

**NOTICE INVITING TENDERS**  
**(NATIONAL COMPETITIVE BIDDING)**  
**SHIVAJI COLLEGE, UNIVERSITY OF DELHI**  
**RING ROAD, RAJA GARDEN**  
**NEW DELHI -110027**

1. Online bids are invited on single stage two bid system for “Supply and Fixing of Floor and Wall Tiles”. Manual bids shall not be accepted.

2. **Document Download:** Tender documents may be downloaded from Shivaji College, University of Delhi web site <http://shivajicollege.ac.in> and CPPP site <https://eprocure.gov.in/eprocure/app> as per the schedule as given in CRITICAL DATE SHEET as under.

**CRITICAL DATE SHEET**

<b>Published Date</b>	<b>09.02.2018 (10.00AM)</b>
<b>Bid Document Download / Sale Start Date</b>	<b>09.02.2018 (10.00AM)</b>
<b>Pre bid meeting</b>	<b>19.02.2018 (11.00AM)</b>
<b>Bid Submission Start Date</b>	<b>19.02.2018 (01.00 PM)</b>
<b>Bid Submission End Date</b>	<b>01.03.2018 (11.00 AM)</b>
<b>Bid Opening Date</b>	<b>05.03.2018 (11.00 AM)</b>

**3. Bid Submission:**

Bids shall be submitted online only at CPPP website: <https://eprocure.gov.in/eprocure/app>.

Tenderer/Contractor are advised to follow “Instructions To Bidder for Online Bid Submission” provided in the Annexure “ ” for online submission of bids - .

Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.

4. Not more than one tender shall be submitted by one contactor or contractors having business relationship. Under no circumstance will father and his son(s) or other close relations who have business relationship with one another (i.e when one or more partner(s)/director(s) are common) be allowed to tender for the same contract as separate competitor. A breach of this condition will render the tenders of both parties liable to rejection.

5. Tenderer who has downloaded the tender from the Shivaji College, University of Delhi website <http://shivajicollege.ac.in/Staffctrl/Tender> and Central Public Procurement Portal (CPPP) website <https://eprocure.gov.in/eprocure/app> , <https://eprocure.gov.in/epublish/app> shall not tamper/modify the tender form including downloaded price bid template in any manner. In case if the same is found to be tempered/modified in any manner, tender will be completely rejected and EMD would be forfeited and tenderer is liable to be banned from doing business with Shivaji College .

6. Intending tenderers are **advised to visit again** Shivaji College website <http://www.shivajicollege.ac.in/> and **CPPP website** <https://eprocure.gov.in/eprocure/app> **regularly till closing date of submission of tender** for any corrigendum / addendum/ amendment.

7. Applicant contractor must provide demand draft for Rs 2000/- (Rupees Two thousand only ) in favour of **Principal, Shivaji College, payable at New Delhi** from any Nationalized/ scheduled Bank valid for six months with their application/downloaded tenders as the cost of tender forms/ documents. The all applicable bank charges shall be born by the applicant and he shall not have any claim what so ever on this account on Government. In case of re- tendering, the firms which has submitted the DD in earlier calls will require to submit DD along with their tender/application in subsequent calls also. Tender not accompanied with the cost of tender documents is liable to be rejected. However, public sector undertaking / Govt undertaking firms are exempted from the payment towards cost of tender documents.

#### **EMD Payment:**

Earnest Money Deposit of **₹ 20,000/-** is to be deposited through Demand Draft in favour of Principal, Shivaji College, payable at New Delhi. Bidders are required to submit the details of EMD payment at the time of Bid Preparation.

*Micro and Small enterprises (MSEs) Units registered with NSIC under their Single Point Registration Scheme for the goods/services at NSIC are exempted from furnishing the Bid Security deposit/ EMD/Tender fee. They should furnish with the Bid (offline) a Notarized copy of the valid registration certificate issued by NSIC in their favors, for the goods/services covered under this Tender document. No other bidders are exempted from furnishing Bid Security/ EMD as mentioned above*

8. The **Hard Copy of original instruments** in respect of cost of tender document, earnest money, original copy of affidavits, and credit facility certificate must be delivered to the **Principal, Shivaji College, Ring Road, Raja Garden, New Delhi – 110027 on or before bid opening date/time as mentioned in critical date sheet.** Tenderer shall likely to be liable for legal action for non-submission of original payment instrument like DD, etc., against the submitted bid. The Demand Draft attached/submitted for tender fee shall be non-refundable.

9. The bidders should have the minimum turnover of **₹ 10 lakh** (civil work receipts) each in the last 3 financial years (2014-15, 2015-16 and 2016-17). Relevant proof for supporting the same shall be submitted

**OR**

The Bidder should have experience in the similar field of providing Civil work in the **Government Departments** for the last 3 years. Relevant proof for supporting the same shall be submitted.

**OR**

The firm who has already completed one or more similar nature of works of **total value of ₹ 8 Lakh** in Govt., Semi Govt., Govt. Undertakings, and Govt. Autonomous Organizations / Institutes. Relevant proof for supporting the same shall be submitted

10. Bids will be opened as per date/time as mentioned in the **Tender Critical Date Sheet.** After online opening of Technical-Bid the results of their qualification as well Price-Bid opening will be intimated latter.

11. **Payment terms :-** 90% payment will be made only after successful completion of work/contract and after submission of satisfactory report by the committee.

12. **Security :-** 10% of value of work will be retained for six months after completion of work. In case of any defect/s in work, the bidder shall do the work as per committee recommendations.

12. **Completion period:-** The work should be complete **within ten days** from the date of award letter.

13. **Penalty:-** In case of non-completion of work within stipulated period, penalty of Rs 500/per day may be imposed.

14. The payment will be made to the firm at any Bank Account maintained in India by way of NEFT/RTGS after statutory deductions as per applicable rules.

15. The quoted price shall be inclusive of all taxes by whatever name called.

### **SUBMISSION OF TENDER**

**The tender shall be submitted online in two part, viz., technical bid and price bid.**

All the pages of bid being submitted must be signed and sequentially numbered by the bidder irrespective of nature of content of the documents before uploading.

The offers submitted by Telegram/Fax/email shall not be considered. No correspondence will be entertained in this matter.

### **TECHNICAL BID**

The following documents are to be furnished by the Contractor along with **Technical Bid** as per the tender document:

- 1) Signed and Scanned Copy of Tender fee and EMD.
- 2) Signed and Scanned copy of current income-tax challan/Return, GST registration no., PAN No. and EPF Registration No, Power of Attorney, if any
- 3) Signed and scanned copy of average annual financial turnover of the indenting bidder during the last three years or experience Certificate as per indicating in NIT.
- 4) Signed and Scanned copy of ECS Form, Self-Declaration by the bidder, No Deviation Certificate, Price Bid undertaking.
- 5) Signed and Scanned copy of Details of Past Experience, Bid Proforma, Declaration regarding MSME under MSMED Act 2006 (if applicable).
- 6) Signed and Scanned copy of Registration certificate /Trade licence certificate/ Enlistment certificate / Incorporation certificate in any Govt. deptt. / Statutory body / PSU shall be submitted
- 7) Signed and Scanned copy of Tender Acceptance Letter. (**Annexure -1**)
- 8) An undertaking (self-certificate) that the agency hasn't been blacklisted by a Central / State/UT Government institution and there has been no litigation with any government department on account of IT services.
- 9) Signed and Scanned Copy of partnership deed in case of partnership firm, Memorandum and Article of Association in case of limited company, ownership certificate in case of sole of proprietary firm and Power of Attorney in favour of authorized signatory in case the firm is not a proprietary firm.
- 10) Signed and Scanned Copy of Technical specifications sheet (**Annexure -2**)

## PRICE BID

### Schedule of price bid in the form of BOQ\_XXXX.xls

The below mentioned Financial Proposal/Commercial bid format is provided as BoQ\_XXXX.xls along with this tender document at <https://eprocure.gov.in/eprocure/app> . Bidders are advised to download this BoQ\_XXXX.xls as it is and quote their offer/rates in the permitted column and upload the same in the commercial bid. **Bidder shall not tamper/modify downloaded price bid template in any manner.**

In case the same is found to be tempered/modified in any manner, tender will be completely rejected and EMD would be forfeited and tenderer is liable to be banned from doing business with BRO

Sl. No.	Item Description	Item Code / Make	Quantity	Units	BASIC RATE with taxes In Figures To be entered by the Bidder in Rs. P	TOTAL AMOUNT in Rs. P
1	<b>Supply and Fixing of Floor Tiles</b>					
1.01	Fixing of Floor tiles after removal of existing floor tiles and disposal of the Debris; and preparing the surface for tiles on the floor by removing the existing plaster and preparing surface for fixing tiles.	item1	800.000	Sq. ft.		0.00
1.02	Fixing of Floor tiles after removal of existing floor tiles and disposal of the Debris; and preparing the surface for tiles on the floor by removing the existing plaster and preparing surface for fixing tiles.	item2	1800.000	Sq. ft.		0.00
2	<b>Supply and Fixing of Wall Tiles</b>					
2.01	Fixing of Wall Tiles after removing the existing plaster and preparing plaster for fixing wall tiles.	item3	700.000	Sq. ft.		0.00
2.02	Fixing of Wall Tiles after removing the existing plaster and preparing plaster for fixing wall tiles.	item4	1400.000	Sq. ft.		0.00
<b>Total in Figures</b>						<b>0.00</b>
<b>Quoted Rate in Figures</b>						<b>0.0000</b>

**TENDER ACCEPTANCE LETTER**  
**(To be given on Company Letter Head)**

**Date:**

**The Principal,**  
**Shivaji College, University of Delhi**  
**Raja Garden, Ring Road**  
**New Delhi - 110027**

**Sub: Acceptance in respect of Terms & Conditions of Tender Document of**  
**“.....”**

**Ref: NIT NO- .....Dt. ....**

**Sir,**

- i. I/We have downloaded the tender document(s) for the above mentioned ‘Tender/Work’ from the web site <http://eprocure.gov.in/eprocure/app> .
- ii. I/We hereby certify that I/We have read all the terms and conditions of tender document (including all annexure(s), schedule(s), drawing(s), etc.), which shall part of the contract and I/We shall abide hereby all terms & conditions contained therein.
- iii. The Corrigendum(s) issued from time to time by your department/ organization too has also been taken into consideration, while submitting this acceptance letter.
- iv. I/We hereby unconditionally accept all the terms and Conditions of above mentioned tender document and corrigendum(s) as applicable.
- v. In case any provisions of this tender are found violated, then your department/ organization shall without prejudice to any other right or remedy be at liberty to reject my bid including the forfeiture of earnest money deposit.
- vi. I/We confirm that our bid shall be valid up to 90 days upto days from the date of opening of cover-1, Techno-commercial Bid.
- vii. I/We confirm that our bid as indicated in the BOQ inclusive of all applicable taxes by whatever name called and any revision in the statutory taxes, fees, etc will be the responsibility of the our company/firm.
- viii. I/We hereby certify that all the statements made and information supplied in the enclosed Annexures and additional data etc. furnished herewith are true and correct.
- ix. I/We have furnished all information and details necessary for demonstrating our qualification and have no further prominent information.
- x. I/We hereby certify that all technical specification will be strictly followed during the execution of work.
- xi. I/We understand that you are not bound to accept the lowest or any bid you may receive.
- xii. I/We certify that comply with the eligibility requirements as per Bid documents.
- xiii. I / We do hereby declare that our Firm has not any relative in your institution.

xiv. I / We do hereby declare that our Firm has not been blacklisted/ debarred by any Govt. Department/Public sector undertaking

**Seal and Sign of Agency**

**Name:**

**Address:**

## TECHNICAL SPECIFICATIONS

I. **SCOPE OF WORK FOR FLOOR TILES** :-

Removal of existing floor tiles and disposal of the Debris; and preparing the surface for tiles on the floor by removing the existing plaster and preparing surface for fixing tiles. Specification of floor tiles are as under:

Area of Floor Tiles: 800 (approx.) OR 1800 (approx.) sq. feet.

*(The area may vary between the two limits).*

**Floor Tiles of size** :- 80 x 80 cm & 11 mm thick. (Standard Quality)

Cream Colour and Design as per requirement of committee.

To be fixed on pre-existing floor with MYK Laticrete.

II. **SCOPE OF WORK FOR WALL TILES** :-

Removing the existing plaster and preparing plaster for fixing wall tiles. Specification of floor tiles are as under:

Glazed Wall tiles (Timber rosewood shade)

Size: 120 x 20 cm & 11 mm thick (approx.) (Standard Quality)

Colour and Design as per requirement of committee.

**Area of Wall Tiles:** 700 (approx.) OR 1400 (approx.) sq. feet.

*(The area may vary between the two limits).*

The tiles to be fixed on the Plastered Walls.

III. Rates should be quoted per square feet.

IV. The college authority has option to award work as per requirement i.e.800/700 sq. ft. or 1800/1400 sq ft. as per availability of funds.

V. Bidder shall dispose of all Debris after compilation of work.