



MANOHAR PARRIKAR INSTITUTE FOR  
DEFENCE STUDIES AND ANALYSES

मनोहर पर्रिकर रक्षा अध्ययन एवं विश्लेषण संस्थान

No.1 Development Enclave, Rao Tula Ram Marg, Delhi Cantt, New Delhi – 110 010

Ph. No., 26717983 Ext:305/312

Email: [gavasthi.idsa@nic.in](mailto:gavasthi.idsa@nic.in)

MP-IDSA/EM/ 2022-23/ COURTYARD SHED

Date: June 2022

**BOQ BID ON GeM PORTAL FOR MODIFICATION /RELOCATION OF  
COURTYARD SHED**

Online bids are invited under single bid system on GeM from bonafide and experienced Firm/ Contractor for "**Modification /Relocation of Courtyard Shed**" at MP-MP-IDSA premises located at No. 1 Development Enclave, Rao Tula Ram Marg, Delhi Cantt, New Delhi -110 010 as per details given in formats.

Detailed Tender Documents are available online from the date of tender publication at [www.idsa.in](http://www.idsa.in) and <https://eprocure.gov.in/epublish>. The bidders should download and then upload duly signed tender form and their bids along with scanned copies of all the relevant certificates, documents etc. in support of their bids on the GeM, latest by **24<sup>th</sup> June 2022** by 1500 hrs. Hard copies of the relevant documents also to be submitted along with (1) Demand Draft for Rs. **10000/- (Rupees Ten thousand only)** in favour of "**IDSA**" payable at New Delhi as Earnest Money Deposit and (2) all documents signed and stamped, which shall be submitted in sealed cover addressed to the **Assistant Director, MP-Institute for Defence Studies and Analyses**, may be sent at the Institute's address mentioned above either by Speed Post / By hand delivery at Tender Box kept at the reception office, should reach on or before **1500 hrs, 24<sup>th</sup> June 2022** duly mentioning on top right hand corner of the sealed envelope "**EMD and any other supporting documents for Modification /Relocation of Courtyard Shed**".

All the tenders are to be submitted on the prescribed forms, as enclosed, duly signed, stamped and dated on each page of tender and Annexures as their unconditional and explicit concurrence to the terms and conditions laid down by the Institute.

**The bids shall only be opened online on GeM** in presence of the bidders or their authorized representative, not more than one person, may be present at the time of opening of the bids, if they desire. **No manual bids will be accepted. All quotation should be submitted on the GeM.**

MP-IDSA reserves the right to accept or reject any or all quotations including the lowest bidder without assigning any reason at its sole discretion and the decision of the MP-IDSA will be final and binding to all concerned.



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**Critical Dates of Tender:**

(i) Publish Date & Time	03/06/2022, 11:00 hrs
(ii) Document Download Start Date & Time	03/06/2022, 11:30 hrs
(iii) Bid Submission Start Date & Time	03/06/2022, 12:00 hrs
(iv) Start date of seeking clarification	03/06/2022, 12:00 hrs
(v) End date of seeking clarification	18/06/2022, 15:00 hrs
(vi) Bid Submission End Date & Time	24/06/2022, 15:00 hrs
(vii) Offline submission, EMD, and other supporting documents	24/06/2022, 15:00 hrs
(viii) Bid Opening Date & Time	24/06/2022, 15:30 hrs
(ix) Cost of Tender	Free of cost

**Note : Contractor may inspect the Campus & assess its requirement before bidding the tender. Corrigendum / addendum / modification to this tender, if any, will be notified through [www.idsa.in](http://www.idsa.in) and <https://eprocure.gov.in/epublish> only.**



**Col. Rajeev Agarwal (Retd.)  
Assistant Director (Admin)**



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**TENDER FOR MODIFICATION /RELOCATION OF COURTYARD SHED**  
**MP-IDSA**

**MEMORANDUM OF WORK IN BRIEF**

1	Name of work	Modification /Relocation of Courtyard Shed
2.	Cost of Document	Free of Cost
3	Earnest Money	Rs.10,000/-
4.	Validity period	30 days
7.	Publish Date & Time	03.06.2022 by 1100 hrs
8.	Submission Start Date & Time	03.06.2022by 1130 hrs
9.	Site visit	03.06.2022 on all working day between 1030 hrs to 1530 hrs till submission end date.
10.	Tender Submission End Date	24.06.2022 by 1500 hrs.
11.	Tender Opening Date	24.06.2022 by 1530 hrs.
12.	Mode of Sending	EMD and relevant documents of In sealed cover by Speed post/Hand Delivery in the tender box kept at reception.

**Signature of bidder**

**Name :**

**Company seal**

**Date**



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**MODIFICATION /RELOCATION OF COURTYARD SHED**

Online bids on GeM, are invited for the work as mentioned above and scope of work and terms & Conditions of the order shall be as follows: -

**1. Time Schedule:** The work shall be completed within 60 days from the date of award. A sum of Rs 1000 per day will be charged for delay in completion of work. Director General, decision in this regard shall be final and binding.

**2. Execution of Work:** The work shall be executed in best workman like manner, to the entire satisfaction of the Institute.

**3. Unit Price:** Unit rates quoted for the work shall be deemed to include for all material , labour, tools and accessories, as required for proper execution of work complete in all respects. Any missing minor details which are not spelt out in the description of items but are required for proper completion of work shall be deemed to have been taken into account in the quoted rates. The rates shall also include for transportation including price escalations, contractor's overheads and profits including GST. Nothing extra shall be admissible on any such account.

**4. Approval of Material and Workmanship:** The materials which stand rejected shall be removed from the site forthwith and replaced with approved materials at no extra cost.

**5. Defect Liability:** The work completed shall have defect liability period of 12 months from the certified date of completion. The contractor shall re-do the work, wherein defects have developed during this period under the direction of the Estate cell, at no extra cost.

**6. Delivery of Materials/Items and Completion:** Inspection of the finished work will be carried out by the representative of MP-IDSA. On completion, items/materials supplied shall be delivered to the Institute as indicated at Appendix 'A'. These shall be accompanied with delivery challans, if required indicating description of items/materials, their sizes and quantity. Delivery challans shall be got signed by the user's/Unit's representative(s) in token of having received the item/material and submitted to Estate cell , along with claims for payments/bills by the suppliers/agencies. The work shall be completed to the entire satisfaction of the Institute. On completion of the work, the contractor shall inform the Estate cell in writing with the date of physical completion of work for final approval for issue of completion certificate.

**7. No material will be issued by the department. All materials for the work as per scope of work if required will be procured/arranged by the contractor at his own cost.**

8. **Submission of quotation:** Quotation shall be uploaded on GeM and Annexure III to the quotation duly quoted and signed on all pages along with this letter in token of the acceptance of terms and conditions mentioned herein-before, should be submitted in sealed covers duly marked "quotation for **Modification /Relocation of Courtyard Shed**" addressed to Assistant Director, MP-IDSA, so as to reach on or before 1500 hrs on **24<sup>th</sup> June 2022**.

9. Upon acceptance of the quote, no subletting/transfer would be allowed by the Institute.

10. **Earnest Money Deposit:** Bidders shall deposit Earnest Money Deposit (EMD) along with their bids. While submitting the bid, the vendor shall deposit Earnest Money of **Rs. 10000/-** by demand draft infavour of "**IDSA**" payable at **New Delhi**. No other mode of remittance shall be accepted. EMD is to remain valid for a period of 90 days beyond the final bid is accepted. EMD of the unsuccessful bidders will be returned to them at the earliest latest on or before the 30th day after the award of the work. The EMD of the successful bidder would be returned, without any interest whatsoever, after the receipt of Performance Security from them as called for in the contract. EMD is not required to be deposited by those Bidders who are registered MSME, etc. The EMD will be forfeited if the bidder withdraws or amends, impairs or derogates from the tender in any respect within the validity period of their tender. The bidders found without EMD are liable for outright rejection.

11. **Security Deposit :** On receipt of the Letter of intent (LOI), the successful bidder shall furnish 3% of the contract value as security deposit in the form of Fixed Deposit Receipt from Bank guarantee / FDR from Nationalised Bank. The Security deposit shall be valid for a period of thirty days beyond the defect liability period.

12. **Payment Terms:** Payment will be made on actual measurement basis & 100% payment will be released after satisfactory completion of work. All statutory deductions like TDS, GST as applicable rules shall be made from the due payment of the bidder.

13. **Scope of work** – The scope of work for **Modification /Relocation of Courtyard Shed** is placed at **Annexure I & Annexure II**.

- Note:-
- (i) Any minor work like applying cement based putty observe during painting required to be completed without any extra cost.
  - (ii) Cleaning of stain marks before start fresh work.
  - (iii) All fitting must be covered while performing work.
  - (iv) Contractor is expected to train his labour to carry out the work in peaceful manner without any disturbance to employees of the Institute.
  - (vi) Removal and disposal of waste materials and debris away from the Institute campus, is the responsibility of the contractor.
  - (vii) Fixture which are marked as 'Fixture to be retained and reused' are to be safely dismantled and re-fitted by the contractor within the scope of work, without any extra cost. Also, any damage to such fixture in removal/re-fitting will be at the cost of contractor.

(viii) The contractor has to make arrangements for cleaning the work site every day and on completion of the work from the work area at his cost.

(ix) The contractor shall be paid on the basis of the actual quantity of completed work as per the scope of work.

**14. Eligibility:**

(i) Bidder should have satisfactorily completed any engineering work in Central Autonomous Body/Central PSU/ Central Undertaking Body/ /Educational Institute). Works value shall not be less than 4 lakhs.

(ii) Firm should produce completion certificate of such works from organization /Autonomous body.

**15. Pre-qualification sheet:-**

Sno	Parameter	Page No.	Document attached (Yes/NO)
(a)	Work order		
(b)	Completion certificate		
(c)	PAN Copy		
(d)	GST Number		
(e)	Current Account details		

16. **Liability to Damage:** Contractor shall be fully responsible for safety & security to his workers. Contractor has to give written undertaking that he will be fully responsible for any accident/misshaping occurred during the work & he will indemnify MP-IDSA in case of any accident.

**17. Dispute Resolution.**

(a) Any dispute and or difference arising out of or relating to this contract will be resolved through joint discussion of the authorities' representatives of the concerned parties. However, if the disputes are not resolved by joint discussions, then the matter will be referred for adjudication to a sole Arbitrator appointed by the Principal Secretary / Secretary (of the Administrative Department), Government of NCT of Delhi.

(b) The award of the sole Arbitrator shall be final and binding on all the parties. The arbitration proceeding's shall be governed by Indian Arbitration and Conciliation Act 1996 as amended from time to time.

(c) The cost of Arbitration shall be borne by the respective parties in equal proportions. During the pendency of the arbitration proceeding and currency of contract, neither party shall be entitled to suspend the work/service to which the dispute relates on account of the arbitration and payment to the contractor shall continue to be made in terms of the contract. Arbitration proceedings will be held at Delhi/New Delhi only.

**Additional Conditions**

- (A) All the T& P is to be arranged by Contractor and nothing extra shall be paid on this account
- (B) The contractor shall make his own arrangement for making electric connections to equipment like drill machine etc. If any.
- (C) The Contractor shall be bound to follow the restrictions on the movement of labour, at MP-MP-IDSA campus due to security or any other reason(s). No Claim shall be entertained on this account.
- (D) The contractor shall personally responsible for violation of any guidelines and shall have to pay the fine /penalty imposed by appropriate authority. No claim on this account shall be entertained.
- (E) TDS & GST will be deducted as per applicable rules.
- (F) The contractor shall be fully responsible for safe custody of the material even if the materials are under double lock system.
- (G) Quantity can be increased or decreased depending upon the requirements.
- (H) Contractors are advised to Visit the site and condition before quoting. After opening the bids no request will be entertained with regards to site conditions, security restrictions, etc.

*Director General, MP-MP-IDSA reserves the right to accept or reject the lowest or any offer or all offers without assigning any reasons thereto.*

Please acknowledge.

Yours sincerely,

  
**Col. Rajeev Agarwal (Retd.)  
Assistant Director (Admin)**



**Form of Quotation**

**(Note: the appendix forms the part of the Quotation)**

To,

**MP-MP-IDSA  
No 1, Development Enclave  
Rao Tularam Marg, New Delhi-110010.**

Sir,

**Name of work: Modification /Relocation of Courtyard Shed**

1. Having visited the site condition and examined the conditions of contract, specifications and schedule of quantities for the above named work, we offer to undertake and complete the whole of subject work in conformity with the said conditions of the contract and schedule of quantities of this quotation.
2. We undertake to complete and deliver the whole of the work comprised in the contract within the time limit.
3. We have independently considered the amount of liquidated damages shown in the appendix hereto and agree that it represents fair estimates of loss likely to be suffered by you in the event of the works not being completed properly.
4. Unless and until a formal agreement is prepared and executed, this quotation together with your written acceptance thereof shall constitute a binding contract between us.
5. We understand that if our quotation is accepted, we are to be jointly and severally responsible for the due performance of the contract.
6. We understand that the offered work includes work on height & we will use suitable precautions like Helmet (ISI Mark),ropes etc. Institute has full right to stop the work in case of non-availability of safety gadgets. No compensation shall be provided to us in case of any accident/ mishappening occurred.

Dated ..... Day of .....

Signature.....In the capacity of .....  
Duly authorized to sign for and on behalf of.....  
Name and address of the tenderer.  
(IN BLOCK CAPITALS)

**Brief description of scope of work**

1. The Existing Iron frame courtyard shed was Installed in 2012. This shed is made from 75mmx75x5mm square pipe with toughened glass on top . Existing shed is supported by 04 Nos. 150 mm dia round pipe each having height of 2.7 meter. The shed area is 12 Meter x4.10 Meter . The Photographs of existing shed is attached as **Appendix A & A1.**
2. The Proposed work includes following jobs:-
  - (a) Removal of toughened glass, hand over the undamaged glass to Institute.
  - (b) Dismantle the shed.
  - (c.) Providing and fixing scaffolding to install the horizontal frame at new location (8.5 Meters higher vertically) as shown in photograph ( from Point A to Point B) , using the existing frame and material to use.
  - (d) Providing and fixing polycarbonate sheet of 10mm thickness. The shade and colour of the sheet shall be approved by the institute before fitting. The Sheet area would be 60 Sq. meter (12mx5m),using and extending the existing structure.
  - (e). Provision of iron gutter alongwith 150 mm PVC pipe for drainage work .
  - (f)Painting work of entire shed with epoxy paint. Shade /colour of the paint shall be approved by the Institute before applying.
  - (h) Disposal of wastage, if any.

## Detailed Scope of Work

Sl.No	Description	Qty.	Unit
1	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.	510.00	Kg
2	Dismantling Glass panel 10mm thick Glass as per direction of Engineer-in-charge. The work includes disposal of broken old glass panels	44.00	Sqm
3	Steel work in built up tubular (round, square or rectangular hollow tubes etc.) trusses etc., including cutting, hoisting, fixing in position and applying a priming coat of approved steel primer, including welding and bolted with special shaped washers etc. complete. Hot finished welded type tubes		
a)	Providing and fixing 150 mm round steel pipe of 3 mm thick 36mtr weight 18.33 kg / mtr incl. hosting and fixing as per direction of Engineer-in-charge.	660.00	Kg
b)	Providing and fixing 75x75x3 mm thick hollow pipe 36 mtr as per direction of Engineer-in-charge.	207.00	Kg
c)	Providing and fixing MS plate 10 mm thick 300x300 mm as per direction of Engineer-in-charge.	50.00	Kg
d)	Providing and fixing precoated galvanised iron Gutter of 1000 mm width and 450 mm deep as per direction of Engineer-in-charge.	201.63	Kg
7	Supplying, assembling, lowering and fixing in vertical position , unplasticized PVC medium well casing (CM) pipe of required dia, conforming to IS: 12818, including required hire and labour charges, fittings & accessories etc. all complete, for all depths, as per direction of Engineer -in-charge.a)150 mm nominal size dia	12.00	Mtr
8	Providing and fixing polycarbonate sheets 10mm thick on roofs including all fittings. Fixtures, making necessary opening/holes as shown in the drawings including hardware all complete as per drawing and as directed by the Engineer-in-charge..	60.00	Sqm

9	<p>Providing and fixing double scaffolding system (cup lock type) on the exterior side, up to seven story height made with 40 mm dia M.S. tube 1.5 m centre to centre, horizontal &amp; vertical tubes joining with cup &amp; lock system with M.S. tubes, M.S. tube challies, M.S. clamps and M.S. staircase system in the scaffolding for working platform etc. and maintaining it in a serviceable condition for the required duration as approved and removing it there after .The scaffolding system shall be stiffened with bracings, runners, connection with the building etc wherever required for inspection of work at required locations with essential safety features for the workmen etc. complete as per directions and approval of Engineerin-charge .The elevational area of the scaffolding shall be measured for payment purpose .The payment will be made once irrespective of duration of scaffolding.</p>	144.00	Sqm
7	<p>Finishing with Epoxy paint (two or more coats) at all locations prepared and applied as per manufacturer's specifications including appropriate priming coat, preparation of surface, etc. complete, on steel work</p>	150.00	sqm

**Financial Bid –****Modification /Relocation of Courtyard Shed**

To be filled properly, reasonably and upload on GeM. The rates should be filled in prescribed format Including GST.

<b>Sno</b>	<b>Description</b>	<b>Item Quantity</b>	<b>Unit of Measure</b>	<b>Total Amount (Rs)</b>
(i)	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.	510.00	KG	
(ii)	Dismantling Glass pannel 10mm thick Glass as per direction of Engineer-in-charge. The work includes disposal of old glass panels	44	SQM	
(iii)	Providing and fixing 150 mm round steel pipe of 3 mm thick 36mtr weight 18.33 kg / mtr incl. hosting and fixing as per direction of Engineer-in-charge.	660	KG	
(iv)	Providing and fixing 75x75x3 mm thick hollow pipe 36 mtr as per direction of Engineer-in-charge.	207	KG	
(v)	Providing and fixing MS plate 10 mm thick 300x300 mm as per direction of Engineer-in-charge.	50	KG	
(vi)	Providing and fixing precoated galvanised iron Gutter of 1000 mm width and 450 mm deep as per direction of Engineer-in-charge.	201.63	KG	
(vii)	Supplying, assembling, lowering and fixing in vertical position, unplasticized PVC medium well casing (CM) pipe of required dia, conforming to IS: 12818, including required hire and labour charges, fittings & accessories etc. all complete, for all depths, as per direction of Engineer -in-charge.a)150 mm nominal size dia	12	Mtrs	

(viii)	Poly carbonate Sheet 10 mm thickness	60	SQM	
(ix)	Providing and fixing double scaffolding system (cup lock type) on the exterior side, up to seven story height made with 40 mm dia M.S. tube 1.5 m centre to centre, horizontal & vertical tubes joining with cup & lock system with M.S. tubes, M.S. tube chollies, M.S. clamps and M.S. staircase system in the scaffolding for working platform etc. and maintaining it in a serviceable condition for the required duration as approved and removing it there after .The scaffolding system shall be stiffened with bracings, runners, connection with the building etc wherever required for inspection of work at required locations with essential safety features for the workmen etc. complete as per directions and approval of Engineerin-charge .The elevational area of the scaffolding shall be measured for payment purpose .The payment will be made once irrespective of duration of scaffolding.	144	SQM	
(x)	Finishing with Epoxy paint (two or more coats) at all locations prepared and applied as per manufacturer's specifications including appropriate priming coat, preparation of surface, etc. complete, on steel work	150	SQM	

Total amount in words: \_\_\_\_\_

Signature of Bidder with stamp

Note: -

1. **The amount quoted should be including GST.** Conditional Tenders will be rejected.
2. No Wastage shall be considered for measurement. The contractor shall include cost of supply & transportation of materials, labour, tools, etc. to the site.

3. If any discrepancy found in quoting the financial bid in words and figures, the higher quoted amount will be considered.

4. GST & TDS will be deducted as per rules from the quoted amount and may be catered for while quoting the rates.

AD



(B)

(A)

Appendix-A



Appendix-A<sub>1</sub>

