

NATIONAL INSTITUTE OF TECHNOLOGY TIRUCHIRAPPALLI – 15

Web : www.nitt.edu

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TENDER DOCUMENT

Name of work	:	Providing chair, table, stage, Shamiana, flags stall etc., on hire basis for various programmes at NIT, Tiruchirappalli.
Value of work	:	Rs. 13,87,995 /-
Tender Enquiry No.	:	NITT/EMD/EE/Institute/2018-20/ 51(291) Dated: 27.12.2018
Period of Contract	:	Twenty four Months



NATIONAL INSTITUTE OF TECHNOLOGY
TIRUCHIRAPALLI -620 015.

Estate Maintenance Department

NOTICE INVITING TENDER

Tender Enquiry No. NITT/EMD/EE/Institute/2018-20/51(291) Dated 27.12.18

01. Name of work : **Providing chair, table, stage, Shamiana, flags stall etc., on hire basis for various programmes at NIT, Tiruchirappalli.**
02. Estimated Cost : **Rs. 13,87,995 /-**
03. Earnest Money Deposit : **Rs. 27,760 /-**
04. Completion Time : **Twenty four Months**
(From the date of commencement of the work which will be reckoned from the date of handing over of site to the Contractor)
05. Cost of Tender Document : **Nil**
06. Last Date & Time for Receipt of Tenders : **15.00 Hrs. on 11.01.2019**
07. Date & Time of Tender Opening : **15.30 Hrs. on 11.01.2019**
08. Procedure for submission of Bid : Envelope 1: EMD
Envelope 2: Technical & Price Bid
Envelope 3: Larger size Outer Envelope(Master cover which contain the Envelope-1 & Envelope-2)
Note – Tender no and opening date must in mentioned in all envelopes
09. Address for submission of Tender : **The Director,
National Institute of Technology,
Tiruchirappalli - 620 015**

Tender document contains **24** pages including Price Bid

Name of the Agency submitting the tender :

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Check list for processing the tenderer so received.

Tender Enquiry No. NITT/EMD/EE/Institute/2018-20/51(291) Dated 27.12.18

Sl.No	Description / Requirement from the tenderer	Tenderer's response should be clear, firm, complete & legible. If necessary, separate sheet shall be used.
1	Name & Complete address of the tenderer with contact details:	
2(a)	Details of EMD (should be in the form of DD) Demand draft No. Amount Rs. Bank details:	
2(b)	NSIC Registration No: Company Name & Address: Validity : Product for which registered:	
2(C)	MSME registration No : Date of Reg. :	
3	Status of the tenderer: Proprietorship / Partnership / Private Limited. / Public Limited	

I/We hereby certify that the information furnished above and the attached documents as proof of the information are true and correct to the best of our knowledge.



NATIONAL INSTITUTE OF TECHNOLOGY
TIRUCHIRAPALLI -620 015.

Estate Maintenance Department

Submission of Tender

The Tender should be submitted in **two** envelopes as detailed below:-

Cover 1 – Superscribed as “DD towards EMD for **THE DIRECTOR** at NIT, Tiruchirappalli”.

This shall contain the following:-

- a) The demand draft against EMD or NSIC or MSME should alone be enclosed in the cover.

Cover 2 - Superscribed as “TENDER FOR PROVIDING CHAIR, TABLE, STAGE, SHAMIYANA, FLAGS, STALL ETC., ON HIRE BASIS FOR VARIOUS PROGRAMMES at NIT, Tiruchirappalli”.

This cover should includes all the technical detailing experience on similar work; completion certificates etc.,.

Also the Bill of Quantity with rate indicated for all items and related absolute value up to two decimals.

Master cover:

All the above two covers (EMD cover, TECHNICAL & FINANCIAL BID) shall be placed in the Master cover super scribing:

“Tender for tender for providing chair, table, stage, shamiyana, flags, stall etc., on hire basis for various programmes at NIT, Tiruchirappalli”



NATIONAL INSTITUTE OF TECHNOLOGY
TIRUCHIRAPALLI -620 015.

Estate Maintenance Department

INSTRUCTION TO TENDERERS

Tender Enquiry No.NITT/EMD/EE/Institute/2018-20/51(291) Dated 27.12.18

- 1) Time is the essence of the contract. Being a time bound project, the contractor should make all efforts to complete the work in time.
- 2) Even though the overall completion period is indicated as **Twenty four months**, the work shall be completed programmewise and handed over as per agreed split up schedule if any.
- 3) The tenderers are advised to visit the site and get themselves acquainted with the site conditions before submitting the offer.
- 4) Tender quantity is only approximate and liable for variation without entitling the tenderer to any compensation, till the total value of contract vary by more than 30% (thirty percentage).
- 5) Quoted rate shall remain valid for a period of 90 days from the date of tender opening for the release of work order and will be firm throughout the contract period of **Twenty four months** or till completion of work, once awarded and no cost escalation is allowed on any account.
- 6) The item rate offered is for finished item of works and shall provide for the complete cost towards fuel, tools, tackles, plant & machinery, temporary works, labour, materials, levies, taxes, transport, lay-out, repairs, rectifications, maintenance till handing over, supervision, labour colonies, establishment, services, roads, revenue expenses, overheads, profits & all other incidentals etc., complete. Rate quoted shall include all royalties, terminal taxes, Octroi duties, Central or Provincial Excise Tax, Sales Tax and any other taxes leviable under the State or Central Government rules. NITT will not entertain any claim whatever in this respect. **The applicable GST can be reimbursed by NITT along with the running / final bill on production of documentary evidence by the agency for having paid the GST to the authorities concerned.**
- 7) The brief description of items of work is given in the bill of quantities. **Tenderer has to quote rates both in figures and in words for all the items given in the Bill of Quantities provided in the Price Bid.**
- 8) For any item of work not covered in Bill of Quantities, the rate will be arrived at based on the procedure given in CPWD manual.
- 9) The contractor has to furnish the security deposit, as per the Clause indicated elsewhere in this document, if the work is awarded. Further the contractor has to furnish 50 % of security deposit before signing of agreement and commencement of work. {Refer Clause 33 (III)}
- 10) Since the responsibility for the quality, workmanship and accuracy of any work being carried out under this contract lies with the contractor, the contractor should ensure that no work is done without the presence of contractor's representative at the work spot, whose strength depends on the value of contract awarded. The contract should arrange for surveying the site at his own cost.
- 11) The decision of Engineer-in-charge shall be final and binding on the contractor regarding clarification of items in this tender schedule.
- 12) The unit measured per day refer 24 hours from completion of work
- 13) The contractor shall strictly adhere to various labour laws in force.

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- 14) To safeguard the persons working at height in roof, wall etc., sufficient number of Industrial Safety nets shall be provided at tenderer's cost in appropriate level and locations. The working hand including Supervisors, Engineers should wear the personal protective items and safety measures such as helmets, safety belts, shoes, etc., before entering into working place.
- 15) The contractor shall follow norms of NITT security system for movement of men & materials within the complex.
- 16) **All materials / items / articles brought by the Contractor for incorporation in the work shall be got inspected and approved by the Engineer-in-charge before they are incorporated in the work. The agency is solely responsible for the safety and accounting of these items so supplied on hire till taken back and NITT is no way responsible for any damage or loss of such items.**
- 17) The contractor should extend full co-operation to the other contractors who may be doing other works in the same areas to enable them to execute their portions of work without any delay or difficulty.
- 18) Tenderers are requested to furnish the duly filled in E format attached as separate sheet along with a cancelled cheque leaf to accept Electronic fund transfer / R T G S transfer for any payment from NITT, Trichy.
- 19) No advance / mobilization advance will be given.
- 20) NITT reserves its right to reject a tender due to unsatisfactory past performance in the execution of a contract awarded against a different Tender.
- 21) Rate for each item should be quoted in FIGURES and in WORDS. In case of any difference in the rates quoted in figures and in words, the lower of the two rates will be taken as the tendered rate. Unit rate quoted shall be the basis for arriving the total value of the tender. The total amount for every item shall be arrived by multiplying the unit rate with the quantity indicated for that item. In case of any arithmetic deviation is noticed in the total amount, the same will be corrected and evaluated by taking unit rate as basis and multiplying with the quantity indicated.
- 22) Tenders received after the due date and time of opening, will not be accepted.
- 23) All the documents shall be duly signed with seal in all pages and placed in a common sealed cover duly superscripting the **Name of Work, Tender reference & Date of opening** and submitted.
- 24) The Demand Draft towards EMD/NSIC/MSME should kept in one cover(Envelope-1) & other technical, price bid(Envelope-2) in other as specified and submit the tender as per page No-4 along with complete tender document. The Envelope-1 & 2 shall be placed in a sealed master cover duly superscripting the cover with name of the tender and reference. Tender without EMD will be rejected.
- 25) Incomplete offers will become liable for rejection.
- 26) Tender addressed to **THE DIRECTOR, NIT**, Tiruchirappalli-620 015 will be received up to 15.00 Hrs **at the office of the Registrar** as per the schedule of tender notice and will be opened at 15.30 Hrs in the presence of those who may choose to attend the tender opening.
- 27) Tender submitted by post should be sent superscripting "**Register Post with Acknowledgement Due**". These should be posted with due allowance for any postal delay. Tender received after due date and time of opening tenders, will be rejected and NIT, Trichy will not be responsible for any postal delay.

28) **Earnest Money Deposit:**

Earnest Money is to be paid by each tenderer to ensure that the tenderer does not refuse to execute the work after it is awarded to him. Shall also be furnished in the form of Pay Order or Demand Draft in favour of The Director, NIT Tiruchirappalli. EMD in any other form will not be accepted. The rate of earnest money deposit shall be as under:

Works costing upto Rs. 1 lakh	1%
Works costing more than Rs.1 lakh	2% of the Estimated cost put to tender

EMD by the Tenderer will be forfeited if,

- a) After opening the tender, the tenderer revokes his tender within the validity period or increases his earlier quoted rates.
- b) The tenderer does not commence the work within the period as per LOI / Contract. In case the LOI / contract is silent in this regard then within 15 days after award of contract.
- c) EMD given by all unsuccessful tenderers shall be refunded normally within fifteen days of acceptance of award of work by the successful tenderer.
- d) EMD shall not carry any interest.

29. **Security Deposit**

- I. Security Deposit should be collected from the successful tenderer. The rate of Security Deposit will be as below:

Up to Rs. 10 lakhs	10%
Above Rs. 10 lakhs up to Rs.50 lakhs	Rs.1 lakh + 7.5% of the amount exceeding Rs. 10 lakhs.
Above Rs. 50 lakhs	Rs.4 lakhs + 5% of the amount exceeding Rs. 50 lakhs.

- II. The security Deposit should be collected before start of the work from the contractor.
- III. The bank guarantee from nationalized bank or Demand Draft in favour of The Director, NIT, Tiruchirappalli is accepted towards Security Deposit.
- IV. Security deposit can also be recovered at the rate of 10% from the running bills. However in such cases at least 50% of the Security Deposit should be deposited before start of the Work and the balance 50% may be recovered from the running bills.
- V. EMD of the successful tenderer shall be converted and adjusted against the security deposit.
- VI. The security deposit shall not carry any interest.

Unless the contractor whose tender is accepted signs the Contract Agreements and makes the necessary security deposit specified in Para 29 above within Seven days of the date of the order directing him to do so, the amount of Earnest Money Deposit already deposited by him will be forfeited and acceptance of his tender withdrawn.

30. National Institute of Technology will not be bound by any power of attorney granted by the tenderer or by changes in the composition of firm made subsequent to the execution of the contract. They may however recognize such power of attorney and changes after obtaining proper legal advice, the cost of which will be chargeable to the contract concerned.
31. If the tenderer deliberately gives wrong information in his tender or creates conditions favourable for the acceptance of his tender, NITT reserves the right to reject such tender at any stage.
32. The expenses for completing and stamping the agreement shall be paid by the contractor.
33. Tenderers shall not increase their quoted rate in case NITT, negotiates for reduction of rate. Such negotiation shall not amount to cancellation or withdrawal of the original offer and the rate originally

quoted shall be binding on the tenderers for a period of three months from the date of opening of tenders.

34. Canvassing in any form in connection with tenders is strictly prohibited and the tenders submitted by the contractors who resort to canvassing will be liable to rejection
35. All entries in the tender documents should be in one ink. Erasers and over writings are not permitted. All cancellations and insertions should be duly attested by the tenderer concerned.
36. TENDERERS should fill in all the required particulars in the blank spaces provided for this purpose in the tender documents and also sign each and every page of Tender Documents including the drawings attached there to, before submitting their tender.
37. Conditional and Un witnessed tenders, tender containing absurd rates and amounts tenders which are incomplete or otherwise considered defective and tenders not in accordance with the tender conditions laid down by the Accepting Officer are liable to be rejected.
38. Tenders not submitted on the prescribed form are liable to be rejected.
39. This tender notice shall be deemed to form an integral part of the contract to be entered into for this work.
40. The tenderers are advised to go through the condition stipulated in Tender document & code of conduct for 'Safety of Contract Labourer' in details. Any violation thereof will invite punitive action being taken against them. While quoting the rate all the above factors are to be taken into account.
41. Agency registered with NSIC is exempted from payment of Earnest Money Deposit but required to attach the attested copy of registration indicating the company name, address, registration number, validity & product for which registered in the technical bid,. Any deviation in the certificate on product or validity or name of the company tendering, will attract rejection resulting non-opening of respective price bid.

42. Arbitration:

Except where otherwise provided for in the contract all questions and disputes relating to the meaning of the specifications, designs, drawings and instructions hereinbefore mentioned and as to the quality of workmanship or materials used on the work or as to any other question, claim, right, matter or thing whatsoever in any way arising out of or relating to the contract, designs, drawings, specifications, estimates, instructions, orders or these conditions or otherwise concerning the work or failure to execute the same whether arising during the progress of the work or after the completion or abandonment thereof shall be referred to the sole arbitration of the Director of NITT and if Director is unable or unwilling to act, to the sole arbitration of some other person appointed by the Director, willing to act as such arbitrator. The cases referred to arbitration shall be other than those for which the decision of the Estate Officer / Engineer-in-charge is expressed in the contract to be final and conclusive. There will be no objection if the arbitrator so appointed is an employee of NITT and that he had to deal with the matters to which the contract relates and that in the course of his duties as such he had expressed views on all or any of the matters in dispute or difference.

The arbitrator to whom the matter is originally referred being transferred or vacating his office or being unable to act for any reason, Director as aforesaid at the time of such transfer, vacation of office or inability to act, shall appoint another person to act as arbitrator in accordance with the terms of the contract. Such person shall be entitled to proceed with the reference from the stage at which it was left by his predecessor. Subject as aforesaid the provision of the Arbitration & Reconciliation Act, 1996 or any statutory modification or re-enactment thereof and the rules made there under and for the time being in force shall apply to the arbitration proceeding under this clause.

It is a term of the contract that the party involving arbitration shall specify the dispute or disputes to be referred to arbitration under this clause together with the amount or amounts claimed in respect of each such dispute.

The arbitrator(s) may from time to time with consent of the parties enlarge the time for making and publishing the award.

The work under the Contract shall, if reasonably possible, continue, during the arbitration proceedings and no payment due or payable, to the Contractor shall be withheld on account of such proceeding.

The Arbitrator shall be deemed to have entered on the reference on the date he issues notice to both the Parties fixing the date of first hearings. The arbitrator shall give a separate award in respect of each dispute or difference referred to him. The venue of arbitration shall be such place as may be fixed by the Arbitrator in his sole discretion. The award of the arbitrator shall be final, conclusive and binding on all parties to this contract.

In the event of disputes or differences arising between one public sector enterprise and a Govt. Department or between two public sector enterprises the above stipulations shall not apply or its amendments for arbitration shall be applicable.

43. **Force Majeure clause:** If at any time during the continuance of this contract the performance in whole or in part by either party of any obligations under this contract shall be prevented or delayed by reason, of any war, hostilities, acts of the public enemy, civil commotion, sabotage, fires, explosions, epidemics, quarantine, restrictions or acts of GOD (hereinafter referred to as events) then provided notice of happening of any such events is given by either party to other within twenty one days from the date of occurrence thereof neither party shall reason of such events be entitled to terminate this contract nor shall either party have any such non-performance and delay is resumed as soon as practicable after such events has come to an end or ceased to exist. If the performance in whole or part of any obligation under this contract is prevented or delayed by reason or any such event claims for extension of time shall be granted for period considered reasonable by NITT subject to prompt notification by the tenderer to NITT of the particulars of the events and supply to the NITT if required of any supporting evidence. Any waiver of time in respect of partial installment shall not be deemed to be a waiver of time in respect of remaining deliveries.

The correspondence exchanged against the tender from both tenderer and NITT through email are considered as valid document legally though it is not signed. It is treated as valid confirmations made on behalf of the respective company and very much comes under the legal ambit of the business transaction and hence it is binding on both the parties to the business.

Any transaction pertaining to the tender from both the parties of business done round the clock irrespective of the office or business hours of the companies, are valid legally and binding on both the parties. This applies to the extent only in such cases where deadline time for transaction is not specifically declared by either or both the parties to the business.

In case Letter of Intent (LOI) is issued through email, the PC generated time and date of mail shall be construed as the official time and date of release of LOI. In as much as this date is within the last date of validity given by the tenderer the LOI is said to have been issued within the validity period and shall be binding on both the parties to the business.

Tenderers participating in the tender should declare in their technical bid that whether they have been black-listed / kept on hold for a specified period / given Business holiday for a specified period by any Public sector undertaking or Government departments. The reasons for such action with details and the current status of such hold shall be clearly furnished to NITT. If no such details are mentioned in the offer then it will be construed that the subject tenderer is not under any such hold. But at a later date if it comes to the notice of NITT about any such hold under enforcement on the subject tenderer, NITT will have every right to reject the offer of such vendors at any point of time and also under any stage of the finalisation of the subject tender irrespective of the status of the subject tenderer in that tender. Such tenderers will not be permitted to participate in the further tender proceedings and will be communicated suitably. They will not be also considered for any ongoing tenders even if participated till the hold is officially lifted and confirmed in writing.

GENERAL SAFETY PRECAUTIONS TO BE FOLLOWED AT WORK SITE DURING EXECUTION

The following safety measures should be strictly adhered to, during execution of works at sites.

1. Providing the working platform with toe board and handrail for continuous working at heights.
2. Providing safety belt and life line at all times for men working at heights.
7. Ensuring proper lashing of the components while being transported in vehicles.
8. The vehicles must have side supports or have body to support the materials conveyed.
9. The materials should not be allowed to extend or overflow the sides of the vehicles.
10. Materials should not be allowed to overhang from the rear edge of the body of the vehicle.
11. The Vehicle that is used by the contractor should have valid license. Driver of the vehicle must possess license.
12. Vehicle must not be overloaded prescribed limits.
13. Red flags and lights for parts projecting from the body of vehicle must be provided.
14. The speed restrictions within the Institute must be strictly adhered to.
15. All excavations must be barricaded and red lamps must be provided.
16. All electrical connections must be properly earthed.
17. Providing helmet, safety belt, etc., for high level work and sufficient number of Industrial Safety nets at appropriate level to safeguard the persons working at high level particularly in roofing etc.,
18. All personal protective equipment conform with standard specification and Contractor including their sub-contractors, agents and labour engaged on the work are required to scrupulously adhere to the safety regulations, safety precautions and measurers. Any violation thereof will invite punitive action being taken against them. Also contractors with frequent violations of safety regulations will not be entrusted with further work in this organization.

TERMS AND CONDITIONS REGARDING COMPLIANCE WITH VARIOUS LABOUR LAWS BY THE CONTRACTORS FOR NITT

1. The Contractor shall not employ in connection with the work any person who has not completed 18 years of age.
2. The Contractor employing 20 or more workmen is required to obtain license from the authorities (The Deputy Chief Inspector of Factories / Assistant Commissioner of Labour as the case may be). The license shall be amended and / or renewed wherever, there is an increase in the workmen employed by him or in the event of contract being extended or renewed. The Contractor shall inform the license number to the NITT Management before taking up the work.
3. The Contractor (Licensed or unlicensed) shall promptly furnish every information and document required by NITT authorities for the purpose of fulfilling their obligations as Principal Employer and shall render all necessary assistance for the same.

POST TECHNICAL AUDIT OF WORK AND BILLS:-

1. NITT reserves the right to carry out the post-payment Audit and technical examination of the work and final bill including all supporting vouchers, abstracts etc., and enforce recovery of any sum becoming due as a result thereof in the manner provided in the presiding subparagraphs. Such recovery shall be enforced any time even after passing the final bill.

SUBMISSION OF BILLS BY CONTRACTOR: -

2. The Contractor at the end of each month shall submit a bill in triplicate, if required, detailing the various items of work done during the month supported by the requisitions issued from time to time. The Contractor shall, once in every month, submit to the EO / EMD separately details of his claims for the work done by him up to and including the previous month which are not covered by his contract agreement in any of the following respects:
 - a) Deviation from the items provided in the contract documents.
 - b) Extra items / new items of work.
 - c) Items in-respect of which rates have not been settled. He should in addition furnish a clear certificate to the effect that the claims submitted by him as aforesaid cover all his claims and that no further claims shall be raised by him in respect of the work done upto and including the period under report.

PAYMENT OF BILLS:-

3. All payments to be made to the Contractor, under this contract shall be by NEFT or RTGS within a reasonable time, after the certification of bills by the execution department.

RECOVERY FROM CONTRACTOR:-

4. Whenever under the contract, any sum of money, shall be recoverable from or payable by the Contractors, the same may be deducted from or any sum then due or which at any time thereafter may become due to Contractor under the contract or under any other contract with NITT or from his Security Deposit or he shall pay the claim on demand.

CANCELLATION OF CONTRACT FOR CORRUPT ACTS:-

5. NITT, whose decision shall be final and conclusive, shall without prejudice to any other right or remedy which shall have accrued shall accrue thereafter to NITT cancel the contract in any of the following cases and the Contractor shall be liable to make payment to NITT for any loss or damage resulting from any such cancellation to the same extent as provided in the case of cancellation for default,

If the Contractor shall:-

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- a) Offer or give or agree to give to any person in NITT service any gift or consideration of any kind, as an inducement or reward for doing or for bearing to do or for having done or for borne to do any act, in relation to the obtaining or execution of this or any other contract for NITT service,

OR

- b) Enter in to a contract with NITT in connection with which commission has been paid or agreed to be paid by him or with his knowledge, unless the particulars of any such commission and the terms of payment thereof have previously been disclosed in writing to NITT.

OR

- c) Obtain a contract with NITT as a result of ring tendering or by non-bonafide methods of competitive tendering, without first disclosing the fact in writing to NITT.

CANCELLATION OF CONTRACT IN PART OF FULL FOR CONTRACTOR'S DEFAULT:

6. If the Contractor:

- (a) makes default in carrying out the work as directed and continues in that state after a reasonable notice from Engineer in charge or his authorized representative
- (b) fails to comply with any of the Terms and Conditions of the contract or after reasonable notice in writing with orders properly issued thereunder
- (c) NITT, may without prejudice to any other right or remedy which shall have accrued or shall accrue thereafter to NITT, CANCEL the contract as whole or in part thereof or only such work order or items of work in default from the contract. Whenever NITT exercise the authority to cancel the contract as whole or part under this condition NITT may complete the work at the contractor's risk and cost (as certified by Engineer in charge, which is final and conclusive) being less than the contract cost, the advantage shall accrue to the NITT. If the cost exceeds the moneys due to the Contractor under this contract the Contractor shall either pay the excess amount ordered by Estate Maintenance Dept. or the same shall be recovered from the Contractor by other means. In case the NITT carries out the work or any part thereof under the provisions of the conditions the cost to be taken into account in determining the excess cost to be charged to the Contractor under this condition shall consist of the cost of the materials, hire charges of tools and plant and/or labour provided by the NITT with an addition of such percentage to cover the superintendence and establishment charges as may be decided by the Engineer in charge, whose decision shall be final and conclusive.

TERMINATION OF CONTRACT ON DEATH OF CONTRACTOR. :-

7. Without prejudice to any of the rights or remedies under this contract, if the Contractor dies, or if the firm is dissolved or the company is liquidated, NITT shall have the option of terminating the contract without compensation to the Contractor.

SPECIAL POWER TO TERMINATION:-

8. If at any time after the award of contract, NITT shall for any reason whatsoever not require whole or any part of the work to be carried out the Engineer in charge shall give notice in writing of the fact to the Contractor who shall have no claim to any payment of compensation or otherwise howsoever on account of any profit or advantage which he might have derived from the execution of the work in full but which he did not derive in consequence of the fore-closing of the work.

LABOUR:-

9. The Contractor shall remain liable for the payment of all wages or other moneys to his work-people or employees under the payment of Wages Act 1936, Employees Liability Act. 1938, Workmen's Compensation Act 1923 or any other Act or enactment, relating thereto and rules framed, thereunder from time to time.

PRECAUTIONS AGAINST RISK:-

10. The Contractor shall be responsible for providing at his own expense for all precautions to prevent loss or damage from any and all risks and to minimize the amount of any such loss or damage and for the necessary steps to be taken for the said purpose.

11. Rate for additional item / substituted item:

This will be as per the rate analysis based on the market rate for material and labour prevailing at the time of execution at place of work as ascertained by Engineer in charge raised to the overall tender percentage at which the work was awarded to cover overheads / establishment/ profit.

12. Corrigendum / Amendment:

It is tenderer's responsibility to watch for any corrigendum or amendment till the opening of a particular tender, that will be posted only at NITT web site.

SCHEDULE 'A'
LIST OF WORKS AND PRICES

NAME OF WORK:

DETAILS & QUANTITIES of each item of work shown in the BILL OF QUANTITIES are only approximate. They are given as a guide for the purpose of tendering only and are liable to variation and alteration of the Competent Authority. The work under each item as executed shall be measured and priced at the corresponding rate quoted by the contractor in the BILL OF QUANTITIES

Sl.No.	Description of work / supplied	Total amount of work (in figures and words)		Period of contract
		Rs.	Ps.	
1.	Providing chair, table, stage, Shamiana, flags, stall etc., on hire basis for various programmes at NIT, Tiruchirappalli	13,87,995 (Rupees Thirteen Lakh Eighty Seven Thousand Nine Hundred and Ninty Five only)		TWENTY FOUR MONTHS

BILL OF QUANTITIES

Sl. No.	Appx. Qty.	Description of work	TNBP No.	Rate (Both in Unit fig & Words)	Amount	
					Rs.	Ps.

AS PER SEPARATE SHEETS ATTACHED CONTAINING 09 PAGES

FROM SERIAL No. **15 - 23**

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BILL OF QUANTITIES

Name of work : Providing chair, table, stage, Shamiana, flags, stall etc., on hire basis for various programmes at NIT, Tiruchirappalli

ITEM No	SUB-HEADS AND ITEM OF WORK	QTY	UNIT	UNIT RATE (Rs)	RATE (In Words)	AMOUNT(Rs)
1	Providing following sizes Shamiana of good quality firmly erected at the locations identified by NITT and removing the same after the programme. Necessary shamiana, posts, pegs etc. are under the scope of contract. Rate includes hire charges for shamiana, transportation, loading, unloading and other incidental charges etc. complete.					
a	40' X 40' = 1600s.ft	20	Sq.ft/day			
b	40' X 20' = 800s.ft	50	Sq.ft/day			
c	20' X 12'= 240s.ft	50	Sq.ft/day			
2	Providing back drop or side covering with good quality Shamiana at the locations identified by NITT using bamboo or any other suitable material as stiffener for its stability and removing the same after the programme. Necessary shamiana, posts, pegs etc. are under the scope of contract. Rate includes hire charges for shamiana, transportation, loading, unloading and other incidental charges etc. complete. The payment is on area basis for required number of days.	25000	Sq.ft/day			

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ITEM No	SUB-HEADS AND ITEM OF WORK	QTY	UNIT	UNIT RATE (Rs)	RATE (In Words)	AMOUNT(Rs)
3	Labour charges for erecting Shamiana of following sizes and removing the same after the programme. Necessary shamiana, posts, pegs etc. will be supplied by NITT at Stores at free of charges. Rate includes to and fro transportation, labour for erection, de erection and other incidental charges etc., complete.					
a	40' X 40' = 1600s.ft	10	One operation			
b	40' X 20' = 800s.ft	10	One operation			
c	20' X 12' = 240s.ft	10	One operation			
4	Providing stage made up of steel / quality wood frame work with wooden top neatly levelled without any undulations including matching steps at the location identified by NITT for functions and removing the same after the programme. Necessary stage materials, wooden plank, wedges and all other materials required for the stage are under the scope of contract. Rate includes hire charges for the stage, transportation, loading, unloading and other incidental charges etc. complete. The payment is on area basis multiplied by the number of days required by NITT.	5000	Sq.ft/day			
5	Labour charges for providing stage with step in line and level for functions and removing the same and handing over to Stores after the programme. Necessary stage materials will be supplied by NITT at Stores at free of charges. Rate includes transportation, loading, unloading and other incidental charges etc. complete.	500	Sq.ft			

CONTRACTOR

ACCEPTING OFFICER

ITEM No	SUB-HEADS AND ITEM OF WORK	QTY	UNIT	UNIT RATE (Rs)	RATE (In Words)	AMOUNT(Rs)
6	Providing and spreading new coir mat / carpet on the floor / stage or as directed by NITT in line, level and firmly on the base and removing the same after the programme. Rate includes hire charges for new coir mat / carpet, transportation, loading, unloading and other incidental charges etc. complete. The payment is on area basis multiplied by the number of days required by NITT.	75000	Sq.ft/day			
7	Labour charges for spreading new coir mat / carpet on the floor / stage or as directed by NITT in line, level and firmly on the base and removing the same after the programme. Rate includes to and fro transportation, labour etc. complete. Coir mat/ carpet will be issued by NITT at Stores at free of charges.	3000	Sq.ft			
8	Providing and placing in position of following chairs as required by NITT at the identified location and removing the same after the programme. Rate includes hire charges for chairs including transportation, loading, unloading, labour and all other incidental charges etc., complete. The payment is on number of chairs placed at site multiplied by the number of days required by NITT.					
a	PVC moulded chair (if the requirement is less than 500 on single occasion)	5000	Each/ Day			

CONTRACTOR

ACCEPTING OFFICER

ITEM No	SUB-HEADS AND ITEM OF WORK	QTY	UNIT	UNIT RATE (Rs)	RATE (In Words)	AMOUNT(Rs)
b	PVC moulded chair (if the requirement is more than 500 on single occasion)	5000	Each/Day			
c	Steel /Wooden chair with cushion	1200	Each/Day			
d	PVC chair with cushion	100	Each/Day			
9	Carrying the following from NITT department / Stores to site of work, placing at identified places and returning the same after the programme. Rate includes labour, transportation and all other incidental charges etc. Complete.					
a	PVC moulded chair	6000	Each			
b	Wooden chair with cushion	400	Each			
10	Providing and placing in position of round table of diameter measuring near about 4'3" covered with decent cloth at top as required by NITT at the identified location and removing the same after the programme. Rate includes hire charges for table& table top cloth including transportation, loading, unloading, labour and all other incidental charges etc., complete. The payment is on top surface area of the table placed at the venue multiplied by the number of days required by NITT. Hire charges for chairs will be paid separately under respective item.	100	Sq.ft/day			

ITEM No	SUB-HEADS AND ITEM OF WORK	QTY	UNIT	UNIT RATE (Rs)	RATE (In Words)	AMOUNT(Rs)
11	Providing and placing in position of series of rectangular table covered with decent cloth at top as required by NITT at the identified location and removing the same after the programme. Rate includes hire charges for table & table top cloth including transportation, loading, unloading, labour and all other incidental charges etc., complete. The payment is on top surface area of the table placed at the venue multiplied by the number of days required by NITT. Hire charges for chairs will be paid separately under respective item.	6300	Sq.ft/day			
12	Providing and placing in position of series of temporary stalls made up of aluminum box section of appropriate sections as vertical and horizontal fitted with one side laminated water resistant panels of decent shade as vertical wall and sloped roof top as required by NITT, all fixed firmly fulfilling safety aspects at the identified location and removing the same after the programme. Rate includes hire charges for the stall so installed including transportation, loading, unloading, labour for erection / de erection and all other incidental charges etc., complete. The payment is on interior floor area of the stall as installed at the venue multiplied by the number of days required by NITT.	3000	Sq.ft/day			
13	Providing and placing in position of 200 litre capacity PVC Dustbins with lid as required by NITT at the identified location and removing the same after the programme. Rate includes hire charges for Dustbins including transportation, loading, unloading, labour and all other incidental charges etc., complete. The payment is on number of Dustbins placed at site multiplied by the number of days required by NITT.	100	Each/Day			

CONTRACTOR

ACCEPTING OFFICER

ITEM No	SUB-HEADS AND ITEM OF WORK	QTY	UNIT	UNIT RATE (Rs)	RATE (Rs) (In Words)	AMOUNT(Rs)
14.	Providing and Fixing in position of MS/ERW flag posts on hire basis, for the followings and size of satin cloth color flags heights for functions at required locations for function and removing them after the function as directed by the Engineer in-charge. Rate includes cost of digging pits, refilling them, transportations, labour for erection & removal and other incidental charges etc., complete. No materials are in NITT scope.					
a	10 Feet Post(3feet x2feet flag)	100	Each/Day			
b	15 Feet Post(4feet x 3feet flag)	200	Each/Day			
c	20 Feet Post(4 x 3feet flag)	100	Each/Day			
15.	Labour charges for fixing flag posts for the following heights. Rate includes cost of conveyance of the flag posts, flags from NITT store, excavation of pits for existing the flag posts, tying the flags and removing the flags flags posts after function over. The quoted rate should include all labour, lead conveyance and any other incidental charges etc., complete.					
a	10 Feet Post(3feet x2feet flag)	100	Each/Day			

ITEM No	SUB-HEADS AND ITEM OF WORK	QTY	UNIT	UNIT RATE (Rs)	RATE (Rs) (In Words)	AMOUNT(Rs)
b	15 Feet Post(4feet x 3feet flag)	100	Each/Day			
c	20 Feet Post(4 x 3feet flag)	100	Each/Day			
16.	Providing and fixing/covering, in position cloth covers for seat & back of cloths of clean white/color, on hire for the sizes available at NITT for the functions, Rate includes hire charges, including conveyance , labour and all other incidental charges etc., complete.					
a	Arm less chair Seat & Back cloth	1000	Each (1set)/Day			
b	Armed Chair Back cloth only	1500	Each/Day			
17.	Providing and placing in position of steel video and photo stand on hire basis of various sizes as required loading, unloading, placing them for functions. The top rest of the stand is to be of 12mm thick plywood, Rate include cost of conveyance, loading, placing in position and labour etc., complete after the function, all the stands are to be removed immediately					
a	Hire charges for the video stand(up to 10' height)	500	Kg/day			
b	Hire charges for the one photo stand (up to 05' height)	1000	Kg/day			

ITEM No	SUB-HEADS AND ITEM OF WORK	QTY	UNIT	UNIT RATE (Rs)	RATE (Rs) (In Words)	AMOUNT(Rs)
18.	Carrying the following from NITT department / Stores to site of work, placing at identified places and returning the same after the programme. Rate includes labour, transportation and all other incidental charges etc. Complete.					
a	Hire charges for the video stand (up to 10' height)	500	Kg/day			
b	Hire charges for the photo stand (up to 05' height)	1000	Kg/day			
19	Providing the following thickness water proof plywood of required sizes for various function on hire basis, Rate includes all labour charges, conveyance, erection, & removing the same and any other incidental charges etc., complete.					
A	½ inch thick plywood	500	Sqm./day			
B	1inch thick plywood	500	Sqm./day			
20.	Providing Vehicle like Mini door/TATA ACE vehicle on hire basis for function works at NITT. Rate include hire charges, driver, cleaner, petrol/Diesel and any other incidental charges etc., complete. The Vehicle should poses necessary License, RC Book, Insurance, Driver License, etc.,					
a	Half day(4hrs)	70	Each/day			
b	One day (8hrs)	50	Each/day			

ITEM No	SUB-HEADS AND ITEM OF WORK	QTY	UNIT	UNIT RATE (Rs)	RATE (Rs) (In Words)	AMOUNT(Rs)
c	One Trip(up to 2 km circular distance)	300	Each/day			
d	Additional hours above mentioned hours	400	Hour			
21.	Providing frill cloth on hire basis for the tables and Teapoys of various colors for function arrangements at NITT, Rate includes cloth hire, conveyance fixing in position and removing them after the function, all labour and any other incidental charges etc., complete.					
a	White color Embroidery cloth	500	Sq.ft./day			
b	Color Embroidery cloth	500	Sq.ft./day			
c	Plain cloth of any color	1000	Sq.ft./day			
	Total					
Total (Rupees						only)

Contract Agreement No.....

TENDER

To

The Director,
National Institute of Technology
TIRUCHIRAPPALLI –620 015.

I / We hereby offer to carry out the work of **“Providing chair, table, stage, Shamiana, flags, stall etc., on hire basis for various programmes at NIT, Tiruchirappalli”**

I / We hereby carefully perused the following documents connected with the above noted work and agree to abide by the same.

- 1.Specifications (General & Particular)
- 2.Schedule 'A',
- 3.Bill of Quantities

I / We forward herewith the sum of Rs.....as Earnest Money, which shall be refunded should this tender be rejected. I / We further agree to deposit such sum which along with the sum of Rs.....mentioned above shall make up 50% of the fully Security Deposit for this work as provided for under conditions of the NATIONAL INSTITUTE OF TECHNOLOGY General Conditions of Contract.

I / We further agree to execute all the work referred to in the said documents upon the terms & conditions contained or referred therein and as detailed in Schedule 'A' and Bill of Quantities thereto and to carry out such deviations as may be ordered, vide conditions of the NITT upto a maximum of 30% of the tendered amount of Rs.....

I / We further agree to refer all disputes, as required to the sole arbitration of an Officer, to be appointed by the Director, NITT., in his sole discretion whose decision shall be final and binding.

WITNESS

Signature of the Contractor

Date :

1.

2.