



No.RLJ-29(1197)W 09 31.12.2009

NORTH EAST INSTITUTE OF SCIENCE & TECHNOLOGY:JORHAT
COUNCIL OF SCIENTIFIC AND INDUSTRIAL RESEARCH”

NOTICE INVITING TENDER”

1. Sealed item rate tenders are invited for the works mentioned below from the Contractors/Firms registered in appropriate class of C.P.W.D., Railways, M.E.S., Post & Telegraph Department, State P.W.D.'s, Semi-Government organizations and/or from those, who have successfully carried out similar works for C.S.I.R. or its laboratories/Institutes or Government Organizations having required T & P. and from the contractors/firms working with government organisations / public sector undertakings. The tender document will be issued only to those contractors, who have satisfactorily executed similar works of value :

- (a) Three similar works, each 40 % of estimated cost or
- (b) Two similar works each of value 50 % of estimated cost or
- (c) One similar work of 80 % estimated cost

and show proof of their Registration, Experience, Sales Tax Certificate and Capability to the full satisfaction of the officer issuing the tenders:

2.

Sl.No	Name of Work	Estimated Cost in Rs.	Earnest money	Cost of Tender	Time of Completion	Issue date from to	Dt. Of submission
1.	Renovation of Kitchen near lounge with ceramics tiles on both wall and floor and wooden works.	242526.00	5500.00	500.00	60 days	30.12.09	04.01.10
2.	Providing VISTA roller blind in the newly renovated conference hall of the Main Block.	179758.00	3600.00	500.00	15 days	30.12.09	04.01.10
3	Providing Ceramic tiles floor for Incinator shed at NEIST, Jorahat.	76535.00	1550.00	150.00	30 days	30.12.09	04.01.10

3. Time for carrying out the work will be as mentioned above and the date of commencement shall be reckoned from the tenth day of issue of award letter.

4. Complete contract documents to be complied with by the tenderer whose tender may be accepted can be seen at the office of Civil Engineering Section, NEIST, Jorhat. Tender documents can also be seen from the web site <http://www.neist.res.in>.

5. Tenders should be on the specified form (Non-Transferable), which may be obtained from the office of S.E.(Civil), NEIST, Jorhat during office hours on the dates mentioned above on payment of cost of tender paper in cash (Non- Refundable). Preference will be given to the contractor having required tools and plants, and qualified Engineers as per prescribe norms.

6. Tenders should be submitted in double sealed covers super-scribed with the name of the work, date and time of opening written both on the inner and the outer envelopes. They will be received up to 3.00 p.m. on the dates mentioned above and will be opened at 3.30 P.M on the same day in the office of S.O(W)/Controller of Administration, NEIST. 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 Registered post/Speed post addressed to “The Director, North East Institute of Science & Technology, Jorhat - 785006”. Tenderers are to ensure that they post the tender well in advance so as to reach before the closing date and time indicated.

7. The Earnest money amounting as above as demand draft or pay order of a scheduled bank and drawn in favour of Director, NEIST, Jorhat-6 should accompany the tender. Tenders received without earnest money will be invalid.

8. 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 tenderer shall be bound to perform the same at the rates quoted.

9. Canvassing in connection with the tenders is prohibited and the tenders submitted by the contractor who resort to canvassing are liable for rejection.

10. The tenderer shall not be permitted to tender for works in the concerned unit of C.S.I.R. in which a relative is posted in the grade between Controller of Administration and Junior engineer (Both inclusive) He shall also intimate the name of the persons who are working with him in any capacity or subsequently employed by him and who are relatives as mentioned above.

a. Note: A person shall be deemed to be a relative of another if, and only if, (a) they are members of a Hindu undivided family (b) they are husband and wife (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 son's wife, Son's daughter, Son's daughter's husband, Daughter's husband, Daughter's son, Daughter's son'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.

11. Tenders 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.

12. 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 is difference 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 difference between the rates in figures and in words, the rates, which correspond to the amount 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 figure 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.

13. 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.

14. Before tendering, the tenderer shall inspect the site to fully acquaint himself about the conditions in regard to accessibility of site, nature and extent of ground, working condition of site and locality including stacking of materials, installations of tools & 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 accounts shall be entertained by the Employer in any circumstances.

15. Earnest money will be forfeited if the contractor fails to commence the work as per the award letter for the work.

16. 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.

17. 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) DEFECT LIABILITY PERIOD is of Twelve Months from the date of completion as certified by the Employer.

b) MINIMUM VALUE OF WORK FOR THE INTERMEDIATE be admitted for payment at the discretion of the Engineer.

c) SECURITY DEPOSIT: Security deposit shall be deducted from the running bills at the rate of 10% (Ten percent) of the gross value of the work done and measured inclusive of Earnest Money subject to a maximum of Rs. 5 Lacs (Rupees Five Lacs Only).

d) COMPENSATION: Contractor shall pay as compensation an amount equal to 1% (One percent) or such smaller amount as the Employer (whose decision in writing shall be final) may decided 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 be exceeding 10% (Ten percent) of the estimated cost of the work as shown in the agreement.

18. Schedule showing approximate quantity of materials to be supplied by the Employer under Clause: 6 of General Condition of Contract for works contracted to be executed and the rates at which they are to be charged for:

Particulars of materials	Approx. Quantity	Rates at which the material will be charged to the contractor			Place of delivery
		Unit	Rs.(figures)	Rupees words	
NIL	NIL	NIL	NIL	NIL	NIL

NOTE:- The tenderer shall ensure that particulars in the above form are filled in by the Engineer before he submit the tender.

SD/-
SE, NEIST, Jorhat