

CSIR- CENTRE FOR CELLULAR & MOLECULAR BIOLOGY
[Council of Scientific & Industrial Research]
HYDERABAD 500 007

REF:CCMB/WKS-36/18

ESD- WORKS SECTION
Dt.:04.04.2019

NOTICE INVITING TENDERS

Sealed tenders are invited by the Director, CSIR- Centre for Cellular & Molecular Biology, [CSIR-CCMB], Uppal Road, Hyderabad 500 007 from the Registered Civil Contractors of C.P.W.D., Railways, M.E.S., P.W.D., P&T, BSNL, etc., and of any Public Sector Undertakings, Autonomous Bodies aided by the Govt. of India for the works consisting of **“(a) Replacement of damaged flooring in Stores Basement area (b) Providing Aluminium frames for fixing mosquito mesh to the existing MS frame windows in Stores (c) Providing a shed on the terrace of the first floor of Stores Block and (d) Repairing of Garbage shed near Stores Block”**, at **CSIR-CCMB Campus, Opp: Habsiguda Metro Railway Station, Uppal Road, Hyderabad 500 0007.**

Estimated cost of the work : Rs. 10.30 Lakhs
Time for Completion of the entire work : 03 [THREE] MONTHS from the 10th day of Issue of work order to the successful Tenderer.

SALE OF TENDERS : 12th April,2019 TO 03rd May,2019
LAST DATE FOR SUBMISSION OF SEALED TENDERS BY THE TENDERERS: 2.30P.M. OF 07th May,2019
TENDER OPENING DATE & TIME : 4.30 P.M. of 07th May, 2019
TENDER OPENING PLACE : COMMITTEE ROOM, FIRST FLOOR, WORKSHOP BUILDING, CSIR-CCMB OPP:HABSIGUDA METRO RAILWAY STN., UPPAL ROAD, HYDERABAD 500 007

EMD TO BE DEPOSITED WITH TENDER: Rs.20,500.00 [Rupees Twenty Thousand and Five Hundred Only] by way of Demand Draft / Banker's Cheque drawn infavour of the Director, CSIR-CCMB, Hyderabad.

The tenders will be issued from the WORKS SECTION, Room No:V-205, 1st Floor, Workshop Building, CSIR-CCMB, on all working days [excluding Saturday & Sundays & other Closed Holidays]between 10.00 A.M. to 12.30 P.M. and 2.00 P.M. to 5.00 P.M.

The tender cost of Rs.500/- has to be submitted by way of Demand Draft drawn in favour of the Director, CSIR-CCMB, Hyderabad . Cash/ Ordinary Cheques/ Crossed Cheque issued by the purchasing agency will not be accepted towards tender cost. Tenders will be issued to all the eligible contractors on production of following documents along with their requisition to the satisfaction of the Officer issuing the tenders:

1. Copy of Registration Certificate [as a Civil Contractor] issued by the CPWD, State P.W.D., Irrigation Department, Road & Building Division, Railways, M.E.S. BSNL, or any Public Sector under takings OR Govt. Autonomous Bodies like ICAR, ICMR, CSIR.
2. Copies of minimum 03 works completion certificate for any civil construction work for a minimum value of Rs.3,25,000/- and above under single contract or 02 Experience certificate of value of Rs.4,30,000/- and above or One Experience Certificate for a minimum value of Rs.8,65,000/- and above issued by any Govt. Organization or Govt Autonomous Bodies or any Multi National Company located within GHMC limits[Greater Hyderabad Municipal Corporation] for the works completed on or after 01.04.2012
3. Copy of Permanent Account Number [P.A.N. Card] issued by the Income Tax Department.
4. Copy of GST Registration Certificate issued by the Govt. of India if registered under GST Act. .
5. Cost of tender document as indicated above.

NOTE: Experience certificate issued for the works done as Sub-Contractor will not be considered.

In case any tenderer wants to obtain the tender document through Post, they have to pay an additional amount of Rs.250/- towards handling & postal charges. However, this Institute will not take any responsibility for late delivery or non delivery of tender documents in time by the Postal / Courier services.

An amount of Rs.20,500.00 [Rupees Twenty Thousand and Five Hundred] only has to be deposited towards EMD by way of Demand Draft/ Banker's Cheque drawn in favour of the Director, CSIR-CCMB, Hyderabad along with the tender document. Ordinary Cheques/ Crossed Cheques issued by the tenderer will not be accepted. Likewise any other mode of payment towards EMD will also be rejected.

The tenders are to be submitted in a sealed cover in 03 envelop system as follows:

1. FIRST COVER: EMD - DD/BC only, duly superscribed " EMD for the work of STORES SHED & OTHER MISC. WORKS AT CSIR-CCMB ", DUE: 2.30 P.M. 07.05.2019
2. ORIGINAL TENDER DOCUMENT, COVERING LETTERS IF ANY OFFERING DISCOUNT OR TENDERERS TERMS & CONDITIONS ETC., ONLY, duly superscribed " TENDER document for the work of STORES SHED & OTHER MISC. WORKS AT CSIR-CCMB", DUE ON 2.30P.M. – 07.05.2019.
3. The third cover containing both the above said (1) & (2) duly superscribed " EMD & TENDER for the work of STORES SHED & OTHER MISC. WORKS AT CSIR-CCMB", DUE ON 2.30 P.M. – 07.05.2019.

All the above said three covers are to be addressed to the CONTROLLER OF ADMINISTRATION, CSIR-CCMB, UPPAL ROAD, HYDERABAD 500 007.

The duly filled and sealed covers are to be dropped in the tender box kept in the WORKS SECTION, Room No: V – 205, First Floor, Workshop Building, CSIR-CCMB, Uppal Road, Hyderabad 500 007. The Works Section will not take any responsibility, in case , if any tenderer drop the tender in any other tender box kept within the CSIR-CCMB Campus. As such the tenderer are advised to ensure the drop their tender in the tender box kept in Works Section Only. No separate acknowledgement will be given for submission of tender by the tenderer.

All the tenders received within the due time and date i.e. 2.30P.M. of 07th May, 2019 will be opened on the same day at 4.30P.M. in the presence of the tenderer or their authorised representatives, who may be present at that time.

Tenders received after the due time / date either sent by post/courier or in person will not be considered / opened.

In case , the last date for submission & opening of tender is declared as a closed holiday due to any un-foreseen reasons, the tenders will be received and opened on the next working day without any change in timings.

The cover containing the EMD only will be opened in the first instance. The tenders of whose EMD is not in order or not accepted due to any reason, will not be opened and the same will be returned un-opened after obtaining necessary acknowledgement to this effect or returned by post at a later date.

The DD/BC submitted by all the unsuccessful tenderer will be returned as it is within one week from the date of acceptance of the successful tenderer's tender by the Competent Authority.

The EMD submitted by the successful tenderer will be retained and the same will be adjusted in the future recovery of Security Deposit.

TIME FOR COMPLETION OF THE ENTIRE WORK WILL BE 03 [THREE] MONTHS FROM THE 10th day of issue of order to commence the work to the successful tenderer.

The time is essence of this contract, as such the entire work has to be carried out in a phased manner within the stipulated period and normally no extension of time will be considered. In case of delay , penalty will be imposed as per the details given in the General Conditions of Contract.

As the work has to be carried out in the working /functioning stores building within the working laboratory campus, the same has to be carried out without any disturbance to the Staff / Students / Visitors or for other contractors working in the same site or nearby site within the CSIR-CCMB Campus.

Tenderers will not be permitted to tender for works in the Concerned unit of CSIR [in this case at CSIR-CCMB] in which a relative is posted in the grade between Controller of Administration and Junior Engineer [both inclusive]. They shall also inform the names of persons who are working with them in any capacity or subsequently employed by them and who are relative as mentioned above.

NOTE: A person shall be deemed to be relative of another if, and only, if (a) they are members of a Hindu Undivided family; or (b) they are husband and wife or (c) that he/she is related to the other in the following manner; Father, Mother [including step father/mother], Son [including Step Son/ Adopted Son], Daughter [including Step Daughter / Adopted Daughter], Son's wife, Father's Father, Son's Son, Daughter's Son, Daughter's Son's Wife, Son's Wife, Daughter's Daughter's Husband, Brother [including Step Brother/ Adopted Brother], Brother's Wife, Sister [including Step Sister / Adopted Sister], Sister's Husband.

The Scope of work includes all minor and petty civil works which are not specifically indicated in the Schedule of Quantity.

ALL THE TENDERERS MUST VISIT THE SITE BEFORE SUBMITTING THEIR OFFER and get fully acquainted themselves with the site conditions, facilities, about the conditions of site and regard to accessibility of site, nature and extent of ground, working conditions of site and locality for stacking of materials, installations of tools, plants, scaffoldings etc., conditions affecting accommodations and movements of labour etc., and also the quantum of associated works, for the satisfactory execution of the work and as such, nothing extra will be entertained on these account at a later stage.

The rates shall be inclusive of basic cost of all the materials required for execution of the work, all taxes, GST etc., as applicable in Telangana State. The rates shall also include loading, unloading, transportation, labour charges , petty /minor civil and electrical works and scaffoldings etc., As such nothing extra will be entertained/paid at a later stage.

The charges shall also include all rental charges for any machinery, tools, plants, required for the execution of the work as a whole.

In addition to the above, the charges shall also be deemed as inclusive of all Preliminary works which may be required to commence the main work. The charges shall also be inclusive of clearing the site after completion of the entire work and for removal of debris/ rubbish etc., and the site has to be handed over to CSIR-CCMB in neat and clean manner. The final bill of the successful tenderer will be entertained only after removing all debris/ rubbish and handing over of the site in neat and clean manner.

The successful tenderer has to make their own arrangement for necessary tools, plants, scaffoldings, required for carrying out the work, labour forces etc., and CSIR-CCMB will not take any responsibility to provide anything on these account.

The successful tenderer has to make their own arrangement for the safety and security for the materials brought by them to the site for the usage/erection purpose. The Centre will not take any responsibility on this account or pay any compensation or any extra amount in case of any loss/ damages/ theft etc., whatsoever.

In case of any damages caused to the structure or any machinery, property, fittings or fixtures of CSIR-CCMB after handing over of the site to the successful contractor, by the workers/ supervisors to be engaged by the successful tenderer due to carelessness, the same has to be rectified/ repaired/ serviced/ replaced by the successful tenderer at their own cost as the case may be, failing which the same will be carried out by CSIR-CCMB and the charges/expenditure incurred or likely to be incurred by CSIR-CCMB, as per the assessment made by the Engineer-in-Charge, such expenditures will be recovered from the contractors bill or from any money due to them.

No Electricity charges will be recovered from the contractor for this work. The electrical power can be arranged on specific request of the successful tenderer at one point only. The contractor has to make their own arrangement for extension card, cable etc., to provide at their convenient at their own cost. All such temporary extension cards, cables etc., provided by the contractor has to be removed before making final bill for the work done by them.

Water charges will be recovered @ 1% of the total value of the work done.

The work has to be carried out in a phased manner within the time schedule indicated above without causing any major disturbance in the campus. It is the prime responsibility of the Contractor to Co-Ordinate with other Contractors working in the area/ building/ nearby site and in case of any delay due to other contractor, the contractor is entitled to request for extension of time only and no compensation under any circumstance will be entertained.

The successful tenderer must ensure safety and take all precautionary measures of the workers/ supervisors/ technicians/ labour forces to be engaged by them for this work and in case of any worker/ labour/ supervisor/ technician of the contractor met with any accident. Serious calamity or death etc., the payment of compensation rests with contractor and CSIR-CCMB will be free from all such encumbrances.

All the workers/ supervisors/ Labourers to be engaged by the contractor for this work are required to strictly follow the security rules of CSIR-CCMB while they are within the CSIR-CCMB Campus.

INCOME TAX & GST (Works Contract Tax), Labour Cess, Water Charges etc., will be recovered from the bills of the Contractors as per the instructions of the Govt. of India as applicable from time to time while making payment.

The tenderers are expected to go through the entire tender document, terms and conditions, specifications, special conditions, etc., before submitting their offer. In case of any clarification is required the same has to be sent in writing to Shri Ch Bikshamaiah, Sr.S.E. [C] [e-mail id: biksham_ch@ccmb.res.in Internal Phone No: 2719 2679] at-least 48 hours before the submission of their tender. CSIR-CCMB will not take any responsibility /authentication for the clarifications provided to the oral enquiries made in person or over phone.

Tenders shall remain valid for 90 days from the date of opening of commercial bids for award of work. Validity beyond 90 days from the date of opening of commercial bids by mutual consent.

Tenderer have to quote their rates in words as well as in figure. The tenderes shall also workout the amount for each item of work and write . On check, if there is any difference between the rates quoted by the tenderer in words and in figure or in the amount worked out by them the following procedure shall be followed:

1. When there is a difference between the rates in figure and in words, the rates which correspond to the amounts worked out by the tenderer shall be taken as correct.
2. When the amount of an item is not worked out by the tenderer or it does not correspond with the rate written either in figure or in words, the rates quoted by the tenderer in words shall be taken as correct.
3. When the rate quoted by the tenderer in figure and in words tallied but the amount worked out is not tallied with the rates quoted by the tenderer, then the rates quoted by the tenderer shall be taken as correct and not the amount.

In case any tenderer wants to add their own terms and conditions, specifications, or offer any rebate they are most welcome to do so in their covering letter. However, if any discount or any conditions having financial implications the same may also be indicated in the priced schedule also. It may kindly be noted that all the conditions put forward by the tenderer in their covering letter/ proposal/ technical literature or in the tender document deemed as rejected automatically, until and unless the same is /are specifically accepted by the CSIR-CCMB in writing before the award of work or specifically included in the agreement/work order.

Some of the provisions of General Conditions of Contract are given below, Interpretation however shall be as given in the General Conditions of contract which is enclosed with the tender.

- A. DEFECTS & LIABILITY PERIOD: 01 YEAR [12 MONTHS] FROM THE DATE OF COMPLETION OF THE WORK AS CERTIFIED BY THE ENGINEER-IN-CHARGE .
- B. MINIMUM VALUE OF WORK FOR THE INTERMEDIATE CERTIFICATE/ PAYMENT: Rs. 3.00 Lakhs. [Rupees Three Lakhs] .Only one Running bill will be entertained in a calendar month. R.A. bill for a lesser value can be considered at the discretion of the Engineer-in-Charge taking into consideration of the progress of work and urgency. The Engineer-in-Charge reserves the right to make part payment for any item or for all the items in the Running Account Bill, based on his own assessment, if required

C. SECURITY DEPOSIT: 5% of the total value of Tendered Cost [including the EMD amount deposited with the tender] will be retained/ recovered as Security Deposit as and when the payments or released to the Contractor. The Recovery of Security Deposit from the Running Account Bill will be at 10% of the bill value which will be adjusted at the time of making final bill and any excess amount over & above 5% recovered will be refunded along with the final bill. The contractor can deposit F.D.R. in advance towards Security Deposit in lieu of cash recovery from their bills. In case cash is recovered from R.A.Bills/Final Bill no replacement against F.D.R. will be entertained.

D. COMPENSATION: Contractor shall pay as compensation an amount equivalent to 1% [ONE PERCENT] per week or part thereof, on the total value of work done, subject to a maximum of 10% OF THE Gross value of work done as a Penalty/ Compensation for non completion of the work within the time period.

Payment will be made at 95% of the total value of work done, and the balance 5% [including EMD amount] will be retained towards Security Deposit indicated above. The Security Deposit will be refunded without any interest after the completion of the full defects liability period, provided all the defects pointed out during this period are rectified/ repaired/ replaced as the case may be at the contractors cost and further subject to the condition that the same is not forfeited for any other reason.

No part refund of Security Deposit during the currency of the Defects Liability period will be entertained.

No Bank Guarantee towards Security Deposit will be entertained. However, F.D.R. duly pledged in favour of the Director, CSIR-CCMB, Hyderabad can be submitted in advance before cash recovery from the bills. Once cash recovered from the bills towards Security Deposit will not be refunded on submission of F.D.R.

In addition to the above said Security Deposit, the successful tender has to deposit 5% of their total awarded value towards Performance Deposit by way of Demand Draft/Banker's Cheque drawn infavour of the Director, CSIR-CCMB, Hyderabad or by way of F.D.R. duly pledged in favour of the Director, CSIR-CCMB, Hyderabad at the time of entering into the formal agreement with the Director, CSIR-CCMB.

The Performance deposit amount will be refunded without any interest [in case of deposit made by BC or DD] and in case of F.D.R. the same will be returned as it is by duly discharging , at the time of making final bill, provided the work is completed satisfactorily and the same is not forfeited for any reason.

All the tenderers are expected to quote reasonable and workoutable rates in their tender taking into consideration of the conditions of the site quantum of work to be done including anticipated minor modifications, if any thing, to be done for the successful laying of the pipe line. In case the rates/ amount quoted by the first lowest tenderer appears to be very low and unworkoutable in the opinion of the Engineer, the Director,

CSIR-CCMB reserves the right to demand additional Performance Deposit from such tenderer, as per the recommendations of the Engineer-in-Charge.

The successful tenderer has to supply the materials as per the approved make informed/ indicated by the Engineer-in-Charge. In case the successful tenderer wants to use any other make due to non-availability of such approved make in the market or due to any other reason, all such alternative make have to be got approved from the Engineer-in-Charge by the contractor before they put into use or work. Otherwise the same will be rejected in toto and no payment for such non approved make will be entertained. No extra/ additional claim for such modification re-doing of work will be entertained.

The successful tenderer has to execute a formal agreement with the Director, CSIR-CCMB on a Rs.100/- Non Judicial Stamp Paper within one week from the date of intimation and also submit the Performance Deposit as indicated in this NIT along with stamp paper, failing which it will be presumed that the tenderer is not willing to execute the work and in that case, the EMD amount deposited along with the tender will be forfeited without any further notice/communication/intimation.

Canvassing in connection with the tenders is prohibited and tenders submitted by the contractors/ firms who resort to canvassing are liable for rejection.

In case, the tenderer other than those called for negotiation/ discussion/ specifically asked to give discount, give any rebate or discount after the tender opening the same will not be considered and in addition their tender become liable for rejection.

In case the tender opening date happens to be declared as a closed holiday due to any unforeseen reasons, the tenders will be opened on the next day without any change in the timings.

No Request for grant of exemption from the payment of EMD or Performance Deposit will be entertained/considered.

Tenderers are advised not to use any correction fluid in the Tender document particularly in BOQ. Otherwise the same will be rejected at the time of opening of tenders.

IN CASE OF ANY MISTAKE OR CORRECTION TO BE MADE DUE TO ANY REASON, THE TENDERER MAY KINDLY ENSURE TO CIRCLE THE EARLIER FIGURE AND CUT THE SAME AND THEREAFTER RE-WRITE THE NEW FIGURE. ALL SUCH CORRECTIONS / OVERWRITINGS HAS TO BE SIGNED BY THE TENDERER AND OFFICIAL RUBBER STAMP HAS TO BE AFFIXED IN THAT PLACE TO AUTHANTICATE THE CORRECTIONS MADE BY THEM.

All tenderer must quote for the Buy Back item including taking back of debris, excess excavated soil, and other building dismantled items, rubbish etc.,. The final bill will be paid to the contractor only after removing all such buy back item. The value quoted by the contractor towards Buy Back Item will be deducted from the contractors bill while releasing the payment for the work done. IN CASE ANY TENDERER FAILS TO QUOTE FOR BUY BACK ITEM THE SAME WILL BE TREATED AS IN-COMPLETE TENDER . AS SUCH THE DIRECTOR RESERVES THE RIGHT TO REJECT SUCH TENDER ON THIS GROUND. Hence, all the tenderers are advised to quote for Buy Back items invariably. TO AWARD OF WORK/ TO ASCERTAIN L-1 TENDERER THE VALUE OF BUY BACK ITEMS WILL NOT BE CONSIDERED. The work will be awarded based on the rates/amount quoted for Part “A” of BOQ i.e. New items of work to be done “, only.

The Director, CSIR-CCMB RESERVES THE RIGHT TO REJECT THE LOWEST OR ANY OR ALL OR TO ACCEPT ANY TENDER IN PART OR TO ACCEPT ANY TENDER OTHER THAN THE LOWEST WITHOUT ASSIGNING ANY REASON(S).

Head, Engineering Services Division