

**No.E-40/Misc/NIA/2016/  
National Investigation Agency  
Ministry of Home Affairs  
Government of India  
Opp-CGO Complex,  
Lodhi Road, New Delhi-03**

Dated: 9 November, 2017.

**SHORT TENDER NOTICE (LIMITED TENDER)**

The Director General, National Investigation Agency, Govt. of India, Ministry of Home Affairs, Opp-CGO Complex, Lodhi Raod, New Delhi invites sealed tenders from the approved and eligible contractors registered with CPWD, P&T, MES State PWD or anyother Government organization to carry out civil works for execution of civil works in the Office Space (1000 sq ft) of NIA at B-1 Wing, 10<sup>th</sup> Floor, Paryavaran Bhawan, New Delhi.

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

**TERMS & CONDITIONS OF THE WORK:**

**1. Last date and time for depositing the Bids: 17.11.2017 at 1400 hrs**

The sealed Bids (both technical and Commercial, in case two bids are called for) should be submitted/reach by the due date and time. The responsibility to ensure timely submission of bids lies with the Bidder. Late tenders will not be considered. No responsibility will be taken for postal delay or non-delivery/ non-receipt of Bid documents.

**2. Manner of depositing the Bids:** Sealed Bids should be either dropped in the Tender Box marked for the tender or sent by registered post at the address given above so as to reach by the due date and time. Bids sent by FAX or e-mail will not be considered (unless they have been specifically called for by these modes due to urgency).

**3. Time and date for opening of Bids: 17.11.2017 at 1600 hrs**

(If due to any reasons, the due date for opening of the Bids is declared a closed holiday, the Bids will be opened on the next working day at the same time or on any other day/time, as intimated by the NIA).

**4. Location of the Tender Box: NIA Hqrs, Opp-CGO Complex, Lodhi Road, New Delhi.**

Only those Bids that are found in the tender box will be opened. Bids dropped in the wrong Tender Box will be rendered invalid.

**5. Place of opening of the Bids: NIA Hqrs, Opp-CGO Complex, Lodhi Road, New Delhi.**

The Bidders may depute their representatives, duly authorized in writing, to attend the opening of Bids on the due date and time. Rates and important commercial/technical clauses quoted by all Bidders will be read out in the presence

of the representatives of all the Bidders. This event will not be postponed due to non-presence of representative of any contractor.

**6. Two-Envelop Bid System:** In this case, only the Pre-qualification/Technical Bid would be opened at the time and date mentioned above. Date of opening of the Commercial/Financial/Price Bid will be intimated after acceptance of the Technical Bids. Commercial Bids of only those firms will be opened, whose Technical Bids are found compliant/suitable after Technical evaluation is done by the NIA.

**7. Forwarding of Bids –** Bids should be forwarded by Bidders under their original memo / letter pad inter alia furnishing details like complete registered & postal address, telephone/mobile Nos.& e-mail address of their office.

**8. Tender Processing Fee:** Tender Processing Fee of Rs.500/- (non-refundable) in the form of the Demand Draft made in favour of Pay and Accounts Officers, NIA (MHA), New Delhi is required to be submitted with the bids.

**9. Modification and Withdrawal of Bids:** No bid shall be modified after the deadline for submission of bids. No bid may be withdrawn in the interval between the deadline for submission of bids and expiration of the period of bid validity specified. Withdrawal of a bid during this period will result in Bidder's forfeiture of bid security. A bidder may, however, modify or withdraw his bid after submission provided that the written notice of modification or withdrawal is received by the NIA prior to deadline prescribed for submission of bids. A withdrawal notice may be sent by fax but it should be followed by a signed confirmation copy which may be sent by hand/post and such signed confirmation should reach the Purchaser not later than the deadline for submission of bids.

**10. Rejection of Bids:** Canvassing by the Bidder in any form, unsolicited letter and post-tender correction may invoke summary rejection of bid with forfeiture of EMD. Conditional tenders will be rejected.

**11. Validity of Bids:** The Bids should remain valid for 60 days from the last date of submission of the Bids.

**12. Earnest Money Deposit:**—Bidders are required to submit Earnest Money Deposit (EMD) for amount of **Rs.10,000/- (Rupees Ten Thousand only)** along with their bids. The EMD may be submitted in the form of an Account Payee Demand Draft, Fixed Deposit Receipt, Banker's Cheque or Bank Guarantee from any of the public sector banks or a private sector bank authorized to conduct government business. EMD should remain valid for a period of sixty days beyond the final bid validity period. EMD of the unsuccessful bidders will be returned to them at the earliest after expiry of the final bid validity and latest on or before the 30th day after the award of the contract. The Bid Security of the successful bidder would be returned, without any interest whatsoever, after the receipt of Performance Security from them as called for in the contract. 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). 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.

