

S N BOSE NATIONAL CENTRE
FOR BASIC SCIENCES

SECTOR-III, BLOCK-JD
SALT LAKE, KOLKATA

COVER-I

TENDER DOCUMENTS

FOR

CONSTRUCTION OF 2 NOS. LABORATORY
BUILDINGS BY PRE-ENGINEERED STEEL STRUCTURE

TENDER REFERENCE: SNB/ENGG / TENDER / 2013-14/ 05/013

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**S N BOSE NATIONAL CENTRE FOR BASIC SCIENCES
CONSTRUCTION OF 2 NOS. LABORATORY BUILDINGS BY
PRE-ENGINEERED STEEL STRUCTURE
TENDER DOCUMENTS**

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1. NOTICE INVITING TENDER

Sealed Tenders on items rate basis are invited from reliable & experienced contractors for "**Construction of 2 Nos. Laboratory Buildings by Pre-Engineered Steel Structure**" involving Pre-Engineered Building, Civil, Plumbing, and other allied works for S N Bose National Centre for Basic Sciences at Block-JD, Sector-III, Salt Lake, Kolkata -700 098.

1. Name of Work : Construction of 2 Nos. Laboratory Buildings by Pre-Engineered Steel Structure at Block-JD, Sector-III, Salt Lake, Kolkata-700 098
2. Time allowed for completion : 3 (three) months from the date of issue of work order
3. Estimated Cost of Work : Rs 182 Lac (Rupees One Hundred and Eighty Two Lac only)
4. Earnest Money Deposit : Rs. 3,64,000/- (Rupees Three Lac Sixty Four Thousand only) in the form of Bank Draft / Pay Order drawn in favour of S. N. Bose National Centre for Basic Sciences, Kolkata-700098.
5. Cost of tender documents : Rs 1000/-.. (Rupees one –thousand -only) per set of documents (in cash) (non-refundable).
6. Availability of tender document : Tender documents can be purchased on any working day between 11:00am- 1:00pm & 2:00pm- 5:00pm from Accounts Section, S N Bose National Centre for Basic Sciences at Block-JD, Sector-II, Salt Lake, Kolkata-700 098, Ph-(033)2335-5705/06 from 03.06.2013 to 14.06.2013
7. Pre-bid Discussion : 3:00 PM on 10.06.2013
8. Last date and time of receipt of Tenders : 2:00 PM on 17.06.2013
9. Address at which the tenders are to be submitted : In Tender Box placed at
Ground floor Main Building
S N Bose National Centre for Basic Sciences
Block-JD, Sector-III, Salt Lake, Kolkata-700 098.
10. Date and time of opening of Tender(Cover-I) : 3:00 PM on 17.06.2013

11. Defect Liability Period : 12 months from the date of actual completion of work
12. Validity of Offer : For a period of 90 days from the date of opening of bid
13. Liquidated Damages : As per Clause. 52 of General Conditions of Contract

14. Tender will have to be submitted in two parts Cover-I and Cover-II separately sealed and super scribed with the name of the work and tender reference. These two covers will be inserted into a big cover super scribing the name of work on it.

Cover-I: Shall contain all commercial and general stipulations proposed by the tenderer, and the earnest money in required form. Cover-I will contain the documents as per Clause.4 of General Rules and Instructions for the Guidance of Tenderers.

Cover-II: Shall contain the offered price with the tender documents duly filled. No other condition stipulated in Cover-II other than unconditional general rebate shall be accepted.

15. Cover-I will be opened on 17.06.2013 at 3.00 P.M hours in the presence of Tenderers who desire to attend. Cover-II will be opened only of technically qualified bidders.

16. Price bid details in Cover-II: Rate of each item should be written in figure as well as in words.

The Centre will not be bound to accept the lowest tender and reserves the right to accept or reject any or all the tenders received and to place order on/or more firms without assigning any /one reason whatsoever The notification of award of contract will be made in writing to the successful tenderer by the Centre.

In case the date of opening of tenders is declared as a holiday, the tenders will be opened on the next working day at the same time.

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Acting Registrar

S N Bose National Centre for Basic Sciences

2. GENERAL RULES AND INSTRUCTIONS FOR THE GUIDANCE OF TENDERERS

1. Sealed tenders on item rate basis are invited from bidders having sound Technical & Financial capacity for **Construction of 2 Nos. Laboratory Buildings by Pre-Engineered Steel Structure** including Pre-Engineered Building, civil, plumbing, and other allied works for S N Bose National Centre for Basic Sciences at Block-JD, Salt Lake City, Sector-III, Kolkata 700 098 Estimated cost of project is Rs.182 Lac.
2. Tender documents consisting of the plans, complete specifications, the schedule of quantities of the above work to be done, and the set of conditions of contract to be complied with by the bidder whose tenders may be accepted, can be purchased at the rate of Rs 1000/- per set from the office of the Accounts Section, S N Bose National Centre for Basic Sciences, Block- JD, Sector-III, Salt Lake, Kolkata- 700 098, on all working days from 03.06.2013 to 14.06.2013
3. The site for the work will be made available to the contractor in its present conditions. No space other than the above site can be made available to the contractor for site office, labour camps, storage etc.
4. Sealed tenders on the item rate basis are invited in two separate sealed covers containing the documents as under :-

Cover-I : Technical Bid comprising (a) Experience in similar type and value of work (Furnish completion certificate), (b) Valid Sales Tax / VAT, (c) Professional Tax, (d) Income Tax PAN No., (e) Trade License Certificate, (f) Clearance Certificate of VAT, (g) Bank Solvency Certificate, (h) EMD in the form of an Account Payee Demand Draft of a Schedule Bank amounting to Rs. 3,64,000/- (Rupees Three Lac Sixty Four Thousand only) as Earnest Money in favour of "S N Bose National Centre for Basic Sciences, Kolkata" payable at `Kolkata`.

Cover-II : The priced tender papers. Any condition mentioned by the tenderer in the Cover- II (Priced tender paper) will not be accepted and the tender will be rejected.

Tender in Cover-I & Cover-II shall be put in a separate sealed cover super scribing the name of the work and is to be dropped in a Tender Box, kept at Ground floor of Main Building of SNBNCBS, Kolkata-700 098.

The Cover I: It will be opened at about 3 P.M on 17.06.2013 Any tender which is not accompanied by the requisite EMD shall be summarily rejected. No interest shall be paid for the period during which the EMD lies with the Centre. Cover II of tenders containing the priced tenders will be opened after opening of Cover-I, on being satisfied that the bidder has been technically qualified.

5. The time of completion is three (3) months from the date of issue of work order.
6. The contractors should quote the rate in figures as well as in words, and amount tendered by them. The amount for each item should be worked out and the requisite totals given.
7. All corrections shall be attested by the initials of the tenderers with the seal of the firm. In case any discrepancy/difference is found on checking between rates quoted by the contractor in words and figures or in the amount worked out by him, the following procedure shall be followed:

a) When there is a difference between the rates in figures and in words, the rate which corresponds to the amounts worked out by the contractor, shall be taken as correct.

b) When the amount of any item is not worked out by the contractor or it does not correspond with the rate written either in figures or in words, then the rate quoted by the contractors in words shall be taken as correct.

c) When the rate quoted by the contractor in figures and in words tallies but the amount is not worked out correctly, rate quoted by the contractor shall be taken as correct and not the amount:

d) Amendments as mentioned above shall be based on the tender marked "Original" only.

8. When a contractor signs a tender in an Indian language the tendered amount and the total amount tendered should also be written in the same language. In the case of illiterate contractors the rates or the amounts tendered should be attested by a witness.
9. Earnest money, amounting to Rs. 3,64,000/- (Rupees Three Lac Sixty Four Thousand only) in the form of Crossed Demand Draft/Pay Order/Banker's Cheque drawn in favour of S N Bose National Centre for Basic Sciences, Kolkata 700 098 must accompany each tender in Cover-I.
10. The several documents forming the contract are to be taken mutually explanatory of one another, detailed drawing' followed in preference to small scale drawing and figured dimensions in preference to scale and special conditions in preference to General conditions. In the case of discrepancy between the Schedule of Quantities, the Specifications and/or drawings, the following order of preference shall be observed:
 - i) Description of Schedule of Quantities
 - ii) Particular Specification and Special Conditions, if any
 - iii) Drawings
 - iv) Technical Specifications
11. The acceptance of a tender will rest with the Centre which does not bind itself to accept the lowest tender, and reserves to itself the authority to reject any or all of the tenders received and to place order on one or more firms without the assignment of a reason. All tenders in which any of the prescribed conditions are not fulfilled or are incomplete in any respect are liable to be rejected.

The Centre reserves the right to accept the tender in full or in part and the tenderer shall have no claim for revision of rates or other conditions if his tender is accepted in parts.
12. Canvassing in connection with tenders is strictly prohibited and the tenders submitted by the contractors who resort to canvassing will be liable to rejection.
13. All rates shall be quoted on the proper form of the tender alone.
14. An item rate tender containing percentage below/above will be summarily rejected. However, where a tenderer voluntarily offers an unconditional rebate for payment within a stipulated period in Cover-I, this may be considered. Subject to compliance of all technical specifications and other terms and conditions.
15. On acceptance of the tender, the name of the authorized representative(s) of the contractor who would be responsible for taking instructions from the Owner/Architects shall be communicated to the Owner.

16. Special care should be taken to write the rates in figures as well as in words and the amounts in figures only, in such a way that interpolation is not possible. The total amount should be written both in figures and in words. In case of figures, the words 'Rs.' Should be written before the figure of rupees and words 'P' after the decimal figures, e.g. Rs. 2.15 P. and in case of words, the word 'Rupees' should precede and the word 'Paise' should be -written at the end, unless the rate is in whole rupees and followed by the words 'only' it should invariably be up to two decimal places. While quoting the rate in schedule of quantities, the word 'only' should be written closely following the amount and it should not be written in the next line.
17. The Centre does not bind it-self to accept the lowest or any tender and reserve's to itself the right of accepting the whole or any part of the tender and the tenderer shall be bound to perform the same at the rate quoted.
18. VAT, Sales tax, Cess for welfare of Construction Labour or any other tax on material or on finished works like works contract tax, Turn-over Tax, etc in respect of this contract Shall be payable by the contractor and the Centre will not entertain any claim whatsoever in this respect except Service Tax.
19. The contractor shall give a list of his relatives working with the Centre along with their designations and addresses.
20. No employee of the Centre is allowed to work as a contractor for a period of two years of his retirement from Centre service, without the previous permission of the Centre. This contract is liable to be cancelled if either the contractor or any of his employees is found at any time to be such a person who had not obtained the permission of the Centre as aforesaid before submission of the tender or engagement in the contractor's service.
21. The tender for works shall remain open for acceptance for a period of 90 days from the date of opening of tenders. If any tenderer withdraws his tender before the said period, then the Centre shall be at liberty to forfeit Earnest Money paid along with the tender.
22. The tender for the work shall not be witnessed by a contractor or contractors who himself/themselves has/have tendered or who may and had/have tendered for the same Work. Failure to observe this condition would render tenders of the contractors tendering as well as witnessing the tender liable to summarily rejection.
23. It will be obligatory on the part of the tenderer to tender and sign the tender documents for all the component parts and that, after the work is awarded, he will have to enter into an agreement for each component with the competent authority in the Centre.
24. The notification of award of contract will be made in writing to the successful tenderer by S N Bose National Centre for Basic Sciences.
25. Service Tax is payable by the Centre as per. Govt Rules at rate prevailing at the time of Making payment .of RA/Final Bills to the Contractor, on production of necessary documents by the Contractor towards deposit of such payment to relevant Govt Authority.