



NORTH EAST INSTITUTE OF SCIENCE & TECHNOLOGY

(Formerly Regional Research Laboratory)

Council of Scientific & Industrial Research

Jorhat –785006 (Assam)

Tender No . NEIST-Elect-13/2009

dtd 30.10.2009

NOTICE INVITING TENDERS

Sealed tenders are hereby invited on behalf of Director, NEIST, Jorhat for the following electrical works from all registered Licentiate electrical contractor of appropriate class of CPWD, Railways, MES, Post & Telegraph Department, State PWDs, Semi Government Organization, of Outdoor panel board or those who have worked for CSIR or its Laboratories and have successfully carried out preferable three similar works last three years. The firms are required to produce proof of fulfilling these conditions along with the copy of Sales Tax registration certificate , Income tax clearness, Labour certificate, bank solvency certificate while making request for issue of Tender documents.

Sl No	Name of works	Estimated cost in Rs.	E.M.D. in Rs.	Tender cost in Rs.	Completion period
1	Electrical renovation works to Auditorium Building at NEIST, Jorhat	4,09,849.00	8,200.00	500.00	45 days

- 1) Time for carrying out each work will be as above and the date of commencement shall be reckoned from the tenth day of issue of award letter.
- 2) Complete contract documents to be complied with by the tenderer whose tender may be accepted can be seen at the office of the Executive Engineer, Electrical, NEIST, Jorhat (Assam)
- 3) Tenders should be on the specified form (Non transferable) which may be obtained from the office of the **Executive Engineer, Electrical, NEIST, Jorhat** during office hours on payment of **tender fee against each work in cash or as Demand Draft of a schedule bank drawn in favour of Director, NEIST, Jorhat (Assam)** (Non refundable). Sale of tenders shall be from **30/10/2009 to 10/11/2009** up to 3.00 pm.
- 4) Tenders should be submitted with the documents as per NIT along with the Earnest money in double sealed covers super scribed with the name of the work date and time of opening written both on the inner and outer envelopes. They will be received up to 3.00 PM on **11/11/2009** and will be opened at 3.30 PM on the same day in the office of the C.o.A NEIST Jorhat (Assam). Tenders should be dropped in the tender box before the closing date and time indicated. In case these are sent by post these should be sent by Regd. post/ Speed post addressed to **Controller of Administration, NEIST Jorhat –785006 (Assam)**. Tenderers are to ensure that they post the tender well in advance so as to reach before the closing time and date indicated.
- 5) (i) The Earnest money should be accompanied with the tender documents separately for each work **as Demand Draft or pay order of schedule bank and drawn in favour of Director , NEIST Jorhat (Assam), payable at SBI, RRL Branch (Code No. 5604) Jorhat**. Tenders received without earnest money will be invalid.
(ii) The tender and earnest money shall be placed in separate sealed envelopes each marked "Tender" and "Earnest Money" respectively. In cases where earnest money in cash is acceptable , the same shall be deposited with the cashier of the division and the receipt placed in the envelope meant for earnest money. Both the envelopes shall be submitted together in another sealed envelope marked " Tender" of only those tenders shall be opened, whose earnest money placed in the other envelop is found be in order.
- 7) The Employer does not bind himself to accept the lowest or any tender and reserves to himself the right of accepting the whole or any part of the tender and the tenderers shall bound to perform the same at the rates quoted.
- 8) Canvassing in connection with the tenders is prohibited and the tenders submitted by the contractor who resort to canvassing are liable for rejection.
- 9) The tenderer shall not be permitted to tender for works in the concerned unit of CSIR in which a relative is posted in the grade between Controller of Administration and Junior Engineer. (Both inclusive) He shall also intimate the names of persons who are working with him in any capacity or subsequently employed by him and who relatives are as mentioned above.

NOTE : A person shall be deemed to be a relative of another if and only (a) they are members of a Hindu undivided family or (b) they are husband and wife or (c) the one is related to the other in the following manner : Father,

- Mother (including step mother), son (including step son), Son's wife, Daughter (including step daughter), Father's father, Son's son, Son's daughter, Son's daughter's husband, Daughter husband, Daughter's son, Daughter's son's wife, daughter's daughter, daughter's daughter's husband, Brother (including step brother), Brother's wife, Sister (including step sister), Sister's husband.
- 10) Tender submitted shall remain valid for 90 days from the date of opening for the purpose of acceptance and award of work, validity beyond 90 days from the date of opening shall be by mutual consent.
 - 11) The tenderer shall quote rates both in figures and words. He shall also workout the amount for each item of work and writes in both figures and words. On check if there are differences between the rates quoted by the tenderer in words and in figures or in the amount worked out by him, the following procedure shall be followed:
 - I. When there is a difference between the rates in figures and in words, the rates, which correspond to the amounts worked out by the tenderer, shall be taken as correct.
 - II. When the amount of an item is not worked out by the tenderer or it does not correspond with the rate written either in figures or in words, the rate quoted by the tenderer in words shall be taken as correct.
 - III. When the rate quoted by the tenderer in figures and in words tallies but the amount is not worked out correctly the rate quoted by the tenderer shall be taken as correct and not the amount.
 - 12) The tenderer should see drawings and in case of doubt obtain required particulars, which may in any way influence his tender from the Engineer as no claim whatsoever will be entertained for any alleged ignorance thereof.
 - 13) Before tendering, the tenderer shall inspect the site to fully acquaint himself about the condition in regard to accessibility of site, nature and extent of ground, working condition of site and locality including stacking of materials, installations of tools and plants (T&P) etc., conditions affecting accommodations and movement of labour etc. required for the satisfactory execution of the work contract. No claim whatsoever on such account shall be entertained by the **Employer** in any circumstances.
 - 14) Earnest money will be forfeited if the contractor fails to commence the work as per letter of award. If any tenderer with drawn this tender within the validity period or makes any modification in terms and conditions of the tender which are not acceptable to the Department, then CSIR /NEIST shall without prejudice to any right or remedy, be a liberty to forfeit 50 % (fifty percent) of the Earnest Money absolutely.
 - 15) Except writing rates and amount, the tenderer should not write any conditions or make any changes, additions, alterations and modifications in the printed form of tenders. **Tenderers who are desirous to offer rebate the same should be brought out separately in the covering letter and submitted along with the tender.**
 - 16) Some of the provisions of General Conditions of Contract are given below. Interpretation however shall be as given in the General Conditions of Contract.
 - a) **DEFECTS LIABILITY PERIOD: Twelve months from the date of completion as certified by the employer.**
 - b) **SECURITY DEPOSIT: Security deposit shall be deducted form the bills at 10 % of the gross value of work done and will be refunded only after the completion of Defect Liability Period satisfactorily.**
 - c) **COMPENSATION:** Contractor shall pay as compensation an amount equal to one percent or such smaller amount as the **Employer** (whose decision in writing shall be final) may decide on the cost of the whole work as shown in the agreement for every week that the work remains uncompleted or unfinished or due quantity of work remains incomplete after the proper dates. Compensation to be paid shall not exceed ten percent of the estimated cost of the work as shown in the agreement.
 - 17) Stores: No material will be issued by the dept. for this work.
 - 18) Clauses No. 28 of conditions of contract i.e. "**ESCALATION**" will not be applicable in this contract since the duration of contract is less than 6 months.
 - 19) Interested party may also download the tender documents for the work Sl. No. 1. For work Sl. No. 2 to 4, tender documents may be seen in the office of the "Executive Engineer, Electrical Section, NEIST, Jorhat-6". Tender paper without tender fee ,earnest money and contractor documents will be rejected.

Executive Engineer (electrical)
On behalf of Director, NEIST, Jorhat