

Our Ref: CL/BM/BID-06/2007

Date: 20-11-2007

**Subject: Invitation of quotation for rates of for various Civil works**

Dear Sirs,

Sealed Bids are invited for **rates of for various Civil work as per Annex-I**, from experienced, competent and established contractors which should reach the undersigned latest by 1700 h, on **13<sup>th</sup> Dec 2007**, at the following address.

Director & Head (Building Maintenance)  
BUREAU OF INDIAN STANDARDS  
Central Laboratory  
Plot No.20/9, Site-IV,  
Sahibabad Industrial Area, Sahibabad,  
Distt. Ghaziabad-201010 (U.P.)

- 2.The detailed Schedule of work are given in Annex-I
3. Terms and conditions are given in **Annex-II**
4. Earnest money amounting to **Rs 7500.00 (Rs Seven thousand Five Hundred only) by Bank Draft in favour of the Bureau of Indian Standards** must accompany each tender, otherwise it will be summarily rejected. **Those approved suppliers who have already submitted Security deposits with BIS need not submit again.**
5. The Bids shall be opened in the **Conference Hall**, of the Central Lab, at the address mentioned above at **1500 h on 14th Dec 2007** and in the presence of such tenderers or their duly authorized representatives, who may like to attend.
5. Please ensure that the envelopes containing Bids are sealed properly i.e. either wax sealed or with adhesive cello tape on both ends. **Unsigned Bids, Unsealed /stapled envelopes** and bids **without EMD** shall be summarily rejected. **No exemption** whatsoever for payment of EMD shall be accorded.
6. The schedule of work and terms & conditions can also be downloaded from BIS Website – [www.bis.org.in](http://www.bis.org.in)

Thanking you,

Yours faithfully,

Encls: as above

-Sd-  
**Head (Building Maintenance)**

**BIS, CL**  
**(BM Deptt)**  
**Annex- I**  
**Specification**

Sl.	Work	Specification
1	<b>Single -Glass Aluminium window/partition/ Ventilators</b>	<p><b>Aluminium Work:-</b> Providing and fixing anodized alum. work for doors, ventilators and partitions with extruded built-up standard tubular and other section (note below for section details ) of approved make conforming to IS 733 and anodized transparent or dyed to required shape according to IS 1868 ( Minimum coating of grade AC15), fixed with rawl plugs and screws or with fixing clip expansion hold fasteners including necessary filling up of gaps at junctions at top and sided with required PVC/ neoprene felt etc. Aluminium section shall be smooth, free, straight, mitred and jointed mechanically wherever required including clean Aluminium snap beading for glazing/paneling, c. p. brass, stainless screw all complete as per architectural drawing and the directions of the engineer-in-charge for</p> <ol style="list-style-type: none"> <li>1. FIXED portion</li> <li>2. Shutters of window &amp; ventilators</li> </ol> <p><b>Glass Panes:-</b> Providing and fixing in aluminium window/door/ventilator/ with PVC/neoprene gasket etc complete as per the architectural drawing and the directions of the engineer –in-charge, with glass panes 5.5 mm mm thick ( weight not less than 13.75kg/sqm)</p> <p><b>Aluminium Tower Bolts :-</b> Providing and fixing alum. Tower bolts IS anodized ( anodic coating not less than grade AC 10 as per IS 1868) transparent or required colour or shade with nuts and screws etc. complete <b>200x10mm</b></p> <p><b>Aluminium Handles:-</b> Providing and fixing alum. Handles ISI marked anodized coating not less than grade AC 10 as per IS 1868) transparent or dyed to colour or shade with nuts and screws etc. complete <b>125 mm</b></p> <p><b>Aluminium Snap Beading :- 0.6mm thick</b></p> <p><b>Aluminium Casement Stays :-</b> Providing and fixing alum casement stays IS anodized ( anodic coating not less than grade AC 10 as per IS 1868) transparent or required colour or shade with nuts and screws etc. complete</p> <p><b>Note:-</b></p> <ol style="list-style-type: none"> <li>1. Outer aluminium frame for single glass (Chowkhat):- 63.5x38.1x1.54 mm</li> <li>2. Window frame of suitable section 47x44x1.3 mm</li> <li>3. Plain vertical tube 47x47x1.3 mm</li> <li>4. Aluminium Snap Beading :- 0.6mm thick</li> </ol>

2	<b>Double Glass Aluminium window/partition/Ventilators</b>	<p><b>Aluminium Work:-</b> Providing and fixing anodized alum. work for doors, ventilators and partitions with extruded built-up standard tubular and other section (note below for section details ) of approved make conforming to IS 733 and anodized transparent or dyed to required shape according to IS 1868 ( Minimum coating of grade AC15), fixed with rawl plugs and screws or with fixing clip expansion hold fasteners including necessary filling up of gaps at junctions at top and sided with required PVC/ neoprene felt etc. Aluminium section shall be smooth, free, straight, mitred and jointed mechanically wherever required including clear Aluminium snap beading for glazing/paneling, c. p. brass, stainless screw all complete per architectural drawing and the directions of the engineer-in-charge for</p> <ol style="list-style-type: none"> <li>3. FIXED portion</li> <li>4. Shutters of window &amp; ventilators</li> </ol> <p><b>Glass Panes:-</b> Providing and fixing in aluminium window/door/ventilator/ with PVC/neoprene gasket etc complete as per the architectural drawing and the directions of the engineer –in-charge, with glass panes 5.5 mm mm thick ( weight not less than 13.75kg/sqm)</p> <p><b>Aluminium Tower Bolts :-</b> Providing and fixing alum. Tower bolts IS anodized ( anodic coating not less than grade AC 10 as per IS 1868) transparent or required colour or shade with nuts and screws etc. complete <b>200x10mm</b></p> <p><b>Aluminium Handles:-</b> Providing and fixing alum. Handles ISI marked an anodic coating not less than grade AC 10 as per IS 1868) transparent or dyed to colour or shade with nuts and screws etc. complete <b>125 mm</b></p> <p><b>Aluminium Snap Beading :- 0.6mm thick</b></p> <p><b>Aluminium Casement Stays :-</b> Providing and fixing alum casement stays IS anodized ( anodic coating not less than grade AC 10 as per IS 1868) transparent or required colour or shade with nuts and screws etc. complete</p> <p><b>Note:-</b></p> <ol style="list-style-type: none"> <li>1. Outer aluminium frame for single glass (Chowkhat):- 63.5x38.1x1.54 mm</li> <li>2. Window frame of suitable section 47x44x1.3 mm</li> <li>3. Plain vertical tube 47x47x1.3 mm</li> <li>4. U- alum. Channel 10x10x0.6mm</li> <li>5. Aluminium Snap Beading :- 0.6mm thick</li> </ol>
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3	<b>Single -Glass Aluminium Door</b>	<p><b>Aluminium Work:-</b> Providing and fixing anodized alum. work for doors, ventilators and partitions with extruded built-up standard tubular and other section (note below for section details ) of approved make conforming to IS 733 and anodized transparent or dyed to required shape according to IS 1868 ( Minimum coating of grade AC15), fixed with rawl plugs and screws or with fixing clip expansion hold fasteners including necessary filling up of gaps at junctions at top and sided with required PVC/ neoprene felt etc. Aluminium section shall be smooth, free, straight, mitred and jointed mechanically wherever required including cleat. Aluminium snap beading for glazing/paneling, c. p. brass, stainless screw all complete per architectural drawing and the directions of the engineer-in-charge for</p> <ol style="list-style-type: none"> <li>5. FIXED portion</li> <li>6. Shutters of window &amp; ventilators</li> </ol> <p><b>Glass Panes:-</b> Providing and fixing in aluminium window/door/ventilator/ with PVC/neoprene gasket etc complete as per the architectural drawing and the direction of the engineer –in-charge, with glass panes 5.5 mm mm thick ( weight not less than 13.75kg/sqm)</p> <p><b>Aluminium Tower Bolts :-</b> Providing and fixing alum. Tower bolts ISI marked anodized ( anodic coating not less than grade AC 10 as per IS 1868) transparent or dyed to required colour or shade with nuts and screws etc. complete <b>200x10mm</b></p> <p><b>Aluminium Handles:-</b> Providing and fixing alum. Handles ISI marked anodized ( anodic coating not less than grade AC 10 as per IS 1868) transparent or dyed to required colour or shade with nuts and screws etc. complete <b>125 mm</b></p> <p><b>Aluminium Snap Beading :- 0.6mm thick</b></p> <p><b>sliding door bolt :-</b> Providing and fixing aluminium ISI marked anodized ( anodic coating not less than grade AC 10 as per IS 1868) transparent or dyed to required shade with nuts and screws etc. complete <b>300x16 mm</b></p> <p><b>Aluminium Tower Bolts :-</b> Providing and fixing alum. Tower bolts ISI marked anodized ( anodic coating not less than grade AC 10 as per IS 1868) transparent or dyed to required colour or shade with nuts and screws etc. complete <b>300x10mm</b></p> <p><b>Twin Rubber Stopper:-</b> Providing and fixing alum. Hanging floor door stopper ISI marked anodized ( anodic coating not less than grade AC 10 as per IS 1868) transparent or dyed to required colour or shade with nuts and screws etc. complete</p> <p><b>Note:-</b></p> <ol style="list-style-type: none"> <li>1. Outer aluminium frame for single glass (Chowkhat):- 100x44 x1.54 mm</li> <li>2. Door frame of suitable section 82.5x38.0x1.54 mm</li> <li>3. Aluminium Snap Beading :- 0.6mm thick</li> </ol>
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\* Note:- The above rates **should not** cover the cost for required repairs like plaster, Door floor spring, Dismantling of existing structures and universal hydraulic door closures. The amount for these works shall be paid extra as per approved rate.

## ANNEX-II

### TERMS & CONDITIONS

1. Quotation(s) shall remain open for acceptance for a period of Ninety days from the date of opening.
2. Rates quoted shall include, in addition to material and labour, 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 to outside disposal yard within 50 meters lead.
3. The civil contractors should be competent, skilled and should have thorough experience of repair, maintenance and construction of buildings. They should have allotted PAN numbers.
4. The civil work at BIS CL is primarily a repair and maintenance work of the existing structures within CL premises. The required routine maintenance as well as the modification in the civil work as requested from various labs at CL shall be taken up as and when the need arises. The successful bidders shall have to wait till the rate approval period ( normally one year) for any specific work required to be awarded. EMD shall be kept till the contract period as a security deposit. Non-acceptance to undertake a work within the validity period due to any reason including the escalation in price of building materials will attract penalty and the approved contractor may be blacklisted also if so decided by us.
5. As many of the work in CL are time-specific, the successful bidders shall have to ensure completion within scheduled time. In case, they presume that due to their preoccupation with other projects in CL, the time norms may not be adhered for any additional new work, the work shall be awarded to other registered civil contractor at CL with the approved rate. The successful bidder shall have to give an undertaking of NO Objection in this regard.
6. The earnest money in the event of a tender being accepted will be treated as part of the Security Deposit. The defects liability period of six months will be for each awarded work. Any defects shall have to be repaired again without cost otherwise a amount, to be decided on case to case basis, from Security Deposit shall be deducted.
7. The Bureau reserves the right without assigning any reasons therefore 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.
8. Time of completion will be as mentioned in the work order for individual project.
9. The building materials for execution of the job will be contractor's responsibility.
10. All material and workmanship shall be of the kind described in the schedule of quantities or specifications and in accordance with the instructions of Officer-in-charge. Wherever materials bearing BIS standard Mark are available only those shall be used.
11. All material shall be received; job executed shall be subjected to approval or inspection. The decision of our Inspecting-officer 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.
12. Rates for extra, altered, additional or substituted etc. items of work shall be got approved before carrying out the same.
13. The date of completion of job is the essence of this contract. You are, therefore, requested to complete the job as per the work contract issued but not later than 90 days from the award of the work. You should, however, find during the progress that the completion date stipulated cannot be adhered to, please apply to this 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 upto 10% for unsatisfactory service during currency of the contract.

14. The contractor shall be responsible for making good in an expenditure and workman like manner any defects which may be found in the work within a period of six months after handing over the same complete in all respects. 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 or any other dues.
15. All work executed shall be paid for in accordance with the actual measurements. The schedule of quantities given in a work order are 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)**.
16. 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.
17. No claim on account of fluctuation in rates for materials or labour will be entertained by the Bureau.
18. 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.
19. 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 thereunder from time to time.
20. The contractor shall at his own expense arrange for all safety provisions for the workers employed by him or by any of his subcontractors.
21. 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 this contract or a common law in respect of any Employee of the contractor and shall at his own expense effect and maintain, until the virtual completion of the contract with an approved office, a policy of insurance in the joint name of the Bureau and the contractor against such risk and deposit such policy or policies with the Bureau during currency of this contract. The contractor shall be responsible for anything which may be excluded from the Insurance Policies above referred to and also for all other damage to any property arising out of and incidental to the negligent or defective carrying out of the contract.
22. 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.
23. 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 quoted in his quotation.
24. The contractors are requested to visit the site before filling of rates to acquaint themselves regarding the work conditions, etc. of the CL buildings. Rates quoted shall include shifting of items, covering of same with polythene sheets, resetting of items, cleaning of floors etc. after completion of work complete as per instruction of user labs wherever applicable.
25. In case of non compliance with the Terms & Conditions of the contract, the Bureau reserves its right to:
  - a) Cancel/rescind/revoke the order if work is not completed in time and is not conforming to the required specification.
  - b) Impose Penalty up to 1% of the total value of the order for a delay of every seven days after the schedule date subject to the ceiling of a maximum of 10% of the total value of the order.
25. All questions, disputes or difference arising under, out of or in connection with this tender enquiry shall be subject to the exclusive jurisdiction of Delhi/ Ghaziabad Courts.