

SPEED POST

Our Ref: WRO/Admn/2:5:6

4 July 2007

Subject: Renovation of Proposed Committee Room, at BIS, Mumbai

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 23 July 2007** 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 15,000.00 (Rupees Fifteen 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 30<sup>th</sup> 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 90 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 90 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.

Section Officer(Admn)

Encl: as above

# ANNEX-1

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

S. No.	Descriptions	Qty.	Rate	Amount
<b>A - 1</b>	<b><u>WINDOWS:</u></b> Removing the existing window & Storing the same in a place as directed by the Client, and leveling the Window edges with the sand & Cement to receive Marble sill.			
A – 2	Providing & applying Cement & Sand Plaster on the edge of external side of Window parapet & wall, after breaking spoiled layer of plaster to prevent rain water leakage inside			
<b>B</b> 1	<b><u>FLOORING &amp; DADO :</u></b> Providing and fixing flooring in 600m x 600m first quality Vitrified tiles of approved Colour over an even bedding of cement mortar of ratio 1:4 in proper line and level. All joints shall be filled with matching Colour pigments, completes with cleaning and acid wash etc. (basic coat of tile Rs. 45/- sft.) The cost should also include breaking and clearing away the existing flooring tiles.	980 Sft		
2	Providing and fixing toilet dado upto 7' height first quality glazed tiles of approved colour on the wall with cement mortar in the ratio of 1: 4 in proper line and level. Ceramic Pencils of 20 mm thickness shall be affixed on the wall at the desired height to provide as visual relief. All joints shall be raked out and filled with maching colour pigments, complete with cleaning and acid wash etc. (basic cost of tile @ Rs. 30/- Sft.) Size : 300 mm x 200 mm	280 Sft		
3	Toilet Flooring Providing and fixing toilet flooring in 400 mm x 400 mm water repellent ceramic tiles over an even bedding of cement mortar of ratio 1 : 4 in proper line and level. All joints shall be filled with maching colour etc. Basic Cost @ Rs. 40/- Sft) cost includes the extra fixing Tiles & carrying	63 Sft		
<b>C</b> 1	<b><u>PLUMBING</u></b> Providing and laying Tata make GI 'C' class water supply lines in floor and walls including 'T's couplings, unions, elbows, with guaranteed watertight joints, with pressure testing completes, <b>OR</b> PE-AL-PE composite pipes & fittings with ISI Mark	On actual		
<b>C</b> 2	Providing and laying CI drainage lines with lead joints in floor and walls including bends, couplings, nahni traps, vent pipes, complete with carrying out smoke test to ascertain water – tightness. <b>OR</b> PE-AL-PE composite pipes with ISI Mark.	On acutal		

S. No.	Descriptions	Qty.	Rate	Amount
3	Provided and fixing of nahni traps, covers, etc.	2 Nos.		
4	Providing and fixing sanitary wares, sinks, fixtures etc. of approved make, type and colour, the following : EWC with seat cover etc. complete. Flush tank – branded White wash basin 22” x 16” Jet spray 2 in 1 Angle Cock Stop Cock	1 No. 1 No. 1 No. 1 No. 1 No. 2 Nos		
<b>D</b> 1	<b><u>MARBLE WINDOW SILL :</u></b> Providing and fixing 12” wide window sill with 18 mm thick Green marble mirror polishing on the window leveled to receive the aluminum window section.	112 Rft		
<b>E</b>	<b>ALLUMINIUM SLIDING WINDOWS :</b> Providing and fixing aluminum sliding windows using ¾” series section of 2 tracks. Shall have 5mm glass complete with all necessary accessories fittings including lock and hands etc. Same as above, but the section to have powder coating of desired colour.	99 Sft  99 Sft		
<b>F</b>	<b>PAINTING :</b> Providing and applying paint to the wall and ceiling with plastic emulsion paint to approved colour and shade of Asian or equivalent make in two coats after carrying out the necessary priming and putty / lambi work exactly as per the manufacturers specifications to ensure a long and durable life of the base to eliminate the changes of the paint peeling or cracking.	1873 Sft		

**Note: Since the Committee Room will require additional facilities as listed below suitable arrangements and provisions should be made accordingly for the same.**

- 1. Wood Paneling in the internal side of the Room.**
- 2. Public address system /Projector.**
- 3. Ceiling / wall mounting LCD system.**
- 4. Appropriate wall for the LCD system.**
- 5. Corner for Control of PA system.**
- 6. Appropriate overhead lighting.**
- 7. Appropriate Air Conditioning.**

## PROFORMA OF COMPLIANCE FOR THE REQUIREMENT OF TENDER

SL.NO.	DESCRIPTION OF REQUIREMENT	YES	NO
1.	Demand Draft for Rs 15,000.00 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:

