



Office of the Director
INDIRA GANDHI INSTITUTE OF MEDICAL SCIENCES,

SHEIKHPURA, PATNA – 800 014 (Bihar, India)

Tel.: 0612 – 2297631, 2297099; Fax: 0612 – 2297225; Website: www.igims.org;

E-Mail: director@igims.org

Tender No- 19 / 2021-22 / IGIMS / Store

Date: ___ / 12 / 2021

NOTICE INVITING QUOTATION

Sub.: Fabrication and commissioning of Wooden Reception Counters and Storage Boxes at State Cancer Institute, Indira Gandhi Institute of Medical Sciences, Sheikhpura, Patna – 800 014 (Bihar).

Sealed quotations are hereby invited for the work as per “Schedule of work” attached so as to reach the undersigned up to 4:00 PM on 10 / 01 / 2022. Received quotations will be opened on 11 / 01 / 2022 at 3.00 P.M. in the Conference Hall, New Administrative Building (2nd Floor), I.G.I.M.S. – Patna.

TERMS AND CONDITIONS:

1. The work shall be done as per the instruction and prior approval of Engineer-in-charge of Indira Gandhi Institute of Medical Sciences, Sheikhpura, Patna.
2. The cost of document is **Rs. 2, 500 /-** (Rs. Two Thousand Five Hundred Only; **Nonrefundable**). Cost of the document will have to be paid through a separate Demand-Draft drawn in favour of “Director, IGIMS, Patna” payable at Patna (Bihar) along with the Bid, failing which the bid will summarily be rejected.
3. An **Earnest Money Deposit (EMD)** of **Rs. 15, 000/- (Rs. Fifteen Thousand only)** has to be enclosed along with the Bid. The EMD shall be only in the form of Demand Draft drawn in favour of “Director, IGIMS, Patna” payable at Patna (Bihar), along with the Bid, failing which the bid will summarily be rejected. No Cheque / Cash shall be accepted as EMD.
4. The rates mentioned in the financial bid shall be inclusive of GST, Packing, Forwarding, Cartage, Insurance, Loading-unloading, road permit/state entry permit and Delivery, Fabrication, Installation, Testing, Commissioning, etc. at site including temporary constructional Storage, Risks, Overhead Charges, General Liabilities/ Obligations etc and any other taxes as applicable. Any variation in the above said taxes till the completion of the work will also be in the bidders account.
5. The bidders shall attach copy of PAN card in the name of Agency or in the name of Proprietor.
6. Duly sealed Bid shall be sent to “**The Office of The Director, Indira Gandhi Institute of Medical Sciences, Sheikhpura, Patna – 800 014 (Bihar)**” through Speed / Registered Post / Courier Services only. **Bid must** contain one Xerox copy of the unfilled bid document duly signed and stamped on each page as a token of acceptance of all terms and conditions /clauses of the tender enquiry.
7. The conditional bids shall not be considered under any circumstances and rejected without any notice. All bids shall be the property of IGIMS, Patna and contractors will lay no claim whatsoever on the same.
8. Director, IGIMS, Patna reserves the right to reject any or all the bids in full or in part without assigning any reasons whatsoever, and the decision of the IGIMS, Patna in this regard will be binding on all the bidders. Bidders not complying with any of the provisions stated in this tender document are liable to be rejected. **Director, IGIMS, Patna reserves the right to accept or reject any tender without assigning any reason and does not bind himself to accept the lowest tender.**
9. Payment terms will be as follow: -
 - a. **No advance payment will be made.**
 - b. **Payment will be made after completion of work against actual work executed & measured as per scope of work only.**
 - c. Income Tax and surcharge will be deducted as per Govt. of India rules.
10. **ITCC of last 3 years or ITR of last 2 years may be attached.** No Tools & Plants shall be supplied by the IGIMS, Patna.
11. Successful bidder shall deposit an amount equal to 10% of the tendered and accepted value of the work as performance guarantee within 10 days of issue of letter of acceptance. **The performance guarantee shall be valid up to the completion of defect liability period.**
12. Time allowed for completion of work shall be **30 days** from the date of issue of award letter.
13. In case the successful bidder resiles from the offer within the validity of Quotation, the earnest money will be forfeited. Similarly if successful contractor fails to commence the work within 45 day from the date of issue of award letter, the amount of earnest money will also be forfeited besides blacklisting the firm.

14. Time allowed for the work shall be strictly followed otherwise the bidder shall be liable to pay compensation at the rate of **5 % (Five Percent)** of the quoted value of the work per week of delay on the part of the bidder subject to a maximum of **10%** of the total quoted value of work. The decision of competent authority of IGIMS, Patna on the delay shall be final and binding. However, for any reason beyond the control of the bidder the extension of time may be granted upon application by the bidder. No claim for any compensation during the extended period shall be entertained and the IGIMS, Patna decision in this regard shall be final.
15. If bidder at any time makes default during currency of work or does not execute any part of the work with due diligence or Commits default in complying with any of the terms and conditions of the contract and does not initiate any remedy for it or takes effective steps for its remedy or Fails to complete the work(s) or items of work with individual dates of completion, on or before the date(s) so determined, and does not complete them within the period specified in the notice given in writing in their behalf by the Engineer-in-charge.
The Engineer- in-charge without prejudice to any other right or remedy against the bidder which have either accrued or accrue thereafter to the Government, by a notice in writing to take the part work / part incomplete work of any item(s) out of his hands and shall have powers to take possession of the site and any materials, constructional plant, implements, stores, etc., thereon; and/or Carry out the part work / part incomplete work of any item(s) by any means at the risk and cost of the bidder.
16. Director, IGIMS, Patna reserves the right to terminate the contract without any reference or any notice period on account of poor workmanship, non-compliance of set norms/specifications for the works, delay in progress of work, violation of any contract provisions by the bidder, failure to start the work at IGIMS, Patna, within 10 days from date of issue of order. The contract can also be terminated at the request of contractor within 20 days from the date of issue of order. In such cases the bidder is liable to pay Liquidated damages @ 5% of tendered value besides forfeiting performance guaranty /security deposit/EMD.
17. IGIMS, Patna shall be fully empowered to expel any of the bidder's staff in case of any indiscipline/misconduct/violence.
18. The bidder should take extra precaution to ensure that there is absolutely no damage to the facility/laboratories/equipments of IGIMS, Patna.
19. Water & electricity required for the job shall be made available free of cost by the IGIMS, Patna. However, necessary piping, valve, wiring, cabling, lamps, switches & sockets, main switches, halogen/tube light fitting and tapping from existing line/connection including labour have to be arranged by the bidder at their own risk & cost
20. The bidder shall supply materials at site with manufacturers test certificate and challan as desired by the Engineer-in-charge.
21. All materials brought at site shall be got approved by the Engineer-in-charge before being used. If rejected, the same shall be removed immediately. The material of only approved make shall be brought at site.
22. The bidder shall depute their own security staff for watch and ward of their materials supplied/ installed at site till the final handing over of the complete work and temporary lockable shed/Almirah etc. shall be arranged by bidder at his own risk and cost. No accommodation/ staff/ lockable space will be provided by NII under any circumstances.
23. The work done beyond **100%** deviation limit or an extra item, the rate shall be worked out based on prevailing market rate of the area. Also during the execution of work, the bidder may be required to execute certain additional/extra items in order to complete the job/works beyond the BOQ for which no rates are available. As far as possible, the rates shall be derived from nearest acceptable tender rates. The rate of extra/substitute items shall be as per a rate analysis to be prepared by the bidder, based on prevailing market rates (1) cost of material (2) cost of direct labour (3) bidder over head & profit 15%, duly approved by IGIMS, Patna before execution of work.
24. No escalation in any form either of cost/materials/labours or any taxes shall be payable by the IGIMS, Patna during the contract period.
25. The bidder shall be solely responsible for any accident / medical / health related liability / compensation for the personnel deployed by it at IGIMS, Patna. The IGIMS, Patna shall have no liability in this regard.
26. The personnel employed by the bidder will not claim any right to become the employees of IGIMS, Patna and there will be no Employee and Employer relationship between the personnel engaged by the bidder and IGIMS, Patna.
27. No tent or hut shall be allowed to be put up for workers to stay within the campus. The contractor is deemed to have inspected the site and thoroughly acquainted himself with the site conditions, availability of storage space for materials etc.
28. It may here be noted; that the entire staff and labour of the bidder will follow all the security instructions issued by the IGIMS, Patna from time to time and these instructions may include the provisions to make suitable barricades or temporary wall fence to ensure that the labour confines itself to the area of the work ONLY. Serious action will be taken in case any of the bidder's workmen are found to be tampering with the equipment and property of the IGIMS, Patna. Suitable damages will be recovered from the bidder's bills if anyone is found to do so. All decisions of the Engineer-In Charge in respect of the same will be final and binding on the bidder.
29. On completion of all work, bidder shall remove all surplus materials & leave the site in a broom clean condition, failing which the same shall be done at bidder's risk & cost.
30. **Bidder shall be responsible for disposing off the all old dismantled waste materials away from the campus. The disposal of such materials shall be done immediately after completion of work at own risk & cost.**
31. The work shall be guaranteed for at least one year from the date of actual completion of the work for both material as well as workmanship.

32. The bidder shall ensure compliance of all statutory laws & bye laws of the central Govt./ state Govt./Municipal authorities related to the employment of their staff and all obligations under Minimum Wage Act, Workman Compensation Act, Provident Fund & Miscellaneous Provision Act, Bonus Act & Contract Labour Act 1970 etc. IGIMS, Patna will not be responsible for such purposes in anyway.
33. Bidder has to submit an affidavit on e-stamp paper of Rs. 50/- duly notarized towards “Special Terms and conditions” (See **Annexure-A**) at page-5.
34. 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 Director, IGIMS, Patna. 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 Arbitrator proceeding shall be governed by the Arbitration and Conciliation Act 1996 and shall be conducted in Patna (Bihar).



**Director,
I.G.I.M.S. – Patna.**

SPECIAL TERMS & CONDITIONS

1. An affidavit on **e-stamp paper of Rs. 50/- duly notarized** containing following points.
 - a. The agency has not been black listed during last three years by any Govt. Department / Institution etc.
 - b. Confirmation that the documents submitted by the agency are genuine and undisputable and in the event of it coming to notice at a later date that the documents are not genuine, the agency shall be liable for criminal action and such compensation payable to IGIMS, Patna as may be decided by its competent authority.
 - c. Details of Names of all companies/firms where the contractor is the promoter / director / partner and/ or proprietor.
 - d. The Agency has not dispute with any Govt. Deptt./Institute/PSU etc.
2. No subletting or subcontracting of the work will be done and if done so, contract work order may be cancelled and EMD forfeited.

[_____]
Bidder Signature

Name:

Address:

Seal:

Schedule of work/Price Bid

Name of work: Fabrication and commissioning of Wooden Reception Counters and Storage Boxes at State Cancer Institute, Indira Gandhi Institute of Medical Sciences, Sheikhpura, Patna – 800 014 (Bihar).

Location: State Cancer Institute (2nd Floor)					
S.N.	Description	Area (Sq. Ft. Approx)	QTY	Unit Rate (Inclusive GST)	Amount (Inclusive of GST)
1	Providing and fixing Reception counter 20'.0" long having 2'-0" width and Ht 4'.0" to 5'.0" Double Tier made with 19mm Green Ply Block board with 1mm Mica finish of safe decor in approved shade and colour with four number of pedestals having one drawer and a shutter with drawer slides, MP locks & Channals of Godrej SS handles, SSW hinges, etc. With 300mm high 12mm custom top Glass on front side. All exposed are to be laminate finish and internal are to be painted with enamel paint/liner mica finish as required.	100	1		
2	Providing and fixing Reception counter 19'.0" long having 2'-0" width and Ht 4'.0" to 5'.0" Double Tier made with 19mm Green Ply Block board with 1mm Mica finish of safe decor in approved shade and colour with four number of pedestals having one drawer and a shutter with drawer slides, MP locks & Channals of Godrej SS handles, SSW hinges, etc. With 300mm high 12mm custom top Glass on front side. All exposed are to be laminate finish and internal are to be painted with enamel paint/liner mica finish as required.	95	1		

3	Providing and fixing Reception counter 18'.0" long having 2'-0" width and Ht 4'.0" to 5'.0" Double Tier made with 19mm Green Ply Block board with 1mm Mica finish of safe decor in approved shade and colour with four number of pedestals having one drawer and a shutter with drawer slides, MP locks & Channals of Godrej SS handles,SSW hinges, etc. With 300mm high 12mm custom top Glass on front side. All exposed are to be laminate finish and internal are to be painted with enamel paint/liner mica finish as required.	90	1		
Location: State Cancer Institute (3rd Floor)					
4	Providing and fixing Reception counter 30'.0" long having 2'-0" width and Ht 4'.0" to 5'.0" Double Tier made with 19mm Green Ply Block board with 1mm Mica finish of safe decor in approved shade and colour with four number of pedestals having one drawer and a shutter with drawer slides, MP locks & Channals of Godrej SS handles,SSW hinges, etc. With 300mm high 12mm custom top Glass on front side. All exposed are to be laminate finish and internal are to be painted with enamel paint/liner mica finish as required.	150	1		
5	Providing and fixing Reception counter 34'.0" long having 2'-0" width and Ht 4'.0" to 5'.0" Double Tier made with 19mm Green Ply Block board with 1mm Mica finish of safe decor in approved shade and colour with four number of pedestals having one drawer and a shutter with drawer slides, MP locks & Channals of Godrej SS handles, SSW hinges, etc. With 300mm high 12mm custom top Glass on front side. All exposed are to be laminate finish and internal are to be painted with enamel paint/liner mica finish as required.	170	1		
6	Providing and fixing Reception counter 20'.0" long having 2'-0" width and Ht 4'.0" to 5'.0" Double Tier made with 19mm Green Ply Block board with 1mm Mica finish of safe decor in approved shade and colour with four number of pedestals having one drawer and a shutter with drawer slides, MP locks & Channals of Godrej SS handles, SSW hinges, etc. With 300mm high 12mm custom top Glass on front side. All exposed are to be laminate finish and internal are to be painted with enamel paint/liner mica finish as required.	100	1		
7	Providing and fixing Reception counter 17'.0" long having 2'-0" width and Ht 4'.0" to 5'.0" Double Tier made with 19mm Green Ply Block board with 1mm Mica finish of safe decor in approved shade and colour with four number of pedestals having one drawer and a shutter with drawer slides, MP locks & Channals of Godrej SS handles, SSW hinges, etc. With 300mm high 12mm custom top Glass on front side. All exposed are to be laminate finish and internal are to be painted with enamel paint/liner mica finish as required.	85	1		
		790			

Total Amount:	
Discount allowed, if any:	
Net Amount:	
Net Amount (In Figure):	

Note:

- a. Rates are inclusive of all taxes, duties & cartage etc.
- b. List of approved make of materials to use in above item of work is given in Annexure – B.

Bidder's Signature

Name:-

Address:-

Seal :-

Annexure-‘B’

List of approved makes of materials

01	Aluminium Sections Powder coated/Anodized	Jindal, Hindalco, Indalco
02	Plain Glass	Saint Gobain, Modiguard
03	Laminate/Sunnica 1 mm thick	Decolam, Greenlam, Royal Touch,
04	Commercial Board, Commercial Ply	Greenply Industries Ltd, Century Plywood Industries
05	Hardware fitting	Hardima, Bolt, Dorset, Godrej
06	Paint	Asian Paints, Berger Paints, ICI dulux.
07	Pre- laminated Board	Novapan Industries, Kitply, Greenlam, Bhutan Board
08	Plaster of Paris	India Gypsum, LAFARGE (LaGyp), J.K, Birla

Centre Table:

Technical Details

Color	Should be Dark Brown / Black
Product Dimensions	Should be approx. 100 x 60 x 45 cm
Primary material	Glass
Type of Wood	Others
Top Material	Glass
Style	Contemporary
Capacity	Standard
Storage Availability	Yes
Item Shape	Should be Rectangle
Number of Shelves	2

It should features a bevelled glass top and also a glass lower tier that should provide a spacious place to rest a tray and also stock articles and magazines. The center table should be highly durable and weather-resistant and should stay for a long time.

Tentative Picture:


