

**JAMIA HAMDARD
HAMDARD NAGAR, NEW DELHI-110062**

SHORT TERM TENDER/QUOTATION NOTICE

Ref .No: JH/ES/284/09

Date: 28-01-2014

The Registrar Jamia Hamdard invites sealed items rate quotation/tender for the repair of the kitchen equipment and gas pipe line etc. in the Jawaharlal Nehru Hostel from spealized & experienced agencies/ contractors. Agencies who have sufficient experience, T&P, TIN, PAN and valid registration of Indian Oil Corporation for executing of commercial gas pipe line work.

The agencies can download the quotation/tender from University web site (www.jamiahamdard.ac.in or www.jamiahamdard.edu) and submit the same on or before 05-02-14 up to 1.00 p.m.

NAME OF THE WORK: Providing & fixing of gas pipeline, regulators & burners etc. in mess of Jawaharlal Nehru Hostel Jamia Hamdard.

EARNEST MONEY: Rs. 10,000.00 only.

COST OF QUOTATION/TENDER: Rs. 100.00 only. (Non Refundable)

TIME PERIOD: 10 days

The Quotation/tender will be opened by a committee on 05-02-14 at 3.30 p.m. in the office of the Estate Officer in presence of interested tenderers/representatives. The earnest money should be in favour of Registrar, Jamia Hamdard in the form of Bank Draft. The non-following of the required procedure i.e. not fill the rates & amount in words & figure, not depositing the earnest money and not submitting the required documents etc., will lead to rejection of the tender without assigning any reason. Jamia Hamdard reserves the right to reject any/all the tenders without assigning any reason. The whole work can be bifurcated to two agencies without affecting the terms condition of the quotation.

(Dr. Firdous A. Wani)
REGISTRAR

JAMIA HAMDARD
HAMDARD NAGAR
NEW DELHI –110062

TENDER DOCUMENT

FOR

Providing & fixing of LPG pipe line in Jawaharlal Nehru Hostel Mess at
Jamia Hamdard

The following details to be furnished by the agency.

1. Names, Address of Firm/Agency and Telephone No.....
2. Registration of the Firm/Agency & Registration with Indian Oil Corporation for commercial gas pipe line work. (Attach the copy of Registration Certificate)
3. Name, Designation, Address and Telephone No.....of authorized Person of Firm /Agency to deal with.....
4. Please specify as to whether tenderer is a sole Proprietor/Partnership Firm/ Company Name, Address, Telephone Number of the authorized person should be specified.
(a)..... (b).....
.....
5. Memorandum in Case of Company and Partnership Deed In Case of Partnership Firm to be provided.
6. PAN..... (Enclose Attested Copy of PAN)
7. TAN..... (Enclose Attested Copy of TAN)
8. ISO 9001/2000 Certificate (Enclosed attested copy of ISO certificate)
9. Service Tax Registration Certificate..... (Enclosed Attested Copies)
10. List of clients where the said services provided or providing by the agency in last two years.
11. The quotation/tender should be addressed "**The Registrar Jamia Hamdard New Delhi-110062.**
12. The following information will be indicated on the Envelope Cover.
A) Quotation for providing of gas pipe line in Mess of Jawaharlal Nehru Hostel Jamia Hamdard.
B) Name of Firm. _____
13. Clearly Indicate The List Of Enclosures. _____

CONTRACTOR SIGN AND SEAL

SUMMARY OF VARIOUS CLAUSES

1. Defects Liability Period	one year
2. Period of final measurement	one month
3. Date of commencement	02 days from the receipt of work order or as mentioned in the contract letter.
4. Time of Completion	15 Days.
5. Liquidated damages	1% per day subject to max. of 10% of the total work done.
6. Retention money	5% shall be retained up to 01 year from the date of completion.
7. Escalation	No escalation on any account shall be payable to the contractor.
8. Extra Items	As on current market rate or as decided by the competent authority of Jamia Hamdard.
9. Supply of Material	To be arranged by the contractor as approved by the In-charge of work.
10. Taxes	Income tax and other applicable taxes as per Govt. rules i/c labour cess and 0.25% J.H. staff welfare shall be deducted from the bills.

AGREEMENT FORMATE

Article of Agreement made this _____ between Jamia Hamdard, Hamdard Nagar, New Delhi (hereinafter called "The Employer") of the one part and _____ (or whose registered office is situated at _____ New Delhi hereinafter called the Contractor of the other part. WHEREAS the Employer is desirous for the work of at Jamia Hamdard, Hamdard Nagar, New Delhi.

AND WHEREAS the Contractor has agreed to execute upon and subject to conditions set forth herein (hereinafter referred to as the said conditions) the work specifications & schedule of quantities at rates therein set forth amounting to the sum of Rs. _____.

HEREIN AFTER referred to as ("the said contract amount") **AND WHEREAS** the contractor has deposited with Jamia Hamdard, New Delhi the sum of Rs. _____ as the security to be retained until the expiry of the defects liability period for the due observance and performance of this contract.

NOW IT IS HEREBY AGREED AS FOLLOWS:

1. In consideration of said contract amount to be paid at the times and in the manner set forth in the said conditions, the contractor shall upon and subject the said conditions execute and complete the work as mentioned in the tender/quotation.
2. The Jamia Hamdard shall pay to contractor the amount of satisfactorily completed work or such other sum as shall become payable at the time and in the manners hereinafter specified in the conditions.
3. The said conditions and Appendix thereto shall be read and construed as framing part of this agreement and the parties hereto shall respectively abide by, submit themselves to the condition and perform the agreements of their part respectively in such conditions contained.
4. All disputes arising out of or in any way connected with this agreement shall be deemed to have arisen in DELHI and only the courts in Delhi shall have jurisdiction to determine the case.

As witness our hands this _____ day of _____.

Signed by the said _____

(Employer)

In the presence of _____

Address _____

Singed by the said _____

(Contractor) _____

In the presence of _____

Address _____

Gen. Term & Conditions

1. Tenderers should quote their rates both in figures and in words, after seen the conditions of the equipment and site for work. The schedule or quantities must be fully priced and the total of each page along with carried over figures of the previous page shall be given and signed by the tender. No blank spaces shall be left.
2. If the tender is made by or on behalf of a Company incorporated under the companies Act it shall be signed by the Managing Director or by one of the Directors duly authorized on that behalf. If it is made by a partnership firm it shall be signed with the Co-partnership name by a member of the firm who shall sign his own name and give the name and address of each partner of their firm and attach copy of Power of Attorney with the Tender authorizing him to sign on behalf of the other partners. A certified copy of the registered partnership deed shall also be submitted along with the tender.
3. **ACCEPTANCE PERIOD**
The tender shall remain valid for acceptance for a period of 90 days from the date of opening of tender.
4. **SITE INSPECTION**
Every tenderer is expected to inspect the site of the proposed work before quoting his rates. He must also go through and see the equipments required for repair and gas pipe lines and its place.
5. **SCHEDULE OF QUANTITIES**
A schedule of approximate quantities for various items accompanies this tender. It shall be definitely understood that the Jamia Hamdard does not accept any responsibility for the correctness or completeness of the schedule in respect of items and quantities and this schedule is liable to alterations by omissions, deductions or additions at the discretion of the owner without affecting the terms of the contract.
6. **CONTRACTORS' RATES**
The contractors rates must include the cost of transportation of material to the site, all taxes such as Sales Tax, Excise, Octroi and the fixing or placing in position for which the items of work is intended to be operated. The rates shall be inclusive of all height, lead, lift and scaffolding etc. complete, no extra payment shall be made except specified in the item.
7. **SUPPLY OF MATERIALS**
The contractor shall arrange all the material required for the work approved by oil company. .
8. **ACCEPTANCE OF TENDER**
The acceptance of the tender will rest with the competent authority of Jamia Hamdard, who does not bind himself to accept the lowest tender and reserves to himself the authority to reject any or all of the tenders, received, without assigning any reason (s).
9. **SITE SUPERVISION**
The work shall be carried out under the direction and supervision of the In-charge of work. On accepting of the tender, the contractor shall intimate the name of his accredited representative who would be supervising the work and should be responsible for taking instructions for carrying out the work.

10. QUALITY

The Competent authority of Jamia Hamdard decision regarding the quality of the material and workmanship will be final and binding. The In-charge of work shall during the progress of the work have power to order in writing from time to time the removal of the work, within such reasonable time or times as may be specified in the order, of any material which in his opinion is not in accordance with specification or instructions. The substitution or proper re-execution of any work or replacement of bad material shall be borne by the contractor with no liability towards the owners.

11. DISMISSAL OF WORK:

The contractor shall on the request of Competent authority of Jamia Hamdard immediately dismiss from work any person employed thereon by him, who may in his opinion be unsuitable or incompetent or who may misconduct himself. Such discharges shall not be the basis of any claim for compensation of damages against the owner or any of their officers or employee.

12. DEFECTS LIABILITY PERIOD

Any defects developed within 'Defect Liability period' of 01 year from the date of completion will have to be rectified by the contractor. In case of failure to do so the competent authority of Jamia Hamdard get the rectification work done by any other agency at the risk and cost of the contractor.

13. CONTRACT SIGNING

After acceptance of the tender/quotation the tenderer shall sign the contract papers within a week time. In case of delay the 'Earnest Money' may be forfeited and the tender cancelled or the contract enforced as per terms of the tender and the tenderer shall thus be bound even though the formal agreement has not been executed and signed by the tenderer.

14. E.M.D./RETENTION MONEY

(a) E. M. D of Rs. 10,000/- (Indian Rupees only) in the form of bank draft drawn on any scheduled bank approved by the Reserve Bank of India in favour of "Registrar Jamia Hamdard" shall be submitted along with the tender. The earnest money can be adjusted in the final bill or returned after satisfactory completion of work. The tender received without earnest money or in any other form than as stated above may be rejected.

(b) Retention money @ 5% of final bill amount shall be deducted and retained up to completion of the defects liability period i.e. 01 year. The retention money amount shall not bear any interest.

15. PAYMENTS

Payments shall be made on producing of bills by the contractor. Payment will be released within 15 days after completion of work.

16. LIQUIDATED DAMAGES

Entire work will be completed and handed over within due time, failing which liquidated damages at the rate of 1% per day of the total work done, up to a maximum of 10 % of the total value of the work.

17. EXTRA ITEMS

- (a) The rates of all authorized extra items or additional, altered or substituted work shall be worked out on the basis of Market Rates of actual items used in the work inclusive of applicable taxes, Octroi plus 15% contractor's profit etc.
- (b) The rates of extra item as decided by the competent authority of Jamia Hamdard shall be binding and shall not be subject to Arbitration.

18. WATER AND ELECTRICITY

The contractor will arrange the required water & electricity by contractor at his own cost and the Jamia Hamdard shall not take any responsibility for the same.

19. MATERIALS, TOOLS AND PLANT

The Contractor shall supply all materials required for the execution of the work. Materials so applied shall have the approval of the In charge of work before using in the works. All the rejected materials shall be removed at once from the work at Contractor's own cost. The contractor shall supply all tools, tackles, and equipment like compressors, concrete mixers, vibrators, pump, welding or pneumatic tools, tar boilers etc. required for the execution of the works.

20. SAFE STORAGE OR MATERIALS

The contractor shall be responsible for the safe storage of material supplied by the employer for execution of the works. Surplus materials or materials lost or damaged or unaccounted for or made unserviceable by the contractor shall be charged at the prevailing market price.

21. QUALITY OF MATERIALS, WORKMANSHIP AND TESTS

All materials and workmanship shall be of the respective kinds described in the tender and in accordance with instruction of in-charge of work. The Contractor shall provide all assistance instruments, machines, labour and materials, as are normally required for examining, measuring, and testing any work and the quality, weight or quantity of any material used and shall supply samples of materials be-fore in corporation in the work.

22. COST OF SAMPLES

The Contractor at his own cost shall supply all samples.

GENERAL SPECIFICATION

All work of gas pipe line shall be executed strictly in accordance with the specifications and prescribed norms laid by the ONGC/Indian Oil/ Govt. of Delhi.

1. The work shall be carried out simultaneously with the other services and in co-operation with the mess contractor. The contractor informed well in advance of the proposed program of the work to mess contractor to enable them to carry out their part of the work so that the mess work may not be hindered.
2. The work related to the gas pipe lines and its fittings etc. include the necessary holes, brackets and other fittings required to work. Nothing extra will be paid for any item on account of its shape, size, location or other difficult circumstances even if the schedule makes no distinction.
3. All fittings shall be of ISI mark or approved by the Indian Oil Govt. of Delhi. The contractor shall be responsible for executing the work as per norms prescribed by Indian Oil/ Govt. of Delhi and submit a letter that he has executed the work in accordance of prescribed norms of ONGC/Indian Oil/Govt. of Delhi.
4. The rates shall be included for all heights, lift, wastage, and others.
5. The contractor is advised to inspect the site before quoting the rates in Tender.

CONTRACTORS SIGN & SEAL

Schedule of Quantity for Providing & fixing of gas pipeline, regulators & burners etc. in mess of Jawaharlal Nehru Hostel Jamia Hamdard.

S.No.	Description of Work	Qty.	Unit	Rate	Amount
1	Providing, making and fixing of Multi Cylinder Manifold suitable for 1x6x2=4 for commercial LPG cylinders of 19 Kg. having make 15mm. Dia.	2	each		
2	Providing, making and fixing Flexible cylinder pigtail having brass forged nut 30mm FECV x 02 nos. Brass crimoing make 2 / 3 feet long.	12	each		
3	Providing, making and fixing CLICK ON SIERA type compact adaptor 25.6 mm x MECV (SKN / UNITED) make.	12	each		
4	Providing, making and fixing brass forged non-return valve (UNITED/SGS) make.	12	each		
5	Providing, making and fixing needle control valve brass forged body size : 3/8"X3/8" (UNITECH) make.	15	each		
6	Providing, making and fixing 1st stage preset pressure regulator 0.5 to 30 PSI (VANAZ/U.W.) make.	1	each		
7	Providing, making and fixing special mild steel black pipe ERW "C" class including forged mild steel tee, socket, elbow & M.S. clamps etc. complete.	200	R.ft.		
8	Providing, making and fixing second stage regulators 0 to 15 PSI	10	each		
9	Providing, making and fixing D.B.C.	1	each		
10	Providing and fixing main line shut off ball valve.	5	each		
11	Providing, making and fixing brass adaptor.	20	each		
12	Providing, making and fixing burner flexible pigtail of make United/Sakha	10	each		
13	Providing and fixing of pressure gauge up to 5kg. to 4kg/ per sq.cm. etc. complete.	3	each		

Amount in Words.....

Contractor's Sign & Seal