



राष्ट्रीय विज्ञान शिक्षा एवं अनुसंधान संस्थान, भुवनेश्वर  
(परमाणु उर्जा विभाग, भारत सरकार का एक स्वयं शासित संस्थान)  
**NATIONAL INSTITUTE OF SCIENCE EDUCATION AND RESEARCH, BHUBANESWAR**  
(AN AUTONOMOUS INSTITUTE UNDER DEPT. OF ATOMIC ENERGY, GOVT. OF INDIA)

***Name of Work: - DISMANTLING & RE-INSTALLATION OF 10 NOS. OF SPLIT AC UNITS FROM NISER, IOP CAMPUS TO FACULTY ROOMS IN 4<sup>TH</sup> & 5<sup>TH</sup> FLOOR OF SPS BUILDING AT NISER CAMPUS, JATNI.***

**NIT No. & Date: - NISER/EMW/Mech./2016-17/0050,  
Dt.11.11.2016**

**Estimated cost of tender: - ₹ 2, 39, 835/-**

**Completion time: - 30 (Thirty) days**

This tender documents contains 16(Sixteen) pages.

## NAME OF THE WORK

***DISMANTLING & RE-INSTALLATION OF 10 NOS. OF SPLIT AC UNITS FROM NISER, IOP CAMPUS TO FACULTY ROOMS IN 4<sup>TH</sup> & 5<sup>TH</sup> FLOOR OF SPS BUILDING OF NISER CAMPUS, JATNI.***

## TECHNICAL BID

### NOTE

The tenderer should enclose the following documents along with the Technical Bid otherwise tender will be summarily rejected.

- 1) a) Self attested copy of works completed during the last five years from Govt./Semi Govt. organization not below the rank of E.E as per NIT.  
b) Self attested copy of PAN card.  
c) Self attested copy of VAT clearance certificate.  
d) The cost of tender paper for the bidders who submit the downloaded tender document and EMD amount in separate D.D's as per NIT.
- 2) Contractors shall enclose the above documents (self attested) along with technical bid. Any conditional/ changed or altered bids are liable for rejection. The bidders shall sign all the pages of technical bid i.e. NIT, Architectural Drawing (if any), as acceptance of the terms and conditions.
- 3) Incomplete/Partial bid or bid not submitted in prescribed format will be rejected. Bids not submitted/received within stipulated date/time as per NIT will not be accepted.



# राष्ट्रीय विज्ञान शिक्षा एवं अनुसंधान संस्थान, भुवनेश्वर

(परमाणु उर्जा विभाग, भारत सरकार का एक स्वयं शासित संस्थान)

**NATIONAL INSTITUTE OF SCIENCE EDUCATION AND RESEARCH, BHUBANESWAR**

(AN AUTONOMOUS INSTITUTE UNDER DEPT. OF ATOMIC ENERGY, GOVT. OF INDIA)

## TENDER DOCUMENTS

File No. NISER/EMW/Mech./2016-17/0050

Dated: 11.11.2016

Name of work: “DISMANTLING & RE-INSTALLATION OF 10 NOS. OF SPLIT AC UNITS FROM NISER, IOP CAMPUS TO FACULTY ROOMS IN 4<sup>TH</sup> & 5<sup>TH</sup> FLOOR OF SPS BUILDING OF NISER CAMPUS, JATNI.”

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NOTE: The tenderer should confirm before submission of the bid that they are in possession of all the above papers. All the documents issued are to be submitted along with the bid, duly signed by the tenderer while submitting the bid, as acceptance of the terms and conditions of NIT.

TENDER ISSUED TO:

M/s. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Telephone No. \_\_\_\_\_

**REGISTRAR  
NISER**

## **NOTICE INVITING TENDER**

Director of NISER invites sealed tender on **Single bid system** for the following work:-

Name of the work: “DISMANTLING & RE-INSTALLATION OF 10 NOS. OF SPLIT AC UNITS FROM NISER, IOP CAMPUS TO FACULTY ROOMS IN 4<sup>TH</sup> & 5<sup>TH</sup> FLOOR OF SPS BUILDING OF NISER CAMPUS, JATNI.”

**NIT No: NISER/EMW/Mech./2016-17/0050, Dated. 11.11.2016**

Estimated Cost	:	Rs. 2,39,835/-
Earnest Money	:	Rs. 4, 797/-
Period of Completion	:	30 (Thirty Days).
Cost of tender (non-refundable)	:	Rs. 500/- (Rupees Five Hundred only)

Last date of receipt of tender: **14<sup>th</sup> December 2016 up to 3.30 PM**

**REGISTRAR  
NISER**



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**Tender Notice**

Director, NISER invites sealed tender with single envelope/bid system for dismantling and re-installation of 08 nos. of Split AC units from NISER, IOP Transit campus to SCS Building, NISER, Jatni campus from the agencies working with CPWD, MES or other Govt. departments, in the relevant category of work and who have carried out similar works with Govt. departments/PSU's/MNC's and also from the reputed AC manufacturers or their authorized dealers & service provider having service setup & workshop and adequate inventory of genuine components in Bhubaneswar or nearby Bhubaneswar along with experiences and trained technician and engineer to be verified by NISER officials, as per the requirements and details enclosed. The copy of the proof for having carried out similar works in the last seven financial years should be enclosed with the tender. The firms forwarding their quotations must comply with the terms & conditions mentioned later.

In support of fulfilling all the essential conditions mentioned in the previous Para the contractor shall submit the past details, mentioning the name of work, estimated cost, tendered amount, gross value of work done, date of commencement as per agreement & actual date of completion as per agreement along with schedule of quantities executed and any penalty levied due to delay in executing the work from an officer not below the rank of Executive Engineer.

Name of Work	Estimated Cost ₹ .	Earnest Money ₹ .	Duration of work
<b>Name of the work:</b> "Dismantling & Re-installation of 08 nos. of Split AC units from Niser, IOP campus to SCS Building, NISER, Jatni campus." NIT No. NISER/EMW/Mech./2016-17/0050, Dt. 11.11.2016	2,39,835/-	4,797/-	30 (Thirty) Days

The tender document can be down loaded from the Institute's website <http://www.niser.ac.in> & submitted along with tender cost of ₹500.00 & EMD of ₹4,797.00, separately in the form of A/C payee DD/ Banker's cheque drawn on any scheduled Bank, in favor of Finance Officer of NISER. The tender documents are to be submitted in single part in sealed cover. The documents in support of eligibility criteria of the contractor, Technical bid, tender cost, scheduled items of work & price quoted and EMD are to be submitted in a sealed envelope super scribing the name of work, address of contractor and date of opening. Bids complete in all respects will be accepted up to **3.30 PM on 14<sup>th</sup> December 2016 and the same will be opened at 4.00 PM on 14<sup>th</sup> December 2016.**

Director of NISER, reserves the right to accept/reject any/all tenders without assigning any reason whatsoever. Part or incomplete tenders will be summarily rejected. No further correspondences whatsoever shall be entertained in this regard. Canvassing in any manner shall result in rejection of the tender.

Any dispute arising out of this shall subject to Bhubaneswar jurisdiction only.

**REGISTRAR  
NISER**

## **General Terms and Conditions:**

1. Sealed tenders are hereby invited for the work of “Dismantling & re-installation of 08 nos. of split ac units from IOP campus to SCS building, NISER, Jatni campus.” The estimated cost of work is ₹2, 39,835/-. The Earnest Money Deposit is ₹4,797/-. Registered/ empanelled contractors of CPWD, MES, Railways and State PWDs and/or those who have worked for DAE or its units or in any Govt. /Semi Govt. organizations or authorized dealer & service provider of reputed AC manufacturers and successfully carried out minimum one/two/three similar (split AC dismantling & reinstallation) of 80%/60%/40% respectively of the estimated cost and above during the last seven years are the eligible contractors and may submit their bid along with supporting documents of fulfilling the above conditions otherwise their bids bear the risk of not being considered. The eligible contractors are also required to submit the self attested copies of PAN card, registration and VAT certificate.

In support of fulfilling all the essential conditions mentioned in the previous Para the contractor shall submit the details of the past work, mentioning the name of work, estimated cost, tendered amount, gross value of work done, date of commencement as per agreement & actual date of completion as per agreement along with schedule of quantities executed and any penalty levied due to delay in executing the work from an officer not below the rank of Executive Engineer (Mechanical).

2. The estimated cost of the work is ₹2, 39,835/- (**Rupees Two Lakhs Thirty Nine Thousand Eight Hundred Thirty Five only**).
3. Period for completion of the work will be **30 (Thirty) days** and the date of commencement shall be reckoned from the fifth day of issue of award letter.
4. The tender documents can be made available at the office of the **SO -D (Electrical), IWD**.
5. Tenders should be submitted in the prescribed format (Non-transferable), which may be downloaded from NISER website: [www.niser.ac.in](http://www.niser.ac.in) or collected from the office of Scientific Officer -D (Electrical) by depositing the tender cost of ₹500/- (**Rupees Five Hundred only**) through A/c payee DD or pay order from any scheduled bank drawn in favor of the Finance Officer of NISER. In case of downloaded tenders, the cost of tender document shall be submitted along with the technical bid. Please note that tender documents are not transferable.
6. Tender documents are to be submitted in a sealed envelope super scribing the name of work, address of contractor and date of opening. Tenders complete in all respects, will be accepted up to **3.30 PM on 14<sup>th</sup> December 2016**. The bid shall be opened at **4.00 PM on 14<sup>th</sup> December 2016**. Please note, that bid submitted without tender cost (if downloaded) and EMD are summarily being rejected. Tenders should be dropped in the Tender Box before the closing date and time indicated above or should be sent by regd. /speed post to Scientific Officer -D (Electrical) of NISER, **Jatni Campus, Bhipur, Dist: Khurda, Pin-752050** to ensure that the same reaches before the date and time indicated above. Late or delayed tenders are liable for rejection.
7. The Earnest Money amounting to ₹4,797.00 (**Rupees Forty Seven Hundred Ninety Seven only**) as demand draft or pay order from any scheduled Bank and drawn in favor of the Finance Officer of NISER should be deposited along with the tender documents. Tender received without earnest money will be invalid and rejected.

8. Director of NISER does not bind himself to accept the lowest or any tender and reserves the right to accept the tender either in whole or in part. The decision of the Director shall be final in this regard.
9. Canvassing in any manner or form will lead to rejection of the Bid.
10. The tenderer shall not be permitted to bid for works in any unit of DAE where any of his/her relatives are employed. He shall also intimate the names of any such persons who are working with him in any capacity or subsequently employed by him and whose relatives are working in DAE or its units.

**NOTE:**A person shall be deemed to be a relative of another if, (a) they are members of a Hindu undivided family; or (b) they are husband and wife; or (c) the one is related to the other in the following manner : Father, Mother (including step mother), Son (including step son), Son's wife, Daughter (including step daughter), Father's father, Son's son, Son's wife, Son's daughter, Son's daughter's husband, Daughter's husband, Daughter's son, Daughter's son's wife, Daughter's daughter, Daughter's husband, Brother (including step brother), Brother's wife, Sister (including step sister), Sister's husband.

11. The Bid shall remain valid for a minimum period of 90 days from the date of opening of the tender for the purpose of acceptance and award of work. Validity beyond 90 days from the date of opening shall be by mutual consent.
12. The Tenderer shall quote the rates both in figures as well as words. The cost of individual items shall also be worked out and mentioned in the financial bid (both in figures and words). On check if there are differences between the rates quoted by the tenderer in words and in figures or in the amount worked out by him, the following procedure shall be followed.
  - a) When there is a difference between the rates in figures and in words, the rates, which correspond to the amounts worked out by the bidder for individual items, shall be reckoned.
  - b) In case, the amount of an individual item is not mentioned by the bidder or it does not correspond with the rate written either in figures or in words, the rate quoted by the bidder in words shall be reckoned.
  - c) In case the rate quoted by the bidder, both in figures and in words tallies but the amount is not worked out correctly, the total rate quoted by the bidder shall be taken as correct.
13. The tenderer should see and obtain the drawings. In case of any queries, necessary clarifications may please be sought from the office of the Scientific Officer-D (Electrical). No claim whatsoever will be entertained in this regard for any alleged ignorance, thereof.
14. Before tendering, the tenderer shall inspect the site to fully acquaint himself about the condition in regard to accessibility to site, nature and extent of ground, working condition of site and locality including stacking of materials, conditions affecting accommodations and movement of labour, etc., which are required for satisfactory execution of the work. No ignorance of the same, whatsoever shall be entertained under any circumstances.

15. EMD is liable to be forfeited if the contractor fails to commence the work as per award letter.
16. Except writing rates and amount, the tenderer should not write any conditions or make any changes, additions, alterations and modifications in the printed tender form. Tenderer who are desirous to offer rebate the same should be brought out separately in the covering letter and submit along with the financial bid.
17. Some of the provisions of the contract are given below.
  - a) DEFECT LIABILITY PERIOD – 03 (Three) months from the date of completion as certified by the authorized engineer.
  - b) MINIMUM VALUE OF WORK FOR THE INTERMEDIATE CERTIFICATE  
Intermediate certificate for a lesser amount can be admitted for payment at the discretion of the Institute.
  - c) SECURITY DEPOSIT - A sum @ 5% of the gross amount of the bill shall be deducted from each running bill of the contractor, till the sum along with the sum already deposited as earnest money, will amount to security deposit, i.e. 5% of the tendered value of the work. In addition, the contractor shall be required to deposit an amount equal to 5% of the tendered value of the contract as **Performance Guarantee** within the period prescribed for commencement of work in the letter of award issued to him.
  - d) COMPENSATION – In the event of any delay in completion of the work beyond the scheduled period, the contractor shall pay an amount equal to one per cent of the total cost of work or such smaller amount as decided by Director of NISER (whose decision shall be final) as compensation to the institute, for every week that the work remains un-commenced or unfinished. Compensation to be paid shall not exceed ten per cent of the estimated cost of the total work as per award letter.
18. Stores to be issued: - No material shall be issued by the Institute. The responsibility for arranging all materials from approved manufacturer as per award letter lies with the contractor.
19. There will be deduction of VAT/IT/WCT from every RA bill and also from the final bill of the contractor at the rate prescribed by govt. of India from time to time.
20. The successful bidder will be required to submit the names, qualifications and experiences of the supervising staff to be deployed for execution of the work. In case of any changes occurring during the course of execution of the said work, the same shall also be intimated by the bidder to the institute.
21. The tenderer should also submit the detail list of tools and plants/ machineries/ equipments, etc. that he proposes to place at the site of work.
22. The Contractor shall have to make his own arrangements for storage of materials required for execution of the work and NISER in any manner shall be held responsible for the storage and safe custody of the said materials at work site.
23. Electricity will be supplied to the site of work if required and in such cases, electricity charges based on meter readings (certified by concerned electrical engineers) towards its consumption,



will be recovered from the contractor's bill. All electric supply line with energy meter will be arranged by the contractor.

24. Before commencement of the work, the contractor has to submit the list of tools and plants brought to the site of work. No items other than the list submitted will be allowed to be taken out from the work site.
25. All the mandatory testing charges will be borne by the contractor.
26. Cost escalation in any manner whatsoever, will not be accepted for the said work, where in the stipulated period of completion of work is 18 (eighteen) months or less.
27. The work will be executed as per CPWD guidelines and DAE works procedure under the supervision of Engineer-In-charge of NISER.
28. **The tenderer shall show all the original documents which he/she has furnished in the tender within two working days after opening of bid else otherwise the bid of the tenderer will not be considered.**

**REGISTRAR  
NISER**

**List of completed works by the Contractor:**

Detail list of works, completed satisfactorily during last five years (minimum 3), the value of such completed works should be approximately of the same value or near to the value of the present work, for which tender is being submitted by the contractor to NISER

Name of works	Location of site	Value of Work	Name of organization/ engineer in charge under whom the work is completed

N.B:- The copy of work order and completion certificates from the organization may be attached.

**DETAIL CREDENTIALS OF THE CONTRACTOR**

Contractors shall fill this form and enclose it with the original copy of tender (Technical Bid)

Name of the Contractor \_\_\_\_\_

Firm of the Contractor \_\_\_\_\_

Telephone No. (Official) \_\_\_\_\_

Office Address \_\_\_\_\_

Residential Address: \_\_\_\_\_

Is the firm limited? :        Yes/No.

Give name and address of partners:

Name (s)	Address (s)
----------	-------------

(a)

(b)

(c)

Partnership deed	(Please enclose self attested copy with the bid)
Name of Bankers	M/s. _____
Power of Attorney	Please enclose attested copy/original Power of Attorney in case of firm

**NAME AND ADDRESS OF PERSON HOLDING POWER OF ATTORNEY**

Name \_\_\_\_\_

Address \_\_\_\_\_

Specimen signature, of persons holding Power of Attorney.

Registration particulars:-

1. Registered with:
2. Registration No.:
3. Financial limit up to which registered:
4. Trade for which registered:
5. Details of Building (if any):
6. Details of Furniture (if any):
7. Details of Electrification(if any):
8. Details of Sanitary Installation (if any):
9. Details of Earthwork (if any):
10. Supply of materials:

## NAME OF THE WORK

*“DISMANTLING & RE-INSTALLATION OF 10 NOS. OF SPLIT AC UNITS FROM NISER, IOP CAMPUS TO FACULTY ROOMS IN 4<sup>TH</sup> & 5<sup>TH</sup> FLOOR OF SPS BUILDING OF NISER CAMPUS, JATNI.”*

## FINANCIAL BID

### NOTE

Tenderers are requested to quote against individual items legibly and arrive at the total cost of work. All pages of second part i.e. the price bid should be duly signed by the tenderer failing which tender may be rejected.



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**SCHEDULE OF QUANTITIES**

Sl No	Description	Unit	Qty	Rate in Rs.	Amount in Rs.
1	Dismantling of Split AC unit at NISER, IOP campus	No	10		
2	Installation of Split AC unit at SCS Building, NISER, Jatni campus.	No	10		
3	Copper Pipe 5/8” & 1/4”, Insulation foam 5/8” & 1/4”, Cable 2.5 sq. mm.(4 core)	Ft.	750		
4	Drain Pipe	Mtr.	79		
5	Rapping Tape	Pcs	120		

No. of Cutting :  
No. of Corrections :  
No. of Over writing:

**Signature of tenderer  
with date & address**

**Total:** Rs.....  
(Rupees \_\_\_\_\_)

(Total Items: 05 only)

Total No. of cuttings:

Total No. of corrections:

Total No. of Over writings:

SIGNATURE OF TENDERER

DATE:

ADDRESS:

**NOTE:** Bidders are required to quote against each item legibly and arrive at the total cost of work. The summary sheet and abstract of cost should be filled in properly. All pages should be duly signed by the bidder failing which the tender may be rejected.



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**TENDER DOCUMENTS**

(NIT No. NISER/EMW/MECH./2016-17/0050, Dtd.11.11.2016)

**Tender for** “DISMANTLING & RE-INSTALLATION OF 10 NOS. OF SPLIT AC UNITS FROM NISER, IOP CAMPUS TO FACULTY ROOMS IN 4<sup>TH</sup> & 5<sup>TH</sup> FLOOR OF SPS BUILDING OF NISER CAMPUS, JATNI.”

**SUMMARY SHEET**

1. Brought forward from Page No..... Schedule of quantities: Rs.

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TOTAL

(Rupees \_\_\_\_\_  
\_\_\_\_\_)

C.O. to Page – ABSTRACT OF COST Rs. \_\_\_\_\_

**SIGNATURE OF THE TENDERER**



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**ABSTRACT OF COST**

TOTAL COST BROUGHT FORWARD FROM PAGE 13

(Rupees \_\_\_\_\_)

\_\_\_\_\_ ) only

**SIGNATURE OF THE TENDERER**



## **Technical Specifications**

1. **Work should be carried out under the guidance of SA-B (Mechanical) of NISER.**
2. Dismantling of AC units will be carried out after proper physical and operational checking of AC units in NISER, IOP campus. Health check up report should be submitted to concerned engineer of NISER before dismantling.
3. Any damage of AC units during transportation from IOP campus to NISER, Jatni campus will be Agency's responsibility.
4. The materials except the I/D & O/D units dismantled are Institute's property.
5. Installation of AC units in SCS building, NISER, Jatni campus will be carried out with proper safety precaution.
6. Only quality materials of reputed make will be used in work.
7. The contractor shall engage suitably **skilled/licensed workmen** of various categories for execution of work & **supervised by supervisors / Engineer of appropriate qualification** & experience to ensure proper execution of work. They will carry out instructions of Engineer-in-charge & other senior officers of the Institute during progress of work.

## **MEASUREMENT AND RA/ Final BILL**

1. The contractor shall submit his running and final bills with detail measurement for the purpose of payment & bills shall be processed by the various offices for payment, as per existing procedure. He has to sign the MB Book as an acceptance to the measurements carried out by the engineer in charge of NISER, based on which the RA/Final Bill shall be generated for payment.
2. The contractor shall extend all possible co-operations for checking the measurement. Decision of the Engineer in Charge (Mechanical) of NISER shall prevail. In case of any dispute, the final decision lies with the Director of NISER, which shall be binding on both the parties.

## **OTHERS**

1. If, the contractor has to remove/dismantle any old, damaged wiring & fixtures etc. for the purpose of execution of the said work, the same shall be deposited with NISER Stock Yard along with the list of materials under intimate to the concerned Engineer in- Charge. No extra payment will be made by the institute for this purpose.

**SIGNATURE OF THE TENDERER**