditions of this contract and the liability of the second party either of past or future shall remain unaffected.

Notwithstanding anything mentioned by either party in any other documents whatsoever, only the conditions included in this agreement, the conditions laid down in the bid document published by the first part, General conditions of Contract, special conditions and all contract act(s) , schedule of materials, bill of quantities, drawings, acceptance letter and work order and any other conditions mutually agreed to by the parties subsequently, shall only prevail and all those documents shall be integral parts of this contract. In addition to what is included in the general conditions of this contract, it is once again specifically agreed to by the parties that they shall initiate suits and all other legal cases whatsoever arising out of or relating to the said contract work, the same shall be decided in arbitration as per the clauses agreed to by the parties in general conditions of the contract.

In witness whereof, the parties to this agreement have set their hands on the day, month and year aforementioned.

Witness  
1.

Signature of the Ist party

Signature of the IInd party.