

ORIGINAL/DUPLICATE

TENDER NO...PTA01/MEC/2018.

Adhyapaka Rakshakartru sankatana
MODEL ENGINEERING COLLEGE
THRIKKAKKARA, COCHIN-21

TENDER

NAME OF WORK : *Modernization of Office Block.*

TENDER SUBMITTED BY

NAME OF TENDERER :
ADDRESS :

Adhyapaka Rakshakarthuru sankatana
MODEL ENGINEERING COLLEGE
THRIKKAKKARA, COCHIN-21

NOTICE INVITING TENDERS FOR WORK

- (1) Sealed tenders are invited by the President, Adhyapaka Rakshakarthuru Sankatana, Model Engineering college from eligible contractors for the work of modernization of Office Block of the institution
- (2) Tenders should be submitted in the printed 'tender form' issued from the office of the officer inviting tenders. Tender forms are available from 10.00 am on 13/08/2018 to 03.00 pm on 31/08/2018
- (3) Tenders, sealed and endorsed as such with the name of the work clearly written thereon, should be submitted to the officer inviting tenders before 3.00 pm on 01/09/2018. They will be opened at the office of delivery at 3.30 pm on 01/09/2018 by the President, Adhyapaka Rakshakarthuru Sankatana, Model Engineering College, or such officer as may be authorized on his behalf in the presence of those tenderers who are present at the time.
- (4) Brief description
 - (a) Name of Work : Modernization of Office Block for model Engineering college.
 - (b) Completion time : 30 days
 - (d) Earnest Money Deposit : 1% of Quoted amount
 - (e) Last date of receipt of tenders : 01/09/2018, 3 pm
 - (f) Date of opening of tenders : 01/09/2018, 3.30 pm
 - (g) Cost of tender form : 1900+ GST (18%)

PTA President

FORM OF TENDER

Name of work : **Modernization of Office Block** for model
Engineering college

To

President Adhyapaka Rakshakarthur Sankatana/ Principal
Model engineering College,
Thrikkakkara

Sir,

1. I / We do hereby tender to the work mentioned above in accordance with the terms in the tender notification, instructions to tenderer, schedule of work and drawings given in the tender form at the rate quoted by me / us at the bottom of the subjoined schedule of work under the heading '**quoted rate**'.
2. I / We agree to keep the tender open for acceptance for four months from the due date of submission thereof and not to make any modification which is not acceptable to you in the terms and conditions.
3. I / We do agree to complete the whole work in months from the date of receipt of written order to commence the work.
4. Demand Draft for Rs as Earnest Money Deposit is submitted herewith.
(DD.No. date and Name of bank
.....)
5. If after the tender is accepted, I / We fail to execute the agreement or to commence the execution of work as provided in the conditions, I / We do agree that you shall without prejudice to any other rate or remedy be at liberty to forfeit the said Earnest Money Deposit absolutely and also to recover from me / us the entire loss that may be caused to you by the retender or re-arrangement of the work otherwise under the provision of revenue recovery act or otherwise.
6. Signed copies of the following documents are submitted herewith
 - (a) Notice inviting tender
 - (b) Instructions to tenderer
 - (c) Schedule of work
 - (d) Agreement in non-judicial stamp paper worth of Rs.200/-
 - (e) Copy of valid '**B**' **Class** electrical contract license issued by the Kerala State Electricity Licensing Board.
 - (f) Copy of Certification of GST Registration and PAN Number
 - (g) Copy of Audited balance sheet for last 2 years

Dated Signature of tenderer :
Name & :
Address :

INSTRUCTIONS TO TENDERERS

- (1) Printed tender forms can be obtained from the office of the undersigned. Tenders submitted not in such printed forms or tenders, incomplete in any respect such as unattested errors and corrections etc will be liable for summary rejection.
- (2) No tenders received after the specified last date and time will be accepted on any account.
- (3) Details of the work with item wise specifications and rate are to be quoted. The rates quoted shall be inclusive ones covering all operations contemplated in the schedule of works and all incidental works necessary for such operations.
- (4) Each tender should be accompanied by an Earnest Money Deposit of amount mentioned in the notice inviting tender. EMD can be produced in one or other of the following forms
 - a. Demand Draft on a Scheduled Bank drawn in favor of the officer who has invited tenders.
 - b. Deposit-at-call on a Scheduled Bank assigned in favor of the officer who has invited tenders.

Tenders without EMD will be summarily rejected.

- (5) In consideration of the tenderer being allowed to quote for the work, he should keep the tender firm for a period of four months from the last date for the submission of tenders. Withdrawal of tenders before this period will entail forfeiture of EMD for the work.
- (6) The acceptance of the tender rests with the officer inviting tenders who does not undertake to accept the lowest or any particular tender.
- (7) The EMD of unsuccessful tenderers will be refunded as soon as possible after tabulating the tenders, keeping the EMD of the first two lowest tenderers. EMD of the remaining unsuccessful tenderers will be refunded within a week of acceptance of the successful tender.
- (8) The successful tenderer within seven days of receipt of the selection notice shall deposit an amount which along with the EMD shall make up the total amount equal to 5 % of contract amount (limited to a maximum of Rs100,000/-) which shall be treated as Security Deposit for the proper fulfillment of the work and he shall also execute an agreement for the work in the standard format.
- (9) Security Deposit can be produced in one or other of the following forms
 - a. Demand Draft on a Scheduled Bank drawn in favor of the officer who has invited the tenders.
 - b. Deposit-at-call on a Scheduled Bank assigned in favor of the officer who has invited tenders.
 - c. Bank Guarantee issued by a Scheduled Bank in favor of the officer who has invited tenders.

- (10) The Security deposit will be released to the contractor only after the expiry of defects liability period. The Warranty for each item/work shall be mentioned in the quotation.
 - (11) 80% cost of DG set, UPS and Computer systems will be released as part payment on delivery of items on site after successful testing and certification by competent Engineers.
 - (12) Time is the essence of the contract. The work shall be completed within **30 days** from the date of receipt of written order to commence the work. If the work is not completed by the agreed date liquidated damages will be recovered from the contractor in accordance with the conditions of contract.
 - (13) Contractor shall appoint qualified engineering representative at site to supervise the Work.
 - (14) The tenderer should submit along with his tender an agreement executed and signed on Non-judicial stamp paper worth Rs 200/-. A specimen form of this agreement is given as annexure to this tender form. Tenders without this agreement will be summarily rejected.
 - (15) Any further information if required can be obtained from the office of the officer inviting tenders.
 - (16) The prospective contractors shall be permitted to conduct a detailed load study by inspection of site on any working day during office hours.
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BRIEF DESCRIPTION OF THE WORK**Name of work: Modernization of Office Block for model Engineering college**

1. Supply , Installation, testing and commissioning of a 15KVA DG set with suitably rated 1 Φ Alternator in CPCB approved aquistic enclosure with fuel tank for 8 hour running to be mounted on appropriately constructed DG plinth, complete with exhaust management,Earthing as per standards, Control panel,change over facility etc. (Specification of DG set should be attached separately with printed brochure)
2. Supply, laying, testing and commissioning of suitably rated MV cabling.
3. Supply, testing and installation of 5KVA , 1 Φ UPS of minimum 1 hour back up. (Specification of UPS system should be attached separately with printed brochure)
4. Supply, installation and testing of air conditioning systems for conference room and principal's cabin as per requirement after dismantling the existing obsolete units. (Specification of A/C system should be attached separately with printed brochure)
5. Providing additional power socket as per requirement.
6. Checking and modifying the existing electrical installation and the network as per requirement by supplying the omissions for establishing uninterrupted power supply and network connectivity.
7. Supply and installation of earthing as per standards for the equipment and personal safety.
8. Preparation of necessary engineering drawings and documentation for statutory approvals and obtaining inspectorate sanction and submission of full completion report.

Dated signature of tenderer :

Name & :

Address :

AGREEMENT

Articles of agreement executed on this the.....day of.....two thousand.....
 BETWEEN the President Adhyapaka Rakshakarthur Sankatana / Principal, Model Engineering
 College Thrikkakara (hereinafter referred to as (name of institution) of the one part and
 Sri..... (H.E name and address of the tenderer)
 hereinafter referred to as “the bounden” of the other part.

WHEREAS in response to the notification No.....dated the bounden
 has submitted to the Institute a tender for the
 Specified herein subject to the terms and Conditions contained in the said tender.

WHEREAS the bounden has also deposited with the Institute a sum of
 Rs..... as earnest money for execution of an agreement undertaking the
 due fulfillment of the contract in case his tender is accepted by the Institute.

NOW THESE PRESENTS WITNESS AND IT IS HEREBY MUTUALLY AGREED AS
 FOLLOWS:-

1. In the case the tender submitted by the bounden is accepted by the President Adhyapaka Rakshakarthur sankatana, MEC and the contract for is awarded to the bounden, the bounden shall within days of acceptance of his tender execute an agreement with the President Adhyapaka Rakshakarthur Sankatana MEC incorporating all the terms and conditions under which the institute accepts his tender.
2. In case the bounden fails to execute the agreements as aforesaid incorporating the terms and conditions governing the contract, the President Adhyapaka Rakshakarthur Sankatana MEC shall have power and authority to recover from the bounden any loss or damages caused to the PRINCIPAL MEC by such breach as may be determined by President, Adhyapaka Rakshakarthur Sankatana MEC by appropriating the earnest money deposited by the bounden and if the earnest money is found to be inadequate the deficit amount may be recovered from the bounden and his properties movable and immovable in the manner herein after contained.
3. All sums found due to President Adhyapaka Rakshakarthur Sankatana MEC under or by virtue of this agreement shall be recoverable from the bounden and his properties movable and immovable as decided by the institute.

In witness where of Sri.....(H.E name and designation) for and on behalf of the President Adhyapaka Rakshakartru Sankatana Model Engineering College Thrikkakara and Shrithe bounden have hereunto set their hands the day and year shown against their respective signatures.

Signed by Shri..... (date).....

In the presence of witness:

1..... 2.....

Signed by Shri..... (date).....

In the presence of witness:

1..... 2.....