


INDEX**Providing & Fixing of Kitchen Cabinets in Guest House at NIPER, S.A.S. Nagar
(Etender 101/2021)**

S. No.	Description of Items	Pages
1.	Index	1
2.	Notice Inviting e-Tender	2
3.	Check List	3
4.	Form- 6 FOR e TENDERING	4 - 6
5.	General Terms & Conditions	7 - 8
6.	Schedule of Quantity	9 - 10
7.	MANDATE FORM FOR PAYMENT	11

SECTION-I	PRESS NOTICE	
-----------	--------------	---

NOTICE INVITING e-TENDERS

The National Institute of Pharmaceutical Education & Research (NIPER), Sector-67, S.A.S. Nagar- invites item rate **online bids** on behalf of the Director NIPER, S.A.S. Nagar from **approved and eligible contractors of CPWD and those of appropriate list of Department of Post, MES, Railways, BSNL, State PWD, govt organization and Specialized Agencies** dealing in similar type of work on two bid system (Eligibility Bid & Financial Bid) for the following work :-

1.	Name of work & Location	Providing & Fixing of Kitchen Cabinets in Guest House at NIPER, S.A.S. Nagar
2.	Estimated cost put to bid	Rs. 3.62 lacs
3.	Period of Completion	03 Month

Critical Date Section

1	Last date & time of submission of bid, Online EMD, e-tender processing fee and other documents as specified in the press notice Date &Time of opening of Eligibility bid	09.09.2021 upto 5:00 PM
2	Date &Time of opening of Eligibility bid	10.09.2021 at 11.00 AM
3	Date &Time of opening of financial bid	Define Later

Director, NIPER reserves the right to reject any or all tenders without assigning any reasons. Corrigendum/Addendum or Cancellation of this advertisement, if any, shall be published on NIPER Website and www.tenderwizard.com/NIPER.

For participating in the above e-tender, the bidder shall have to get themselves registered with <http://tenderwizard.com/NIPER> and get user ID & password. Class 3 Digital Signature Certificate (DSC) is mandatory to participate in the e-tendering process. For any clarification/difficulty regarding e-tendering Process flow please contact on helpdesk numbers 09257209340, 08045628821, 0172-5035950.

SECTION-II	CHECK LIST	
-------------------	-------------------	---

CHECK LIST FOR CONTRACTORS FOR SUBMISSION OF TENDERS ONLINE:

1. THE CONTRACTOR MUST UPLOAD THE NECESSARY DOCUMENTS AS MENTIONED IN LIST OF DOCUMENTS TO BE SCANNED AND UPLOADED WITHIN THE PERIOD OF BID SUBMISSION.
2. IF ANY DISCREPANCY IS NOTICED BETWEEN UPLOADED EMD AT THE TIME OF SUBMISSION OF BID AND ORIGINAL EMD SUBMITTED PHYSICALLY BY THE BIDDERS IN THE OFFICE OF BID OPENING AUTHORITY, THE BID SUBMITTED SHALL BECOME INVALID.
3. TENDER TO BE WITNESSED AT SPECIFIED PAGE OF TENDERED DOCUMENTS AT THE TIME OF DRAWING AGREEMENT WITH THE SUCCESSFUL BIDDER
4. THE TENDER / TENDERS CONTAINING CONDITIONS CONTRARY TO THOSE SPECIFIED IN THIS DOCUMENT SHALL BE SUMMARILY REJECTED.
5. THE INTENDING BIDDER SHALL QUOTE THE ITEM RATES IN FIGURE ONLY. THE ITEM RATES IN WORDS & AMOUNT IS GENERATED AUTOMATICALLY. THEREFORE, THE RATE QUOTED BY THE BIDDER IN FIGURES IS TO BE TAKEN AS CORRECT.
6. THE CONTRACTOR(S) SHALL QUOTE THE ITEM RATES KEEPING IN MIND, GENERAL TERMS & CONDITIONS OF CONTRACT AND TECHNICAL SPECIFICATIONS OF CONTRACT ETC.
7. THE BIDDER CAN UPLOAD HIS BID ONLY AFTER SUBMISSION OF E-TENDER PROCESSING FEE.
8. ONCE THE BID UPLOADED BY THE BIDDER IS WITHDRAWN, HE WILL NOT BE ALLOWED TO RESUBMIT HIS BID, HOWEVER, HE CAN EDIT HIS BID ANY NUMBER OF TIMES BUT BEFORE LAST DATE & TIME OF SUBMISSION OF BID.

SECTION-III	Form- 6 FOR e TENDERING	
-------------	--------------------------------	---

1. The item rates bids are invited on behalf of the Director NIPER, S.A.S. Nagar from **approved and eligible contractors of CPWD and those of appropriate list of Department of Post, MES, Railways, BSNL, State PWD, govt organization and Specialized Agencies** dealing in similar type for the work of **"Providing & Fixing of Kitchen Cabinets in Guest House at NIPER, S.A.S. Nagar"**.
 - 1.1 The work is estimated to cost **Rs. 3.62 Lakh**. This estimate, however, is given merely as a rough guide.
 - 1.2 Contractors who fulfill the following requirements shall be eligible to apply. Joint ventures are not accepted
 - 1.2.2 To become eligible, the bidders shall have to furnish an affidavit as under:-
 - 1.2.3 Satisfactorily completed three similar works each costing not less than **40%** OR two similar works each costing not less than **60%** OR one similar work costing not less than **80%** in last 7 years ending previous day of last date of submission of bids. **(Similar Works shall mean "Civil work or Furniture work". (Proofs are to be attached).**
 - 1.2.4 The bidders should have Valid PAN No. **(Proofs are to be attached).**
 - 1.2.5 The bidders should have Certificate of Registration for GST. **(Proofs are to be attached).**
 - 1.2.6 The bidder should have work experience in form of completion certificate of particular awarded orders of the Competent Authority. **(Proof to be attached).**
 2. The time allowed for carrying out the work will be **Three months** from the date of award of order.
 3. The bid document consisting of plans, 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 with and other necessary documents except General Conditions of Contract Form can be seen on website **http://tenderwizard.com/NIPER** and official website of the NIPER, S.A.S. Nagar at <http://niper.gov.in> or in Engg Office, NIPER, S.A.S. Nagar free of cost.
 4. After submission of the bid the contractor can re-submit revised bid any number of times but before last time and date of submission of bid as notified.
 5. While submitting the revised bid, contractor can revise the rate of one or more item(s) any number of times (he need not re-enter rate of all the items) but before last time and date of submission of bid as notified.
 6. When bids are invited in three stage 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.
 7. A declaration in lieu of submitting **EMD (Earnest Money Deposit)** shall invariably be submitted by the Agency as per attached format as **Annexure-I**

Interested contractor who wish to participate in the bid has also to make following payments within the period of bid submission:

e-tender processing fee - **Rs. _____/-** plus GST as applicable shall be payable to **M/s ITI Limited** through their e-gateway by credit /debit card, internet banking or RGTS/NEFT facility .

Copy of certificate of work experience and other documents as specified in the press notice shall be scanned and uploaded to the e-Tendering website within the period of bid submission.

Online bid documents submitted by intending bidders shall be opened only of those bidders, who has deposited e-Tender Processing **Fee with M/s ITI Limited** and Earnest Money Deposit and other documents scanned and uploaded are found in order.

The bid submitted shall be opened on **_10.09.2021** at 11.00 AM

8. The bid submitted shall become invalid and e-Tender processing fee shall not be refunded if:
- (i) The bidder is found ineligible.
 - (ii) The bidder does not upload all the documents (PAN No. & GST registration etc.) as stipulated in the bid document.
 - (iii) If any discrepancy is noticed between the documents as uploaded at the time of submission of bid and hard copies as submitted physically by the lowest bidder in the office of bid opening authority.
 - (iv) If a tenderer does not quote of any item, the tender shall be treated as invalid and will not be considered as lowest tenderer.
 - (v) If a tendered amount works out to "Zero" as per item rates quoted by the bidder, the tender shall be treated as invalid and will not be considered as lowest tenderer.
9. The description of the work is as follows:

“Providing & Fixing of Kitchen Cabinets in Guest House at NIPER, S.A.S. Nagar”.

10. Director, NIPER, S.A.S. Nagar does not bind itself to accept the lowest or any other bid and reserves to itself the authority to reject any or all the bids received without the assignment of any reason. All bids in which any of the prescribed condition is not fulfilled or any condition including that of conditional rebate is put forth by the bidders shall be summarily rejected.
11. Canvassing whether directly or indirectly, in connection with bidders is strictly prohibited and the bids submitted by the contractors who resort to canvassing will be liable for rejection.
12. Director, NIPER, S.A.S. Nagar reserves to himself the right of accepting the whole or any part of the bid and the bidders shall be bound to perform the same at the rate quoted.
13. The contractor shall not be permitted to bid for works in the Institute’s Engineering Department (responsible for award and execution of contracts) in which his near relative is posted as Divisional Accountant or as an officer in any capacity between the grades of Assistant Engineer (both inclusive). He shall also intimate the names of persons who are working with him in any capacity or are subsequently employed by him and who are near relatives to any gazette officer in the Institute. Any breach of this condition by the contractor would render him liable to be removed from the approved list of contractors of NIPER
14. No Engineer or other officers employed in Engineering or Administrative duties in Institute is allowed to work as a contractor for a period of one year after his retirement from Institute’s service without the previous permission of the competent authority in writing. This contract is liable to be cancelled if either the contractor or any of his employees is found at any time to be such a person who had not obtained the permission of the competent authority as aforesaid before submission of the tender or engagement in the contractor’s service.
15. The bid for the works shall remain open for acceptance for a period of Ninety (90) days from the date of opening of bids. If any bidders withdraws his tender before the said period or issue of letter of acceptance, whichever is earlier, or makes any modifications in the terms and conditions of the bid which are not acceptable to the department, then the Institute shall, without prejudice to any other right or remedy, be at liberty to forfeit 50% of the said earnest money as aforesaid. Further the bidders shall not be allowed to participate in the rebidding process of the work.
16. **SIGNING OF CONTRACT**
The successful bidder on acceptance of his bid by the Accepting authority shall, within 15 days from the stipulated date of start of the work sign the contract consisting of :
- a) The notice inviting tender, all the documents if any forming the tender as issued at the time of invitation of tender and accepting thereof together with any correspondence leading thereto.
17. **For Composite Bids (Not Applicable)**
18. All the payments to the contractor shall be deposited in their bank account through RTGS and the contractor shall submit the detail of his bank account & IFSC code after award of work.
19. In case, date for opening of Eligibility / Financial bid is declared/happens to be public holiday, the Eligibility / Financial bid will be opened on the next working day.

Annexure-I

Performa for Earnest Money Deposit Declaration

Whereas, I/We _____ (Name of Agency)_____ have
submitted bids for _____ (Name of work).

I/ We hereby submit following declaration in lieu of submitting Earnest Money Deposit.

(a) If after opening of tender, I/ We withdraw or modify my/our bid during the period of validity of tender (including extended validity of tender) specified in the tender documents.

or

(b) I, after the award of work, I/We fail to sign the contract, or to submit performance guarantee before the deadline defined in the tender documents.

I/ We shall be suspended for one year and shall not be eligible to bid for NIPER, S.A.S. Nagar tenders from date of issue of suspension order.

Signature of the contractor (s)

SECTION IV	General Terms and Conditions	
------------	-------------------------------------	---

1. The rates shall be quoted in the enclosed Schedule of Quantities and it should be signed by the Contractor.
2. **Defect Liability Period** shall be 01 year from the date of completion of work. The Security Deposit @ 5% shall be deducted from RA bill/ Final Bill which will be refunded after completion of defect liability period.
3. Rates to be inclusive of all taxes, GST, duties, royalty and labour cess etc.
4. The offer will remain valid for 90 days from the last date of submission of quote.
5. The period for execution of work is **03 months** from the date of issuing of Work Order/LOI.
6. The entire dispute shall be subject to the jurisdiction of the Court of Law at S.A.S Nagar (Punjab).
7. Any clarification required to be sought may be obtained from Engineering Section, NIPER before due date of submission of quotation.
8. No escalation in rates shall be allowed under any circumstances during the execution of work and extension of time, if any.
9. The contractor shall comply with all the statutory requirements in respect of said work.
10. The contractor shall be deemed to have visited the site and made themselves familiar with the working conditions before submitting the quote irrespective of the fact whether they inspect the site or not.
11. Electricity if available will be provided at one point and will be charged as per actual consumption. However the contractor is required to make his own arrangement by installation of generator at his own cost to cope up any eventuality in the interest of progress of work.
12. The quantity in BOQ are tentative and there may be variation which may increase/decrease.
13. The work shall be executed as per CPWD norms. Specifications of works other than specified in Schedule of Quantities will conform to CPWD specifications/ latest Indian Standard Specifications/manufacturer's specifications.
14. All precautions as per CPWD safety code for the safety of workers and necessary health and sanitary arrangements for them will be taken by the Agency.
15. Material required for testing will be provided by the contractor at his own expenses. The tests considered necessary by the Engineer-in-Charge shall be got carried out by the contractor at his own expenses in recognized testing laboratory in the presence of Engineer-in-Charge or his authorized representative.
16. The contractor shall at his own cost and expense provide all materials required for the work. It is responsibility of contractor that the required material, when brought to site, shall be got entered/recorded by the Contractor at Main Security Gate, NIPER, S.A.S Nagar.
17. The samples of material to be used shall be deposited by the contractor with the Engineer-in-Charge before commencement of work. .
18. Measurement of work done should be as per units specified in Schedule of Quantities. Measurements of any other item not indicated in Schedule of Quantities but required to be executed will be as per CPWD specifications.
19. In case the contractor fails to complete the work within the stipulated/extended time period, the penalty @ 1.5% per week of the cost of the total work subject to maximum 10% of the work order value will be levied on the Agency.
20. Payment will be released on the basis of RA bill/Final Bill to be put up by the Agency on the basis of actual work done subject to the condition that only one bill will be paid in a

month, final bill will be cleared within three months of its submission subject to fulfillment of requisite criteria concerning execution of this work as per terms of Work Order.

21. The rate for all items of work, shall unless clearly specified otherwise include cost of all labour, materials and inputs involved in the execution of the item.
22. In case of any loss or damage to the property of the institute which is attributable to the firm, the full damages will be recovered from the firm.
23. In case of any mis-happening/ loss of life, the Agency has to bear all the claim and responsibility etc and the NIPER will not be responsible for any kind of payment to workers or contractor under these circumstances.
24. In case of Dispute/Arbitration between the Agency and NIPER, S.A.S Nagar related to said contract, the matter shall be referred to the Sole Arbitrator appointed by NIPER, SAS Nagar. Under such circumstances, the decision of the Sole Arbitrator shall be final and binding in any respect of any dispute between the parties.
25. The decision of the Director, NIPER, S.A.S. Nagar shall be the final and binding on the contractor/ agency in respect of any clause not covered under the contract and any matter incidental to the contract.
26. The Director, NIPER reserve the right to cancel the awarded work with immediate effect without assigning reasons.



SECTION-V

SCHEDULE OF QUANTITY

Providing & Fixing of Kitchen Cabinets in Guest House at NIPER, S.A.S Nagar,

S. No.	Description	Qty	Unit	Rate (Rs. in figures)	Amount (Rs. in figures)
1	Providing & fixing bright/ matt finished stainless steel handles of approved quality & make with necessary screws etc all complete.				
	100 mm	20	Each		
2	Providing and fixing 19mm thick both side balancing lamination factory pressed BWP grade marine ply as per IS 710 of approved brand boxes, shelves, racks, almirah, cupboard and drawer etc. including necessary nails, screws etc. complete as per direction of Engineer-in-charge (Green Ply/Century/ Merino).	90	Sqm		
3	Providing and fixing cupboard shutter with 19mm thick one side decorative and other side balancing lamination factory pressed BWP grade marine ply as per IS 710 of approved brand including 2mm thick PVC edge banding tape with hot glue by edge bending machine etc. with auto closing spring loaded hinges (hydraulic type) etc. complete as per direction of Engineer-in-charge. (Payment of providing and fixing auto closing hinges shall be paid separately). (Green Ply/ Century/ Merino)	20	Sqm		
4	Providing and fixing stainless steel fancy handle of approved make fixed with SS screws etc. complete as per direction of Engineer-in-charge.				
	200 mm	18	Each		
5	Providing and fixing stainless steel soft closing spring hinges at 0 degree hinges (hydraulic type) of approved make/brand to cupboard shutters with full threaded steel screws including making necessary recess in board and finished etc. complete as per direction of Engineer-in-charge. : (Kaff, Hettich, Ebco)	50	Each		
6	Providing and fixing stainless steel soft closing heavy type telescopic drawer channels of approved make 500 mm long with screws etc. complete as per directions of Engineer-in-charge. (Kaff/ Hettich, Ebco)	5	1 Set		

S. No.	Description	Qty	Unit	Rate (Rs. in figures)	Amount (Rs. in figures)
7	Providing and fixing ready made 304 grade stainless steel Modular kitchen basket and accessories such as right angle basket (Plain Cup & Saucer, plant, Partition, Bottle rack, Thali, Cutlery) kitchen utensil basket, Dinner set basket, kitchen grain basket, Multipurpose basket as per site requirement including finishing (wherever required) and fittings. The same shall be fixed with necessary stainless steel nuts & bolts, Stainless Steel screws & telescopic channel etc. as per direction of Engineer-in-charge. (For payment purpose only weight of Stainless steel basket shall be considered excluding weight of all fixing accessories such as nuts, bolts, fasteners telescopic basket channels etc. Payment of providing and fixing telescopic channel shall be paid separately)	30	Kg		
8	Providing and fixing 2mm thick 16 to 19mm wide PVC edge binding tape of approved quality for cupboard/wardrobe shutters including necessary synthetic resin hot pressed to edges on bind	80	Meter		
9	Providing and fixing 25 mm thick shutters for cup board with Wood including glass paneling.	1.08	Sqm		
10	P&F of kitchen accessories with all necessary screw etc. :-				
	(a) Innotech drawer (Kaff/Hettich/Hafle/Azalea/ Ebco)	4	No		
	(b) Pot N Pan innotech drawer (Kaff/Hettich/Hafle/ Azalea/ Ebco)	8	No		
	(c) Cuttlery PVC (Kaff, Hettich, Hafle/ Azalea/Ebco)	2	No		
	(d) Grain Trolley (Kaff/Hettich/Hafle/Azalea/Ebco)	2	No		
	(e) Handles profile edge	10	Meter		
	(f) Skirting 100mm PVC	18	Meter		
	(g) Adjusters 100mm HT PVC	60	No		
	Total in words	xxxxxxxxxxxxxxxxxxxxxxxx			

(Signatures of the Tenderer)

MANDATE FORM FOR PAYMENT

Sr.No.	Supplier Details	
1	Vendor Name	
2	Father/ Husband Name	
3	DOB	
4	PAN Number	
5	Aadhaar Number	
6	TIN Number	
7	Service Tax No.	
9	Address1	
10	City	
11	Country	
12	State	
13	District	
14	Pin code	
15	Mobile No.	
16	Phone	
17	Email	
18	Bank Name	
19	IFSC Code	
20	Account Number	
21	Others	

Bidder(s)/Authorized Signatory (ies)