

Notice Inviting Tenders for "Supply and Installation of Storage Rack and Repairs of Chairs in the Conference Hall" in NIB Noida.

Tender No. 13/2018-2019/Engg. (C)

SCHEDULE OF BIDS

1	Tender document download / sale period	12.10.2018 to 25.10.2018
2	Last Date & time of submission of Tenders	26.10.2018 at 3:00 P.M.
3	Pre Bid meeting	23.10.2018 at 3:00 P.M.
4	Date & time of Opening of Technical Bids	26.10.2018 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-

October- 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

Website: www.nib.gov.in

National Institute of Biologicals (NIB)

1/10/18



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NOTICE INVITING TENDERS

Tender No. 13/2018-2019/NIB/Engg. (C)

Invitation to Tenders for "Supply and Installation of Storage Rack and Repairs of Chairs in the Conference Hall" in NIB Noida.

Sealed tenders are invited from experienced furniture manufacturers/suppliers for "Supply and Installation of Storage Rack and Repairs of Chairs in the Conference Hall" in NIB Noida. Bidders are advised to quote competitive rates for this work, on the enclosed Price-Bid format including Goods & Services Tax (GST), labour, T & P etc. 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 **12.10.2018** to **25.10.2018**.

Sealed tenders shall be dropped in tender box of NIB Noida, on or before the closing date, i. e., **26.10.2018** 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.

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

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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.” Tenders are invited for following scope of work in Conference Hall of NIB Noida.

1. Scope of Work:

Hydraulic Mechanism of about 12 Nos. of Conference chairs of M/s Space wood make are to be replaced. Nuts & Bolts of about 100 Nos. Chairs of M/s Space wood make are to be repaired by tightening the handles, seats etc.

A Support Cum Storage rack of approx. size 1500 mm (Ht.) x 750 mm (W) x 450 mm (D), made of pre-laminated particle board is to be supplied and installed in the Conference Hall. It will also act as a support for plastic tray installed on the wall for putting video camera etc. equipment. The colour shade and design of proposed rack shall be matching with the existing racks in the Conference Hall, so as to maintain overall aesthetics of the Hall.

All materials, labour, T&P etc. required for carrying out the works will be provided by the agency. The bidder must visit the site before quoting their rates.

National Institute of Biologicals (NIB)

10/12/18
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2. **Earnest Money Deposit (EMD):**

The Bidder shall furnish EMD of *Rs. 1,500/- (One thousand five hundred only)* along with the tender in the shape of demand draft in favour of "*National Institute of Biologicals*" 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. in the technical bid itself. Bank details of NIB are as below:

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 th digit is zero)

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 bidders fail to start & execute the work, his EMD will be forfeited as per Government rules.

3. **Site Visit:**

a. The bidder is advised to acquaint himself 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.

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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 bank draft for Rs. 1,500/- (One thousand five hundred only). Bank transfer details of EMD if deposited by way of NEFT/RTGS.

Envelope No. 2 - A copy of tender document duly signed and stamped by the bidder as a token of acceptance of terms & conditions and a copy of similar work order. If the EMD is not submitted, the tender document will not be opened.

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 shall be rejected.

All the three 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 "*Supply and Installation of Storage Rack and Repairs of Chairs in the Conference Hall*" in NIB Noida.

6. **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 Defect Liability Period (DLP).

7. **Time of Completion:**

- i) The work shall be completed within **30 (Thirty) 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.

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

9. **Specifications:**

The work shall be carried out as per relevant CPWD specifications. 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.

10. **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.

11. **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 30 (Thirty) 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:

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

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12. **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.

13. **Validity of Bid:**

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

14. **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.

15. **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

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10/10

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.

16. 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.

17. 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

1.	Name of Company/ firm/ agency with full address	
2.	Name of Contact Person	
3.	Mobile No.	
4.	Land Line Telephone No.	
5.	E-mail address	

18. 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)*

1/02



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BILL OF QUANTITY (BOQ)

Tender No. 13/2018-2019/NIB/Engg. (C)

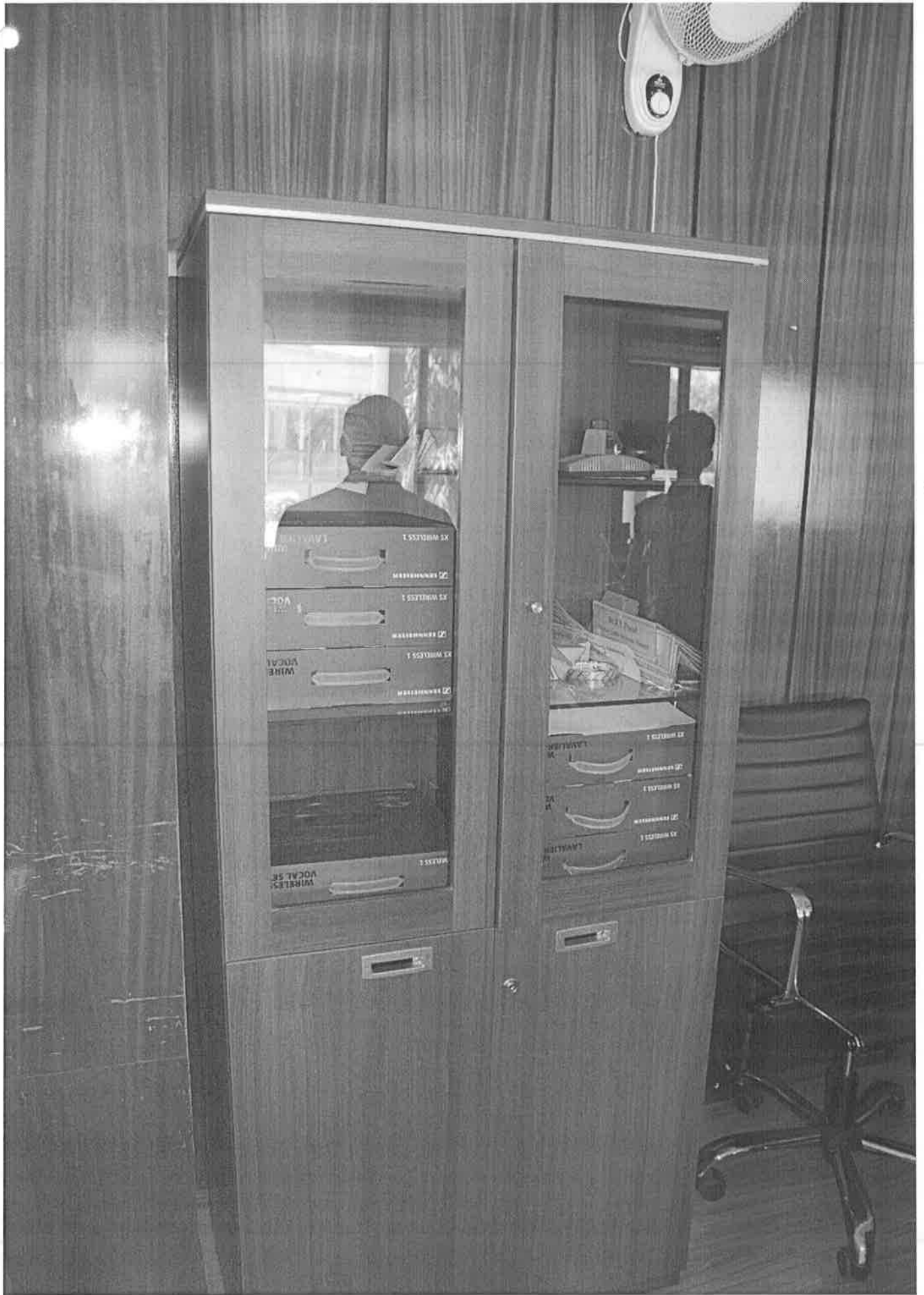
Name of work: Tender for "Supply and Installation of Storage Rack and Repairs of Chairs in the Conference Hall" in NIB Noida.

Srl. No.	Description of Item	Unit	Qty.
1.	Replacing Hydraulic Mechanism system in the existing Conference Chairs of M/s Space wood make with new mechanism fully compatible with existing mechanism, having seat adjustment approx. 100 mm, Complete Work.	Nos.	12
2.	Repairs of existing Chairs by tightening of Screws & Nuts/bolts etc. and providing new screws, nuts/bolts/washers etc. as per existing shape & sizes. Complete Work.	Nos.	100
3.	Supply and installation of Support Cum Storage Rack Unit of approx. size 1500 mm (Ht.) x 750 mm (W) x 450 mm (D). Upper glass door shutters made up of glass framed in 25 mm thick Pre-laminated particle board openable shutter height of 1000 mm at top and lower door shutters of Cupboard shall be made up of 25 mm Pre-laminated Particle board and openable height of 500 mm. The top sides and shelves shall be made from 18 mm thick Pre-laminated particle board and back in 9 mm thick Pre-laminated Particle board. Particle board of Grade II Type II conforming to IS: 12823:1990 Standard KD fitting of Hettich make to be used to join panels. Tower bolt on door for inner locking and Multipurpose square lock for shutters. 2 mm thick edge band on non-exposed edges. Cabinet will have two adjustable shelves and one fixed shelve. Levellers shall be provided to adjust the level of rack Complete Work. Note: - Colour shade and design of the storage rack shall match with existing rack.	No.	01

Stamp of bidder with signature of authorized signatory,

National Institute of Biologicals (NIB)

1/2



— Page 10 of 12 —

IMAGE OF STORAGE RACK

1/18/02



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PRICE-BID

Tender No. 13/2018-2019/NIB/Engg. (C)

Name of work: Tender for "Supply and Installation of Storage Rack and Repairs of Chairs in the Conference Hall" in NIB Noida.

Srl. No.	Description of Item	Unit	Qty.	Rate (Rs.)	Amount (Rs.)
1.	Replacing Hydraulic Mechanism system in the existing Conference Chairs of M/s Space wood make with new mechanism fully compatible with existing mechanism, having seat adjustment approx. 100 mm, Complete Work.	Nos.	12		
2.	Repairs of existing Chairs by tightening of Screws & Nuts/bolts etc. and providing new screws, nuts/bolts/washers etc. as per existing shape & sizes. Complete Work.	Nos.	100		
3.	Supply and installation of Support Cum Storage Rack Unit of approx. size 1500 mm (Ht.) x 750 mm (W) x 450 mm (D). Upper glass door shutters made up of glass framed in 25 mm thick Pre-laminated particle board openable shutter height of 1000 mm at top and lower door shutters of Cupboard shall be made up of 25 mm Pre-laminated Particle board and openable height of 500 mm. The top sides and shelves shall be made from 18 mm thick Pre-laminated particle board and back in 9 mm thick Pre-laminated Particle board. Particle board of Grade II Type II conforming to IS: 12823:1990 Standard KD fitting of Hettich make to be used to join panels. Tower bolt on door for inner locking and Multipurpose square lock for	No.	01		

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	shutters. 2 mm thick edge band on non-exposed edges. Cabinet will have two adjustable shelves and one fixed shelf. Levellers shall be provided to adjust the level of rack Complete Work. Note: - Colour shade and design of the storage rack shall match with existing rack.				
	Goods & Services Tax {GST} (as applicable) GST Rate @% and Amount Rs.				
	<i>Total amount with taxes</i>				

Amount (in words):

.....

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)