

**NATIONAL CENTRE FOR BIOLOGICAL SCIENCES  
TATA INSTITUTE OF FUNDAMENTAL RESEARCH  
GKVK Campus, Bellary Road, Bangalore – 560 065  
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**Notice Inviting Tender**

NIT No. NCBS/Maint (Civil)/583/NIT- 90/2018

Date: 07/06/2018

1. Separate sealed item rate tenders are invited on behalf of the Centre Director, NCBS and will be received in the Office of the Civil Maintenance, NCBS from Contractors of appropriate class on the approved lists of CED, DOS or Central PWD or MES or Railways or State PWDs **and/ or** from Contractors experienced in works of similar kind and magnitude for the following work :-

Sl. No.	Description	Estimated value of work	Earnest Money Deposit	Cost of tender document	Period
1	<i>"ATTENDING DAY TO DAY OPERATION AND MAINTENANCE OF UP-KEEPING THE CAMPUS AND OTHER WORKS OF NCBS FILED STATION AT PACHMARHI MADHYA PRADESH "</i>	Rs. 9.97 Lakhs	Rs. 19,940/-	Rs. 500/-	12 Months

2. The period of contract shall commence within 15 days period from the date of issue of work order.
3. **The Contractor should have experience in similar kind of works, i.e., Day to day maintenance Work.**
4. Tender documents consisting of complete specifications, schedule of quantities for various items of work to be done and set of conditions of contract to be complied with by the tenderers whose tender may be accepted can be obtained from the office of the Civil Maintenance, NCBS on any working day between 10:00 Hours to 16:00 Hours on payment of amount mentioned in Para 1 (non-refundable) from **11/06/2018 to 19/06/2018.**
5. It is mandatory for the bidders to attend the PRE-BID MEETING on 20/06/2018 at 15.30Hrs, in the office of Head-S&ES, NCBS for better understanding of the day to day operation requirement and maintenance. Mandatory requirements are to be fulfilled for bid evaluation.

6. Contractors can specify manpower deployment pattern they propose to adopt for this work after thoroughly studying the scope of the work and clearly understanding the same by attending the PRE-BID meeting. The vendors shall have all their doubts cleared in the PRE-BID meeting. It is completely contractor's responsibility to fix the staff deployment pattern and to fulfill the requirements of this contract.
7. Entire tender document (Inclusive of Annexure-A to Annexure-E), duly signed & sealed in every page by the contractor, along with technical information. Any deviations from the tender conditions, specifications, makes etc in Annexure -C.
8. Contractors, whose tender is accepted shall have to deposit Performance Guarantee at 5% of tendered value.
9. As we do not follow enlistment, it is preferred to specify eligibility of entire of having executed one of following in last 7 years.

(i) Three similar completed works costing not less than the amount equal to Rs. 3.99 Lakhs,

or

Two similar completed works, costing not less than the amount equal to Rs. 5.99 Lakhs,

or

One similar completed work of aggregate cost not less than the amount equal to Rs.7.98 Lakhs.

**and**

(ii) One Completed work of any nature (either part of (i) or a separate one) costing not less than the amount equal to Rs. 3.99 Lakhs of the estimated cost put to tender with some Central/State Government Organization /Central Autonomous Body/ Central Public Sector undertaking.

**Note:** The value of executed works shall be brought to correct costing level by enhancing the actual value of work at simple rate of 7% per annum, calculated from the date of completion to the last date of receipt of application for tender.

10. **Tenders should be submitted in Single sealed cloth lined cover superscribing the name of work, NIT number and name of Tenderer.** The tenders with any deviation with respect to departmental conditions/stipulations are liable for rejection. The tender shall contain the EMD in the approved format, in the tender document issued by the Department. The tender shall be submitted in the printed format issued by NCBS with a schedule of quantity. Bids with any other document/with deviation condition/overall rebate/Conditional rebate, etc., shall be liable for rejection.

If any tenderer withdraws his tender after the price bid is opened within the validity - period or makes any modifications in the terms and conditions of the tender which are not acceptable to the Department, then the NCBS shall, without prejudice to any/or other right or remedy be at liberty to forfeit 50% (Fifty Percent) of the earnest money absolutely.

**Applications for tender document along with following is compulsory:**

- (i) Latest work done certificates with respect to work experience and performance.
- (ii) In case of registered contractors currently valid registration certificate in appropriate class if available.
- (iii) Letter of authority, in case the application is through authorized person.
- (iv) Company's profile, Local Office status, Bankers, Manpower and Experience.
- (v) Valid ESI, PF and GST registration certificates
- (vi) Current financial solvency certificate and last 1 year's financial performance
- (vii) A List to be furnished for number of qualified technical people in employment and their Qualification.
- (viii) Latest income tax clearance certificate
- (ix) Performance certificate from the client and or consultants of the completed works.

**Application without the above documents are liable for rejection.**

Note: Issue of tender documents on the basis of the documentary eligibility alone will not make a tenderer eligible for participating in the bidding. The documents furnished by the tenderers will be subjected to verification subsequently by department. If found not meeting the requirement, such offers will be rejected.

The NCBS reserves the right to reject any application for issue of tender papers without assigning any reason.

11. As said above tender which should always be placed in sealed covers super scribed with the name of work (as given in para1) will be received in Civil Maintenance office, NCBS or can drop the tender in tender box at NCBS main gate upto **15:00 hours on 25/06/2018** will be opened by **Head – S&ES or his authorized representatives**, in Meeting Room of NCBS on the same day at **15:30 hours** in the presence of the tenderers or their representatives who would like to be present.
12. Tenders are to be on the printed form of the NCBS, which can be obtained on payment of the cost of documents mentioned above in cash/DD of scheduled bank drawn in favour of National Centre for Biological Sciences, Bangalore. The Tenderers shall quote rates in figure as well as in words and amounts tendered by them. The amount for each item shall be worked out and requisite total given. All corrections shall be attested by the dated initials of the tenderer. **Tenders with correction of rate/amount**

**with correction fluid are liable for rejection.** The contractors not tendering for this work after the purchase of the tender documents must return the tender documents within 15 days of the due date of receipt of the tender. However, the cost the tender documents will not be refunded.

13. Tenders not accompanied by the following are liable to be summarily rejected.
  - (i) **Earnest Money Deposit through a Crossed Demand Draft drawn in favour of National Centre for Biological Sciences or in any other approved form as in tender document.**
  - (ii) In case of Contractors in the approved list of PWD, CPWD or MES, evidence showing the appropriate and eligible class to which they belong.
  - (iii) Proof of technical, financial and organizational competence to execute the work of above nature and magnitude.
  - (iv) Latest work experience certificate with respect to execution of similar works issued by client (in case of Government, autonomous bodies and institutions the certificate shall be issued from an officer not below the rank of Executive Engineer or equivalent).
14. The Contractors whose tender/s is/ are accepted will be required to furnish Security Deposit/s (Including the Earnest Money Deposit/s) and performance guarantee for the due fulfillment of the contract/s as per details in 4.2 of the conditions of Contract.
15. The acceptance of the tender will rest with the Centre Director, NCBS who does not bind himself to accept the lowest or any other tender. No reasons will be furnished for the acceptance or rejection of any tender.
16. Canvassing in connection with tender will result in disqualification.
17. The tender accepting authority reserves the option to give a price preference to the offers from public sector units over those from other tenderers in accordance with the policies of the Government from time to time.
18. Any tender which does not fulfill any of the prescribed conditions will be liable to be rejected.
19. NCBS reserves the right to cancel the tender / alters the scope or reduce quantum of work before issue of work order and the **Tenderer** shall not have any claim whatsoever on this account.
20. Rates quoted by the Contractor in item rate tender in figures and words shall be accurately filled in so that there is no discrepancy in the rates written in figures and words. However, if any discrepancy is found, the rates which correspond with the amount worked out by the Contractor shall be taken as correct.
21. If the amount of an item is not worked out by the Contractor or it does not correspond with the rate written either in figures or words, then the rate quoted by the Contractor in words shall be taken as correct.

22. Where the rate quoted by the Contractor in figures and in words, both tallies, but the amount is not worked out correctly the rate quoted by the Contractor will be taken as correct and not the amount.
23. In case rates are quoted only in words or only in figures, then the rate quoted will be considered and the amount will be worked out accordingly.
24. In the event no rate has been quoted for any item / items, leaving space both in figure(s), word(s) and amount blank, it will be presumed that the contractor has included the cost of this / these item(s) in other items and rate for such item(s) will be considered as zero and will be required to be executed accordingly.
25. It may be noted that the works are to be carried out without causing disturbance to the functioning of laboratories and other areas. Therefore works have to be taken up with great care.
26. It may be noted that in case of any exigency the works may have to be carried out, after / before general working hours, during late hours, General holidays, holidays on weekends, etc. Any work causing noise shall be attended to, away from the laboratories at designated location. If it is site work such work shall be done prior / after regular working hours with due notification. Any work causing dust also to be executed with due care not to spread the dust to functional area by suitable barricading. The working site shall be kept always tidy, particularly after the completion of day's work. The workers shall strictly adhere to strict discipline, security, safety norms of NCBS and shall ensure that there is minimum noise during execution of work. There shall be no damages to the flora of NCBS campus.

Violation of any of these requirements shall attract strict action vise debarring entry of such person into NCBS campus, damages, claim, termination of contract, etc. The rate quoted shall take this into account, the above requirements.


27. Deployment of adequate number of work force and machineries to ensure completion of the work within the stipulated time schedule should be ensured.

**Bids validity:** Bids shall be valid for 120 days from the last date of its submission.

**Note 1:** Refer ourwebsite [www.ncbs.res.in/](http://www.ncbs.res.in/) Central Public Procurement Portal, <http://eprocure.gov.in/cppp> for more details of the said tender.

**Note 2:** The sale of tender, submission and tender process will be done at NCBS, TIFR, GKVK, Bellary Road, Bangalore-560065.

**Note 3:** Each and every page of the offered bid shall bear the dated signature and seal of the contractor.

  
Head – S&ES 02/06/20