

CENTRAL BOARD OF SECONDARY EDUCATION

RENOVATION OF TOILET BLOCK AT SHIKSHA KENDRA, CBSE, H.Q BUILDING, PREET VIHAR, DELHI- 110092.

(Tender reference No.:- CBSE/Maint./102/H.Q/Jan-2018)

Issued By:
Deputy Secretary (A & L)
Central Board of Secondary Education
2, Community Centre, Preet Vihar,
Delhi-110092.

CENTRAL BOARD OF SECONDARY EDUCATION
2, Community Centre, Preet Vihar, Delhi-110092

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Section -1

(Notice Inviting Tender)

CENTRAL BOARD OF SECONDARY EDUCATION

TENDER NOTICE

NOTICE INVITING BIDS FOR Renovation of Toilet work i.e. Mezz. Floor, 1st floor, 2nd floor, 3rd floor and 8th floor at Shiksha Kendra, CBSE, H.Q building, Preet Vihar, Delhi-110092.

Central Board of Secondary Education (CBSE), Delhi invites online mode tenders at CPPP eProcurement site <https://eprocure.gov.in/epublish/app> for Renovation of Toilets work i.e. Mezz. Floor, 1st floor, 2nd floor, 3rd floor and 8th floor at Shiksha Kendra, CBSE, H.Q building, Preet Vihar, Delhi-110092. The tender documents can be downloaded from Board's website www.cbse.nic.in and CPP e-publishing Portal, Govt. Of India site <https://eprocure.gov.in/epublish/app>.

Interested agencies can download the Tender document from the CBSE website, www.cbse.nic.in (for perusal reference only) and interested agency will fill the complete tender form at CPPP eProcurement site <https://eprocure.gov.in/eprocure/app> as per the schedule as given in CRITICAL DATE SHEET as under.

CRITICAL DATE SHEET

Published Date	17.01.2018 (12:30 P.M.)
Bid Document Download / Sale Start Date	17.01.2018 (12:30 P.M.)
Clarification Start date & Time	17.01.2018 (12:30 P.M.)
Clarification Closing date & Time	25.01.2018
Bid Submission Start Date	26.01.2018
Bid Submission End Date	09.02.2018
Bid Opening Date	12.02.2018
Duration of Contract	150 days
Tentative date & time for opening of Financial Bid of eligible Tenderers	Date will be intimated by Email / registered post
Tentative Cost of Tender	35.43 lacs
Validity of Bid	90 days

Bids shall be submitted only in online mode at CPPP website: <https://eprocure.gov.in/eprocure/app>.

The cost of the Bid Document is Rs. 1000/- (Rupees One Thousand only) which is non-refundable and the same is to be deposited online at the time of submission of bid document Bids shall be submitted online only as per critical date sheet at CPPP eProcurement website: <https://eprocure.gov.in/eprocure/app>.

The **Hard Copy of original instruments** in respect of cost of tender document, EMD and tender fee to be send to the Assistant Engineer (Civil) at the address indicated below on or before **bid opening date/time as mentioned in critical date sheet**.

Tender documents received in incomplete shape or beyond the stipulated period shall not be entertained under any circumstances. The authority reserves the right to accept or reject any or all tenders without assigning any reason thereof.

Earnest Money deposit (EMD) of Rs.1,00,000/- in the shape of an Account Payee Demand Draft, Fixed Deposit Receipt, Bankers Cheque or Bank Guarantee from any commercial Bank favoring “The Secretary CBSE Payable at Delhi” or through electronic fund transfer in CBSE A/c No. 91471010000016, IFSE Code SYNB0009147, Syndicate Bank, Preet Vihar Branch, New Delhi.

Address:

Assistant Engineer

Maintenance Unit

Central Board of Secondary Education

2, Community Centre, Preet Vihar,

Delhi-110092.

Cont. No:- 22515830/22044202

E-mail:- rahultyagicbse@gmail.com

Section -2

(BID SUBMISSION FORM)

BID SUBMISSION FORM

Date:

LETTER OF BID

To

**The Secretary
Central Board of Secondary Education,
2, Community Centre, Preet Vihar,
Delhi-110092.**

Ref: Invitation for Bid

We, the undersigned, declare that:

- 1 We have examined and understand that no reservations should be corrected by under signed to the Bidding Documents including Addenda issued in accordance with Instructions to Bidders.
- 2 We offer to execute in conformity with the Bidding Documents for Renovation of Toilets work i.e. Mezz. Floor, 1st floor, 2nd floor, 3rd floor and 8th floor at Shiksha Kendra, CBSE, H.Q building, Preet Vihar, Delhi-110092.
- 3 Our bid shall be valid for a period of 90 days from the date fixed for the bid submission deadline in accordance with the Bidding Documents and it shall remain binding upon us and maybe accepted at any time before the expiration of that period.
4. If our bid is accepted, we commit to submit a performance security in accordance with the Bidding Documents.
5. We also declare that Government of India or any other Government body has not declared us ineligible or black listed us on charges of engaging in corrupt, fraudulent, collusive or coercive practices or any failure/lapses of serious nature.
6. We also accept all the terms and conditions of this bidding document and undertake to abide by them, including the condition that you are not bound to accept highest ranked bid / lowest bid or any other bid that you may receive.

Yours sincerely,

Authorized Signatory

(Authorized person shall attached a copy of Authorization for signing on behalf of Bidding company)

Full Name and Designation

(To be printed on Bidder's letter head) (To be printed on Bidder's letterhead)

Section -3

(BIDDER'S PROFILE)

General:

1. Name of the company.....
2. Name of the authorized person submitting the Bid “Shri/Smt.....
3. Designation of the authorized person submitting the Bid.....
4. Name, Designation, address and Mobile Number of alternate person.....
.....
5. Address of the company.....
6. Tel no. with STD code (O).....(Fax).....(R).....
7. Mobile No. of the person submitting the Bid.....
8. E-mail of the person submitting the Bid.....
9. Organization's email ID.....
10. Website Address (if any)
11. Registration & incorporation particulars of the firm:
 - i) Private Limited
 - ii) Public Limited
 - iii) Any other - Please specify.....
12. Name of Director/owner or partner (s).....
13. Email ID of Director (s).....
14. Mobile Number of Director (s).....
15. Bidder’s bank, its address and current account number
16. Permanent Income Tax number,.....
(Please attach copies of income tax return for last three years)
17. GST No.....
(Please attach copies of GST Number)
18. TIN Number.....
19. Particulars of EMD
 - i) Demand Draft / B.D./Cash Receipt No.
 - ii) Date.....
 - iii) Name of Bank.....
 - iv) Address of Bank.....
 - v) Validity of BD/DD.....

20. Particulars of Tender Fee

- i) Demand Draft No/Cash Receipt.....
- ii) Date.
- iii) Name of Bank.....
- iv) Address of Bank.
- v) Validity of DD.....

21. Description of similar work of Renovation of Toilets executed during the last five years (Please furnish copies of completion certificate from the Government Department / Organization) - As per Clause 2(d) Section 5.

As per Clause 2.3: Section 5	Description of Work /order executed	Actual Value of work / order executed	Name of Government Department / Organization	Start Date	Finish Date	Document evidence at page No.
40% Value						
50% Value						
80% Value						

UNDERTAKING

1. I/We the undersigned certify that I have gone through the terms and conditions mentioned in the bidding document and undertake to comply with them.
2. The rates quoted by me/undersigned are valid and binding upon me for the entire period of contract and it is certified that the rates quoted are the lowest rates as quoted in any other institution in India.
3. I/We give the rights to the competent authority of the CBSE to forfeit the Earnest Money/Security money deposit by me/us in case of breach of conditions of Contract.
4. I /We hereby undertake to Renovation of Toilets work as per the directions given in the tender document/contract agreement.

Place:

Date:

Signature of Bidder/Authorized signatory

Name of the Bidder

Seal of the Bidder

Section -4

(CERTIFICATE OF NEAR RELATIVES)

CERTIFICATE

Certificate on Non-Participation of near Relatives in the tender

I _____, S/O _____ ,
R/O_____ hereby certify that none of my relative(s) as
defined in Section 12 of tender document is/are employed in CBSE ,H.Q building, Preet Vihar, DELHI
as per details given in tender document. In case at any stage, it is found that the information given by
me is false/ incorrect, CBSE office shall have the absolute right to take any action including
termination of the Contract as deemed fit/without any prior intimation to me.

Signed _____

For and on behalf of the Bidder

Name (caps) _____

Position _____

Date _____

Section -5

(INSTRUCTIONS OF THE BIDDERS)

INSTRUCTIONS TO THE BIDDERS

1. GENERAL INSTRUCTIONS

1. For the Bidding / Tender Document Purposes, 'Central Board of Secondary Education, Delhi shall be referred to as 'Client' and the Bidder / Successful Bidder shall be referred to as 'Contractor' and / or Bidder.
- 1.1 The Bidders are advised to inspect the site before filling in and submitting the bids to get fully acquainted with the scope of work as no claim whatsoever will be entertained for any alleged ignorance thereof.
- 1.2 Interested agencies can download the Tender document from the CBSE website www.cbse.nic.in (for perusal reference only) and interested agency will fill the complete tender form at CPPP eProcurement site <https://eprocure.gov.in/eprocure/app> as per the schedule as given in CRITICAL DATE SHEET.
- 1.3 While all efforts have been made to avoid errors in the drafting of the tender documents, the Bidder is advised to check the same carefully. No claim on account of any errors detected in the tender documents shall be entertained.
- 1.4 The bidder shall attach the copy of the authorization letter / power of Attorney as the proof of authorization for signing on behalf of the Bidder.
- 1.5 All Bidders are hereby explicitly informed that conditional offers or offers with deviations from the conditions of Contract, the bids not meeting the minimum eligibility criteria, Technical Bids not accompanied with EMD of requisite amount/format, or any other requirements, stipulated in the tender documents are **liable to be rejected**.
- 1.6 **The Bidding Company should be a Limited / Private Limited Company, registered under the Companies Act, 1956 or partnership.**
- 1.7 For all purposes of the contract including arbitration there under, the address of the bidder mentioned in the bid shall be final unless the bidder notifies a change of address by a separate letter sent by registered post with acknowledgement due to the Office of the Central Board of Secondary Education. The bidder shall be solely responsible for the consequences of any omission or error to notify change of address in the aforesaid manner.

2. MINIMUM ELIGIBILITY CRITERIA

- The following shall be the minimum eligibility criteria for selection of bidders technically.
- 2.1 **Registration:** The Bidder should be registered with the GST, and having valid licence/registration in any Govt. / Semi Govt. organizations.
 - 2.2 **Clearance:** The Bidder should also have clearance from Service Tax / GST Department.

- 2.3 **Experience:** The Bidder should have experience in the similar field of work i.e. Renovation of toilets in the Government Departments / Public Sector (Central or State) for the last five consecutive years. In case no bidder has provided government experience / public sector experience. The bidder has to submit the relevant work experience certificates to the tune of 03 works of each 40% of estimated value, 02 works of each of 50% of the estimated value and 01 work of 80% value of the estimated value in last 5 years.

3. Documents supporting the Minimum Eligibility Criteria

- 3.1 In proof of having fully adhered to the minimum eligibility criteria following supporting documents in response to SL.No. 2.1 above must be enclosed.
- (a) Attested copy of Certificates of Incorporation issued by the respective registrar of firms/companies.
 - (b) Attested copy of the audited balance sheets along with audit report for the completed three financial years.
 - (c) Attested copy of document in support of above part 2.1
 - (d) Attested copy of document in support of above part 2.2
 - (e) Attested copy of document in support of above part 2.3

4. EARNEST MONEY DEPOSIT:

- 4.1 This bids should be accompanied by an Earnest Money Deposit (**Rs. 1,00,000**) and Tender Fee (**Rs. 1000/-**) of in the form of Bank Guarantee/Demand Draft of any nationalized bank. The Bank Guarantee / Demand Draft shall be in favour of Secretary, CBSE and payable at Delhi. The bid security will remain valid for a period of 90 days beyond the final bid validity period.

The **Hard Copy of original instruments** in respect of cost of tender document, EMD and tender fee to be send to the Assistant Engineer (Civil) at the address indicated below on or before **bid opening date/time as mentioned in critical date sheet**.

Tender documents received in incomplete shape or beyond the stipulated period shall not be entertained under any circumstances. The authority reserves the right to accept or reject any or all tenders without assigning any reason thereof.

Address:

**Assistant Engineer
Maintenance Unit
Central Board of Secondary Education
2, Community Centre, Preet Vihar,
Delhi-110092.
Cont. No:- 22515830
E-mail:- rahulyagicbse@gmail.com**

- 4.2 No request for transfer of any previous deposit of earnest money or security deposit or adjustment against any pending bill held by the Department in respect of any previous work shall be entertained.

- 4.3 The bids without Earnest Money (**Rs. 1,00,000**) and Tender Fee (**Rs. 1000/-**) shall be summarily rejected.
- 4.4 No claim shall lie against the Government / Department in respect of erosion in the value or interest on the amount of earnest money deposit or security deposit.
- 4.5 Bidder shall not be permitted to withdraw their offer or modify the terms & conditions thereof.
- 4.6 **The bid security may be forfeited:**
- a If the bidder withdraws its bid during the period of bid validity specified by the bidder in the bid form; or
 - b In case of successful bidder, if the bidder
 - Fails to sign the contract in accordance with the terms of the tender document
 - Fails to furnish required performance security in accordance with the terms of tender document within the time frame specified by the Client.
 - Fails or refuses to honour his own quoted prices for the services or part thereof.

5. VALIDITY OF BIDS

- 5.1 Bids shall remain valid and open for acceptance for a period of 90 days from the last date of submission of Bids.
- 5.2 In case Client calls the bidder for negotiation then this shall not amount to cancellation or withdrawal of original offer which shall be binding on the bidder.
- 5.3 The Client may request for extension for another period of 30 days, without any modifications and without giving any reasons thereof.

6. PREPARATION OF BIDS

- 6.1 Language: Bids and all accompanying documents shall be in English or in Hindi
- 6.2 **Technical Bid:** Technical Bid should be prepared as per the instructions given in the Tender Document along with all required information, documents in support of the minimum eligibility criteria, Valid EMD and Tender Fee of requisite amount.
Documents comprising the Bid:
- a. Bid Submission Form duly signed and printed on Company's **letterhead** (Section-2).
 - b. Bidder's profile with undertaking
 - c. All Forms, duly filled and signed and stamped
 - d. Earnest Money Deposit of Rs.1,00,000/- and Tender Fee of Rs. 1,000/- (non refundable) in f/o Secretary CBSE in form of BD/DD.
 - e. All attested supporting document in proof of having fully adhered to minimum eligibility criteria as referred in Section-5.
- 6.3 **Financial Bid:** Bidder should prepare financial Bid in the Price Schedule/BOQ as provided in the Tender Document (Section 9).

7. **SUBMISSION OF BID**

The Proposal should be submitted in two parts (Technical and Financial) as described below:-

“Part 1: Technical Proposal” which will consist of the proof for meeting eligibility Criteria, receipt of online payment of Tender Fee and EMD.

“Part 2: Financial Proposal” which will consist of the details of financial matters.

- i. The Proposal submitted in online mode comply with instructions issued by CBSE.
- ii. CBSE reserves the right to reject any proposal which is not substantially responsive.

Any Proposal received after the time stipulated will not be accepted by CBSE.

Part 1- Technical Proposal

- i) Scanned copy of Tender fee and EMD.
- ii) Scanned copy of all the requisite documents as mentioned in the Tender Document and Tender Acceptance Letter.

Part 2- Financial Proposal

- a) Schedule of price bid in the form of BOQ_XXXX .xls

Proposal Evaluation

CBSE will evaluate the technical bid as per the eligibility criteria mentioned in the TENDER and Financial bid of those qualified technically will only be opened online.

8. **CLARIFICATION ON TECHNICAL BID EVALUATION.**

- 8.1 The technical bids shall be evaluated based on the available documents submitted by the bidder. To assist in the examination, evaluation, and comparison of the bids, and qualification of the bidders, the Client may, at its discretion, ask any bidder for a clarification of its bid. Any clarification submitted by a bidder that is not in response to a request by the Client shall not be considered. The Client's request for clarification and the response shall be in writing.
- 8.2 If a bidder does not provide clarifications of its bid by the date and time set in the Client's request for clarification, its bid may be rejected.
- 8.3 Client also reserves right to seek confirmation/clarification from the ISSUER agency, on the supporting documents submitted by the bidder as per clause 2.1.

9. **FINANCIAL BID OPENING PROCEDURE**

- 9.1 The Financial Bids of all the technically qualified Bidders shall be opened by evaluation Committee.

10. Lowest bidder i.e. L-1 in Financial Bid would be selected.

11. RIGHT OF ACCEPTANCE:

- 11.1 The Chairman Central Board of Secondary Education reserves all rights to reject any bid including of those bidders who fail to comply with the instructions without assigning any reason whatsoever and does not bind itself to accept the lowest or any specific bids. The decision of the Chairman, Central Board of Secondary Education, Delhi -110092 in this regard shall be final and binding.
- 11.2 Any failure on the part of the bidder to observe the prescribed procedure and any attempt to canvass for the work shall render the bidder's bids liable for rejection.
- 11.3 The competent authority of the office of the Central Board of Secondary Education reserves the right to award any or part or full contract to any successful agency (ies) at its discretion and this will be binding on the bidders.
- 11.4 In case of failure to comply with the provisions of the terms and conditions mentioned, by the agency that has been awarded the contract, the Competent Authority of the Office of the Central Board of Secondary Education reserves the right to award the contract to the next higher bidder or any other outside agency and the difference of price shall be recovered from the defaulter agency who has been awarded the initial contract and this will be binding on the bidders.
- 11.5 The office of Central Board of Secondary Education may terminate the Contract if it is found that the Contractor is black listed on previous occasions by any of the Government Departments / Institutions / Local Bodies / Municipalities / Public Sector Undertaking etc.

12. NOTIFICATION OF AWARD BY ISSUANCE OF 'LETTER OF ACCEPTANCE'

- 12.1 After determining the successful evaluated bidder, Client shall issue a Letter of Acceptance (LoA) in duplicate, who will return one copy to Client duly acknowledged, accepted and signed by the authorized signatory, within Three (3) days of receipt of the same by him.
- 12.2 The issuance of the Letter of Acceptance to the bidder shall constitute an integral part and it will be a binding to the contract.
- 12.3 The time taken between the date of issue of LoA and Notice to Proceed shall not prevent the contractor to mobilize the man power.

13. RETURNING OF EARNEST MONEY DEPOSIT (BID SECURITY AMOUNT)

- 13.1 The Earnest Money Deposit of the unsuccessful bidders in the technical Bid evaluation stage shall be returned after opening of the eligible financial bid.
- 13.2 The Earnest money Deposit of the unsuccessful bidders shall be returned on award of contract to the Successful bidder.

SECTION-6

GENERAL CONDITIONS OF CONTRACT (GCC)

1. DEFINITIONS

1.1 General

In this Contract including the schedules the following words and expressions shall (unless the context requires otherwise) have the meaning assigned to them in this Schedule.

“Agreement”	The word “Agreement” and “Contract” has been used interchangeably.
"Contractor"	The word “Contractor” and the “Successful Bidder’ has been used interchangeably.
Client	The work "Client" shall mean the Office of the CBSE
Letter of Acceptance	Shall mean the intent of the Client to engage the successful bidder.
‘Confidential Information’	shall mean all information that is not generally known and which is obtained / received during the tenure of the contract and relates directly to the business /assets of Client including the information having the commercial value.
Termination Date”	Shall mean the date specified in the notice of Termination given by either Party to the other Party, from which the Contract shall stand terminated.
Termination Notice	Shall mean the notice of Termination given by either Party to the other Party
Contractor	Shall mean the successful bidder to whom the work for Renovation of Toilets in Client’ premises have been awarded.

1.2 CONFIDENTIALITY

1.2.1 The Contractor shall take all precautions not to disclose, divulge and / or disseminate to any third party any confidential information, proprietary information on the Client’s business or security arrangements (including but not limited to the Assignment Instructions, Schedules and other subsequent Agreements) and/or business of the Client. The obligation is not limited to any scope and the Contractor shall be held responsible in case of breach of the confidentiality of Client’s information.

1.2.2 If the Contractor receives enquiries from Press / News / Media/ Radio / Television or other bodies / persons, the same shall be referred by the Contractor to Client immediately on receipt of such queries.

2 PERFORMANCE BANK GUARANTEE (SECURITY DEPOSIT)

- 2.1 The successful bidder within fifteen days of the acceptance of the LoA shall execute a Performance Bank Guarantee in the form of a Bank Guarantee of any nationalized bank, a sum equivalent to 10% of the accepted contract value in favour of Secretary, CBSE and payable at Delhi. The Performance Bank Guarantee shall remain valid for a period of 60 days beyond the date of completion of all contractual obligation of contractor including warranty obligation.
- 2.1.1 Failure of the successful bidder to comply with the requirements of submission of Performance Bank Guarantee in time shall constitute sufficient ground for the cancellation of the acceptance of the bid and forfeiture of the earnest money deposit, in which case the Client shall make the offer to the other alternative bidder at the discretion of the Client.
- 2.2 The Bank Guarantee can be forfeited by order of the competent authority of Central Board of Secondary Education in the event of any breach or negligence or non-observance of any terms/condition of contract or for unsatisfactory performance or for non-acceptance of the work order. On expiry of the contract, such portion of the said Bank Guarantee as may be considered by the Office of the Central Board of Secondary Education sufficient to cover any incorrect or excess payments made on the bills to the firm, shall be retained until the final audit report on the account of firm's bill has been received and examined.
- a) If the contractor is called upon by the Competent Authority of the office of the to deposit Security and the contractor fails to provide the security deposit within the period specified such failure shall constitute a breach of the contract and the Office of the Central Board of Secondary Education shall be entitled to make other arrangements at the risk, cost and expense of the contractor.
 - b) On due performance and completion of the contract in all respects, the Security Deposit will be returned to the contractor without any interest on presentation of an absolute No Demand Certificate in the prescribed form and upon return in good condition of any specifications, samples or other property belonging to the purchaser, which may have been issued to the contractor .
 - c) Bid security will be refunded to the successful bidder on receipt of Performance Security.

3. SIGNING OF CONTRACT AGREEMENT

- 3.1 The successful Bidder shall enter into contract and shall execute and sign the Contract Agreement in accordance with the Articles of Agreement before commencement of the services.
- 3.2 Client shall prepare the draft Articles of Agreement in the Performa included in this Document, duly incorporating all the terms of agreement between the two parties and send the same in duplicate to the successful Bidder for their concurrence.
- 3.3 The successful Bidder shall return the duly concurred copies of the draft Articles of

Agreement within **Two (02) days** of receipt of the draft Articles of Agreement from Client, duly printed on the correct amount of stamp paper, duly adjudicated by the registrar of stamps where the contract is proposed to be executed.

- 3.4 The competent authority of the Client shall sign the Contract agreement and return a copy of the same to the successful bidder.

4. **COMMENCEMENT OF SERVICES**

The Contract shall become legally binding and in force only upon:

- 4.1 Submission of Performance Bank Guarantee in accordance with **Clause 2 (Section-6)**.
- 4.2 The Contractor shall commence Renovation of toilet work in Client's premises within 7th days from the date of receipt of Notice to Proceed as set out in **Clause 3 (Section6)**

SECTION – 7

(Terms & Condition of works)

Terms & Conditions

1. The work shall be executed as per the approved specifications and CPWD norms.
2. The work is to be completed within 05 months from 7th day of award of work.
3. All the materials shall be got approved from the Engineer-In-charge before installation.
4. No T & P shall be provided by the Board.
5. Scaffolding wherever required shall be arranged by the Contractor.
6. The work shall be executed under the strict supervision of the Engineer In-charge.
7. The measurements shall be recorded jointly with contractor and CBSE engineer.
8. Potable water shall only be used; in no case ground water shall be used.
9. In case of delay, a penalty @ 1% per week shall be levied subject to a max of 5% of the contract value.
10. In case of poor workmanship, the Board shall have the right to rescind the contract and get the work executed through any other agency at the risk & cost of the defaulting contractor.
11. In case the work is kept suspended without any valid reason, the Board shall be free to get the remaining work executed through any other agency.
12. The contractor shall be required to provide adequate safety for its workers and the Board shall not be accountable to any kind of injury/ accident at site.
13. 5% amount shall be retained as security for a period of 12 months as defect liability. In case no defect is observed the same shall be released after the defect liability period. 5% of value of water proofing work would be released after 5 years.
14. The contractor will use approved brand of material as given in the tender.
15. The contractor will get the water proofing work from specialized agency in the field and will get the name of the agency approved from engineer-in-charge. 5 years guarantee will be given for the water proofing works.
16. The contractor shall take all safety precautions for his workers and shall be sole responsible for any mishap.
17. A tenderer should quote the rate (s) of tender in figures as well as in words. The total amount shall be written both in figure and in words.
18. All rates shall be quoted on the tender form and shall include all material, labour, transportation, all taxes, duties, testing, commissioning, supervision, tools, plants, wastage, sundries, scaffoldings as required mobilization demobilization, transportation etc. and nothing extra shall be payable on this account. However, the rates shall not include the service tax, which will be reimbursed on submission of challan.
19. GST on materials in respect of this contract shall be payable by the contractor and the will not entertain any claim whatsoever in this respect.
20. Only 01 RA bill shall be allowed in bill after completion of 60% of the work at site.
21. The Board will return the earnest money, where applicable to every unsuccessful tenderer on production by the tenderer of a certificate of the Engineer that all tender documents have been returned.
22. This notice of tender shall form part of the contract documents.
23. The validity of the tender (s) shall be up to **90** (ninety) days from the date of opening of Tender(s).
24. The use of whitener/eraser in this tender document is prohibited. While filling the tender papers, if any correction becomes necessary, the same should be done by SCORING OFF originally written rates/figures etc. and then rewriting should be done under initials of

person filling the tender.

25. **Conditional Tender - Conditional tenders are liable to be rejected.**
26. **Canvassing** - Canvassing or support in any form for the acceptance of any tender is strictly prohibited. Any tenderer doing so will render him liable to penalties which may include removal of his/her name.
27. **SUBLETTING** - The contractor shall not, without the prior approval of the competent authority in writing sublet or assign to any other party or parties, the whole or any portion of the work under the contract. Where such approval is granted, the contractor shall not be relieved of any obligation or duty or responsibility which he undertakes under the contract.
28. **REMOVAL OF UNDESIRABLE PERSON(S)** - The contractor shall, on receipt of a requisition from the Engineer-in-charge, at once remove any person(s) employed by him on the work who, in the opinion of the Engineer-in-charge is unsuitable or undesirable at the site of the work.
29. **RIGHT TO INCREASE OR DECREASE WORK** - **The competent authority reserves the right to increase or decrease the works depending on the situation emanating at a particular time.** The competent authority also reserves the right to increase or decrease any portion of the work during the currency of the contract and the contractor shall be bound to comply with the order of the competent authority without any claim for compensation.
30. **FAIR WAGES** - The contractor shall pay not less than fair wages to labourers engaged by him on the works.
31. The cement, waterproofing material shall not be received in open packs but in sealed packs only. These packs shall be shown to the Engineer in charge before opening them.
32. The tools and machinery shall be possessed or arranged by the contractor in good working condition. No extra payment shall be made for use of the tools and machinery. No machinery will be supplied by CBSE.
33. **Cleaning:** ensure that the floor area in the corridors are kept neat and clean while working and all dismantled material is removed immediately and shifted to outside the CBSE building
34. **Protection of work/workers:** The safety of the work in all respect is contractor's responsibility till the site is handed over back to CBSE after completion of project.
35. **Measurement:** The quantities given in the tender are approximate but however the payment shall be made on the basis of actual measurement taken on site and in conformity with BIS codes.
36. The Contractor is required to approach Board for execution of agreement for the said work as per the prescribed Performa to be provided by the Board on a non-judicial stamp paper of Rs.100/- within 10 days from the issue of the letter of award.
 - a. **ACCEPTANCE / REJECTION OF TENDER**
 - i. CBSE does not bind itself to accept the lowest tender.
 - ii. CBSE also reserves the right to accept or reject any tender in part or full without assigning any reason whatsoever.
 - b. **FIRM RATES**

The rates quoted by bidder shall remain firm till completion of all works even during the extended period, if any, on any account what so ever. It is provided that the contractor shall not increase any of the rates, quoted in the tender till the completion of work.
37. **Inspection of Site:**

The Contractor shall inspect and examine the Site and its surrounding and shall satisfy himself before submitting his tender as to the nature of the Site, the quantities and nature

of works and material necessary for the completion of the Works and the means of access to the Site, the accommodation he may require and in general shall himself obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect this tender.

38. Sufficiency of Tender:

The Contractor shall be deemed to have satisfied himself before tendering as to the Correctness and sufficiency of his tender for the works and of the rates and prices quoted in the Schedule of Quantities, which rates and prices shall except as otherwise provided, cover all his obligations under the contract and all matters and things necessary for the proper completion and maintenance of the Works.

39. Any error in description, quantity or rate in Schedule of Quantities or any omission there from shall not vitiate the Contract or release the Contractor from the execution of the whole or any part of the Works comprised therein according to drawings and specifications or from any of his obligations under the Contract.

In the event of an error occurring in the amount column of Schedule of Quantities as a result of wrong extension of the unit rate and quantity the unit rate shall be regarded as firm and extension shall be amended on the basis of the rate.

All errors in totalling in the amount column and in carrying forward totals shall be corrected.

40. Performance Guarantee:

The contractor will deposit 10% (Ten) of the awarded cost towards performance guarantee within 15 days of issue of Work Order, failing which the work will be cancelled. Performance Guarantee would be return after payment of first RA bill.

41. Security Deposit:

Total security deposit shall be 5 % of the accepted tender cost and shall be deposited/deducted by/from the contractor as following: -

- a) **5% Security Deposit will be deducted from each RA Bill and the EMD deposited will be adjusted in the security deposit 1st RA Bill.**
- b) Refund **of Security deposit:** Security deposit refundable to the Contractor worked out on the basis of the value of work completed shall be refunded to the Contractor on the Engineer-In-Charge of the CBSE certifying in writing that the work has been completed satisfactorily after defect liability period of 12 months.
- c) No interest shall be payable to the contractor on the Security Deposit furnished/ recovered from the contractor, by the CBSE.

41. Deviations/Variations Extent and Pricing

The Engineer- in-charge shall have power (i) to make alteration, in omissions from, additions to, or substitutions for the original specifications, drawings, designs and instructions that may appear to him to be necessary or advisable during the progress of the work, and (ii) to omit a part of the works in case of non-availability of a portion of the site or for any other reasons and the contractor shall be bound to carry out the works in accordance with any instructions given to him in writing signed by the Engineer- in Charge and such alterations, omissions, additions or substitutions shall form part of the contract as if originally provided therein and any altered, additional or substituted work which the contractor may be directed to do in the manner specified above as part of the works, shall be carried out by the contractor on the same conditions in all respects including price on which he agreed to do the main work except as hereafter provided.

41.1 The time for completion of the work shall, in the event of any deviations resulting in additional cost over the tendered value sum being ordered, be extended if requested by the contractor, as follows:

- i) In the proportion which the additional cost of the altered, additional or substituted work, bears to the original tendered value plus.
- ii) 25% of the time calculated in (i) above or such further additional time as may be considered reasonable by the Engineer- in-Charge.

42. Deviation, Extra Items and Pricing Rates for Extra/ Additional Items

- i) If the rate for additional, altered or substituted item of work is specified in the Schedule of Quantities, the Contractor shall carry out the additional, altered or substituted item at the quoted rate.
- ii) If the rate for any altered, additional or substituted item of work is not specified in the schedule of Quantities, the rate for that item shall be derived from the market rates.
- iii) If the rate for any altered, additional or substituted item of work cannot be determined in the manner specified in sub-paras (i), and (ii) above, the contractor shall, within 7 days of the date of receipt of the order to carry out the said work, inform the Engineer- in-Charge under advice to the Accepting Authority of the rate which he proposes to claim for such item of work, supported by analysis of the rate claimed, and the Engineer- in-Charge shall, within fifteen days thereafter, after giving due consideration to the rate claimed by the Contractor determine the rate on the basis of market rate(s). In the event of the contractor failing to inform the Engineer- in-Charge within the stipulated period of time, the rate which he proposes to claim, the rate for such item shall be determined by the Engineer-in-Charge on the basis of market rate(s) and shall be final.

43. Time and Extension for Delay:

- 43.1 The time allowed for execution of the work as specified in the Appendix or the extended time in accordance with these conditions shall be the essence of the Contract. The execution of the work shall commence from the 7th day after the date on which the Board issues written orders to commence the work or from the date of handing over of the site, whichever is earlier.
- 43.2 As soon as possible after the Contract is concluded the Engineer-in-Charge and the Contractor shall agree upon a Time and Progress Chart. The Chart shall be prepared in direct relation to the time stated in the Contract documents for completion of items of the work.
- 43.3 If the work be delayed by
 - i. Force majeure or
 - ii. Abnormally bad weather or
 - iii. Serious loss or damage by fire, or
 - iv. Civil commotion, local combination of workmen strike or lockout, affecting any of the trades employed on the work, or
 - v. Delay on the part of other contractors or tradesmen engaged by Board in executing work not forming part of the contract, or
 - vi. Other cause, which, in the absolute discretion of the authority mentioned in Appendix, is beyond the Contractor's control;

43.4 Then upon the happening of any such event causing delay, the Contractor shall immediately give notice thereof in writing to the Engineer-in-Charge but shall nevertheless use constantly his best endeavours to prevent or make good the delay and shall do all that may be reasonably required to the satisfaction of the Engineer-in-Charge to proceed with the Works.

44 The Contractor shall arrange, at his own expense, all tools, plant and equipment hereafter referred to as (T & P) labour, P.O.L. & electricity/water required for execution of the work for which nothing extra shall be paid.

45. FORCE MAJEURE

Any delays in or failure of the performance of either party herein shall not constitute default hereunder or give rise to any claim for damages, if any, to the extent such delays or failure of performance is caused by occurrences such as Act of god or the public enemy; expropriation or confiscation of facilities by Government authorities, or in compliance with any order or request of any Governmental authorities or due acts of war, rebellion or sabotage or fires, floods, explosions, riots or illegal joint strikes of all the workers of all the contractors.

46. MATERIALS

All materials to be provided by the Contractor shall be in conformity with the specifications laid down in the contract and the Contractor shall, if requested by the Engineer- in-Charge, furnish proof to the satisfaction of Engineer- in-Charge in this regard.

47. Labour:

- a) The Contractor shall employ its labour in sufficient numbers to maintain the required rate of progress and of quality to ensure workmanship of the degree specified in the Contract and to the satisfaction of the Engineer-in-Charge. The Contractor shall not employ in connection with the Works any person who has not completed eighteen years of age.
- b) All the workers or employees deployed by the contractors shall be considered the employees of contractor and Board shall not have any liability what so ever in nature in regard to such workers/employees.
- c) The Contractor shall pay to labour employed by him directly wages not less than fair wages as per Minimum Wages Act. Fair Wage' means wages, which shall include wages for weekly day of rest and other allowances whether for time or piece work, after taking into consideration prevailing market rates for similar employment in the neighbourhood but shall not be less than the minimum rates of wages fixed under the payment of Minimum Wages Act.
- d) The Contractor shall in respect of labour employed by him or his sub-contractor comply with or cause to be complied with the Contractor Labour Regulation in regard to all matters provided therein.
- e) The Contractor shall comply with the provisions of the payment of Wages Act, 1936, Minimum Wages Act, 1948, Employers' Liability Act, 1938. Workmen's Compensation Act, 1923, Industrial Disputes Act, 1947, Maternity Benefit Act, 1970 or any modification thereof or any other law relating thereto and rules made there under from time to time.
- f) The Contractor shall indemnify and keep indemnified the Board against:

- i) Any claim arising out of third party loss/ damage to life or property caused by/during execution of the work.
- ii) Any claim arising out of loss/ damage to the workmen engaged by the contractor during execution of the work.
- iii) Any claim due to non-compliance of applicable PF/ Labour laws, ESI regulations etc.

48. Inspection and Approval:

All work embracing more than process shall be subject to examination and approval at each stage thereof and the Contractor shall give due notice to the Engineer- in-Charge or his authorized representative when each stage is ready. The Engineer- in-Charge or his representative shall have powers at any time to inspect and examine any part of the Works and the contractor shall give such facilities as may be required for such inspection and examination.

49. Liquidated Damages for Delay

Time is essence of the contract. In case the CONTRACTOR fails to complete the whole work within the stipulated period, and clear the site he shall be liable to pay liquidated damages @ 01 % (one percent only) of the value of contract per week and or part thereof of the delay subject to a maximum of 5% (Five percent only) of the value of the contract. The amount of Compensation may be adjusted or set-off against any sum payable to the Contractor under this or any other contract with the Board.

50. Instruction and Notices:

50.1 Subject as otherwise provided in this contract, all notices to be given on behalf of the CBSE and all other actions to be taken on its behalf may be given or taken by the Engineer- in- Charge or any officer for the time being entrusted with the functions, duties and powers of the Engineer- in-Charge.

50.2 All instructions, notices and communications, etc., under the contract shall be given in writing and if sent by registered post to the last known place of abode or business of the Contractor shall be deemed to have been served on the date when in the ordinary course of post these would have been delivered to him.

51. Foreclosure of Contract in Full or in Part due to Abandonment or Reduction in Scope of Work.

If at any time after acceptance of the tender the Board shall decide to abandon or reduce the scope of the works for any reason whatsoever and hence not require the whole or any part of the Works to be carried out the Engineer-in-Charge shall give notice in writing to that effect to the Contractor and Contractor shall have no claim to any payment of compensation or otherwise whatsoever, on account of any profit or advantage which he might have derived from the execution of the works in full but which he did not derive in consequence of the foreclosure of the whole or part of the works.

52. Cancellation of Contract in Full or in Part by the Board:

The Board shall have a right to cancel the contract in full or in part if the Contractor:

- a. At any time makes defaults in proceeding with the Works with due negligence and continues to do so even after a notice in writing of 7 days from the Engineer- in-Charge; or

- b. Commits default in complying with any of the terms and conditions of Contract and does not remedy it or take effective steps to remedy it within 7 days after a notice in writing is given to him in that behalf by the Engineer-in-Charge; or
- c. Fails to complete the works or items of work on or before the date(s) of completion, and does not complete them within the period specified in a notice given in writing in that behalf by the Engineer-in-Charge; or
- d. Violates any of the terms and conditions stipulated in this Tender.
- e. Being a company, passes a resolution or the Court makes an order for liquidation of its affairs, or a receiver or manager on behalf of the debenture holders is appointed or circumstances shall arise which entitle the Court or debenture holders to appoint a receiver or manager; or

53. Liability for Damage, Defects or Imperfections and Rectification thereof:

If the Contractor or his workmen or employees shall injure or destroy any part of the building in which they may be working or any building, road, fence, etc. contiguous to the premises on which the work or any part of it is being executed, or if any damage shall happen to the work while in progress the Contractor shall upon receipt of a notice in writing in that behalf make the same good at his own expense. In case of repairs and maintenance works, splashes and dropping from white washing, painting, etc. shall be removed and surfaces cleaned simultaneously with completion of these items of work in individual rooms, cabins or premises, etc. where the work is done, without waiting for completion of all other items of work in the contract. In case the Contractor fails to comply with the requirements of this condition, the Engineer-in-Charge shall have the right to get the work done by other means at the cost of the Contractor. Before taking such action, however, the Engineer-in-Charge shall give three days notice in writing to the Contractor.

54. Urgent Works:

If any Urgent work (in respect whereof the decision of the Engineer-in-Charge shall be final and binding) becomes necessary and Contractor is unable or unwilling at once to carry it out, the Engineer-in-Charge may by his own or other workpeople carry it out, as he may consider necessary. If the urgent work shall be such as the Contractor is liable under the contract to carry out at his expenses, the expenses incurred on it by the Board shall be recoverable from the Contractor and be adjusted or set off against any sum payable to him.

55. VALUATIONS AND PAYMENT:

- a. The Engineer-in-Charge shall accept as otherwise stated ascertain and determine by measurement the value in accordance with the contract work done in accordance therewith.
- b. All items having a financial value shall be entered in computerized Measurement Book, etc. prescribed by the Board so that a complete record is obtained of all work performed under the contract.
- c. Payment will be released through cheque /RTGS after satisfactory completion of work.
- d. Payment will be made on actual measurement basis as carried out at the site. The quantities given in the schedule of quantities are only approximate and contractor will have to carry out the work as per the increased/decreased quantity of work as per the directions of Engineer-in-Charge, for which no extra claim over and above

the tender rate will be considered. For releasing the payment up to accepted tender amount the Chairman, CBSE is the approving authority.

- e. The Contractor shall, without extra charge, provide assistance with every appliance, labour and other things necessary for measurements. In regard to measurement, variation; the decision taken by the Engineer-in-charge shall be final.
No escalation will be paid even in extended period, if any.
- f. All measurements shall be taken jointly by the Engineer- in-charge or his authorized representative and by the contractor or his authorized representative from time to time during the progress of the work and such measurements shall be signed and dated by the Engineer- in-charge and the parties. If the Contractor objects to any of the measurements recorded on behalf of the CBSE a note to that effect shall be made in the Measurement Book against the item object to and such note shall be signed and dated by all the parties engaged in taking the measurement. The decision of the Competent Authority on any such dispute or difference or interpretation shall be final and binding on both the parties and shall be beyond the scope of the settlement of disputes of Arbitration in respect of all contract items, substituted items, extra items and deviations.
- g. All statutory deductions as applicable like TDS, sales tax/VAT shall be made from the due payment of the contractor.

56. Methods of Measurement

Except where any general or detailed description of the work in Quantities expressly shows to the contrary, Schedule of Quantities shall be deemed to have been prepared and measurements shall be taken in accordance with the procedure set forth in the Schedule of Rates / Specification notwithstanding any provision in the relevant Standard Method of Measurement or any general or local custom.

57. GST/WCT/VAT

- 1. Income tax including surcharge if any, at the prevailing rate shall be deducted from the Contractor's bills as per the provision of Income Tax Act.
- 2. The Contractor shall ascertain from the concerned commercial tax department regarding the applicability of Works Contract Tax / VAT/TIN. Necessary deductions will be made from the contractor's bill as applicable.

58. Carrying out part work at risk & cost of contractor

The Engineer- in-charge without prejudice to any other right or remedy against the contractor which have either accrued or accrue thereafter to the Board, by a notice in writing to take the part work/ part incomplete work of any item(s) out of his hands and shall have powers to:

- (a) Take possession of the site and any materials, constructional plant, implements, stores, etc., thereon; and/or
- (b) Carry out the part work/ part incomplete work of any item(s) at the risk and cost of the contractor.

Any excess expenditure incurred or to be incurred by the Board in completing the part work/ part incomplete work of any item(s) or the excess loss of damages suffered or may be suffered by the Board as aforesaid without prejudice to any other right or remedy available to Board in law or as per agreement be recovered from any money

due to the contractor on any account, and if such money is insufficient, the contractor shall be called upon in writing and shall be liable to pay the same within 30 days.

If the contractor fails to pay the required sum within the aforesaid period of 30 days, the Engineer-in-charge shall have the right to sell any or all of the contractors' unused materials, constructional plant, implements, temporary building at site etc. and adjust the proceeds of sale thereof towards the dues recoverable from the contractor under the contract and if thereafter there remains any balance outstanding, it shall be recovered in accordance with the provision of the contract.

In the event of above course being adopted by the Engineer- in-charge, the contractor shall have no claim to compensation for any loss sustained by him by reason of his having purchased or procured materials or entered into any engagements or made any advance on any account or with a view to the execution of the work or the performance of the contract.

59. ARBITRATION AND LAWS Arbitration:

Except where otherwise provided for in the contract all questions and disputes relating to the meaning of the specifications, designs, drawings and instructions herein before mentioned and as to the quality of workmanship or materials used onto work or as to any other question, claim right matter or thing whatsoever in any way arising out of or relating to the contract, designs drawings, specifications, estimates, instructions, orders and these conditions or otherwise concerning the works, or the execution or failure to execute the same whether arising during the progress of the work or after the completion or abandonment thereof shall be referred to Chairman CBSE. There will be no objection if the arbitrator so appointed is an employee of the CBSE. and that he Subject as aforesaid the provision of the Indian Arbitration and Reconciliation 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 proceeding under this clause.

It is a term of the contract that the party invoking arbitration shall specify the dispute or disputes to be referred to arbitration under this clause together with the amount or amounts claimed in respect of each such dispute.

The Arbitrator shall be deemed to have entered on the reference on the date he issued notice to both parties fixing the date of the first hearing. The Arbitrator shall give a separate award in respect of each dispute of difference referred to him.

The venue of arbitration shall be at Delhi or such place as may be fixed by the Arbitrator in sole discretion.

The award of the arbitrator shall be final, conclusive and binding on all parties to this contract.

The cost of arbitration shall be borne equally by the parties to the dispute, as may be decided by the arbitrator(s).

**SIGNATURE OF THE
CONTRACTOR**

SECTION -8

(LIST OF APPROVED MAKE OF MATERIAL)

LIST OF APPROVED MAKE OF MATERIAL

1	CEMENT	ACC, ULTRATECH,VIKRAM, SHREE CEMENT, AMBUJA ,JAYPEE CEMENT,CENTURY CEMENT & J.K.CEMENT
2	WHITE CEMENT	J.K. WHITE, BIRLA WHITE
3	WATER PROOFING COMPOUND	PIDILITE, CICO, FOSROC ACCOPROOF, IMPERMO
4	BITUMEN	INDIAN OIL, HINDUSTAN PETROLEUM, BHARAT PETROLEUM
5	NON METALIC SURFACE HARDNER	ARMSTRONG, NITOFLOHARDTOP, FOSROC, , SIKAFLOOR® – 2 SYNLTOP, IRONITE COMPANY OF INDIA LTD,
6	LOCKS/LATCH	GODREJ, HARRISION, PLAZA, DORMA , YALE
7	WIRE MESH	HAVER STANDARD INDIA PVT LTD, GRAND METAL CORPORATION, STERLING ENTERPRISES, TRIMURTY WELDED MESH, TIGER
8	NUTS, BOLTS AND SCREWS, STEEL	KUNDAN, PRIYA, ATUL, PUJA, AXEL
9	POLY-SULPHIDE/SILICON SEALANT	PIDILITE, FOSROC, TUFFSEAL, CHOKSEY,CHEMICALS,
10	DASH FASTNERS	HILTI, FISCHER, BOSCH, CANON, AXEL
11	HYDRAULIC DOOR CLOSER/FLOOR SPRING	HARDWYN, GODREJ, YALE
12	S.S RAILING	JINDAL STAINLESS STEEL LTD., ICICH INDUSTRIES, ESSAL, DORMA, AXEL.
13	FLOAT GLASS	MODI FLOAT, SAINT GOBAIN, ASAHI,
14	EPDM GASKET	HANU/ANAND/LESCUYER
15	TILE ADHESIVE	PIDILITE, SIKATHERMOSHIELD, DUNLOP, VAMORGANIC, TILE MATE & HOME PRIDE
16	CERAMIC GLAZED TILES	JOHNSON, KAJARIA, ORIENT BELL, SOMANY, CRYSTAL, VARMORA, NITCO
17	PORCELAIN TILES	JOHNSON, ASIAN, CENTURY, MARBITO, VARMORA NITCO
18	VITRIFIED TILES	KAJARIA, JOHANSON, ASIAN, ANTIQUE, GRANITO, ORIENT BELL, SOMANY, MARBITO, CRYSTAL, VARMORA, NITCO
19	CHEQURED TILE	NITCO, ULTRA, UNISTONE, MODERN,
20	CC PAVERS	NITCO, BHARAT REGENCY, HINDUSTAN, ULTRA, KJS CONCRETE, DURACRETE K.K. , DALAL TILES INDUSTRIES, KIRITI.
21	VITREOUS CHINA 22SAINITARY WARE	PARRYWARE, HINDWARE, CERA
22	FIRECLAY SINKS & DRAIN BOARDS	PARRY, SANFIRE(DELUXE)
23	STAINLESS STEEL SINKS	NILKANTH, NIRALI, COBRA, AXEL, JAYNA, MILLENNIUM
24	SOIL,WASTE & VENT PIPES	NECO, HEPSCO, KAPILANSH SKF,CICO,

	& FITTINGS A) CENTRFUGAL CAST IRON	HIF(BABU LAL BAJAJ IRON FOUNDRY) BENGAL IRON CORPORATION
25	G.I. PIPES	TATA, JINDAL (HISSAR), PRAKASH
26	G.I. FITTINGS (MALLAEABLE CAST IRON)	UNIK, ICS, AMCO, KS, NVR
27	GUNMETAL VALVES	LEADER, SANT, ZOLOTO
28	STONEWARE PIPE & GULLY TRAPES	PERFECT, PARRY
29	C.I. DOUBLE FLANGED SLUICE VALVES	KIRLOSKAR, IVC, BURN
30	C.I. DOUBLE FLANGED NON-RETURN VALVES	KIRLOSKAR, SANT, KARTAR
31	UPVC PIPE	SURREME, PRINCE, FINOLEX, PRAKASH, SFMC
32	BALL VALVES	ZOLOTO, IBP, ARCO
33	BEVELED EDGE MIRROR	MODIGUARD, ATUL, SAINT GOBAIN
34	UPVC WINDOW/DOORS	FENESTA, REHAU, POLYWOOD
35	FIRE GLASS FOR VISION PANNELS	SAINT GOBAIN, ASHAI INDIA, MODI
36	ALUMINIUM EXTRUDED PROFILES	HINDALCO/JINDAL/NALCO
37	CPVC PIPE & FITTINGS	AJAY FOLOWGUARD, ASHIRWAD FOLOGUARD, SFMC
38	POP (PLASTER OF PARIS)	J K. LAXMI, SRIRAM NIRMAN, SAKARNI
39	PRELAMINATED PARTICLE BOARD	CENTURY PLY, ECO BOARD, BHUTAN BOARD, ACTION TESA, ASSOCIATE DECORE LTD.
40	BLOCK BOARD	CENTURY PLY BOARD, DURO, ALPRO GREEN PLY
41	FLUSH DOOR	CENTURY PLY BOARD, DURO, ALPRO GREEN PLY, M.P.WOOD
42	PVC DOORS	RAJSHREE, FINOLEX PLASTICS
43	FACTORY MADE SECTION WINDOW	ISI MARK PRODUCT ONLY,
44	PLASTIC SEAT COVER	COMMANDER, JINDAL, ADMIRA, CUCKOO, MILLENNIUM
45	M.S. DOOR FITTINGS	ASHISH, OXFORD, GARG, ADARSH
46	ALUMINIUM DOOR ,FITTINGS	CLASSIC, EVEREST, ARGENT
47	FIBERGLASS REINFORCED PLASTIC (FRP) PANELLER/ FLUSH DOOR SHUTTER & FRAME.	FIBREWAYS TECHNOLOGY, SHIV SHAKTI FIBRE UDYOG, SIMBA FRP PVT. LTD. & ADVANCE TECH.

- 48 **SYNTHETIC ENAMEL)FIRST QUALITY**
M/s Asian Paints Ltd (Apcolite Gloss enamel),
M/s Berger Paints India Ltd (Luxol Hi-gloss enamel)
M/s Shalimar Paints Ltd(Superlac Hi-gloss enamel)
M/s ICI India Ltd. AKZONOBEL (Dulux Hi gloss Enamel)
M/s Jehnson & Nicholson Ltd. (Borolac)
M/s Kamdhenu Paints (Interior and Exterior kamolite Synthetic Enamel Paint Products)
- 49 **OIL BOUD DISTEMPER**
M/s Asian Paints Ltd (Tractor / Professional Acrylic Distemper)
M/s Berger Paints India Ltd (Bison Acrylic Distemper)
M/s Shalimar Paints Ltd (No. 1 Premium Acrylic distemper)
M/s ICI India Ltd AKZONOBEL (Maxilite Acrylic Distemper)
M/s Godavari Paints Pvt Ltd (Godavari Acrylic Distemper)
M/s Kamdhenu Paints (Acrylic Washable Distemper and Acrylic Putty and Primer)
- 50 **ACRYLIC EMULSION EXTERIOR**
M/s Asian Paints Ltd (Apex Ultima)
M/s Berger Paints India Ltd (Weathercoat All Guard)
M/s Shalimar Paints Ltd (Xtra Maxima)
M/s ICI India Ltd AKZONOBEL (Dulux Weathersheild Max)
M/s Godavari Paints Pvt Ltd (Pearl Ultima)
M/s Sherwin William Paints (Outshine Kaamal)
M/s Kamdhenu Paints (Interior and Exterior Acrylic Enamel Paint Products)
- 51 **CEMENT BASED PAINT**
M/s Asian Paints Ltd (Uatsavcem)
M/s Berger Paints India Ltd (Durocem)
M/s Shalimar Paints Ltd (Maha Cemkote)
M/s Jayant Color & Chemical Industries (Supremcem)
M/s Sherwin Williams Paints India Ltd (Nitcocem)
M/s Kamdhenu Paints (Supper Kamocem water proof Cement paint, ODHNI Cement Paint & Kamoprime primer)
- 52 **CEMENT PRIMER**
M/s Asian Paints Ltd
M/s Berger Paints India Ltd M/s Shalimar Paints Ltd
M/s ICI India Ltd AKZONOBEL
M/s Godavari Paints Pvt Ltd (Godavari Waterbased Exterior Primer / interior Primer / Professional Primer)
M/s Jehnson & Nicholson Ltd
M/s Sherwin William Paints India Ltd

- 53 **TEXTURE FINISH**
SPECTRUM, ACRO, SANDTEX, REVLONTEX
M/s Kamdhenu Paints (Fine/Rustic/Stone Finishes Texture Paint)
- 54 **FLY ASH BRICKS**
M/S KJS Concrete(P) Ltd.
- 55 **STONE CLADDING CLAMPS**
AXEL

SECTION -9

(SCHEDULE OF WORK)

ANNEXURE-I

SCHEDULE OF WORK

Name of work :- **Renovation of Toilet block at Shksha Kendra Building.**

Ref: **Ladies and Gents toilets of Mezz., 1st, 2nd, 3rd floor and repair of toilets at 8th floor of CBSE, HQ building, Preet Vihar.**

S.No	DESCRIPTION OF ITEM	QTY.	UNIT	RATE	AMOUNT
1	Dismantling Marble / Tile Flooring laid in cement mortar including stacking within 50 mt. lead	130	Sqm		
2	Dismantling old wall ceramic tiles including disposal of rubbish to the dumping ground within 50 meters lead.	580	Sqm		
3	Dismantling doors, windows and clerestory windows (steel or wood) shutter including chowkhats, architrave, holdfasts etc. complete and buying-back the same (quoted amount shall be reduced) Of area 3 sq. meters and below	24	Each		
4	Dismantling of flushing cistern of any size including stacking of useful materials near the site and disposal of unserviceable materials within 50 meters lead.	16	Each		
5	Dismantling old plaster or skirting raking out joints and cleaning the surface for plaster including disposal of rubbish to the dumping ground within 50 meters lead.	600	Sqm		
6	Dismantling concealed G.I. pipes including excavation, taking out the pipes, manually/ by mechanical means including buying back the same : 15 mm to 40 mm nominal bore	185	Meter		
7	Dismantling concealed C.I. pipes including excavation, taking out the pipes, manually/ by mechanical means breaking lead caulked joints and buying back the same. Up to 150 mm diameter	60	Meter		
8	Dismantling of 110mm & 150 mm.dia vertical & horizontal CI pipe in shafts disposal of the same as per directed by the Engineer in-	400	Meter		

	charge. Note:- Vertical pipes upto 40 mt Height. Please quote the rates inclusive of form work for dismantling of vertical pipes at shaft etc complete.				
9	Making chases up to 7.5x7.5 cm in walls including making good and finishing with matching surface after housing G.I. / CPVE pipe etc.	140	Meter		
10	Connection of new pipe line with old pipe line with union 15/20 mm union?	10	Each		
11	Providing and laying water proofing treatment to vertical and horizontal surfaces of depressed portions of W.C., kitchen and the like consisting of: (i) Ist course of applying cement slurry @ 4.4 kg/sqm mixed with water proofing compound conforming to IS 2645 in recommended proportions including rounding off junction of vertical and horizontal surface. (ii) IInd course of 20 mm cement plaster 1:3 (1 cement : 3 coarse sand) mixed with water proofing compound in recommended proportion including rounding off junction of vertical and horizontal surface. (i) IIIrd course of applying blown or residual bitumen applied hot at 1.7 kg. per sqm of area. (iv) IVth course of 400 micron thick PVC sheet. (Overlaps at joints of PVC sheet should be 100 mm wide and pasted to each other with bitumen @ 1.7 kg/sqm).	165	Sqm		
12	Providing and fixing Ist quality ceramic glazed wall tiles conforming to IS : 15622 (thickness to be specified by the manufacturer) of approved make in all colours, shades except burgundy, bottle green, black of any size as approved by Engineer-in-Charge in skirting, risers of steps and dados over 12 mm thick bed of cement Mortar 1:3 (1 cement : 3 coarse sand) and jointing with grey cement slurry @ 3.3kg per sqm including pointing in white cement mixed with pigment of matching shade	580	Sqm		

	complete.				
13	Providing and laying Polished vitrified double charges antiskid/rustic floor tiles of any size (thickness to be specified by the manufacturer) of 1st quality conforming to IS :15622 of approved make in all colours, shades, laid on 20mm thick bed of Cement Mortar 1:4 (1 Cement : 4 Coarse sand) including pointing the joints with white cement and matching pigments etc., complete.	130	Sqm		
14	12 mm cement plaster of mix : 1:4 (1 cement: 4 coarse sand) 1:4 (1 cement: 4 coarse sand)	160 120	Sqm Sqm		
15	Providing and fixing Chlorinated Polyvinyl Chloride (CPVC) pipes, having thermal stability for hot & cold water supply, including all CPVC plain & brass threaded fittings, including fixing the pipe with clamps at 1.00 m spacing. This includes jointing of pipes & fittings with one step CPVC solvent cement and testing of joints complete as per direction of Engineer in Charge.. Internal work 20 mm nominal outer dia pipes. 25 mm nominal outer dia pipes.	160 50	Meter Meter		
16	Providing & fixing PVC pipe 110 mm for drainage/stacking purposes in the shaft, of Approved brands: Note:- Vertical pipes upto 40 mt Height. Please quote the rates inclusive of form work for installation of pipe at shaft etc complete. (Heavy duty Pipes) 6 K.G pressure	75	Meter		
17	Providing and fixing 40 mm G.I. pipes for water supply line complete with G.I. fittings and clamps etc complete in shaft up to height of 40 meter. Note :- rates must be quoted including form work and clamps etc complete..	85	Meter		
18	Providing and fixing gun metal gate valve with C.I. wheel of approved quality (screwed end) : 40 mm	9	Each		
19	P&F of CI Tee cover on existing 110 and 150 mm vertical CI Pipe line of drain.	15	Each		
20	P&F of PVC items 110 mm for connecting the IWC and drainage				

	1. Floor trap 2. Door-tee 3. Bend	24 20 10	Each Each Each		
21	2 layer of Bitumen Coat in a base of RCC slab after removal of malba & dust etc complete.	150	Meter		
22	P&F of steel clamp of heavy duty in shaft i/c accessories etc complete as per direction of Engineer In charge. i. 50 mm ii. 100mm	50 25	Nos. Nos.		
23	Providing and fixing C.P. brass long body bib cock of approved quality. 15 mm nominal bore. Weight of bib cock not less than 680 Gm.	16	Each		
24	Providing and fixing C.P. brass stop cock (concealed) of standard design and of approved make. 15 mm nominal bore. Weight of bib cock not less than 650 Gm	6	Each		
25	Providing and fixing C.P. brass angle valve of approved quality. 15mm nominal bore Single way :- (Weight not less than 600 Gm) Twin way Aisle valve:- (Weight not less than 880 Gm)	14 20	Each Each		
26	Providing and fixing C.P. brass Pillar cock of approved quality. 15 mm nominal bore (Weight not less than 650 Gm)	20	Each		
27	Providing and fixing of stainless steel CP cockroach jali with double layer.	28	Each		
28	Providing and fixing C.P Brass Bottle Trap Heavy duty for wash basin. (Weight not less than.....)	26	Each		
29	P&F of CP waste 1 1/4" or 1 1/2"	15	Each		
30	Providing and fixing white vitreous china water closet (European type W.C. pan) with seat and lid, 10 litre low level vitreous china double syphon flushing cistern with manually controlled device (pushbutton lever), with all fittings and fixtures complete including cutting and making good the walls and floors wherever required : W.C. pan with cistern <u>Note:-</u> Basic rate of EWC with cistern to be fixed will be upto Rs.15,000/-	14	Each		
30(a)					

	White vitreous china Orissa pattern W.C. pan of Size 580x440 mm with integral type foot tests.	8	Nos.		
31	Providing and fixing vitreous china cascade type wash basin ,32 mm C.P. brass waste of approved make, including painting of fittings and brackets, cutting and making good the walls wherever require : white Vitreous China Wash basin size 630x450 mm Note:- Basic rate of washbasin with pedestal to be fixed will be upto Rs.3500/- .	15	Each		
32	P & F LED light fitting of 5/6 watts Down lighter, lights of lift lobby area.	10	Each		
33	P & F LED light fitting of 15 watts Down lighter, lights of lift lobby area.	42	Each		
34	Providing and fixing mirror of superior glass (of approved quality) and of required shape and size with frame of approved make with impervious material backing : Mirror of size 450x600mm as per approved sample. Full height Mirror of size 450x1800 mm as per approved sample.	13 8	Each Each		
35	Providing and fixing stainless steel liquid soap container of containing liquid soap capacity of 1.10 ltr .	16	Each		
36	Providing and fixing CP Brass towel ring.	13	Each		
37	Providing and fixing of Z spray with 1.5 mtr. long pipe.	13	Each		
38	Providing & fixing white vitreous china without cartage water less urinal of rectangular size 600 x330 x 315 mm having antibacterial /germs free ceramic surface.	12	Each		
39	Providing and fixing 18mm thick gang saw cut mirror polished (premoulded and prepolished on both side) machine cut for urinal separator in toilets i/c cutting the chase and fixing / grouting the granite in vertical position. locations of required size of approved shade, colour and texture laid over 20mm thick base cement mortar 1:4 (1 cement : 4 coarse sand) with joints treated with white cement, mixed with matching pigment, epoxy touch ups, including rubbing, curing, moulding and	15	Sqm		

	polishing to edge to give high gloss finish etc. complete at all levels. Granite of any colour and shade Area of slab over 0.50 sqm				
40	Extra for providing edge molding to 18mmthick granite stone separator i/c machine polish to edge to give high gloss finish etc complete as per direction of Engineer in charge.	25	Meter		
41	P & F of stainless steel 40mm dia pipe railing for half urinal made for Handicap. Note:- Rates inclusive of railing, S.S Screw etc complete.	4	Nos.		
42	<p>Providing and fixing dual flow plus hand drier no touch operating,, Fully Hygienic level, rated for continuous repeat use, time required to dry hand pair upto wrist, Half a minute for 230 volts, 1 Phase 50/60 HZ 5 amp AC supply. In rugged multiple staved grounded steel enclosure with one bracket for firm wall fixture, one meter sheathed 3 core flexible cable, 1-three pin 15 amp plug top. having following specifications</p> <p>Material: ABS Colour: White. High speed class F universal motor , NO heating element PA^ VO ABS Cover 2 IR sensor in both sides for automatic hand detection. Filter with antimicrobial treatment which avoids the spread of bacteria, surface. Internal tank to collect the water. The water tank is emptied by an outside valve. Frontal leds showing the status of the hand dryer. Proven antimicrobial and antibacterial protection using silver ion technology from Biocote, resistance the growth of microbes e.g. bacteria and moulds, complementing the cleaning routines.</p>	8	Each		
43	Providing and fixing stainless steel, stain finish hand drier of size 270 x 290x 100 mm, drier no touch operating,, Fully Hygienic level, rated for continuous repeat use of air velocity 90/180 KM/h and motor power 250 w , time required to dry hand pair upto wrist, Half a	20	Each		

	<p>minute for 230 volts, 1 Phase 50/60 HZ 5 amp AC supply. In rugged multiple staved grounded steel enclosure with one bracket for firm wall fixture, one meter sheathed 3 core flexible cable, 1- three pin 5 amp plug top. having following specifications:-</p> <p>Weld free cover fixed to the base with two safety screws and lock with special speed flow.</p> <p>Aluminium base includes silent blocks to damp mechanical vibrations</p> <p>Fire resistance plastic UL 94-VO fan scroll.</p> <p>High speed motor with safety thermal cut off. The motor revolutions can be adjusted manually by the potentiometer.</p> <p>Aluminium centrifugal double asymmetrical fan wheel.</p> <p>Disconnects automatically after 60 sec of continues use.</p> <p>Electronic infrared detection sensor. Adjustable detection by potentiometer (5-25 cm)</p> <p>Ultra flat 10 cm deep (complies with ADA regulations.)</p>				
44	<p>P & F in position suspended false ceiling system using 595mmx595mm Calcium Silicate Ceiling Tiles having 8-10 mm Densified Edges and 100% Humidity Resistance, Incombustible as per BS 476 Part IV with thermal conductivity of 0.043 w/m KC and NRC 0.50, and approved surface design (SPINTONE) and edge profile (Tegular) placed in a suspended grid of size 600mmx500mm made from hot dipped GI Steel sections having an exposed surface capping of pre-finished baked polyester painted coil wherein the main tee of size 24mmx28mmx0.33mmx1200mm shall be inserted in to slots between the main tees at 600mm c/c and thereafter in direction vertical so as to form a grid of size 600mmx600mm resting on the periphery walls on wall angles of size 22mmx22mmx 3000mmx0.40mm thickness including providing necessary opening for light fixtures,</p>	120	Sqm		

	diffusers, etc are to be made as per lay out and as per directions of engineer incharge. The main tees are to be suspended from the ceiling/ soffit with the help of metal dash fasteners of 6mmx50mm, soffit cleats of 25mmx35mmx1.6mm and 4 mm dia GI wire with galvanized spring steel levelling clips. The entire grid system shall be designed to bear a distributed load of minimum 15kg/ sq.mtr.				
45	Providing and fixing of stainless steel tissue paper dispenser of approved quality.	12	Each		
46	Providing and fixing 18 mm thick stone slab table rubbed, edges rounded and polished of size 75x50 cm deep and 1.8 cm thick fixed in urinal partitions by cutting a chase of appropriate width with chase cutter and embedding the stone in the chase with epoxy grout or with cement concrete 1:2:4 (1 cement : 2 coarse sand : 4 graded stone aggregate 6 mm nominal size) as per direction of Engineer-in-charge and finished smooth. Granite Stone of approved shade.	9	Sqm		
47	Extra for fixing granite stone over and above corresponding basic item, in facia and drops of width upto 150 mm with epoxy resin based adhesive including cleaning etc. complete.	20	Meter		
48	Extra for providing opening of required size & shape for wash basins/ kitchen sink in kitchen platform, vanity counters and similar location in marble/Granite/stone work including necessary holes for pillar taps etc. including rubbing and polishing of cut edges etc. complete	13	Each		
49	Providing and fixing aluminum work for doors, windows, ventilators and partitions with extruded built up standard tubular sections/ appropriate Z sections and other sections of approved make conforming to IS: 733 and IS: 1285, fixing with dash fasteners 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. Aluminium sections shall be smooth, rust free, straight, mitred and jointed mechanically				

	<p>wherever required including cleat angle, Aluminium snap beading for glazing / panelling, C.P. brass / stainless steel screws all complete as per architectural drawings and the directions of Engineer-in-charge. (Glazing, panelling and dash fasteners to be paid for separately) : Anodised aluminium (anodised transparent or dyed to required shade according to IS: 1868, Minimum anodic coating of grade AC 15) Powder Coated (a) for fixed portion (b) for shutter</p>	120 460	Kg Kg		
50	<p>Providing and fixing 12 mm thick pre laminated particle board flat pressed three layer or graded wood particle board conforming to IS: 12823 Grade I Type II, in panelling fixed in aluminium doors, windows shutters and partition frames with C.P. brass / stainless steel screws etc. complete as per architectural drawings and directions of engineer-incharge. Pre-laminated particle board with decorative lamination on both sides</p>	15	Sqm		
51	<p>Providing and fixing 12mm PVC decorative profile sheet in aluminium door and windows as per directions of Engineer-in-charge.</p>	25	Sqm		
52	<p>Providing and fixing glazing in aluminium door, window, ventilator shutters and partitions etc. with EPDM rubber / neoprene gasket etc. complete as per the architectural drawings and the directions of engineer-in-charge . (Cost of aluminium snap beading shall be paid in basic item): With float glass panes of 5.50 mm thickness</p>	8	Sqm		
53	<p>Providing and fixing aluminium sliding door bolts, ISI marked anodised (anodic coating not less than grade AC 10 as per IS : 1868), transparent or dyed to required colour or shade, with nuts and screws etc. complete : 250x16 mm</p>	24	Each		
54	<p>Providing and fixing aluminium tower bolts, ISI marked, anodised (anodic coating not less than grade AC 10 as per IS : 1868) transparent or dyed to required colour or</p>	24	Each		

	shade, with necessary screws etc. complete : 150x10 mm				
55	Providing and fixing aluminium handles, ISI marked, anodised (anodic coating not less than grade AC 10 as per IS : 1868) transparent or dyed to required colour or shade, with necessary screws etc. complete : 100 mm	48	Each		
56	Providing and fixing aluminium hanging floor door stopper, ISI marked, anodised (anodic coating not less than grade AC 10 as per IS : 1868) transparent or dyed to required colour and shade, with necessary screws etc. complete. Twin rubber stopper	22	Each		
57	Supply and installation of pre and post selffin fared sensor having water pressure 2L- 3L/per minute intelligent technology, sensor range 10-20 cm dual operational (electrical + battery)	16	Each		
58	Removal and re fixing of 80 mm thick interlocking tiles after preparing of bed and levelling of floors with Cement Concrete 1:5:10 of required thickness not less than 5 cm and not more than 8 c.ms, as per site requirements, re laying the tiles and grouting the gaps with fine aggregate and as per-direction of Engineer In Charge.	20	Sqm		
59	Providing and laying in position cement concrete of specified grade excluding the cost of centring and shuttering - All work up to plinth level : 1:5:10 (1 cement : 5 coarse sand : 10 graded stone aggregate 40 mm nominal size)	5	Cum		
60	Providing and laying in position cement concrete of specified grade excluding the cost of centring and shuttering - All work up to plinth level : 1:1½:3 (1 Cement: 1½ coarse sand: 3 graded stone aggregate 20 mm nominal size)	5	Cum		
61	Steel work welded in built up sections/ framed work including cutting, hoisting, fixing in position and applying a priming coat of approved steel primer using structural steel etc. as required. In gratings, frames, guard bar, ladder, railings, brackets, gates and	200	K.g		

	similar works				
62	Wiring for light/ fan/ exhaust fan/ call bell/ point with 1.5 sq mm PVC insulated copper conductor cable in surface/ recessed PVC conduit as required. Short point Medium point	40 50	Each Each		
63	Supply and installation of Modular switches including box plate type with 7 switch and 1 socket outlet as approved by the Engineer In charge.	13	Each		
64	Supply and installation of Modular switches including box plate type with 2switch and 2 socket outlet as approved by the Engineer In charge.	10	Each		
65	Wiring for light/ power plug with 4X4 sq. mm FRLS PVC insulated copper conductor single core cable in surface/ recessed steel conduit along with 2 Nos 4 sq. mm FRLS PVC insulated copper conductor single core cable for loop earthing as required.	70	Meter		
66	SITC of exhaust fan upto 300mm sweep in the existing opening including providing M.S. support as per site requirement.	16	Each		
67	P & F 19/20 mm PVC conduit pipe of ISI mark of approved brand as per direction of Engineer of Charge.	25	Meter		
68	P & F 25 mm PVC conduit pipe of ISI mark of approved brand as per direction of Engineer of Charge	130	Meter		
69	Repairs to plaster of thickness 12 mm to 20 mm in patches of area 2.5 sq. meters and under, including cutting the patch in proper shape, raking out joints and preparing and plastering the surface of the walls complete, including disposal of rubbish to the dumping ground within 50 metres lead :With cement mortar 1:4 (1 cement : 4 fine sand)	70	Sqm		
70	Disposal of malba from worksite to dumping site within 5 k.m lead by mechanical mean.	150	Cum		
71	Rough cast plaster upto 10 m height above ground level with a mixture of sand and gravel or crushed stone from 6 mm to 10 mm nominal size, dashed over and including the	170	Sqm		

	fresh plaster in two layers, under layer 12 mm cement plaster 1:4 (1 cement : 4 coarse sand) and top layer 10 mm cement plaster 1:3 (1 cement : 3 fine sand) mixed with 10% finely grounded hydrated lime by volume of cement. Ordinary cement finish using ordinary cement				
72	Cutting / drilling a hole in RCC slab of 150mm thick and after laying of 110 mm dia pipe. Making good the same as per site requirement and as per direction of Engineer in charge.	20	Each		
73	fittings with black anticorrosive bitumastic paint of approved brand and manufacture on old work : 100 mm diameter pipes 150 mm diameter pipes	190 120	Meter Meter		

Total Amount is Rs. _____
Rates in figure: _____
In words: _____

Accepted by me

Signature

Prop/Manager

Seal of the agency

Tel. No.:

Mob No.:

Section – 10

(CHECK - LIST)

CHECK LIST ON PREPARATION OF BID

Sl. No.	Particulars	YES/NO
1.	Have you filled in and signed Bidder Profile?	
2.	Have you read and understood various conditions of the Contract and shall abide by them ?	
TECHNICAL BID		
3.	Have you enclosed the EMD of Rs1,00,000/- and Rs. 1,000/- tender cost in the Technical Bid ?	
4.	Have you taken prints of all the Sections of Tender, in the Prescribed paper size.	
5.	Have you attached proof of having met the following minimum eligibility criteria ?	
5.1	Legal Valid Entity : Have you attached attested of registration certificate	
5.2	Financial Capacity : Have you attached Audited Balance Sheets, Audit Reports ?	
5.3	Experience : Have you attached the attested experience certificates issued by the Organizations / Government Depts. of the last five years ?	
6.	Have you attached the proof of authorization to sign on behalf of the bidder in the Technical Bid ?	
FINANCIAL BID		
7.	Have your financial Bid proposal is duly filled?	
8.	Have you quoted prices against each of the category?	

SECTION -11

(INSTRUCTION FOR ONLINE BID SUBMISSION)

Instructions for Online Bid Submission:

The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at: <https://eprocure.gov.in/eprocure/app>.

REGISTRATION

- 1) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link “**Online bidder Enrollment**” on the CPP Portal which is free of charge.
- 2) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- 3) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- 4) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / nCode / eMudhra etc.), with their profile.
- 5) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC’s to others which may lead to misuse.
- 6) Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

SEARCHING FOR TENDER DOCUMENTS

- 1) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
- 2) Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective ‘My Tenders’ folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.

- 3) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

PREPARATION OF BIDS

- 1) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- 2) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- 3) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- 4) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use "My Space" or "Other Important Documents" area available to them to upload such documents. These documents may be directly submitted from the "My Space" area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

SUBMISSION OF BIDS

- 1) Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- 2) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- 3) Bidder has to select the payment option as "offline" to pay the tender fee / EMD as applicable and enter details of the instrument.
- 4) Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be posted/couriered/given in person to the concerned official, latest by the last date of bid submission or as specified in the tender documents. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.
- 5) Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BOQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BoQ file, open it and complete the white coloured (unprotected) cells with their respective financial

quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BOQ file is found to be modified by the bidder, the bid will be rejected.

- 6) The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
- 7) All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid openers public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 8) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 9) Upon the successful and timely submission of bids (ie after Clicking "Freeze Bid Submission" in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
- 10) The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

ASSISTANCE TO BIDDERS

- 1) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
- 2) Any queries relating to the process of online bid submission or queries relating to CPP Portal.