

**Notice Inviting Tenders for "Providing & installation of Roller Blinds in the Class Room No-I in the Library & IT Cell Building" in NIB Noida.**

**Tender No. 14/2018-2019/Engg. (C)**

**SCHEDULE OF BIDS**

1	Tender document download / sale period	14.12.2018 to 27.12.2018
2	Last Date & time of submission of Tenders	28.12.2018 at 3:00 P.M.
3	Pre Bid meeting	21.12.2018 at 3:00 P.M.
4	Date & time of Opening of Technical Bids	28.12.2018 at 4:00 P.M.
5	Opening of Price Bids	To be intimated separately only to technically eligible bidders.
6	Tender Fee	i) Rs. 560/- ( <i>Five hundred sixty</i> ) including Goods & Service Tax, if tender document purchased from National Institute of Biologicals, Noida. ii) No tender fee if downloaded by bidder at their own end.

Name of bidder	
Address of Bidder	
Phone Nos.	i- Landline Nos. ii- Cell Nos.
E-mail Id	
Contract Persons & their mobile nos.	i- ii- iii-

**December- 2018**



**NATIONAL INSTITUTE OF BIOLOGICALS**

*(Ministry of Health & Family Welfare)*

**A-32, SECTOR- 62 (INSTITUTIONAL AREA),**

**NOIDA - 201 309 (U.P)**

**Tel: 0120-2400022, 2400072, Fax: 0120-2400074, 2403014**

**e-mail: [info@nib.gov.in](mailto:info@nib.gov.in)**

**Website: [www.nib.gov.in](http://www.nib.gov.in)**



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### NOTICE INVITING TENDERS

Tender No. 14/2018-2019/Engg. (C)

Invitation to tenders for “Providing & installation of Roller Blinds in the Class Room No-I in the Library & IT Cell Building” in NIB Noida.

Sealed tenders are invited from manufacturers/suppliers/work contractors, for “Providing & installation of Roller Blinds in the Class Room No-I in the Library & IT Cell Building” in NIB Noida. Bidders are advised to quote competitive rates for this work, on the Price-Bid format given in the tender including T & P etc. required for proper completion of the work. The tender document can be down loaded from NIB Website: [www.nib.gov.in](http://www.nib.gov.in) or Central Procurement Portal (CPP) Govt. of India from 14.12.2018 to 27.12.2018 or the same can be purchased from Finance Section of National Institute of Biologicals from 14.12.2018 to 27.12.2018 on all working days between 10:00 AM to 5:00 PM on payment of Rs. 560/- (*Five hundred sixty only*) towards tender fee only in the shape of demand draft in favour of “National Institute of Biologicals, Noida” payable at Noida.

Sealed tender should be dropped in the tender box of NIB Noida, kept at Administrative Building Reception, on or before the closing date, i. e. 28.12.2018 up to 3:00 P. M. Bids shall be opened on the same day at 4:00 P. M. in presence of the representatives of the bidders, who are present during opening of the tenders. Late tenders will not be received and treated as rejected.

Prospective bidders are advised to regularly scan through NIB website tender portal [www.nib.gov.in](http://www.nib.gov.in) as corrigendum/ amendments etc., if any, will be notified on this portal only and no separate intimation/ advertisement will be made in this regard.

(Dr. Shikha Yadav)  
Scientist Gr-II & I/c Head Engg. Division



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### Tender No. 14/2018-2019/Engg. (C)

**Invitation to tenders for "Providing & installation of Roller Blinds in the Class Room No-I in the Library & IT Cell Building" in NIB Noida.**

#### **Introduction:**

National Institute of Biologicals (NIB), is an autonomous institution under the Ministry of Health & Family Welfare, Government of India, established on 27<sup>th</sup> January, 1992 and is to be the Central Drugs Laboratory for quality control of all indigenously produced and imported biological products. Presently, eight laboratories of the Institute are notified as Central Drugs Laboratory under provision of Drugs & Cosmetics Act and Rules. Institute plays a vital role in collaboration with CDSCO to strengthen the regulation of biologicals in India by averting the Not of Standard Quality Biologicals reaching the consumer, thereby promoting and protecting public health.

#### **1. Scope of Work:**

The contractor shall provide and fix additional Aluminum Section with existing window frames to facilitate the fixing of roller blinds Channels before installation of manually operated Roller Blinds, Black out type, of specified make in the windows. The Roller Blinds material shall meet the specifications given in the tender. The colour shade of the fabric shall be got approved from NIB. The contractor shall make necessary cutting & repairing for fixing the channel. The contractor shall take necessary precautions while cutting /drilling in the wall to avoid cracks and damage to the wall.

All materials, labours T & P etc. required for carrying-out the work as per tender are to be arranged by the contractor. The works are to be carried out in the functional Library & IT Cell Building. Therefore the contractor will take necessary precautions and plan the work in such a manner that routine activities of the Institute are not affected. Work programme shall be discussed and finalized in consultation with NIB officers well in advance. Contractor is also required to provide material challans showing quantities and Make/ Brand of the materials while bringing the materials in NIB campus.

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## 2. Earnest Money Deposit (EMD):

The Bidder shall furnish EMD of Rs. 1,100/- (One thousand one hundred only) along with the tender in the shape of demand draft in favour of "National Institute of Biologicals" payable at Noida. EMD shall be returned to the unsuccessful bidders after award of work. EMD of successful bidder shall be adjusted in the security deposit. The tender not accompanied with EMD shall be rejected. If the bidder fails to accept the order or start the work EMD shall be forfeited.

### For Payment of EMD through Bank transfer:

NAME OF BANK	BANK OF BARODA, SEC-29, NOIDA (U.P)
NAME OF ACCOUNT	NATIONAL INSTITUTE OF BIOLOGICALS
S.B. ACCOUNT	26290100001774
IFSC CODE	BARB0NOIDAX (5 <sup>th</sup> digit is zero)

In case of EMD deposited through NEFT/ RTGS directly in NIB's Bank Account relevant details should be provided in the Technical-Bid.

## 3. Site Visit:

a. The bidder are advised to acquaint themselves with the work, visit the site & examine site conditions, climatic conditions, labour, power, material availability, transport and communication facilities, environmental regulations, laws and byelaws of statutory, local bodies and the Govt. of India and collect all information that will be necessary for preparing the bid and entering into a contract. The cost of visiting the site and collecting information for the purpose of submission of the bid shall be to the bidder's account.

b. The bidder and any of his personnel or agents will be granted permission by NIB to enter upon the site for the purpose of such inspection.

## 4. Pre-Bid Meeting:

A Pre-Bid meeting will be organized by NIB, as indicated in the tender document. In the said meeting Bidders may ask clarification(s), if any, from NIB about the tender.

The clarification shall be asked in writing. If required NIB may issue Corrigendum to clarify the queries of the bidders.

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**5. Submission of Tender:**

The contractor shall submit the tender in the sealed envelope in the following manner.

Envelope No. 1 - shall contain EMD in the form of bank draft for Rs. **1,100/-** (*One thousand one hundred only*) or proof of online transfers of EMD in NIB Account. If the EMD is not submitted, the Bid will be considered as non-responsive and will not be opened.

Envelope No. 2 - A copy of tender document duly signed and stamped by the bidder as a token of acceptance of terms & conditions (Page No. 1 to 9) should be submitted with the Bid.

Envelope No. 3 - Shall contain Price-Bid (Price part only). Price shall be filled by the bidder only in the format given by NIB with the Notice Inviting tenders. Price on any other format will not be accepted and Bid will be rejected.

The sealed envelopes No. 1, 2 & 3 shall be then put in a bigger envelope duly addressed to "**Director, National Institute of Biologicals, A-32, Sector - 62, Noida-201309**" and marked on top Tender for "**Providing & installation of Roller Blinds in the Class Room No-I in the Library & IT Cell Building**" in NIB Noida.

**6. Evaluation & Award of work:**

The bids will be evaluated for corrections and acceptance of terms & conditions. The bids which are found in order shall only be considered for opening of Price-Bids. **Arithmetic errors, if any shall be corrected. If, any discrepancy is found between the amount in figures and the amount in words, the amount in words shall prevail.**

The work will be awarded to the lowest responsive (L-1), evaluated bidder and Work-order will be issued to the firm. NIB may like to visit the similar completed works of the successful bidder before accepting their bid.

**7. Time of Completion and Extension of Completion Date:**

- i) The work shall be completed within **15 (Fifteen) days** from the date of issue of work order.
- ii) Due to an event, not attributable to the contractor, causing delay occurs or a variation order is issued, which makes it impossible to complete the work by scheduled completion date, NIB may consider extending the completion date on request of the contractor.

**8. Liquidated Damages/ Penalty for Delay:**

If the contractor fails to complete the work within the stipulated time or time extended by the Institute (if any), liquidated damages at the rate of 1% per week/part thereof delay subject to maximum 10% of the total work value shall be deducted/ recovered from the contractor.

**9. Specifications:**

The materials proposed and supplied for use in the work shall be of requisite specifications as specified in the tender. The works will be carried out as per manufacturer's direction, relevant CPWD specifications and best practices in the Industry.

**10. Defect Liability Period (DLP):**

The materials & work of the contractor shall be under 1 (*one*) *year's Defect Liability Period (DLP)*. Defect/s noticed during the defect liability period shall be rectified by the contractor without any cost to NIB, failing which the Security Deposit of the Contractor shall be forfeited. The contractor may also be debarred from any future tendering in the Institute.

**11. Payment:**

(i) Payment of the contracted price for respective item will be made on receipt of pre-receipted bill & satisfactory completion of work. Final payment will be made within 30 (*thirty*) days after completion of the work. No advance payment shall be made to start the work. TDS will be deducted as per rules.

(ii) Necessary Bank details need to be provided for release of EMD/payment directly in bidder's Bank Account. Bank Details is to filled in the columns by bidder as given below:

NAME OF ACCOUNT HOLDER	
NAME OF BANK & ADDRESS	
ACCOUNT NO	
IFSC CODE	
PAN NO	

**12. Bill of Quantity:**

The quantities given in the Bill of Quantities (BOQ) are approximate quantities. There may be 20% increase/decrease in actual work done. The varied quantities of work will be carried out on the tendered rates. Payment shall be made as per the measurement of finished & actual work done at site.

**13. a) Tools & Tackles:**

All tools, tackles such as cutting & drilling machines, ladders, platforms etc. will be arranged by the contractor and their charges will be deemed to be included in the quoted rates, no extra payment shall be made for the same.

**b) Water & Electricity:**

Water & Electricity will be provided free of cost by NIB, at one point from where contractor will make arrangement of pipes, cables, power plugs, sockets etc. to extend the same to the work place.

**14. Risks:**

Contractor shall be solely responsible for safety of his workers, working at site by taking insurance cover and by following all safety norms in the trade.

All risks of loss or damage to physical property and of personal injury and death which arise during and in consequence of the performance of the Contract other than the excepted risks are the responsibility of the Contractor. Excepted Risks are:

- a. (i) War, hostilities (whether war be declared or not), invasion, act of foreign enemies.
  - (ii) rebellion, revolution, insurrection, or military or usurped power, or civil war,
  - (iii) Ionising radiations, or contamination by radio-activity from any nuclear fuel, or from any nuclear waste from the combustion of nuclear fuel, radioactive toxic explosive, or other hazardous properties of any explosive nuclear assembly or nuclear component thereof.
  - (iv) Pressure waves caused by aircraft or other aerial devices traveling at sonic or supersonic speed.
- b. Loss or damage due to the use or occupation by the Employer of any section or part of the Permanent Works, except as may be provided for in the Contract.

**15. Disputes:**

If any dispute or difference of any kind, whatsoever, shall arise between NIB and the Contractor, in connection with or arising out of the Contract, or the execution of the works, whether during the progress of the works or after their completion and whether before or after the termination, abandonment or breach of the contract, it shall, be settled under the Indian Arbitration and Conciliation Act, 1996 or any statutory modification or re-enactment thereof and the rules made there under and for the time being in force shall

apply to the arbitration proceedings under this clause. Such arbitration shall be settled by Sole arbitrator who shall be appointed by Director, NIB. The arbitration shall take place in Noida/ Delhi unless both parties agree otherwise.

**16. Particulars of bidders:**

The following details of the bidder are necessary for linking on Central Procurement Portal etc. as per Govt. of India guidelines. The details may be filled carefully.

**Detail of Bidder**

<i>Srl. No.</i>	<i>Name of Company/ firm/ agency with full address</i>	<i>Name of Contact Person</i>	<i>Mobile No.</i>	<i>Land Line Telephone No.</i>	<i>Email address</i>

**17. Right to accept or reject the Tender:**

Director, NIB reserves the right to accept or reject any or all the tenders without assigning any reason thereof.

*Stamp of bidder with signature of authorized signatory,*







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## BILL OF QUANTITY (BOQ)

Tender No. 14/2018-2019/Engg. (C)

**Name of Work:** Tender for "Providing & installation of Roller Blinds in the Class Room No-I in the Library & IT Cell Building." In NIB Noida.

<i>Srl No</i>	<i>Description of items</i>	<i>Unit</i>	<i>Qty.</i>
1.	<p>Providing and installation of manually operated Roller Blinds. The fabric shall be blackout type. The fabric shall be vinyl coated fiberglass with a minimum weight of 340 gm per sqm, thickness not less than 0.35 mm and fabric classification M1. The blinds shall be fixed using specified channels and as per specification, including all accessories etc. all complete. Colour texture and style shall be got approval from NIB, Complete Work. For purpose of payment, Height and Width of Roller Blinds shall be measured.</p> <p><b>Make: M/s MAC/ M/s Vista Levlor/ M/s Hunter Doglus.</b> Make offered by the bidder-----</p> <p><b>Note-</b> Other make will not be accepted as symmetry is to be maintained with existing Roller Blinds.</p>	Sqm.	20
2.	<p>Providing and fixing aluminum work for doors, window, ventilators and partitions with extruded built up standard tubular sections/appropriate Z sections and other sections of approved make confirming to IS: 733 and IS: 1285, fixing with steel screws 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, mitred 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 to be paid for separately).</p>		
	<p>For fixed portion Powder coated aluminium (minimum thickness of powder coating 50 micron) Tube Size: 50x50x2 mm- 14 Guage.</p>	Kg.	07

*Stamp of bidder with signature of authorized signatory,*



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**PRICE-BID**

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<i>Srl No</i>	<i>Description of items</i>	<i>Unit</i>	<i>Qty.</i>	<i>Rate (Rs.)</i>	<i>Amount (Rs.)</i>
1.	<p>Providing and installation of manually operated Roller Blinds. The fabric shall be blackout type. The fabric shall be vinyl coated fiberglass with a minimum weight of 340 gm per sqm, thickness not less than 0.35 mm and fabric classification M1. The blinds shall be fixed using specified channels and as per specification, including all accessories etc. all complete. Colour texture and style shall be got approval from NIB, Complete Work. For purpose of payment, Height and Width of Roller Blinds shall be measured.</p> <p><b>Make: M/s MAC / M/s Vista Levlor/ M/s Hunter Doglus.</b> Make offered by the bidder-----</p> <p><b>Note-</b> Other make will not be accepted as symmetry is to be maintained with existing Roller Blinds.</p>	Sqm.	20		
2.	<p>Providing and fixing aluminum work for doors, window, ventilators and partitions with extruded built up standard tubular sections/appropriate Z sections and other sections of approved make confirming to IS: 733 and IS: 1285, fixing with steel screws of required dia and size, including necessary filling up the gaps at junctions, i. e. at top, bottom and sides with required EPDM</p>				

*Handwritten signature/initials*

	rubber/ neoprene gasket etc. Aluminum sections shall be smooth, rust free, straight, mitred 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 to be paid for separately).				
	For fixed portion Powder coated aluminium (minimum thickness of powder coating 50 micron) Tube Size: 50x50x2 mm-14 Guage	Kg.	07		
	<b>Total</b>				
	<b>Goods &amp; Services Tax (GST) % &amp; amount</b>				
	<b>Total including GST</b>				

(In words):.....  
.....

*Stamp of bidder with signature of authorized signatory*

**Note:**

- i) *Validity of Bid shall be 90 days from the last date of submission of the bid.*
- ii) *Taxes % and amount, if, not specified in Price-Bid will be treated as inclusive and basic rates will be arrived after reverse calculation of GST as applicable.*
- iii) *Any vague term such as GST as per Rule as applicable will not be considered for evaluation and such Bid may be rejected.*

*Stamp of bidder with signature of authorized signatory*