

**TENDER DOCUMENT**

FOR

**SITC of Modular Kitchen at A- 101  
Registrar's Residence.**

**J A M I A   H A M D A R D**

HAMDARD NAGAR

NEW DELHI –110062

**JAMIA HAMDARD**  
**(DEEMED TO BE UNIVERSITY)**  
**HAMDARD NAGAR, NEW DELHI-110062**

**NOTICE INVITING TENDER**

Ref No. JH/Civil/ A-101/132/2023

Date: 21/09/2023

Jamia Hamdard, New Delhi invites sealed items rates Tenders in **two envelope system** (Technical & Financial Bid) from reputed contractors registered with CPWD, MES, Railway, Department of Telecommunication, Universities, Higher Education Institute and other central/State Govt. Departments or Authorized Manufacturer of Modular Kitchens or their authorized dealers/service providers for the below mentioned work. Tender Documents are attached herewith. Last date of submission of the Tender is 03/10/2023 **up to 3.00 PM**. The bidders also advised to visit the site to satisfy themselves before submitting the Bids. Bidders not fulfilling the Eligibility Criteria will be rejected. Eligibility Criteria is mentioned in Tender clause 2.2.

**NAME OF WORK:**            **SITC of Modular Kitchen at A- 101, Registrar's Residence.**

**ESTIMATED COST:**        Rs. 4.5 Lacs

**EARNEST MONEY:**        Rs. 9,000.00

**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 03/10/2023 **up to 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 favor of Jamia Hamdard payable at New Delhi. The technical bid shall be opened on 03/10/2023 **at 3.30 PM** by the tender committee in presence of available interested parties. Date & time for opening of Financial bid will be intimated later to the technically qualified bidders. Jamia Hamdard reserves the right to reject any or all tenders or split the tenders without assigning any reason.

**Registrar**

## **2. Instructions to Tenderers**

### **2.1 Name of Work: SITC of Modular Kitchen at A- 101, Registrar's Residence**

#### **2.2 Eligibility Criteria**

1. Bidders/reputed contractors must be registered with CPWD, MES, Railway, Department of Telecommunication, Universities, Higher Education Institute and other central/State Govt. Departments or Authorized Manufacturer of Modular Kitchens or their authorized dealers/service providers. Bidders have to submit the updated certified copies of GST, PAN and Registration Certificate as applicable. Documents related to organizational setup, credentials, list of plant, machinery & tools in his possession along with tender should also be submitted. The original will have to be produced when demanded for verification.
2. Bidders should have executed similar nature of work (Core work of SITC of Modular Kitchen) of at least one contract of value of 80% of Estimated Cost or two contracts of similar nature of work of 60% of Estimated Cost or three contracts of similar natures of works of 40% of Estimated Cost in last 3 years in prestigious institutional buildings, Universities, Hospitals, and produce credentials in support thereof, Certificates of satisfactory completion of works must also be provided.
3. The Certificates of Original Equipment Manufacturer (OEM) or its authorized dealer/service provider must be submitted.
4. Average annual financial turn over should be at least Rs. 05 Lakhs each during the immediate last 3 consecutive financial year with certification from practicing Chartered Accountant.
5. The contractor should submit IT Return acknowledgement for last three years ending 31st Mar, 2023 or duly certified copy by the C.A.

### **2.3 Documents to be submitted along with Technical Bids**

- a. Copies of Completion and Performance Certificates (duly attested) for similar works issued by the officer of the client/Deptt. of the rank of Executive Engineer/equivalent or the Head of the Institution will have to be furnished along with the Technical Bid. The completion certificate must clearly indicate the following:
- b. The date of completion of work with cost of completed work with letters of successful completion. Nature and scope of work, Time period of completion (attach client's list).
- c. Earnest Money, **Rs. 9,000.00 (Nine-Thousand)** to be submitted in the form of DD in favour of Jamia Hamdard.
- d. Tender Cost Rs. 500.00 (non-refundable) in the form of DD in favour of Jamia Hamdard.
- e. EMD and Tender Fee must be submitted by all vendors without fail.
- f. Copies of work orders for similar nature of work as specified above in last 3 years.
- g. Entire tender document duly signed & stamped by the bidder.
- h. All documents submitted by the bidder should be self-attested along with stamp.

### **2.4 Submission of Bids**

1. **Submission of Tender:** Tenders should be submitted in two Parts i.e. "Technical bid" (Part-A) and "Price bid" (Part-B) in two separate sealed envelopes. Both the parts should be further put in a single sealed envelope super-scribing NIT No. & name of work, due date for opening, bidder's name & address. The tender duly filled in may be sent to above mentioned address either by post or hand delivered in the tender box kept in the Purchase Section, Admin Block. It should not be handed over to any employee of the Jamia Hamdard. No tender shall be accepted later than the time schedule specified in NIT.

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.

- a. **Technical Bid (Part-A)** shall contain all documents as stated in clause (2.2 & 2.3)

### 3.0 Scope of work:

The work consists of **SITC of Modular Kitchen at A- 101 Registrar's Residence,**

Jamia Hamdard, New Delhi-62 in accordance with the "drawings" and "schedule of Quantities". Modular Kitchen works, etc. are within the scope of this tender. It includes furnishing all materials, labour, tools and equipment and management necessary for the incidental to the construction and completion of the work. All work, during its progress and upon completion, shall conform to the lines, elevations and grades as shown on the drawings/BOQ furnished by the Contractor's in-house Architect. Should any detail essential for efficient completion of the work be omitted from the drawings and specifications it shall be the responsibility of the contractor to inform the University and to furnish and install such detail with University concurrence, so that upon completion of the proposed work the same will be acceptable and ready for use

#### b. Price Bid (Part-B):

- I. In this bid, the bidder is required to quote his item rates in the BOQ attached in accordance with the scope of work, terms & conditions & technical specifications enclosed.
- II. 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, transport/cartage of materials/labour, insurance, Octroi, Govt. duties, levies, Sale tax etc. and all other expenses not specifically mentioned but reasonably implied. **However, GST will be paid extra as per Govt. norms.** Nothing over and above these rates shall be payable to contractor.
- III. 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.
- IV. If no amount is mentioned against any item/ column then its value shall be considered as ZERO and Bidder has to provide/ supply that item/ facility free of cost.
- V. If there is a discrepancy in rates between figures and words, the amount given in words will prevail.
- VI. When deemed necessary, JH may seek clarification on any aspect from the Bidders. However, that would not entitle the Bidder to change or cause any change in the price quoted. JH may, if so desired, ask the Bidder to give presentation for the purpose of clarification of the tender. All expenses for this purpose as also for the preparation of documents and other meetings will be borne by the Bidder.
- VII. The bidders should quote unconditional rates, neatly written without any overwriting and all pages should be duly signed & stamped.

Jamia Hamdard reserves the rights to increase or decrease the quantum of work during the execution of work and to accept/reject full/part proposals without assigning any reason thereof.

#### 4. GENERAL TERMS & CONDITIONS

- I. **Earnest Money:** An earnest money of **Rs.9000.00** has to be enclosed along with the Bid. The EMD shall only be in the form of Bank Draft in favour of “Jamia Hamdard” payable “New Delhi”. No Cheques/Cash shall be accepted as EMD. The refund of EMD to the unsuccessful bidder shall be made within 15 days from the date of issue of work order to the successful bidder. 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 Quotations:** Quotations shall be valid for our acceptance without any change in rates and NIT conditions for a period of 60 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 the date of receipt of the work order. Any delay in completing the work for reasons attributable to the Contractor is liable for liquidated damages condition of NIT. 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 except any genuine reason. The decision of the Executive Engineer regarding Time extension will be final and binding on the contractor.
- V. **The rates** shall be inclusive of FOR site (Fright, duties etc.), and **Exclusive of GST, which will be paid extra as per Govt. norms.** Jamia Hamdard welfare Relief Fund will be deducted @ 0.25% of the amount of total bill claimed.
- VI. **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.
- VII. **Before Questioning, the Contractor shall visit and examine the site and satisfy himself as to the site conditions, the correct dimensions of the work and facilities. In case of any doubt, may be clarified from the office of the Engineer In-charge.**
- VIII. **Defect Liability period:** Defect liability period shall be twelve (12) months from the date of actual 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
- IX. **Security Deposit/Retention Money:** - Five (05%) percent of total work done amount will be deducted from contractor’s bill as a security.
- X. **Release of Security Deposit:** After successfully completion of Defect liability period of 12 months, subject to satisfactorily rectification of all defects.
- XI. **Correspondence:** All the correspondence in respect of Quotation/award of work shall be made to Executive Engineer.

- XII. **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 full and 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.
- XIII. **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.
- XIV. 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.
- XV. **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.
- XVI. **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 analysis for determining item rate and pay to contractor accordingly.
- XVII. Contractor should depute a qualified supervisor dedicated for this work, who will coordinate the works from contractor's side and interact with the Jamia Hamdard Engineers, responsible for supervision of work, on regular basis.
- XVIII. Contractor will take due permission for entry of all his workmen in Jamia Hamdard. No unauthorized person will be allowed to work inside.
- XIX. As the work will have to be carried out in building and area in use, the contractor shall ensure:
- a. That the normal functioning of Jamia Hamdard activity is not affected as far as possible and may be executed beyond office hours.
  - b. That the work is carried out in an orderly manner without disturbing setup in the premises
  - c. The Contractor shall ensure that his staff is qualified and experienced for their part of work. The staff should behave in a courteous manner. The Contractor shall be responsible for their staff's conduct.

- XX. 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.
- XXI. 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.
- XXII. 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.
- XXIII. 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.
- XXIV. 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.
- XXV. 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.
- XXVI. 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.
- XXVII. Quotations once submitted will remain with the Jamia Hamdard and will not be returned to the bidders.
- XXVIII. Quotations not complying with any of the provisions stated in this Quotations document are liable to be rejected. Jamia Hamdard also reserves the right to accept or reject any or all the Quotations without assigning any reason and does not bind himself to accept the lowest bidder.
- XXIX. The agency will also have to ensure that no one at site violate the safety/preventive measures of COVID-19 guidelines issued by the Government of India such as face mask, social distancing, cleaning of hands etc.

#### **LIST OF APPROVED MAKES**



**CIVIL WORK**

<b>S. No.</b>	<b>Description</b>	<b>Approved Brand/Manufacturer</b>
1.	<i>laminated 18mm thick BWR Ply Board panels, both side in soft matt</i>	<i>Kit gold, greenply, Merino, Godrej make or approved equivalent make.</i>
2.	<i>8mm thick BWR plywood. EURO Electropolished type slip Soft Close hinges, Chr-Ni die cast handle with satin finish, for large shutter 6" handle and 4" for small shutters.</i>	<i>Blum, Grass, Hettich or approved equivalent make)</i>
3.	Basket Accessories, SS304 grade	Indox, Hettich, or approved equivalent make
4.	<i>PVC Cutlery Tray PVC Auto lid Bin Grain Trolley in S.S.-304 Utensil Basket in S.S.-304 Cup &amp; Saucer Basket in S.S.-304 bottle pull out in S.S. -304 450mm wide Pullout 100 mm PVC Leg 100 mm PVC skirting Softclose Telescopic slides Softclose SS Hinges GTPT - SS 304 Corner /D-Tray Basket Plain Basket</i>	Godrej or equivalent make, approved by Engineer Incharge.
5.	<i>toughened glass top hob of size not more than 600 x 600mm of with 4 burners complete.</i>	<i>IFB</i>
6.	Electric Chimney	IFB
7.	<i>fixing Stainless steel sink and its mixer with drain board</i>	<i>Frankie</i>
	<i>Make of other items are mentioned in BOQ specifications</i>	

**Price Bid**

(To be submitted in separate sealed envelope along with the tender documents.)

<b>SITC OF MODULAR KITCHEN</b>					
<b>Item No</b>	<b>Description of work</b>	<b>Unit</b>	<b>Qty</b>	<b>Rate (Rs.)</b>	<b>Amount (Rs.)</b>
1	<b>Fabrication, supply and installation of Modular Kitchen units as per the following below mention specifications and as per approved sketches/drawings complete in all respect upto statification of proeject manager .</b>				
	<b>All Samples &amp; Shop drawing to be approved by Client before execution of work at site . All will be in scope of Contractor .</b>				
	<b>All board /ply shall be termite resistant.</b>				
	<b>A) OVERHEAD / BELOW- COUNTER &amp; ISLAND STORAGE UNITS / CABINETS</b>				
	<b>Cost to include unloading, stacking in store &amp; carring up to place of work at all floor levels as and when required. Area to prepare including cleaning to install kitchen.</b>				
i)	The frame work of the carcass of the cabinets ( both overhead and below counter) including drawers/ fascia/ sides shall be made out of laminated 18mm thick BWP Ply Board panels, both side in soft matt.(Godrej Make)				
ii)	Shutters to be at least 18mm thick, Shelves to be at least 12 mm. thick BWP plywood under-counter. back to be at least 8mm thick BWP plywood . Each shutter shall be fixed to the framework/carcass using two numbers of best quality EURO Electropolished type slip Soft Close hinges (Mini. opening to be 110 °) godrej & Hettich make) and provided with an approved quality and profile brush finished SS handle, for large shutter 6" handle and 4" for small shutters	Job	1		

iii)	Each drawer made out of 18 mm BWP plywood and approved quality and make SS 304 grade basket accessories shall be mounted on approved quality high precision Soft telescopic channel/slides with soft closing Grass (full extension with slow motion damping system), or approved equivalent make - to be designed as per the drawer size and weight with minimum length of 20"to ensure smooth movement and provided with approved quality SS handles having grade of 304 with adequate Capacity of Drawer to ensure smooth operation ..(Godrej Make) In each kitchen there shall be following minimum accessories or as required as per design proposed by vendor and to be approved by the client :				
iv)	All shelves shall be supported on approved quality SS pins and shall be adjustable for different heights as per requirements.				
v)	The unit shall be fixed to the floor/ wall/slab using metal screws of appropriate size and rawl plugs as approved by client .				
vi)	All exposed surface/edges of the doors/shutters shall be provided with flat edge duly sealed with 1.5 mm thick PVC/ABS edge banding of matching colour on all side.				
viii )	All joints between the counter to wall or other surface joint to be filled with waterproof sealant as approved .				
ix)	Sink Bottom-Aluminium sheet base to give a complete protection against water				
x)	Skirting- PVC skirting 13mm thick, 100mm height				
xi)	Legs-Vertically adjustable legs made in ABS or equivalent				
xii)	All Left out Holes to be Capped with Cap.				
2	<b>GRANITE PLATFORM - Counter (600mm wide minimum / as per design)</b>				
i)	SITC Minimum <b>16 - 18 mm</b> thick granite with mirror polished Tan Brown or Adhunik brown granite slabs (maximum 3 pieces) of approved shade shall be provided and fixed by pasting the same to the top surface of the counter(top surface of the plywood BWP- 18mm thick) using approved quality and make synthetic resin adhesive , includes moulding ,chamferring as per drawing and edge polishing .(Anti-Stain Sealer Coat on Granite Slab Top)	Job work/ As per drawing	1		
ii)	Openings /holes of appropriate dimensions shall be provided on the slab to insert SS sink, hose pipe for hob from cylinder and RO				

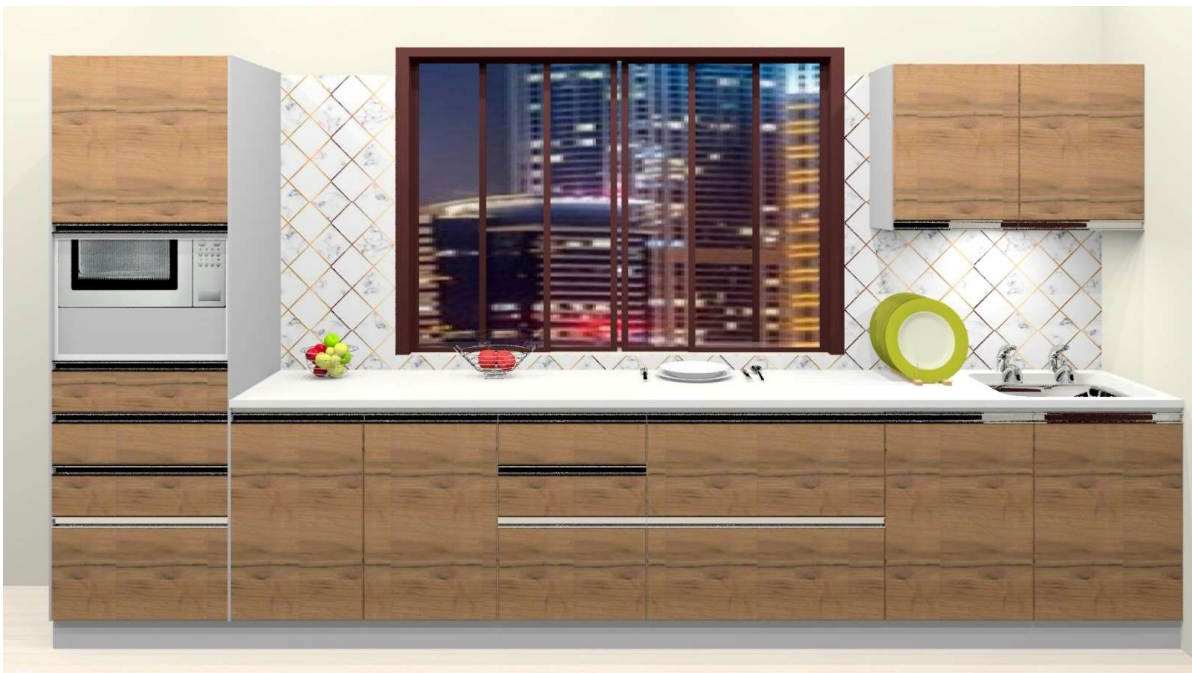
iii)	granite edge profile as per drawing and approved shape and machine polished to match the counter top shall be fixe to the Counter.				
iv)	All joints between the counter to wall or other surface joint to be filled with waterproof sealent as approved .				
<b>3</b>	<b>ELECTRIC CHIMNEY WITH HOOD</b>				
i)	Supplying and fixing electric chimney Size 600mmX600mm with hood of approved make Faber or approved equivalent make - suction capacity reqd as per site condition) to be approved by Client shall be provided including installation of the chimney with aluminium Flex pipe of adequate length, finishing the hole on the wall etc as per site requirements.	Job	1		
ii)	Chimney pipe to be hide by contractor in design and open hole from outer side to be capped with PVC Cap Cowl .Nothing shall be paid extra .				
	Note:- This item shall have cover of five year maintenance guarantee)				
<b>4</b>	<b>HOB</b>				
	Supplying and fixing of toughened glass top hob of size not more than 600 x 600mm of (IFB / Glen / Faber / Elica / Bosch or approved equivalent make) with 4 burners complete.	Job	1		
<b>5</b>	<b>Sink</b>				
i)	fixing Stainless steel sink as per the layout/directed by Engineer In-charge including fixing with cement mortar and sealed with chemical sealant complete. (Double Bowl)	Job	1		
ii)	All joints between the counter to wall or other surface joint to be filled with waterproof sealent as approved .				
<b>6</b>	<b>Additional Built-In Appliances</b>				
iv)	SITC of RO, Eureka Forbes (RO+UV+MTDS) 10 Ltr water purifier (Kent)	Nos	1		
<b>Total Amount (Rs.)</b>					

GST will be paid Extra

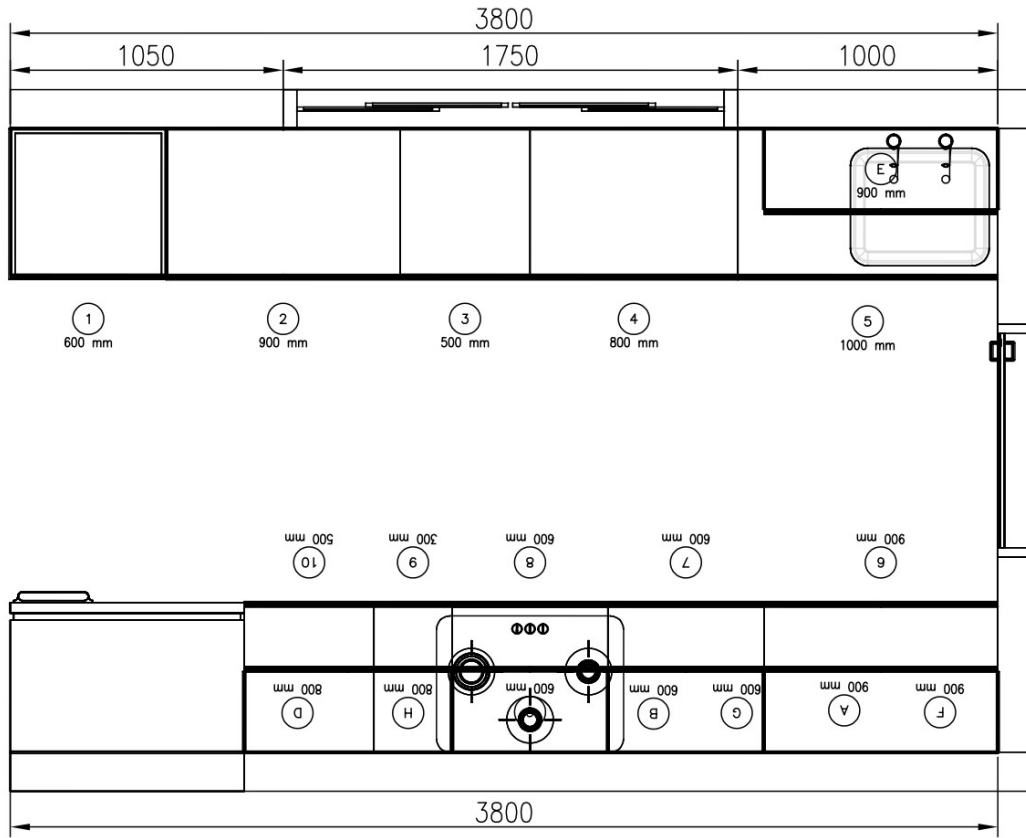
Note: The work shall be executed as per given dimensions & specifications mentioned in BOQ & drawing respectively.

(Contractor signature with seal)

➤ **Drawing & Design of Modular Kitchen:**



# Kitchen Drawing:



List of components		
Number	Description	Size
1	Appliance 3 Drawer Unit with Tranquill (For BMR Carcass) - Pair of soft closing hinges for all types of shutters	600 mm
2	Plain Shelf Unit - Pair of soft closing hinges for all types of shutters	900 mm
3	Thai Unit - Serene (For BMR Carcass)	500 mm
4	2 Drawer Unit with Tranquill (350H + 350H) (For BMR Carcass)	800 mm
5	Hinged Unit below Sink - Waste Bin Holder for Sink Unit - Pair of soft closing hinges for all types of shutters - Pair of soft closing hinges for all types of shutters	1000 mm
6	Plain Shelf Unit - Pair of soft closing hinges for all types of shutters	900 mm
7	Grocery Unit - Serene (For BMR Carcass)	600 mm
8	3 Drawer Hob Unit with Tranquill (For BMR Carcass)	600 mm
9	Bottle Pullout Unit - Cargo	300 mm
10	Plain Shelf Unit - Pair of soft closing hinges for all types of shutters	500 mm
A	Top Plain Shelf Unit - Pair of soft closing hinges for all types of shutters	900 mm
B	Top Plain Shelf Unit - Pair of soft closing hinges for all types of shutters	600 mm
C	Top Plain Shelf Unit - Pair of soft closing hinges for all types of shutters	600 mm
D	Top Plain Shelf Unit - Pair of soft closing hinges for all types of shutters	800 mm
E	(GTP) Unit with Plain Shutter - Pair of soft closing hinges for all types of shutters	900 mm
F	Top Plain Shelf Unit - Pair of soft closing hinges for all types of shutters	900 mm
G	Top Plain Shelf Unit - Pair of soft closing hinges for all types of shutters	600 mm
H	Top Plain Shelf Unit - Pair of soft closing hinges for all types of shutters	800 mm