



INDIAN INSTITUTE OF TECHNOLOGY DELHI
HAUZ KHAS, NEW DELHI – 110016
Office of Dean (Academics)
LHC Management Division

NOTICE INVITING E-TENDER
IITD/WORKS(SP-1756)/2018

Indian Institute of Technology Delhi is in the process of purchasing following item(s) as per details as given as under.

Chairman Purchase Committee, Indian Institute of Technology Delhi, Hauz Khas, New Delhi-110016.(Phone No. 011-26591326) on behalf of Board of Governors invites online Item Rate Tender from specialized Firms (i.e registered with labour department of NCT of Delhi) in two bid system for the following work.

1	Name of Work	:	A/R & M/O LHC Building in Academic area at I.I.T. Delhi. Sub-head:- Providing the services of office staff for operation of audio & video system.
2	NIT No.	:	IITD/WORKS(SP-1756)/2018
3	Estimated cost	:	Rs.14,95,092/-
4	Earnest Money	:	Rs.30,000/-
5	Period of completion	:	12 Months
6	Performance Bank Guarantee	:	5% of the tendered amount

The bid forms and other details may be downloaded from Central Public Procurement Portal <http://eprocure.gov.in/eprocure/app>. Aspiring Bidders who have not enrolled / registered in e-procurement should enroll / register before participating through the website <http://eprocure.gov.in/eprocure/app>. The portal enrolment is free of cost. Bidders are advised to go through instructions provided at 'Instructions for online Bid Submission'.

Bidders can access Quotation / tender documents on the website (For searching in the NIC site, kindly go to Quotation Search option and type 'IIT'. Thereafter, Click on "GO" button to view all IIT Delhi Quotations). Select the appropriate Quotation / tender and fill them with all relevant information and submit the completed Quotation / tender document online on the website <http://eprocure.gov.in/eprocure/app> as per the schedule given in the next page.

No manual bids will be accepted. All bids (both Technical and Financial should be submitted in the E-procurement portal).

Chairman Purchase Committee,
For & on Behalf of BOG, IIT Delhi



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SCHEDULE

1	Name of Organisation	:	Indian Institute of Technology Delhi
2	Tender / Quotation Type [open / limited / EOI / auction / single]	:	Open
3	Tender / Quotation Category [services / goods / works]	:	Goods & Works
4	Type / Form of Contract [work / supply / auction / service / buy / empanelment / sell]	:	Work & Supply
5	Product Category [civil works / Civil Work / fleet management / computer systems]	:	Civil Work
6	Is Multi Currency Allowed?	:	No
7	Date of issue / publishing /start	:	30 /07 / 2018, 4:00PM
8	Document download start date	:	30/07 / 2018, 400 PM
9	Document download end date	:	16/ 08 / 2018, 3:00 PM
8	Last date & time of uploading of bids	:	16 /08 / 2018 upto 03:00 PM
9	Date & time of opening of Technical Bids	:	17 /08 / 2018 at 3:00PM
10	Tender fee	:	Nil
11	EMD	:	Rs.30,000/- [For EMD] (To be paid through RTGS/NEFT. IIT Delhi Bank details are as under: Name of the Bank A/C : IITD Revenue Account SBI A/C No. : 10773572622 Name of the Bank : State Bank of India, IIT Delhi, Hauz Khas, New Delhi-110016 IFSC Code : SBIN0001077 MICR Code : 110002156 Swift No. : SBININBB547 (This is mandatory that UTR Number is provided in the on-line quotation/bid. (Kindly refer to the UTR Column of the Declaration Sheet at Annexure-II)
12	No. of covers [1/2/3/4]	:	02
13	Address for communication	:	Prof. In Charge (LHC), IIT Delhi, Hauz Khas, New Delhi - 110016
14	Contact No.	:	011-26591326, 011-26591458, 011-26597339
15	E-mail address	:	prakash@physics.iitd.ac.in



INSTRUCTIONS FOR ONLINE BID SUBMISSION

As per the directives of Department of Expenditure, this Quotation / tender document has been published on the Central Public Procurement Portal (URL:<http://eprocure.gov.in/eprocure/app>). The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at:

<http://eprocure.gov.in/eprocure/app>

REGISTRATION

- 1) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL:<http://eprocure.gov.in/eprocure/app>) by clicking on the link "Click here to Enroll". Enrolment on the CPP Portal is free of charge.
- 2) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- 3) 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 CPP Portal.
- 4) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / TCS / nCode / eMudhra etc.), with their profile.
- 5) 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.
- 6) 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.

SEARCHING FOR QUOTATION /TENDER DOCUMENTS

- 1) There are various search options built in the CPP Portal, to facilitate bidders to search active Quotations / Tender by several parameters. These parameters could include Quotation ID, organization name, location, date, value, etc. There is also an option of advanced search for Quotations, 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 Quotation published on the CPP Portal.
- 2) Once the bidders have selected the Quotations they are interested in, they may download the required documents / Quotation schedules. These Quotations can be moved to the respective 'My Quotations' folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the Quotation document.
- 3) The bidder should make a note of the unique Quotation ID assigned to each Quotation / Tender, in case they want to obtain any clarification / help from the Helpdesk.

PREPARATION OF BIDS

- 1) Bidder should take into account any corrigendum published on the Quotation document before submitting their bids.
- 2) Please go through the Quotation / Tender advertisement and the Quotation / Tender document carefully to understand the documents required to be submitted as part of the bid. 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.



- 3) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the Quotation document / schedule and generally, they can be in PDF / XLS / RAR / DWF formats. Bid documents may be scanned with 100 dpi with black and white option.
- 4) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use “My Space” area available to them to upload such documents. These documents may be directly submitted from the “My Space” area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

SUBMISSION OF BIDS

- 1) Bidder should log into the site well in advance for bid submission so that he/she upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- 2) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the Quotation document.
- 3) Bidder has to select the payment option as “offline” to pay the Quotation fee / EMD as applicable and enter details of the instrument.
- 4) A standard BOQ format has been provided with the Quotation document to be filled by all the bidders. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. Bidders are required to download the BOQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BOQ file is found to be modified by the bidder, the bid will be rejected.

OR

In some cases Financial Bids can be submitted in PDF format as well (in lieu of BOQ).

- 5) 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 the bidders, opening of bids etc. The bidders should follow this time during bid submission.
- 6) All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done.
- 7) The uploaded Quotation documents become readable only after the Quotation opening by the authorized bid openers.
- 8) 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.
- 9) Kindly add scanned PDF of all relevant documents in a single PDF file of compliance sheet.

ASSISTANCE TO BIDDERS

- 1) Any queries relating to the Quotation document and the terms and conditions contained therein should be addressed to the Quotation Inviting Authority for a Quotation or the relevant contact person indicated in the Quotation.
- 2) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk. The contact number for the helpdesk is 1800 233 7315.



GENERAL INSTRUCTIONS TO THE BIDDERS

- 1) The Quotations will be received online through portal <http://eprocure.gov.in/eprocure/app>. In the Technical Bids, the bidders are required to upload all the documents in .pdf format.
- 2) Possession of a Valid Class II/III Digital Signature Certificate (DSC) in the form of smart card/e-token in the company's name is a prerequisite for registration and participating in the bid submission activities through <https://eprocure.gov.in/eprocure/app>. Digital Signature Certificates can be obtained from the authorized certifying agencies, details of which are available in the web site <https://eprocure.gov.in/eprocure/app> under the link "Information about DSC".

Bidders are advised to follow the instructions provided in the 'Instructions to the Bidder for the e-submission of the bids online through the Central Public Procurement Portal for e Procurement at <https://eprocure.gov.in/eprocure/app>



INFORMATION AND INSTRUCTIONS TO BIDDERS FOR E-TENDERING

Chairman Purchase Committee, Indian Institute of Technology Delhi, Hauz Khas, New Delhi-110016. (Phone No. 011-26591326) on behalf of Board of Governors invites online Item Rate Tender from specialized Firms (i.e registered with labour department of NCT of Delhi) in two bid system for the following work.

S. No.	N.I.T. No.	Name of work & Location	Estimated cost put to bid	Earnest Money	Period of completion	Last date & time of submission of bid (online mode)	Time & date of opening of Technical Bid	Time & date of opening of Financial Bid
[1]	[2]	[3]	[4]	[5]	[6]	[7]	[8]	[9]
1	IITD/ADAC (SP-.....)2018	A/R & M/O LHC Building in Academic area at I.I.T. Delhi. Sub-head :- Providing the services of office staff for operation of audio & video system.	Rs.14,95,092/-	Rs.30,000/-	12 Months	16 /08/ 2018 upto 03:00 PM	17 /08/ 2018 at 3:00 PM	To be intimated after assessing Technical Bid.

1. The successful bidders shall be required to submit a performance guarantee of 5% of the tendered amount in the form of Bank Guarantee or F.D.R. from a Nationalized / Scheduled Bank within 15 days of issue of letter of intent before award of work. In case of failure by the Contractor to submit the performance guarantee within the specified period, full earnest money will be forfeited and the tender shall be treated as null and void. The performance guarantee shall be initially valid up to the stipulated date of completion plus 60 (Sixty) days beyond that.



2. Contractors who fulfill the following requirements shall be eligible to apply. Joint ventures are not accepted.
 - i) Firms/Contractors should have satisfactorily completed one similar work of value not less than Rs.11,96,100/- or two similar works each of value not less than Rs.8,97,100/-or three similar works each of value not less than Rs.5,98,100/- during last 7 years ending previous day of last date of submission of bids
 - ii) Earnest Money of Rs.30,000/-to be deposited on-line as indicated in Schedule.
3. Similar work means Providing the services of labour/office staff for operation of maintenance and other works.
4. The intending bidder must read the terms and conditions [both commercial & Additional]& IITD - 6 carefully which will be the part of the Contract. He should only submit his bid if he considers himself eligible and he is in possession of all the documents required.
5. Information and Instructions for bidders posted on website shall form part of bid document.
6. The bid document consisting of plans, specifications, the schedule of quantities of various types of items to be executed and the set of terms and conditions of the contract to be complied with and other necessary documents can be seen and downloaded from website e-procure.gov.in.
7. But the bid can only be submitted after depositing requisite EMD as specified in the schedule.
8. Copy of enlistment order and certificate of work experience and other documents as specified in the web notice shall be scanned and up-loaded to the e-Tendering website within the period of bid submission. However, certified / original copy of all the scanned and up-loaded documents as specified in press notice web / notice shall have to be submitted by the lowest bidder only within a week physically in the office of e-tendering authority.
9. Online bid documents submitted by intending bidders shall be opened only of those bidders, who has deposited requisite EMD and other documents scanned and uploaded are found in order.
10. Completion certificates are required to be got issued by an officer not below the rank of Executive Engineer of similar works completed by the Firm. The work experience certificates submitted by the bidders shall clearly indicate that:
 - a. The similar work executed shall be as '3' above
 - b. The completed cost of the work
 - c. Actual date of completion of the work
11. Copy of registration certificates to be submitted. Registration of firms/ Contractors must be valid on the day of submission of Tenders or extended date of submission of Tenders whichever is later.
12. Work means only work under Government/ Public Sector Undertaking / Central Autonomous bodies.
13. The value of executed work shall be brought to current costing level by enhancing the actual value of work at simple rate of 7% per annum; calculated from the date of completion to last date of submission of financial bid.
14. IITD 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.
15. Those contractors not registered on the website mentioned above, are required to get registered beforehand. If needed they can be imparted training on online bidding process as per details available on the website.
16. When bids are invited in two / three stages systems and if it is desired to submit revised financial bid it shall be mandatory to submit revised financial bid. If not submitted then the bid submitted earlier shall become invalid.
17. The department reserves the right to reject any prospective application without assigning any reason and to restrict the list of qualified contractors to any number deemed suitable by it, if too many bids are received satisfying the laid down criterion.



18. The bid submitted shall become invalid if:
- The bidder is found ineligible.
 - The bidder does not upload all the documents (including GST registration) as stipulated in the bid document including the undertaking / declaration.
 - EMD not deposited as specified
 - The firm shall be not registered with EPFO & ESIC.

List of Documents to be scanned and uploaded within the period of bid submission:

- Annexure – I duly filled in and got signed.
- Copy of certificate of work experience as desired.
- Copy of enlistment order.
- Copy of GST registration Certificate.
- To become eligible for issue of bid, the bidders shall have to furnish an affidavit as under :-
“I / We undertake and confirm that eligible similar works(s) has/have not been got executed through another contractor on back to back basis. Further that, if such a violation comes to the notice of Department, then I / we shall be debarred for bidding in IIT Delhi in future forever. Also, if such a violation comes to the notice of Department before date of start of work, the competent authority shall be free to forfeit the entire amount of Earnest Money Deposit/Performance Guarantee.
(Scanned copy to be uploaded at the time of submission of bid)”
- EPF & ESI Registration proof.
- Acceptance to execute INTEGRITY PACT [see integrity pact on page no. 13].
- IITD 7 /8 duly signed at page 19& 20.
- Any other document as specified in the NIT

Chairman Purchase Committee,
For & on Behalf of BOG, IIT Delhi



INDIAN INSTITUTE OF TECHNOLOGY DELHI NOTICE INVITING E-TENDER

Item rate tenders are invited on behalf of The Board of Governors, IIT Delhi, Hauz Khas, New Delhi - 110016 from Firms specialized Firms (i.e registered with labour department of NCT of Delhi) in two bid system for the following work.

Name of work:- A/R & M/O LHC Building in Academic area at I.I.T. Delhi.

Sub-head :- Providing the services of office staff for operation of audio & video system.

1.1 The work is estimated to cost Rs.14,95,092/-. This estimate, however, is given merely as a rough guide

1.1.1 The authority competent to approve NIT for the combined cost and belonging to the major discipline will consolidate NITs for calling the bids. He will also nominate Division which will deal with all matters relating to the invitation of bids.

For composite bid, besides indicating the combined estimated cost put to tender, should clearly indicate the estimated cost of each component separately. The eligibility of bidders will correspond to the combined estimated cost of different components put to bid.

1.2 Intending bidder is eligible to submit the bid provided he has definite proof from the appropriate authority, which shall be to the satisfaction of the competent authority, of having satisfactorily completed similar works of magnitude specified below: -

Criteria of eligibility for submission of bid documents.

1.2.1 Criteria of eligibility for CPWD as well as non-CPWD contractors.

one similar work of value not less than Rs.11,96,100/- or two similar works each of value not less than Rs.8,97,100/-or three similar works each of value not less than Rs.5,98,100/- during last 7 years ending previous day of last date of submission of bids

1.2.2 To become eligible for issue of bid, the bidders shall have to furnish an affidavit as under :-

"I / We undertake and confirm that eligible similar works(s) has/have not been got executed through another contractor on back to back basis. Further that, if such a violation comes to the notice of Department, then I / We shall be debarred for bidding in IIT Delhi in future forever. Also, if such a violation comes to the notice of Department before date of start of work, the Competent Authority shall be free to forfeit the entire amount of Earnest Money Deposit/Performance Guarantee (Scanned copy to be uploaded at the time of submission of bid)"

2. Agreement shall be drawn with the successful bidders on prescribed Form No. IITD 7/8 which is available as IIT Delhi Publication. Bidders shall quote their rates as per various terms and conditions of the said form which will form part of the agreement.
3. The time allowed for carrying out the work will be 12 Months from the date of start as defined in schedule 'F' or from the first date of handing over of the site, whichever is later, in accordance with the phasing, if any, indicated in the bid documents.
4. The site for the work is available or shall be made available in phase manner.
5. The bid document consisting of plans, specifications, the schedule of quantities of various types of items to be executed and the set of terms and conditions of the contract to be complied with and other necessary documents except Standard General Conditions of Contract Form can be seen from the web Site e-procure.gov.in.



6. After submission of the bid the contractor can re-submit revised bid any number of times but before last time and date of submission of tender as notified.
7. While submitting the revised bid, contractor can revise the rate of one or more item(s) any number of times (he need not re-enter rate of all the items) but before last time and date of submission of tender as notified.
8. If it is desired to submit revised financial bid then it shall be mandatory to submit revised financial bid. If not submitted then the tender submitted earlier shall become invalid.
9. Earnest Money as specified to be paid through RTGS / NEFT.
IIT Delhi Bank details are as under:
Name of the Bank A/C : IITD Revenue Account
SBI A/C No. : 10773572622
Name of the Bank : State Bank of India, IIT Delhi,
Hauz Khas, New Delhi-110016
IFSC Code : SBIN001077
MICR Code : 110002156
Swift No. : SBININBB547
(This is mandatory that UTR Number is provided in the on-line quotation/bid. Kindly refer to the UTR Column of the Declaration Sheet at Annexure-II)

Interested contractors who wish to participate in the bid have also to make following payments within the period of bid submission:

- (i) Copy of Enlistment Order and certificate of work experience and other documents as specified in the web notice shall be scanned and uploaded to the e-tendering website within the period of bid submission.
10. The bid submitted shall become invalid, if:
 - a. The bidder is found ineligible.
 - b. The bidder does not upload all the documents (including GST registration) as stipulated in the bid document including the undertaking / declaration.
 - c. EMD not deposited as specified
 - d. The firm shall be not registered with EPFO & ESIC.
11. The contractor whose bid is accepted will be required to furnish performance guarantee of 5% (Five Percent) of the bid amount within the period specified in Schedule F. This guarantee shall be in the form of Deposit at Call receipt of any scheduled bank/Banker' cheque of any scheduled bank/ Demand Draft of any scheduled bank/Pay order of any Scheduled Bank (in case guarantee amount is less than Rs.1,00,000/-) or Government Securities or Fixed Deposit Receipts or irrevocable Bank Guarantee Bonds of any Scheduled Bank or the State Bank of India in accordance with the prescribed form. In case the contractor fails to deposit the said performance guarantee within the period as indicated in Schedule 'F' including the extended period if any, the Earnest Money deposited by the contractor shall be forfeited automatically without any notice to the contractor.
12. Intending Bidders are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their bids as to the nature of the ground and subsoil (so far as is practicable), the form and nature of the site, the means of access to the site, the accommodation they may require and in general shall themselves obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect their bid. A bidder shall be deemed to have full knowledge of the site whether he inspects it or not and no extra charge consequent on any misunderstanding or otherwise shall be allowed. The bidders shall be responsible for arranging and maintaining at his own cost all materials, tools & plants, water, electricity access, facilities for workers and all other services required for executing the work unless otherwise specifically provided for in the contract documents. Submission of a bid by a bidder implies that he has read this notice and all other contract documents and has made himself aware of the scope and specifications of the work to be done and of conditions and rates at which stores, tools and plant, etc. will be issued to him by the Government and local conditions and other factors having a bearing on the execution of the work.
13. The competent authority on behalf of the Board of Governors does not bind itself to accept the lowest or any other bid and reserves to itself the authority to reject any or all the bids received without the assignment of any



- reason. All bids in which any of the prescribed condition is not fulfilled or any condition including that of conditional rebate is put forth by the bidder shall be summarily rejected.
14. Canvassing whether directly or indirectly, in connection with bidders is strictly prohibited and the bids submitted by the contractors who resort to canvassing will be liable for rejection.
 15. The competent authority on behalf of the Board of Governors reserves to himself the right of accepting the whole or any part of the bid and the bidder shall be bound to perform the same at the rate quoted.
 16. The contractor shall not be permitted to bid for works in the IITD responsible for award and execution of contracts, in which his near relative is posted a Divisional Accountant or as an officer in any capacity between the grades of Superintending Engineer and Junior Engineer (both inclusive). He shall also intimate the names of persons who are working with him in any capacity or are subsequently employed by him and who are near relatives to any Gazetted officer in the IIT Delhi. Any breach of this condition by the contractor would render him liable to be debarred from bidding process in future in IIT Delhi.
 17. No Engineer of Gazetted rank or other Gazetted Officer employed in Engineering or Administrative duties in an Engineering Department of the Government of India is allowed to work as a contractor for a period of one year after his retirement from Government service, without the prior permission of the Government of India in writing. This contract liable to be cancelled, if, either the contractor or any of his employees is found any time to be such a person who had not obtained the permission of the Government of India as aforesaid before submission of the bid or engagement in the contractor's service.
 18. The bid for the works shall remain open for acceptance for a period of ninety [90] days from the date of opening of financial bids, if any bidder withdraws his bid before the said period or issue of letter of acceptance, whichever is earlier, or makes any modifications in the terms and conditions of the bid which are not acceptable to the department, then the IIT Delhi shall, without prejudice to any other right or remedy, be at liberty to forfeit 50% of the said earnest money as aforesaid. Further the bidder shall not be allowed to participate in the re-bidding process of the work.
 19. This notice inviting bid shall form a part of the contract document. The successful bidder / contractor, on acceptance of his bid by the Accepting Authority shall within 15 days from the stipulated date of start of the work, sign the contract consisting of:-
 - a) The Notice Inviting Bid, all the documents including additional conditions, specifications and drawings, if any, forming part of the bid as uploaded at the time of invitation of bid and the rates quoted online at the time of submission of bid and acceptance thereof together with any correspondence leading thereto.
 - b) Standard IITD Form –7/8 or other Standard IITD Form as applicable.
 20. In case any discrepancy is noticed between the documents as uploaded at the time of submission of the bid online and hard copies as to be submitted physically in IIT Delhi, if so desired by the accepting authority, then the bid submitted shall become invalid and the IIT Delhi shall, without prejudice to any other right or remedy, be at liberty to forfeit 50% of the said earnest money as aforesaid. Further the bidder shall not be allowed to participate in the bidding process of the work.



INTEGRITY PACT

To

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.....,

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Sub : NIT No. IITD/ADAC (SP-.....)/2018 for the work of "A/R & M/O LHC Building in Academic area at I.I.T. Delhi. Sub-head :- Providing the services of office staff for operation of audio & video system."

Dear Sir,

It is here by declared that IITD 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 the tender/bid documents, failing which the tender/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 IITD.

Yours faithfully,

Prof. In Charge (LHC)



[TO BE SUBMITTED DULY SIGNED BY THE BIDDER ALONGWITH BID DOCUMENTS]

To

Prof. In Charge (LHC),
IIT Delhi, Hauz Khas,
New Delhi – 110016

Subject: Submission of Bid for the work of "Name of work:- A/R & M/O LHC Building in Academic area at I.I.T. Delhi.
Sub-head :- Providing the services of office staff for operation of audio & video system.

Dear Sir,

I / We acknowledge that IITD 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 / bid 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 IITD. 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, IITD 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 IITD]

INTEGRITY AGREEMENT

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

BETWEEN

The Board of Governors, IIT Delhi, Hauz Khas, New Delhi - 16 represented through Prof. In-Charge (LHC), IIT Delhi
....., (Hereinafter referred as the
'Principal/Owner',

(Address of Division)

'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

(Details of duly authorized signatory)

to as the "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 (NIT No. IITD/ADAC (SP-.....) 2018 (hereinafter referred to as
"Tender/Bid") and intends to award, under laid down organizational procedure, contract for "Name of work:- A/R & M/O
LHC Building in Academic area at I.I.T. Delhi. Sub-head :- Providing the services of office staff for operation of audio &
video system." (Name of work) 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:
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.
 - (a) 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.
 - (b) 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 (PoC 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.
- 3) 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 (PoC 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/PoC 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.
 - e) The Bidder(s)/Contractor(s) will, when presenting his bid, disclose 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 practices 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 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 IPC 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 Sub-contractors/sub-vendors.
- 2) The Principal/Owner will enter into Pacts on identical terms as this one with all Bidders and Contractors.
- 3) The Principal/Owner will disqualify Bidders, who do not submit, the duly signed Pact between the Principal/Owner and the bidder, along with the Tender or violate its provisions at any stage of the Tender process, from the Tender process.

Article 6: Duration of the Pact

This Pact begins when both the parties have legally signed it. It expires for the Contractor/Vendor 6 months after the completion of work under the contract or till the continuation of defect liability period, whichever is more and for all other bidders, till the Contract has been awarded.

If any claim is made/lodged during the time, the same shall be binding and continue to be valid despite the lapse of this Pacts as specified above, unless it is discharged/determined by the Competent Authority of IITD.



Article 7: Other Provisions

- 1) This Pact is subject to Indian Law, place of performance and jurisdiction is the Head Quarters of the Division of the Principal/Owner, who has floated the Tender.
- 2) Changes and supplements need to be made in writing. Side agreements have not been made.
- 3) If the Contractor is a partnership or a consortium, this Pact must be signed by all the partners or by one or more partner holding power of attorney signed by all partners and consortium members. In case of a Company, the Pact must be signed by a representative duly authorized by Board Resolution.
- 4) Should one or several provisions of this Pact turn out to be invalid; the remainder of this Pact remains valid. In this case, the parties will strive to come to an agreement to their original intensions.
- 5) It is agreed term and condition that any dispute or difference arising between the parties with regard to the terms of this Integrity Agreement / Pact, any action taken by the Owner/Principal in accordance with this Integrity Agreement/ Pact or interpretation thereof shall not be subject to arbitration.

Article 8: LEGAL AND PRIOR RIGHTS

All rights and remedies of the parties hereto shall be in addition to all the other legal rights and remedies belonging to such parties under the Contract and/or law and the same shall be deemed to be cumulative and not alternative to such legal rights and remedies aforesaid. For the sake of brevity, both the Parties agree that this Integrity Pact will have precedence over the Tender/Contact documents with regard any of the provisions covered under this Integrity Pact.

IN WITNESS WHEREOF the parties have signed and executed this Integrity Pact at the place and date first above mentioned in the presence of following witnesses:

.....
(For and on behalf of Principal / Owner)

.....
(For and on behalf of Bidder / Contractor)

WITNESSES:

1.
(signature, name and address)

2.
(signature, name and address)

Place:

Dated :



INDIAN INSTITUTE OF TECHNOLOGY DELHI
HAUZ KHAS, NEW DELHI - 110016

Percentage Rate Tender / Item Rate Tender

Tender for the work of "A/R & M/O LHC Building in Academic area at I.I.T. Delhi. Sub-head :- Providing the services of office staff for operation of audio & video system."

(A) (I) To be submitted online by 16/08 / 2018 upto 03:00 PM

(II) To be opened on 17 /08 / 2018at 3:00 PM

E-TENDER

I / We have read and examined the Notice Inviting Tender, schedule, A, B, C, D, E & F, Specifications applicable, Drawings & Designs, General Rules and Directions, Conditions of Contract, Clauses of Contract, Special conditions, Schedule of Rate & other documents and Rules referred to in the conditions of contract and all other contents in the tender document for the work.

I / We hereby tender for the execution of the work specified for the Board of Governors, IIT Delhi within the time specified in Schedule 'F' viz., schedule of quantities and in accordance in all respect with the specifications, designs, drawing and instructions in writing referred to in Rule-1 of General Rules and Directions and in Clause 11 of the Conditions of contract and with such materials as are provided for, by, and in respect of accordance with, such conditions so far as applicable.

We agree to keep the tender open for ninety (90) days from the due date of its opening / ninety days from the date of opening of financial bid in case tenders are invited on 2/3 envelop system (strike out as the case may be) and not to make any modification in its terms and conditions.

A sum of **Earnest money of Rs.30,000/-** is hereby deposited in IIT Delhi Revenue Account No. 10773572622 as earnest money. If I / We, fail to furnish the prescribed performance guarantee within prescribed period I / We agree that the said The Board of Governors, IIT Delhi, Hauz Khas, New Delhi - 16 or his successors, in office shall without prejudice to any other right or remedy, be at liberty to forfeit the said earnest money absolutely. Further, if I / We fail to commence the work as specified, I / We agree that The Board of Governors, IIT Delhi, Hauz Khas, New Delhi - 16 or the successors in office shall without prejudice to any other right or remedy available in law, be at liberty to forfeit the said earnest money and the performance guarantee absolutely, otherwise the said earnest money shall be retained by him towards security deposit to execute all the works referred to in the tender documents upon the terms and conditions contained or referred to those in excess of that limit at the rates to be determined in accordance with the provision contained in Clause 12.2 and 12.3 of the tender form. Further, I / We agree that in case of forfeiture of Earnest Money & Performance Guarantee as aforesaid I / We shall be debarred for participation in the re-tendering process of the work.

I / We undertake and confirm that eligible similar work(s) has/have not been got executed through another contractor on back to back basis. Further that, if such a violation comes to the notice of Department, then I / We shall be debarred for tendering in IIT Delhi in future forever. Also, if such a violation comes to the notice of Department before date of start of work, the Competent Authority shall be free to forfeit the entire amount of Earnest Money Deposit/Performance Guarantee.



I / We hereby declare that I / We shall treat the tender documents drawings and other records connected with the work as secret/confidential documents and shall not communicate information/derived there from to any person other than a person to whom I / We am/are authorized to communicate the same or use the information in any manner prejudicial to the safety of the State.

Dated:

Signature of Contractor

Witness:

Postal Address

Address:

Occupation:

ACCEPTANCE

The above tender (as modified by you as provided in the letters mentioned hereunder) is accepted by me for an on behalf of The Board of Governors, IIT Delhi, Hauz Khas, New Delhi - 110016 for a sum of (Rupees.....).

The letters referred to below shall form part of this contract agreement:-

- (a)
- (b)
- (c)

For & on behalf of Board of Governors, IIT Delhi

Signature

Dated:

Designation



PROFORMA OF SCHEDULES

[Operative Schedules to be supplied separately to each intending tenderer]

SCHEDULE 'A'

Schedule of quantities (enclosed)

SCHEDULE 'B'

Schedule of materials to be issued to the contractor

S.No.	Description of item	Quantity	Rates in figures & words at which the material will be charged to the contractor	Place of issue
	Nil			

SCHEDULE 'C'

Tools and plants to be hired to the contractor

S.No.	Description	Hire charges per day	Place of Issue
	Nil		

SCHEDULE 'D'

Extra schedule for specific requirements/document for the work, if any.

----- **Nil** -----

SCHEDULE 'E'

Reference to General Conditions of contract [GCC]

1	Name of work	:	Name of work:- A/R & M/O LHC Building in Academic area at I.I.T. Delhi. Sub-head :- Providing the services of office staff for operation of audio & video system.
2	Estimated cost of work	:	Rs.14,95,092/-
3	Earnest Money	:	Rs.30,000/-
4	Performance Guarantee	:	5 percent of tendered value
5	Security Deposit	:	5 percent of tendered value

SCHEDULE 'F'

GENERAL RULES & DIRECTIONS

: Officer inviting tender

Maximum percentage for quantity of items of work to be executed beyond wh rates are to be determined in accordance with Clauses12.2&12.3		:	See below
Definitions:			
2[v]	Competent Authority	:	Prof. In-Charge (LHC)
2[vi]	Accepting Authority	:	Chairman, Purchase Committee
2[x]	Percentage on cost of materials and labour to Cover all overheads and profits	:	15 percent
2[xi]	Standard schedule of rates	:	MARKET RATES
2[xii]	Department	:	Office of Dean Academics, LHC Management Division.
9[ii]	Standard IITD Contract Form	:	General Conditions of Contract 2010,IITD Form 7/8-2010 modified & Corrected up to date of submission of tender

Clause 1:			
[i]	Time allowed for submission of Performance Guarantee from the date of issue of letter of acceptance	:	15 days
[ii]	Maximum allowable extension with late fees @ 0.1% per day of performance guarantee amount beyond the period provided in (i) above	:	1 to 15 days
Clause 2:			
Authority for fixing compensation under clause 2		:	Competent Authority
Clause 2 A:			
Whether Clause 2A shall be applicable		:	No
Clause 5:			
Number of days from the date of issue of letter of award for reckoning date of start		:	10 [ten] days



Milestone(s) as per table given below:-

Sl. No.	Description of Milestone (Financial)	Time allowed in days (from date of start)	Amount to be with-held in case of non-achievement of mile stone
1	1/8th (of the whole work)	1/4th(of the whole work)	In the event of not achieving the necessary progress as assessed from the running payment, 1.50% of the Tender value of work will be withheld for failure of each milestone.
2	3/8th (of the whole work)	1/2th (of the whole work)	
3	3/4th (of the whole work)	3/4th (of the whole work)	
4	FULL	FULL	

Time allowed for execution of work	:	12 Months
Authority to decide:		
Extension of time	:	Competent Authority
Rescheduling of mile stones	:	Competent Authority
Clause 7:		
Gross work to be done together with net payment / adjustment of advances for material collected, if any, since the last such payment for being eligible to interim payment	:	Rs.2.0 Lac
Clause 10 A:		
List of testing equipment to be provided by the contractor at site lab	:	As desired by the Competent Authority relating to the work
Clause 10B(ii):		
Whether Clause 10 B (ii) shall be applicable	:	No
Clause 10C:		
Component of labour expressed as percent of value of work	:	25 percent

Clause 10CA:

S.N.	Material covered under this clause	Nearest Materials (other than cement, reinforcement bars and the structural steel) for which All India Wholesale Price Index to be followed	Base Price of all Materials covered under clause 10 CA*
1			
2			
3		Nil	
4			

* Base price of all the materials covered under clause 10 CA is to be mentioned at the time of approval of NIT.

Clause 10CC

Clause 10 CC to be applicable in contracts with stipulated period of completion exceeding the period shown in next column	:	12 months
Schedule of component of other Materials, Labour, POL etc. for price escalation		
Component of civil (except materials covered under clause 10CA)/	:	X _m : 75 percent



Electrical construction Materials expressed as percent of total value of work	
Component of Labour expressed as percent of total value of work	: Y : 100 percent
Component of P.O.L. expressed as percent of total value of work	: Not Applicable

Clause 11

Specifications to be followed for execution of work	: CPWD General specifications 2009 (Vol-I & Vol-II) for civil works with up to date modifications.
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Clause 12

Type of work	: Maintenance works including works of up gradation, aesthetic, special repair, addition/alteration
Clause 12.2. & 12.3	
Deviation Limit beyond which clauses 12.2 & 12.3 shall apply for building work	: 30 percent
Clause 12.5	
Deviation Limit beyond which clauses 12.2 & 12.3 shall apply for foundation work	: 100 percent

Clause 16

Competent Authority for deciding reduced rates	: Competent Authority
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Clause 18

List of mandatory machinery, tools & plants to be deployed by the contractor at site:

1.....	2.....	3.....
4.....	5.....	6.....
7.....	8.....	9.....

NII



Clause 36 (i)

Requirement of Technical Representative(s) and recovery Rate

S.No.	Minimum Qualification of Technical Representative	Discipline	Designation (Principal Technical/ Technical Representative)	Minimum Experience (Years)	Number	Rate at which recovery shall be made from the contractor in the event of not fulfilling provision of clause 36(i)	
						Figures	Words
1	N/A						

Assistant Engineers retired from Government services that are holding diploma will be treated at par with Graduate Engineers

Clause 42

- (i) Schedule/statement for determining theoretical quantity of cement & bitumen on the basis of Delhi Schedule of Rates 2016 printed by C.P.W.D.
- (ii) Variations permissible on theoretical quantities:
- (a) Cement
 - For works with estimated cost put to tender not more than Rs. 5 lakh 3% plus/minus
 - For works with estimated cost put to tender more than Rs. 5 lakh 2% plus/minus
 - (b) Bitumen for all work 2.5% plus only & nil on minus side
 - (c) Steel Reinforcement and structural steel sections for each diameter, section and category 2% plus/minus
 - (d) All other materials Nil

RECOVERY RATES FOR QUANTITIES BEYOND PERMISSIBLE VARIATION

S.No.	Description of Item	Rates in figures and words at which recovery shall be made from the Contractor	
		Excess beyond permissible variation	Less use beyond permissible variation
1.	Cement	As per CPWD Specifications 2009 Volume I & II with up to date correction slip.	
2.	Steel Reinforcement		
3.	Structural Sections		
4.	Bitumen issued free		
5.	Bitumen issued at stipulated fixed price		



<< Organization Letter Head >>

DECLARATION

I / We, _____ hereby declare that all the information and data furnished by our organization with regard to this tender specification are true and complete to the best of our knowledge. I / we have gone through the specification, conditions and stipulations in details and agree to comply with the requirements and intent of specification.

1	Name & Address of the bidder	
2	Phone	
3	E-mail	
4	Contact person name	
5	Mobile number	
6	GSTIN number	
7	PAN number	
		EMD
8	UTR No. with date	
9	Bank name	
10	Branch address	
11	Branch telephone no.	
12	MICR Code of the bank	
13	IFSC code	
14	Bank Account no.	
15	Type of account	

We further declare that our organization has not been blacklisted / delisted or put to any holiday by any Institutional agency / Govt. Department / Public Sector Undertaking in the last three years.

[Signature of the bidder]

Name:

Seal of the bidder



INDIAN INSTITUTE OF TECHNOLOGY: NEW DELHI
HAUZ KHAS: NEW DELHI

SPECIAL & ADDITIONAL CONDITIONS

1. Non Judicial stamp paper worth Rs. 10/- (Ten Rupees only) will be submitted by contractor which will have to be signed as token of acceptance.
2. No T & P would be supplied by the Institute and contractor will have to make his own arrangement.
3. The contractors are advised to get acquainted with the proposed work including specifications & its site and additional conditions carefully before quoting. No claim of any sort shall be entertained or account of any site conditions and ignorance of specifications & additional conditions. The work shall be carried out as per the availability of houses of renovation.
4. The work shall be carried out as per CPWD civil specifications 2009 volume I & II etc. with upto date correction slips unless otherwise specified in the nomenclature of individual item or in the specification, additional conditions where specifications are silent, the decision of Competent Authority shall be final and binding on contractor.
5. **The quoted rates of all items shall be inclusive of all taxes including Goods and Service Tax, Labour Cess etc. and nothing extra shall be payable on this account.**
6. The rates for different items of work shall apply for Heights & Depths, Leads & Lifts unless otherwise specified in the agreement or specifications applicable in the agreement.
7. Any damage done by the contractor to any existing item / any part of the building during the course of execution of work shall be made good by at his own cost.
8. Articles manufactured by the reputed firms and approved by Competent Authority shall only be used. Only articles classified as "First quality" by the manufacturer shall be used unless otherwise specified.
9. The sample of material required in the work brought at site shall be got approved from Competent Authority before use in execution of work.
10. The sample of material required for Testing shall be provided at free of cost by the contractor. Testing charges if any shall be borne by the Department in case the test results are satisfactory and if test results fail testing charges shall be deducted from the bills of the contractor. All other expenditure to be incurred for taking sample, conveyance, packing etc. shall be borne by the contractor. Testing shall be done at NABL approved lab.
11. The contractor shall submit a detailed programme of work within 7 days of the date of award of work. The Competent Authority can modify the programme and the contractors have to work accordingly.
12. Water arrangement has to be made by agency but if Institute provides then recovery rate will be 1.00% of gross work done from bills. Electricity for work will be arranged by the contractor. If Institute provides electricity the recovery rate will be 0.50% of gross work done from the bills.
13. The contractor shall make his own arrangement for getting the permission with respect to trucks from the Traffic Police.
14. No payment shall be made to contractor for any damage caused by the rain, snowfall or any other natural causes what so ever during the execution of work.
15. Some restrictions may be imposed by the security staff of IIT Delhi etc. on the working and or movement of labour camp/ huts shall be allowed in IIT Campus. The Contractor shall make his own arrangement for labour huts outside the campus. The contractor shall be bound to follow all such restrictions/ instructions and nothing shall be payable on this account.



16. The contractor shall be fully responsible for the safe custody of the material issued or brought at site by him for doing the work.
17. The Malba / Garbage generated at site due to construction activities shall be removed from the site immediately & shall be disposed-off by the contractor to the approved dumping site as directed by competent authority.
18. The contractor shall clean the site thoroughly of scaffolding materials, rubbish, equipment's left out of his work & dress the site around the building to the complete satisfaction of the Competent Authority before the work is treated as completed.
19. Income tax and other taxes as applicable shall be deducted from the bills of contractor.
20. 1% labour cess will be deducted from the bills of contractor.
21. For item of water proofing Guarantee Bond shall be submitted by contractor as per format provided by IIT Delhi.
22. Firm should be registered with ESI and EPF and actual reimbursement shall be made only after production of original receipt.
23. The Clause of extension of time is also applicable as per CPWD manual.
24. ESI & EPF shall be reimbursed as per norms on production of original receipt of ESI & EPF from contractor specific to this work.

LIST OF APPROVED MAKES FOR CIVIL WORK

ACCEPTABLE MAKE OF EQUIPMENTS AND MATERIALS		
S.No.	Description	Approved Makes
1.	Cement (Grey) OPC/ PPC Grade-43/Ready mixed concrete of any grade.	ACC / L & T/ J.K. / BIRLA/ UTRA TECH/ VIKRAM
2.	Cement (White)	J.K. / BIRLA
3.	Reinforcement Steel	PRIMARY MANUFACTURERS APPROVED BY MINISTRY OF STEEL / SECONDARY MANUFACTURERS HAVING VALID BIS LICENSE (to be as per latest BIS provisions)
4.	Structural Steel	PRIMARY MANUFACTURERS APPROVED BY MINISTRY OF STEEL / SECONDARY MANUFACTURERS HAVING VALID BIS LICENSE (to be as per latest BIS provisions)
5.	Stainless steel (Grade 304)	JINDAL / SAIL / Salem
6.	Bricks	COMMERCIALLY AVAILABLE OR REQUIRED STRENGTH
7.	Aluminium Sections	HINDALCO / JINDAL / MAHAVIR
8.	Flush doors	CENTURY / MERINO / DURO BOARD /GREEN
9.	Laminates	GREENLAM / DURO / ARCHID / MERINO /DECOLAM / CENTURY
10.	Glass / Mirror	SAINT GOBAIN / MODI FLOAT / ASAHI FLOAT
11.	Ceramic Glazed tiles/Border tiles	1 ST QUALITY KAJARIA / NITCO / JOHNSON / ORIENT / SOMANY
12.	Vitrified Tiles	NAVEEN / NITCO / JOHNSON / KAJARIA
13.	Interlocking Precast pavers blocks / Kerb Stone	HINDUSTAN TILES / NIMCO PREFAB / K.K. MANHOLES/SWASTIK
14.	Stainless Steel Hinges	JOLLY / GARG /AMIT / ASI SUPREME
15.	Stainless Steel Nuts Bolts / Screws	KUNDAN / PUJA / ATUL / GKW
16.	Paint / primer / oil bound distemper /Acrylic paint/plastic paint	1 ST QUALITY PAINTS OF ASIAN / BERGER / NEROLAC / AKZONOBAL INDIA / SHALIMAR
17.	Water Proof. Cement Paint/ Exterior paint	1 ST QUALITY PAINTS OF ASIAN PAINTS / BERGER / NEROLAC / AKZONOBAL / SHALIMAR
18.	Sanitary ware (Vitreous China) (European Seats, Urinals, Wash Basins, etc.)	HINDWARE / PARRYWARE/ CERA
19.	Seat Covers	HINDWARE / PARRYWARE/ CERA
20.	C.P. brass Fittings / Accessories	JAQUAR / MARC / KOHLAR
21.	G.I. Pipes	TATA / JINDAL (HISSAR)
22.	G.I. Fittings	UNIK / ZOLOTO / AM
23.	Stainless Steel Sink	NEELKANTH / JAINA / KINGSTON (COBRA)
24.	Commercial Board / PLY	MERINO / DURO /GREEN/ CENTURY
25.	CI Pipes / Fittings & Manhole covers	RIF / NECO / BENGAL IRON WORKS / BC / SKF



ACCEPTABLE MAKE OF EQUIPMENTS AND MATERIALS		
S.No.	Description	Approved Makes
26.	CI Pipes "Class LA"	NICO / KESORAM / ELECTRO STEEL / KAPILANSH
27.	Floor Spring	DOORKING / EVERITE
28.	Door Closer	EVERITE / SANDHU/ HARDWIN
29.	MIRROR	ATUL,MODIGUARD,SAINT GOBAIN
30.	Vertical Blinds	VISTA / MAC
31.	False Ceiling	ARMSTRONG/ SANIT GOBAIN/ METAWORTH / Hi-Steel
32.	Water proofing compound	CICO / FOSROC / PIDILITE
33.	Polymer Compound	CICO / PIDILITE / FOSROC
34.	Particle Board	NOVA PAN / BHUTAN BOARD/ ECO BOARD
35.	Rust Remover / Anticorrosive	FOSROC / CICO / PIDILITE
36.	Adhesive	FEVICOL / VAMICOL/DUNLOP/VAM ORGANIC
37.	Tile Adhesive	PIDILITE / FERROUSCRETE/BALLNDURA/CICO
38.	Wall Putty	BIRLA / JK / SARA
39	Epoxy Grout	Ballendura / Kerakoll / Ferrouscrete
40	PVC Water storage tank (ISI marked)	Sintex / UniPlast / Polywell
41.	PVC insulated Water storage tank Heavy duty 4/5 layer	Sintex / UniPlast / Polywell /Euro.
42.	Brass Ball Valve/ Gate Valve / Float Valve	Zoloto / AM / Leader / Sant
43.	Aluminium Door fittings	Classic/ Everrest/Argent
44.	Brass Bib / Stop cock	AGI / ELITE / Shakti / Sant / Leader
45.	Thermoplastic paint	CBM, CMS, S.N. Industries.
46.	Plaster of Paris Putty	ADHARSHREE/ SHREE RAM/ J.K
47.	RCC Pipe	LAKSHMI/SOOD&SOOD/JAIN &Co. /Diwan spun pipes.
48.	PVC Pipe	Prakash /Prince/Supreme
49.	Glass Pans	SAINT GOBAIN,ASAHI INDIA,MODI GUARD

N.B. : For any item not covered in the above list, the contractor shall require to get the samples approved from the Competent Authority before the supply is made.



BID SUBMISSION

ONLINE BID SUBMISSION:

The Online bids (complete in all respect) must be uploaded online in two Envelops as explained below:-

Envelope – 1 (Following documents to be provided as single PDF file)			
Sl. No.	Documents	Content	File Types
1.	Technical Bid	Organization Declaration Sheet as per Annexure - I	.PDF
2.		Copy of Certificate of work experience	.PDF
3.		Copy of GST Registration Certificate	.PDF
4.		Affidavit as per NIT condition 1.2.2 on stamp paper	.PDF
5.		Acceptance to execute integrity pact (as per page no. 14)	.PDF
6.		IITD 7/8 duly signed by the bidder	.PDF
7.		EPFO & ESIC Registration proof	
8.		Any other document as specified in the NIT	.PDF
9.		Copy of Enlistment Order	.PDF
Envelope – 2			
Sl. No.	TYPES	Content	
1.	Financial Bid	Price bid should be submitted in BOQ format.	.Xls



Name of work:- A/R & M/O LHC Building in Academic area at I.I.T. Delhi.

Sub-head :- Providing the services of office staff for operation of audio & video system

SCHEDULE OF QUANTITY

Civil Items.

S. No.	Description of items.	Qty.	Unit.	Rates	Amount.
1	Providing a audio and video system operator during the office hours. The person to be employed for this job should have working experience of operation and working system of audio and video systems.(the rate should be quoted inclusive of all saturatory payments and all other applicable Government taxes if any).	1872	Per Day		
	Total Amount				

Special Conditions: -

1. No labour huts shall be allowed in IIT Campus and nothing shall be extra paid on this account.
2. The contractor must visit the site of work before quoting the rates.
3. No labour to stay in IIT Campus, nothing shall be paid extra on this account.
4. Variation in number of operator on lower side is as per direction of A.E.E Concern.
5. Minimum ratio of application for selection of operator is 1:3. The selection of required operators will be done by competent authority.
6. **The quoted rates of all items shall be inclusive of all taxes including Goods and Service Tax, Labour Cess etc. and nothing extra shall be payable on this account.**

Prof. in charge (LHC)

A.E.E.(C)