



United Nations  
Educational, Scientific and  
Cultural Organization



क्षेत्रीय जैव प्रौद्योगिकी केन्द्र  
Regional Centre  
for Biotechnology

क्षेत्रीय जैवप्रौद्योगिकी केन्द्र  
राष्ट्रीय महत्ता की संस्था, संसदीय अधिनियम द्वारा स्थापित  
जैवप्रौद्योगिकी विभाग, भारत सरकार, यूनेस्को के तत्वावधान में

**REGIONAL CENTRE FOR BIOTECHNOLOGY**

An Institution of National Importance created through an Act of Parliament  
Department of Biotechnology, Govt. of India, under the auspices of UNESCO

**NCR-Biotech Science Cluster, 3<sup>rd</sup> Milestone, Gurgaon-Faridabad Expressway,  
Village- Bhankri, Faridabad. (Haryana) Pin -121001.**

**E- TENDER DOCUMENT NO: RCB/OoC/NIT-05 /20-21/Furniture**

## **TENDER FOR**

**Manufacturing, supplying and placing of Furniture in Guest Rooms  
of Office Of Connectivity at Regional Centre For Biotechnology,  
NCR-BSC, Faridabad (Haryana)**

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**PART –A**  
**(NOTICE INVITING E-TENDER AND QUALIFICATION CRITERIA)**

**Tender No.- RCB/OoC/NIT-05 /20-21/Furniture**

**Dated: 15.12.2020**

**1.0 TENDER NOTICE**

**1.1 Executive Director, Regional Centre for Biotechnology, NCR -Biotech Science Cluster, 3<sup>rd</sup> Milestone, Faridabad- Gurugram Expressway, Faridabad - 121001, Haryana, invites online item rate open tenders through e-tendering under single stage-two bid system from the eligible and reputed contractors/firms who fulfill the eligibility criteria as per the brief particulars of scope for the work of:**

**“Manufacturing, supplying and placing of Furniture in Guest Rooms of Office Of Connectivity at Regional Centre For Biotechnology NCR-BSC, Faridabad (Haryana).”**

**as per schedule, specifications and term and conditions mentioned in this tender document.**

1.2 The work is estimated to cost **Rs.16,43,500/-**. This estimate, however, is given merely as a Rough guide.

1.3 The tenders are to be submitted online by the eligible contractor provided they are having definite proof from the appropriate authority, which shall be to the satisfaction of the competent authority of having satisfactorily completed similar works of magnitude as specified in the advertisement.

1.4 The site for the work is available.

1.5 The competent authority on behalf of Executive Director, RCB, does not bind itself to accept the lowest or any other tender and reserves to itself the authority to reject any or all tenders received without assignment of any reasons. All tenders in which any of the prescribed condition is not fulfilled or any conditions including that of conditional rebate is put forth by the tenderer shall be summarily rejected.

1.6 Canvassing whether directly or indirectly, in connection with tenders is strictly prohibited and the tenders submitted by the contractors who resorts to canvassing will be liable to rejection.

**2.0 Brief particulars**

Website Url :	<a href="https://dbt.euniwizarde.com">https://dbt.euniwizarde.com</a> ;& <a href="https://rcb.res.in">https://rcb.res.in</a>
Address:	Regional Centre for Biotechnology, NCR-Biotech Science Cluster, 3 <sup>rd</sup> Milestone Faridabad- Gurugram Expressway, Faridabad - 121001, Haryana
Contact Details	Chief Executive Officer, Office of Connectivity, RCB, Phone: 0129-2848535
Name Of Work	Manufacturing, supplying and placing of Furniture in Guest Rooms of Office Of Connectivity at Regional Centre For Biotechnology, NCR-BSC, Faridabad (Haryana)
Estimated Cost	<b>Rs. 16,43,500 /-</b>
Earnest Money	<b>Rs.32,870/-</b> to be deposited Online through e-tender portal.

Period of Contract	60 days
Tender Processing fees	To be deposited online through e-tender portal.
Tender Uploading Date	24.12.2020
Date of Pre Bid Meeting	30.12.2020; 03:00 P.M.
Tender Closing Date & Time	05.01.2021; 03:00 P.M.
Date of Opening of Technical bid	05.01.2021 ; 03:30 P.M.
Date of Opening of Financial bid	Will be notified /uploaded on DBT E-Wizard Portal website: <a href="https://dbt.euniwizarde.com">https://dbt.euniwizarde.com</a> .

## 2.0 QUALIFICATION CRITERIA:

- 2.1 The tenderer must be a Goods Service Tax (GST) registered firm / company.
- 2.2 The tenderer should have successfully completed similar works during last seven years ending on the last day of previous month of submission of tender either of the following-

One similar work of value not less than **Rs. 13.15 Lakhs.**  
OR  
Two similar works each of value not less than **Rs. 9.86 Lakhs.**  
OR  
Three similar works of value not less than **Rs. 6.58. Lakhs.**

**Similar work** means '*Manufacturing, supplying and placing of moveable Furniture* in any Govt. Departments /universities / PSU's, Biotech companies, Research institution & pharmaceutical laboratories or in reputed private sectors during last seven years. Self-attested copies of the completion certificates and Performance report issued by the Executive Engineer/Head of department/ owner are required to be enclosed with the technical bid.

In case of issue of completion certificate issued by Private sector the agency has to submit TDS certificate along with the completion certificate in evidence of the value of work done. **The completion certificate issued by Private sector without TDS certificate shall not be considered.** The tenderer should also give complete details of the concerned authority such as name with designation, valid address, telephone/ mobile number with STD Code, etc. The completed works will be open to inspection and in case works is not up to the standard, the tender will summarily be rejected & no queries will be entertained in this regard Refer "Annexure-IV

- 2.3 Average annual financial turnover should be at least **Rs. 8.25 Lakhs** during the immediate last three consecutive financial years.
- 2.5 The firm should have not been black listed, debarred, declared non performer or expelled from any work of Union Government/ State Governments/ PSUs etc. during the last 7 years. They should also submit a self-declaration on its letter head for the same.
- 2.6 The firm should also provide information regarding litigation / arbitration cases for the last seven years as per Annexure-V
- 2.7 The tenderer may visit / examine the site and its surrounding to assess the accessibility and assess the scope of work before submitting their offer. No claims later shall be entertained.
- 2.8 The tenderers shall arrange & maintain at his own cost all materials, T&P, Water and facility for workers for executing the work. Refer "Annexure-VI".
- 2.9 **RCB** is committed to follow the principle of transparency, equity and competitiveness in public procurement. Before submission of bid each bidder should sign integrity pact at respective places and submit the bid. If duly signed Integrity pact is not submitted by bidder; such bid shall not be considered.

### 3.0 Registration Process

- 3.1 Bidders to enroll on the e-Procurement module of the portal <https://dbt.euniwizard.com> by Clicking on the link “Bidder Enrollment”. Enrolment on the e-wizard Portal is free of charge.
- 3.2 The bidders to choose a unique user name and assign a password for their accounts. Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the e -Wizard Portal.
- 3.3 Bidders to register upon enrolment their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA with their profile.
- 3.4 Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSCs to others which may lead to misuse. Foreign bidders are advised to refer “DSC details for Foreign Bidders” for Digital Signature requirements on the portal.
- 3.5 Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC /e-Token.

### 4.0 Tender Documents Search

- 4.1 Various built in options are available in the e-Wizard Portal which is further synchronizing with CPP Portal to facilitate bidders to search active tenders by several parameters. These parameters include Tender ID, organization, location, date, value, etc.
- 4.2 There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as organization name, form of contract, location, date, other keywords etc. to search for a tender published on the Online Portal.
- 4.3 Once the bidders have selected the tenders they are interested in, they may download the required documents/ tender schedules. These tenders can be moved to the respective ‘My Tenders’ folder. This would enable the Online Portal to intimate the bidders through SMS / e- mail in case there is any corrigendum issued to the tender document.
- 4.4 The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification /help from the Helpdesk.

### 5.0 Bid Preparation

- 5.1 The detailed tender documents may be downloaded from the e-tender wizard till the last date of submission of tender and may be submitted online through E –tender wizard .
- 5.2 The bidder should submit the bid online in two parts viz. Technical Bid and Commercial Bid. Technical Bid, Tender Fee & EMD should be uploaded online in cover 1 and Commercial Bid should be uploaded online in cover 2.  
**MSME registered with the national small scale Industries Corporation shall not be exempted from payment of tender cost/earnest money deposit**

- 5.3 Bidder should take into account any corrigendum published on the tender document before submitting their bids. Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid
- 5.4 Please note the number of covers in which the bid documents have to be submitted, the number of documents including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- 5.5 Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF formats. Bid documents may be scanned with 100dpi with black and white option.

## **6.0 BID SUBMISSION**

- 6.1 Bidder to login to the site well in advance for bid submission so that he/she uploads the bid in time i.e. on or before the bid submission time. Bidder will be responsible any delay due to other issue.
- 6.2 Bidder to select the payment option as Online” to pay the tender fee/ EMD wherever applicable enter details of the instrument.
- 6.3 Information and Instructions for bidders posted website shall form part of bid document. Bidders are advised to visit website regularly for latest update.
- 6.4 **Technical Bid:** The bidder to digitally sign and upload there bid documents one by one

**List of Documents to be scanned and uploaded** online with the bid in respect of proof of satisfaction of the eligibility conditions laid down in the Tender document **(Under Cover 1) within the period of bid submission: -**

- **Receipt of online payments made against Tender Fee & EMD.**
- **All documents mentioned in qualification criteria.**
- **Self-Attested certificate of work experience/performance certificates of requisite amount.**
- **Signed form of acceptance of terms & conditions of item rate tender.**
- **Certificate of Registration for GST**
- **Acceptance to execute INTEGRITY PACT on firm’s letter head**
- **PAN Card**
- **Power of Attorney / Authorization letter indicating that the person signing the Bid has the required authority to sign on behalf of the Bidder.**
- **Copy of board resolution /Memorandum of Association & Article of Association of the Bidder.**

### **6.5 Financial Bid:**

- 6.5.1 The currency of all quoted rates shall be Indian Rupees. All payment shall be made in Indian Rupees.
- 6.5.2 In preparing the financial bids, bidders are expected to take into account the requirements and conditions laid down in this Tender document. The financial bids should be uploaded online as per the specified format i.e. Price Bid in Excel sheet attached as with the tender and based on the scope of work, conditions and other terms of the Tender document. It should include all costs associated with the Scope of Work of the assignment. Bidders to note that they should necessarily submit their

financial bids in the prescribed format and no other format is acceptable

- 6.5.3 The Financial Proposal should be inclusive of all applicable taxes, duties, fees, levies, other charges imposed under the applicable laws. The rates quoted in the Tender inclusive of all applicable taxes, duties etc.
- 6.5.4 Contractor must ensure to quote rate of each item in the column meant for quoting rate in figures. In addition to this, while selecting any of the cells a warning appears that if any cell is left blank the same shall be treated as "0". Therefore, if any cell is left blank and no rate is quoted by the bidder, rate of such item shall be treated as "0" (ZERO).
- 6.5.5 The Financial bid should be according to the format given in the Tender Document. It should be ensured that no required value against an item is missed. If the bidder does not want to charge for an item the value must be filled as "0" (ZERO). All totals should be correct.
- 6.5.6 The tenderers should quote the rates for items tendered by them in figures as well as in words and the amounts in figures only. The amount for each item should be worked out.
- 6.5.7 In the event of discrepancy between rate in figures and words the rate quoted in words shall be treated as correct. In case there is discrepancy between rate and amount worked out, the rate quoted shall be taken as correct and not the amount.
- 6.5.8 Price shall be entered against each item in Bill of Quantities where quantities or LS (lump-sum) been mentioned. The cost of item against which the Contractor has failed to enter a rate or price shall be deemed to be covered by rates and prices of other items in the Bill of Quantities and no payment shall be made for the quantities executed for items against which rate has not been quoted by Contractor. No rate is to be quoted items for which no quantity is given. However, the Contractor has to quote rate against "LS" items.
- 6.5.9 The server time (which is displayed on the bidders 'dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by bidders, opening of bids etc. The bidders should follow this time during bid submission.
- 6.5.10 Upon the successful and timely submission of bids, the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
- 6.5.11 All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data, which cannot be viewed by unauthorized persons until the time of bid opening.
- 6.6 The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 6.7 Online bid documents submitted by intending bidders shall be opened only of those bidders, who has deposited EMD, tender fee and other documents scanned and uploaded are found in order.
- 6.8 On opening date, the contractor can login and see the bid opening process. After opening of bids he will receive the competitor bid sheets.

6.9 Kindly add scanned PDF of all relevant documents in a single PDF file of compliance sheet.

**6.10 Rejection of the Bid:** The bid submitted shall become invalid and tender fee shall not be Refunded, if: -

6.10.1 The bidder is found ineligible.

6.10.2 The bidder does not upload all the documents as stipulated in the bid document.

6.10.3 The bidder does not pay / deposit tender fee and EMD on time.

6.10.4 RCB reserve the right to ask original of any uploaded document during the tender processing and in case, any discrepancy is found in the uploaded and/or submitted documents the tender will be rejected without any notice.

6.10.5 Any discrepancy found in the uploaded and /or submitted documents and/or non receipt of above original documents as mentioned above the tender will be rejected without any notice and financial bid of such bidders will not be opened.

## **7.0 ASSISTANCE TO BIDDER**

7.1 Any queries relating to the tender document and the terms and conditions contained therein be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.

7.2 Any queries relating to the process of online bid submission or queries relating to e-Wizard Portal in general may be directed to the 24x7 e-Wizard Helpdesk. The contact number for the helpdesk is 011-49606060, 23710092, 23710091.

## 8.0 Terms and condition

- 8.1 Standard **General Conditions of the Contract** (GCC) form 8 (modified and corrected up to date) of CPWD shall be followed except otherwise stated elsewhere in the tender document.
- 8.2 The **Performance Security Deposit** amount @ 5% of tender value must be deposited by successful bidder within 10 days of award of work in the form Demand Draft/ Bank Guarantee/ FDR, from Nationalized/scheduled bank valid up to 6 Months from issue of work order, drawn in favour of “Executive Director Regional Centre for Biotechnology”, Payable at Faridabad.
- 8.3 **Security Deposit** @ 5% of the gross work value of work done will be deducted from each R/A bill, which will be released after the defect liability period of 12 months’ subject to the condition that all the defects observed during the defect liability period has been rectified by the contractor to the full satisfaction of the Engineer-in-charge of the work.
- 8.4 Completion period of work:** All the works shall be completed **within 60 days** from the date of issue of LOA.
- 8.5 Compensations for delay:** the contractor fails to complete the work on or the stipulated date, then a compensation for delay of work @ 1.5% per month of delay of work to be computed on per day basis provided always that the amount of compensation for delay to be paid under this Condition shall not exceed 10% of the Tendered Value of work.
- 8.6 Validity of the bids:** The bids shall be valid for a period of 90 days from the receipt of bid. This has to be so specified by the tenderer in the commercial bid.
- 8.7 Warranty / Guarantee:** Bidder must provide one (01) year comprehensive on-site warranty and it will commence from the date of the satisfactory completion of work. No offer of the vendor will be accepted without warranty/ guarantee.
- 9.0 Payment Terms:**
- 9.1 Payment shall be made on monthly basis in the shape of running account bills at the agreed rates for the work done, accepted and measured on the production of each bill in triplicate by the contractor. The pre-receipted paste of Rs.1/-revenue stamp on each bill in triplicate may be send to this office for payment. The bill should have full particulars of the items.
- 9.2 No Payment shall be made in advance nor shall the loan from any or financial institutions be recommended on the basis of the order of award of work.
- 9.3 No payment will be made for the work rejected.
- 9.4 The performance guarantee amount/PBG will be released after 3 months from date of satisfactory completion and handing over of work.
- 9.5 Security Deposit will be released after successful expiry of Defect Liability (12months) which will commence from date of completion. EMD shall be adjusted released against Security Deposit.
- 9.6 The quoted rates must be inclusive of all applicable Taxes, handling and freight charges etc. All applicable taxes shall be deducted at source from the gross amount of contractor bill.

## Check List of Certificates/Documents required to be submitted in the Technical Bid

If these documents are not submitted /conditions not met, the quotation shall be summarily rejected and no further correspondence, in this regard, shall be entertained.

S. No	Description	Technical Compliance (Yes/No)
1.	Undertaking for adherence of Two-Bid System. (Non-violation of Two-Bid System)	
2.	Work experience and performance certificate of having successfully completed similar works during last seven years ending on previous day of last day of submission of tender	
3.	Undertaking for the submission EMD/bid amount along with the bid.	
4.	GST registration certificate	
5.	Self-Declaration on letter head by the bidders that they have not been blacklisted, debarred, declared ,non performer or expelled from any work of the Union Government/ State Governments/ PSUs etc. during the last 7 years.	
6.	Declaration reg. Proprietorship/partnership/ Pvt. Limited firm	
7.	Acceptance to execute INTEGRITY PACT on firm's letter head	
8.	Power of Attorney / Authorization letter indicating that the person signing the Bid has the required authority to sign on behalf of the Bidder.	
9.	Copy of PAN Card	
10.	<b>Certificate of average financial turnover</b> of the firm for the last 3 years obtained from C.A. with address .	
11.	Undertaking for adherence & acceptance to all Tender Term as per Schedule – 'A' (No Deviation of Tender Terms)	
12.	Submission of certificate having visited the site to access the scope of work.	
13.	Information regarding litigation / arbitration cases for the last seven years as per Annexure V of this NIT	

## AUTHORIZATION LETTER

We (name of the bidder) hereby authorize Shri/Smt. -----  
(name of the authorized person) to sign and submit the bid to RCB, Faridabad against their  
**Tender No.:** - **RCB/OoC/NIT-05 /20-21/Furniture, Dated: 15.12.2020**

Shri/Smt.\_\_\_\_\_(name) is also authorized to negotiate the terms and conditions pertaining to the  
Said tender on behalf of M/s\_\_\_\_\_(name of bidder).

The specimen signature of Shri/Smt.\_\_\_\_\_(name) is appended below.

Specimen Signature:  
Name:

The undersigned is authorized to delegate the authority on behalf of M/s----- (name of bidder),  
as stipulated above

For ----- (name of bidder)

## TENDER ACCEPTANCE LETTER

(To be submitted on Company Letter Head).

Date:

The Executive Director  
Regional Centre for Biotechnology NCR Biotech Science Cluster,  
3rd Milestone, Faridabad–Gurugram Expressway,  
Faridabad– 121001

SUB: Acceptance of Terms & Conditions of Tender.

Tender Reference No : **RCB/OoC/NIT-05 /20-21/Furniture ,Dated: 15.12.2020**

**Name of Tender / Work:** Manufacturing, supplying and placing of Furniture in Guest Rooms of Office Of Connectivity at Regional Centre For Biotechnology, NCR-BSC, Faridabad (Haryana)

Dear Sir,

I/ We have downloaded / obtained the tender document(s) for the above mentioned tender/ Work from the website(s) namely :[www.rcb.res.in](http://www.rcb.res.in),<https://dbt.euniwizarde.com> as per your NIT/ advertisement given in the above mentioned website(s).

I/We hereby certify that I / We have read the entire terms and conditions of the tender documents (including all documents like annexure(s), schedules(s), etc.), which form part of the contract agreement and I / We shall abide hereby by the terms / conditions/ clauses contained therein.

The corrigendum(s) issued from time to time by your department/ organization too has also been taken into consideration, while submitting this acceptance letter.

I/We hereby unconditionally accept the tender conditions of above mentioned tender document(s) / corrigendum (s) in its totality/ entirety.

I/ We do here by declare that our Firm has not been blacklisted / debarred by any Govt. Department / Public sector undertaking.

I / We certify that all information furnished by our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/ organization shall without giving any notice or reason therefore or summarily reject the bidder terminate the contract, without prejudice to any other right so remedy including the forfeiture of the fully said earnest money deposit absolutely.

Yours Faithfully,

Authorized Signatory.  
Signature of the Bidder, with Official Seal)

## **NON-BLACK LISTING DECLARATION**

**FORMAT OF UNDERTAKING, TO BE FURNISHED ON COMPANY LETTER HEAD WITH REGARD TO BLACKLISTING/ NON- DEBARMENT, BY ORGANISATION**

### **UNDERTAKING REGARDING BLACKLISTING / NON – DEBARMENT**

To,

Executive Director  
Regional Centre for Biotechnology NCR Biotech Science Cluster,  
3<sup>rd</sup> Milestone, Faridabad-Gurgaon Expressway, Faridabad

We here by confirm and declare that we, M/S----- is not blacklisted /De-registered/ debarred by any Government department/ Public Sector Undertaking/ Private Sector/ or any other agency for which we have Executed/ Undertaken the works/ Services during the last 7 years.

For .

Authorized Signatory

Date:

**PART – B**  
**INSTRUCTIONS TO BIDDERS**

1. The Tenderer may furnish any additional information, which he thinks is necessary to establish his capabilities to successfully complete the envisaged work. He is however, advised not to furnish superfluous information. No information shall be entertained after submission of tender documents unless it is called for by the RCB.
2. Any information furnished by the tenderer found to be incorrect either immediately or at a later date would render him liable to be debarred from tendering / taking up of work in RCB.
3. Any variation in the terms and conditions of the general/special conditions for payment, tender fees, security deposit, etc. is not acceptable to RCB and such tenders will be rejected straight away.
4. RCB reserves the right to award the contract in full or in part as per the decision of the competent authority
5. RCB is not responsible for any delay in receipt of the application / receipt of tender documents etc. It is the responsibility of tenderer to make sure that the tender is uploaded in time.
6. The contractor has to mention contact no. and the person to be contacted in case of any query.
7. The tenderer shall attach the copy of PAN Card, Goods and Services Tax Registration.
8. Acceptance of tender shall rest with the RCB, which shall not be bound to accept the lowest tender and reserves to itself the right to reject any or all tenders received without assigning any reasons therefore.
9. Incomplete tenders are liable to be rejected.
10. Any bid received after the deadline for submission of bids, will be rejected.

Engineer-in-charge

**Signature of tenderer with seal & date**

## PART – C

### GENERAL CONDITIONS OF CONTRACT

#### 1.0 CONTRACT DOCUMENT

- 1.1 The terms ‘Contract document’ means the Notice Inviting Tender, Tender form, Instructions to bidders, Special Conditions, General Conditions of Contract, Specifications, Price Schedule and Drawings and Articles of Agreement.
- 1.2 “RCB” shall mean Regional Centre for Biotechnology with its present office at 3<sup>rd</sup> mile stone Faridabad –Gurgaon Expressway Haryana121001.
- 1.3 The Contractor shall mean the sole proprietor, or firm or company whether incorporated or not, undertaking the works and shall include the legal representative or such individual successors, heirs, administrators or assignees of such sole proprietor, firm or company, as the case may be or the persons composing such firm or company of the successors of such firm or company and the permitted assignees of such individual or firms or company.
- 1.4 Client shall mean the officer designated by the Executive Director, RCB who shall supervise and shall be in charge of the work, and issue necessary instructions at site, on behalf of RCB.
- 1.5 Contractor shall strictly conform to the specification .price schedule, general and special terms and conditions, if any, and other matter contained in the tender documents issued by the RCB
- 1.6 Failure of the successful contractor to lodge the required performance guarantee shall constitute sufficient grounds for the annulment of the Award and forfeiture of the Bid Security, in which event the RCB may make the award to the next lowest evaluated tenderer or, if there are no other tenderer, call for new bids.
- 1.7 In the event of breach of contract by the contractor, the performance guarantee will liable to be forfeited by RCB.
- 1.8 The contractor whose tender is accepted will also be required to furnish by way of **Security Deposit** for the fulfillment of his contract, an amount equal to **5% of the actual work done value**.  
The Security deposit will be collected by deductions from each running bills as well as final bill of the contractor at the rates mentioned above.
- 1.9 The Security Deposit will be released after the expiry of the Defects Liability Period of work (i.e. 12 Months) subject to satisfactory fulfillment of its obligations by the contractor under the work.

#### 2.0 BAR CHART

- 2.1. The contractor must furnish detailed bar chart showing the various activity w.r.t. time and must organize co-ordination meeting at the site to review the progress of work.

### **3.0 TIME AND EXTENSION FOR DELAY**

- 3.1 If in the opinion of the Client the works is delayed by:
- (a) Force majeure.
  - (b) Reasons of civil commotion, location combination of workers on strike or lock-out affecting any of the building trades.
  - (c) In consequence of the contractor for not having received in due time necessary Instructions from the Client for which he shall have specifically applied in writing.
  - (d) Reasons of Client instruction:  
The Client shall make a fair and reasonable extension of time for completion of the contract works. Then upon the happenings of any such event causing delay, the Contractor shall immediately give notice thereof in writing to the Engineer-in-charge but shall nevertheless use constantly his best endeavor's to prevent or make good the delay and shall do all that may be reasonably required to the satisfaction of the Client to proceed with the works.
  - (e) Request for rescheduling of date of completion and extension of time, to be eligible for consideration, shall be made by the Contractor in writing immediately after the happenings of the event causing delay. The Contractor may also, if practicable, indicate in such a request the period for which extension is desired.
  - (f) In such case, the Client may give a fair and reasonable extension of time and reschedule the completion date. Such extension shall be communicated to the Contractor by the Client in writing within 1 month of the date of receipt of such a request.  
Non- application by the Contractor for extension of time shall not be a bar for giving a fair and reasonable extension by Client and this shall be binding on the Contractor.

### **4.0 COMPENSATION FOR DELAY**

Time is the essence of the contract. The time allowed for the work shall be strictly followed. If the supplier fails to complete the work on or before the stipulated date, then a compensation for delay of work @ 1.5% per month of delay of work to be computed on per day basis provided always that the total amount of compensation for delay to be paid under this Condition shall not exceed 10% of the Tendered Value of work. The decision of Client about the delay shall be final and binding.

If the contractor after award of work fails to deliver any item / part of the work within the time period allowed, RCB reserves the right to remove that particular component from the scope of main contractor and get it done through some alternative resources at the cost of main contractor.

### **5.0 ESCALATION / PRICE VARIATION**

No claim on account of any Price Variation / Escalation on whatsoever ground shall be entertained at any stage of works. All rates as per Bill of Quantities (BOQ)/Price-Bid quoted by Contractor shall be firm and fixed for entire contract period as well as extended period for completion of the works. No escalation/price variation clause shall be applicable on this contract.

## **6.0 INCOME TAX DEDUCTION**

Income tax deductions shall be made from all payments made to the Contractor including advances against work done, in accordance with the Income Tax act prevailing from time to time.

## **7.0 TECHNICAL STAFF FOR WORK**

The Contractor shall employ at his cost the adequate number of technical staff during the execution of this work depending upon the requirement of work. For this purpose, the numbers to be deployed, their qualification, experience as decided by RCB shall be final and binding on Contractor. The Contractor shall not be entitled for any extra payment in this regard. The technical staff should be available at Site, whenever required by RCB to take instructions.

Within 15 days from the date of letter of intent, the Contractor shall submit a site organizational chart and Resume including details of experience of the Project-in- Charge and other staff proposed by him and shall depute them on the Project after getting approval from Engineer-In-Charge. If desired by the Contractor at later date, the Project-in-Charge and other staff whose resume is approved by RCB can be replaced with prior written approval of RCB and replacement shall be with equivalent or superior candidate only. Decision of Engineer-In-Charge shall be final and binding on the Contractor.

Even after approving the site organizational chart, the Engineer-In-Charge due to nature and exigency of work can direct the Contractor to depute such additional staff as in view of Engineer-In-Charge is necessary and having qualification and experience as approved by the Engineer- In- Charge. The removal of such additional staff from the Site shall only be with the prior written approval of Engineer-In-Charge. The Contractor shall not be paid anything extra whatsoever on account of deployment of additional staff and decision of the Engineer-In- Charge shall be final and binding on the Contractor.

In case the Contractor fails to employ the staff as aforesaid, he shall be liable to pay a reasonable amount not exceeding a sum of Rs. 25,000 (Rupees Twenty-Five Thousand only) for each month of default in the case of each person. The decision of the Engineer-In –Charge as to number of Technical Staff to be adequate for the project and the period for which the required technical staff was not employed by the Contractor and as to the reasonableness of the amount to be deducted on this account shall be final and binding on the Contractor.

## **8.0 LAND FOR LABOUR HUTS / SITE OFFICE AND STORAGE ACCOMMODATION**

The Contractor shall arrange the land for temporary office, storage accommodation and labour huts at his own cost and get the clearance of local authorities for setting up of labour camp and cost of same is deemed to be included in the rates quoted by the Contractor for the works. The Contractor shall ensure that the area of labour huts is kept clean and sanitary conditions are maintained as laid down by the local authorities controlling the area. The labour huts shall be so placed that it does not hinder the progress of work or access to the worksite. The vacant possession of the land used, for the purpose shall be given back by Contractor after completion of the work. The Retention Money of the Contractor shall be released only after Contractor demolishes all structures including foundations and gives back clear vacant possession of this land. In the event the

contractor has to shift his labour camp at any time during execution of the work on the Instructions of local authorities or as per the requirement of the work progress or as may be required by RCB, he shall comply with such instructions at his cost and no claim whatsoever shall be entertained on this account.

## **9.0 WATCH & WARD AND LIGHTING**

The Contractor shall at his own cost take all precautions to ensure safety of life and property by providing necessary barriers, lights, watchmen etc. during the progress of work as directed by Engineer-In-Charge.

## **10.0 HEALTH & SANITARY ARRANGEMENTS**

In case of all labour directly or indirectly employed in work for the performance on the Contractor's part of this contract, the Contractor shall comply with all rules and regulations framed by Govt. from time to time for the protection of health and sanitary arrangements for workers.

## **11.0 ORDER OF PRECEDENCE OF DOCUMENTS**

In case of difference, contradiction, discrepancy, dispute with regard to Conditions of Contract, Specifications, Drawings, Bill of Quantities and Rates quoted by the Contractor and other documents forming part of the contract, the following shall prevail in order of precedence.

- (a) Contract Agreement
- (b) Letter of Intent, detailed letter of Work Order along with statement of agreed variations and its enclosures.
- (c) Description in Bill of Quantity / Schedule of Quantities
- (d) Additional Conditions of Contract.
- (e) Technical specifications (General / Special Technical Specification) as given in the tender documents.
- (f) General Conditions of Contract.
- (g) Drawings
- (h) Latest CPWD specifications (as specified in Technical Specification of the Tender) update with correction slips issued up to last date of receipt of Tenders.
- (i) Relevant B.I.S. Codes.

If there are varying or conflicting provisions made in any one document forming part of the contract, the Engineer-In-Charge shall be the deciding authority with regard to the intention of the document which shall be final and binding on the Contractor.

Any error in description, quantity or rate in the Schedule of Quantities/items or Bill of Quantities or any omission there from shall not vitiate the contract or release the Contractor from the execution of the whole or any part of the works comprised therein according to the Drawings and Specifications or from any of his obligations under the contract.

## **12.0 TECHNICAL SPECIFICATION AND STANDARDS**

The materials & services to be provided by the tenderer under this contract shall conform to the technical specifications as laid down under this tender document and should be carried out to the complete satisfaction of the Client.

### **13.0 WORK OPEN TO INSPECTION**

All works under or in course of execution or being executed in pursuance of the contract shall at all times be open to inspection and supervision by the Client and/ or his authorized subordinates.

### **14.0 TIME SCHEDULE & PROGRESS**

- 14.1 Time allowed for carrying out all the works as entered in the Tender shall be reckoned from the 10th day from the date on which the letter of Intent is issued to the Contractor. Time shall be the essence of the contract and Contractor shall ensure the completion of the entire work within the stipulated time of completion.
- 14.2 The Contractor shall also furnish within 10 days from the date of letter of Intent, a CPM network/ PERT chart/ Bar Chart for completion of work within stipulated time. This will be duly got approved from RCB. This approved Network/ PERT Chart shall form a part of the agreement. Achievement of milestones as well as total completion has to be within the time period allowed.
- 14.3 Contractor shall mobilize and employ sufficient resources for completion of all the works as indicated in the agreed BAR CHART/Network. No additional payment will be made to the Contractor for any multiple shift work or other incentive methods Contemplated by him in his work schedule even though the time schedule is approved by the Engineer-In-Charge.
- 14.4 During the currency of the work the Contractor is expected to adhere to the time schedule on miles stone and total completion and this adherence will be a part of Contractor's performance under the contract. During the execution of the work Contractor is expected to participate in the review and updating of the Network/ BAR CHART undertaken by RCB. These reviews may be undertaken at the discretion of RCB either as a periodical appraisal measure or when the quantum of work order on the Contractor is substantially changed through deviation orders or amendments. The review shall be held at Site or any of the offices of RCB at the sole discretion of RCB
- 14.5 If at any time, it appears to the Engineer-In-Charge that the actual progress of work does not conform to the approved programme referred above, the Contractor shall produce a revised programme showing the modifications to the approved programme by additional inputs to ensure completion of the work within the stipulated time. The Contractor will adhere to the revised schedule thereafter. The approval to the revised schedule resulting in a completion date beyond the stipulated date of completion shall not automatically amount to a grant of extension of time to the Contractor.
- 14.6 Contractor shall submit fortnightly/ Monthly (as directed by Engineer-In-Charge) progress reports (5 copies) on a computer based program (program and software to be approved by Engineer-In-Charge) highlighting status of various activities and physical completion of work.

## **15.0 NO COMPENSATION FOR FORECLOSURE/CANCELLATION/REDUCTION OF WORKS**

If at any time after the commencement of the work RCB shall for any reason whatsoever is required to abandon the work or does not require the whole work 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 any 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 or on foreclosure, 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.

Provided that the Contractor shall be paid the charges on the cartage only of materials actually and bonafide brought to the Site of the work by the Contractor and rendered surplus as a result of the abandonment or curtailment of the work or any portion thereof and then taken back by the Contractor, provided however, that the Engineer-In-Charge shall have in all such cases the option of taking over all or any such materials at their purchase price or at local current rates which ever may be less.

In the case of such stores having been issued by RCB and returned by the Contractor to RCB, credit will be given to him by the Engineer- In-Charge at rates not exceeding those at which they were originally issued to him after taking into consideration any deduction for claims on account of any deterioration or damage while in the custody of the Contractor and in this respect the decision of the Engineer-In-Charge shall be final.

## **16.0 RESTRICTION ON SUBLETTING**

The Contractor shall not sublet or assign the whole or part of the works except where otherwise provided, by the contract and even then only with the prior written consent of RCB and such consent if given shall not relieve the Contractor from any liability or obligation under the contract and he shall be responsible for the acts, defaults or neglects of any sub-Contractor, his agents, servants or workmen as full as if they were the acts, defaults or neglects of the Contractor, his agent, servants or workmen provided always that the provision of labour on piece work basis shall not be deemed to be a subletting under this clause.

The Contractor may entrust specialist items of works to the agencies specialized in the specific trade. The Contractor shall give the names and details of such firm whom he is going to employ for approval of RCB. These details shall include the expertise, financial status, technical manpower, equipment, resources and list of works executed and on hand of the specialist agency. Specialist agency shall be engaged only after obtaining written approval of the Engineer-In-Charge.

## **17.0 PROHIBITION OF UNAUTHORISED CONSTRUCTION & OCCUPATION**

No unauthorized buildings, structures should be put up by the Contractor anywhere on the project Site, neither any building built by him shall be un- authorized occupied by him or his staff.

## **18.0 CO-ORDINATION WITH OTHER AGENCIES**

Work shall be carried out in such a manner that the work of other Agencies operating at the Site is not hampered due to any action of the Contractor. Proper Co-ordination with other Agencies will be Contractor's responsibility. In case of any dispute the decision of RCB shall be final and binding on the Contractor. No claim whatsoever shall be admissible on this account.

## **19.0 SETTING OUT OF THE WORKS**

The Contractor shall be responsible for the true and proper setting out of the works and for the correctness of the position, levels, dimensions and alignment of all parts of the works. If at any time during the progress of works, shall any error appear or arise in the position, levels, dimensions or alignment of any part of the works, the Contractor shall at his own expenses rectify such error to the satisfaction of Engineer-in-charge. The checking of any setting out or of any line or level by the engineers of RCB shall not in any way relieve the Contractor of his responsibility for the correctness.

Contractor shall provide permanent bench marks, flag tops and other reference points for the proper execution of work and these shall be preserved till the end of work. All such reference points shall be in relation to the levels and locations, given in the Architectural, Plumbing and other services Drawings.

## **20.0 NOTICE BEFORE COVERING UP THE WORK**

The Contractor shall give not less than seven days' notice before covering up or otherwise placing beyond the reach of measurement any work, to the Engineer-In-Charge in order that the same may be inspected and measured. If any work is covered up or placed beyond the reach of Inspection/ measurement without such notice to the Engineer-In-Charge or his consent being obtained, the same shall be uncovered at the Contractors expenses and he shall have to make it good at his own expenses.

## **21.0 SITE CLEARANCE**

The Contractor shall ensure that the working Site is kept clean and free of obstructions for easy access to job Site and also from safety point of view. Before handing over the work to RCB the Contractor shall remove all temporary structures like the site offices, cement godown, stores, labour hutments etc., scaffolding rubbish, left over materials tools and plants, equipments etc., clean and grade the Site to the entire satisfaction of the Engineer-In-Charge. If this is not done the same will be got done by RCB at his risk and cost.

The Contractor shall clean all floors, remove cement/ lime/ paint drops and deposits, clean joinery, glass panes etc., touching all painter's works and carry out all other necessary items of works to make the premises clean and tidy before handing over the building, and the rates quoted by the Contractor shall be deemed to have included the same

## **22.0 SET-OFF OF CONTRACTOR'S LIABILITIES**

RCB shall have the right to deduct or set off the expenses incurred or likely to be incurred by it in rectifying the defects and/or any claim under this agreement against the Contractor from any or against any amount payable to the Contractor under this agreement including Retention Money and proceeds of Security Deposit cum Performance Guarantee and from any other contract being executed by the Contractor for RCB

## **23.0 ALTERATION IN SPECIFICATION, DESIGN & DRAWING**

The Engineer-In-Charge shall have power to make any alterations in, omissions from, additions to or substitutions for, the original Specifications, Drawings, Designs and Instructions that may appear to him to be necessary during the progress of the work, and the Contractor shall carry out the work in accordance with any instructions which may be given to him in writing signed by the Engineer-In-Charge and such alterations, omissions, additions, or substitutions shall not invalidate the contract and any altered, additional or substituted work which the Contractor may be directed to do in the manner above specified as part of the work shall be carried out by the Contractor on the same conditions in all respects on which he agreed to do the mainwork

The time for the completion of the work shall be extended in the proportion that the altered, additional or substituted work price bears to the original contract work price, and the certificate of the Engineer-In-Charge shall be conclusive as to such proportion. Over and above this, a further period to the extent of 25 percent of such extension shall be allowed to the Contractor.

The rates for such additional, altered or substituted work under this clause shall be worked out in accordance with the following provisions in their respective order:

If the rates for the additional, altered or substituted work are specified in the contract for the work, the Contractor is bound to carry out the additional, altered or substituted work at the same rates as are specified in the contract for the work.

If the rates for the additional, altered or substituted work are not specifically provided in the contract for the work, the rates will be derived from the rates for a nearest similar item of work as are specified in the contract for the work. In case of composite tenders where two or more schedule of quantities/ Bill of Quantities form part of the contract, the rates shall be derived from the nearest similar item in the schedule of quantities/Bill of Quantities of the particular part of work in which the deviation is involved failing that from the lowest of the nearest similar item in other schedule of quantity. The opinion of the Engineer-In-Charge as to whether or not the rate can be reasonably so derived from the item in this contract will be final and binding on the Contractor.

If the altered, additional or substituted work includes any work for which no rate is specified in the contract for the work and which cannot be derived in the manner specified in sub para (i) and (ii) above from the similar class of work in the contract then such work shall be carried out at the rates entered in the Schedule of Rates (as mentioned in "Memorandum" to the "Form of Tender" for Civil/ Sanitary Works) minus/plus the percentage which the tendered amount of scheduled items bears with the estimated amount of schedule items based on the Schedule of Rates ( as mentioned in "Memorandum" to the "Form of Tender" for Civil/ Sanitary Works ). The scheduled

items mean the items appearing in the Schedule of Rates (as mentioned in “Memorandum” to the “Form of Tender” for Civil/ Sanitary Works), which shall be applicable in this clause. This clause will apply mutatis mutandis to electrical work except that Electrical Schedule of Rates as mentioned in “Memorandum” to the “Form of Tender” will be considered in place of Civil/ Sanitary works Schedule of rates as mentioned in “Memorandum” to the “Form of Tender”.

If the rates for the altered, additional or substituted work cannot be determined in the manner specified in sub-clauses (i) to (iii) above, then the Contractor shall, within 7 days of the date of receipt of order to carry out the work, inform the Engineer-In-Charge the rates which he intends to charge for such class of work, supported by analysis of the rate or rates claimed, and the Engineer-In-Charge shall determine the rate or rates on the basis of prevailing market rates of the material, Labour, T&P etc. plus 10% (Ten percent) to cover the Contractors supervision, overheads and profit and pay the Contractor accordingly. The opinion of the Engineer-In-Charge as to the current market rates of materials and quantum of labour involved per unit of measurements will be final and binding on the Contractor.

However, the Engineer-In-Charge, by notice in writing, will be at liberty to cancel his order to carry out such class of work and arrange to carry it out in such manner, as he may consider advisable. But under no circumstances, the Contractor shall suspend the work on the plea of non- settlement of rates of items falling under the clause.

#### **24.0 ACTION AND COMPENSATION PAYABLE IN CASE OF BADWORK**

If it shall appear to the Engineer-In-Charge or his authorized subordinate in charge of the work or to the Chief Technical Examiner or to any other inspecting agency of Government/ State Government/ Owner where the work is being executed, that any work has been executed with unsound, imperfect, or unskillful workmanship or with materials of any inferior description, or that any materials or articles provided by him for the execution of the work are unsound or of a quality inferior to that contracted for or otherwise not in accordance with the contract, the Contractor shall on demand in writing which shall be made within six months of the completion of the work from the ENGINEER-IN-CHARGE specifying the work, materials or articles complained of notwithstanding that the same may have been passed, Certified and paid for forthwith rectify, or remove and reconstruct the work so specified in whole or in part as the case may require or as the case may be, remove the materials or articles so specified and provide other proper and suitable materials or articles at his own proper charge and cost, and in the event of his failing to do so within a period to be specified by the Engineer-In-Charge in his demand aforesaid, then the Contractor shall be liable to pay compensation at the rate of one percent of the estimated amount put to tender for every day not exceeding ten days, while his failure to do so shall continue and in the case of any such failure, the Engineer-In-Charge may rectify or remove and re-execute the work or remove and replace with others, the material or articles complained of as the case may be at the risk and expense in all respects of the Contractor .

#### **25.0 CONTRACT AGREEMENT**

The Contractor shall enter into a Contract Agreement with RCB within 10 days of the date of Letter of Intent or within such extended time, as may be granted by RCB. The cost of stamp papers, stamp duty, registration, if applicable on the contract, shall be borne by the Contractor. In case, the Contractor does not sign the agreement as above or does

not start the work within 10 days of the issue of letter/telegram of intent, his earnest money is liable to be forfeited and letter of intent consequently will stand withdrawn.

## **26.0 MANNER OF EXECUTION OF AGREEMENT**

The agreement as per prescribed Performa as enclosed to the Additional Conditions of Contract shall be signed at the office of RCB within 10 days from the date of issue of Letter of Intent. The Contractor shall provide for signing of the Contract, appropriate Power of Attorney in favour of the authorized representative duly attested by notary Public and the requisite documents/materials. Till a formal contract is prepared and executed, the Letter of Intent read in conjunction with the Bidding Documents will constitute a binding contract.

The agreement will be signed in two originals and three more copies, RCB shall retain the 'Original', and the Contractor shall be provided with the other signed original and the remaining three copies will be retained by RCB. In case of a dispute of any kind whatsoever, the 'Original' retained by RCB alone shall be treated as the 'Original Agreement'.

The Contractor shall provide free of cost to RCB all the Engineering data, drawings and descriptive materials submitted along with the bid, in at least five (5) copies to form an integral part of the Agreement within seven (7) days after issuing of Letter of Intent.

Subsequent to signing of the Agreement, the Contractor at his own cost shall provide to RCB with at least five (5) true hard bound copies of Agreement along with all the enclosures viz. letter of intent, Tender Documents etc. within thirty (30) days of its signing.

## **27.0 INSPECTION, TESTING AND QUALITY CONTROL**

Reasonable notice of the intention of the Client or his subordinate to visit the works shall have been given to the contractor, either himself be present to receive order and instructions, or have a responsible agent duly accredited in writing, present for that purpose. Order given to the Contractor's agent shall be considered to have the same force as if the same had been given to the Contractor himself.

All works shall be executed subject to the approval in all respect of the Client who shall be entitled to direct at what point or points and in what manner these are to be commenced, and carried out from time to time.

RCB and/or its nominated representative(s) will, inspect and/or test the work / material to confirm their conformity to the tender specification at no extra cost to the RCB. The Inspection Authority to be designated by the RCB shall specify what inspections and tests are required and where they are to be conducted.

The RCB shall notify the contractor in writing in a timely manner of the identity of any representatives retained for these purpose. All work/material shall be tested as stipulated in the latest specification of Govt./institutes.

The inspections and tests may be conducted on the premises of the tenderer or its subcontractor or at the point of delivery. If conducted on the premises of the tenderer or its subcontractor(s), all reasonable facilities and assistance, including access to drawings and production data shall be furnished to the Inspectors at no charge to the RCB.

The representative of Centre shall inspect or test the items, which fail to conform to the specifications. The RCB may reject such items and the tenderer shall replace the rejected items, at no cost to the RCB, within a stipulated time period.

The RCB's right to inspect, test and where necessary, reject the items after its arrival at the final destination shall in no way be limited or waived by reason of the items having previously been inspected, tested and passed by RCB or its representatives.

Nothing shall in any way release the tenderer from Guaranty or other obligations under the contract. The RCB shall be the final authority to reject full or any part of the item which is not conforming to the specifications and other terms & conditions.

No payment shall be made for rejected items. Rejected items must be removed by the contractor within one weeks of the date of rejection at their own cost and replace immediately. In case these are not removed, these will be auctioned at the risk and responsibility of the contractor without any further notice.

## **28.0 WATER & POWER FOR FABRICATION**

RCB shall provide power & water at one point for the proper execution of the work under normal circumstances if available at site.

Contractor shall be liable to pay for power charges for the actual consumption at the rates notified by DHBVN from time to time.

In case RCB is not in a position to supply the water and/ or power, the contractor will make his own arrangement so that the work does not suffer. However, no claim of the contractor whatsoever shall be entertained by RCB on this account.

## **29.0. COMPLIANCE WITH LABOUR LAWS AND OTHER LAWS**

The Contractor shall abide by the Contract Labour, (Regulation and Abolition) Act 1970, and Contract Labour (Abolition and Regulation) Central rules 1971. The Contractor shall comply with the provisions of Payment of Wages Act 1936, Minimum Wages Act 1948, Employees Liability Act 1938, Workmen's Compensation Act 1923, Industrial Disputes Act and other applicable regulations and other labour laws Contract Labour as mentioned below as applicable amended up to date:

1. Industrial Disputes Act.
2. Industrial Establishment (Standing orders) Act.
3. Trade Unions Act.
4. The Factories Act.
5. Employees Provident Fund & Miscellaneous Provision Act.
6. Employees State Insurance Act.
7. Workmen's Compensation Act.
8. Payment of Gratuity Act.
9. Minimum Wages Act.
10. Payment of Wages Act.
11. Equal Remuneration Act.
12. Payment of Bonus Act.
13. National / weekly Holiday Act.
14. Inter-state Migrant Workmen (Regulation of Employment and of service conditions) Act.

In case, RCB is made liable to pay any amount to any third party due to non-observance of any of the statutes /law as mentioned above, the same will be adjusted from any future payment due payable to the contractor or from performance guarantee available with RCB.

### **30.0 SAFETY CODE, LABOUR CAMPS SANITARY ARRANGEMENTS**

The Contractor shall follow the Safety Code and Model Rules for the Protection of health and Sanitary arrangement for Workers as prescribed by the CPWD as regard to safety code and first aid facilities. In case, the Contractor fails to make the aforesaid arrangement, the Executive Director RCB shall be entitled to do so at the risk, responsibility and cost of the Contractor. Determent panel and legal action shall be taken in the event of any failure on the part of the contractor to discharge the safety obligations which are laid down in the contract

### **31.0 PAYMENT OF WAGES BY THE CONTRACTOR**

The Contractor shall directly pay to labour employed by him and shall be solely responsible for following all Government rules and regulations applicable for employment.

### **32.0 REMOVAL OF PERSON**

The Client may require the Contractor to remove from the site of the work any persons in the Contractor's employment who may found to be incompetent or due to misconduct and the Contractor shall forthwith comply with such requirement /instructions.

### **33.0 OTHER CONDITION TO BE ADHERE BY TENDERER**

33.1 The work is to be carried out as per the CPWD specification 2019 vol. I &II with up to date correction slips and MORTH specifications and relevant standards as specified in this documents.

33.2 The material should be got approved before start of work and open to site inspection.

33.3 The contractor shall clear the site after completion of work in all respects.

33.4 All the material used shall be one of the stipulated makes as per approved list of material.

33.5 The contractor shall comply with safety codes for Fire precaution, health requirement, scaffolds & ladders etc.

33.6 No T & P shall be issued by RCB.

33.7 All dismantled material for which credit is not being given in the tender shall be handed over to the site engineer stored at proper place.

33.8 Contractor shall be fully responsible for safety of his workers and in case of any accident / mishap the entire responsibility shall be on the contractor.

33.9 The work shall be executed without any loss/ damage to the RCB's properties.

### **34.0 OTHER CONDITION TO BE ADHERE BY TENDERER**

- 34.1 The work is to be carried out as per the CPWD specification 2019 vol. I & II with up to date correction slips and specifications and relevant standards as specified in this documents.
- 34.2 The material should be got approved before start of work and open to site inspection.
- 34.3 The contractor shall clear the site after completion of work in all respects.
- 34.4 All the material used shall be one of the stipulated makes as per approved list of material.
- 34.5 The contractor shall comply with safety codes for Fire precaution, health requirement, scaffolds & ladders etc.
- 34.6 No T & P shall be issued by RCB.
- 34.7 All dismantled material for which credit is not being given in the tender shall be handed over to the site engineer stored at proper place.
- 34.8 Contractor shall be fully responsible for safety of his workers and in case of any accident / mishap the entire responsibility shall be on the contractor.
- 34.9 The work shall be executed without any loss/ damage to the RCB's properties.

### **35.0 TERMINATION**

Being a standing offer, the work can be terminated from either side by serving one month's notice to the other party. However, all the orders placed before the date of serving of such notice will be valid and binding on both the parties. Further, the orders placed under the work can also be terminated individually and the same will not lead to automatic termination of work unless so specified.

#### **Termination of work order.**

Notwithstanding anything elsewhere provided herein and in addition to any other right or remedy available to RCB under the work or otherwise including right of RCB to claim compensation for delay, RCB may, without prejudice to his right against contractor in respect of any delay, bad workmanship or otherwise or to any claims for damage in respect of any breaches of the contract and without prejudice to any rights or remedies under any of the provisions of this work or otherwise and whether the date for completion has or has not lapsed by intimation in writing, absolutely determine and terminate the Contract

- (i) Default or failure by the contractor in any of the under mentioned cases, including but not limited to the following shall be the basis of taking action under this clause of the contract
- (ii) Failure to provide at the job site, sufficient labor, material, equipment, machinery and/ or facilities, required for the proper and / or due execution of the work or any part thereof:
- (iii) Failure to execute the work so many of them in accordance with the contract.
- (iv) Disobedience of any order or instruction of the Site Engineer and /or Engineer-in- charge.
- (v) Negligence in carrying out the work or carrying out of work found to be unsatisfactory by the Client.
- (vi) Abandonment of the work so many part thereof.
- (vii) If the Contractor misconduct in any manner.
- (viii) Delay in execution of work, which in opinion of Client shall delay the completion of work beyond the stipulated date of completion.
- (ix) Distress, execution, or other legal process being levied on or upon any of the Contractors goods and /or assets.
- (x) Death of Contractor (if an individual)

- (xi) If the Contractor of any person employed by him shall make or offer for any purpose connected with the contract any gift, gratuity, royalty, commission, gratification or other inducement (whether money or in any other form) to any employee or agent to RCB.

The decision of the Executive Director, RCB as to whether any of the events/ contingencies mentioned in aforesaid clauses entitling RCB to terminate the contract has occurred shall be final and binding upon the Contractor. The jobs left however by the Contractor shall be got done at his risk and cost through the other agencies and the Contract shall be determined accordingly.

### **36.0 FORCE MAJEURE**

The right of the contractor to proceed with the work shall not be terminated because of any delay in the completion of the work due to unforeseeable causes beyond the control and without the fault or negligence of the contractor, including but not limited to acts of god, or of the public enemy, restraints of a sovereign state, floods, unusual severe weather conditions.

### **37.0 ARBITRATION**

Any claim, dispute or difference arising out of or in connection with this agreement and which cannot be settled by mutual consultations, shall be referred to sole Arbitration or an Arbitrator to be appointed by mutual consultations. The award of the Arbitrator shall be final and binding between the parties as per the terms and conditions of the Agreement to be executed on award of contract. The Arbitration proceedings shall be governed by the Arbitration and Conciliation Ordinance dated 26<sup>th</sup> March, 1996 and shall be conducted in Haryana.

### ***SPECIAL CONDITIONS***

1. The work shall be carried out as per the direction of Engineer-in-charge.
2. The contractor will be fully responsible for any deficiency/damage done to the furniture/article during execution of work/handling in transit. Recovery at market rates decided by the Engineer-in-charge shall be final and binding to the contractor for all the damage done during the execution of work.
3. The rates shall be inclusive of all taxes and cartage etc. and nothing extra shall be paid on this account.
4. Time allowed for completion of work is **60 days**
5. Minor modification can be made at the time of final approval of sample for which no extra payment shall be made.
6. The Engineer-in-Charge reserves right to ask for submission of samples in respect of materials for which the tenderer has quoted his rates before the tender can be considered for acceptance. If the tenderer who is called upon to do so, does not submit the sample within seven days of written order to do so, the Govt. shall be at liberty to forfeit 50% of the said earnest money absolutely.
8. Unless otherwise specified all wood shall be 2<sup>nd</sup> class seasoned CP teak wood.
9. All materials to be used shall have to be first got approved from Engineer-in-charge.
10. All visible faces shall be melamine polish (matt or glossy as per requirement) of approved shade and all invisible faces shall have spirit polish finish.
11. Unless otherwise specified all block board and ply shall be of Duro or equivalent make. Sample of brand to be used in manufacturing of furniture shall be approved by Engineer-in-charge. Out of the samples so procured by the agency, equivalency of the brand shall be compared and determined with the test result of Duro make/brand and if results of sample not comparable with Duro brand, same shall not be allowed to be used and then only Duro brand shall be allowed to use.

**BANK GUARANTEE BOND**

In consideration of the President of India (hereinafter called the "the Government") having agreed to exempt \_\_\_\_\_ (hereinafter called "the said contractor(s)" from the demand, under the terms and conditions of an agreement No. \_\_\_\_\_ dated \_\_\_\_\_ made between \_\_\_\_\_ and \_\_\_\_\_ for the work \_\_\_\_\_ (hereinafter called "the said agreement") for the due fulfilment by the said contractor(s) of the terms and conditions contained in the said agreement, on production of a Bank Guarantee for Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only). We \_\_\_\_\_ (indicate the name of the Bank) (hereinafter referred to as "as Bank") at the request of \_\_\_\_\_ contractor(s) do hereby undertake to pay to the Government an amount not exceeding Rs. \_\_\_\_\_ on demand by Government.

We \_\_\_\_\_ do hereby undertake to pay the (indicate the name of the Bank) amount due and payable under this Guarantee without any demure, merely on a demand from the Government stating that the amount claimed is required to meet the recoveries due or likely to be due from the said contractor (s). Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the bank under this Guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs. \_\_\_\_\_.

3. We undertake to pay to the Government any money so demanded notwithstanding any dispute or disputes raised by the contractor(s) in any suit or proceeding pending before any court or Tribunal relating thereto, our liability under this present being absolute and unequivocal.

The payment made by us under this bond shall be a valid discharge of our liability for payment to there under and the contractor(s) shall have no claim against us making such payment.

4. We \_\_\_\_\_ further agree that the guarantee herein (indicate the name of the Bank) contained shall remain in full force and effect during the period that would be taken for the performance of the said agreement and that it shall continue to be for ceable till all the dues of the Government under or by virtue of the said Agreement have been fully paid and its claims satisfied or discharged or till Engineer-in-Charge on behalf of the Government certifies that the terms and conditions of the said Agreement have been fully and properly carried out by the said contractor (s) and accordingly discharges this guarantee.

5. We, \_\_\_\_\_ further agree with the Government that the (indicate the name of the Bank) Government shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said Agreement or to extend time of performance by the said contractor(s) from time to time or to postpone for any time to time any of the powers exercisable by the Government against the said contractor(s) and to forebear or enforce any of the terms and conditions relating to the said agreement shall not be relieved from our liability by reason of any such variation, or extension being granted to the said contractor(s) or for any forbearance, act of omission on that part of the Government or any indulgence by the Government to the said contractor(s) or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.

6. This guarantee will not be discharged due to the change in the constitution of the Bank or the contractor (s) suppliers.

7. We \_\_\_\_\_ lastly undertake not to revoke this guarantee except with the previous (indicate the name of the Bank). consent of the Government in writing

8. This guarantee shall be valid upto \_\_\_\_\_ unless extended on demand by Government. Notwithstanding anything mentioned above, our liability against this Guarantee is restricted to Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only) and unless a claim in writing is lodged with us within six months of the date of expiry or the extended date of expiry of this guarantee, all our liabilities under this Guarantee, shall stand discharged.

Date : the \_\_\_\_\_ date of \_\_\_\_\_ 20\_\_

For \_\_\_\_\_  
(indicate the name of Bank)\_

## INTEGRITY PACT

To,

.....,  
.....,  
.....

**Name of Work-** Manufacturing, supplying and placing of Furniture in Guest Rooms of Office Of Connectivity at Regional Centre For Biotechnology, NCR-BSC, Faridabad (Haryana)

Dear Sir,

It is here by declared that RCB is committed to follow the principle of transparency, equity and competitiveness in public procurement.

The subject Notice Inviting Tender (NIT) is an invitation to offer made on the condition that the Bidder will sign the integrity Agreement, which is an integral part of tender/bid documents, failing which the tenderer/bidder will stand disqualified from the tendering process and the bid of the bidder would be summarily rejected.

This declaration shall form part and parcel of the Integrity Agreement and signing of the same shall be deemed as acceptance and signing of the Integrity Agreement on behalf of the RCB

Yours faithfully

Executive Director,  
RCB

To,  
Executive Director

.....,  
.....

**Sub: Submission of Tender for the work 'Manufacturing, supplying and placing of Furniture in Guest Rooms of Office Of Connectivity at Regional Centre For Biotechnology, NCR-BSC, Faridabad (Haryana)'**

Dear Sir,

I/We acknowledge that RCB is committed to follow the principles thereof as enumerated in the Integrity Agreement enclosed with the tender/bid document.

I/We agree that the Notice Inviting Tender (NIT) is an invitation to offer made on the condition that I/We will sign the enclosed integrity Agreement, which is an integral part of tender documents, failing which I/We will stand disqualified from the tendering process. I/We acknowledge that **THE MAKING OF THE BID SHALL BE REGARDED AS AN UNCONDITIONAL AND ABSOLUTE ACCEPTANCE** of this condition of the NIT.

I/We confirm acceptance and compliance with the Integrity Agreement in letter and spirit and further agree that execution of the said Integrity Agreement shall be separate and distinct from the main contract, which will come into existence when tender/bid is finally accepted by RCB. I/We acknowledge and accept the duration of the Integrity Agreement, which shall be in the line with Article 1 of the enclosed Integrity Agreement.

I/We acknowledge that in the event of my/our failure to sign and accept the Integrity Agreement, while submitting the tender/bid, RCB shall have unqualified, absolute and unfettered right to disqualify the tenderer/bidder and reject the tender/bid in accordance with terms and conditions of the tender/bid.

Yours faithfully

(Duly authorized signatory of the Bidder)

**To be signed by the bidder and same signatory competent / authorized to sign the relevant contract on behalf of RCB**

**INTEGRITY AGREEMENT**

This Integrity Agreement is made at ..... on this ..... day of .....20.....

**BETWEEN**

Executive Director, RCB, NCR-BSC, FARIDABAD. (Hereinafter referred as the ‘**Principal/Owner**’, which expression shall unless repugnant to the meaning or context hereof include its successors and permitted assigns)

**AND**

.....

(Name and Address of the Individual/firm/Company)

through ..... (Hereinafter referred to as the

(Details of duly authorized signatory)

“**Bidder/Contractor**” and which expression shall unless repugnant to the meaning or context hereof include its successors and permitted assigns)

**Preamble**

**WHEREAS the Principal / Owner has floated the Tender (hereinafter referred to as “Tender/Bid”) and intends to award, under laid down organizational procedure, contract for ‘Manufacturing, supplying and placing of Furniture in Guest Rooms of Office Of Connectivity at Regional Centre For Biotechnology, NCR-BSC, Faridabad (Haryana) hereinafter referred to as the “Contract”.**

AND WHEREAS the Principal/Owner values full compliance with all relevant laws of the land, rules, regulations, economic use of resources and of fairness/transparency in its relation with its Bidder(s) and Contractor(s).

AND WHEREAS to meet the purpose aforesaid both the parties have agreed to enter into this Integrity Agreement (hereinafter referred to as “**Integrity Pact**” or “**Pact**”), the terms and conditions of which shall also be read as integral part and parcel of the Tender/Bid documents and Contract between the parties.

NOW, THEREFORE, in consideration of mutual covenants contained in this Pact, the parties hereby agree as follows and this Pact witnesses as under:

**Article 1: Commitment of the Principal/Owner**

- 1) The Principal/Owner commits itself to take all measures necessary to prevent corruption and to observe the following principles:
  - (a) No employee of the Principal/Owner, personally or through any of his/her family members, will in connection with the Tender, or the execution of the Contract, demand, take a promise for or accept, for self or third person, any material or immaterial benefit which the person is not legally entitled to.
  - (b) The Principal/Owner will, during the Tender process, treat all Bidder(s) with equity and reason. The Principal/Owner will, in particular, before and during the Tender process, provide to all Bidder(s) the same information and will not provide to any Bidder(s) confidential / additional information through which the Bidder(s) could obtain an advantage in relation to the Tender process or the Contract execution.

- (c) The Principal/Owner shall endeavour to exclude from the Tender process any person, whose conduct in the past has been of biased nature.
- 2) If the Principal/Owner obtains information on the conduct of any of its employees which is a criminal offence under the Indian Penal code (IPC)/Prevention of Corruption Act, 1988 (PC Act) or is in violation of the principles herein mentioned or if there be a substantive suspicion in this regard, the Principal/Owner will inform the Chief Vigilance Officer and in addition can also initiate disciplinary actions as per its internal laid down policies and procedures.

#### **Article 2: Commitment of the Bidder(s)/Contractor(s)**

- 1) It is required that each Bidder/Contractor (including their respective officers, employees and agents) adhere to the highest ethical standards, and report to the Government / Department all suspected acts of **fraud or corruption or Coercion or Collusion** of which it has knowledge or becomes aware, during the tendering process and throughout the negotiation or award of a contract.
- 2) The Bidder(s)/Contractor(s) commits himself to take all measures necessary to prevent corruption. He commits himself to observe the following principles during his participation in the Tender process and during the Contract execution:
- a) The Bidder(s)/Contractor(s) will not, directly or through any other person or firm, offer, promise or give to any of the Principal/Owner's employees involved in the Tender process or execution of the Contract or to any third person any material or other benefit which he/she is not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever during the Tender process or during the execution of the Contract.
- b) The Bidder(s)/Contractor(s) will not enter with other Bidder(s) into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to cartelize in the bidding process.
- c) The Bidder(s)/Contractor(s) will not commit any offence under the relevant IPC/PC Act. Further the Bidder(s)/Contractor(s) will not use improperly, (for the purpose of competition or personal gain), or pass on to others, any information or documents provided by the Principal/Owner as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.
- d) The Bidder(s)/Contractor(s) of foreign origin shall disclose the names and addresses of agents/representatives in India, if any. Similarly Bidder(s)/Contractor(s) of Indian Nationality shall disclose names and addresses of foreign agents/representatives, if any. Either the Indian agent on behalf of the foreign principal or the foreign principal directly could bid in a tender but not both. Further, in cases where an agent participate in a tender on behalf of one manufacturer, he shall not be allowed to quote on behalf of another manufacturer along with the first manufacturer in a subsequent/parallel tender for the same item.
- d) The Bidder(s)/Contractor(s) will, when presenting his bid, disclose (with each tender as per proforma enclosed) any and all payments he has made, is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the Contract.
- 3) The Bidder(s)/Contractor(s) will not instigate third persons to commit offences outlined above or be an accessory to such offences.
- 4) The Bidder(s)/Contractor(s) will not, directly or through any other person or firm indulge in fraudulent practice **means a willful misrepresentation or omission of facts or submission of fake/forged documents in order to induce public official to act in reliance thereof, with the purpose of obtaining unjust advantage by or causing damage to justified interest of others and/or to influence the procurement process to the detriment of the Government interests.**

- 5) The Bidder(s)/Contractor(s) will not, directly or through any other person or firm use Coercive Practices (means the act of obtaining something, compelling an action or influencing a decision through intimidation, threat or the use of force directly or indirectly, where potential or actual injury may befall upon a person, his/ her reputation or property to influence their participation in the tendering process).

### **Article 3: Consequences of Breach**

Without prejudice to any rights that may be available to the Principal/Owner under law or the Contract or its established policies and laid down procedures, the Principal/Owner shall have the following rights in case of breach of this Integrity Pact by the Bidder(s)/Contractor(s) and the Bidder/ Contractor accepts and undertakes to respect and uphold the Principal/Owner's absolute right:

- 1) If the Bidder(s)/Contractor(s), either before award or during execution of Contract has committed a transgression through a violation of Article 2 above or in any other form, such as to put his reliability or credibility in question, the Principal/Owner after giving 14 days notice to the contractor shall have powers to disqualify the Bidder(s)/Contractor(s) from the Tender process or terminate/determine the Contract, if already executed or exclude the Bidder/Contractor from future contract award processes. The imposition and duration of the exclusion will be determined by the severity of transgression and determined by the Principal/Owner. **Such exclusion may be forever or for a limited period as decided by the Principal/Owner.**
- 2) **Forfeiture of EMD/Performance Guarantee/Security Deposit:** If the Principal/Owner has disqualified the Bidder(s) from the Tender process prior to the award of the Contract or terminated/determined the Contract or has accrued the right to terminate/determine the Contract according to Article 3(1), the Principal/Owner apart from exercising any legal rights that may have accrued to the Principal/Owner, may in its considered opinion forfeit the entire amount of Earnest Money Deposit, Performance Guarantee and Security Deposit of the Bidder/Contractor.
- 3) **Criminal Liability:** If the Principal/Owner obtains knowledge of conduct of a Bidder or Contractor, or of an employee or a representative or an associate of a Bidder or Contractor which constitutes corruption within the meaning of Indian Penal code (IPC)/Prevention of Corruption Act, or if the Principal/Owner has substantive suspicion in this regard, the Principal/Owner will inform the same to law enforcing agencies for further investigation.

### **Article 4: Previous Transgression**

- 1) The Bidder declares that no previous transgressions occurred in the last 5 years with any other Company in any country confirming to the anticorruption approach or with Central Government or State Government or any other Central/State Public Sector Enterprises in India that could justify his exclusion from the Tender process.
- 2) If the Bidder makes incorrect statement on this subject, he can be disqualified from the Tender process or action can be taken for banning of business dealings/ holiday listing of the Bidder/Contractor as deemed fit by the Principal/ Owner.
- 3) If the Bidder/Contractor can prove that he has resorted / recouped the damage caused by him and has installed a suitable corruption prevention system, the Principal/Owner may, at its own discretion, revoke the exclusion prematurely.

### **Article 5: Equal Treatment of all Bidders/Contractors/Subcontractors**

- 1) The Bidder(s)/Contractor(s) undertake(s) to demand from all subcontractors a commitment in conformity with this Integrity Pact. The Bidder/Contractor shall be responsible for any violation(s) of the principles laid down in this agreement/Pact by any of its Subcontractors/sub-vendors.
- 2) The Principal/Owner will enter into Pacts on identical terms as this one with all Bidders and Contractors.



## APPLICATION FORM

[NOTE: On the letter head of the applicant including full postal address, email address, telephone no. and fax no.]

Date:

To

The Executive Director  
Regional Centre for Biotechnology NCR Biotech Science Cluster  
3<sup>rd</sup> Milestone Faridabad– Gurgaon Expressway  
Faridabad 121001.

Sirs,

Being duly authorized to represent and act on behalf of.....

(Hereinafter referred to as “the Applicant”) and having reviewed and fully understood all the qualification information provided, the undersigned hereby applies to be qualified by yourselves as a tenderer for the work-

***Manufacturing, supplying and placing of Furniture in Guest Rooms of Office Of Connectivity at Regional Centre For Biotechnology, NCR-BSC, Faridabad (Haryana)***

Attached to this letter are copies or original documents defining:

- i. The applicant’s legal status
- ii The principal place of business
- iii The place of incorporation (for applicants who are corporations) or the place of registration and the nationality of the owners (for applicants who are partnerships or individually owned firms)

RCB and its authorized representatives are hereby authorized to conduct any inquiries or investigations to verify the statements, documents and information submitted in connection with this application, and to seek clarification from our bankers and clients regarding any financial and technical aspects. This letter of application will also serve as authorization to any individual or authorized representative or any institution referred to in the supporting information to provide such information deemed necessary and requested by you to verify statements and information provided in this application, or with regard to the resources, experience, and competence of the Applicant.

RCB and its authorized representatives may contact the following persons for further information on general, personnel, technical and financial enquiries.

Contact 1:

Name, email and Phone no.

Contact 2:

Name, email and phone no.

This application is made with the full understanding that:

i Bids submitted by applicants will be subject to verification of all information submitted at the time of bidding

ii RCB reserves the right to:

(A).Amend the scope and value of the contract / bid under this project; in such event, bids will only be called from pre-qualified bidders who meet the revised requirements; and

(B). Reject or accept any application, cancel the pre-qualification process, and reject all applications without assigning reasons or incurring any liability thereof; and

(C ).RCB shall not be liable for any such actions and shall be under no obligation to inform the applicant

The undersigned declares that statements made and the information provided in the duly completed application is true and correct in every detail

Signed and sealed, Name .....

**For and on behalf of.....**

**GENERAL INFORMATION**

<b>Name of Firm</b>	
<b>Head office address</b>	
<b>Telephone</b>	<b>Contact No</b>
<b>Fax. No.</b>	<b>Email ID</b>
<b>Place of Incorporation registration</b>	<b>Year of incorporation/registration</b>

Signature and seal  
of the Authorized Signatory of the  
bidder

## FINANCIAL CAPABILITY

Financial Year	Annual Turn Over in Indian Rupees (or equivalent to Indian Rupees) as per Audited Balance Sheet

Attach copies of Turn over certificate duly signed by Chartered account along with his membership no. and full address.

Signature and seal of the Authorized Signatory of the bidder

**List of similar works completed During last seven years ending on the last day of previous month of submission of tender**

Sr.No.	Name of work/project and location	Owner or sponsoring organization	Cost of work Lacs	Date of commencement as per contract	Stipulated date of completion	Actual date of completion	Name and address/ telephone number of officer to whom reference maybe made	Remarks

NOTE: Please attach supporting documents (completion certificates along with order copies) for the above information

Signature and seal of the Authorized Signatory of the bidder.

**ANNEXURE – V**

**LITIGATION DETAILS (COURT CASES/ARBITRATION)**

Year	Name of the work	Name of the client with address	Title of the court case/ Arbitration	Detail of the Court/ Arbitrator	Status pending/ decided	Dispute Amount (Current Value, the equivalent) in case of court cases/arbitration	Actual awarded amount (Rs.) in decided court case/ arbitration

Signature and seal of Authorized Signatory of bidder

**CERTIFICATE FOR SITE INSPECTION**

Certified that we..... (Name of tenderer) have visited the site on dated..... and assessed the nature and amount of work involved before submitting our offer.

We will be able to complete the works within the stipulated time and also certified that we will be able to supply the material /executing the work as per specification to suit the site conditions.

Address of site: -

Regional Centre for Biotechnology,  
NCR-Biotech Science Cluster, 3<sup>rd</sup> Milestone, Faridabad-Gurugram Expressway,  
Faridabad 121001, Haryana.

Signature of Tenderer with Seal & Date

**FORM OF AGREEMENT**

This Agreement made on the \_\_\_ day of ---- 2020 between Regional Centre for Biotechnology (RCB), Faridabad-Haryana for entering into the work(s) for "**Manufacturing, supplying and placing of Furniture in Guest Rooms of Office Of Connectivity at Regional Centre For Biotechnology, NCR-BSC, Faridabad (Haryana** (herein after called "The Employer") who enters into this Agreement of the one part and  
M/s.....  
(herein after called "The Contractor") of the other part.

Whereas the Employer is desirous that certain works should be executed by the Contractor, viz ----- ("the Works") and has accepted a Bid by the Contractor for the execution and completion of the works and the remedying of any defects there in.

Now this Agreement witnessed as follows:

In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract herein after referred to.

The following documents shall be deemed to form and be read and construed as part of this agreement, viz:

- i. Letter of Award;
- ii The said Bid;
- iii General Conditions of Contract;
- iv Prequalification document
- v. Instructions to tenderers and Specific Conditions of Contract;
- vi. Specification;
- vii. Drawings;
- viii. Priced Bid
- ix Any other relevant documents referred to in this agreement or in the aforementioned documents

In consideration of the payments to be made by the Employer to the Contractor as hereinafter mentioned, the Contractor hereby covenants with the Employer to execute and complete the works and remedy any defects therein in conformity in all respects with th provisions of this work.

The Employer hereby covenants to pay the Contractor in consideration of the execution and completion of the works and the remedying of defects therein the Contract Price or only such other sums as may become payable under the provisions of the Contract at thetimes and in the manner prescribed by the contract.

In Witness whereof the parties hereto have caused this Agreement to be executed the day and year first before written.

Signed, Sealed, and Delivered by the Said

Binding Signature for and on behalf of RCB-Faridabad

Binding Signature of Contractor

In the presence of: -

Witness (1):

Witness (2):

**ANNEXURE -VIII**

**SCHEDULE OF CONTRACT**

1.	Earnest Money to be deposited	<b>Rs. 32,870 /-</b>
2.	Time of Completion	<b>60 days</b> from the date of award of Contract
3.	Compensation for delay	1.5% per month to be calculated on per day basis.
4.	Defect Liability Period	<b>12 months</b> from the date of completion and handing over of work.
5.	Terms of Payments	<b>30 days</b> after submission of bill invoice and required documents, warranty certificate etc.

**SCHEDULE OF PAYMENT**

Payments shall be released as per General Conditions of contract and the following conditions. All interim payments shall have deductions towards advances and security deposit @5% and other applicable tax.

**Schedule of Quantities****Name Of Work - Manufacturing, supplying and placing of Furniture in Guest Room of Office Of Connectivity at Regional centre For Biotechnology, NCR-BSC ,Faridabad (Haryana)**

Sr. no.	Description of item	Qty	Unit	Rate	Amtt	Photograph
1	<p>Manufacturing, supplying &amp; placing of double bed of size 1.92 x1.82 M with base consisting of two parts each having size 1.92 x X 0.91m (Length x Width). The base of each portion of the double bed shall be made of 12 mm commercial ply fixed in a frame work made of 100 x 80mm all-round teak wood section by making necessary rebate for resting 12mm commercial ply and intermediate battens of specified wood 3 nos of size 40 x 40mm in each base. Support battens of size 50mm x40mm for fixing head and foot rest. Head rest having 0.91m ht. and foot rest having 0.45m ht. The head rest &amp; foot rest of size 1.82m shall be made up of 50mm x 40mm teak wood frame and 19mm thick commercial block board (Duro or equivalent make) with 1mm laminate of approved shade (matt finish of Merino/Greenlam or equivalent) in front face and an additional piece of 19mm thick commercial board in 200mm width shall be fixed in head and foot rest for making a visible thickness of 38mm in inverted U shape along the unexposed face. All necessary 10mm dia. MS nut and bolt in required length shall be provided for fixing arrangement of head and foot rest with bed portion. The Item to be finished with melamine (matt/high gloss) polish in required shade on all exposed portions and spirit polish on unexposed faces complete as per approved sample and direction of Engineer-in-charge. All wood shall be second class seasoned CP teak wood. (The contractor is supposed to get approved the sample of the items before supplying)--</p> <p>Indicative Photograph enclosed.</p>	11 nos	Each			

2	<p>Manufacturing, Supplying &amp; placing of wooden bed side table of size 45 cmx 38cm x 45 cm height. Top shall be of 19mm thick commercial block board finished with 1.0mm thick laminated sheet (Marino, , Greenlam or equivalent make matt finish in approved shade). The sides of table shall be of 19mm thick block board having outer side natural teak finish and inside commercial finish. The back shall be of 6mm thick commercial ply. The table shall have 2 Nos. drawers separated by a fixed commercial intermediate block board 19mm thick, 75mm wide of inside clear dimension for each as 34cm x 32 cm x 13cm having front side of 19mm thick commercial block board finally covered with 1.0mm thick (Marino, Greenlam make laminated sheet matt finish in approved shade), side &amp; back walls of 12mm thick commercial ply &amp; bottom of 6mm thick commercial ply i/c necessary approved lipping on exposed edges i/c two drawers with telescopic channels 2 Nos. each of hettich make. Base member shall be of fixed commercial block board 19mm thick for full area. The vertical gaps between the floor and the base member in front shall be covered with 19mm thick teak block board (O.S.T). All board and ply shall be of Duro make or equivalent including melamine (matt/high gloss) polish in required shade on all exposed portions and spirit polish on unexposed faces as per sample approved sample at site and as per direction of Engineer-in-charge. (The contractor is supposed to get approved the sample of the items before supplying)-- Photograph enclosed.</p>	18 nos.	Each			
3	<p>Providing, transporting &amp; placing in position bed Mattress Orthomatic Regular of size 75 " x 72" x 4" King Bed, Bonded Foam of Godrej Make (Product ID: 56101508SD01989) or equivalent consisting of Both Side Quilted mattress made up of bonded foam of thickness 100 mm of Density 90 kg/cum. Both side quilted with round corners. Bottom foam quilting thickness 20mm of density 18kg/m cube. Side border quilting of size 5 mm. fabric GSM240 (Non- Wooven). All complete as per direction of Engineer in charge.</p>	11 nos.	Each			

4	<p>Manufacturing &amp; placing of centre table of 1200mm x 610mm x 460mm Legs: made of 80mm x50mm 2nd class seasoned CP teak wood section duly polished in melamine. Frame: made out 50mm x 40mm teak wood section and top frame 80mm x40mm i/c necessary rebate for resting of 10 mm thick plain clear toughened glass of size 1.08m x 0.48m i/c bevelled edge. All teak wood surface shall be finished with high class melamine polish (matt/glossy) polish in required shade on all exposed portions and spirit polish on unexposed faces complete as per approved sample and direction of Engineer-in-charge. All wood shall be second class seasoned CP teak wood. complete and as per direction of Engineer-in charge. (The contractor is supposed to get approved the sample of the item before supplying)-- Indicative Photograph enclosed.</p>	7 Nos	Each			
5	<p>Manufacturing &amp; placing of sofa two seaters The inner frame shall be of seasoned and chemically treated hollock wood. The main 4 Nos. vertical support (legs) shall be of section 75mm x 38mm and it shall be made curved at top by fixing 90mm x 25mm pieces at top. The arms shall be 100 mm wide made from 3 wooden sections of 35mm x 30mm for making round arms supported on horizontal members of section 35mm x 25mm. The secondary supports for resting of springs shall be of three rows of 50mm x 25mm. Bottom frame shall consist of 4 Nos horizontal members of section 75mm x 38mm. The middle frame shall consist of 4 Nos. horizontal members of section 50mm x 35mm. The inner frame for resting of seat shall be of section 50mm x 35mm (below the arms) fixed with member of section 35mm x 25mm. the inner frame for resting of back shall be of 45mm x 25mm two members fixed with each other. Front side of top members shall be 50mm x 40 mm &amp; bottom member shall be 75mm x 40mm. Cotton padding, coir fibre and hessian cloth spread over the springs shall be tied with wooden battens 50mm x 35mm. Two slanting supports on back shall be of 50x38mm. The top horizontal members of back shall be of curved shaped two members jointed together of section 45mm x 35mm and 45mm x 35mm. Top of back legs shall be made curved with extra</p>	8 nos	Each			

sections of 100mm x 70mm x 50mm. Resting members at four corners shall be angle in shape of size 150mm x 150mm and of section 40mm x 50mm and as per approved drawing and sample at site. Two extra vertical member of size 50 mm x 35 mm equally spaced shall be jointed with two horizontal members of section 35mm x 50mm. Total 24 Nos. 15 cm. long springs for 2 seaters in three rows. Similarly, 16 Nos. 100 mm springs fixed on niwar shall be provided on the back of 2 seater Sofa in two rows in two rows. All spring to be supported on wooden battens of size 50 x 25 mm in each row. Bottom to be provided with necessary padding of cotton and coir fibre etc. and covered with jute canvas/hessian clothes well as bottoms of seat to be covered with markin cloth and SS wire mesh 304 grade. Cushion shall be of size 559 mmx533 mm of 100mm thickness PU foam of 50 kg/cum density make of MM foam/ sleep well make and should be covered with 25mm thick 32 kg/cum density foam alround1st layer of 50mm thick 32 kg/cum density foam shall be provided in back and side of the sofa (Two Seater) complete as per the direction of the Engineer in charge and finally covered with tapestry cloth for which the cost should not be less than Rs 1100.00 per metre as per the approved sample. The sofa frame shall be supplied in raw condition without Cotton padding, coir fibre and hessian cloth PU foam, S.S. wire mesh etc. and upholstery cloth will be done after approval of Engineer-in-Charge (Photo of internal frame work and finished sofa are enclosed )

6	<p>Manufacturing &amp; placing of sofa one seater. The inner frame shall be of seasoned and chemically treated hollock wood. The main 4 Nos. vertical support (legs) shall be of section 75mm x 38mm and it shall be made curved at top by fixing 90mm x 25mm pieces at top. The arms shall be 100 mm wide made from 3 wooden sections of 35mm x 30mm for making round arms supported on horizontal members of section 35mm x 25mm. The secondary supports for resting of springs shall be of three rows of 50mm x 25mm. Bottom frame shall consist of 4 Nos horizontal members of section 75mm x 38mm. The middle frame shall consist of 4 Nos. horizontal members of section 50mm x 35mm. The inner frame for resting of seat shall be of section 50mm x 35mm (below the arms) fixed with member of section 35mm x 25mm. the inner frame for resting of back shall be of 45mm x 25mm two members fixed with each other. Front side of top members shall be 50mm x 40 mm &amp; bottom member shall be 75mm x 40mm. Cotton padding, coir fibre and hessian cloth spread over the springs shall be tied with wooden battens 50mm x 35mm. Two slanting supports on back shall be of 50x38mm. The top horizontal members of back shall be of curved shaped two members jointed together of section 45mm x 35mm and 45mm x 35mm. Top of back legs shall be made curved with extra sections of 100mm x 70mm x 50mm. Resting members at four corners shall be angle in shape of size 150mm x 150mm and of section 40mm x 50mm and as per approved drawing and sample at site. Two extra vertical member of size 50 mm x 35 mm equally spaced shall be jointed with two horizontal members of section 35mm x 50mm. Total 12Nos. 15 cm. long springs for one seater in three rows. Similarly, 8 Nos. 100 mm springs fixed on niwar shall be provided on the back of one seater Sofa in two rows. All spring to be supported on wooden battens of size 50 x 25 mm in each row. Bottom to be provided with necessary padding of cotton and coir fibre etc. and covered with jute canvas/hessian clothes well as bottoms of seat to be covered with markin cloth and SS wire mesh 304 grade. Cushion shall be of size 559 mmx533 mm of 100mm thickness PU foam of 50 kg/cum</p>	8 nos.	Each			
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	density make of MM foam/ sleep well make and should be covered with 25mm thick 32 kg/cum density foam around 1st layer of 50mm thick 32 kg/cum density foam shall be provided in back and side of the sofa complete as per the direction of the Engineer in charge and finally covered with tapestry cloth for which the cost should not be less than Rs 1100.00 per metre as per the approved sample. The sofa frame shall be supplied in raw condition without Cotton padding, coir fibre and hessian cloth PU foam, S.S. wire mesh etc. and upholstery cloth will be done after approval of Engineer-in-Charge (Photo of internal frame work and finished sofa are enclosed					
7	Providing, Stitching & hanging in position new Eyelet curtains of length up to 3.00 mtr. finished length and width 1.35 mtr. (finished) i/c curtain cloth of make (GM Fabric/GM Syntax/D Decor) with 140 cm width 240 to 260 gm per mtr. minimum weight made of 50 to 55% Polyester & 45 to 50% cotton, stitching of curtains with or without lining having minimum fold of 15 cm at bottom & 10 cm at top including buckram, tape, thread, SS 304 grade S.S. rings (complete set made in Stainless steel) of approved quality including steam ironing, lining cloth complete as per the direction of Engineer-in-Charge. (The finished length of curtain shall be measured for payment purpose).	145	Mtr.			
8	Providing & fixing curtain rods of 1.25 mm thick stainless steel 304 grade of minimum weight 620gm per meter with two or more stainless steel brackets and crowns, as per site requirement fixed with stainless steel screws and wooden plugs, etc., wherever required complete as per direction of Engineer-in-charge. 25mm dia	150	Mtr			
9	Manufacturing and supplying of round Table of size 75cm dia made of 2nd class teak wood having section 50mm x 50mm for legs, 75mm x 35mm for upper side frame. 18mm commercial board on top with below 4mm commercial plywood. 20mm x 6mm teak margin/lipping around top board and 1mm thick laminate (sun mica) of approved colour on top surface and finished with high class melamine polish (matt/glossy) polish in required shade on all exposed portions and spirit	4nos.	Each			

	polish on unexposed faces complete as per direction of Engineer-in- charge.					
10	<p>Manufacturing &amp; Supplying of wooden study Table of size 120 x 101.8 x 60.5cm</p> <p>The table shall consist of 18mm thick commercial block board finished with 1 mm thick Laminate (sun mica) of approved colour on top, &amp; sides. The table shall have one box and two drawers as per photograph enclosed. The drawer shall be made of 18 mm block board on the front and 12mm commercial ply on sides &amp; back and bottom shall be of 6mm thick ply. Table shall be finished completing the edges with half round moulding 35mm x 6mm and wooden margins 20mm x 6mm as wherever required and melamine polish with two or more coats on all required surface to the entire satisfaction complete in all respect as per direction of Engineer in charge.(The rate included wastage of board, wood, sun mica, cartage, buffer, all hardware fittings for nothing extra shall be paid on this account .(The shape and design of the table shall be as per the indicative photograph enclosed)</p>	11nos.	Each			
11	<p>Providing &amp; Placing ergonomical, comfortable and aesthetically design medium back study chair, without head rest, Leatherette, Black complete in all respect of Godrej make as per Product ID: 56101522SD01910</p>	11 nos	Each			
	TOTAL					

**INDICATIVE PHOTOGRAPHS**



**Hard bed (Double)**



**Bed side Table**



**Centre Table**



**Study table**



Two seater sofa (frame)



Two seater sofa (finished)



One seater sofa (frame)

One seater sofa (finished)



Study chair