



उत्तर पूर्व विज्ञान और प्रौद्योगिकी संस्थान  
**NORTH-EAST INSTITUTE OF SCIENCE & TECHNOLOGY**  
(Former Regional Research Laboratory)  
(A national R&D establishment of CSIR)  
Jorhat, Assam, 785 006  
Website: <http://www.neist.res.in>

**NOTICE INVITING TENDER**

No. RLJ-29(1201)W/09

5<sup>th</sup> November 2009

1. Sealed Tenders are hereby invited for the following works at NEIST, Jorhat from contractors of appropriate class of CPWD, Railway, MES, Post & Telegraph Department, State PWD'S, Semi-Governments Organization and/or from those who have worked for CSIR or its Laboratories / Institutes.
2. Estimated cost are given below based on market rate for non-scheduled items.

Sl. No.	Name of Work	Estimated Cost in Rs.	Earnest Money	Cost of Tender	Issue Date	Last date of Submission and Date of opening
1	Repairing work of Back Verandah of Boys' Hostel & Community Centre at NEIST, Jorhat	52599.00	1100.00	150/-	09.11.09	20.11.09
2	Maintenance work of Sewage Disposal System including cleaning and unloading of sewage lines, septic tank and chambers at NEIST Residential campus, Jorhat	165059.00	3300.00	500/-	09.11.09	20.11.09
3	Providing Aluminium door to (i) Insect Culture Room (ii) Geo Science Division and (iii) Computer Lab at Insectory Building	158081.00	3200.00	500/-	09.11.09	20.11.09
4	Repairing and Renovation of the Extension Room of Room No. 18 for Installation of Water Purification System at Analytical Block	18325.00	400.00	150/-	09.11.09	20.11.09
5	Renovation of Xerox Room and the Room at its side at Library Books Section	86521.00	1730.00	150/-	09.11.09	20.11.09
6	Replacement of Old Rusted CI Roofing sheets at Mushroom Spawn Development Building	47561.00	950.00	150/-	09.11.09	20.11.09
7	Providing False Ceiling to the Stationary Section of General Store and Replacing the Gutters of Store	75332.00	1510.00	150/-	09.11.09	20.11.09
8	Construction of Agro Shed Adjacent to the existing Green House next to Geo Science Division	112868.00	2300.00	500/-	09.11.09	20.11.09
9	Replacing damaged Asbestos Roofing Sheets of Pilot Plant, Electrical Section and Workshop	64434.00	1300.00	150/-	09.11.09	20.11.09

3. Time for carrying out the work is given below and the date of commencement shall be reckoned from the tenth day of issue of award letter/intimation letter for the work.
4. Complete Contract documents to be complied with by the tenderer whose tender may be accepted can be seen at the office of the Superintending Engineer, NEIST, Jorhat, Assam.
5. Tenders should be on the specified form (Non-transferable) which may be obtained from the Office of the Superintending Engineer, NEIST, Jorhat, Assam during office hours on payment of **Rs. 500/- (Rs. Five hundred only)** in cash (Non-refundable). Sale of tenders shall be from 09.11.2009 to as stated above during office hours.
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 outer envelopes. They will be received back up to **3.00 P.M.** on 20.11.2009 and will be opened at **3.30 PM** on the same day in the office of the Conference room (GF), Main Block, NEIST, Jorhat. Tender 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 the Director, NEIST, Jorhat, Assam, 785 006. (super scribing the name of the work and address of contractor ) Tenderers are to ensure that they post the tender well in advance so as to reach before the closing time and date indicated.
7. The Earnest money amounting to as mentioned 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 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 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.

19. For all special jobs e.g. lights, air conditioning, Public address, fire protection, security / surveillance and building management systems, technical (covering also general conditions and commercial terms) and financial offers will be given separately in two seal covers.

SUPERINTENDING ENGINEER