

International Centre for Theoretical Sciences  
Tata Institute of Fundamental Research  
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**INTERNATIONAL CENTRE FOR THEORETICAL SCIENCES  
TATA INSTITUTE OF FUNDAMENTAL RESEARCH**

No. ICTS/TIFR/PE/Library-BS/Project/02/12/2016

Date : 08-12- 2016

**To,**

**Subject:** Supply and fixing book shelf for Library at ICTS-TIFR campus, Shivakote village, Bengaluru.

**Gentlemen,**

Please find enclosed herewith blank quotation for the subject work. You are requested to submit your competitive offer in sealed cover on due date, as per the details given below.

Please note that, i. Quotation shall be submitted in two separate sealed covers (Technical bid & Financial bid)

ii. The rate shall be written neatly and legibly both in figures and words.

iii. Please put the seal and signature on every page of the bid document.

iv. Conditional tender will be liable to be rejected.

**Name of Work:** - Supply and fixing book shelf for Library at ICTS-TIFR campus, Shivakote village, Bengaluru.

Estimated Cost of the Work : Rs.19,70,000.00  
EMD : Rs.Nil  
Security Deposit : Rs.10 % of the quoted amount.  
Time of Completion : 60 Days  
Date of receipt of Quotation : Up to 15:00 Hours on 23.12.2016  
Place of opening : Admin office, ICTS-TIFR Campus,  
: Survey no. 151, Shivakote Village, Bengaluru-560089.  
Time of opening : 15:30 hours

Thanking You,

Your's faithfully,



Project Engineer.

**GENERAL NOTE:**

1. Sealed item rates tender in two part are invited on behalf of the Centre Director, ICTS and will be received in the office of the Purchase, ICTS from contractors of appropriate class on the approved lists of CED, DOS or Central PWD or MES or Railways or State PWDs and/ or from Contractors experienced in works of similar kind and magnitude.
2. The period of contract shall commence within 15 days mobilization period from the date of issue of work order.
3. **The contractor should have experience in similar kind of work, i.e., Furniture works including customized furniture, plywood based furnitures, interiors, library bookshelf etc.**
4. Tender documents consisting of drawings, complete specifications, schedule of quantities for various items of work to be done and set of conditions of contract to be complied with by the tenderers whose tender may be accepted can be obtained from the office of the Purchase, ICTS on any working day between 10:00 hours to 16:00 hours.
5. As we do not follow enlistment, it is preferred to specify eligibility of entire of having executed one of following in last 7 years. Agencies fulfilling following criteria shall be eligible to participate:
  - (i) Three similar works each of value not less than 40% of estimated cost i.e., Rs. 7,88,000/-  
(OR) Two similar works each of value not less than 60% of estimated cost i.e., Rs. 11,82,000/-  
(OR) One similar work of value not less than 80% of estimated cost i.e., Rs. 15,76,000/-.
  - (ii) The value of executed works shall be brought to correct costing level by enhancing the actual value of work at simple rate of 7% per annum, calculated from the date of completion to the date of receipt of application for tender.
  - (iii) Not having incurred any loss in more than 2 years during last 5 years ending 31-3-2016.
  - (iv) Bank Solvency Certificate of Minimum Value Rs.5,91,000.00.
  - (v) Average Annual turnover during last 3 years ending 31.03.2016 should be at least Rs. 9.85 Lakhs.
6. Tender should be submitted in TWO separate sealed cloth lined cover superscribing the name of work, NIT number and name of Tenderer, TECHNICAL BID AND FINANCIAL BID. The tenders with any deviation with respect to departmental condition/stipulations are liable for rejection. The tender shall be submitted in the printed format issued by ICTS with a schedule of quantity. Bids with any other document/with deviation condition/overall rebate/conditional rebate, etc., shall be liable for rejection.

If any tenderer withdraws his tender after the price bid is opened within the validity period or makes any modifications in the terms and conditions of the tender which are not acceptable to the Department, then the ICTS shall, without prejudice to any/or other right or remedy be at liberty to reject/barred from ICTS tenders.

**Application for tender document along with following is compulsory:**

- (i) Latest work done certificate with respect to work experience.
- (ii) In case of registered contractors currently valid registration certificate in appropriate class if available.
- (iii) Letter of authority, in case the application is through authorized person, are liable for rejection.

The ICTS reserves the right to reject any application for issue of tender papers without assigning any reason.



7. Tenders are to be on the printed form of the ICTS. The drawings issued with the tender documents should be returned along with the tender. The tenderers shall quote rates in figure as well as in words and amounts tendered by them. The amount for each item shall be worked out and requisite total given. All corrections shall be attested by the dated initials of the tenderer. **Tenders with correction of rate/amount with correction fluid are liable for rejection.**
8. The acceptance of the tender will rest with the Centre Director, ICTS who does not bind himself to accept the lowest or any other tender. No reasons will be furnished for the acceptance or rejection of any tender.
9. Preference to the offers from public sector units over those from other tenderers in accordance with the policies of the Government from time to time.
10. ICTS reserves the right to cancel the tender/ alters the scope or reduce quantum of work before issue of work order and the Tenderer shall not have any claim whatsoever on this account.
11. SECURITY DEPOSIT: 10% of tenderd amount.
12. LIQUIDITY DAMAGE: In case the work is not completed within the agreed time schedule and after a grace period of seven days, then liquidity damages will be imposed automatically and will be deducted from the bill of the vendor at the rate of 0.5% per week, subject to a maximum of 10% of the order value.
13. DISPUTE: Any disputes or differences that may arise between the parties will be referred to the sole arbitration of the Director-ICTS. The decision of the arbitration will be final and binding on the parties. The venue for the arbitration will be Bangalore. The provisions of the Arbitration and Conciliation Act, 1996 as amended from time to time will apply. The courts in Bangalore will have exclusive jurisdiction to deal with any or all disputes between the parties.
14. TERMINATION: If the works are not as per specifications or as per approved sample or the agency fails to carry out any or all of the terms and conditions of the contract, the Institute reserves the right to cancel the order, wholly or partially or can ask the agency for replacement or accept the quality subject to suitable reduction in rates, for which the agency shall have no claim whatsoever against ICTS, Bangalore. The work shall be carried out strictly in accordance with the terms, conditions and specifications as stipulated in the tender documents, in the approved workmanlike manner and as per standard practice.
15. Deployment of adequate number of work force and machineries to ensure completion of the work within the stipulated time should be ensured.
16. Bidders are requested to submit the details of completed works, ongoing works, yearly turn over, Porfit & loss statement along with balance sheet for the last 5 years as per the enclosed statement
17. List of man power, plant & machineries shall be submitted in detail.

Short listing of the agencies shall be subject to thorough verification of their credentials and inspection of works carried out by them, through a Technical Evaluation Committee of experts, constituted by ICTS.

The Department reserves the right to verify the particulars furnished by the applicant independently and reject any application without assigning any reason and to restrict the list of pre-qualified contractors to any number deemed suitable in case too many applications are received satisfying the basic technical & financial evaluation criteria.



The interested agencies are required to furnish the following documents for technical evaluation.

- a) Proof of registration with Government / Semi Government organizations like Railways, PWD, CPWD, MES etc. in appropriate class or having experience in carrying out similar type of works.
- b) Annual turnover as per ITCC or Profit & Loss statement for the last 3 years.
- c) 'PAN' reference,
- d) TIN reference,
- e) Latest Bank Solvency Certificate
- f) WCT registration certificate,
- g) Performance Certificates
- h) List of similar works in hand and Works carried out by them for the last seven years indicating the Agency for whom executed, Value of work, Completion time: Stipulated & Actual or present position of the work.
- i) List of Technical staff they possess.
- j) List of construction plants, machinery & infrastructure facilities they possess.



M. Han. G  
Project Engineer.