

# **TENDER DOCUMENTS**

**FOR**

**REFURBISHMENT & DEVELOPMENT OF ROOM NO.  
3&4 FOR MUSCULOSKELETAL RESEARCH LAB AT  
REHAB CENTRE.**



**JAMIA HAMDARD  
HAMDARD NAGAR, NEW DELHI-62**

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**HAMDARD NAGAR, NEW DELHI-110062**  
**NOTICE INVITING TENDER**

NIT No. JH/Civil/Musco.Lab/Rehab/17/24

Date: 09.02.2024

Jamia Hamdard invites sealed items rate Tenders in single bid system from Registered Contractors at Govt./Semi Govt./State Govt. Departments/Higher Educational Institutions or Working Agencies at Jamia Hamdard for the below mentioned work. The Tender documents and other details are available on the website: [www.jamiahamdard.edu](http://www.jamiahamdard.edu). Last date of submission of the Tender is **22.02.2024 up to 3.00 PM**.

The bidders are advised to visit site to satisfy themselves before submitting the bids. Bidders not fulfilling the eligibility criteria may be rejected.

**NAME OF WORK:**           **Refurbishment & Development of Room no. 3&4 for Musculoskeletal Research Lab at Rehab Centre**

**ESTIMATED COST:**     Rs. 3,12,173.00

**EARNEST MONEY:**     Rs. 6250.00

**TENDER COST:**         Rs. 500 only (Non Refundable)

**TIME PERIOD:**         30 days.

The Tender duly filled should be dropped in the Tender Box kept in Purchase Section, Admin Block **on or before 22.02.2024 upto 3.00 PM** along with demand draft of Earnest money & Tender fee in sealed envelope clearly specifying the name of work. The D.Ds shall be in favour of "Jamia Hamdard" payable at New Delhi. The Tender shall be opened on same day at 3.30 PM by the tender opening committee in the presence of available interested parties in the Office of Executive Engineer.

In case the required procedure is not followed, the tender can be rejected. Jamia Hamdard reserves the right to reject any or all tenders or split the tenders without assigning any reason whatsoever.

Registrar

Copy to:

1. System Analyst, Computer Center, to kindly upload the NIT with tender documents on the University's website.
2. PA to Finance Officer for kind information
3. Executive Engineer for kind information
4. Concerned AE (Civil) for necessary action

(1) **SCOPE OF WORK**

**Refurbishment & Development of Room no. 3&4 for Musculoskeletal Research Lab at Rehab Centre**

(2) **ELIGIBILITY CRITERIA**

- Registered with Govt./Semi Govt./State Govt. Departments/Higher Educational Institutions or Working Agencies at Jamia Hamdard
- Contractors should have executed similar nature of works of at least one contract of 80% value of estimated cost of works or two contracts of similar nature of works of 60% value of estimated cost of works or three contracts of similar natures of works of 40% value of estimated cost of works in the last 5 years in any Govt./Semi Govt./State Govt. Departments/Institutional Buildings, Universities and produce credentials in support thereof.
- The Bidders must have G.S.T & PAN No., and should attach ESI, EPFO registrations, if applicable.

**Note: - Tenders shall also be liable for rejection on any of the following grounds:**

- a) Tenders submitted late.
- b) Tenders containing remarks uncalled for.
- c) Conditional tenders
- d) Tenders not submitted on prescribed Performa.
- e) Telegraphic tenders.
- f) Tender submitted without E.M.D. and Cost of tender document.

(3) **SUBMISSION OF BIDS**

**Submission of Tenders:** Tenders should be submitted in sealed envelope super-scribing NIT No. & name of work, due date for opening, bidder's name & address. The Tenders duly filled should be dropped in the Tender box kept in the Purchase Section; it should not be handed over to any employee of the Jamia Hamdard. No Tender shall be accepted later than the time schedule specified above. Any clarifications/amendments/corrigenda etc., to NIT before last date of submission of bid will only be available on our website: [www.jamiahamdard.edu](http://www.jamiahamdard.edu). Therefore bidders are advised to keep visiting our website.

In this bid, the bidder shall submit the following:

- a. Covering letter on Company's Letter head
- b. Earnest Money Deposit. (to be deposited by every bidder without any exemption)
- c. Copies of GST, PAN and other necessary Registration Certificate
- d. Entire pages of Tender documents should be duly signed & stamped by the bidder.
- e. Bidder not complying the bid & equability criteria is liable to be rejected.
- f. BOQ is cited on **Annexure "X"**

In this bid, bidders are required to quote his item rates in the above said attached BOQ in accordance with the scope of works, terms & conditions & technical specifications enclosed. **The**

**rates/price quoted by contractor should be all inclusive i.e. should include all material cost, labour, services, plant/machinery/tools & tackles, ladders & scaffolding required for work, freight, Insurance, Octroi, Govt. duties & levies, GST, Service Tax, Sales Tax etc.),** transport/cartage of materials/labour and all other expenses not specifically mentioned but reasonably implied. Nothing over and above these rates shall be payable to contractor. Further nothing extra in rates will be considered for any variations in Tender quantities or due to any site difficulties. It is mandatory for bidder to quote all items rate as asked for in the BOQ/ PRICE schedule. Failure in not filling some item rates will lead to rejection of Tender. The bidders should quote unconditional rates, neatly written without any overwriting and all pages should be duly signed & stamped.

#### **4. GENERAL TERMS & CONDITIONS**

- I. **Earnest Money:** An earnest money of **Rs. 6250.00** have to be enclosed along with the Tender documents. The EMD shall only be in the form of Bank Draft in favour of Jamia Hamdard, New Delhi. No Cheques/Cash shall be accepted as EMD. The refund of EMD to the technically disqualified shall be made within 15 days from the date of opening of price bid. The EMD of the successful lowest bidder (L1) shall be held back and will be released after completion of the works and site clearance.
- II. **Validity of Tender:** Tender shall be valid for our acceptance without any change in rates and NIT conditions for a period of 90 days from the date of opening of price bid.
- III. **Escalation:** No escalation over and above items rates quoted by the bidder shall be paid during the execution of contract.
- IV. **Completion time:** The time shall be the essence of this contract and entire work as titled above is to be completed in all respects within a period of 30 days from 2<sup>nd</sup> day of the date of issue of work order. Any delay in completing the work for reasons attributable to the Contractor is liable for liquidated damages as per clause XVII of NIT. The contractor shall not be entitle to any compensation for any loss suffered by hindrance on account of delay in commencing or executing the work, whatever the cause for such delays may be including delays in procuring Government controlled or other materials. Under the force-majeure conditions or delay due to reasons beyond control of the contractor, Jamia Hamdard may grant suitable time extension without penalty for which the contractor has to request along with the justification/ reasons well in advance to Jamia Hamdard for approval without any prejudice to price escalation. No time extension request shall be considered after the expiry of completion period/contract. The decision of Executive Engineer regarding Time extension will be final and binding on the contractor.
- V. The rates shall be inclusive of all taxes (Service Tax, GST etc.) duties and cartage etc. Jamia Hamdard welfare Relief Fund will be deducted @ 0.25% of the amount of total bill claimed.
- VI. **Deviations:** No deviation from the stipulated terms and conditions will be allowed. Tender will be unconditional.

VII. **Site Conditions:** Contractor shall acquaint himself fully with the site conditions and the working environment of Jamia Hamdard before quoting his rates. No Compensation on account of any site difficulties will be entertained, at a later date, after award of the work. Site will be handed over as it is where it is and nothing extra shall be paid for clearing and disposal of Rubbish & Malba.

VIII. Before tendering, the Contractor shall visit and examine the site and satisfy himself as to the site conditions, the correct dimensions of the work and facilities. The rates of different items are for all heights, depth, curvature and width unless otherwise specified against the item. In case of any doubt, may be clarified from the office of the Assistant Engineer (Civil).

**IX. Water & Electricity :**

X. **Electricity:** Temporary Electric Connection if required will be supplied by the Jamia Hamdard. The necessary cabling and metering etc. will be done by the contractor at his own cost. He shall be pay for the consumption at the prevailing rates of charges as per bills of Jamia Hamdard.

XI. **Water:** Contractor to make their own arrangement of potable water for execution of work and drinking of labours by or arrange from outside at their own cost. The Contractor will ensure by Laboratory test that water is fit for construction and drinking purpose, if required.

XII. **Correspondence:** All the correspondence in respect of tender/award of work shall be made to Executive Engineer.

XIII. The Contractor shall not be allowed to possess any space or rooms inside the building.

XIV. No work shall be done at night (8 PM to 9 AM) or as decided mutually and on National Holidays without the instruction in written of Jamia Hamdard.

XV. **Terms of Payment:** The payment shall be made on submission of the bills in proper format by the contractor after due certification by the engineer responsible for supervision of the work. Contractor can submit one full & final bill after completion of work for claiming payment based on actual quantities of items of work executed as per BOQ and Engineer's instructions. 05 % deductions will be made towards the security deposit from the bill. The security deposit shall only be refunded as per the clause XIX.

XVI. **Labour Laws:** The contractor will abide by all the rules and regulations related to labour laws, accident, workmen compensation act, workmen insurance etc. This will be the sole responsibility of the contractor. Jamia Hamdard will not be a party at any stage in any of the disputes relating to the above. In case, Jamia Hamdard has to bear any expenditure due to non-conformance of the above provisions by the contractor, the same will be recovered from contractor's bills.

XVII. **Work not to be sublet:** If the Contractor shall assign or sublet this contractor, or attempt so to do, or become insolvent or commence any insolvency proceeding of, if any bribe,

gift, loan, given promised or offered by the Contractor to any person in the employ of Employer, then Jamia Hamdard shall have power to termination of contract.

- XXVIII. Rules governing the Contractor's employees working in the Jamia Hamdard Premises: The contractor's employees working inside the Jamia Hamdard campus will abide by the Centre's rules & regulations for works inside the campus. Any damage to the Jamia Hamdard property due to mishandling, carelessness on the contractor's or his workmen's part will be recoverable from the contractor's bills.
- XIX. **Liquidated damages:** In case the work is delayed beyond the specified completion period for reasons attributable to the contractor, deductions on account of Liquidated damages @0.5% of the contract value per week will be deducted subject to a maximum of 5% of the contract value. However, during the delayed period, Jamia Hamdard also reserves the right to get some portion of work done by any other contractor at the risk and cost of the existing contractor and amount to that effect along with 10% overhead charges will be deductible from his bills/dues.
- XX. **Extra or substituted item:** If any extra or substituted item appears in the work, contractor shall submit its rate analysis supported with documents which shall be approved by Engineering Department. Analysis of rates will be based on DSR document of CPWD or based on market rates for determining item rate and pay to contractor accordingly.
- XXI. **Defect Liability period:** Defect liability period shall be six (06) months from the date of completion of work. Any defect arising in this period will be rectified by him at his own cost. Failure to do so, shall lead to forfeiture of security deposit.
- XXII. **Security Deposit:** A security deposit equal to 05 % of the value of work will be deducted from Contractor's bills.
- XXIII. **Release of Security Deposit:** after the completion of the Defect liability period of 06 months, as per clause XIX, subject to satisfactorily rectification of all defects.
- XXIV. Contractor should depute a qualified supervisor dedicated for this work, who will monitor and coordinate the works from contractor's side and interact with the Jamia Hamdard Engineers, responsible for supervision of work, on regular basis.
- XXV. Contractor will take due permission for entry of all his workmen in Jamia Hamdard. No unauthorized person will be allowed to work inside.
- XXVI. The contractor will arrange all necessary materials, tools, equipment, access ladders & scaffolding, measuring instruments and working consumables etc. needed for execution of the works. Safe custody of all such material will be contractor's sole responsibility. No extra charges will be paid for the same. Watch and ward of all material till the system is taken over by Jamia Hamdard shall be the sole responsibility of the contractor and pilferage etc. shall be entirely to his account.
- XXVII. During execution of work, Engineer can make minor changes in the scope of work as per site conditions or other reasons. Contractor will have no extra claim in his rates for the same.
- XXVIII. If during the execution of works, any damage is caused to Jamia Hamdard

property by contractor's/contractors' workers, contractor will duly make good the loss. Jamia Hamdard has the right to make suitable deduction from contractor's bills along with penalty, if contractor fails to make good the loss.

XXIX. During execution of work, the contractor/contractors should follow all standard norms of safety measures/precautions as per relevant IS codes and CPWD specifications to avoid accidents/damages to man, machines and buildings, at his own cost. Contractor will have his own arrangement to escort the labour to the nearest hospital for treatment in case any injury happens to any worker during execution of work.

XXX. Manpower deployed by the contractor at our site for carrying out contract works is strictly prohibited being associated with any other works on the campus.

XXXI. No material belonging to the contractor whether consumable or non-consumable should be brought inside the Jamia Hamdard campus without proper entry at the Main Gate nor any material should be taken out without proper gate pass issued by the authorized representatives of the Centre.

XXXII. During execution of the work, contractor should dispose of waste material on regular basis and should keep the area of work properly cordoned off and neat and clean as far as possible. After completion of work, contractor should clear the site completely of all unwanted and junk material before submitting his final bill.

XXXIII. Jamia Hamdard will provide electricity, if needed, the electrical energy meter will be provided by the contractor and necessary deduction will be made as per the actual consumption of electricity during execution of work. The contractor has to make his own arrangements for water.

XXXIV. Tender once submitted will remain with the Jamia Hamdard and will not be returned to the bidders.

XXXV. **Termination of Contract:** The Jamia Hamdard reserve the right to terminate the contract on account of poor workmanship, failure to mobilize site within 15 days, non-compliance of specifications for the works, abnormal delay in progress of work, violation of any contract provisions by the contractor. In such case, contractor's EMD and security deposit deducted so far will be forfeited.

XXXVI. The contract can also be terminated on the request of contractor. In such cases the contractor is liable to pay Liquidated damages @ 5% of tendered value besides forfeiture of EMD & security deposit recovered so far.

XXXVII. Any dispute arising out of this contract will be subjected to jurisdiction of New Delhi/Delhi.

XXXVIII. Tenders not complying with any of the provisions stated in this tender document are liable to be rejected. Jamia Hamdard also reserves the right to accept or reject any or all the tenders without assigning any reason and does not bind himself to accept the lowest tender or split the work in two or three parts.

XXXIX. That in the event of any difference, or dispute arising between the parties to this Agreement for any reasons whatsoever relating to the contract, whether during the

substance of this Agreement or thereafter, it has specifically been agreed that the party will endeavor to amicably resolve the difference, but in case if dispute or differences still remain unresolved, the same shall be referred to the sole Arbitrator appointed with the mutual consent of both the parties where decision shall be final and binding upon the parties concerned.

XL. The parties shall act strictly according to provisions of Indian Laws while implementing and interpreting this MoU/agreement, NIT etc. The Courts at New Delhi shall have exclusive pecuniary and territorial jurisdiction for the purpose of this MoU/agreement, NIT etc.

**(5) LIST OF APPROVED MAKES**

1.	OPC 43	ACC, Ultratech, Ambuja, or other equivalent brands approved by the Engineer in-charge
2.	POP	Birla, JK Cement or as approved by the Engineer in-charge
3.	Putty	Birla, JK Cement or as approved by the Engineer in-charge
4.	Acrylic Distemper (Premium)	Asian, ICI, Nerolac Premium Quality or as approved by the Engineer in-charge
5.	Synthetic Enamel Paint (Premium)	Asian, ICI, Nerolac Premium Quality or as approved by the Engineer in-charge
6.	Roller Blinds	Vista, MAC, Unimark or as approved by the Engineer in-charge

**Note:-Contractors are requested to read the complete tender documents and visit the site before submission of Bids.**



## Schedule of Quantities

S.no	Description of item	Qty	Unit	Rate	Amount
	<b>Painting work (A)</b>				
1	Removing dry or oil bound distemper, water proofing cement paint and the like by scrapping, sand papering and preparing the surface smooth including necessary repairs to scratches etc. complete.	210.00	Sqm		
2	Providing and applying white cement based putty of average thickness 1 mm, of approved brand and manufacturer, over the plastered wall surface to prepare the surface even and smooth complete.	210.00	Sqm		
3	Painting with synthetic enamel paint of approved brand and manufacture of required colour to give an even shade : One or more coats on old work	50.00	Sqm		
4	Distempering with oil bound washable distemper of approved brand and manufacture to give an even shade :New work (two or more coats) over and including water thinnable priming coat with cement primer	210.00	Sqm		
	<b>Total A</b>				
	<b>Misc. Civil work B</b>				
5	Brick work with common burnt clay F.P.S. (non modular) bricks of class designation 7.5 in superstructure above plinth level up to floor V level in all shapes and sizes in :Cement mortar 1:6 (1 cement : 6 coarse sand)	2.50	Cum		
6	12 mm cement plaster of mix : 1:6 (1 cement: 6 fine sand)	36.00	Sqm		
7	Providing and fixing false ceiling at all height including providing and fixing of frame work made of special sections, power pressed from M.S. sheets and galvanized with zinc coating of 120 gms/sqm (both side inclusive) as per IS : 277 and consisting of angle cleats of size 25 mm wide x 1.6 mm thick with flanges of 27 mm and 37mm, at 1200 mm centre to centre, one flange fixed to the ceiling with dash fastener 12.5 mm dia x 50mm long with 6mm dia bolts, other flange of cleat fixed to the angle hangers of 25x10x0.50 mm of required length with nuts & bolts of required size and other end of angle hanger fixed with intermediate G.I. channels 45x15x0.9 mm running at the spacing of 1200 mm centre to centre, to which the ceiling section 0.5 mm thick bottom wedge of 80 mm with tapered flanges of 26 mm each having lips of 10.5 mm, at 450 mm centre to centre, shall be fixed in a direction perpendicular to G.I. intermediate channel with connecting clips made out of 2.64 mm dia x 230 mm long G.I. wire at every junction, including fixing perimeter channels 0.5 mm thick 27 mm high having flanges of 20 mm and 30 mm long, the perimeter of ceiling fixed to wall/partition with the help of rawl plugs at 450 mm centre, with 25mm long dry wall screws @ 230 mm interval, including fixing of gypsum board to ceiling	30.00	Sqm		

	section and perimeter channel with the help of dry wall screws of size 3.5 x 25 mm at 230 mm c/c, including jointing and finishing to a flush finish of tapered and square edges of the board with recommended jointing compound , jointing tapes , finishing with jointing compound in 3 layers covering upto 150 mm on both sides of joint and two coats of primer suitable for board, all as per manufacturer's specification and also including the cost of making openings for light fittings, grills, diffusers, cutouts made with frame of perimeter channels suitably fixed, all complete as per drawings, specification and direction of the Engineer in Charge but excluding the cost of painting with : 12.5 mm thick tapered edge gypsum plain board conforming to IS: 2095- (Part I) :2011 (Board with BIS certification marks)				
8	Demolishing brick work manually/ by mechanical means including stacking of serviceable material and disposal of unserviceable material within 50 metres lead as per direction of Engineer-in-charge. In cement mortar	4.50	Cum		
9	1:3:6 (1 Cement : 3 coarse sand (zone-III) derived from natural sources : 6 graded stone aggregate 20 mm nominal size derived from natural sources)	0.50	Cum		
10	Dismantling doors, windows and clerestory windows (steel or wood) shutter including chowkhats, architrave, holdfasts etc. complete and stacking within 50 metres lead : Of area 3 sq. metres and below	7.00	each		
11	Steel reinforcement for R.C.C. work including straightening, cutting, bending, placing in position and binding all complete upto plinth level. Mild steel and Medium Tensile steel bars	20.00	kg		
12	Dismantling steel work in built up sections in angles, tees, flats and channels including all gusset plates, bolts, nuts, cutting rivets, welding etc. including dismembering and stacking within 50 metres lead. kg	50.00	kg		
13	Dismantling of flushing cistern of all types (C.I./PVC/Vitrious China) including stacking of useful materials near the site and disposal of unserviceable materials within 50 metres lead.	2.00	each		
14	Half brick masonry with common burnt clay F.P.S. (non modular) bricks of class designation 7.5 in foundations and plinth in : cement mortar 1:4 (1 cement : 4 coarse sand)	26.13	Sqm		
15	15 mm cement plaster on the rough side of single or half brick wall of mix : 1:6 (1 cement: 6 fine sand)	26.13	Sqm		
16	Providing & fixing the Pvc flooring of 1.6 mm thick approve quality in required shade and colour, (as per approved sample). The Pvc flooring shall be fixed with required approved quality of rubber adhesive etc complete.	80.00	Sqm		

17	Dismantling of false ceiling including shifting of servicable material and unservicable material at site as per direction of Engineer in-charge.	30.00	Sqm		
18	Providing and installation of roller blinds, made of 100% polyester with acrylic coating and EOS track systems and components duly epoxy polyester powder coated. We Provide a wide range of different design, colour, pattern, and texture collection. (Make : Vista, MAC, UNIMARK, Hunter Douglas)	14.00	Sqm		
19	Removing of existing pvc flooring including shifting of servicable material and unservicable material at site as per direction of Engineer in-charge.	1.00	Job		
20	Dismantling of existing partition including disposal of unserviceable surplus material and stacking of serviceable material as directed by Engineer-in-Charge.	27.88	Sqm		
21	Providing and fixing of fixed 6mm thick toughen glass window with ployster powder coated 50 micron aluminium frame 18 gauge including all necessary fitting and fixture.	12.00	Sqm		
22	Re-fixing of existing door with shutter including all fitting and fixture as per direction of Enginee incharge.	1.00	Each		
	<b>Total B</b>				
	<b>Total amount A+B</b>				
	<b>Total amount in words</b>				

(Signature of the Contractor & Stamp)