

NATIONAL INSTITUTE OF DESIGN, ASSAM

(NIDJ/ESTATE/NIQ/1189)

Notice Inviting Quotation

For

**ALUMINIUM PARTITION WORK BELOW STAIRCASES OF WORKSHOP
BUILDING FOR STORAGE AREA**

| NOTICE INVITING QUOTATION | |
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NATIONAL INSTITUTE OF DESIGN, ASSAM
Village- Tocklai, Post Office Rajabari,
Jorhat- Mariani Road, Jorhat Assam. Pin- 785 014
(NIDJ/ESTATE/NIQ/1189)

**NAME OF THE WORK: ALUMINIUM PARTITION WORK BELOW STAIRCASES OF
WORKSHOP BUILDING FOR STORAGE AREA**

LAST DATE & TIME FOR RECEIPT OF QUOTATION: 19.04.2023 at 15:00 hrs

TIME & DATE OF OPENING OF QUOTATION : 19.04.2023 at 15:30 hrs

PLACE OF OPENING OF QUOTATION : NATIONAL INSTITUTE OF DESIGN, ASSAM
O/o Chief Administrative officer
Village- Tocklai, Post Office Rajabari,
Jorhat- Mariani Road, Jorhat Assam.
Pin- 785014

National Institute of Design Assam
Tocklai, Rajabari, Jorhat-785014
Assam

**QUOTATION FOR ALUMINIUM PARTITION WORK BELOW STAIRCASES OF
WORKSHOP BUILDING FOR STORAGE AREA**

(NIDJ/ESTATE/NIQ/.....)

1. Sealed quotations are invited from Contractors for **ALUMINIUM PARTITION WORK BELOW STAIRCASES OF WORKSHOP BUILDING FOR STORAGE AREA**. The estimated cost put to quotation is **Rs. 87,571.00**
2. The interested parties may send their sealed quotations superscribed with ‘Quotation for **ALUMINIUM PARTITION WORK BELOW STAIRCASES OF WORKSHOP BUILDING FOR STORAGE AREA**’ addressed to Chief Administrative officer, NID, Assam latest by 3.00 PM on 19.04.2023. The quotations will be opened on the same day at 3.30 PM.
3. If the above date of opening tender happens to be on a holiday or due to any other valid reason, the tender opening process will be done on the next working day, or the day fixed by the undersigned.
4. Late submission of quotations will not be accepted. Quotation by “Telex/Telegram/Fax/e-mail” will not be accepted. Quotations may be submitted by Registered Post, by Hand in Person or by Courier.
5. However, any delay on this account shall not be accepted as a reason for exception. The institute reserves the right to cancel, alter or modify while finalizing the quotation. Envelopes received without date, due date and brief description of item may be rejected.
6. The complete quotation document including drawing if any, is available on the website: www.nidj.ac.in. The quotation document may be download and submit as offer on or before the due date and time of submission.
7. No quotation will be considered which is not made in the prescribed form and which is not accompanied by an EMD of **Rs.1,792** /- (Rupees One Thousand Seven hundred and Ninety two only) as per Clause 8 as Earnest Money.
8. Employers do not bind themselves to accept the lowest or any quotation and reserve the right to accept any quotation in part or to reject any quotation without assigning any reason thereof.

SECTION – 1
INSTRUCTION TO BIDDERS

GENERAL

1. Scope of Bid

- 1.1 National Institute of Design Assam hereinafter termed “the Employer” invites bid for the work of “**ALUMINIUM PARTITION WORK BELOW STAIRCASES OF WORKSHOP BUILDING FOR STORAGE AREA**”.
- 1.2 The successful bidder will be expected to complete the work within the stipulated contract period.

2. Site Visit

2.1 The bidder, at the bidder’s own responsibility and risk is encouraged to visit and examine the Site of Works and its surroundings and obtain all information that may be necessary for preparing the quotation including socio economic scenario of the surroundings. The costs of visiting the site shall be at the contractors own expense.

3. Bid Documents

Content of bid Documents

3.1 The set of quotation documents comprises the documents listed below, and addendum / corrigendum (if any) issued.

| SECTION | Notice inviting Quotation |
|---------|---------------------------|
| 1 | Instructions to bidders |
| 2 | General conditions |
| 3 | Bill of quantities |

3.2 The bidder is expected to examine carefully all instructions, terms and technical specifications, bill of quantities, drawings, in the bid document.

4. Amendment of bid Documents

4.1 Before the deadline for submission of Quotation, the Employer may modify the quotation documents by using addenda/corrigendum.

4.2 Any addendum/corrigendum thus issued shall be part of the bid documents.

5. Preparation of bid

5.1. Language of the Quotation

All documents relating to the bid shall be in the English language.

6. Documents comprising the bid

6.1 The Quotation submitted by the bid shall comprise the following:

- i) EMD
- ii) Documents pertaining (**Work completion certificate/Work order/LOA**) to experience of similar nature of works
Similar nature of work means “Experience of execution of civil works, preferably **aluminum works**”
- iii) Schedule of Quantities (Bill of Quantities) filled with his rate for each item of work both in figures and in words and also fill up the amount column without any omission and duly sign each page of the quotation. The Bidder shall quote price in clear terms and the specification of products. The rates quoted must be inclusive of all taxes, cost of supply at site, loading unloading charges, warranty and installation charges etc.
- iv) copy of GSTIN / ARN Certificate.
- v) The bid shall be typed and signed by the bidder. Quotations without Ink signature shall not be accepted.
- vi) The rates and prices quoted by the bidder shall be fixed for the duration of the Contract and shall not be subject to adjustment on any account.

7. Bid Validity

7.1 Quotations shall remain valid for a period not less than 120 days after the deadline date for bid submission

8. (Earnest Money Deposit – EMD)

A. Earnest Money Deposit (EMD) should be 2% of the Estimated Cost

B. The bidder shall have to pay the **Earnest Money Deposit of Rs.1,792/-** (Rupees One Thousand Seven hundred and ninety-two only) by demand draft/Pay Order/Banker’s cheque drawn in favour of “**NID Assam payable at Jorhat**” from any Nationalized/Schedule Bank (except Co-operative Banks) encashable at Assam.

C. Bidders with MSME or NSIC certificate is exempted from submission of EMD.

D. For unsuccessful tenderer, EMD shall be refunded within 30 days without interest after the decision to award the work is taken. EMD shall be forfeited if any tenderer withdraws their offer before finalization of the tender. Earnest money shall be refunded on receipt of Performance Guarantee submitted on award of work.

The EMD of the successful tenderer will be refunded only after the remittance of (performance security) security deposit.

9. Deadline for Submission of Bids

9.1 Quotations must be received by the Employer at the address specified above not later than **15:00 on 19.04.2023.**

9.2 In the event of the specified date to submission of bids declared a holiday for Employer, the Quotations will be received up to the appointed time on next working day.

12.Late Bids

21.1 Any bid received by the Employer after the prescribed deadline will be returned unopened to the bidder.

13.Modification and Withdrawal of Bids

9.3 Bidder may modify or withdraw their bids by giving notice in writing before the deadline prescribed.

9.4 No bid shall be modified by the bidder after the deadline for submission of bids.

9.5 Where counter terms and conditions have been offered by the Tenderer, the same shall not be deemed to have been accepted by NID, Assam unless our specific written acceptance thereof is obtained.

14.Bid Opening and Evaluation

15. Bid Opening

15.1 All the received quotations will be opened on the due and appointed time as specified.

16.Performance Security

Performance Security in the form of Bank Guarantee @ 3% of Contract value from any Nationalized / Scheduled Bank in demand draft/Pay Order/Banker's cheque drawn in favour of "**NID Assam payable at Jorhat**" to be deposited within 10 days from issue of Letter of Acceptance, failing which their order shall be cancelled. The Performance Bank Guarantee shall be kept up to end of defect liability period i.e. **01(one) year** from the date of handing over of the work as certified by Client.

17.Liquidity Damages

In case of delay in completion of the contract, liquidity damages (L.D) may be levied at the rate of ½% of the contract value per week of delay or part thereof, subject to a maximum of 5 per cent of the contract value.

18. Contract Period

The work shall be completed within **20 days** from issue of workorder.

19.Defect Liability Period

The defect liability period shall mean a period of **12 months** from the date of completion of entire works as certified by NID, Assam in accordance with the contractual obligation.

20.GST Applicability:

The bidder shall be produce his GST No., PAN No., etc. with a copy.

SECTION – 2
GENERAL CONDITIONS

1. The quantities given in the schedule of quantities are those upon which the approximate estimated cost of the work is based but they are subject to alterations, omissions, deductions and additions and do not necessarily show the actual quantities of the work to be done.
2. The work shall be done to the satisfaction of the Engineer-in-charge or his representative. The works shall be done in accordance with the specifications and the relevant standards set up by the Indian Standard. Any item of work carried out not in accordance with the specifications and other conditions will be rejected irrespective of the apparent quality of the work.
3. The work is to be carried out with due diligence and executed to a workman like manner. The material used when supplied by the contractor is to be of the best of its kind and in all cases to be subject to the approval of the Engineer-in-charge whose decision to the rate of progress, the quality of the work or materials, sizes etc., is final.
4. NID, Assam may cancel the contract at its opinion at any time without notice for any reason including poor progress of work and may remove bad work or materials and have it replaced deducting the value of the work rejected or material removed of the cost of replacing it as he may think proper from any amount due or that may become due to the contractor. The decision of NID, Assam shall be final and binding on the contractor.
5. In case the contractor leaves the work incomplete the NID, Assam shall have the right to have the work completed through any other agency and recover the extra expenditure incurred by the NID, Assam in so doing from any money due or to become due to the contractor.
6. The contractor shall conform to and comply with the regulations and by rules and laws of the NID, Assam of all other local authorities such as the Jorhat Municipal Corporation. The contract shall be governed by the Laws of India for the time being in force. The Courts of Jorhat only shall have jurisdiction to deal with and decide any legal or dispute arising out of this Contract. The Contractor shall conform to rules, regulations etc., concerning injury to workmen compensation for injury to workmen, insurance for workmen etc., The contractor shall also conform to contract labour (Regulations and Abolition) Central Rule 1971 etc.,
7. The contractor shall be responsible for any accident, damage or injury caused to any of his employees or property or any person or property in course of the work and shall hold the NID, Assam blameless in respect thereof and also in respect of any claim made by any person or any reasons whatsoever.
8. The contractor shall be solely responsible for reporting to the NID, Assam and Police Department immediately of any serious or fatal accident inside the NID, Assam to any of his employees / workmen engaged by him or any person involved in an accident as a whole of the work.
9. The work shall be carried out without causing any inconvenience to the regular operations of NID, Assam and to other works in progress in the neighborhood and any losses of the NID, Assam.
10. Admission inside the campus is regulated by passes for contractor and his staff and workers. The contractor shall obtain necessary passes for his men and himself paying the charges as fixed from time to time.

11. The quantities of work executed will be measured and payment will be made only on satisfactory completion of the work.
12. The quantities furnished in this schedule are only approximate and can be increased or decreased at the discretion of NID, Assam to record the measurements. However, the consequent variation in the total quoted price will be limited to (+/-) 10% and the quoted rates shall be firm for such variation.
13. The contractor should submit the bill based on the joint recorded Measurements for the works between NID, Assam and the contractor.
14. All payments made to the contractor for the work shall be rounded of the nearest rupee.
15. The materials used for the works shall be of good quality and approved make/manufacture and as per the specifications. The work must be carried out in workman like and expeditious manner. All the materials and works shall be complying to relevant Indian Standards/manufactures specifications and procedures.
16. The bidder shall engage skilled workers. Necessary tools, accessories to complete the work within the prescribed time period.
17. The rates shall include all taxes, levis, duties, etc. and inclusive of all materials to be procured by the contractor including labour, tools, plants, etc. other taxes as applicable will be deducted from the contractor's bill.
18. The work should be guaranteed for a minimum period of twelve months, from that date of acceptance, against defective materials, design, workmanship, operation, or manufacture. For defects noticed and communicated during the Guarantee period, replacement/rectification should be arranged free of cost within a reasonable period of such notifications. In case where our specifications call for a guarantee period more than 12 months specifically, then such a period shall apply.
19. In case of dispute arises, the decision of NID, Assam authority shall be final and binding on bidders.

Note: Bidder should submit the copy of GSTIN / ARN Certificate along with the offer.

Chief Administrative Officer



SECTION – 3
BILL OF QUANTITIES

ESTIMATE

ALUMINIUM PARTITIONS IN AREA BELOW STAIRCASES AT WORKSHOP BUILDING

| Sl. No. | SOR REFERENCE (DSR 2021) | Item description | Unit | Quantity | Rate | Amount in Rs. | Remarks |
|----------------|---------------------------------|--|-------------|-----------------|-------------|----------------------|----------------|
| 1 | 21.1 | Providing and fixing aluminium 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, mitred 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. | | | | | |
| 1(a) | 21.1.1.2 | Powder coated aluminium (minimum thickness of powder coating 50 micron) | KG | 88.98 | | | |
| 2 | 21.1.2 | For shutters of doors, windows & ventilators including providing and fixing hinges/ pivots and making provision for fixing of fittings wherever required including the cost of EPDM rubber / neoprene gasket required (Fittings shall be paid for separately) | | | | | |
| 2(a) | 21.1.2.2 | Powder coated aluminium (minimum thickness of powder coating 50 micron) | KG | 49.22 | | | |

| | | | | | | | |
|----------------------|--------|--|-----|-------|--|--|--|
| 3 | 21.2 | Providing and fixing 12 mm thick prelaminated particle board flat pressed three layer or graded wood particle board conforming to IS: 12823 Grade I Type II, in panelling fixed in aluminium doors, windows shutters and partition frames with C.P. brass / stainless steel screws etc. complete as per architectural drawings and directions of engineer in-charge. | | | | | |
| 3(a) | 21.2.2 | Pre-laminated particle board with decorative lamination on both sides | SQM | 16.50 | | | |
| 4 | 21.3 | Providing and fixing glazing in aluminium door, window, ventilator shutters and partitions etc. with EPDM rubber / neoprene gasket etc. complete as per the architectural drawings and the directions of engineer-in-charge. | | | | | |
| 4(a) | 21.3.2 | With float glass panes of 5 mm thickness (weight not less than 12.50 kg/sqm) | SQM | 1.95 | | | |
| Sub-Total (A) | | | | | | | |