

**INDIAN INSTITUTE OF ASTROPHYSICS
2ND BLOCK, KORAMANGALA,
BENGALURU – 560034.**

TENDER DOCUMENT

***Name of Work: RENOVATION WORKS AT STAFF QUARTERS AT
KODAIKANAL OBSERVATORY, IIA -
KODAIKANAL.***

Tender Notice No.: 38/IIA/CIVIL/KSO/KODAIKANAL/2020-21 Dated 21.09.2020

INDIAN INSTITUTE OF ASTROPHYSICS

Ph.080-2554 1200/1259/1359 , **Fax:** 25534043

Website: www.iiap.res.in



INDIAN INSTITUTE OF ASTROPHYSICS

2ND BLOCK, KORAMANGALA,

BENGALURU-560 034.

Tender Notice No.: 38/IIA/CIVIL/KSO/KODAIKANAL/2020-21 Dated 21.09.2020

The Director, Indian Institute of Astrophysics invites sealed item rate tenders in the prescribed format for the following work from appropriate registered contractors in state PWD, CPWD, MES, Scientific institutions and private body contractors who have executed works of similar nature.

Sl. No.	Name of the work	Estimated cost in Rs.	Time for completion	EMD Rs.	Cost of tender document Rs.
1.	Renovation works at staff quarters at Kodaikanal Observatory, IIA - Kodaikanal.	18,87,000/-	06 Months	38,000/-	1,000/-

The Tender Document can be viewed and downloaded from our website www.iiap.res.in/tenders.htm. The interested tenderers may at their option download the same, as **“NO” hard copies of Tender document shall be provided from this office** and submit their offers along with EMD (refundable) & Tender fee (non-refundable) prescribed therein, only in the form of Demand Draft drawn in favor of **“Indian Institute of Astrophysics”** payable at Bangalore. The DD shall be valid for a period of ninety days (90) from the date of opening of bids.

The Offers containing complete tender document duly filled with price (Bill of Quantities) and complete credentials including experience certificates should be submitted in sealed cover super scribing the envelope with **“Renovation works at staff quarters at Kodaikanal Observatory, IIA - Kodaikanal”**. Notice No. and due date”, shall be submitted addressed to **The Director, Indian Institute of Astrophysics, 2nd Block, Koramangala, Bengaluru– 560 034. The last date of submission of bid is 22.10.2020 on or before 15:00 hrs.** The bids will be **opened at 15:30 hrs on the same day** in the presence of attending tenderers or their authorized representatives.

ELIGIBILITY CRITERIA

The firms who fulfill the following requirements shall be eligible to submit their bids. Joint ventures are not acceptable.

- (i) Tendering Company shall be professionally managed and resourceful for taking up similar jobs.
- (ii) The experience of having successfully completed similar work during last 5 years as on 31.08.2020 should be either of the following:

a) One similar completed work costing not less than the amount equal to 80% of the estimated cost.

OR

b) Two similar completed works costing not less than the amount equal to 50% of the estimated cost.

OR

c) Three similar completed works costing not less than the amount equal to 40% of the estimated cost.

(iii) The tenderer should have **executed similar construction of works at Dindigul District and also at Kodaikanal.**

Documentary Proof for Eligibility

Self attested/certified copy of work orders and completion certificates issued by the authority concerned to establish work experience shall be attached to the tender document. Copies of the Income Tax Returns along with Financial Statements such Balance Sheet, Assessment report issued by Income Tax dept, P&L Account etc for the last 3 Financial Years shall be attached to the tender document.

Valid Contract License issued by the competent authority shall be enclosed.

OTHER CONDITIONS

1. Technical & price Bids supported by the above information should be submitted in a Sealed envelope duly super scribed with the name of work, tender notice No., Last date of submission. The completed Bids will be received by this office **up to 15:00 Hrs. on 22.10.2020.**
2. If any information furnished by the tenderers is found incorrect at a later stage, the firm shall be liable to be debarred from tendering and taking up of work in I.I.A. The Institute reserves the right to verify the particulars furnished by the tenderers.
3. The firms should submit their offers along with EMD/Tender fee of prescribed amount up to **15:00 Hrs. on 22.10.2020.**
4. Incomplete Technical Bids are liable for rejection.
5. Late & / delayed offer will not be considered.
6. IIA is not responsible for any delay / loss of documents in transit.
7. The Tenders will be opened **on 22.10.2020 at 15:30** hours at **I.I.A, Bengaluru** in the presence of bidders or their authorized representatives. The representatives of the tenderers should bring authorization letter / identification while attending for opening of the tenders.
8. IIA reserves the right to reject any or all tenders without assigning any reasons.
9. All the bidders are requested to visit Institute website www.iiap.res.in/tenders.htm till last date of submission of bids for latest updates on addendum, corrigendum, extensions etc. which will be notified only in website. No individual information will be provided.

Administrative Officer
IIA, Bengaluru -34.

INDIAN INSTITUTE OF ASTROPHYSICS
2nd Block, Koramangala, Bengaluru - 560 034.

Tender Notice No.: 38/IIA/CIVIL/KSO/KODAIKANAL/2020-21 Dated 21.09.2020

M/s.

Dear Sir,

The Director, Indian Institute of Astrophysics, Bengaluru invites Sealed Tenders for the work of **“Renovation works at staff quarters at Kodaikanal Observatory, IIA - Kodaikanal”**. The Tender Terms enclosed herewith may be noted carefully. If you are in a position to quote for the work in accordance with the requirement, please submit your quotation in the attached Tender Form.

Your Tender must reach this office on or before the date and time indicated in the Tender Schedule.

Thanking you,

Yours faithfully,

Encl: as above.

Administrative Officer

For Director

3. INSTRUCTIONS TO THE TENDERERS

1. The tenderers should submit the entire tender document with duly filled with price and technical details of the firm. All the pages of document shall be duly signed.
2. **The rates quoted by the tenderer in the schedule shall be inclusive of all taxes and levies. Such rates should provide the break-up of the cost and applicable taxes, levies etc.**
3. The Offers should be submitted in sealed envelope super scribed with Tender for **“Renovation works at staff quarters at Kodaikanal Observatory, IIA - Kodaikanal”**. Notice No. and due date”.
4. If any clarification is required should be obtained before filling Tender Document.
5. If any discrepancy is there between figures and words for quoted rates, the lower of the two will be considered for the purpose of evaluation.
6. The tenderers who do not fulfill all or any of the tender conditions or if the tender is Incomplete in any respect, will be summarily rejected.
7. The Institute is not bound to accept the lowest tender.
8. Even though the Tenderers meet the above criteria, they are subject to be disqualified if they have (The Institute reserves the right to verify the particulars furnished by the tenderers.)
 - Made misleading or false representations in the forms, statements and attachments submitted in proof of the qualification requirement, Conditional bid / proposal: and / or
 - Record of poor performance such as abandoning the works, not properly completing the contract, inordinate delays in completion, litigation history, or financial failures etc.
9. Any effort by the contractor to influence the client in the bid evaluation, bid comparison or contract award decision results in rejection of the contractors bid.
10. Financial offer will be considered if the bidders fulfill all the technical and financial eligibility criteria as per tender.
11. Late & / delayed offer will not be considered at all.
12. IIA is not responsible for any delay / loss of documents in transit.
13. No bids will be considered if prescribed Tender Fee and EMD are not found with the bid.
14. All overwriting and corrections shall be duly attested with stamp & signature.
15. Corrigendum’s / modifications / corrections, if any, will be published in the website only.
16. The Director, Indian Institute of Astrophysics reserves the right to accept or reject the tenders in full or part without assigning any reason thereof.
17. Performance certificates of the completed works issued by the clients to be enclosed in the technical bid.

18. The committee constituted by the Director may inspect the previously completed or the ongoing works of the bidders to assess their technical suitability for the tendered work.
19. All the pages of the tender document to be signed by the contractor and submit them in the respective sealed covers.
20. The successful contractor will have to execute an Agreement with the Institute within 21 days of receipt of Letter of Intent / Work Order.
21. **All the bidders are requested to visit the site before quoting the rates. The complete document shall be read and understood in all respect. If any clarification is required, the same may got cleared before submitting their offers in writing by contacting the following persons:**

M.V.Ramaswamy Civil Engineer- Bangalore

Ph. No. 080-2254 1207

Mobile: 9742410480

E-mail.: mramaswamy@iiap.res.in

Ebeneser Chellasamy Edwin, Resident Scientist, Kodaikanal

Mobile: 9487673036

E-mail.: eben@iiap.res.in

22. All the bidders are requested to visit Institute website www.iiap.res.in/tenders.htm till last date of submission of bids for latest updates on addendum, corrigendum, extensions etc. which will be notified only in website. No individual information will be provided.

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2ND BLOCK, KORAMANGALA,
BENGALURU – 560 034.

Name of Work: **“Renovation works at staff quarters at Kodaikanal Observatory, IIA - Kodaikanal”**

Tender Notice No.: 38/IIA/CIVIL/KSO/KODAIKANAL/2020-21 Dated 21.09.2020

Name of

The Firm: _____

Address: _____

Phone No: _____

Last date for submission: 22.10.2020 up to 15:00 hrs

FORMAT FOR SUBMISSION OF TECHNICAL & ORGANIZATIONAL DETAILS.

NAME OF THE FIRM :

1. OFFICE SET UP OF THE FIRM

1.1 Office Address:

.....
.....

1.2 Year of Establishment:

1.3 Contact Person Shri

With Designation

Ph No.....

Fax No.....

E-mail.....

1.4 Details of registration if any:

.....

1.5 Organizational setup of the firm

Total staff strength both technical

And Administration with their name, age

Qualification and experience :

1.6 PAN (photocopy to be enclosed)

GSTIN No (photocopy to be enclosed)

1.7 Details of the staff as per the following format.

Sl. No	Profession/discipline	Name	Age	Qualification	Experience (total years)	Field of experience
	Civil					

2 TENDERER'S EXPERIENCE

Details of Works carried out and on hand during last five years with details such as name of work, year of completion, client name and address, cost of work, time period of construction, nature of work, etc., (It shall enclose a certificate from the owner that the service rendered by the firm has been satisfactory)

Sl. No.	Name & description of work	Value of work and date.	Period of construction and date.	Client persons to whom reference may be made.

3. TOOLS AND EQUIPMENT LIST

The tenderer shall indicate herein below the equipment he has in possession and the equipment he proposes to bring to the site, in case the work is awarded to him.

Sl. No	Type and Description of the equipment.	Numbers the bidder has in possession	Numbers he proposes to bring on to site

Tenderers hereby confirms that the quantity and type of tools he will employ for construction will not be less than those listed above and agree to bring more equipment if so warranted in the opinion of the Engineer-in-charge.

4. FINANCIAL

Bank Name: _____

Branch: _____

Account No.: _____

Average Annual Turnover for last 5 Years: _____

5. INSURANCE

Accident Insurance

Insured with: _____

Policy No.: _____

6. Details of Arbitration cases :

7. Any other detail you would like to
intimate in support of your technical bid
for appointment :

Signature of the authorized

Person with seal of the firm

(Note: Attach separate sheet for furnishing information in case the space in the format is insufficient)

**INDIAN INSTITUTE OF ASTROPHYSICS
2ND BLOCK, KORAMANGALA,
BENGALURU – 560034.**

PRICE BID

Name of Work: “Renovation works at staff quarters at Kodaikanal Observatory, IIA - Kodaikanal”

Tender Notice No.: 38/IIA/CIVIL/KSO/KODAIKANAL/2020-21 Dated 21.09.2020

Name of

The Firm: _____

Address: _____

Phone No: _____

Last date for submission: 22.10.2020 at 15:00 hrs

Tender for the “Renovation works at staff quarters at Kodaikanal Observatory, IIA - Kodaikanal”

Conditions of contract

Sealed item rate tenders are invited by Indian institute of Astrophysics for the above mentioned work

Estimated cost : **Rs. 18,87,000.00 (Eighteen Lakhs eighty seven thousand rupees only)**

Time of completion : **SIX (06) Months.**

Period of commencement : 7 days from the date of receipt of work order

Retention money/Security Deposit : 5% to be deducted from each RA bill and final bill, shall be released after one year of completion of work, deducting the cost if any towards the cost of defects rectified by employer due to lack of response of the contractor on completion of defects liability period and on certification by the engineer –in charge.

Defects liability period : 12 Months.

Amount of liquidated damage : Liquidated Damages will be deducted from the bill amount while making final payment for delay in completion of work if any, as per the extant rules of the CPWD.

Escalation : In view of the short duration of the contract, no escalation will be paid to the contractor on account of changes in the market prices of any items of work or changes in the cost of living indices etc.

Tax deduction at source : Statutory taxes will be deducted while making payment from time to time as applicable.

The Director, Indian institute of Astrophysics reserves the right to reject any or all the tenders without assigning any reason whatsoever.

The tenderer shall be responsible for arranging and maintaining at his own cost all **materials, tools and plants, water, electricity**, facilities **for workers, safety norms** and all other services required for executing the work.

Timely completion of work and quality of workmanship are of prime importance and the work shall be completed within the stipulated period. Cement consumption must match with standard theoretical calculations. Recovery to be effected in the event of not fulfilling the cement consumption. The waterproofing is the main work for which five year performance guarantee need to be provided by the applicator.

I/ We have read the tender notice, specifications, schedule, drawings, general rules and all other contents of the tender conditions, and Understand that you are not bound to accept the lowest or any tender you may receive.

I/ we hereby tender for the execution for the work specified above within the time specified above, at the rates specified in the attached bill of quantities and in all respects with these specifications, design, drawings and instructions.

I/we agree that should I/we fail to commence the work specified in the above memorandum an amount equal to amount of earnest money mentioned in the form of invitation of tender shall be absolutely forfeited to the Director.

Dated: -----

Signature of the contractor with stamp

General conditions of contract.

Item rate tender for works.

- The institute reserves the right to alter the scope /or reduce quantum of work before issue of work order and the contractor shall not have any claim what so ever on this account.
- Rates quoted by the contractor in item rate tender in figures and words shall be accurately filled in so that there is no discrepancy in the rates written in figures and words. However if a discrepancy is found, the rates which correspond with the words worked out by the contractor shall be taken as correct.
- If the amount of an item is not worked out properly by the contractor or it does not correspond with the rate written either in figures or words, then the rate quoted by the contractor in the words shall be taken as correct.
- When the **rates quoted by the contractor in figures and in words** tally but the amount is not worked out correctly the rate quoted in words by the contractor will be taken as correct and not the amount.
- The contractor shall take all precautionary measures to prevent entry of dust, dirt and noise pollution to the adjacent buildings and keep the premises neat and tidy, remove surplus materials and rubbish and shall not cause inconvenience to the staff of IIA. If the contractor or his working people or servants shall break, deface, injure or destroy any part of a building in which they may be working or any buildings, road, kerbs, fence, enclosure, water pipes cables, drains, electric and telephone posts or wire, trees grass or garden. The cost of any such damage and risks arising out of this shall be entirely borne by the contractor.
- A bill shall be submitted by the contractor each month on or before the date fixed by the Engineer- in charge. All the measurements of the work may be recorded jointly by the Engineer-in charge and the contractor or their respective representatives. The measurements will be taken at site, as per latest IS code of practice for measurements. All measurements shall be taken with steel tapes only.
- The Engineer- in -Charge shall have full powers to the removal from the premises of all materials and bad workmanship, which in his opinion are not in accordance with the specifications.

- The Engineer –in- Charge may require the contractor to dismiss or remove from the site of the work any person or persons in the contractors employ upon the work who may be in competent or misconduct himself.

- For working on Sundays, holidays and late hours prior permission will be accorded by the Engineer-in charge on the application made by the contractor.

- All works to be executed under the contract shall be executed under the direction and subject to the approval in all respects of the Engineer-in charge who shall be entitled to direct at what point or points and in what manner they are to be commenced and from time to time carried on.

- The contractor shall treat all materials obtained during dismantling of a structure, excavation of the site for a work etc as institute’s property and such materials shall be disposed off to the best advantage of the institute.

- The contractor shall execute the whole and every part of the work in the most substantial and workman like manner and in strict accordance with the specifications of the CPWD / DOS / Bureau of Indian Standards. In case of any class of work for which there is no such specifications the contractor shall carry out the work in all respects in accordance with the instructions in writing of the Engineer- in charge.

- The Engineer-in charge shall have powers to make any alterations in, omissions from, additions to or substitutions for the original specifications, drawings, designs and instructions that may appear to him necessary or advisable during the progress of the work and the contractor shall carry out the work in accordance. The rates for such additional, altered or substituted items of work shall be worked out in accordance with the standard procedure followed in CPWD / DOS.

- If at any time after the commencement of the work, the Director shall for any reason whatsoever not require the whole thereof as specified in the tender to be carried out, the Engineer- in-Charge shall give notice in writing of the fact to the contractor who shall have no claim to payment of compensation whatsoever on account of any profit or advantage which he might have derived from the execution of the work in full, but which he did not derive in consequence of the full amount of the work not having been carried out, neither shall he have any claim for compensation by reason of any alterations having been made in the original specifications , drawings ,designs and instructions which shall involve any curtailment of the work as originally contemplated.

- The contractor shall obtain a valid license under the Contract Labour (R&A) act 1970 and the contract labour (Regulation & Abolition) central rules, 1971 before the commencement of the work and continue to have a valid license until the completion of the work. No labour below the age of eighteen years shall be employed on the work. The contractor shall pay to labour employed by him either directly or through sub contractors, wages not less than fair wages as defined in the provision of the contract labour (R&A) act 1970 and the contract labour (R&A) central rules 1971 wherever applicable.

- The contractor shall at his own expenses arrange for the safety provision as per safety code framed from time to time and shall at his own expenses provide for all facilities in connection therewith.

- The contractor shall comply with all the provisions of the payment of wages act 1936, Minimum Wages Act 1948, Employees liability act 1938, Workmen's Compensation act 1923, Industrial Disputes Act 1961 and the Contractors Labour (R&A) Act 1970 or the modifications thereof or any other laws relating thereto and the rules made there under from time to time. The regulations aforesaid shall be deemed to be a part of this contract and any breach thereof shall be deemed to be a breach of this contract. Security deposit will not be refunded till clearance certificate from Labour Officer is obtained by contractor.

- The contractor shall make his /their own arrangements for water required for the works and nothing extra will be paid for the same, as the water available from the institute source may not be sufficient to meet the construction.

- The contractor shall have all the tools and plants necessary to carry out the work such as concrete mixer, vibrator and hoist. The contractor shall employ one graduate engineer during the execution of the work

- Certified plumbers should be employed by the contractor on the plumbing and sanitary work.

- The standard sectional weights referred to as standard tables in para 5.3.3 in CPWD specifications for works 1977 vol. 1 to be considered for conversion of length of various sizes of M.S bars and tor steel bars in to weight.

- The entire work is to be completed within the period stipulated i.e. **SIX (06) months** from the 7th day of issue of Letter of Intent/Work Order. The period includes monsoon period also. Time shall be the essence of the contract. After the work awarded, the contractors shall furnish detailed time schedules for the approval of the Engineer-in charge which after approval shall form part of the contract and are to be strictly adhere to.

- The maintenance period for the work shall be twelve (12) months and any defects noticed during the period shall have to be rectified by contractor at his cost, failing which the action taken for maintenance Engineer-in charge shall be final over which the contractor will not have any claim.

- ❑ The contractor shall extend all co-operations to the contractors executing works such as electrical, air conditioning etc who might be working at the site and shall permit to use scaffolding etc already put up by him.
- ❑ The Engineer-in charge will have the right to get any item of the work included in this tender or not executed through other agencies. Schedule of probable quantities in respect of the work and specifications are enclosed. The schedules of probable quantities are liable to alterations by emission, deduction or additions at the discretion of the Engineer-in charge.
- ❑ The rates quoted by the tenderer in the schedule shall be inclusive of all taxes and levies. Such rates should provide the break-up of the cost and applicable taxes, levies etc.
- ❑ Samples of all materials to be incorporated in the works shall be submitted to the Engineer-in charge for his approval without claiming any extra cost. Materials not confirming strictly to the samples are liable to be rejected.
- ❑ The employment of any sub-contractors will be subjected to the approval of the Engineer-in-charge. If at any time during the progress of the work the Engineer-in charge determines that any sub-contractor is incompetent or undesirable the contractor shall take steps immediately to cancel such sub-contractor. The contractor shall be entirely responsible for all the work included in the contract whether executed by him or through his sub-contractors. In particular it may be noted that the contractor shall obtain steel doors and windows from a reputed manufacturer and before placing order for these, the contractor shall obtain the concurrence of the department for the agency from whom he proposes to obtain steel doors and windows.
- ❑ The contractor shall prepare a CPM /PERT /BAR chart/ detailed estimate programme within a week's time of issue of Work Order.
- ❑ All materials and articles brought by the contractor to the work site shall have to be declared at the security gate. Similarly no materials shall be taken out from the departmental premises without proper gate pass which will be issued by the Engineer-in charge.
- ❑ Unless otherwise provided in the schedule of quantities the rates tendered by the contractor shall be all inclusive and shall apply to all heights, lifts, leads and depths of the building and nothing extra shall be payable to him on this account.
- ❑ Sample of various materials required for testing shall be provided free of charge by the contractor. Testing charges, if any unless otherwise provided, shall be borne by the department. All other expenditure required to be incurred for taking the samples, conveyance, packing etc. shall be borne by contractor himself. In case of concrete and reinforced concrete work, the contractor shall be required to make arrangement for carrying out compression strength tests at his own cost including preparation of cubes curing etc. complete.

- ❑ For the purpose of recording measurements and preparing running account bills, the abbreviated nomenclature shall be accepted along with the item number.
- ❑ The contractor shall along the tender submit a schedule of machinery to be used on the work in support of his assurance to adhere to the time schedule specified in the proforma given.
- ❑ I /We declare that the work will be carried out as per the specifications in tender document and as per the specifications said above. The items of work not covered in the specifications said above will be carried out as per the specifications in the relevant CPWD specifications, and if not covered in CPWD specifications the work will be carried out as in the relevant IS specifications, and if not covered in the any of the above, the work will be carried out as directed in writing by the Engineer- in charge.
- ❑ I / We declare that the rates quoted by me/us are on the basis of the above.

Dated: -----

Signature of the contractor with stamp

TENDER FORM

To,

The Director,
Indian institute of Astrophysics,
Koramangala,
Bengaluru - 560034

Dear Sir,

**Sub: Tender for project: “RENOVATION WORKS AT STAFF QUARTERS AT
KODAIKANAL OBSERVATORY, IIA -
KODAIKANAL”**

With reference to the tender invited by you for the above proposed work, I /we write this after having:

- a). Examined the designs, drawings, detailed specifications to tenders, sample agreement, the general conditions of contract and special conditions of contract annexed there to (here in after called ‘the contract documents’) relating to construction.
- b). Visited and examined the site of the proposed work and acquired the requisite information relating to or affecting the tender. We are agreed to the decisions of the pre bid meeting by signing and stamping the minutes of the meeting which is enclosed along with this tender.

I/We undersigned hereby offer to construct the proposed work in strict accordance with the contract document for the consideration to be calculated in terms of the priced schedule of quantities.

I/We undertake to complete the whole of the works as per the attached schedule from the date of issue of intimation by you that our tender has been accepted and up on being permitted to enter site. I/We further undertake that on failure, subject to the conditions of contract relating to extension of time, I/We shall be agreed ‘Liquidated damages’ for the period during which the work shall remain incomplete.

I/We hereby deposit with you as earnest money **Rs..... (RUPEES**
.....ONLY) [Carrying no interest]
and I/We fail to take up the contract when called up on to do so.

Our Bankers are

1.

2.

Place:

Date:

Signature of the tenderer

Name of the partners of the firm

Or

Name of the person having power of attorney to sign the contract

SPECIAL CONDITIONS

GENERAL:

SPECIAL CONDITIONS OF CONTRACT shall be read in conjunction with GENERAL CONDITIONS OF CONTRACT and both form an integral part of contract. Where the two are at variance, the conditions stipulated in this as SPECIAL CONDITIONS shall supersede relevant GENERAL CONDITIONS.

1. SPECIAL CONDITIONS:

HELMETS :

As a measure of safety, persons employed on the site, Engineers and Supervisors shall wear a helmet of approved make at all times when they are at the site. No visitors shall be allowed on work site without wearing helmet.

Contractors shall make arrangements to provide safety helmets to all the persons employed on the site, Engineers and Supervisors at his cost.

Contractors shall display safety and warning signs at strategic locations at the site.

CHILD LABOUR:

Contractor or his Sub-contractor shall not employ any child labourers on the work site, either permanently or temporarily. It shall be the responsibility of the main Contractor to make sure that no child labour is employed at the site. Contractor shall indemnify the Employer against any consequences statutory or otherwise, that may arise out of employing child labour on the site.

TEMPORARY ELECTRICAL WIRING:

It shall be the responsibility of the main Contractor to make sure that the temporary wiring for construction activity shall adhere to minimum safety precautions as per Electricity Act. All wires / cables shall be drawn on wooden poles properly fixed and shall be drawn overhead.

2. LABOUR SHEDS:

Labour sheds shall be constructed with non-combustible materials like GI sheets or Asbestos sheets. Contractor will not be permitted to use combustible materials such as palm leaves etc., for the construction of the labour sheds.

3. MATERIALS SUPPLY / PROCUREMENT:

No materials will be supplied by the owner. If any increase on the material procurement cost/ labour, P&M will not be entertained for any kind of escalation till completion of the project.

4. BILLING. CERTIFICATION & PAYMENT OF BILLS:

BILLING:

The contractor shall prepare measured bills after completing the quantum of work as per the standard format and submit the same to the Institute for checking and issue of Certificates for Payment. A proper tax invoice (with breakup of the cost and taxes) shall be submitted and bill shall be settled within 30 days of receipt at IIA.

PAYMENT OF BILLS:

The contractor shall be paid by the Employer from time to time based on the certificate for payment

5. REPAIR OF WORKS DONE BY OTHER AGENCIES:

The civil contractor shall make up any deficiency in the finishing of the areas damaged by other agencies in a workmanlike manner to achieve uniform finishing of the building at no extra cost.

6. MATERIAL TESTS:

The contractor shall provide such assistance, instruments, machines, labour and materials as are normally required for examining, measuring and testing.

The contractor shall install a compression testing machine at site to test concrete cubes and solid blocks.

The contractor shall maintain a record of all the test results in an approved format and periodically submit the same for Architect's/Employer's scrutiny.

7. PLANT & MACHINERY:

The contractor is obliged to furnish to the Employer detailed list of equipment, plant, machinery & personnel proposed to be deployed in this project.

8. CLIENT'S & ARCHITECT'S OFFICES & FACILITIES:

The contractor shall supply, erect and satisfactorily maintain in good repair until final completion of works, a well lighted temporary site office.

The contractor shall provide at all times for the duration of the contract survey instruments for the exclusive use of consultants as directed by consultants for carrying out of his duties in connection with the contract.

Such instruments which must be approved by the Architect, shall include but not limited to the following:

- One theodolite & tripod capable of reading to 20 seconds
- One level with horizontal circle and tripod.
- Two metric leveling staffs not less than 3.5mtr high.
- One 100 metre rustless steel band, one 30 metre rustless steel tape and two 30 metre linen tapes.

- An adequate number of ranging rods drop arrows, wooden setting-out pegs, etc.

The contractor shall be solely responsible for all such instruments and equipment's and shall ensure that they are at all times in good repair and adjustment.

9. SANITATION & DRAINAGE DURING CONSTRUCTION:

The contractor shall provide sanitation and drainage facilities on the site as stated subsequently.

The contractor shall strictly control the labour so that the site is not polluted, made

dirty or littered with debris, wastes or the likes. Any person found creating mess or litter or pollution shall be removed from the site immediately at contractor's cost.

The contractor shall provide sanitation facilities at convenient locations on site to preserve the cleanliness of the site. The effluent shall be directed as follows:

- Waste water : Collection and pumping out and disposal off the site in approved manner.
- Sewage : Septic tank provision - sludge to be collected and disposed off at intervals as directed.

The location of the above provisions shall be as marked on the site mobilization scheme drawing.

10. DISCREPANCIES:

The contractor shall bring to the notice of the Architect any discrepancies within or between contract drawings and/or the other contract documents prior to preparation of working drawings and commencement of work and shall not proceed with work until the Architect gives clarifications and instructions to proceed.

11. REPORTS BY CONTRACTOR:

- 11.1 The contractor shall file daily category-wise labour return. The report shall indicate scheduled requirement against actual strength.
- 11.2 The contractor shall prepare weekly reports of planned and actual progress of work and subsequent week's scheduled work. These will also include material procurement status. These reports shall be submitted to Architect and shall be reviewed during weekly co-ordination meeting.
- 11.3 The contractor shall submit monthly report along with monthly bills.
- 11.4 Further progress charts and schedules shall be prepared by the contractor as directed by the Architect.
- 11.5 The contractor shall submit re-conciliation statement of all the materials supplied by the Client, if any, along with every running & final bill.

12. FORCE MAJEURE:

If the work(s) be delayed by:-

- (i) Force majeure, or
- (ii) Abnormally bad weather, or
- (iii) Serious loss or damage by fire, or
- (iv) Civil commotion, local commotion of workmen, strike or lockout, affecting any of the trades employed on the work, or
- (v) Delay on the part of other contractors or tradesmen engaged by Engineer-in-Charge in executing work not forming part of the Contract, or

- (vi) Non-availability of stores, which are the responsibility of Government to supply
or
- (vii) Non-availability or break down of tools and Plant to be supplied or supplied by
Government or
- (viii) Any other cause which, in the absolute discretion of the Engineer-in-Charge is
beyond the Contractor's control.

Then upon the happening of any such event causing delay, the Contractor shall immediately give notice thereof in writing to the authority as indicated in Schedule but shall nevertheless use constantly his best endeavours to prevent or make good the delay and shall do all that may be reasonably required to the satisfaction of the Engineer-in-Charge to proceed with the works

SPECIAL NOTE TO THE BIDDER

1. The bidders are requested to visit the site and to get complete knowledge about the site conditions before quoting the rates.
2. Since the site is located in a place where the climatic condition is extreme, the contractor shall have the full knowledge about the climate and working condition etc.
3. The availability of materials, transportation of materials etc. to be ascertained before quoting the rate.
4. No labour will be allowed to work/stay beyond working hours and during institute holidays. If need to work/stay beyond working hours/on holidays, prior permission from the Engineer in Charge/Scientist in Charge should be obtained in writing.
5. No water and electricity will be supplied by IIA and separate arrangement has to be made by the contractor.
6. Quality and time for completion are the main essence of the contractor and contractor has to keep in mind while quoting the rates.
7. Since the area under renovation is scientific activity area, proper care to be taken to avoid disturbance to the working personnel.
8. All the debris shall be kept in one place as directed by the Engineer in Charge and disposed off outside the campus on working days. Working area/surrounding area shall be kept neat and clean every day after the work is completed.
9. All the materials shall be approved by IIA by providing sample/ mock up before executing the complete work. Clarification regarding tender clauses, technical specification, rate analysis etc. will be confirmed by referring to CPWD guidelines, works manual, specifications, analysis of rate which is binding on the contractor. Indian Standards (IS) shall be followed for execution of works.

10. All the works shall strictly follow the guidelines of COVID 19 like wearing mask, hand sanitization, social distancing etc. Thermal scanning will be done by IIA for which everyone should cooperate.
11. **Please find the check list enclosed in the last page of this tender document and comply accordingly. (No document will be considered without check list compliance)**

LIST OF APPROVED MATERIALS

CIVIL

Sl. No.	Material	Make
1	Steel	SAIL – TMT, VIZAG STEEL
2	Cement	ACC/Birla/L&T
3	Acrylic Exterior Emulsion	Asian Paints
4	Plastic Emulsion Paint	Asian Paints
5	Enamel Paint	Asian Paints
6	Aluminium	Jindal, Indal, Hindalco
7	Glass	Saint Gobain, Modi
8	Flush Door	Kutty's Bond Wood, Hunsur Board
9	Vitrified tiles	NITCO/RAK
10	Ceramic tiles	NITCO

WATER SUPPLY AND SANITARY WORKS

Sl.No.	Material	Make
1	PVC	Astral/Ashirvad/Kisan/Supreme
2	CPVC	Astral/Ashirvad/Supreme/Prince
3	Ball valves	Astral/Ashirvad/Hawa /R.B.
4	G.M. non-return valves	Kirloskar/Zoloto
5	PVC Gutters	Kisan/approved equivalent
6	C.P. Fittings	Jaguar/approved equivalent
7	Bathroom accessories	Jaguar/approved equivalent
8	SFRC manhole frame and Covers	Southern Concrete Industries/approved equivalent
9	Kitchen sink	Nirali/ Approved Equivalent
10	Anchor bolts/pipe support system	Hilti / approved equivalent
11	CI Grating & MH frame & cover	NECO/ Approved equivalent

BILL OF QUANTITIES

**Bill of Quantities for the work of “Renovation works at staff quarters at Kodaikanal Observatory, IIA
- Kodaikanal”**

(NOTE: Rates shall be quoted after reading the complete Specifications and understanding site conditions)

Sl. No	Description of Work	Quantity	Unit	Rate (Rs.)		Amount (Rs)
				In figures	In words	
1	Dismantling tile work/masonry work in floors and roofs laid in cement mortar including stacking material within 50 metres lead.					
1.1	For thickness of tiles 10 mm to 25 mm	440.00	sqm			
2	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.					
2.1	In cement mortar	4.50	cum			

Sl. No	Description of Work	Quantity	Unit	Rate (Rs.)		Amount (Rs)
				In figures	In words	
3	Reinforced cement concrete work in beams, suspended floors, roofs having slope up to 15° landings, balconies, shelves, chajjas, lintels, bands, plain window sills, staircases and spiral stair cases above plinth level up to floor five level, with 1:1.5:3 (1 cement : 1.5 coarse sand(zone-III) : 3 graded stone aggregate 20 mm nominal size). Including the cost of centering, shuttering and reinforcement at 8 kg/sqm and finishing:	4.50	cum			
4	Providing and laying in position cement concrete of specified grade excluding the cost of centering and shuttering - All work up to plinth level :					
4.1	1:2:4 (1 cement : 2 coarse sand (zone-III) : 4 graded stone aggregate 20 mm nominal size)	10.00	cum			
4.2	1:4:8 (1 Cement : 4 coarse sand (zone-III) : 8 graded stone aggregate 40 mm nominal size)	18.00	cum			
5	Brick work with common burnt clay F.P.S. (non modular) bricks of class designation 7.5 in foundation and plinth in:					
5.1	Cement mortar 1:4 (1 cement : 4 coarse sand)	5.00	cum			

Sl. No	Description of Work	Quantity	Unit	Rate (Rs.)		Amount (Rs)
				In figures	In words	
6	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					
6.1	Cement mortar 1:4 (1 cement : 4 coarse sand)	5.50	cum			
7	Half brick masonry 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.					
7.1	Cement mortar 1:3 (1 cement : 3 coarse sand)	15.00	sqm			
8	12 mm cement plaster finished with a smooth surface of neat cement of mix : (Note: rate inclusive of scaffolding and considering the site conditions)					
8.1	1:4 (1 cement: 4 fine sand)	88.00	sqm			
9	Repairs to plaster of thickness 12 mm to 20 mm in patches of area 2.5 sq.meters and under, including cutting the patch in proper shape, raking out joints and preparing and plastering the surface of the walls complete, including disposal of rubbish to the dumping ground, all complete as per direction of Engineer-in-Charge.					

Sl. No	Description of Work	Quantity	Unit	Rate (Rs.)		Amount (Rs)
				In figures	In words	
9.1	With cement mortar 1:4 (1 cement : 4 fine sand)	40.00	sqm			
10	Hacking of CC flooring including cleaning for surface etc. complete as per direction of the Engineer-in-Charge.	65.00	sqm			
11	WALL TILES: Providing and fixing Ist quality ceramic glazed wall tiles conforming to IS: 15622 (thickness to be specified by the manufacturer), of approved make, in all colours, shades except burgundy, bottle green, black of any size as approved by Engineer-in-Charge, in skirting, risers of steps and dados, over 12 mm thick bed of cement mortar 1:3 (1 cement : 3 coarse sand) and jointing with grey cement slurry @ 3.3kg per sqm, including pointing in white cement mixed with pigment of matching shade complete.	375.00	sqm			

Sl. No	Description of Work	Quantity	Unit	Rate (Rs.)		Amount (Rs)
				In figures	In words	
12	FLOOR TILES: Providing and laying Ceramic glazed floor tiles of size 300x300 mm (thickness to be specified by the manufacturer) of 1st quality conforming to IS : 15622 of approved make in colours such as White, Ivory, Grey, Fume Red Brown, laid on 20 mm thick cement mortar 1:4 (1 Cement : 4 Coarse sand), Jointing with grey cement slurry @ 3.3 kg/sqm including pointing the joints with white cement and matching pigment etc., complete.	90.00	sqm			
13	Distempering with 1st quality acrylic distemper (ready made) having VOC content less than 50 gm per ltr. of approved manufacturer and of required shade and colour complete. as per manufacturer's specification. Including scaffolding, etc complete.					
13.1	One or more coats on old work	4,200.00	Sqm			
14	Colour washing such as green, blue or buff to give an even shade etc; to give an even shade to walls, including scaffolding, cleaning the surface, filling the crevices with lime powder, color paste, gum, etc; complete all as per specifications.					
14.1	two or more coats with a base coat of white washing with lime	360.00	sqm			

Sl. No	Description of Work	Quantity	Unit	Rate (Rs.)		Amount (Rs)
				In figures	In words	
15	Painting with synthetic enamel paint of approved brand and manufacture of required colour to give an even shade including cleaning the surfaces and rubbing the surface to achieve desired smooth surface, scaffolding etc; complete all as per specifications and directions of the Engineer-in-Charge.					
15.1	One or more coats on old work	1,170.00	sqm			
16	Providing and fixing 18 mm thick gang saw cut, mirror polished, premoulded and prepolished, machine cut for kitchen platforms, vanity counters, window sills, facias and similar locations of required size, approved shade, colour and texture laid over 20 mm thick base cement mortar 1:4 (1 cement : 4 coarse sand), joints treated with white cement, mixed with matching pigment, epoxy touch ups, including rubbing, curing, moulding and polishing to edges to give high gloss finish etc. complete at all levels.					
16.1	Granite of any colour and shade	22.50	sqm			
	Area of slab over 0.50 sqm sqm					
17	Providing and fixing Kadappa stone of 20-25 mm thickness machine cut for kitchen platforms, vanity counters, window sills, facias and similar locations of required size,complete at all levels.	4.00	sqm			

Sl. No	Description of Work	Quantity	Unit	Rate (Rs.)		Amount (Rs)
				In figures	In words	
18	Providing and fixing Chlorinated Polyvinyl Chloride (CPVC) pipes, having thermal stability for hot & cold water supply, including all CPVC plain & brass threaded fittings, i/c fixing the pipe with clamps at 1.00 m spacing. This includes jointing of pipes & fittings with one step CPVC solvent cement and the cost of cutting chases and making good the same including testing of joints complete as per direction of Engineer in Charge. Concealed work, including cutting chases and making good the walls etc.					
18.1	15 mm nominal outer dia Pipes	55.00	rm			
18.2	20 mm nominal outer dia Pipes	80.00	rm			
19	Providing, laying and jointing unplasticized PVC pipes and specials of working pressure as mentioned below conforming to IS:4985 including cost of necessary jointing materials, wall clips & labour for excavation of trenches, testing, refilling etc., complete all as per specifications.					
19.1	6Kg/Sqcm and 110mm OD	40.00	rm			

Sl. No	Description of Work	Quantity	Unit	Rate (Rs.)		Amount (Rs)
				In figures	In words	
20	Providing and fixing ball valve (brass) of approved quality, High or low pressure, with plastic floats complete :					
20.1	20 mm nominal bore	15.00	each			
21	Providing and fixing C.P. brass long nose bib cock of approved quality conforming to IS standards and weighing not less than 810 gms.					
21.1	15 mm nominal bore	30.00	each			
22	Providing and fixing white vitreous china pedestal type water closet (European type W.C. pan) with seat and lid, 10 litre low level white P.V.C. flushing cistern, including flush pipe, with manually controlled device (handle lever), conforming to IS : 7231, with all fittings and fixtures complete, including cutting and making good the walls and floors wherever required :					
22.1	W.C. pan with ISI marked white solid plastic seat and lid each	8.00	each			
23	Providing and fixing Stainless Steel A ISI 304 (18/8) kitchen sink as per IS:13983 with C.I. Brackets, stainless steel plug 40 mm and waste pipe including painting of fittings and brackets, cutting and making good the walls wherever required :					

Sl. No	Description of Work	Quantity	Unit	Rate (Rs.)		Amount (Rs)
				In figures	In words	
23.1	Kitchen sink with drain board	9.00	each			
	510x1040 mm bowl depth 250 mm					
24	Providing and fixing CP sink mixer for hot and cold of approved quality conforming to IS:8931 : Make Jaquar:-CON-CHR-309KNBM Continental					
24.1	15 mm nominal bore	3.00	each			
25	Providing and fixing up to floor five level precast cement concrete string or lacing courses, copings, bed plates, anchor blocks, plain window sills, shelves, louvers, steps, stair cases, etc., including hoisting and setting in position with cement mortar 1:3 (1 Cement : 3 coarse sand), cost of required Centering complete with steel reinforcement of 5 kg/sqm					
25.1	1:1.5:3 (1 cement : 1.5 coarse sand(zone-III) : 3 graded stone aggregate 20mm nominal size)	5.00	cum			
26	Providing and fixing SS grating 15 cm diameter including all fixtures and finishing, etc complete	32.00	each			

Sl. No	Description of Work	Quantity	Unit	Rate (Rs.)		Amount (Rs)
				In figures	In words	
27	Removing and replacing (new) the existing mangalore tiles as per approved pattern on wooden frame work including scaffolding, runner, rafters,nails, etc. wherever required complete.	25.00	sqm			
Sub Total (A)						
GST on (A).....% =(B)						
Grand Total (A)+(B) = (C)						

Grand Total amount in words.....
.....

Date:

Signature of the contractor with seal

Place:

CHECK LIST

ALL THE BIDDERS ARE REQUESTED TO COMPLETE THE CHECK LIST WITH NECESSARY DOCUMENTS AND COMPLY ACCORDINGLY

SL. NO.	Document to be furnished	YES/NO	REMARKS
1	Tender document fee (Non Refundable)		
2	Earnest Money Deposit (Refundable)		
3	Complete tender document duly signed by contractor/authorized representative. Power of Attorney to be attached in case of partnership firm)		
4	Please mention the name of the work, tender number, contractor address etc. on cover/envelop		
5	Valid Contractor License issued by PWD/CPWD etc.		
6	PAN Details		
7	GST Details with latest 3 GST paid receipts		
8	Relevant Experience Certificate as per tender conditions issued by the officer not less than the rank of Executive Engineer		
9	Financial Documents like turnover certificate, IT returns for last 3 Financial Years, assessment order issued by Income Tax dept.		

Signature of the Contractor with Stamp