

HANDIQUE GIRLS' COLLEGE, GUWAHATI

**Tender Document for Roof treatment and Parapet Construction Works in
Academic Block of Handique Girls' College.**

PART – I: TECHNICAL BID

NOTICE INVITING TENDER NO: HGC/ESTT/ROOF/2022/215/02 DTD. 25/07/2022

Cost of Tender Document: Rs. 1500.00 (Non-Refundable)
Last Date & Time of Submission: 08/08/2022 upto 14.00 hrs.

Details Of Bidder (Firm/Contractor):

1	Name	
2	Complete Postal Address:	
3	Phone No.	
4	Email Address:	

HANDIQUE GIRLS' COLLEGE, GUWAHATI

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**HANDIQUE GIRLS' COLLEGE
GUWAHATI**

No. HGC/ESTT/ROOF/2022/215/02

Date: 25/07/2022

NOTICE INVITING TENDER

The Principal, Handique Girls' College, Guwahat, invites sealed tenders, under Two-part Bid System containing Part-I (Technical Bid) & Part-II (Financial Bid), from eligible contractors meeting the minimum qualification criteria for the following work:

Sl. No.	Name of work	Estimated Amount (Rs.)	Earnest Money Deposit (Rs.)	Time for Completion	Start Date & Time of Tender Document Download/ Bid Submission	End Date & Time of Tender Document Download/ Bid Submission	Date & Time of opening of Technical Bid
1.	Roof treatment and Parapet Construction works in Academic Block of Handique Girls' College, Guwahati	Rs. 11,29,655.00 (Rupees eleven lakhs twenty-nine thousand six hundred fifty-five only) inclusive of all taxes.	Rs. 22,600.00 (Rupees twenty-two thousand six hundred only)	60 days	25/07/2022	08/08/2022 up to 14.00 hrs	08/08/2022 at 15.00 hrs.

Cost of Tender Paper Rs.1,500.00 (Rupees Fifteen hundred only), **NON REFUNDABLE**, in the form of DD only in favour of **Principal, Handique Girls' College**, payable at **Guwahati** (validity of DD should be at least 03 months) to be submitted along with the tenders (within Technical Bid). Tender without 'Cost of Tender Document' will be summarily rejected.

The Earnest Money should be deposited along with the tenders (within Technical Bid) in the form of DD only in favour of **Principal, Handique Girls' College**, payable at **Guwahati**. Tender without 'Earnest Money Deposit' will be summarily rejected.

Eligibility Criteria

Contractors who fulfill the following requirements shall be considered as eligible bidder:

Bidder should have satisfactorily completed the works as mentioned below during the last 07 (Seven) years ending July 15, 2022:

- i) 03 (three) similar works each costing not less than 40% of estimated cost of the present works or
- ii) 02 (two) similar works each costing not less than 60% of estimated cost of the present works or
- iii) 01 (one) similar work costing not less than 80% of estimated cost of the present works,

executed under Central/State Government Department / Central/State Autonomous Body / Central/State Public Sector Undertaking/Institutions

Similar work shall mean: Roof treatment / waterproofing work.

Completion certificate issued by Competent Authority will only be considered as credential. If the Completion certificate issued by Competent Authority does not reflect the type of work, then Final bill / Schedule of Quantity of the qualifying works are also to be attached along with the Completion certificates. Certificates from private individuals / organizations for whom such works have been executed shall not be accepted.

The tender document (consisting of specifications, the schedule of quantities of various types of items to be executed, the set of terms and conditions of the contract and other documents / drawings, if any) can be downloaded from the **College website www.hgcollege.edu.in**. *The institute shall not be responsible for any delay / difficulties / inaccessibility of downloading facility for any reason whatsoever. In case of any discrepancy between the tender documents downloaded from internet and the master copy available in their/his office, the latter shall prevail and will be binding on the tender(s). No claim on their/his account will be entertained.*

Tender should be submitted as per the prescribed format, within the specified date and time, in the Tender Box kept in the Office of The Principal, Handique Girls' College. Late submissions will be rejected. **Bid Validity period is 120 Days** from submission of bid. **The College reserves the right to reject any or all tenders without assigning any reason thereof.**

Sd/-Principal

Copy to:

- 1) President, Governing Body, Handique Girls' College
- 2) Convenor, Construction Committee, Handique Girls' College
- 3) College Website
- 4) College Notice Board
- 5) Office file

INSTRUCTIONS TO THE BIDDER

1. The tenderer shall visit and inspect the site and obtain all information on her/his own responsibility and at own cost, which may be necessary for the purpose of quoting and submitting the tender. No excuse of ignorance as to site conditions and local information shall be accepted after awarding of the contract. All costs, charges & expenses that may be incurred in connection with the preparation of her/his tender shall be borne by her/him and the College accepts no liability whatsoever therefore. Failure by the tenderer to have done all the things, which in accordance with her/his condition she/he is deemed to have done shall not relieve the successful tenderer of the responsibility for satisfactory completion of the work as required. If there is any clarification required, the tenderer shall submit the queries in writing 03 (Three) days before the last date & time of submission of the tender, to the Office of the Principal, Handique Girls' College. Access to the work site will be granted, if necessary, to the tendered, by prior permission of the Principal, Handique Girls' College.
2. The time for completion of work is 60 days & will be reckoned from the 7th day from the date of issue of Work Order or handing over of site, whichever is earlier.
3. EMD of requisite amount as mentioned in NIT, in favour of the Principal, Handique Girls' College, in the form of **Demand Draft** only from any **Nationalized Bank** payable at **Guwahati** should be enclosed within the **Technical Bid**. Validity of DD should be at least 90 days from date of publication of NIT. Any tender received without requisite Earnest Money in the form as mentioned above, shall be summarily rejected and treated as cancelled. The Earnest Money received shall be refunded to the unsuccessful bidders without any interest upon executing the Contract Agreement by successful tenderer. The Earnest Money Deposit (EMD) of successful tenderer shall be retained and converted as part of Security Deposit.
4. Earnest Money Deposit (EMD) will be forfeited in the following cases -
 - a. If the tenderer withdraws / modifies her/his tender during the period of Bid Validity.
 - b. If the tenderer does not accept the correction of arithmetical errors of her/his tender.
 - c. If the tenderer after award of work, does not start the work within the stipulated time period as per Letter of Acceptance / Work Order.

5. Eligibility Criteria

Contractors who fulfill the following requirements shall be considered as eligible bidder:

Bidder should have satisfactorily completed the works as mentioned below during the last 07 (Seven) years ending July 15, 2022:

- i) 03 (three) similar works each costing not less than 40% of estimated cost of the present works or
- ii) 02 (two) similar works each costing not less than 60% of estimated cost of the present works or
- iii) 01 (one) similar work costing not less than 80% of estimated cost of the present works,

executed under Central/State Government Department / Central/State Autonomous Body / Central/State Public Sector Undertaking/Institutions

Similar work shall mean: *Roof treatment / waterproofing work.*

Completion certificate issued by Competent Authority will only be considered as credential. If the Completion certificate issued by Competent Authority does not reflect the type of work, then Final bill / Schedule of Quantity of the qualifying works are also to be attached along with the Completion certificates. Certificates from private individuals / organizations for whom such works have been executed shall not be accepted.

6. Submission of Bid

The bids shall be submitted in **Two Parts** in two separate sealed envelopes:

- I. **Complete Technical Bid** will comprise of:
 - i) EMD of requisite amount in the form of DD only in favour of the Principal, Handique Girls' College payable at Guwahati. Bid without EMD will be summarily rejected.
 - ii) Credential documents fulfilling the minimum eligibility criteria, i.e., Completion Certificates for completion of similar type of job within last seven years.

- iii) Original Tender Document – Part-I: Technical Bid. (Stamped & Signed in all pages)
 - iv) Statutory registration documents like Firm Registration, Registration with APWD/CPWD, PAN, IT Return of last 3 years, GST Registration Certificate and Return, Labour License etc.
- II. **Complete Financial Bid** will comprise of:
- i) Duly filled-up **Form of Tender** as an acceptance to the terms and conditions set in the tender.
 - ii) Duly filled-up **Schedule of Quantities**.

Both the envelopes should be duly marked on top with **NIT Number, Name of work and Technical Bid / Financial Bid**, as the case may be, and both the envelopes to be submitted in another sealed envelope duly marked on top with **NIT Number and Name of work**.

Cost of Tender Paper Rs. 1500.00, NON-REFUNDABLE (in the form of DD only) in favour of the Principal, Handique Girls' College, payable at Guwahati (validity of DD should be at least 03 months) to be submitted along with the tenders (within Technical Bid). Tender without 'Cost of Tender Document' will be treated as cancelled. Tenders must be delivered at the place and time as indicated in NIT / further corrigenda. Bids that are not in the above format will be rejected.

7. All Rates, Prices, Amounts and Sums quoted by the bidder shall be in Indian currency only.
8. All Rates, Amounts & Sums shall have to be quoted in indelible ink and written both in figures and words. If the rate quoted in words does not tally with the rate quoted in figures then the rate which corresponds to the lesser amount shall be considered.
9. Any overwriting / correction / applying correction fluid shall be avoided and in case any correction is made the same must be initialized and stamped.
10. Tender must be submitted with the rates for all the items of work involved and any incomplete tender will not be considered. The items for which the rates are not quoted will be considered as '**Zero**' & the agency shall complete that item of work without any claim.
11. No alteration shall be made by the tenderer in the tender and no conditional tender will be entertained. Tender with split rate will not be considered.
12. The bid shall remain valid for a period of 120 days from the date of opening of the bid. If before expiry of the validity period or issue of work order, whichever is earlier, the bidder amends / modifies / withdraws her/his bid, making unacceptable to the institute, then the Earnest Money Deposit shall be liable to forfeiture at the option of the College.
13. The Rates quoted by the tenderer should be inclusive of all taxes & duties, freight, cost for loading & unloading etc. and must hold good till the completion of work and shall not be subjected to escalation due to increase in local market rates of materials and labour. No claim on her/his account what so ever shall be entertained at any stage including the extended period, if any.
15. The tenderer shall have to submit copies of valid PAN, Income tax, Sales Tax / VAT / CST/ GST & other statutory tax clearance Certificates along with the tender. The original copies of these Certificates will have to be produced when demanded for verification.
16. Each page of the bid document shall have to be signed and stamped by the Bidder / Authorised Signatory before submission. The bidders have to submit the tender documents and correspondences accompanying the tender with proper sign and stamp on each page along with the bid. The person / officer signing the tender / bid should be delegated with an appropriate **Power of Attorney (duly endorsed by a Notary Public)** by the **Owner / Proprietor / Partner / CEO / MD / Director** of the company to sign such documents.

17. The Intending bidders will have to produce documentary evidence in original in support of their credentials before the competent authority whenever demanded for verification. If any information furnished by the bidder is found as false / fabricated then her/his bid will be rejected and treated as cancelled, even if the same is detected at any stage after signing of the contract and would lead to termination of the contract besides forfeiture of Earnest Money Deposit (EMD) and liabilities towards prosecution under appropriate law. In such cases the bidder / tenderer will be debarred from participation in future tendering process for next 03 (Three) years.
18. Should there be any doubt or obscurity as to the meaning of any of the tender documents or if any further information is required, the tenderer must address her/his enquiry in writing in duplicate to the Principal, Handique Girls' College, Guwahati – 781 001. Such enquiries must be submitted not later than **03 (Three)** working days before the last date fixed for submission of the tenders.
19. The sealed Bids shall be received in the Tender Box kept in the Office of the Principal, Handique Girls' College, Guwahati, not later than the time and date stipulated in the Notice Inviting Tender. Tenders that are received after the date and time specified will not be considered.
20. The Technical Bid of tender will be opened on the specified date and time of opening in Handique Girls' College, in the presence of bidders / tenderers or their authorized representatives (with proper authorization letter from Owner/ Proprietor/ Partner/ CEO/ MD/ Director of the company mentioning Name, Address and designation of the person being authorized).
21. Date and time of opening of Price Bid will be informed to the Technically Qualified Bidders and will be opened in the College in presence of technically qualified bidders/tenderers or their authorized representatives (with proper authorization letter from Owner/ Proprietor/ Partner/CEO/MD/Director of the company mentioning Name, Address and designation of the person being authorised).
22. The College reserves the right to accept or reject any or all the offers including the lowest without assigning any reason. The College does not bind itself to accept the lowest offer.
23. The successful tenderer, shall deposit an amount equal to **2% of the tendered** and accepted value of the work as performance guarantee in the form of Demand Draft of a Scheduled Bank in favour of the Principal, Handique Girls' College payable at Guwahati. The time allowed for submission of the performance guarantee shall be 15 days of receiving "Letter of Acceptance" (LOA). Her/his period can be further extended at the written request of the contractor for a maximum period ranging from 1 to 15 days with a late fee @ 1.00% per day of Performance Guarantee Amount. If the bidder still fails to deposit the performance guarantee within the extended time period, i.e. within 16th day to 30th day from the issue of letter of acceptance (LOA), her/his bid will be rejected and treated as cancelled and the entire Earnest Money Deposit shall be forfeited. After recording of the completion certificate for the work by the competent authority, the performance guarantee shall be returned to the Contractor, without any interest.
24. Standard College payment procedure shall be followed. A sum **@ 8% of the gross** amount of the bill shall be deducted as Security Deposit from the bill of the contractor. However, Earnest Money shall be adjusted first in the Security Deposit and the rest amount to complete a sum of 5% of gross bill value will be deducted from the contractor's bill. The security deposit of the Contractor shall not be refunded before the expiry of defect liability period after the issue of the certificate final or otherwise, of completion of work, or till the final bill has been prepared and passed whichever is later.

ADDITIONAL CONDITIONS OF CONTRACT

1. Contractor has to remove all the debris from the site of execution and dispose them at suitable places outside the campus.
2. Cement used for the work should not be older than two months from the date of manufacture. The contractor should purchase the cement from authorized dealer and submit the test certificates/vouchers prior to execution of the work.
3. All temporary arrangements, staging, working platforms etc. is to be provided by the tenderer at her/his own expense to the satisfaction of the Engineer-in-Charge. The Institute will not however, be liable to pay any compensation due to accident, injury to the contractor's work men on any account what-so-ever.
4. Steel to be supplied and used should be from approved manufacturers. Steel from manufacturers other than approved make/re-rolled steel will not be acceptable. Test certificate of steel should be submitted by the contractor. All reinforcement used should be free from loose mill scale, loose rust, paint and oil coating etc.
5. All concreting works shall be Machine mixed and Machine vibrated and will have required levels of strength at the time of testing. Poorly executed concrete will have to be demolished and repair will not be allowed.
6. The Institute will be at liberty to take samples during the course execution of work and get the same tested to ascertain the quality conforming to relevant specification. The cost of sample and the charges for the testing will have to be borne by the contractor.
7. The contractor will have to maintain the work for **SIX** calendar months from the certified date of its completion.
8. The job is to be done as per APWD specification for Building/Civil works as applicable and provisions made in relevant IS codes must be followed. Wherever these are silent, the construction and completion of works shall conform to sound engineering practice as approved by the Engineer-In-Charge. In case of any dispute arising out of the interpretation of the above, the decision of the Engineer-In-Charge shall be final and binding to the contractor.
9. Roof treatment work/water proofing treatment work should be guaranteed by the contractor for 10 years after successful completion of work.
10. The work execution site shall be cleaned thoroughly after execution of the work.
11. Irrespective of rates quoted by the bidder, the contractor shall be solely responsible for payment of *Minimum Wages* as stipulated by the Government from time to time.

Handique Girls College, Guwahati

Tender Document for Roof treatment and Parapet Construction Works in Academic Block of Handique Girls' College.

PART – II: FINANCIAL BID

NOTICE INVITING TENDER NO.: HGC/ESTT/ROOF/2022/215/02 dtd. 25/07/2022

Last Date & Time of Submission: 08/08/2022, up to 14.00 hrs.

Name of Bidder : M/S.:

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Issued on:

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SCHEDULE OF QUANTITIES

ITEM-WISE TENDER PAPER

DETAILS ESTIMATE FOR REPAIR & REHABILITATION WORKS IN ROOF TREATMENT OF ACADEMIC BUILDING,HANDIQUE GIRL'S COLLEGE, DIGHALIPUKURIPAR, PANBAZAR, GUWAHATI-781001					
Sl. No.	Description of Item	Qty	Units	Rate	Amount
1	Demolishing the plastering from walls/ R.C.C. and P.C.C. members without causing any damage to the wall/ member upto any height including disposal of debris as directed for all levels.	48.50	CUM		
2	SURFACE PREPARATION Preparing the RCC surface in roof slab, chajjas, terraces, sunken slabs, septic tank, OH tank, raft slab, walls etc. by thoroughly cleaning with wire brush etc. followed by power washing for making the surface absolutely free from any foreign particles like dust, oil, grease etc. and allowing surface to dry complete as directed at all levels.	970.00	SQM		
3	WATERPROOFING COATING Providing and applying over roof slab/ raft slab, two coats of waterproofing slurry like SikaTop Seal 107 of Sika India Ltd./Dr. Sealkit Flexbond AP 121 C (Asian Chemicals) ./ MASTERSEAL 550 @ 1.5kg per sq.m. per coat, by brush after proper surface preparation (surface preparation including thorough cleaning of surface to be measured and paid separately) as specified & directed by the Department complete.	970.00	SQM		

4	Supplying, providing, mixing and laying over waterproofing layers/ coatings with cement mortar screed of average 25mm thick or as per drawings/ requirements in proportion 1:4 (1cement : 4sand) admixed with integral waterproofing admixture Conplast X421IC of Fosroc Chemicals /Rheomac 707 of BASF/Dr. Sealkit Normal Plast of (Asian Chemicals)@ 125ml per bag of cement complete as specified and directed by the Department.	970.00	SQM		
5	Supplying, fitting and fixing PVC pipes of 6 Kg/cm2 (Supreme/Prince) or other ISI approved including joining ,fitting and fixing wiyh clamps etc.as necessary complete at all levels including below G.L as directed and specified. a) In exposed surfaces or in trenches. (ii) 110mm dia.	168.30	RM		
				SUBTOTAL	
				GST 13.5%	
				TOTAL	

**DETAILS ESTIMATE FOR PARRAPET WALL IN TERRACE OF ACADEMIC BUILDING, HANDIQUE GIRL'S COLLEGE,
DIGHALIPUKURIPAR, PANBAZAR, GUWAHATI-781001 (TOTAL LENGTH - 67.5 MTR & POST 150X150 @ 3.5 M C/C 10 MM & 6 MM) &
HEIGHT OF PARRAPET WALL - 1.2 MTR (ABOVE HOME SCIENCE DEPARTMENT)**

Sl. No.	Description of Item	Qty	Units	Rate	Amount
	REINFORCED CEMENT CONCRETE WORKS				
1	Providing and laying plain/reinforced cement concrete works cement, coarse sand & 20mm down graded stone aggregate including dewatering if necessary, and curing complete but excluding cost of form work and reinforcement for reinforced cement concrete work (form work and reinforcement will be measured and paid separately				
	(I) Using Mixer Machine				
	ii) Columns, pillars, posts, struts, suspended floor, roof, landing, shelf and support, balcony, lintel, sill band, beam, girder, bressumer, cantilever, staircase (except spiral staircase and landing) including preparing the top surface and finishing of nosing.				
	N) Without using admixture, plasticiser				
	b) M20 grade concrete or Prop. 1:1.5:3	0.54	CUM		
2	TIMBER SHUTTERING (FORMWORK)				
	Providing form work of ordinary timber planking so as to give a rough finish including centering, shuttering, strutting and propping etc., height of propping and centering below supporting floor to ceiling not exceeding 4.0M and removal of the same for in-situ reinforced concrete and plain concrete work in:				
	Columns, Pillars, Posts & Strut				
	(a) Square, Rectangular, polygonal in plan or any shape like Tee/L etc. having plane vertical face				
	(i) Using 38mm thick plank	14.40	SQM		

3	1st class brick nogged wall in cement mortar including racking out joints and curing complete as directed in super structure above plinth up to 1st floor level (protruding M.S rod/Tor steel of column to be embeded in cement mortar and will be measured and paid separately)				
	(A) 112mm thick brick wall				
	(a) In cement mortar in proportion 1:4. (1 cement:4 sand)	81.00	SQM		
4	15 mm thick Cement plaster in single coat on single or half brick wall for interior plastering up to 1st floor level including arises, internal rounded angles, not exceeding 80mm girth and finished even and smooth including curing complete as directed.				
	A) On rough side				
	b) In cement mortar 1:4	192.38	SQM		
	EXTERIOR PAINTS / COATINGS				
5	Finishing wall with two coats of acrylic emulsion exterior paint of approved brand of required shade thinning by adding water as per the specification of manufacture after thoroughly brooming the surfaces to remove all dirt and remains of loose powdered materials as specified and directed by the department. Asian paint/ Berger paint/ ICI paint / J& N paint / Nerolac	162.00	SQM		
6	REINFORCEMENT Supplying, fitting and fixing in position reinforcement bars conforming to relevant I.S. Code for R.C.C. work/ R.B. walling including straightening, cleaning, cutting and bending to proper shapes and length as per details, supplying and binding with 20G annealed black wire and placing in position with proper blocks, supports, chairs, spacers etc. complete. (No extra measurement for lap, hook, chair, anchor etc. will be entertained in the measurement as they are included in the rate) (Upto 1st floor level) a) From Primary Producer: TATA/SAIL/Esser Steel/ Jindal steel/Shyam steel/RINL b) Other ISI approved TMT reinforcement bar (SAI/BISCON/THERMAX) (For Assam Type Bldg., drain works, retaining wall& boundary wall etc. .	0.82	QTL		
				Sub- total=	

				Add extra for GST @13.5% =	
				Sub- total=	

SUMMERY OF VALUE

1.	Total quoted amount Including Taxes etc for the Roof Treatment works above Home Science Department & Others	Rs.
2	Total quoted amount Including Taxes etc for parapet wall in terrace of academic building	Rs.
3	Grand Total	Rs.

(Amount in word :

FORM OF TENDER

(To be filled by the Tenderer with sign & stamp and submitted within the Financial Bid envelope)

To
The Principal
Handique Girls' College
Guwahati – 781 001

I/We, _____ Son/Daughter of Sri _____
Proprietor/Partner/CEO/MD/Director of M/s. _____
of (Address) _____

having examined the site of works, carefully read and understood the Specifications, General Conditions of Contract and Conditions of the Tender, hereby tender and undertake to execute and complete all the works required to be performed in accordance with the Specifications, Bill of Quantities, General Conditions of Contract, the rates and prices set out in the annexed Bill of Quantities within _____ days / weeks / months from the seventh day of the date of receiving work order.

THE TOTAL AMOUNT PUT TO TENDER = Rs. _____ (Rupees _____).

I/We have submitted Account Payee Demand Draft No. _____ dated _____ in favour of **Principal, Handique Girls' College, Guwahati** for Rs. _____ (Rupees _____) with the tender as **Cost of Tender Document**.

I/We have submitted Account Payee Demand Draft No. _____ dated _____ in favour of **Principal, Handique Girls' College, Guwahati** for Rs. _____ (Rupees _____) with the tender as **Earnest Money**.

I also declare that the information / documents furnished along with the application and tender are true and authentic to the best of my knowledge and belief. I am well aware of the fact that furnishing of any false information / fabricated document would lead to rejection of my tender / termination of contract at any stage besides liabilities towards prosecution under appropriate law. Each page of the tender document and papers submitted by my Company are authenticated, sealed and signed, and I take full responsibility for the entire documents submitted with ther/his tender.

I/We agree that the period for which the tender shall remain open for acceptance shall not be less than **90 Days** from date of opening of tender.

Signature of the Tenderer / Authorised person

Witness :
Signature : _____

(Seal of the Tenderer)

Name : _____
(in block letters)

Name of the Tenderer _____
(in Block letters)

Address : _____

Address : _____

