

Our Ref: WRO/Admn/2:5:6
Subject: Renovation of Proposed Committee Room, at BIS, Mumbai

SPEED POST
16 Jan 2008

Dear Sir (s),

Quotation(s) are invited for carrying out the work specified in the attached schedule (**Annex-1**) as per conditions noted below:

2. Quotation(s) should reach the undersigned latest by **1400h on 25 January 2008** in sealed cover superscribed **“Quotation(s) for Renovation of Proposed Committee Room, at BIS, Mumbai”**.
3. Quotation(s) shall be opened at 1500h on the same day or on the next working day, in the presence of such tenderer(s) or their authorised representative as may like to attend.
4. Unsealed quotation(s) received shall not be accepted.
5. Earnest Money Deposit (EMD) amounting to Rs 10,000.00 (Rupees Ten thousand only) must accompany each tender, otherwise the same will be summarily rejected. EMD of unsuccessful bidders shall be returned to them at the earliest after expiry of the final bid validity and latest on or before the 30th day after award of the contract. .
6. Quotation(s) shall remain open for acceptance for a period of 45 days from the date of opening.
7. Rates quoted shall include, in addition to material and labor, the provision of all scaffoldings, tools, plants accessories etc. required for the proper execution of work. Rates shall also cover the cost of handling carriage, taxes, duties, royalties etc. and the removal of debris from the work site.
8. Security Deposit at the rate of **10%** will be deducted from the bills of the contractor and which will be refundable on satisfactory completion and after the defects liability period of six months. EMD of the successful tenderer will be treated as part of the Security Deposit.
9. The Bureau reserves the right without assigning any reasons there of to:
 - a) accept or reject any or all quotations in whole or in part;
 - b) increase or decrease the quantities of any item of the work and the successful tenderer shall perform the same at the rates approved.
10. The civil contractor should be competent, skilled and should have thorough experience of executing similar work. An evidence of previous such works successfully completed must be provided. They should indicate PAN Number and Service Tax Registration Number and copies to be attached as proof of registration alongwith the tender.

11. All the civil work must be carried out during the Official Working days (Monday to Friday, barring declared Holidays) between 10.00 hrs to 17.30 hrs only.
12. The materials for execution of the job will be contractor's responsibility.
13. All material and workmanship shall be of the kind described in the schedule of quantities and specifications and in accordance with the instructions of Officer-in-charge. Wherever materials bearing BIS standard Mark are available only those shall be used.
14. All material shall be received; job executed shall be subject to approval on inspection by BIS authorized officer. The decision of BIS shall be binding and final. Rejected items shall be removed by the tenderer at his own cost and risk, within 10 days of receipt of notice to this effect after which the Bureau shall not be responsible for the rejected/disapproved items. Works embracing more than one process shall be subjected to examination and approval at such stage.
15. Rates for extra, altered, additional or substituted etc. items of work shall be got approved before carrying out the same.
16. Time for completion of the job will be 60 days from the date of award of work.
17. The date of completion of job is the essence of this contract. You will be , therefore, required to complete the job as per the work contract issued, but not later than 60 days from the award of the work. However, during the progress of the work, should you find that the completion date stipulated cannot be adhered to; you will apply to the Bureau, well in advance for extension of time along with the reasons thereof. This does not, however, involve any commitment on the part of the Bureau and is without prejudice to our right to:
 - a) Cancel/rescind/revoke the order if work is not carried out satisfactorily and in time.
 - b) Impose a penalty up to 10% for unsatisfactory service during currency of the contract.
18. The contractor shall be responsible for making good any defects which may be found in the work within a period of six months after handing over the same completed in all respects to the Bureau. In case the contractor fails to carry out the work, the same would be got done at his risk, responsibility and the cost thereof will be deducted from the security deposit.
19. All work executed shall be paid for in accordance with the actual measurements. The schedule of quantities is only approximate and unless otherwise stated, shall be deemed to have been prepared in accordance with relevant part of **IS:1200 Methods of Measurement of Building and Civil Engineering Work (Latest version)**.
20. Particular care must be taken to see that no damage is caused to the floors, walls, furniture and other fixtures. They shall be left neat and clean after completion of work.
21. No claim on account of fluctuation in rates for materials or labour will be entertained by the Bureau.
22. The Bureau may delay the progress of the work in case of rain or other unforeseen reasons revoking the work order and extend the period suitably. In consequence of such delays the contractor

shall not make any claim for compensation or damage.

23. The contractor shall in respect of labour employed by him comply with or cause to be complied with the contract labour regulation, payment of wages etc. or any other law relating thereto and rules made there under from time to time.

24. The contractor shall at his own expense arrange for all safety provisions for the workers employed by him or by any of his subcontractors and BIS shall not be responsible for any such claims.

25. The contractor shall indemnify the Bureau against all claims which may be made upon the Bureau whether under the Workman's Compensation Act or any other statute in force during the currency of the contract or a common law in respect of any Employee of the contractor. The contractor shall be responsible for all damage to any property arising out of and incidental to the negligent or defective carrying out of the contract.

26. In case any material is issued by the Bureau, the contractor shall account for the same. The contractor shall also be responsible for any loss or damage of such materials.

27. The Bureau reserves the right to increase or decrease the quantities of work. The contractor will be bound to perform the same at the rates accepted.

28. Running payment may be made to the contractor where the value of work executed exceeds Rs 1 lakhs, after deduction of Security Deposit @ 10%.

29. Proforma as at ANNEX-2 must be filled in and enclosed with the tender.

30. In case of any disputes, the decision of Deputy Director General, Western Regional Office, BIS, Mumbai, shall be final.

31. All questions, disputes or difference arising under, out of or in connection with this tender enquiry shall be subject to the exclusive jurisdiction of Mumbai Courts.

Encl: as above

Section Officer(Admn)

ANNEX-1

Specification for the works to be carried out for Renovation of Proposed Committee Room at BIS, Mumbai.

S. No.	Description	Qty.	Rate	Amount
1	Providing and fixing false ceiling grid of 600mm x 600 mm, made of galvanized steel section with colour quoted cap having main tee of 38 x 24 mm with free punched cross tee slots, to be placed at GI wire anchored in a soffit cleat. The cross tee of 1200 mm length of size 35 mm x 24 mm, shall be locked, in the main tee at the every 600 mm C/C. Providing and fixing mineral fiber board of ARMSTRONG 12mm thick. Tiles will have noise reduction co efficient (NRC) value and will be having high relative humidity			

	resistance and shall be placed covered in the above mentioned grid as per below. All as per manufactures guidelines: 1) Dune RH - 99	800 sft (apprx)		
2	Providing and fixing green marble door frame in double step, one side edged moulded and polished	34 rft (apprx)		
3 (i)	Providing & fixing fully glazed partitions out of 10 mm thick float glass of Modiguard, Saint Gobain or ASI make or equivalent make. The partition frame shall be made out of a 4" wide 38 mm thick plywood frame finished with approved veneer and glossy melamine finish. The glass shall be held in place with 1/2" TW beading also finished to match the veneer finish. Complete with hardware, adhesive, finished, cleaning etc.	91 Sft (apprx)		
ii)	Providing and fixing Glass Door to the above partition 7' x 3' entrance having a 4" wide 50 mm thick plywood frame finished with approved laminate. The frame shall hold a 10 mm thick plain float glass of Modiguard, Saint Gobain or ASI make or equivalent make. The door shall be equipped with a floor spring of Hemco make or equivalent quality and all the other relevant hardware including a pair 'C' shaped 12" brushed stainless steel finished pipe handles complete, etc..	1 No.		
iii)	Providing and fixing Main entrance twin door size 7' x 3' and 7' x 2' out of 35mm block board finished with approved laminate having a 60"x 9", 6 mm glazed port holes. The Glass shall be of Modiguard, Saint Gobain or ASI or equivalent make. The door shall be finished in 1 mm laminate of approved make and colour. The edges shall be polished to match the colour of the laminate. The door shall be equipped with a floor spring of Hemco or equivalent make and all the other relevant hardware including a brushed stainless steel finished spherical door knob and cylindrical lock arrangement.	2 Nos		
iv)	Providing and fixing toilet door size 7' x 2' 6" make as above	1 No.		
v)	Providing and fixing door WC on SS hinges. The door shall be finished in 1 mm laminate of approved make and colour. The edges shall be polished to match the colour of the laminate. The door shall be equipped with a tubular locking with one side button arrangement	1 No.		
vi)	Providing and fixing wash basin counter 2' wide granite topped cudappa pantry platform. The cudappa base slab & verticals shall be of minimum 1-1/2" thickness.	5 rft (apprx)		

	The granite slabe shall have round polished moulding around the 24"x 18" stainless steel sink. The platform shall be finished with a 3" granite facia of the same type and colour complete with necessary cutouts for plumbing and sanitary fittings etc. The cost shall include a 22'x 16' oval ivory wash basin.			
vii)	Providing and fixing service counter made out of plywood with 2' wire green marble top.	6 rft (apprx)		
4	Wiring to light point using 1.5 sq mm 2 core PVC insulates, 6 copper wire drawn through PVC pipe above the False Ceiling/ concealed on walls/floor as the case may be, complete with ROMA grade switch/sockets			
i)	Points for Main lights	10 points		
ii)	Points for Spot lights	16 points		
iii)	Wiring as above for Power Point	10 Nos		
iv)	Points for Toilet Lights	3 points		
v)	Points for Exhaust Fan	1 point		
vi)	Wiring to AC Point using 2.5 sq. mm, 3 core PVC insulated, Copper wire, laid as in Sl.No.4 above, with Power Socket 15 AMP.	4 points		
5	Fixtures			
i)	Supplying and fixing 6' dia fitting with 1 x 18 W CFL Lamps	16 Nos		
ii)	Toilet Lights	1 No		
iii)	Supplying and fixing Decorative Wall Lamps	2 Nos		
iv)	Supplying and fixing Exhaust Fan	1 No		

v)	Supplying and fixing 2' x 2' with 4 x 18 W CFL Philips make	10 Nos		
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Note: The rates quoted shall include all the labour charges including shifting debris, if any, to a location specified by BIS.

ANNEX-2

PROFORMA OF COMPLIANCE FOR THE REQUIREMENT OF TENDER

SL.NO.	DESCRIPTION OF REQUIREMENT	YES	NO
1.	Demand Draft for Rs 10,000.00 as Earnest Money Deposit - enclosed		
2.	Registration Certificate of Service Tax - enclosed		
3.	Registration with Income Tax for TDS (PAN) - enclosed		
4.	Details of other organizations where similar contracts are undertaken in the last 3 years ending 31 March 2007 with value of work - enclosed		
5.	List of on-going work with their financial value		

Signature of authorized person:

Name of company:

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