

**OFFICE OF THE MEMBER SECRETARY CUM PRINCIPAL  
GOVT. INDUSTRIAL TRAINING INSTITUTE, BANGANA, DISTT. UNA (HP)**

Phone/ Fax No. 01975-262766, Email: pplitibangana@gmail.com

No. ITI/Bangana/Building /PPP/Civil work/2021

Dated: 09-03-2021.

To

**All The Eligible Contractors.**

**LIMITED TENDER DOCUMENT**

Sealed bids on item rate basis in TWO COVER SYSTEM are hereby invited on behalf of the Member Secretary cum Principal Govt. ITI Bangana from the experienced Contractors/Firms enlisted in appropriate class with the Govt. Agencies of the State

**Name of work:** "Repair & Maintenance of existing building in the campus of Govt. ITI Bangana, Distt Una H.P (SH: Repair to plaster in patches, pebble dash plaster, repair in woodwork etc.)".

Estimated Cost: Rs 4,09,000/-

**General Information**

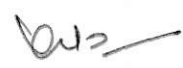
1	<b>Tender Document</b>	Limited Tender
2	<b>Last Date for submission of Tender</b>	03-03-2021 (11:00 HRS)
3	<b>Date of opening of Tender</b>	03-03-2021 (14:00HRS)
4	<b>Place of Opening of Tender</b>	Office of the Member Secretary cum Principal Govt. Industrial Training Institute, Bangana Distt. Una (H.P.)-174307.
5	<b>Address for Communication</b>	Office of the Member Secretary cum Principal Govt. Industrial Training Institute, Bangana Distt. Una (H.P.)-174307
6	<b>Tender Cost</b>	<b>Rs. 350/-</b> Non-refundable(in the shape of DD favoring Member secretary cum Principal Govt. ITI Bangana payable at Bangana)to be attached with Technical Bid
7	<b>Earnest money</b>	<b>Rs 20450/-</b> The amount of earnest money(in the shape of Demand draft /FDR pledged in the name of member secretary cum Principal Govt. ITI Bangana) or shall be deposited by the Tenderer with their tenders,

You are advised to quote Rate after careful study of the tender's document as well as the following terms and conditions:-

1. Contract documents consisting of the detailed plan, complete specifications, the schedule of quantities of the work to be done and the set of terms & conditions of contract to be complied with by the person, whose tenders may be accepted can be downloaded from institution Website ([www.itibangana.in](http://www.itibangana.in)) on the dates as specified in KEY DATES seen/purchased on payment of **Rs. 350/-** in cash (non-refundable)
  - (i) The site for the work is available or the site for work will be made available as a whole or in parts.
2. Tenders which should always be placed in sealed covers with the name of the work written on the envelope will be received by the Member Secretary cum Principal up to 03-03-2021, 11:00 HRS in his office on the date as specified in KEY DATES of tender notice.
3. Separate envelope should be used for Technical Bid as well as for financial Bid. The word "TECHNICAL BID/ FINANCIAL BID due date of opening shall be prominently marked on the top of envelope and both these sealed envelopes (Technical Bid and financial bid) should further be put in a bigger envelope duly sealed and super scribed properly. Tender envelop(s) must be sealed and super scribed "TENDER FOR Minor Repair Work" which shall be addressed to **The Member Secretary cum Principal Govt. ITI Bangana Distt. Una H.P -174307.**
4. Evaluation of Technical Bid will be followed after verification of documents.
5. The Member Secretary cum Principal does not bind himself to accept the lowest or any other tender, and reserves to himself the authority to reject any or all the tenders received, without assignment of any reason
6. The time allowed for the carrying out of the work will be **Two Months** from the fifteenth day after the date of written orders to commence the work.
7. The rates and amounts should be quoted both in figures as well as in words by the tenderer in tender by them. The total amount for each item should be worked out and the requisite total be given.
8. The tender must be accompanied with earnest money in the shape of DD/ FDR duly pledged in the name of Member Secretary cum Principal, Govt. ITI Bangana payable at Bangana. The Tender without earnest money shall not be entertained and shall be summarily rejected.
9. The offer of the tender shall be kept open for 120 days.
10. In case on 03-03-2021 happens to be holiday, the tender will be received and opened on the next working day
11. The contractor whose tender is accepted will be required to furnish performance security equal to 10% of work cost in the shape DD/FDR duly pledged in the name of Member Secretary cum Principal Govt. ITI Bangana. This retained security deposit will be refunded after defect liability period of 1 year after the date of completion of work subjected to no defects have been found in the completed works / defects have been rectified by the agency free of cost during the defect liability period. Defect liability period is one year from the date of completion of work
12. The earnest money of successful bidder will be adjusted toward the performance security.
13. The earnest money of the bidders whose tender has not been approved/qualify would be returned after proper scrutiny.
14. **Forfeiture of earnest money:** (1) If any tenderer withdraws his tender before the expiry of the validity period, or before the issue of letter of acceptance, whichever is earlier, or makes any modification in the terms and conditions of the tender which are not acceptable to the Institute, then the Institute shall, without prejudice to any other right or remedy, be at liberty to forfeit the earnest money absolutely.  
(2) If contractor fails to furnish the prescribed performance guarantee within the prescribed period, the earnest money is absolutely forfeited to the Institute automatically without any notice.



- (3) In case of forfeiture of earnest money as prescribed in 1 and 2 above, the bidder shall not be allowed to participate in the retendering process of the work.
15. Intending bidders are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their bids
  16. A bidder shall be deemed to have full knowledge of the site whether he inspects it or not and no extra charge consequent on any misunderstanding or otherwise shall be allowed. The bidder shall be responsible for arranging and maintaining at his own cost all materials, tools & plants, water, electricity access, facilities for workers and all other services required for executing the work
  17. G.S.T. or any other tax on materials in respect of this contract shall be payable by the contractor himself and ITI will not entertain any claim whatsoever in this respect. GST shall be deducted from each bill at notified rates on the gross amount of work done.
  18. The Goods and Service Tax (G.S.T.) is applicable and will be deducted at the rate applicable in Govt. Notification for G.S.T.
  19. The contractor must produce valid G.S.T. registration from appropriate authority while submitting the original tender documents in Cover-I along with GSTR-I & 3 and clearance certificate of last quarter.
  20. The statutory deductions of I-Tax shall be done from bills of contractor
  21. Rates-quoted by the contractor-in item-rates tenders in -figures and words shall be accurately filled in so that there is no discrepancy in the rates written in figures and words. However, if a discrepancy is found, the rates, which corresponds with the amount worked out by the contractor, shall be taken as correct
  22. If the amount of an item is not worked out by the contractor or it does not correspond with the rate written either in figures or in words then the rate quoted by the contractor in words shall be taken as correct.
  23. Where the rate are quoted by the contractor in figures and in words but the amount is not worked out correctly, the rates quoted by the contractor in words will be taken as correct and not the amount
  24. The rate (s) and/or amount(s) must be quoted in decimal coinage for each item of work.
  25. The rates quoted shall be inclusion of all taxes, duties and G.S.T. Nothing shall be paid extra on a/c of travelling, transportation of unit etc.
  26. Canvassing whether directly or indirectly, in connection with bidders is strictly prohibited and the bids submitted by the contractors who resort to canvassing will be liable for rejection.
  27. The competent authority on behalf of IMC reserves to himself the right of accepting the whole or any part of the bid and the bidders shall be bound to perform the same at the rate quoted
  28. The contractor has to produce the enlistment of competent authority in appropriate class valid at the time of tender
  29. The tenderer shall also enclose the latest Income Tax Clearance Certificate.
  30. Tenders submitted after the due date shall not be considered for bidding and shall be rejected.
  31. Any kind of malba/scrap arising out of maintenance work will be removed by the tenderer at his own cost and risk.
  32. The tenderer will be responsible for timely deduction and deposit of ESIC/PF of the manpower employed by tenderer
  33. **Safety, Security and Protection of the Environment:** The Contractor shall, throughout the execution and completion of Works and the remedying of any defects therein:
    - i) Have full regard for the safety of all persons entitled to be upon the Site and keep the Site (so far as the same is under his control) and the Works (so far as the same are not completed or occupied by the Employer) in an orderly state appropriate to avoidance of danger to such persons, and ii)
    - Provide and maintain at his own cost all lights, guards, fencing, warning signs and watching, when and where necessary or required by any duly constituted authority for the protection of the Works or



for safety and convenience to the public or others, and

iii) Take all reasonable steps to protect the environment on and off the Site and to avoid damage or nuisance to persons or to property of the public or others resulting from pollution, noise or other causes arising as a consequence of his methods or Repair.

34. **Damage to Persons and Property :** The sole responsibility lies with the contractor of the persons employed by his agency/firm against all losses and claims in respect of:  
(a) Death of or injury to any person, or (b) Loss or damage to any property (other than the Works): Which may arise out of or in consequence of the Repair and Maintenance of the works and the remedying of any defects therein, and against all claims, proceedings, damages, costs, charges and expenses whatsoever in respects thereof.
35. **Accident or injury to Workmen:** The ITI shall not be liable for or in respect of any damages or compensation payable to any workman for death or injury resulting from any act or default of the contractor. The Contractor shall indemnify and keep indemnified the Employer against all such damages and compensation and expenses whatsoever in respect thereof or in relation thereto. ITI Bangana shall not be liable for or in respect of any damages or compensation payable to any workman under Compensation – Act for death or injury resulting from any act or default of the contractor. The contractor shall indemnify and keep indemnified the ITI Bangana against all such damages and compensation and expenses whatsoever in respect thereof or in relation thereto
36. **Defect Identification and it's rectifications:** The Contractor shall immediately attend the defects and complaints noticed at site and its immediate rectification Defect Liability period shall be 12 months from the date of the completion of work under BOQ measurable works. The contractor shall rectify at his own expenses any defect in the work carried out by him during this period. On failure of the contractor to do so, the same shall be completed by the employer at the risk and cost of the contractor
37. If the performance of the contract is not satisfactory and not corrected within 15 days of receiving notice, then employer shall be at liberty to terminate the contract and get the work executed through other means at the risk and cost of the Contractor.
38. HPPWD/CPWD specifications shall be followed as the case may be. Where not available, BIS/Engineering practice shall be followed
39. As the work will have to be carried out in building and area in use the contractor shall ensure:-  
a) That the normal functioning of ITI activity is not effected as far as possible.  
b) That the work is carried out in an orderly manner without noise and obstruction to flow of traffic.  
c) That all rubbish etc. is disposed off at the earliest and the place is left neat, proper clean and orderly at the end of each day's work.  
d) The contractor shall ensure that his staff is qualified and licensed for their part of work. He shall be responsible for their conduct. The staff should behave in a courteous manner. The contractor shall be held responsible for any loss or damage to ITI property.  
e) The contractor shall ensure safety of his workers and others at site of work and shall be responsible for any consequence arising out of execution of the Repair and Maintenance work.
40. Being a repair work all precautions, as not to damage the property, shall be taken by the contractor. If any damage is done to any structure etc., the same shall be made good by the contractor at his own cost and to the entire satisfaction
41. Royalty at the prevalent rate shall have to paid by the contractor on the boulders metal, single, sand and bajri etc. or any other material where royalty is payable collected by him for the execution of the work direct to the revenue authority of the Mining Department of HP Government
42. The contractor(s) shall make his/their own arrangements for unfiltered water/ electricity required for the work and nothing extra will be paid for the same.
43. No compensation shall be payable to the contractor for any damage caused by rains, lighting, wind,

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storm: floods, earthquakes or other natural calamity during execution of work. He will make good all such damages at his own cost and no claim on this account will be entertained.

44. All local laws and regulations are to be observed regularly and strictly. This work is a purely Labour contract and hence the labour employee shall be purely bonafide worker of the successful tender and no claim for a in the department shall be entertained at any stage.
45. All the local labour by laws, safety rules by laws have to be obeyed. Any fine/ penalty imposed by such bodies shall be paid by the agency and nothing will be payable/ reimbursed by the institute.
46. If it is observed at any stage that the quality of work is not satisfactory, the contract / work order as a whole will be terminated and security deposit will be forfeited. The Contractor will have no claims whatsoever on ITI
47. If the contractor fails to complete the work and clear the site on or before the contract or extended date of completion, he shall, without prejudice to any other right or remedy available under the law to the government on account of such breach pay as agreed compensation the amount calculated as the rates stipulated below Compensation for delay of work  
(i) @ 3% per month of delay to be computed on per day basis.
48. The Contractor and his staff shall follow the rules and regulations of the ITI in force and instructions issued from time to time. ITI will be free to take action against the Contractor for violating the same.
49. The Institution reserves the right to discontinue /terminate the contract without assigning any reason by giving a notice of one month.
50. As Institution is covered under the scope of RTI act, it is expected that the contractor shall keep all the records properly indexed and maintained in specific manner so that copies can be extracted as and when required.
51. The contractor shall not engage any sub-contractor or transfer the contract to any other person in any manner
52. List of Preferred makes for material related to civil/ sanitary works. (As per approval of Govt. vide letter No. PBW(B)C(17)2/2012 dated 07/08/2018.
53. **Submission of original documents:** The bidders are required to submit (i) original receipt towards deposit of cost of tender documents (ii) original receipt towards deposit of earnest money, Valid Registration in appropriate Class of contractor, GST valid Registration certificate along with GSTR-I&3 and clearance certificate of last quarter, Work Done certificate of similar nature of work in last 03 years duly signed, Affidavit on format as given Annexure "B" PAN Number and certificate thereof, , failing which the tenders will be declared non-responsive
54. All disputes are subject to the jurisdiction of the Courts at Una.

**CORRUPT OR FRAUDULENT PRACTICES:** The Tendering Authority will reject a proposal for award if it determines that the Bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the Contract in question.



**Member Secretary cum Principal**  
**Govt. ITI Bangana**  
**Distt. Una(H.P)**

**Part -1 Technical Bid****DETAILS OF TENDERER**

Details filled in this form must be accompanied by sufficient documentary evidence, in order to verify the correctness of the information.

1.	NAME OF TENDERING COMPANY/ FIRM	:	
2.	CORRESPONDENCE ADDRESS WITH TELEPHONE NO. AND E-MAIL ID	:	
3.	<b>REGISTRATION DETAILS:</b>		
4.	(a) PAN NO. NO.	:	
5.	(b) GOODS & SERVICE TAX REGISTRATION	:	
6.	C) CONTRACTOR REGISTRATION NO (WITH COMPETENT AUTHORITY) WITH VALIDITY	:	
7.	TENDER FEE	:	DEMAND DRAFT NO.: DATE: BANK: AMOUNT
8.	EARNEST MONEY DETAIL	:	

SIGNATURE AND SEAL OF TENDERER

NAME IN BLOCK LETTERS:

**SPECIMEN PROFORMA FOR AFFIDAVIT:**

I \_\_\_\_\_ S/o \_\_\_\_\_ -Resident of \_\_\_\_\_ -aged- \_\_\_\_\_ do hereby solemnly affirm and declare asunder:-

1. That I am Registered-----Class Contractor with ----- vide letterNo.----- dated ----- and my Registration is Valid upto -----.
2. That I do undertake and clarified that no relative of mine is working as Gazetted or Non-Gazetted officer in Govt ITI Bangana .
3. That I do undertake that I have never been disqualified to tender my bid in any of the department of Himachal Pradesh.
4. That I do undertake that presently I have not more than two works in my hand in the entire State of Himachal Pradesh in any of the department.
5. That all the information's being furnished by me in the shape of Affidavit are true and correct to the best of my knowledge and belief and I further undertake that if the information's being furnished by me are found false at any time, the Institution will be at liberty to take action against me

DEPONENT.

VERIFICATION: I, the above named Deponent do hereby verify that the contents of the above Affidavit are true to the best of my knowledge and belief and nothing has been concealed there from.

DEPONENT.

(Note: The affidavit should be duly attested by the 1<sup>st</sup> Class Magistrate or Notary

**Experience of the Tenderer**

(Experience of relevant and similar work of repair works in the buildings completed during last three years and on-going works

Sr. No	Name & address of the organization	Value of contract	Duration of contract	
			From	To

# supporting document to be attached

## TENDER

I/We have read and examined the notice inviting tender, 'Specifications applicable, Drawings and Designs, General Rules and Directions, Terms and Conditions of Contract, clauses of contract, Special conditions and other documents and Rules referred to in the conditions of contract and all other contents in the tender document for the work.

I/We hereby tender for the execution of the work specified for the Member Secretary cum Principal, Govt ITI Bangana within the time specified tender document, viz. schedule of quantities and in accordance in all respects with the specifications, designs, drawings and instructions in writing of General Rules and Directions in the Conditions of Contract by and in respects in accordance with, such conditions so far as applicable.

We agree to keep the tender open for One hundred and twenty days (120) from the due date of its opening and not to make any modifications in its terms and conditions. A sum of Rs. -----/- is hereby forwarded in the form of Demand Draft/FDR of a Scheduled Bank as earnest money.

If I/we fail to furnish the prescribed performance guarantee within prescribed period, I/we agree that the said Member Sec cum Principal, Govt ITI Bangana or his successor in office shall without prejudice to any other right or remedy be at liberty to forfeit the said earnest money absolutely.

Further, if I/we fail to commence work as specified. I/we agree that Member Sec cum Principal, Govt ITI Bangana or his successors in office shall, without prejudice to any other right or remedy available in law, be at liberty to forfeit the said earnest money and the performance guarantee absolutely, otherwise the said earnest money shall be retained by him towards security deposit to execute all the works referred to in the tender documents upon the terms and conditions contained or referred to therein. Further, I/We agree that in case of forfeiture of Earnest Money or both Earnest Money & Performance Guarantee as aforesaid. I/We shall be debarred for participation in the re-tendering process of the work. I/We hereby declare that I/we shall treat the tender documents, drawings and other records connected with the work as secret / confidential documents and shall not communicate information / derived there from to any person other than a person to whom I/we am/are may authorized to communicate the same or use the information in any manner prejudicial to the safety of the State.

Dated.....

Witness:- .....

Address:- .....

Occupation ..... \*

Signature of Contractor.....

Postal Address:- .....

\*\* To be filled by contractor



**PART-2 FINANCIAL BID**  
**Item Rate BOQ**

**Name of work:** “Repair & Maintenance of existing building in the campus of Govt. ITI Bangana, Distt Una H.P (SH: Repair to plaster in patches, pebble dash plaster, repair in woodwork etc.)”.

**Contract No:** ITI/Bangana/Building /PPP/Civil work/2021

**Dated:**

<b>Nu mbe r</b>	<b>Text</b>	<b>Number</b>	<b>Text</b>	<b>Number</b>	<b>Number</b>	<b>Text</b>
<b>Sr. no.</b>	<b>Description of item</b>	<b>Qty.</b>	<b>Unit</b>	<b>Basic rate in Figure To be entered by the Bidder Rs P</b>	<b>Total amount including all type of Taxes RS P</b>	<b>Total amount in Words</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>
1	Repair to plaster of thickness 12mm to 20mm patches of area 2.5 sq. meters and under, including cutting the patch in proper shape, raking out joints and preparing and plastering the surface of the walls complete, including disposal of rubbish to the dumping ground, all complete as per direction of Engineer-in Charge. With <b>cement mortar 1:4 (1 cement : 4 fine sand) -</b>	704.50	Sq.m			

2.	Pebble dash exterior plaster on walls upto a height of 10 metres above ground level with a mixture of washed pebble or crushed stone graded from 6mm to 12mm nominal size dashed over and including fresh cement plaster in two coats backing coat(10mm cement)plaster 1:3(1 cement:3 sand) and finishing coat 10mm cement plaster 1:3(1 cement:3 sand) mixed with 10% finely ground hydrated lime by volume of cement including arrises, chamfers and/or rounded angles not exceeding 80mm in girth.	291.89	Sq.m			
3	Providing woodwork in frames of doors, windows, clerestory, windows and other frames wrought, framed and fixed in position <b>2nd class deodar wood.</b>	0.41	Cu.m.			
4	Providing and fixing panelled glazed or panelled and glazed shutters for doors windows and clerestory windows. Including black enameled iron butt hinges with necessary screws. <b>50 mm thick 2nd class deodar wood.</b>	9.32	Sq.m			
5	Glazing with glass panes of 4mm thickness (weight not less than 10.00 kg/sqm.	8.42	Sq.m			
6	Providing and fixing wire gauge shutters using galvanized M.S. wire gauge of I.S. gauge designation 85 G. with wire of dia 0.56 mm for doors windows and clerestory windows including bright finished- <b>40 mm thick 2nd</b>	8.42	Sq.m			

	<b>class deodar wood.</b>					
7	Providing 40x3 mm flat iron hold fast 40cm. Long including fixing to frame with 10mm diameter bolts & nuts and wooden plugs and embedding in cement concrete block 30x10x15cm. 1:3:6 ( 1 cement : 3 sand: 6 graded stone aggregate 20mm nominal size)	12.00	each			
8	Providing and fixing aluminum tower bolts (berrel type) anodized trans parent or dyed to required shade and colour with screws etc. complete. <b>100x10mm</b>	36.00	each			
9	Providing and fixing aluminum handles anodized transparent or dyed to required colour & shade with necessary screws etc. complete. <b>100 mm</b>	36.00	each			
10	Providing and fixing bright finished hard drawn hooks and eyes. <b>150 mm</b>	18.00	each			
11	Applying priming coat over new wood and wood based surfaces after and including prepering the surface by thoroughly cleaning	67.23	Sq.m			

	oil, grease, dirt and other foreign matter) sand papering and knotting. Ready mixed paint brushing wood primer pink					
12	Painting two coats(excluding coat) on new wood and wood based surface with enamel paint to give an even shade including cleaning the surface of dirt, dust and other foreign matter, sand papering & stoping	67.23	Sq.m			
	<b>The rates Quoted are inclusive of Octroi , royalty, Malkana , Toll Tax, GST , labour cess or other taxes imposed by the Government</b>					
	<b>Total in Figure</b>					
	<b>Total In words</b>					

Signature ~~of Supplier~~

Name: \_\_\_\_\_

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

Contact No. \_\_\_\_\_