

NOTICE INVITING TENDERS

Sealed tenders in **two bid** system are invited from established agencies / contractors for the work "**Renovation of conference room and Director's chamber**. Bid documents will be issued to a prospective bidder or his authorized representative on payment of non-refundable fee of **Rs. 1000.00** (Rupees one thousand only) for tender documents in the form of Demand Draft (DD) drawn in favour of **INSTITUTE OF LIFE SCIENCES, BHUBANESWAR** on any working day (except Sat., Sun & Public holidays) from 10.06.2015 between 1000 hours to 1700 hours. Tender documents **will not** be sent by post/courier. Bids in the prescribed manner shall be submitted along with requisite Earnest money (EMD) amounting to Rs 26200.00 in the shape of Demand Draft drawn in favour of **INSTITUTE OF LIFE SCIENCES, BHUBANESWAR** by 1500 Hrs. on or before 22.06.2015 in the office of the AO, **ILS**. Tech. Bids will be opened at 1530 Hrs. on same day.

For further information regarding PQ criteria & bid security etc. and downloading the tender documents please visit website www.ils.res.in/www.tender.gov.in In case of downloaded tender documents for bid submission, the bidders are required to deposit cost of tender document in the form of DD in favour of **INSTITUTE OF LIFE SCIENCES**, issued before closing date of sale to be kept in the envelope containing the technical bid, without which downloaded tender documents will not be considered for bid evaluation .

For any clarifications/ further information the bidders may contact A.O / CONCERNED ENGINEERS of ILS.

A.O, ILS, BHUBANESWAR

For and on behalf of Director, ILS.

Copy to:

- 1) Notice board, ILS
- 2) Finance & Accounts Dept.
- 3) Mr. S.S.Mohanty, for publication in the website of www.ils.res.in/www.tender.gov.in

INSTRUCTIONS TO BIDDERS

1. **Envelop -1 ----** The bidders shall enclose the cost of tenders / bid documents in envelop -1 super scribing the name of the work , cost of tender documents and name of the bidder & sealed.
2. **Envelop-2 -----**This envelop shall contain the EMD, the amount and the manner in which to be deposited as started in the tender notice and sealed.
3. **Envelop -3 -----** This envelop shall contain the **technical bid** documents duly signed by the bidder in all pages shall include :
 - i. List of similar works completed last five years, duly supported by completion certificate issued by the competent authority. Similar works mean one no. of renovation / interior decoration work involving construction of wall paneling, false ceiling and vitrified tile flooring etc. amounting to Rs 6.00 lacks. or Two similar works each costing not less than 3.5 lacks during last five years. The contractors are required to give details of such work in standard Performa enclosed at annexure – II.

Note-1. ILS reserves the right to cross check authenticity of any of the relevant document(s)/ information directly with the issuing authority /authorities at any stage. In case of submission of fraudulent document/ suppression of information or submission/ providing wrong information by the bidder, or at any stage, if it is found that bidder has secured the contract through fraudulent means, documents, information; his bid is liable to be rejected. , his **earnest money** submitted to ILS shall be forfeited/confiscated and further action shall be taken by ILS as deemed fit.

4. Envelop-4----- PRICE BID

Price bids of only qualified bidders shall be opened on the date and time fixed for opening of Price-Bid and intimated to the bidders who meet the pre-qualifying criteria. .The tenderer whose Technical bid has not been found acceptable will be advised about this fact and asked to take back the earnest money and the unopened Financial bid.

The price bid should contain the following:-

- i) Price bid shall contain the item rates duly filled in **words and figures** in Bill of Quantities (BOQ) indicating total of all items and grant total.
- ii) After filling the rates as stated above all pages shall be signed by the contractor. Corrections shall be avoided. However if there are certain corrections, all corrections must be duly signed by the bidder in original and duly stamped.
- iii) There after the price bid documents shall be sealed by the contractor.
- iv) **Rebate**, if offered, shall be shown separately below the total of BOQ items. **No conditional rebate will be acceptable. Failure to follow this procedure will render the bid liable for rejection.**

Envelope 4 shall include only priced offer. No other terms or condition shall be included in this envelope. **The priced bid with any condition including conditional rebate is liable for rejection**

Bids must be received in sealed envelope & must be either delivered by hand or posted at the following address so as to reach not later than the last date/time specified in the NIT to **DIRECTOR INSTITUTE OF LIFE SCIENCES, CHANDRASEKHARPUR, BHUBANESWAR-23**. The name and mailing address of the Applicant (bidder) shall be clearly marked on the envelopes. **Bids received late i.e. after the due date and timing for receipt of bids shall not be accepted/considered for evaluation and such bids shall be returned unopened.**

5.0 EARNEST MONEY DEPOSIT (EMD)

- 5.1 The Bidders are required to deposit the EMD in favour of ILS for Rs.26200.00 /- work in following forms only.
- a. Crossed Demand Draft of any Indian Scheduled Bank only, in favour of INSTITUTE OF LIFE SCIENCES and payable at BHUBANESWAR drawn on any Indian Scheduled Bank in a separate envelope super- scribing "EMD"
- 5.2 EMD in any other form shall not be accepted.
- 5.3 ILS shall summarily reject any bid not accompanied by the EMD as mentioned above.
- 5.4 After evaluation of financial bids, the EMD of unsuccessful bidders will be returned within a month from the end of the tender validity period.
- 5.5 The EMD of the successful bidder will be retained as part of the security deposit ..
- 5.6 The EMD of the bidder, whose Technical bid is found not acceptable, will be returned as soon as scrutiny of Technical bid has been completed.
- 5.7 No interest shall be paid on the EMD.

6.0 VALIDITY OF BID

- 6.1 Bids shall remain valid and open for acceptance for a period of **one month** from the date of opening of Technical Bid. Should the bidder fail to keep the bid open for acceptance as stated above or if the bidder withdraws his bid before the expiry of the said period or makes any modification in terms and conditions of the bid which are not acceptable then ILS without prejudice to any other right or remedy shall be at liberty to forfeit his 50% EMD absolutely.
- 6.2 In exceptional circumstances, prior to expiry of the original validity period, ILS may request the bidders for an extension in the period of validity by no of days as may be required. The request and the responses thereto shall be made in writing or by cable or fax. A bidder may refuse the request without forfeiting his EMD. A bidder agreeing to the request will neither be required nor be permitted to modify his bid but will be required to extend the validity of his EMD correspondingly.

7.0 SUBMISSION AND OPENING OF BIDS.

7.1 Bids complete in all respects shall be received in the office of **DIRECTOR ILS, BHUBANESWAR up** to the date and time mentioned in the NIT.

7.2 The bidders shall seal the tender in five envelopes duly marking the Envelops as under:-

- Envelop No. 1:** This envelopes shall contains the cost tender documents.
- Envelop no-2:** This envelop shall contain the EMD duly super scribing EMD for Rs 26200.00 , the name of work and Contractor.
- Envelop no -3:** This envelop shall be marked as Technical bid along with following details over the envelop.
- a. Tender for "-----"(Name of work)
- b. Reference no. ----- (Tender no.)
- c. The words-"Do not open before ----- (Time & date)
- d. Name & address of the bidder "-----"

Envelop – 4: Fourth Envelop shall be marked as Financial Bid along with following details over the envelop

- a. Tender for “-----” (Name of work)
- b. Reference no.----- (Tender no.)
- c. Name & address of the bidder “-----”

Envelop no -5: containing all the above mentioned 4 envelops including the cost of tender paper, EMD ,technical bid and price bid shall be sealed and shall be addressed to ILS at the following address:-

**DIRECTOR, INSTITUTE OF LIFE SCIENCE, NALCO SQUARE, BHUBANESWAR, 751023, super scribing
Tender for the work-----
Name of the contractor -----**

7.3 No bid shall be accepted unless it is properly sealed.

7.4 Bid Box for the work shall be sealed at the time fixed in NIT on the date of receipt and no bid shall be accepted afterwards. The bids that have not been submitted up to or before the stipulated time and date of receipt shall not be considered and therefore deemed to be rejected. Such bids shall be returned to the bidder un-opened.

7.5 Sequence of Opening of bids:

- i) Envelop no 5 containg the all envelops.
- ii) Envelop no 1 containg the cost of tender paper.
- iii) Envelop no 2 containg the EMD.
- iv) Envelop no 3 containg the technical bid.
- v) Envelop no 4 containg the Price bid.

NOTE: - In case it is found that a tenderer has not deposited the cost of tender paper, no other envelope shall be opened and all the documents will be returned to the tenderer un opened. In case it is found that a tenderer has deposited the cost of tender paper but not EMD, his technical bid will not be opened and will returned unopened. The tenders of the contractors who have paid the cost of tender paper and the EMD as stated in the NIT, shall be opened and considered by the committee to be appointed by the DIRECTOR, ILS.

Tenderers whose Technical bids are found acceptable , will be separately advised the Date and time when the financial bid will be opened .

Annexure-I

FORM OF AGREEMENT

(To be executed on non-judicial stamp paper of Rs.100/-)

Agreement No. _____ Dated _____

THIS AGREEMENT is made on ____ day of ____ (month), ____ (year) between ILS, AN AUTONOMOUS INSTITUTE OF THE DEPARTMENT OF BIOTECHNOLOGY, GOVT. OF INDIA hereinafter called ILS, (which expression shall, wherever the context so demands or requires, include their successors in office and assigns) on the one part and M/s. _____ hereinafter called the Contractor (which expression shall wherever the context so demands or requires, include his/their successors and assigns) on the other part.

WHEREAS the ILS is desirous that certain works should be executed viz. (brief description of the work)..... and has by Letter of Acceptance dated ____ accepted the tender submitted by the contractor for the execution, maintenance and completion of such works at a total contract price of Rs.----- (Rupees-----only).

Now THIS AGREEMENT WITNESSETH as follows:

1. In this agreement, words and expressions shall have the same meaning as are respectively assigned to them in the conditions of contract hereinafter referred to.
2. The following documents in conjunction with Addendum/ Corrigendum to Bid Documents shall be deemed to form and be read and construed as part of the agreement viz:
 - a. This Form of Agreement
 - b. The Letter of Award dated _____
 - c. Priced Schedule (Bill) of Quantities
 - d. Notice Inviting Tender and Instructions to bidders-
3. The aforesaid documents shall be taken as complementary and mutually explanatory of one another, but in the case of ambiguities or discrepancies, shall take precedence in the order set out above.
4. In consideration of the payment to be made by the company to the contractor as hereinafter mentioned, the contractor hereby covenants with the company to execute, complete and maintain the works in conformity in all respects within the provisions of the contract.
5. The company thereby covenants to pay to the contractor in consideration of the execution, completion and maintenance of the works at contract price at the time and in the manner prescribed by the contract.

In WITNESS whereof the parties hereto have caused their respective common seals to be here into affixed (or have herewith set their respective hands and seals) the day and year first above written.

SIGNED, SEALED AND DELIVERED BY

M/S. _____ (for contractor) _____ (for ILS)

In the capacity of _____ In the capacity of _____

On behalf of :
Contractor

On behalf of
ILS

In the presence of

In the presence of

1. _____

1. _____

2. _____

2. _____

List of similar works completed during last 5 years

S. No.	Client's name, Address & contact no.	Name of work	Bidder's								Ref to Supporting Documents submitted by bidder
			Scope of work	Agreement / Letter of Award No.	Contract Value (Rs. In lacs)		Location	Date of start	Date of completion		
					Awarded	Actual			As per LOA	Actual	
1	2	3	4	5	6	7	8	9	10	11	12

Note-1: The bidder shall produce an attested copy of the referred completion certificate from the owner companies indicating name of work, description of work done by the bidder, date of start, date of completion(contractual & actual including extensions if any), value of material supplied free of cost by the client. When the owner company is private one, the certificate from the company must be supported by TDS certificate issued by the company. The bidder should be in position to produce original certificate if required.

Note-2: ILS reserves the right to cross checks the certificate(s) directly with the issuing authority /authorities/clients or any other firm/ party.

Note-3: Information must be furnished on only works carried out by the bidder in his firm's own name. Works carried out as a partner in joint venture shall not be included in this Performa.

Note-4: The bidder shall number the page of the documents submitted by him against Pre-qualification requirements/Criteria and such reference number of relevant completion certificate(s) against completed work(s) if any shall be indicated under Column.no.11 of above table.

Signature of Authorised Representative of the bidder.....

Bidder's Stamp-----

B. Terms and conditions: -

1. The successful bidder will have to provide a **security deposit** of specified amount to ILS. The total security deposit including the earnest money deposited with the tender shall be 5% (five percent) of the contract value of the work. The Earnest Money deposited at the time of deposit tenders will be adjusted as part of the total security deposit required. The Security Deposit shall be deducted in cash from monthly account bills @ 5% of work done till the total security deposit (including the EMD) reaches required total amount i.e. 5% of the contract value of the work.
2. The work will be executed based on the specification as stated in the tender document.
3. The contactors who are interested to participate in the tender shall furnish Xerox copies of their Registration Nos. / Trade License No., Tin No. & pan card.
4. **The work should be started immediately after issue of work order and should be completed within one month from** the date of issue of work order. Otherwise, penalty @ 1% of tender value will be charged to the Contractor per week of delay.
5. No extension of time will be allowed, if the above work is not completed within the stipulated time. ILS reserves the right to get it completed through any other source without sending any intimation to the contractor.
6. After completion of the work the Contractor shall clean the site and remove debris from the site to outside of ILS
7. The Contractor shall abide by the laws of the land for payments to labourers etc.
8. The work shall be executed based on the design approved by ILS.
9. The payment shall be made as per the actual measurement of the work done confirming to specification and design. After completion of the work. Since the time for completion of the work is one month , only first and final bill will be paid to the contractor.
10. Income Tax, Sales Tax, etc. shall be deducted from the payment to be made to the Contractor as per the existing law
11. The court situated at Bhubaneswar shall have jurisdiction to decide any dispute or litigation, if arises in future beyond the above mentioned rules & regulations

Name of the work: Renovation of conference room and Director's chamber.

(A) Civil works :

Sl no	Description Of Items	Unit	Quantity	Rate (word & rupees)	Total Amount (word & rupees)
1	Demolishing brick work manually / by mechanically means including stacking of serviceable material and disposal of unserviceable material within 50 meters lead as per direction in charge. In cement mortar	Cum	3.00		
2	Dismantling tile work in floors and roofs laid in cement mortar including stacking material within 50 meters lead. For thickness of tiles 10 mm to 25 mm	Sqm	115.00		
3	Brick work with F.P.S bricks of class designations 75 in superstructure above plinth level up to floor V level in all shapes and sizes in. Cement mortar 1:4 (1 cement: 4 coarse sand)	CUM	3.00		
4	12mm thick cement plaster. 1:6 (1 cement: 6 coarse sand)	SQM	30.00		
5	Providing and fixing aluminum work for doors, windows, ventilators and partitions with extruded built up standard tubular sections/ appropriate Z sections and other sections of approved make conforming to IS: 733 and IS: 1285, fixing with dash fasteners of required dia and size, including necessary filling up the gaps at junctions, i.e. at top, bottom and sides with required EPDM rubber/ neoprene gasket etc. Aluminum sections shall be smooth, rust free, straight, metered and jointed mechanically wherever required including cleat angle, Aluminum snap beading for glazing / paneling, C.P. brass / stainless steel screws, all complete as per architectural drawings and the directions of Engineer-in-charge. (Glazing, paneling and dash fasteners to be paid for separately) : For fixed portion 21.1.1.1 Anodised aluminum (anodised transparent or dyed to required shade according to IS: 1868, Minimum anodic coating of grade AC 15) Anodized aluminum (anodized transparent or dyed to required shade according to IS:1868, minimum anodic coating of grade AC15) For shutter of doors, windows and ventilators including providing and fixing hinges / pivots and making provision for fixing of fittings wherever required including the cost of PVC	Kg	380.00		
		kg	14		

	/neoprene gasket required (fitting shall be paid for separately.				
6	Providing and fixing glazing in aluminum door , window , ventilator shutter and partitions etc. with PVC / neoprene gasket etc. complete as per the architectural drawings and the directions of engineer-in-charge.(Cost of aluminum snap beading shall be in basic item): With float glass panes of 5.5 mm thickness.	Sqm	1.0		
7	Providing and fixing bright finished brass 100mm mortice latch and lock with 6 levers and pair of levers handles with necessary screws etc. complete(best make of approved quality)	Each	1		
8	Providing and fixing IS :3564 marked aluminum extruded section body tubular type universal hydraulic door closer with double speed adjustment with necessary accessories and screws etc. complete.	Each	1		
9	Providing and fixing bright finished aluminum tower bolts ISI marked anodized (anodic coating not less than grade AC 10 as per IS: 1868) transparent or dyed to required colour or shade with nuts and screws etc. complete. 300 x 10 mm	Each	1		
10	Providing and fixing ISI marked aluminum butt hinges marked anodized (anodic coating not less than grade AC 10 as per IS: 1868) transparent or dyed to required colour or shade with necessary screws etc. complete. 125 x 75 x 4 mm	Each	4		
11	Providing and fixing aluminum hanging floor door stopper ISI marked anodized (anodic coating not less than grade AC 10 as per IS: 1868) transparent or dyed to required colour or shade with necessary screws etc. complete. Twin rubber stopper	Each	2		
12	Providing and fixing aluminum handles, ISI marked, anodised (anodic coating not less than grade AC 10 as per IS : 1868) transparent or dyed to required colour or shade, with necessary screws etc. complete : 125 mm	Each	2		
13	Providing & applying white cement based wall care putty over plastered surface to prepare smooth surface.	SQM	215.00		
14	Applying one coat of water thinnable cement primer of approved brand and manufacture on wall surface :Water thinnable cement primer	Sqm	230.00		
15	Wall painting with acrylic emulsion paint of approved brand and manufacture to give an even shade: Two or more coats on new work.	Sqm	230 .00		

16	<p>Providing and fixing paneling or paneling and glazing in paneled or paneled and glazed shutters for doors, windows and clerestory window (Area of opening for panel inserts excluding portion inside grooves or rebates to be measured). Paneling for paneled or paneled and glazed shutters 25 mm to 40 mm thick :</p> <p>Ply wood 5 ply, 9 mm thick Decorative plywood one side decorative veneer and commercial veneer on other face (Type 1) conforming to IS 1328 BWR Type (Century Ply ,Green Ply ,Mayur Ply, National Ply)</p>	Sqm	180.00		
17	<p>Providing and fixing decorative high pressure laminated sheet of plain / wood grain in gloss / matt / suede finish with high density protective surface layer and reverse side adhesive bonding quality confirming to IS : 2046 Type S including cost of adhesive of approved quality. 1.0mm thick</p>	SQM	180.00		
18	<p>Providing and fixing false ceiling at all height including providing and fixing of frame work made of special sections, power pressed from M.S. sheets and galvanized with zinc coating of 120 gms/sqm (both side inclusive) as per IS : 277 and consisting of angle cleats of size 25 mm wide x 1.6 mm thick with flanges of 27 mm and 37mm, at 1200 mm center to center, one flange fixed to the ceiling with dash fastener 12.5 mm dia x 50mm long with 6mm dia bolts, other flange of cleat fixed to the angle hangers of 25x10x0.50 mm of required length with nuts & bolts of required size and other end of angle hanger fixed with intermediate G.I. channels 45x15x0.9 mm running at the spacing of 1200 mm center to center, to which the ceiling section 0.5 mm thick bottom wedge of 80 mm with tapered flanges of 26 mm each having lips of 10.5 mm, at 450 mm center to centre, shall be fixed in a direction perpendicular to G.I. intermediate channel with connecting clips made out of 2.64 mm dia x 230 mm long G.I. wire at every junction, including fixing perimeter channels 0.5 mm thick 27 mm high having flanges of 20 mm and 30 mm long, the perimeter of ceiling fixed to wall/partition with the help of rawl plugs at 450 mm centre, with 25mm long drywall screws @ 230 mm interval, including fixing of gypsum board to ceiling section and perimeter channel with the help of drywall screws of size 3.5 x 25 mm at 230 mm c/c, including jointing and finishing to a flush finish</p>	sqm	50.00		

	of tapered and square edges of the board with recommended jointing compound , jointing tapes , finishing with jointing compound in 3 layers covering upto 150 mm on both sides of joint and two coats of primer suitable for board, all as per manufacturer's specification and also including the cost of making openings for light fittings, grills, diffusers, cutouts made with frame of perimeter channels suitably fixed, all complete as per drawings, specification and direction of the Engineer in Charge but excluding the cost of painting with : 12.5 mm thick tapered edge gypsum moisture resistant board.				
19	Providing and laying vitrified floor tiles in different sizes (thickness to be specified by the manufacturer) with water absorption less than 0.08% and conforming to IS : 15622, of approved make, in all colours and shades, laid on 20mm thick cement mortar 1:4 (1 cement : 4 coarse sand), including grouting the joints with white cement and matching Pigments etc. complete. Size of Tile 800x800 mm.	Sqm	115.00		
20	Fixing of cornice around the wall with 100 mm breadth.	RMT	35		
21	Providing and fixing tiled false ceiling of approved materials of size 595x595 mm in true horizontal level, suspended on inter locking metal grid of hot dipped galvanized steel sections (galvanized @ 120 grams/sqm, both side inclusive) consisting of main " SILHOUETTE GRID " runner with suitably spaced joints to get required length and of size 24x38 mm made from 0.30 mm thick (minimum) sheet, spaced at 1200 mm center to center and cross " SILHOUETTE GRID " of size 24x25 mm made of 0.30 mm thick (minimum) sheet, 1200 mm long spaced between main "T" at 600 mm center to center to form a grid of 1200x600 mm and secondary cross " SILHOUETTE GRID " of length 600 mm and size 24x25 mm made of 0.30 mm thick (minimum) sheet to be interlocked at middle of the 1200x600 mm panel to form grids of 600x600 mm and wall angle of size 24x24x0.3 mm and laying false ceiling tiles of approved texture in the grid including, required cutting/making, opening for services like diffusers, grills, light fittings, fixtures, smoke detectors etc. Main " SILHOUETTE GRID " runners to be suspended from ceiling using GI	Sqm	50.00		

	slotted cleats of size 27 x 37 x 25 x1.6 mm fixed to ceiling with 12.5 mm dia and 50 mm long dash fasteners, 4 mm GI adjustable rods with galvanised butterfly level clips of size 85 x 30 x 0.8 mm spaced at 1200 mm center to center along main SILHOUETTE GRID , bottom exposed width of 24 mm of all SILHOUETTE GRID -sections shall be pre-painted with polyester paint, all complete for all heights as per specifications, drawings and as directed by Engineer-in-charge. False ceiling tiles to be supplied by the client free of cost.				
	Total amount (A)				
<u>(B).Electrical works</u>					
1	Supplying and drawing following sizes of FR PVC insulated copper conductor, single core cable in the existing surface/ recessed steel/ PVC conduit as required.				
	3 X 1.5 sq.mm wire	Mete	90.00		
	3 X 2.5 Sq.mm wire	Mete	90.00		
	3 X 4 Sq.mm Wire	Meter	30.00		
2	Supplying and fixing following modular switch & socket on the existing modular plate & switch box including connections but excluding modular plate etc. as required Make :- Legrand / Snyder/ equivalent best quality				
a	6 pin 15/16 amp socket outlet	Each	12		
b	15/16 amp switch	Each	9		
c	5/6 amp switch	Each	28 + 24(L)		
d	3 pin 5/6 amp socket outlet	Each	25		
3	Supplying and fixing following size/ modules, GI box along with modular base & cover plate for modular switches in recess etc. as required. Make: - Legrand/ Snyder etc. or its equivalent best quality				
a	12 Module (200mmX150mm)	Each	03		
b	6 Module (200mmX75mm)	Each	7 + 10(d)		
	CI of DSR 2012 , 15% of sub Total 29194.00				

4	Installation, testing and commissioning of pre-wired, LED light fitting of all types, complete with all accessories and tube etc. directly on ceiling/ wall, including connection with 1.5 sq. mm FR PVC insulated, copper conductor, single core cable and earthing etc. as required. LED light: 18W, Square cool white. AC-230V, 50Hz, Philips / Bajaj etc. best quality.	Each	30		
5	AC package unit (Cassette AC) SITC of Cassette A/C units comprising dropped ceiling mounted type DX fan coil unit, roof mounted condensing unit 415/230V-3/1 phase-50Hz power supply, R-22 refrigerant interconnecting refrigerant piping work (copper pipe) protected by galvanized iron trunking & fittings, pipe insulation, condensate drain piping, return air filter, cordless remote controller, electric wiring from local isolator to outdoor & indoor unit as per direction of engineer in charge.				
	1.5 Tonnes (TR), Refrigerant R-22, 415/230V, 50Hz, energy saving type, make Hitachi/carrier/ Blue star etc. of best quality.	Each	03		
	Total of (B)				
	Total Amount (A+B)				