

No. 01/GIA/NIA-HYD/2020
National Investigation Agency
Survey No.41/14, Near Hightech Railway Station,
Khanamet, Madhapur,
Hyderabad. 040-29882370

Dated: 31/3/2021.

LIMITED TENDER NOTICE

The Dy. Inspector General, National Investigation Agency, Govt. of India, Ministry of Home Affairs, Survey No.41/14, Near High-tech city Railway Station, Khanamet, Madhapur, Hyderabad invites sealed tenders from the approved and eligible contractors to carry out civil works i.e. for fixing of MS grill gate to guard room and handrail to ladder with proper staircase for watch tower.

The details/specification of proposed work to be executed is given in **Annexure-B**.

INSTRUCTIONS TO THE TENDERER:

1. The intending bidder must read the terms and conditions carefully. He/she should only submit has bid if he/she considers himself eligible and he/she is in possession of all the documents required.
 - i) Last date and time of depositing the bids: 22.03.2021 till 1800 hrs
 - ii) Date and time of opening of bids : 23.03.2021 at 1100 hrs.
 - iii) Location of the Tender Box : NIA, Survey No.41/14, Khanamet vill, Madhapur, High Tech City-JNTU main road, Hyderabad-500081.
2. The intending bidder must have registered in appropriate class in CPWD/State PWD / Railway /MES/Central or State PSUs/Autonomous Body/ Govt. agencies undertaking similar works in nature. The sealed envelope must be super scribed "Provision of MS Grill gate to guard room & proper stair case for watch towers, at NIA BO Hyderabad." with tender inquiry number and its due date.
3. The tender document should be filled in English and all entries should be typewritten or handwritten but there should not be any overwriting or cutting. Corrections, if any, shall be made by neatly crossing out, initialing, dating and rewriting.
4. The price/rate quoted should be indicated in words as well as in figures. If there is a discrepancy between words and figures, the lesser amount shall be considered as valid. If the tenderer does not accept the correction of the errors, the bid shall be rejected.
5. All pages provided in the tender document shall be numbered and submitted as a package along with forwarding letter on agency's/firm's letter head with sign and sealed before their submission.
6. Rates should be quoted as shown in format schedule and all applicable taxes and duties levied by government should be clearly mentioned by tenderer separately.
7. Tenders qualified by such vague and indefinite expressions such as "subject to prior confirmation", "subject to immediate acceptance" etc. will be treated as vague offers and rejected accordingly.
8. The instructions given herein will be strictly binding on the tenderers and deviation, if any, not acceptable to the **NIA BO Hyderabad**, will make the tender or tenders liable to be considered invalid. Tender(s) incorporating additional conditions by the tenderer(s) are liable for rejection.

9. At any time, prior to the date of submission of bids, NIA BO Hyderabad for any reason, whether at its own initiative or in response to clarification(s) sought by prospective bidders, may issue clarifications by amending the bid documents. All such amendments shall be notified and intimated by e- mail to all the tenderers. All such amendments have to be considered as mandatory constituent part of the tender document.
10. The tenderers shall fill up the Technical Bid **in Annexure-A** in prescribed format and submit the same duly signed on all pages and sealed as a token of their acceptance. Incomplete tenders without all the supporting documents, EMD and duly filled in, copy of valid trade license, Copy of GST registration & PAN.NO certificate, Address proof of the firm signed and stamped with official seal in all the pages will be rejected straightway without any reference to the tenderers.
11. The tenderers shall quote their rates against the schedule of quantities **Financial Bid in Annexure-B** and submit the same duly signed and sealed. Overwriting in the Financial Bid is not permitted and shall be rejected straightway without any further reference.
12. Conditional tenders shall not be accepted.
13. Tenders submitted via electronic transmission or through e-mail shall not be accepted.
14. In case the last date of receipt/opening of tender is declared as a holiday, the tenders will be opened on the next full working day.
15. The authorities of **NIA BO Hyderabad** do not bind themselves to accept mere lowest tender and reserves the right to reject or accept any or all tenders wholly or partially without assigning any reason whatsoever.
16. The bids shall be valid for a period of **120 days** from the date of opening of the tender.
17. Canvassing whether directly or indirectly, in connection with tenders is strictly prohibited and the tenders submitted by the contractors who resort to canvassing will be liable to rejection.
18. Tender is not transferable. One tenderer shall submit only one tender.
19. Tenderer signing the tender must clearly, specify whether he/she is signing as Sole Proprietor, Authorized person, Partner, under Power of Attorney or as Director/ Manager/Secretary etc., as the case may be.
20. In case the tenderer fails to submit any of the required documents as per tender document or found unsuitable to execute the tendered job shall not be considered and shall be rejected straight away without any further reference.
21. The successful contractor shall not transfer wholly or partially the order of work to any other person(s) / firm / company for any reason whatsoever and in which case the order shall automatically stand cancelled.
22. Tender document submitted by the participants should be concise and contain only relevant information as required under this tender.
23. The participant would be responsible for all of its expenses, costs and risks incurred towards preparation of the tender document, attending any pre-bid meeting and visiting the site or any other location in connection therewith. NIA BO Hyderabad shall, in no case, be responsible or liable for any such costs whatsoever, regardless of the outcome of the tender process.

24. Specifications to be followed for execution of work for Civil Work as given in the scope of work (Annexure-B)

GENERAL TERMS AND CONDITIONS

1. The successful tenderer shall commence the work within **4 (four)** working days from the date of award of work. The duplicate copy of the award letter duly signed with official stamp on all the pages to be submitted as a token of acceptance of the order.
2. The contractor shall also arrange for proper storage of the accessories at site and will be responsible for their watch and ward.
3. The site of work shall always be kept neat and clean and all building rubbish shall be periodically removed from the premises to avoid nuisance to occupants.
4. All precautions so as not to damage the **NIA BO Hyderabad** properties shall be taken by the contractor. If any damage is caused to any structure, building, trees etc. the same shall be made good by the contractor at his cost to the satisfaction of NIA BO Hyderabad authority concerned.
5. No payment will be made to the contractor for damage caused by rains during the execution of the works and no claim on this account will be entertained.
6. Wherever any reference to any Indian Standard Specification occurs in the documents relating to this contract the same shall be inclusive of all amendments issued there to or revision thereof if any, up to the date of receipt of tenders.
7. Unless otherwise specified in the schedule of quantities the rates for various items are for all heights and locations.
8. Unless otherwise specified in the schedule of quantities the rate for the items of the work shall be considered, as inclusive of pumping out or bailing out water, if required, for which no extra payments will be made. This will include water encountered from any source, such as rains, floods, sub-soil water table being high or due to any other cause whatsoever.
9. The tenderer shall study the item description, the relevant drawings and satisfy himself with the item of work to be carried.
10. If a tenderer quotes nil rates / zero cost or Not quoted any item in item rate tender it will be presumed that the item of work will be done at zero cost by the bidder.
11. The contractor shall take instructions from the **NIA BO Hyderabad** authority for stacking of materials in any place. No excavated earth or building material shall be stacked on areas where other buildings, roads, services compound walls are to be constructed.
12. Some restrictions may be imposed by the security staff etc., on the working, staying in the labour shed in the campus and for movement of labour, materials etc. The contractor shall be bound to follow all such restrictions/instructions and nothing extra shall be payable on this account.
13. The contractor shall take all precautions to avoid all accidents by exhibiting necessary caution boards and by providing red flags, red lights and barriers. The contractor shall be responsible for any accident at the site of work and consequences thereof.
14. It shall be deemed that the contractor shall satisfy himself as to the nature and location of the work, transport facilities, availability of land for setting up of camp etc. The department will bear no responsibility for lack of such knowledge and the consequences thereof.

15. Tender Processing Fee: NIL

16. Earnest Money Deposit (EMD) :- No EMD is required as per MOF DOE OM No.F-9/4/2020-PPD dated 12.11.2020.

17. Cost of Tender and EMD is not required to be submitted by those Bidders who are registered with the Central Purchase Organization (e.g. DGS&D), National Small Industries Corporation (NSIC), MSME etc. The EMD will be forfeited if the bidder withdraws or amends, impairs or derogates from the tender in any respect within the validity period of their tender.

18. General Terms of payment: -

No advance/part payments shall be released. The payment will be made only after completion of the work as per specifications/scope of work mentioned in the Annexure-B.

a) TDS at the prevailing rates as applicable from time to time shall be deducted as per extant rules. Quoted rates shall be inclusive of applicable GST failing which it shall be presumed that the prices include all such charges and no claim for the same will be entertained.

19 **Time of Completion:** - The work is required to be completed within 15 days from the date of issue of work order, failing which Liquidated Damage (L.D.) @1% of actual contract amount per week shall be recovered from the bill of the successful tenderer subject to a maximum of 10% of the contract amount.

20. TERMINATION OF AGREEMENT: - The agreement/work order herein may be terminated at any time by either party by giving a written notice of **15 days** to the other party.

21. **ADDITIONAL CONDITIONS AND SPECIFICATIONS:**

The additional specifications given below are not substitute to CPWD specifications or IS specifications. These shall be read along with CPWD specifications or IS specifications.

1. The work shall be carried out using metric dimensions only and shall be measured and paid in metric dimensions. FPS units, if any, mentioned in drawings etc. are for guidance only.

2. Wherever any reference to any Indian Standard Specification occurs in the documents relating to this contract the same shall be inclusive of all amendments issued there to or revision thereof if any, up to the date of receipt of bids.

3. Unless otherwise specified in the schedule of quantities the rates for the various items are for all heights and locations.

4. Unless otherwise specified in the schedule of quantities the rate for the items of the work shall be considered, as inclusive of pumping out or bailing out water, if required, for which no extra payments will be made. This will include water encountered from any source, such as rains, floods, sub-soil water table being high or due to any other cause whatsoever.

5. The bidders shall study the item description, the relevant drawings and satisfy him with the item of work to be carried out.

6. The rates quoted by the contractor shall be taken as net and nothing extra shall be paid on any account i.e. cartage, GST and stacking at required place etc.

7. The dismantling wherever required shall be done in a manner so that no other portions of the building or its fixtures are damaged. If any damage done to the building it shall be made good by

the contractor at his own cost and no claim what so ever shall be entertained on this account.

8. The malba/garbage generated at site due to construction activities shall be removed from the Site to the location specified by NIA BO Hyderabad.

9. The contractor shall keep & clean the site thoroughly by removing scaffolding, surplus materials, rubbish, equipment left out of work and clear the site around working site to the complete satisfaction of the NIA BO Hyderabad authorities before the work is treated as completed.

22. CONDITIONS FOR CEMENT: The contractors shall procure 33 grade (confirming to IS: 1489(Part I)- 2015 (confirming to IS:4031) Portland puzzolana cement for the work, from reputed manufacturers of cement, as approved by CPWD

23. CONDITIONS FOR REINFORCEMENT STEEL: - The contractor shall procure IS marked Poles, chain link etc of various grades as per scope of work enclosed.

A) Special condition for structural steel (Channel, Angle, steel plates, Structural hollow Tubes & R.S. Joist) The contractor shall procure structural steel sections Channel, Angle, steel plates, Structural hollow Tubes & R.S. joint) from primary / reputed manufacturers as approved from CPWD.

B) The Contractor shall not stack building material / malba / muck/ rubbish on the land or road of the NIA BO Hyderabad campus. The muck, rubbish etc. shall be removed periodically as directed by the NIA BO Hyderabad authorities from the site of work.

C) All required materials like cement, steel, sand & stone aggregates, chips etc. shall be arranged for the works by the contractor. No material shall be issued by NIA BO Hyderabad.

D) All the tools, plants & safety of works arrangement will be borne by the contractor.

E) The concrete mixture machine shall be used for lean concreting at the base.

F) The safety measure arrangement for the safety of men and materials shall be made by the contractor as per site requirement at his own cost and risk.

G) The contractor shall use proper measuring box for mixing (volumetric ratio basis) of concrete ingredients and cement mortar work. The mixing of concreting work shall be undertaken in the presence of NIA BO Hyderabad authorities.

H) The contractor shall ensure adequate water for proper curing days for the works i.e concrete works, brick work and finishing plastering works etc. as per standard days of curing as per the direction of NIA BO Hyderabad authorities.

I) The work shall be carried out using metric dimensions only and shall be measured & paid in metric dimensions. F P S measurements, units if any mentioned in drawings is for guidance only.

J) The bidders shall study the item description, the relevant drawings and satisfy him the items of work to be carried out.

K) The rate quoted by bidder shall be taken as net rate and nothing extra shall be paid on any account i.e; cartage, GST and stacking at required place etc.,

24. Rate: The rate shall include the cost of all materials + Labour involved in all operation described above including scaffolding GST etc., if any required in all respects.

25. ARBITRATION CLAUSE: - All disputes or differences arising out of or in connection with the Contract shall be settled by bilateral discussions. Any dispute, disagreement or question arising out of or relating to the Contract or relating to execution or performance, which cannot be settled amicably, may be resolved through arbitration. The arbitration shall be conducted in accordance with the provisions of the **Arbitration and Conciliation Act, 1996 (26 of 1996)** or any statutory modifications or re-enactment thereof and the rules made there under and for the time being in force shall apply to the arbitration proceeding under this clause. The proceedings before the Arbitrator would be governed by the provision of the Arbitration and Conciliation Act, 1996. The place of arbitration shall be NIA BO Hyderabad.

The courts of Hyderabad will have exclusive jurisdiction for any issue/ dispute arising out of or in connection with the contract including relating to the arbitration proceedings.



(K. B VANDANA, IPS)
DY. INSPECTOR GENERAL

Technical Bid

With reference to your tender enquiry for fixing of MS Grill gate to guard room at main gate and handrail to ladder with proper stair case for watch towers. We are pleased to enclose following documents in the technical bid for your needful action.

I	Name of the agency/contractor	:	M/s
li	Mailing address of the agency with PIN code	:	
lii	Status of the Agency : Proprietor/ Partnership/Regd. Company/Co-Op. Society	:	
lv	Contact details		
	Telephone number (s)		
	Fax number (s)		
	E-mail address		
	Website		
v	GST Registration No.	:	
Vi	PAN NO.	:	
Vii	Trade license No.	:	
Viii	Bankers and their address along with type of account & account No.	:	
ix	EMD details	:	
X	Registration certificate in current updated status from CPWD/State PWD/Railways/ Dept/BSNL/Reputed Central or State PSUs/Autonomous body/Similar Govt. agencies certified copy to be enclosed.	:	
Xi	Certified copy of the works completion / experience certificate for completed works for the past 3 years, to be enclosed	:	

We confirm that we shall abide by all the tender conditions and we do not have any additional conditions.

Yours faithfully

Signature with date and name of the signatory
Name of the Agency (with seal)

Annexure-B**Financial Bid**

Provision of MS Grill gate to guard room at main gate and handrail to ladder with proper stair case for watch towers

Sl.No.	Item of work	Qty	Unit	Rate including GST	Amount
1	2	3	4	5	6
1	Providing and fixing MS grills of required pattern in frames of windows etc with MS flats, square or round bars etc. i/c priming coat with approved steel primer all complete fixed to openings/wooden frames with round plugs screws etc.	139 Kg	Kgs		
2	P/F hand rail of required/approved size by welding etc to steel ladder, railing, balcony/stair case railing and similar works i/c applying priming coat of approved steel primer ERW tubes	675 Kg	Kgs		
3	Paining with synthetic enamel paint of approved brand and manufacture to give an even shade two or more coats on new work	40 M2	M2		
	Total				

Yours faithfully

Signature with date and name of the signatory
Name of the Agency (with seal)