



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: estatecell.idsa@yahoo.com

IDSA/A/BM/VOL-1/2021

Date: 19th Feb 2021

**SUBJECT: MISCELLANEOUS BUILDING MAINTENANCE WORK
ON LIBRARY ROOF**

**SUBHEAD : E-TENDER FOR MAINTENANCE/REPAIR AND PAINTING WORK ON
LIBRARY ROOF ON THE SEMICIRCULAR SHED, COOLING TOWER COLUMNS
AND BEAM ALONG WITH DUCT REPAIR AND PAINTING WORK**

Online bids are invited under single bid system from bonafide and experienced Firm/
Contractor for “MISCELLANEOUS BUILDING MAINTENANCE WORK ON LIBRARY
ROOF” 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
<https://www.mstcecommerce.com>, www.idsa.in and
<https://www.eprocure.gov.in/epublish/app>. The interested bidders are advised to
register themselves with e-procurement Portal at - <https://www.mstcecommerce.com>
to participate in the e-Tender. 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 technical bids and financial bids on the
<https://www.mstcecommerce.com>, latest by **11 Mar 2021** 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, 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, 11 Mar 2021** duly mentioning on top right hand corner of
the sealed envelope “**EMD and any other supporting documents for**
MISCELLANEOUS BUILDING MAINTENANCE WORK ON LIBRARY ROOF .

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. **No manual bids will be accepted. All quotation should be submitted on the E-procurement portal.**

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 IDSA will be final and binding to all concerned.

Critical Dates of Tender:

(i) Publish Date & Time	19/02/2021, 11:00 hrs
(ii) Document Download Start Date & Time	19/02/2021, 11:30 hrs
(iii) Bid Submission Start Date & Time	19/02/2021, 12:00 hrs
(iv) Bid Submission End Date & Time	11/03/2021, 15:00 hrs
(v) Offline submission, EMD, and other supporting documents	11/03/2021, 15:00 hrs
(vi) Bid Opening Date & Time	11/03/2021, 15:30 hrs
(vii) Cost of Tender	Free of cost

Note : Contractor may inspect the Campus & assess its requirement before bidding the tender. Bidders are also advised to go through e-tendering process; which is attached as Appendix I.

Corrigendum / addendum / modification to this tender, if any, will be notified through <https://www.mstcecommerce.com>, www.idsa.in and <https://eprocure.gov.in/epublish/app> only.


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




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**TENDER FOR MISCLLANEOUS BUILDING MAINTENANCE WORK ON LIBRARY
ROOF**

MEMORANDUM OF WORK IN BRIEF

1	Name of work	Miscellaneous building Maintenance work on library roof .
2.	Cost of Document	Free of Cost
3	Earnest Money	Rs.10,000/-
4.	Validity period	30 days
7.	Publish Date & Time	19.02.2021 by 1100 hrs
8.	Submission Date & Time	11.03. 2021 by 1130 hrs
9.	Site visit	From 22.02.2021 on all working day between 1030 hrs to 1530 hrs till submission end date.
10.	Tender Submission End Date	11.03.2021 by 1500 hrs.
11.	Tender Opening Date	11.03.2021 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.


19-2-2021
Col. Rajeev Agarwal (Retd.)
Assistant Director (Admin)

Signature of bidder
Name :

Company seal
Date

Process of E-tender:

Registration: The process involves bidder's registration with MSTC e-procurement portal free of cost. Only after registration, the bidder(s) can submit his/their bids electronically. Electronic Bidding for submission of Technical Bid as well as Commercial Bid will be done over the internet. The Bidder should possess Class III signing type digital certificate. Bidders shall make their own arrangement for bidding from a P.C. connected with Internet. MSTC or IDSA is not responsible for making such arrangement. (Bids will not be recorded without Digital Signature). At <https://www.mstcecommerce.com>

- 1). Bidders are required to register themselves online with <https://www.mstcecommerce.com>
- 2). Bidders will receive a system generated mail confirming their registration in their email which has been provided during filling the registration form. In case of any clarification, please contact MSTC, (before the scheduled time of the e-tender).

MSTC Help Desk: 01123212357, 01123215163, 01123217850,033-22901004.

The technical Bid and the Price Bid shall have to be submitted online at <https://www.mstcecommerce.com> tenders will be opened electronically on specified date and time as given in the Tender. All entries in the tender should be entered in online Technical & Commercial Formats without any ambiguity. Information about tenders /corrigendum uploaded shall be sent by email only during the process till finalization of tender by IDSA. Hence, the bidders are required to ensure that their official email I.D. provided is valid and updated at the time of registration of bidder with MSTC (i.e. Agency). Bidders are also requested to ensure validity of their DSC (Digital Signature Certificate).

E-tender cannot be accessed after the due date and time mentioned in NIT.

Bidding in e-tender:-

- a) The process involves Electronic Bidding for submission of Technical and Commercial Bid.
- b) The bidder(s) can submit their Technical Bid and Commercial Bid through internet in MSTC website <https://www.mstcecommerce.com>
- c) **System Requirement:**
 - i) Windows 7 Operating System and above
 - ii) Internet Explorer (IE-7)and above Internet browser.
 - iii) Signing type digital signature
 - iv) Java Runtime Environment 8 update 191(windows X86 offline) and above software to be downloaded and installed in the system.
To enable ALL active X controls and disables "use pop up blocker" under Tools Internet Options→ custom level

Subject : MISCELLANEOUS BUILDING MAINTENANCE WORK ON LIBRARY ROOF

Subhead : E-TENDER FOR MAINTENANCE/REPAIR AND PAINTING WORK ON LIBRARY ROOF ON THE SEMICIRCULAR SHED, COOLING TOWER COLUMNS AND BEAM ALONG WITH DUCT REPAIR AND PAINTING WORK

Online Quotations 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 500 per day will be charged for delay in completion of work. Decision of Assistant Director 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 except 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 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 Unit/Users 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 (except water) 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:** Appendix 'A' 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 online on MSTC Website on or before 1500 hrs on **11th Mar 2021**.

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. 10000/-** by demand draft "**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 Nationalized Bank or Bank guarantee from Nationalised Bank. The Security deposit shall be valid for a period of fifteen 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 under the Tender is tabulated below:-

Sr No	Location	Description of wok	Quantity
1.	Semi Circular Shed	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	01 Lot

		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 thereafter .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 Engineering In charge ..	
2.	Semi Circular shed	Painting top of roof with bitumen of approved quality@17 kg/10 Sq Mtr impregnated with a coat of coarse sand at 60 cum per 10 sqm, including cleaning the slab surface with brushes and finally with a piece of cloth lightly soaked in kerosene oil complete With residual type petrolium bitumin of grade VG-10	343.60 Sq Mtr
3.	Semi Circular Shed/Duct/Cooling Tower Base	Finishing walls with 100% Premium acrylic emulsion paint having VOC less than 50 gm/litre and UV resistance as per IS 15489:2004, Alkali & fungal resistance, dirt resistance exterior paint of required shade (Company Depot Tinted) with silicon additives. (Two or more coats applied @ 1.43 litre/10 sqm. Over and including priming coat of exterior primer applied @ 0.90 litre/10 sqm.	2020 Sq Mtr

3.	Cooling Tower Base and surroundings	Dismantling old plaster or skirting ranking out joints and cleaning the surface for plaster including disposal of rubbish to the dumping ground within 50 metre lead	200 Sq. Mtr
4.	Cooling Tower Base and Surroundings	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 all complete as per direction of Engineer-in-Charge. With cement mortar 1:4 (1 cement : 4 fine sand)	200 Sq Mtr
5.	Cooling Tower Outer walls	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.	200 Sq Mtr
6.	Base Plate of Water Tanks/MS Angles/Channels etc	Painting with synthetic enamel paint of approved brand and manufacture to give an even shade	200 Sq Mtr
In addition to above , Contractor has to clear the all debris and make good of surrounding areas.			

- Please 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 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.
 - (vi) 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.

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

14. Eligibility and Prequalification Requirements:

(i) Bidder should have registered vendor and satisfactorily completed **one similar** nature of work in Central Autonomous Body/Central PSU/ Central Undertaking Body/ /Educational Institute.

(ii) Annual Turnover of the firm should not be less than 05 lakhs.

(ii) Firm must have valid GST Registration.

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

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-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 excuse will be entertained with regards to site conditions, security restrictions, etc.
- (I) **Contractor needs to ensure safety of his workers at his own cost . IDSA shall not be responsible for any mishappening during the work**

Director General, 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. Rajeey Agarwal (Retd.)
Assistant Director (Admin) .

Form of Quotation

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

(On Rs 10/- Stamp Paper)

To,

MP-IDSA

No 1, Development Enclave

Rao Tularam Marg, New Delhi-110010.

Sir,

Name of work: MISCELLANEOUS BUILDING MAINTENANCE WORK ON LIBRARY ROOF

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 work is on height and Sloppy surface hence we will provide all safety gears to our workers. In case of any accident happened during the work, MP-IDSA will not be responsible for the same.

Dated Day of

Signature.....In the capacity of

Duly authorized to sign for and on behalf of.....

Financial Bid –Subject : MISCELLANEOUS BUILDING MAINTENANCE WORK ON LIBRARY ROOFSubhead : E-TENDER FOR MAINTENANCE/REPAIR AND PAINTING WORK ON LIBRARY ROOF ON THE SEMICIRCULAR SHED, COOLING TOWER COLUMNS AND BEAM ALONG WITH DUCT REPAIR AND PAINTING WORK

To be filled properly, reasonably and upload on e-portal. The rates should be filled in prescribed format without GST.

Sn o	Description	Area (Sqm)	Rate per (Sqm) in Rs.	Total Amount (Rs)
(1)	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 thereafter. 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 Engineering- charge. The elevational area of the scaffolding shall be measured for payment purpose. The payment will be made once irrespective of duration of scaffolding.	01 Lot		

(ii)	Dismantling old plaster or skirting ranking out joints and cleaning the surface for plaster including disposal of rubbish to the dumping ground within 50 metre lead	200		
(iii)	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 all complete as per direction of Engineer-in-Charge. With cement mortar 1:4 (1 cement : 4 fine sand)	200		
(iv)	Painting top of roof with bitumen of approved quality@17 kg/10 Sq Mtr impregnated with a coat of coarse sand at 60 cudmper 10 sqm, including cleaning the slab surface with brushes and finally with a piece of cloth lightly soaked in kerosene oil complete With residual type petrolium bitumin of grade VG-10	343.60		
(v)	Finishing walls with 100% Premium acrylic emulsion paint having VOC less than 50 gm/litre and UV resistance as per IS 15489:2004, Alkali & fungal resistance, dirt resistance exterior paint of required shade (Company Depot Tinted) with silicon additives. (Two or more coats applied @ 1.43 litre/10 sqm. Over and including priming coat of exterior primer applied @ 0.90 litre/10 sqm.	2020		
(vi)	Finishing with Epoxy paint (two	200		

	or more coats) at all locations prepared and applied as per manufacturer's specifications including appropriate priming coat, preparation of surface, etc. complete.			
(vii)	Painting with synthetic enamel paint of approved brand and manufacture to give an even shade	200		
(viii)	Disposal of rubbish/waste materials	1 Job		
Grand Total				

Total amount in words: _____

Signature of Bidder with stamp

Note: -

1. **The amount quoted should be exclusive of 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.