

INDIAN INSTITUTE OF MANAGEMENT INDORE

Prabandh Shikhar, Rau-Pithampur Road, Indore-453556 (M.P.), India Ph. 0731-2439620

NIT / IIMI/Project/05/2016/29

Name of work: "Providing & fixing trapezoidal galvalume sheet cladding on the boundary wall to close the opening of M.S. grill at IIM Indore"

BID ISSUE DATE	May 10, 2016
LAST DATE OF BID SUBMISSION	May 23, 2016 upto 03.00 PM
DATE OF BID OPENING	May 23, 2016 at 03.30 PM
ESTIMATED COST	Rs. 18,13,825/-
EARNEST MONEY DEPOSIT (EMD)	Rs. 36,260/- (Rupees Thirty six thousand two hundred and sixty only)
TENDER PROCESSING FEE	Rs. 1000/- (Rs One thousand only)
COMPLETION PERIOD	90 Days

Indian Institute of Management Indore Notice Inviting Tender

NIT/IIMI/Project/05/2016/29

The Chief Engineer, IIM Indore on behalf of the Director, IIM Indore invites sealed tender from reputed & eligible event management service providers/ firms fulfilling the pre-qualification criteria enumerated below for the following work and will be received at the office of "The Chief Engineer, Project Department, 2nd floor, Administration Block, Indian Institute of Management Indore, Prabandh Shikhar, Rau - Pithampur Road, Indore 453556 (M.P.)" up to 03.00 P.M. on May 23, 2016. The bids will be opened at 3:30 PM on the same day.

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1	Name of Work	Providing & fixing trapezoidal galvalume sheet cladding on the boundary wall to close the opening of M.S. grill at IIM Indore
2	Earnest money deposit (EMD)	Rs. 36,260/- (Rupees Thirty six thousand two hundred and sixty only) shall be payable in the form of Banker's cheque / Demand Draft / Fixed Deposit Receipt (FDR) of any Nationalized or Scheduled Commercial Bar in the favour of 'Indian Institute of Management, Indore payable at Indore. Bids received without EMD will be rejected. EMD of unsuccessfu bidders will be returned.
3	Tender Processing Fee	Rs. 1000/- (Rs One thousand only) shall be payable in the form of Banker's cheque / Demand Draft of any Nationalized or Scheduled Commercial Bank issued in the favour of 'Indian Institute of Management, Indore payable at Indore. Bids received without Tender processing fee will be rejected.
4	Site visit if required	During the Office hours upto 1:00 PM on May 23, 2016 .
5	Last date of the Submission	May 23, 2016 upto 03:00PM
6	Date & time of opening of the tender	May 23, 2016 at 03:30PM
7	Mode of Submission	Can be dropped in the Box kept at the Office of the Project Department, Indian Institute of Management Indore, Prabandh Shikhar, Rau - Pithampur Road, Indore 453556 (M.P.) or sent by post at their own risk. Late receipt of bid will not be accepted.
8	Address to which Tender to be sent & place of tender opening	The Chief Engineer, Project Department, 2nd floor, Administration Block, Indian Institute of Management Indore, Prabandh Shikhar, Rau-Pithampur Road, Indore 453556 (M.P.)
9	Contact Number	0731-2439620
10	Qualifying Criteria	1) The bidder shall have the Experience of having successfully completed works during the last 7 years ending March 31, 2016. The works completed upto previous day of last date of submission of

tenders shall also be considered. (Documentary evidence in support of this is to be produced) (i) Three similar completed works costing not less than the amount egual to 40% of estimated cost put to tender i.e. Rs. 7.25 Lakh, Two similar completed works, costing not less than the amount equal to 60% of the estimated cost put to tender i.e. Rs. 10.88 Lakh, One similar completed work of aggregate cost not less than the amount equal to 80% of the estimated cost i.e. Rs. 14.51 Lakh. (ii) One completed work of any nature (either part of (i) or a separate one) costing not less than the amount equal to 40% of the estimated cost put to tender i.e. Rs. 7.25 Lakh with some Central Government Department/State Government Department / Central Autonomous Body/ State Autonomous Body/ Central Public Sector Undertaking / State Public Sector Undertaking / City Development Authority/ Municipal Corporation of City formed under any Act by Central/ State Government and published in Central/State Gazette. Note: The value of work done will be assessed as per the value mentioned in the experience/completion certificate issued by the respective 2) The bidder should have the experience of carrying out the similar nature of works. Similar nature of work implies engineering works. 3) The bidder should have achieved at-least 100% of the estimated cost i.e. Rs. 18.13 Lakh, during the immediate last 3 consecutive financial year, as an average annual financial turnover (in similar / equivalent types of works only). Documentary evidence in support of this is to be produced. Certified copies of Income tax returns, Head wise audited balance sheets, Profit & Loss Account of minimum three years are required to be submitted. 4) The documentary evidence in support of the above like experience certificate/Bill/Payment/TDS Certificate issued by client should be submitted. The successful tenderer, after allotment of work will be referred to as the contractor, shall have to deposit an amount equal to 5% of the tendered and accepted value of the work as performance guarantee in one of the following forms: (i) Government securities. (ii) Fixed Deposit Receipt (FDR) of a Scheduled Bank. Performance (iii) An irrevocable bank guarantee bond of any scheduled bank or 11 Guarantee the State Bank of India in the prescribed form given in Annexure-1. Within 07 days of issue of the letter of acceptance. The letter for commencement of work shall be issued to the contractor only after he/she submits the performance guarantee in an acceptable form. Refund of this deposit will be regulated as per the regulation laid down for this purpose in the CPWD works manual.

12	Security Deposit	The security deposit shall be collected by deductions from the bill of the contractors a sum @ 2.5% of the gross amount of the bill. Such deductions shall be made unless the contractor has deposited the amount of security at the rate mentioned in Government securities or Fixed Deposit Receipts. This is in addition to the performance guarantee that the contractor is required to deposit. And this shall be retained till the defect liability period.
13	Contract Agreement	At the time of notification of award, the contractor shall arrange supply of non-judicial stamp paper of value Rs.500/- or as per the rules/regulation of the local Govt. and execute the Contract Agreement within 10 days. (Format attached at Annexure-2)
14	Bid Validity	90 (Ninety) Days
15	Working Days	Institute observes five days working week (Monday to Friday).Contractors will not be allowed to work on holidays.

Evaluation of Tenders

IIM Indore will determine the substantial responsive of each proposal with reference to terms & conditions. For this purpose a substantial proposal is one which confirms to all the requirements scheduled without material deviations. The evaluation shall normally but not necessarily be based on lowest quoted tenders basis for the entire scope of work.

The scope besides cost will include the profile of the tenderer and past record, value of similar work done and their extent, proven capability evidenced by testimonials from relevant authorities. IIM Indore does not bind itself to accept lowest tenders or any tender and reserves the right to itself the right of accepting the whole or any part or portion or reject all bids without assigning any reason.

IIM Indore reserve the right to check the quality of each and every items brought for the purpose and if found substandard, the same will be rejected and the tenderer / agency is bound to remove it from site.

Other information:

- 1. Tender once accepted cannot be altered by the bidder. However IIM Indore reserves the right to modify certain items or call for additional items whatever found essential for fulfillment of job.
- 2. Bidders can attend a pre-bid meeting on May 19, 2016 at 03.00 PM at Project Department, Administration Block, IIM Indore campus for site visit, inspection and discussion on any technical and commercial aspects.
- 3. Interested bidders are requested to go through the terms and conditions of the tender. Queries for the Pre-bid meeting, if any may be forwarded by E-Mail to (projectdept@iimidr.ac.in) well in advance i.e. latest by May 18, 2016 -04.00pm so that those points can be discussed during the Pre-bid meeting on May 19, 2016.

Note: Tender document can be downloaded from official website of IIM Indore under URL: http://www.iimidr.ac.in/iimi/index.php/tenders OR from http://eprocure.gov.in/epublish/app.

Instructions to Bidder (ITB) and other Terms & Conditions:

Bidders are requested to kindly go through the detailed Terms &Conditions mentioned below and submit most competitive bid:

- 1. Please mention the name of the work, ref. no. & due date of the tender on the top of the Bid envelop.
- 2. Please submit copy of your Income Tax Number and copies of PAN with your offer.
- 3. Please submit copy of your registration no. for this Service being rendered with your offer.
- 4. The offer must be submitted in Single bid system in sealed envelope within the stipulated date and Time.
- 5. No Tender/bid is to be handed over to any of our staff/ any other person.
- 6. All tenders/tenders should be sent or deposited in the tender box at the following address: Chief Engineer, Project Department, Second Floor, Administration Block, IIM Indore, Prabandh Shikhar, Rau-Pithampur Road, Indore- 453556, M.P. only
- 7. Tenders must be sent sufficiently in advance so that it reaches us on or before the due date and time. Tender received after the due date & time cannot be considered.
- 8. The firm quoting for above mentioned items should be the authorized dealer/distributor for carrying out the job. The institute will not be responsible for any statutory compliance in respect of items and Services provided by the firm.
- 9. The Bank/RTGS detail must be submitted along with the tenders on the letter head.
- 10. Agencies Black listed and Suspended from carrying out business by any Government offices, Autonomous bodies, Educational and/or research institutes, PSUs etc. need not submit their bid. Suppression of information in this regard will be taken seriously.
- 11. IIM Indore reserves the right to amend the eligibility criteria, terms and conditions in the interest of the work.
- 12. Price Bid form at Annexure -3 should be used for bid submission.
- 13. The Earnest Money Deposit (EMD) of Rs. 36,260/- (Rupees Thirty six thousand two hundred and sixty only) shall be payable in the form of Banker's cheque / Demand Draft / Fixed Deposit Receipt (FDR) of any Nationalized or Scheduled Commercial Bank issued in the favour of 'Indian Institute of Management, Indore' payable at Indore. Bids received without EMD will be rejected.
- 14. Performance Guarantee: The successful tenderer, after allotment of work will be referred to as the contractor, shall have to deposit an amount equal to 5% of the tendered and accepted value of the work as performance guarantee in one of the following forms:
 - (i) Government securities.
 - (ii) Fixed Deposit Receipt (FDR) of a Scheduled Bank.

(iii) An irrevocable bank guarantee bond of any scheduled bank or the State Bank of India in the prescribed form given in Annexure-1.

Within 07 days of issue of the letter of acceptance. The letter for commencement of work shall be issued to the contractor only after he/she submits the performance guarantee in an acceptable form. Refund of this deposit will be regulated as per the regulation laid down for this purpose in the CPWD works manual.

15. Security Deposit:

The selected bidder has to deposit the security deposit also. The security deposit shall be collected by deductions from the running bill of the contractors a sum @ 2.5% of the gross amount of the bill and shall be deducted from each running bill as well as final bill of the contractor. Such deductions shall be made unless the contractor has deposited the amount of security at the rate mentioned in Government securities or Fixed Deposit Receipts. This is in addition to the performance guarantee that the contractor is required to deposit. Refund of this deposit will be regulated as per the regulation laid down for this purpose in the CPWD works manual

- 16. No interest will be payable by IIM Indore on the Earnest Money Deposit, performance guarantee & Security deposit. If the successful bidder fails to execute the job as per Work Order's terms and conditions within stipulated period, the performance guarantee will be forfeited by IIM Indore
- 17. Overhead Charges: The quoted price (final offer) must be F.O.R. IIM Indore, Indore including all overheads such as Packing, Forwarding, Loading/Unloading, Transporting, Postage/Courier, Octroi, Freight, Insurance etc.
- 18. Additional Charges if any, for Installation, Packing-Unpacking, Loading/Unloading, erection, Commissioning, Inspection, Certification, Extended Warranty any other charge(s) must be included in the quoted amount.
- 19. Discounts: The bidder need to mention clearly the exact figure/Percentage of discount offered, if any.
- 20. Validity of the bid: The validity period of the offer should be clearly specified. It should be at least for 90 (Ninety) days from the last date of submission of tenders.
- 21. Completion Schedule: The work should be completed in all respect within 90 days from the date of placing the order.
- 22. Place of Work: IIM Indore Campus, Prabandh Shikhar, Rau-Pithampur Road, Indore- 453556, M.P.
- 23. Receipt of Goods: The items mentioned in the schedule should be delivered at appropriate place in Good condition and as per required specification. The Items would be weighed, counted and measured, if required to confirm the accuracy.
- 24. Terms of Acceptance: The items will be treated Accepted only after Inspection for Features and Functions. This includes delivery, installation & commissioning, Inspection, demonstration, schedule etc.
- 25. Specification and Make: Tender should confirm the exact specification and make, Model, if any shown in the tender against Sl. No. of the item.

- 26. The competent authority shall have power (i) to make alteration in, omissions from, additions to, or substitutions for the original specifications, drawings, designs and instructions that may appear to him to be necessary or advisable during the progress of the work, and (ii) to omit a part of the works in case of non-availability of a portion of the site or for any other reasons and the contractor shall be bound to carry out the works in accordance with any instructions given to him in writing and such alterations, omissions, additions or substitutions shall form part of the contract as if originally provided therein and any altered, additional or substituted work which the contractor may be directed to do in the manner specified above as part of the works, shall be carried out by the contractor on the same conditions in all respects including price on which he agreed to do the main work except as hereafter provided.
- 27. Deviation: Deviation means deviation in quantities of items, i.e. where there is increase or decrease in the quantities of items of work in the agreement. The competent authority shall have power to make deviation up to 50% in the quantities and the contractor shall execute the positive deviated work as per the rate quoted by the bidder in the tender documents, and shall have no claim for any payment on account of such deviations and variations in quantity of any item(s) or component(s) of the work.
- 28. The successful bidder has to take Contractors all risk policy of the awarded value valid for the work period.
- 29. Payment: Full payment within 30 working days from the date of final satisfactory completion of the work and submission of the bills.
- 30. Guarantee/ Warranty: The item should be guaranteed on site (in situ) against any defect for a period of one year. The Contractor should guarantees that the work executed by him will render the item of work completely free of defects, faulty material and defective finish for one years to be reckoned from the date after the successful commissioning of the contract. Provided that the contractor will not be responsible for damage caused by misuse or alteration and for such purpose:
 - (a) Misuse shall mean any operation which will damage the structure like chopping and things of the same nature which might cause damage.
 - (b) Alteration shall mean construction of an additional section or a part of the same or construction adjoining to existing structure.
 - (c) The decision of the IIM Indore with regard to this shall be final.

During this period of guarantee the contractor shall make good all defects to the satisfaction of the IIM Indore at his cost, and shall commence the work for such rectification within seven days from the date of issue of the notice from the IIM Indore calling upon him to rectify the defects, failing which the work shall be got done by the IIM Indore by some other contractor at the GUARANTOR'S cost and risk. The decision of the IIM Indore as to the cost, payable by the contractor shall be final and binding.

- 31. In case any part or whole of the item is found to be defective and is found to be not upto mark, then the same will have to be replaced/repaired free of cost at our premises immediately at the own cost and risk of the contractor.
- 32. Liquidated Damages: As Time is the essence of this order, the schedule of completion should be strictly adhered to, otherwise the implementation in full or in part will not be accepted and penalty for late delivery of contract will be imposed @ 10% per fortnight of the total

value of work order & beyond 10% subject to approval of Director IIMI. In case of delay in supply, Installation, commission, demonstration, Inspection, Certification etc. also the same rate of penalty shall be leviable. The computation for LD will be made on per day basis @ proportionate to the charges mentioned above.

- 33. Cancellation: IIM- Indore reserves the right to accept or reject or cancel any or all enquiries or tenders at any stage without assigning any reason thereof.
- 34. In case of cancellation of order due to Non-compliance of the Terms and Conditions and Breach of the Contract, No compensation will be paid towards progress of order/procurement.
- 35. For any dispute, the place of jurisdiction shall be Indore, India only & decision of Director, IIM Indore will be final.
- 36. The specifications, Terms & Conditions, other regulations which are not herein mentioned will be guided by relevant CPWD / BIS /Other Central Govt. norms applicable for IIM Indore & the decision in this regard will be guided by the decision of the respective authority of IIM Indore which shall be final and binding to the contractor.
- 37. The General Conditions of Contract, Special conditions of contract, Safety Code, Model Rules for the protection of health and other arrangements for workers, Specifications, documentation etc. will be guided by CPWD's regulations to the extent applicable to IIM Indore.
- 38. For any amendments or additional information in respect of this notification will be published only in the website http://www.iimidr.ac.in/iimi/index.php/tenders under the caption "Providing & Fixing up of window curtain & Sun Control window film in the Windows of Administrative Building & New Gymnasium at IIM Indore".
- 39. For any further details, please contact to the Project Department, IIM Indore. Phone no. 0731-2439620.

Sd/-Chief Engineer, IIM Indore

Form of Performance guarantee / Bank guarantee bond

In consideration of the Director, IIM Indore(hereinafter called "The IIM Indore") having offered to accept the terms and conditions of the proposed agreement between
1. We,
2. We,(indicate the name of the Bank) do hereby undertake to pay the amounts due and payable under this guarantee without any demure, merely on a demand from the IIM Indore stating that the amount claimed as required to meet the recoveries due or likely to be due from the said contractor(s). Any such demand made on the bank shall be conclusive as regards the amount due and payable by the bank under this Guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs
3. We, the said bank further undertake to pay the IIM Indore any money so demanded notwithstanding any dispute or disputes raised by the contractor(s) in any suit or proceeding pending before any court or Tribunal relating thereto, our liability under this present being absolute and unequivocal. The payment so made by us under this bond shall be a valid discharge of our liability for payment thereunder and the Contractor(s) shall have no claim against us for making such payment.
4. We, (indicate the name of the Bank) further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said agreement and that it shall continue to be enforceable till all the dues of the IIM Indore under or by virtue of the said agreement have been fully paid and its claims satisfied or discharged or till Engineer-in- Charge on behalf of the
IIM Indore certified that the terms and conditions of the said agreement have been fully and properly carried out by the said Contractor(s) and accordingly discharges this guarantee.
5. We,

relating to sureties would, but for this provision, have effect of so relieving us.

6. This guarantee will not be discharged due to the change in the constitution of th Bank or the Contractor(s).	e
7. We, (indicate the name of the Bank) lastly undertake not to revok this guarantee except with the previous consent of the IIM Indore in writing.	e
8. This guarantee shall be valid up tounless extended on demand by th IIM Indore. Notwithstanding anything mentioned above, our liability against this guarantee is restricted to Rs (Rupees) and unless a claim in writing is lodge with us within six months of the date of expiry or the extended date of expiry of this guarantee all our liabilities under this guarantee shall stand discharged.	is d
Dated theday offor(indicate the name of the Bank)	

AGREEMENT

THIS AGREEMENT mad	e at Indore on the	day	y of	2014 b	etween
Indian Institute of Manageme	nt Indore Rau- Pith	ampur Road, Ir	dore (here	einafter call	ed "The
IIM INDORE" which expressio	n shall, unless rep	ugnant to the	context o	r meaning	thereof,
include its administrate AND	ors, successors	and assigns	s) of	the one	part (herein
after called "The Contractor meaning thereof, include its s	•	,			itext or
WHEREAS					
The IIM INDORE is desirous	of carrying out th	e work of			
				at IIM Inc	lore

The Works are to be executed as per the scope of work, technical specifications, drawings etc. as is mentioned in the tender document.

The Contractor has agreed to execute the said works subject to the provisions hereinafter contained and subject also to General Conditions of Contract, Special conditions of contract, Safety Code, Model Rules for the protection of health and other arrangements for workers, Specifications, Preambles and Schedule of Quantities and erection & furnishing schedule (all of which are hereinafter collectively referred to as the 'said tender conditions') and strictly in accordance with the Scope of work annexed hereto at or for the respective rates set out in the Schedule of Quantities amounting to the sum as there under arrived at or such other sums as shall become payable there under (hereinafter referred to as the said tendered amount).

NOW IT IS HEREBY AGREED AS FOLLOWS: -

- In consideration of the said tendered amount to be paid by The IIM INDORE to the Contractor at the time and in the manner set forth in the said tender conditions and in accordance with the Schedule of Payments to execute and complete the work shown upon the said Drawings strictly in accordance with the specifications and Schedule of Quantities.
- 2. The said tender conditions, scope of work and the annexure hereto shall be read and considered as forming part of this contract and the parties hereto shall respectfully abide by to the said conditions and perform the agreement on their part respectively contained in the said conditions.
- 3. The approved drawings if any, notice inviting tenders technical specification etc. shall also form the basis of this contract.
- 4. This contract is neither a Lump sum Contract, nor a piece work contract, but is a contract on item rate basis to be carried out and to be paid for according to the Schedule of Payments at the rates contained in the Schedule of Quantities.
- 5. The contract herein contained shall comprise not only the works mentioned above but all subsidiary works connected therewith within the same site as may be ordered to be done from time to time by the said Engineer In charge for the time being, even if such

work may not be shown on the said Drawings or described in the said Specifications and Schedule of Quantities.

- 6. The IIM INDORE reserves to themselves the right of altering the drawings and the nature of the work by adding to or omitting from the scope of work any item of work or portions of the same without prejudice to this contract.
- 7. Time shall be considered as the essence of this contract and the Contractor hereby agrees to commence the work immediately from the date of work order and shall complete the entire work within the specified period.
- 8. All payments by the IIM INDORE under this contract shall be made only at Indore.
- 9. All disputes arising out of or in any way connected with this contract shall be deemed to have arisen at Indore and courts in Indore only shall have jurisdiction to determine the same.
- 10. That the contract and several parts of this contract have been read by the contractor and fully understood by him. The contractor shall not be entitled for payment beyond tendered quantities unless ordered specifically by written instructions of authorized representative of IIM Indore.
- 11. This contract shall be signed in duplicate, the original whereof shall be kept in the custody of the IIM INDORE, and the duplicate with the Contractor.

IN WITNESS WHEREOF the IIM INDORE has set his hands hereunto and two duplicates hereof through his duly authorized official and the Contractor has caused these presents and two duplicates hereof under his common seal by his duly authorized representative at the place and on the date month and year first herein above written.

SIGNED, SEALED AND DELIVERED by IIM INDORE, by the hand of

Signature: Name: Designation:

IN THE PRESENCE OF

- (1) Signature: Name: Address:
- (2) Signature: Name: Address:

SIGNED,	SEALED	AND	DELIVERED 	BY	the	Contractor	M/s
					l	Signature: Name: Designation:	
IN THE PF	RESENCE O	F					
					1	Signature: Name: Address:	
					` <i>'</i>	Signature: Name: Address:	

Price Bid

Name of the work: Providing & fixing trapezoidal galvalume sheet cladding on the boundary wall to close the opening of M.S. grill at IIM Indore.

NIT / IIMI/Project/05/2016/29

SI.				Rate (in Rs.)		Amount (in Rs.)			
No.	Item description		Quantity	In figure	In words	In figure	In words		
1	Providing and fixing trapezoidal zincalume/galvalume sheets (dark green or, bright green) tata bluescope's durashine or equivalent over the boundary wall at IIM Indore to cover the open M.S grill. The sheets are to be fixed in vertical profile only. The M.S grill gap height of the existing boundary wall varies from 900mm to 1300mm. The sheets are to be fixed first to M.S flats 30x4mm using self tapping G.I screws at not less than twelve places per square meter. The frame with the sheet to be welded to the MS grill already in posotion by 50mm length weld at minimum ten places. The sheet wall shall cover the entire gap from top of masonry wall to the bottom of concentina coil. The specification of zincalume/galvalume sheet is 0.45mm thick and zincalume coating of 550Mpa yield strength.	Sqm	1650						
2	Structural steel work in single section, fixed with or without connecting plate, including providing, cutting, hoisting, fixing in position and applying a priming coat of approved steel primer and painting with synthetic enamel paint (two or more coats) of approved brand manufacture to give an even shade all complete. Frame work - flat of size 30x4 mm.	Kg	5589						
						Amount			
	Discount, if any Total after discount								
Undertaking:									
I/We agree to undertake above work at our quoted amount of Rs/- inclusive of all charges i.e. Supply, Installation, testing, commissioning, transportation, labour, levies, applicable taxes, VAT, Service Tax, swatch Bharat Tax and all other applicable taxes not mentioned herein.									
Name Signature & Seal									