Repairs of damaged gypsum board false ceiling and wall partitions in Animal Facility and Lab. Area in NIB Noida.

Tender No. 35/2019/NIB/Engg. (C)

SCHEDULE OF BIDS

<table>
<thead>
<tr>
<th></th>
<th>Tender document download / sale period</th>
<th>21.10.2019 to 04.11.2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>Last Date &amp; time of submission of Tenders</td>
<td>05.11.2019 at 3:00 P.M.</td>
</tr>
<tr>
<td>3</td>
<td>Pre Bid meeting</td>
<td>28.10.2019 at 3:00 P.M.</td>
</tr>
<tr>
<td>4</td>
<td>Date &amp; time of Opening of Technical Bids</td>
<td>05.11.2019 at 4:00 P.M.</td>
</tr>
<tr>
<td>5</td>
<td>Opening of Price Bids</td>
<td>To be intimated separately only to technically eligible bidders.</td>
</tr>
</tbody>
</table>
| 6 | Tender Fee | (i) Rs. 560/- (Five hundred sixty) 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-

October - 2019

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 Website: www.nib.gov.in

National Institute of Biologicals (NIB)
NOTICE INVITING TENDERS

Tender No. 35/2019/NIB/Engg. (Civil)

Invitation to Tenders for “Repairs of damaged gypsum board false ceiling and wall partitions in Animal Facility and Lab. Area” in NIB Noida.

Sealed tenders are invited from experienced civil works contractors for “Repairs of damaged gypsum board false ceiling and wall partitions in Animal Facility and Lab. Area” in NIB Noida. Bidders are advised to quote competitive rates for this work, on the enclosed Price-Bid format indicating labour, T & P etc. and separately indicating GST, required for proper completion of the work. The tender document can be downloaded free of cost from NIB Website www.nib.gov.in or Central Procurement Portal of Govt. of India from 21.10.2019 to 04.11.2019.

Sealed tender should be dropped in tender box of NIB Noida, on or before the closing date, i.e., 05.11.2019 up to 3:00 P.M. and technical bid 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 as corrigendum/ amendments etc., if any, will be notified on this portal only and no separate intimation/ advertisement will be made in this regard.

(W.Z. Quazi)
I/c Administrative officer
(For on behalf of Director, NIB, Noida)

National Institute of Biologicals (NIB)
NOTICE INVITING TENDERS

Tender No. 35/2019/NIB/Engg. (Civil)

Invitation to Tenders for “Repairs of damaged gypsum board false ceiling and wall partitions in Animal Facility and Lab. Area” 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 27th 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:

Damaged gypsum board false ceilings and wall partitions are to be removed by cutting neatly and a new gypsum board false ceilings & wall partitions are to be fixed with necessary G.I. channels, T-sections, screws, including jointing compound, jointing tape. Provision for openings for light fittings, AC grills, trap door etc. shall is made as per direction of NIB. The materials such as gypsum board, G.I. Channels, T-sections, jointing tape, jointing compound, screws, false ceiling sections etc. will be provided by the

National Institute of Biologicals (NIB)
contractor. The final line and level shall be matched with surroundings. Installed gypsum board shall be painted with epoxy paint matching with surroundings.

All materials, labours T & P etc. required for carrying-out the work as per tender are to be arranged by the contractor. Work programme shall be discussed and finalized in consultation with NIB officials 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.

All stains, dust, dirt etc. shall be cleaned from the work area. The area will be shown to NIB engineer in finished, neat & cleaned off condition. After inspection of the finished work either shortcomings, defects etc. will be shown or intimated to the contractor or if the work is found satisfactory it will be taken as complete.

2. Earnest Money Deposit (EMD):

The Bidder shall furnish EMD of Rs. 2,000/- (Two thousand only) along with the tender in the shape of demand draft in favour of “National Institute of Biologica" payable at Noida. EMD of unsuccessful bidders shall be returned after award of the work. The tender not accompanied with requisite amount of EMD shall be rejected. No interest will be paid on EMD.

EMD can also be deposited by way of NEFT/RTGS and bidder need to indicate transaction ID details with Date & Time etc. Bank details of NIB are as below:

For Payment of EMD through Bank transfer:

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

In case of MSME unit, copy of relevant trade of Registration with MSME, need to be provided. If core MSME Certification is not for a relevant trade, same may not be considered for EMD exemption. If the selected bidder fails to start & execute the work, his EMD will be forfeited as per Government rules.
3. **Site Visit:**

3.1 The bidder is advised to acquaint himself with the job 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.

3.2 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 organised 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.

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 demand draft for Rs. 2,000/- *(Two thousand only)* in favour of National Institute of Biologicals, payable at Noida. A copy of bank transaction details if EMD directly deposited in NIB A/c. Copy of relevant trade registration as MSME vendor for EMD exemption. If the EMD is not submitted, the tender document will not be opened and tender will be rejected.

**Envelope No. 2 - shall contain:**

- A copy of tender document duly signed and stamped by the bidder as a token of acceptance of terms & conditions and Bill of Quantities (BOQ) of the tender *(Page No. 1 to 11)*

*National Institute of Biologicals (NIB)*

Page 5 of 14
• Copy of PAN Card, GST Number and Return of Income for last three years.

Envelope No. 3 – Shall contain:

• Price-Bid only. Price shall be filled up by the bidder on the Price-Bid format (Page No. 12 to 14) enclosed with the tender by NIB. Price on any other format or letter head of the bidder may be rejected.

All 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 “Repairs of damaged gypsum board false ceiling and wall partitions in Animal Facility and Lab. Area” in NIB Noida. If EMD and Tender Document are submitted & found as per tender requirement, price bid (Envelope No. 3) will be opened immediately.

6. Evaluation & Award of work:

6.1 The bids will be evaluated by NIB. The bids which are found to be responsive shall only be considered. NIB may seek clarifications in the bids from the bidders during the evaluation process. 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 considering their bid/ award of work.

6.2 Substantially responsive financial bids will be checked for any arithmetic errors. Arithmetic errors are to be rectified on the basis of the standard procedure as follows:

a) If there is a difference between the amount of rate in figure and in words of an item, and the total amount is worked out, then the rate which corresponds to the amount worked out by the bidder shall be taken as correct.

b) If the bidder has not worked out the amount of an item, or the same does not correspond with the rates written either in figures or in words, then the rate quoted by him in words shall be taken as correct.

c) If the rate quoted by the bidder in figures and in words tallies, but the amount is not worked our correctly, the rate quoted by the contractor shall be taken as correct and not the amount.

National Institute of Biologicals (NIB)
7. **Security Deposit:**

An amount equivalent to 10% of the contract value shall be deducted from the bill of the contractor towards Security Deposit. EMD amount of successful bidder shall be adjusted in the Security Deposit. Security Deposit shall be released after successful completion of the project. The contractor will be at liberty to submit performance Guarantee of 10% contract value as a security deposit from any nationalized Bank. Upon receipt of Performance Guarantee, EMD along with amount deducted towards security deposit if any will be released.

8. **Time of Completion:**

i) The work shall be completed within 10 (Ten) 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.

9. **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 5% per day subject to maximum 10% of the total work value shall be deducted/ recovered from the contractor.

10. **Specifications:**

The work shall be carried out as per relevant CPWD specifications and best practices in the Industry. The materials proposed and supplied for use in the work shall be of requisite specifications as specified in the tender and also, reputed make in the industry. The agency may be asked to show proof in support of materials source such as bills/challans/Invoices towards purchase of materials from genuine source.

*National Institute of Biologicals (NIB)*

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11. **Defect Liability Period:**

The materials & work of the contractor shall be under 1 (One) year 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.

12. **Payment:**

(i) Payment will be made after completion of the work & handing over of the works to NIB. The contractor will submit the bill and payment shall be made within 15 (Fifteen) days from receipt of the bill. TDS will be deducted from the amount payable to the contractor. No advance payment shall be made to the contractor. The contractor will be required to raise Invoice/ Bill as per GST Rule and GST amount should be shown properly in the invoice.

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

<table>
<thead>
<tr>
<th>NAME OF ACCOUNT HOLDER</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>NAME OF BANK &amp; ADDRESS</td>
<td></td>
</tr>
<tr>
<td>ACCOUNT NO</td>
<td></td>
</tr>
<tr>
<td>IFSC CODE</td>
<td></td>
</tr>
<tr>
<td>PAN NO</td>
<td></td>
</tr>
</tbody>
</table>

13. **Bill of Quantity:**

The quantities of work given in the Bill of Quantities (BOQ) are approximate to give an idea of work. Work will be carried out as per the given scope. The quantities may vary 25% on higher or lower side. The contractor will execute the varied quantity of work on the quoted rates. Payment will be made as per actual quantity of work done at site.

14. **Validity of Bid:**

Validity of bid shall be 90 (Ninety) days from the last date of submission of the bid.

National Institute of Biologicals (NIB)
15. **a) Tools & Tackles:**

All tools, tackles 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. Site covering and cleaning etc. charges shall be deemed to be included in the quoted item rates.

**b) Water & Electricity:**

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

16. **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.
17. **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.

18. **Particulars of bidders:**

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

**Details of Bidder**

<table>
<thead>
<tr>
<th></th>
<th>Name of Company/ firm/ agency with full address</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.</td>
<td>Name of Contact Person</td>
</tr>
<tr>
<td>4.</td>
<td>Land Line Telephone No.</td>
</tr>
<tr>
<td>5.</td>
<td>E-mail address</td>
</tr>
</tbody>
</table>

19. **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,*

*National Institute of Biologicals (NIB)*

Page 10 of 14
**BILL OF QUANTITY (BOQ)**

Tender No. 35/2019/NIB/Engg. (Civil)

**Name of work:** Tender for “Repairs of damaged gypsum board false ceiling and wall partitions in Animal Facility and Lab. Area” in NIB Noida.

<table>
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<tr>
<th>Srl. No.</th>
<th>Description of Item</th>
<th>Unit</th>
<th>Qty.</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Repairing of damaged gypsum board false ceiling/wall partitions by cutting it in regular shape &amp; size. Repairing/renewing of false ceiling sections wherever required. Re-fixing 12 mm thick gypsum board in false ceiling with necessary screws, including supply of jointing compound, jointing tape, making openings for light fittings, AC grills, trap door etc. as per direction of NIB. The materials such as gypsum board, G.I. channels, T-sections, jointing tape, jointing compound, screws, false ceiling sections etc. will be provided by the contractor. The final line and level shall be matched with surroundings.</td>
<td>Sqm.</td>
<td>120</td>
</tr>
<tr>
<td>2.</td>
<td>Providing and applying plaster of paris putty of 2 mm thickness over gypsum board false ceiling surface to prepare the surface even and smooth. Complete Work.</td>
<td>Sqm.</td>
<td>60</td>
</tr>
<tr>
<td>3.</td>
<td>Epoxy primer on wall/ceiling/plastered surface, complete surface.</td>
<td>Sqm.</td>
<td>60</td>
</tr>
<tr>
<td>4.</td>
<td>Painting on wall/False Ceiling with epoxy paint two or more coats on new work in patches /old work with approved quality epoxy paint of MRF/Asian or equivalent make in the colour shade matching with existing. Two or more coats to make the surface smooth. Complete Work.</td>
<td>Sqm.</td>
<td>60</td>
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<td>5.</td>
<td>Disposal of building rubbish/malwa/similar unserviceable, dismantled or waste materials by mechanical means, including loading, transporting, unloading to approved municipal dumping ground or as approved by Engineer-in-Charge, beyond 50 m initial lead, for all leads including all lifts involved.</td>
<td>Cum</td>
<td>01</td>
</tr>
</tbody>
</table>

*Stamp of bidder with signature of authorized signatory,*

*National Institute of Biologicals (NIB)*

Page 11 of 14
**BILL OF QUANTITY (BOQ)**

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<table>
<thead>
<tr>
<th></th>
<th></th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Goods &amp; Services Tax (GST) (as applicable)</td>
</tr>
</tbody>
</table>

**Total amount with taxes**

**Amount (in words):**

..........................................................................................................................

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National Institute of Biologicals (NIB)
NOTE:

i) **Validity of Bid** shall be 90 days from the last date of submission of the bid.

ii) **GST .... % (percentage) and amount not specified in Price-Bid will be treated as inclusive and value of work will be calculated on reverse calculation basis.**

(iii) The bidders are strongly advised to go through the complete bid document, visit the site before quoting their rates.

(iv) **The rate (%) and amount of GST applicable should be mentioned very clearly and any vague terms, i.e. applicable as per rule etc. will not be entertained and it will be treated as inclusive.**

*Stamp of bidder with signature of authorized signatory,*

National Institute of Biologicals (NIB)