



भारतीय सूचना प्रौद्योगिकी संस्थान, इलाहाबाद Indian Institute of Information Technology, Allahabad

An Institute of National Importance by Act of Parliament
Deoghat, Jhalwa, Allahabad-211015 (U.P.) INDIA

Ph.: 0532-2922025, 2922067, Fax : 0532-2430006, Web : www.iiita.ac.in, E-mail : contact@iiita.ac.in

Ref. No. : IIIT-A/Purchase/417/582/ 2019

Date : 17/01/2019

TENDER NOTICE

Sealed quotations are invited under **Two Bid Systems (Technical & Financial)** for "**Development of ground for the purpose canteen HUB at IIIT-A**" at Indian Institute of Information Technology, Allahabad. You are requested to submit the quotation by courier/speed post with complete details of specifications, terms & conditions etc.

The "**Technical and Commercial Bids**" in two separate sealed envelopes placed in a single envelope with name of the tender, ref. number and closing date superscripted on the top of the envelope addressed to the "**Faculty Incharge Purchase, Indian Institute of Information Technology, Deoghat, Jhalwa Prayagraj- 211015**" upto- **06/02/2019 at 12:00 noon**. Quotations duly sealed may also be dropped in the tender box placed in the office of the Faculty Incharge Purchase, IIIT-A, Campus, Prayagraj. Basic rate, taxes and freight charges etc. must be quoted separately, F.O.R. destination at IIIT- Allahabad.

The Technical Bids will be opened in the presence of the tenderers, or authorized representatives interested to be present on **06/02/2019 at 4:00 PM**. Financial bid of technically qualified firm will be opened on **11/02/2019 at 4:00 PM**. Information to technically qualified firms will be sent through email/phone before the opening of financial bid. Vendors are desired to submit their authorization letter along with a photocopy of their photo identity card at the time of opening of technical/financial bid. Only one representative will be allowed to attend the technical/financial bid for a particular firm. Please carry the same original proof of identity for verification purpose at the time of opening of tender/enquiry. The date fixed for opening of bids, if subsequently declared as holiday by the Government, the revised date of schedule will be notified. However, in absence of such notification, the bids will be opened on next working date, the time remaining unaltered. For any queries regarding the tender, please send a mail to info.purchase@iiita.ac.in.

Assistant Registrar (Purchase)

Copy to:

- PS to Hon'ble Director- for kind information to Hon'ble director please.

Technical Bid

(On letter head of the Firm & in a separately sealed envelope)

PROFORMA FOR APPLICATION

1. Name of the firm :-
2. Address of the firm :-.....
3. Proprietor's name: -
4. Mobile Number:-
5. Email Id.....
6. Address of Proprietor: -
7. Name of Partners (if any)
8. Details of the firm:-
 - (a) Turnover of the firm during: - FY 2015-16 (₹).....
FY 2016-17 (₹).....
FY 2017-18 (₹).....
(Please attach documentary evidence)
 - (b) PAN No. :-
 - (c) GST No. :-

9. **E.M.D.:** EMD fee **Rs.20,100/- (Twenty Thousand One Hundred Only)** should be directly transfer into the bank account (IIIT-A General AC) of Indian Institute of Information Technology Allahabad through RTGS/NEFT and the tender document should be accompanied with the transaction receipt of RTGS/NEFT (Any bid without EMD fee receipt will not be considered). EMD receipt should be enclosed with the Technical Bid document.

All the transaction for EMD/ Bank Guarantee/ Performance Guarantee/ Security Deposit etc. should be directly transfer into the bank account (IIITA General AC) of Indian Institute of Information Technology Allahabad through RTGS/NEFT.

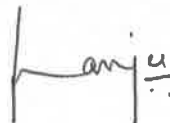
The detail of institute's Bank account is as below;

Bank Account Name: IIIT-A General AC
Bank Name: Indian Overseas Bank
Address: 61, M.G. Marg, Civil Lines, Prayagraj
Account No.: 035001000060976
IFSC Code: IOBA0000350

Amount of EMD as below:

| Sl. No | Description | EMD Amount in Rs. | Transaction receipt No. with date |
|--------|--|-------------------|-----------------------------------|
| 1. | "Development of ground for the purpose canteen HUB at IIIT-A" | 20,100.00 | |

Signature of the tenderer with seal



10. Qualifying Requirements:

- i. The bidder must prove its efficiency and workman ship and submit proof of financial position with the last three years.
 - ii. Annual Turnover of the agency should be Rs.25 lakh for the last two financial years (i.e. 2016-17 & 2017-18) separately. **(profit and loss account/balance sheet duly certified by CA is compulsory).**
 - iii. The bidder should be registered with the **Railways/MES/BSNL, State PWD's (B&R) or the departments of state government dealing with (B&R) in appropriate classes** (for CPWD works within that state). **Non CPWD registered contractors shall have to fulfil the criteria of satisfactory execution of work as given below:**
 - (i) Three similar completed works costing not less than the amount equal to 40% of estimated cost put to tender,
or
 - (ii) Two similar completed works, costing not less than the amount equal to 60% of the estimated cost put to tender
or
 - (iii) One similar completed work of aggregate cost not less than the amount equal to 80% of the estimated cost.
and
 - (iv) One Completed work of any nature (either part of (i) or a separate one) costing not less than the amount equal to 40 % of the estimated cost put to tender with some Central/State Government Organisation/Central Autonomous Body/ Central Public Sector undertaking.
 - (v) EMD is mandatory to submit otherwise tender will not be considered.
 - (vi) All the documents submitted along tender bid must be signed and stamp on the each pages by the authorized signatory.
11. In support of above the bidder should submit the following documents with their bid for evaluation of firm technical position mandatory.
 - a) Copy of the registration in the government organization.
 - b) Copies of detailed work orders/Agreements/Completion certificate with value of work.
 - c) Documents of works done in any government organization / autonomous bodies etc.
 12. A complete set of bid documents may be downloaded from the Institute WEB Site www.iita.ac.in or CPP portal.
 13. Not with standing anything stated above, IIIT-A reserves the right to assess the bidder's capability and capacity to perform the contract by inviting the bidder for negotiation etc. and IIIT-A decision in this regard shall be final.
 14. IIIT-Allahabad shall not be responsible for any postal delay, loss or non-receipt of documents sent through post/courier.

Assistant Registrar (Purchase)

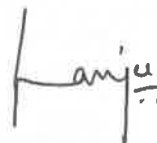
INSTRUCTIONS TO BIDDER

Bidder is requested to read carefully the following and comply:

1. The intending bidder must read the terms and conditions carefully. He should only submit his bid if he consider himself eligible and he is in possession of all the documents required.
2. Information and Instructions for bidders posted on website shall form part of bid document.
3. The bid document consisting of CPWD specifications, the schedule of quantities of various types of items to be executed and the set of terms and conditions of the contract to be complied.
4. Those contractors not registered in the government organization not need to participate.
5. The intending bidder must have valid authorization by the firm to submit the bid.
6. On opening date, the contractor can join to see the bid opening process. After opening of bids he will be allowed to note the competitor rates.
7. Contractor can download the document from the Institute website.
8. Bidder must fill the letter of Undertaking and Declaration Proforma complete in all respect.
9. Bidder must quote their rates exclusive of all taxes and duties. Taxes applicable may be quoted separately giving full details.
10. The EMD receipt should be in a separate envelop and annexed with the tender with suitable superscripted on envelop. Unsigned documents will not be considered and may be rejected.
11. Bidder must sign in each and every page of the enclosed tender documents and submit the same in sealed cover superscripting the NIT No. name of work, bid opening date and EMD particulars.
12. Contractor must ensure to quote rate of each item. Partially quoted items rate may be treated as cancelled.
13. In case of acceptance of the bid, the successful bidder/bidders must enter into a contract agreement on Non-Judicial Stamp Paper valuing Rs.100/- within two week from the issue of the detailed Award Letter/ work order and Acceptance letter.
14. Rates shall be quoted both in figures and in words in clear illegible writing. No. overwriting is allowed. All scoring and cancellations should be countersigned in full by the tenderer. In case of illegibility the interpretation of the Engineer-in-charge/Tender Committee shall be final.
15. All the work will be executed as norm and specification of CPWD and as specified in bill of quantity. If any other work will require to be under taken related to this works or any alteration in work, will be executed on the basis of approved rates.
16. Completion period shall be **30 days** from the date of award of work and time extension will be acceptable with justified reason for delaying in works.
17. Agency can raise running bill as per progress of work. Accordingly the payment will be made after verified by the engineer in charge.
18. Any conditional tender will not be accepted.
19. Defect liability period minimum shall be 06 months from the date of handing over the site and satisfactory report from the indenter/End user.
20. **SECURITY DEPOSIT:** The successful bidder has to deposit Security deposit which will be equivalent to 10% of the contract value in favour of 'IIIT-Allahabad', which has to be electronically transfer through the RTGS/NEFT into the bank account of Institute as mentioned below:

Account Name: IIITA General AC

Bank Name: Indian Overseas Bank



Address : 61, M.G. Marg, Civil Lines, Allahabad

Account No.: 035001000060976

IFSC Code: IOBA0000350

21. Security deposit should remain valid for two month additional time beyond the defect liability period. No interest shall be paid on Performance Security. The Performance Security will be forfeited by order of the Competent Authority in the event of any breach or negligence or non-observance of any terms & conditions of the contract or for unsatisfactory performance or for non- acceptance of the work order. EMD will be released after receiving of transaction receipt of RTGS/NEFT of security amount.
22. All disputes are subject to jurisdiction of Allahabad.
23. After submission of the bid the contractor can re-submit revised bid one number of time only but before last time and date of submission of bid as notified in the tender.
24. While submitting the revised bid, contractor can revise the rate of specific items one number of times (he need not mentioned rate of all the items) but before last time and date of submission of bid as notified in the tender document.
25. When bids are invited in two bid system and if it is desired to submit revised financial bid then it shall be mandatory to submit revised financial bid. If not submitted then the bid submitted earlier shall become invalid.
26. Copy of Enlistment Order and certificate of work experience and other documents as specified in the bid document shall be submitted along with the submission of Bid after certified. Without signed & certified copy of any documents will not considered as evidence. Same will be treated as non submission of any evidence and participant will be stand cancelled automatic.
27. The bid submitted shall become invalid if :
 - (i) The bidder is found ineligible.
 - (ii) The bidder does not deposit transaction receipt.
 - (iii) If any discrepancy is noticed between the documents physically by the bidder to the Institute.
 - (iv) If a tender quotes nil rates against each item in item rate tender or does not quote any percentage above/below on the total amount of the tender or any section/sub head in percentage rate tender, the tender shall be treated as invalid and will not be considered as lowest tenderer.
28. Details of Bank account of Firm for returned of EMD/Performance Security

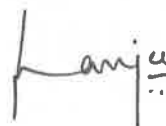
Bank's Account Holder Name:.....

Type of Account Name:.....

Address of Branch:.....

Account No:.....

IFSC Code:.....



FINANCIAL BID
(In separate sealed envelope)

Name of Work : Development of ground for the purpose canteen HUB at IIIT-A
BILL OF QUANTITY

| Sl. No | Description of Work | Unit | Quantity (Approx) | Unit/Rate (Rs.) | Amount (Rs.) |
|-----------------------|--|------|-------------------|-----------------|--------------|
| A | Civil Work | | | | |
| 1 | Surface dressing of the ground including removing vegetation and inequalities not exceeding 15 cm deep and disposal of rubbish, lead up to 50 m and lift up to 1.5 m. All kinds of soil. DSR-2016, Nos. 2.28.1 | SqM | 658.00 | | |
| 2 | Earth work in excavation by mechanical means (Hydraulic excavator) / manual means in foundation trenches or drains (not exceeding 1.5 m in width or 10 sqm on plan), including ressing of sides and ramming of bottoms, lift upto 1.5 m, including getting out the excavated soil and disposal of surplus excavated soil as directed, within a lead of 50 m. 2.8.1 All kinds of soil. | CuM | 15.50 | | |
| 3 | Providing and laying in position cement concrete of specified grade excluding the cost of centering and shuttering - All work up to plinth level : 1:5:10 (1 Cement:5 Coarse sand:10 Graded stone aggregate 40mm nominal size) (DSR 4.1.10) | CuM | 3.00 | | |
| 4 | Brick work with common burnt clay F.P.S. (non modular) bricks of class designation 7.5 in foundation and plinth in: Cement mortar 1:6 (1Cement : 6 coarse sand) (DSR 6.1.2) | CuM | 17.25 | | |
| 5 | 12 mm cement plaster of mix : 1:6 (1 cement: 6 coarse sand) sqm 168.25 DSR-2016, No. 13.4.2 | SqM | 41.00 | | |
| 7 | 15 mm cement plaster on rough side of single or half brick wall of mix: (1 cement: 6 coarse sand). DSR-2016. No. 13.5.2 | SqM | 7.00 | | |
| 8 | Providing and laying in position cement concrete of specified grade excluding the cost of centering and shuttering - All work up to plinth level : 1:5:10 (1 cement : 5 coarse sand (zone-III): 10 graded stone aggregate 40 mm nominal size) DSR-2016, No 4.1.10 . | CuM | 65.80 | | |
| 9 | Providing and laying matt finished vitrified tile of size 300x300x9.8mm having water absorption less than 0.5% and conforming to IS: 15622 of approved make in all colours and shades in outdoor floors such as footpath, court yard, multi modals location etc., laid on 20mm thick base of cement mortar 1:4 (1 cement : 4 coarse sand) in all shapes & patterns including grouting the joints with white cement mixed with matching pigments etc. complete as per direction of Engineer-in-Charge. DRS-2016, No 16.89 | SqM | 658.00 | | |
| Sub-total of A | | | | | |

| B. | Electrical Item | | | | |
|--------------------|---|------|------|-------------------------------|----------|
| 1 | Supply & fixing of 32A DP, C Series with metal enclosure | No | 1.00 | | |
| 2 | Supply & Laying of 2.5sq mm x 3C copper multistand flexible wire, PVC insulation, Havell's/ Plaza/ Fenolex (90Mtrs) | Roll | 1.00 | | |
| 3 | PVC Clips for fixing of wire of size 2.5sqmm (100Nos) | Pkt | 1.00 | | |
| | | | | Sub-total of B | |
| | | | | Sub-total of A & B | |
| | | | | GST @ | % |
| | | | | Grand Total | |
| Amount (In words): | | | | | |

ACCEPTANCE LETTER

The above tender (as modified by you as provided in the letters mentioned hereunder) is accepted by me for and on behalf of the Institute for a sum of ₹
(Rupees)

The letters referred to below shall form part of this contract agreement:

- (a)
- (b)
- (c)

For & on behalf of Institute

Signature

Dated:

Designation

A handwritten signature in black ink, appearing to read 'Hanje' with a small flourish at the end.

Declaration

(Regarding ownership and / or employment of IIIT-A Employees)

To be filled in by the tenderer, signed and submitted along with tender papers.

I/We hereby declare that I/we or Partners or Directors of our concern do not have any such person under my/or employment who has retired/resigned/ removed / dismissed from IIIT-A during the last two years.

I/We hereby declare that I/We or partners or Directors of our concern have the following under my/our employment who has/have retired/resigned/removed/ dismissed from IIIT-A during three last two years.

| Sl. | Name of Person | Date of leaving | Reasons for leaving IIIT-A |
|-----|----------------|-----------------|----------------------------|
| | | | |

I/We hereby declare that i/We or partners of directors are not related to any employees of IIIT-A

OR

I/We hereby declare that the following persons employed in IIIT-A and any other IIIT-A Project/Station are related to me/us for partners or directors of our concern as per details indicated.

| Sl. | Name of Person | Designation and Name of project or Office of IIIT-A | Relationship |
|-----|----------------|---|--------------|
| | | | |

NOTE: The near relative shall include wife, husband, parents and Grand Parents, children and Grand Children, Brother And Sister, Uncles, Aunts and Cousins and their corresponding in-laws.

(SIGNATURE OF TENDERER)
NAME:

WITNESS:
SIGNATURE:
NAME:
PLACE
DATE:

Note:
Please tick whatever is applicable and delete/cut whatever is not applicable
Please attach extra sheet if necessary



Proforma of Letter of Undertaking

(To be executed on non-judicial stamp paper of value Rs. 100/- & to be submitted by the tenderer along with his tender)

The,
Registrar
IIIT-A, Deoghat
Jhaiwa Campus
Prayagraj-211015

Dear Sir,

- 1.0 *I/*We have read and examined the following bid documents relating to the(Full Scope of work)
- 2.0 Notice Inviting Tender.....dt.....
- 3.0 Conditions of contract for Civil works containing sections Tender Notice, Qualifying Requirements & Instructions to bidder.

*I/*We hereby submit our tender and undertake to keep our tender valid for a period of **180** days from the date of opening of tenders i.e. up to / /2019

*I/*We hereby further undertake that during the said period *I/*We shall not vary/alter to revoke my/our tender during the validity period of tender.


This undertaking is in consideration of IIIT-A agreeing to open by tender, consider and evaluate the same for the purpose of award, in terms of provisions of tender documents. Should this tender be accepted, *I/*W shall not vary/alter at revoke my/our tender during the validity period of tender.

I/We also agree to abide by fulfil and comply with all the terms and conditions and provisions of the above mentioned tender documents.

Signature along with Seal of the
Company
Duly authorized to sign the tender
(on behalf of the Contractor)

Name: Designation:
Name of Co. (BLOCK LETTERS) Date:
Postal Address:
Telegraphic Address:
Telex no.

WITNESS :
Signature Date
Name and Address
(*) Strike out whichever is not applicable



AGREEMENT

An agreement made this on _____ day of _____ between Registrar Indian Institute of Information Technology, Allahabad _____ (herein referred to as Employer) of the part and M/s _____ (herein referred as the Contractor of the other part).

Whereas in response to call for tender for the _____ as per tender paper at _____ hereto contractor has submitted a Tender as per Annexure 'A' hereto and whereas the said Tender of the contractor has been accepted the total estimated contract value of Rs. _____ as per copy of letter of acceptance of Tender No. _____ Dated _____ completed with enclosures at the accepted rates and agreed deviations from Tender Papers as per annexure hereto. Now this agreement witness that consideration of premises and the payment to be made by the Employer to the contractor provided for herein below the contractor shall supply all equipments and materials and executed and perform all works for which the said Tender of the contractor has been accepted strictly according to the various provisions in Tender papers hereto and upon such supply execution and perform to the satisfaction of the Employer, the employer shall pay to the contractor at the several rates accepted as per the said annexure and in terms of provisions herein.

In witness whereof the parties have here unto set and subscribed their respective hands and /or seals the day and years respectively mentioned against their respective signatures.

Signed and delivered at _____ by Sri _____
For and on behalf of M/s _____
the contractor within named in the presence.

(Authorized Signatory)

Witness:

1. Signature

Name in Block Capitals _____

Address _____

2. Signature

Name in Block Capitals _____

Address _____

Signed and delivered at _____ by
Sri _____ Registrar Indian Institute of Information Technology, Allahabad
in the presence of:

Registrar

Witness:

1. Signature

Name in Block Letter _____

Address _____

2. Signature

Name in Block Letter _____

Address _____

Kanju