

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: pktiwari.idsa@gov.in

MP-IDSA/EM/BM/PUMP HOUSE/2023

Date: 09 Oct 2023

ONLINE E-TENDER FOR SPECIAL REPAIR WORK AT PUMP HOUSE

Online bids are invited under single bid system from bonafide and experienced Firm/ Contractor for “**Special repair work at Pump House**” at 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 and <https://eprocure.gov.in/epublish>. The bidders should 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 **27 Oct 2023** by 1500 hrs also hard copies of the relevant documents to be submitted along with (1) Demand Draft for Rs. 3300/- (**Rupees Three thousand three hundred only**) in favour of “**MP-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, 27th Oct 2023** duly mentioning on top right hand corner of the sealed envelope “**EMD and any other supporting documents for “Special repair work at Pump House”**”.

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 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. **All quotation should be submitted on the GeM portal.**

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.

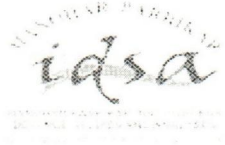
Critical Dates of Tender:

(i) Publish Date & Time	12/10/2023, 11:00 hrs
(ii) Document Download Start Date & Time	12/10/2023, 11:30 hrs
(iii) Bid Submission Start Date & Time	12/10/2023, 12:00 hrs
(iv) Bid Submission End Date & Time	27/10/2023, 15:00 hrs
(v) Offline submission, EMD, and other supporting documents	27/10/2023, 15:00 hrs
(vi) Bid Opening Date & Time	27/10/2023, 15:30 hrs
(vii) 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 GeM, www.idsa.in and <https://eprocure.gov.in/epublish> only.



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



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TENDER FOR SPECIAL REPAIR WORKS AT PUMP HOUSE

MEMORANDUM OF WORK IN BRIEF

1	Name of work	Special Repair works at Pump House
2.	Cost of Document	Free of Cost
	Estimated Value	Rs.165,962/- including GST
3	Earnest Money	Rs. 3300/-
4.	Validity period	90 days
7.	Publish Date & Time	12.10.2023 by 1100 hrs
8.	Submission Start Date & Time	12.10.2023 by 1130 hrs
9.	Site visit	12.10.2023 on all working day between 1030 hrs to 1530 hrs till submission end date.
10.	Tender Submission End Date	27/10/2023 by 1500 hrs.
11.	Tender Opening Date	27/10/2023 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

SUBJECT: ONLINE E-TENDER FOR SPECIAL REPAIR WORK AT PUMP HOUSE

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. It shall be 0.5% per week of delay limited to 10% of accepted tender cost. This shall be calculated on per day basis for each day of delay. MP-IDSA, 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 Estate Manager.
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 if any. 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 Manager, at no extra cost.
6. **Completion Of Work:** 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. Inspection of the finished work will be carried out by the representative of MP-IDSA.
7. No material will be issued by the department. All materials for the work including cement if required will be procured/arranged by the contractor at his own cost.

8. **Submission of Bid:** Bid shall be uploaded on GeM and Annexure I to the tender 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 "Tender for **Special repair work at pump house**" addressed to Assistant Director, MP-IDSA, so as to reach on or before 1500 hrs on **27 Oct 2023**.

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

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. 3300/-** by demand draft "**MP-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** : 10% of contract value, which shall be kept as performance security deposit to cover the defects liability for a period of 15 months from the date of completion, and shall be returned back on completion of defects liability period. During this period, If any defect is found the same shall be got rectified immediately by the contractor. No extra payment will be made.

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. No payment shall be made in advance nor will any loan from any bank or financial institution be recommended on the basis of the order of award of work.

13. **Scope of work** – The scope of work for ‘Special repair work at pump house’ is tabulate below:-

SNO	Description of work	Area	Unit of measurement
(a)	Dismantling old plaster or skirting raking out joints and cleaning the surface for plaster including disposal of rubbish to the dumping ground within 50 metres lead.	185	sqm
(b)	12 mm cement plaster of mix :1:4 (1 cement: 4 fine sand)	185	sqm
(c)	Removing dry or oil bound distemper, water proofing cement paint and the like by scrapping, sand papering and preparing the surface smooth including necessary repairs to scratches etc. complete.	395	sqm
(d)	Applying one coat of water thinnable cement primer of approved brand and manufacture on wall surface :Water thinnable cement primer	395	Sqm
(e)	Distemping with 1st quality acrylic distemper, having VOC (Volatile Organic Compound) content less than 50 grams/ litre, of approved brand and manufacture, including applying additional coats wherever required, to achieve even shade and colour. Two or more coats on old work	140	sqm
(f)	Finishing walls with water proofing cement paint of required shade : Old work (Two or more coats applied) all complete	255	sqm
(g)	Painting with synthetic enamel paint (on fire line) of approved brand and manufacture of required colour to give an even shade on 2 inch to 10 inch MS pipe : including with scraping of surface sand papering and preparing the surface smooth including necessary repairs to scratches etc. complete. One or more coats on old work	400	Runing Mtr.
(h)	Disposal of Debris	1	Job

- Note:-
- (i) Any minor work like plaster, waterproofing and applying cement based putty observe during OBD 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 needs to show the solution to representative of IDSA before starting the work.

(v) Contractor is expected to train his labour to carry out the work in peaceful manner without any disturbance to residents.

14. Eligibility Criteria: -

(i) Average Annual financial turnover during the last 3 years, ending 31st March of the previous financial year, should be at least Rs. 15 Lakhs per annum.

ii) Experience of having successfully completed similar works during last 3 years ending last day of month previous financial year 2022-23 to the one in which applications are invited should be either of the following: -

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

or

b. Two similar completed works costing not less than the amount equal to 75% of the estimated cost.

or

c. One similar completed work costing not less than the amount equal to 100% of the estimated cost.

(iii) For MSME registered bidder: Declaration of Udyog Aadhaar Memorandum (UAM) number by the MSME vendors on GeM portal should be made. The MSE bidders who fail to submit UAM number will not be able to avail the benefits available to MSEs as contained in Public Procurement Policy for MSEs.

(iv) MSME bidders under relevant category need not to deposit EMD.

Note:-Definition of Similar Work: Experience of Civil works and interior work in any Govt. office or large private sector company.

15. Pre-qualification sheet:-

Sno	Parameter	Page No.	Document attached (Yes/NO)
(a)	Work order		
(b)	Completion certificate		
(c)	ITR last 3 years		
(d)	PAN		
(e)	EMD		
(f)	Annual turnover last 3 years		
(g)	Firm GST registration number have valid HSN code w.r.t the similar nature of work		

16. **Code of Integrity:** All the bidders shall have to observe the highest standard of ethics and should not indulge in any of the prohibited practices, either directly or indirectly, at any stage during the procurement processes or during execution of resultant contracts. No official of a procuring entity or a bidder shall act in contravention of the codes which includes making offer, solicitation or acceptance of bribe, reward or gift or any material benefit, either directly or indirectly, in exchange for an unfair advantage in the procurement process. The bidders shall have to avoid the following prohibited practices such as (i) Corrupt practice, (ii) Fraudulent practice, (iii) Anti-competitive practice, (iv) Coercive practice, (v) Conflict of interest and (vi) Obstructive practice.

17. **Evaluation & Award of work:** The bids will be evaluated as per the Eligibility criteria given at Clause 14 & 15 above. The bids which are found to be fulfilling the eligibility criteria shall only be considered for opening of Price-Bids. MP-IDSA may seek clarifications in the bids from the bidders during the evaluation process. The work will be awarded to the lowest responsive (L-1), evaluated bidder and Work- order will be issued to the firm. MP-IDSA may like to visit the similar completed works of the successful bidder before considering their bid/ award of work. Substantially responsive financial bids will be checked for any arithmetic errors. Arithmetic errors are to be rectified on the basis of the standard procedure as follows: -

- a) If there is a difference between the amount of rate in figure and in words of an item, and the total amount is worked out, then the rate which corresponds to the amount worked by the bidder shall be taken as correct.
- b) If the bidder has not worked out the amount of an item, or the same does not correspond with the rates written either in figures or in words, then the rate quoted by him in words shall be taken as correct.
- c) If the rate quoted by the bidder in figures and in words tallies, but the amount is not worked out correctly, the rate quoted by the contractor shall be taken as correct and not the amount.

18. **Time of Completion and Extension for delay:**

- i) The work shall be completed within 60 days from the date of receipt of work order from MP-IDSA.
- ii) Due to an event, not attributable to the contractor, causing delay, occurs or a variation order is issued, which makes it impossible to complete the work by scheduled completion date, MP-IDSA may consider extending the completion date on the specific request of the contractor.

19. Approved Brands:-

- (i) Cement:-ACC/Ambuja/UltraTech
- (ii) Paint : Berger/Asian/Nerolac

For other items (Not specified above) a pre-approval shall be obtain from Estate Cell by the Contractor.

20. 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 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 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 excuse will be entertained with regards to site conditions, security restrictions, etc.

Director General, 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-IDSA

No 1, Development Enclave

Rao Tularam Marg, New Delhi-110010.

Sir,

Name of work: Special Repair works at pump house

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 also agreed for the ordered quantity may be increased or decreased depending upon the requirements of institute.

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)

Financial Bid – Special repair work at pump house

SNO	Description of work	Area	UOM	Rate(Rs)	Amount (Rs)
(a)	Dismantling old plaster or skirting raking out joints and cleaning the surface for plaster including disposal of rubbish to the dumping ground within 50 metres lead.	185	sqm		
(b)	12 mm cement plaster of mix :1:4 (1 cement: 4 fine sand)	185	sqm		
(c)	Removing dry or oil bound distemper, water proofing cement paint and the like by scrapping, sand papering and preparing the surface smooth including necessary repairs to scratches etc. complete.	395	sqm		
(d)	Applying one coat of water thinnable cement primer of approved brand and manufacture on wall surface :Water thinnable cement primer	395	Sqm		
(e)	Distemping with 1st quality acrylic distemper, having VOC (Volatile Organic Compound) content less than 50 grams/ litre, of approved brand and manufacture, including applying additional coats wherever required, to achieve even shade and colour. Two or more coats on old work	140	sqm		
(f)	Finishing walls with water proofing cement paint of required shade : Old work (Two or more coats applied) all complete	255	sqm		

(g)	Painting with synthetic enamel paint (on fire line) of approved brand and manufacture of required colour to give an even shade on 2 inch to 10 inch MS pipe : including with scraping of surface sand papering and preparing the surface smooth including necessary repairs to scratches etc. complete. One or more coats on old work	400	Runing Mtr.		
(h)	Disposal of Debris	1	Job		
Grand Total					

Total amount in words: _____

Signature of Bidder with stamp

Note: -

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.
5. Payment will be done on actual numbers or measurements supplied.