

Ref.No.: RGUKT/Nzd/Engg/Alu.Par/ME/2018

NOTICE INVITING TENDER (NIT)
For
**MAKING OF ALUMINIUM PARTITION IN MECHANICAL WORK SHOP
AT INSTITUTE CAMPUS OF RGUKT-NUZVID, KRISHNA DISTRICT**

Proprietary & Confidential



**Rajiv Gandhi University of Knowledge Technologies
Mylavaram Road, Nuzvid-521202
Krishna Dist., A.P
Phone No:8333981187**

Signature of Tenderer with Date

Proprietary & Confidential

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Signature of Tenderer with Date

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Signature of Tenderer with Date

News Paper Advertisement

Tender Notice



Rajiv Gandhi University of Knowledge Technologies
Mylavaram Road, Nuzvid-521202, Krishna Dist., A.P
Phone No:8333981187

Ref. No.: RGUKT/Nzd/Engg/Alu.Par/ME/2018

Sealed tenders are hereby invited from reputed contractors/firms for the following work in the premises of RGUKT, Nuzvid campus.

MAKING OF ALUMINIUM PARTITION IN MECHANICAL WORK SHOP AT INSTITUTE CAMPUS OF RGUKT-NUZVID, KRISHNA DISTRICT

Interested candidates can also download the tender document from RGUKT, Nuzvid website <http://rguktn.ac.in/tenders/>

Starting date for downloading of document from the website: **01.11.2018 at 10.00am**

Last date & Time for sale of Bid document: **21.11.2018 upto 01.00pm**

Last date & Time for submission of Tender documents hard copy: **22.11.2018 upto 05.00pm**

Date & Time of Opening of Bid: **23.11.2018 at 11.00am**

Date:31.10.2018

Sd/-
A.O., RGUKT, Nuzvid

Signature of Tenderer with Date

Time Schedule of various Tender related events

**(MAKING OF ALUMINIUM PARTITION IN MECHANICAL WORK SHOP AT INSTITUTE
CAMPUS OF RGUKT-NUZVID, KRISHNA DISTRICT)**

Sale of Bid Document Start date	01.11.2018 during office hours
Last date for sale of Bid Document	21.11.2018 at 01.00pm
Last date & time for receipt of sealed document	22.11.2018 at 05.00pm
Date & Time of opening sealed document	23.11.2018 at 11.00am
Bid Document Fee	Rs. 5000/- by way of DD form (Non-Refundable) from any Nationalized bank in favour of M/s. The Director RGU IIT, Nuzvid payable at Nuzvid
Contact person	Administrative Officer, RGUKT, Nuzvid
Reference No:	RGUKT/Nzd/Engg/Alu.Par/ME/2018

Note: If the date mentioned above happens to be holiday, the process will be correspondingly postponed to next working day at the same time.

Those who have down loaded the tender document from the RGUKT, Nuzvid website should add the cost of the bid document fee in the form of DD along with EMD

Administrative Officer

RGUKT

Signature of Tenderer with Date

DECLARATION

FROM:

Dt.

To,
The Administrative Officer,
RGUKT,
Nuzvid-521 202

Dear Sir,

**Sub.: MAKING OF ALUMINIUM PARTITION IN MECHANICAL WORK SHOP
AT INSTITUTE CAMPUS OF RGUKT-NUZVID, KRISHNA DISTRICT.**

With respect to the tender notice published in the above mentioned daily newspaper, I/We here by submit my/ our tender in a required format.

I/We have adhered to the requirements prescribed by RGUKT Nuzvid. I/We have carefully gone through the guidelines/ terms and conditions and prescribed format and I/We accept the same without any alternations/ modifications.

I/ We here by solemnly declare that any of our partners jointly or severally and / or individually or our firm / company/ associate company have not been black listed by the central govt. or any state govt. or it's under taking Institutions.

I / We here by further declare that, if the above declarations is found untrue the RGUKT ,Nuzvid., shall be entitled to take any legal action against us severally and or individually or our firm / company in this regard in any manner that may deem fit by RGUKT, Nuzvid.

I/ We understand and accept that you are not bound to accept the lowest or any tender you may receive.

YOURS SINCERELY

SIGNATURE & STAMP OF THE TENDERER

Signature of Tenderer with Date

STATEMENT OF IMPORTANT LIMITS/VALUES RELATED TO BID

Name of the Work	MAKING OF ALUMINIUM PARTITION IN MECHANIAL WORK SHOP AT INSTITUTE CAMPUS OF RGUKT-NUZVID, KRISHNA DISTRICT
EMD	Rs.36,000 (by way of Demand draft from any nationalized bank any nationalized bank. DD from other than nationalized banks will not be accepted)
Bid Validity Period	90 days from the date of opening of Financial bid
EMD validity period	90 days from the date of opening of financial bid
Contract Agreement	Thirty days from the date of giving work order
Period of furnishing performance security deposit	Within 7days from date of receipt of award
Period for signing the order of acceptance	Within 14days from date of receipt of notification of award
Payment Terms: After Commencement of work	After completion of work and getting of satisfactory certificate from C&MD

1. Tenderer has to submit the price bid and technical bid along with E.M.D. and document fee in the form of Demand Draft, issued by nationalized bank, in favour of The Director, RGU IIT, Nuzvid payable at Nuzvid and details asked their in.
2. Price bid submitted without E.M.D. and document fee will not be entertained
3. The Administrative Officer, RGUKT-Nuzvid reserves the right toward contract for the above services either to one party or more than one party. He also reserves the right to amend or withdraw any of the terms and conditions contained in the tender document before accepting the tender or to reject any or all the tenders without giving any notice or assigning any reason and he shall not be bound to accept the lowest tender. The decision of the Administrative Officer, RGUKT Nuzvid in this regard shall be final and binding on all.
4. The **RGUKT Nuzvid** reserves the right to reject any or all the tenders without assigning any reason thereof

Note: For any clarification and further details of the above tender please contact Telephone no.08662468514/ 9299951555

Signature of Tenderer with Date

TENDER SCHEDULE

1. PREMEABLE

The Administrative Officer, Rajiv Gandhi University of Knowledge Technologies (RGUKT), Nuzvid invites sealed tenders for the services of **“Making of aluminium partition in mechanical workshop at Institute campus of RGUKT-Nuzvid.”**.

2. SCOPE OF WORK

The Tender for **“Making of aluminium partition in mechanical workshop at Institute campus of RGUKT-Nuzvid”**.

3. ELIGIBILITY CRITERIA

- 3.1 The Price Bid should accompany a DD **Rs.36,000/- (Rupees Thirty six Thousand only)** drawn on any Nationalized Bank in the Name of **M/s The Director RGU IIT, Nuzvid payable at Nuzvid** towards Earnest Money Deposit (EMD). Tender received without EMD or lesser amount will be summarily rejected. No exemption will be granted.
- 3.2 Tenderer/Service Provider shall keep his/ their offer valid for a period of at least 3months (90days) from the date of opening of the tender. If any Tenderer/Service Provider withdraws or amends impairs or derogates from the tender in any respect with in the period of validity of his offer, the EMD is liable to be forfeited.
- 3.3 The Tenderer/Service Provider whether an Individual/Sole Proprietor, a Partnership Firm or a Limited/Private Limited Company or Corporation or Society , if they want to act through their agent/authorized representative or individual / Partner, should submit along with the tender, a Power of Attorney duly stamped and authenticated by a Notary Public or by the Magistrate in favour of the specific person whether he/they be individual / partner and in case of the Company / Society, are solution of the company/society duly authorizing such representative to submit the tender, sign agreements and to receive money and manage the contract.etc. The tender document shall be signed by such authorized representative of the Tenderer/Service Provider duly indicating their full name and status below the signature along with official stamp of the Proprietorship / Partnership firm/ company/ society.etc. Those tender which does not accompany such Power of Attorney, Resolution.etc shall become invalid and or liable for rejection.
- 3.4 RGUKT may at any time after opening of the tender depute a team of its' officials to the site/Work place/ office of the Tenderer/Service Provider to get the credentials of the information furnished by the Tenderer/Service

Signature of Tenderer with Date

Provider verified by collecting the spot information as to the status, workmanship & quality of the services rendered by them. If any information furnished by the Tenderer/Service Provider is found to be incorrect, the tender of such Tenderer/Service Provider shall be liable for rejection.

- 3.5 The successful Tenderer/Service Provider whose tender is accepted shall, within seven days from issuing/ receiving the Letter of Acceptance, be required to deposit security deposit by Demand Draft in the Name of M/s The Director, RGU IIIT, Nuzvid , payable at Nuzvid and to attend in person or through a duly authorized representative at the Office of RGUKT-Nuzvid and execute the Contract Agreement with the RGUKT as per the General Conditions / Special conditions enumerated in the tender documents ,on a Non-Judicial Stamp Paper of Rs.100/-.If he/ she/ they decline/s or fail/s to remit the Security Deposit or to execute the contract agreement within the stipulated time, the entire amount of Rs.36,000/-(Rupees thirty six Thousand only)of EMD shall stand forfeited , without prejudice to RGUKT's right to rescind the contract and other rights and remedies warranted by the law.
- 3.6 In the event of refusal to carry out work by the successful Tenderer/Service Provider on any grounds during the contract tenure, it's security deposit shall be forfeited.
- 3.7 The EMD of successful tenderer/service provider shall be treated as performance security deposit and will be refunded to the Tenderer/Service Provider within 90 days of completion of the Liability period subject to satisfactory performance of the Tenderer/Service Provider's obligations under the contract and subject to such deductions as may be necessary for making up RGUKT-Nuzvid claims against the Tenderer/Service Provider.
- 3.8 The Tender/service provider should attach valid PAN and GST certificate
- 3.9 The Tender/Service provider should have two years of experience in similar nature of work/renovation work.
- 3.10 Tenderer/service provider should have satisfactory completed the works as mentioned below during last two years ending last day of May,2018.
 - 3.10.1 03 (three) similar works each costing not less than 40% of estimated cost.
 - 3.10.2 02 (two) similar works each costing not less than 60% of estimated cost.
 - 3.10.3 01 (one) similar works each costing not less than 80% of estimated cost executed under central/state govt. department/autonomous body/psu/others.
- 3.11. Similar work shall mean: Construction/Repair & renovation of building/other civil structures.

Signature of Tenderer with Date

4. RATES, TAXES AND DUTIES

- 4.1. All the rates furnished in the tender shall be per Sq.mt inclusive of all basic cost, supplying, fixing, fabrication, transportation charges, freight charges, loading & unloading charges, packing charges, any insurance and any other duties, rates, if any and including all charges of material and GST, or any other taxes of local charges, if applicable. No extra claim on this account will in any case be entertained.
- 4.2. The rate shall be firm up to the completion of work. No price escalation will be paid on any account.
- 4.3. The quantities indicated are approximate and may vary at the time of execution. The RGUKT, Nuzvid will exercise absolute discretion for operating all or some items of the schedule.
- 4.4. Tenders with an excess or less of above 5% of the estimated contract value shall summarily be rejected.
- 4.5. For tenders up to 15% less than the estimated contract value of work, no additional security deposit is required. But for tenders less than 15% of the estimated Contract Value of work, the difference between the tendered amount and 85% of the estimated contract value, shall be paid by the successful tenderer at the time of concluding agreement as an additional security to fulfill the contract through Demand Draft on a Nationalized Bank / Scheduled bank in the prescribed format valid till completion of the defect liability period in all respects

5. INCOME TAX

During the course of the contract period, deduction of income tax as in force at source shall be made at the prevailing rate of income tax department issued from time to time of the gross amount of each bill.

6. PERIOD OF COMPLETION

The work shall be completed within thirty (30) days from the date of issue of the formal work order/agreement.

7. PLACE OF WORK AND VISIT TO SITE

Intending Tenderer shall visit the RGUKT, Nuzvid campus to acquaint with local site conditions, nature and requirement of work, present conditions of Premises/fittings/fixtures etc., and make assessment of labour and material, etc. required before quoting for the Tender

Signature of Tenderer with Date

DETAILS TO BE FURNISHED BY THE TENDER

Sr. No.	Required Information	
1	Name and registered address of The Individual/firm/company	
2	Legal status(Individual/ proprietor, partnership firm, limited company, corporation, cooperative society)	
3	Name, designation, and telephone nos.of the contact person/persons. Fax No	
4	PAN Card (photo copy)	
5	GST certificate	
6	Registration certificate	

8. EARNEST MONEY DEPOSIT/SECURITY DEPOSIT

- 8.1 The tender should accompany with Earnest Money Deposit (EMD) for Rs.36,000/- by way of Crossed Demand Draft Obtained from any Nationalized Bank in favour of to the Director, RGU IIT, Nuzvid payable at Nuzvid.
- 8.2 The EMD will be returned to unsuccessful Tenderer after issue of work order to L-1 bidder, whereas in the case of successful Tenderers, it will be retained. For arranging refund of the EMD to unsuccessful bidders will have to submit and advance stamped receipt for the amount which can be submitted along with the tender itself.
- 8.3 The successful Tenderer Security Deposit shall be treated as performance security deposit at the time of concluding agreement.
- 8.4 The Security Deposit of successful Tenderer will be retained for the period of contract in force and will be returned after expiry of the defect liability period, after deducting the outstanding liabilities if any. The EMD/Performance Security Deposit(PSD) shall not carry any interest.

Signature of Tenderer with Date

- 8.5 If the party does not accept the work order issued by RGUKT, then EMD/PSD amount paid by the bidder will be forfeited.
- 8.6 Any pending dues against invoice or any other deposit lying with the RGUKT, Nuzvid will not be adjusted against Earnest Money Deposit Any tender submitted without Earnest Money shall be summarily rejected and no claim shall be entertained on such rejected tenders.
- 8.7 PSD shall be refunded to the Tenderer/Service Provider, within a period of three months after satisfactory completion of the Defect liability period and removal of equipment, tools tackles, camp site etc, and the due fulfillment of all the terms and conditions of the contract. The Tenderer/Service Provider shall obtain “No Dues Certificate” and “Site Clearance “certificate to this effect from the management of RGUKT, Nuzvid after verification of the fact will arrange for refund of SD.
- 8.8 The Tenderer/Service Provider will also have to submit “NO DEMAND Certificate” along with the above mentioned certificate as per the proforma given in the tender document.
- 8.9 The PSD deposited by the Tenderer/Service Provider will be forfeited if the Tenderer/Service Provider fails to complete within 30days from the issue of work order or the date specifically mentioned in the work.
- 8.10 RGUKT reserves the right to recover the charges or the penalty from the Performance Security Deposit in the following circumstances-
 - A. If the Tenderer/Service Provider or its employees causes any damage or destroy any property belonging to RGUKT, Nuzvid.
 - B. The shortfall amount of all compensations, penalties and other sums of money payable by the Tenderer/Service Provider or recoveries to be made under the terms of this contract which is due but not paid by the Tenderer/Service Provider in full , etc.

9. SUBMISSION OF BID DOCUMENT

- 9.1. The bids shall be submitted in two bid system in three separate sealed envelopes.
- 9.2. Envelope-I Technical bid will comprises- self certified copies of experience certificates, original tender document, PAN, GST, registration certificate, EMD and Bid document fee.
- 9.3. Envelope-II Financial bid will comprises- financial bid with dully filled-up schedule of quantities.
- 9.4. All the envelopes should be duly marked on top with Name of the work and Technical bid/financial bid as the case may be and the name of the bidder. All these envelopes to be keep in the another master envelope sealed duly marked to with Name of the work , To address and from address. All these shall be reached to Administrative Officer, RGUKT-Nuzvid, Mylavaram road, Nuzvid, Krishna District, Andhra Pradesh-521202 Through person or postal/courier.

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9.5. The postal/courier delay will be the responsibility of Tenderer/service provider. The bids shall be reached on or before mentioned date.

10. OPENING OF BIDS

- 10.1. The RGUKT, Nuzvid shall open physically in the presence of the authorized representative of bidders who chose to attend, at time & date specified in NIT.
- 10.2. The bidder's representative, who are present shall sign in an attendance register.
- 10.3. A maximum of two representatives of any bidder shall be authorized and permitted to attend the bid opening.
- 10.4. The bid will be opened in single stage i.e. technical bid shall be opened first and followed by financial bid.
- 10.5. The Tenderer/service providers who fulfill the technical bid are considered as valid and those valid Tender/service provider financial bid will be opened. In this connection, RGUKT, Nuzvid decision is final and Tenderer /service provider should bind on this.
- 10.6. To assist in the examination, evaluation and comparison of bids, the RGUKT, Nuzvid may, at its discretion ask the bidder for the clarification of its bid. The request for the clarification and the response shall be in writing. However, no post bid clarification at the initiative of the bidder shall be entertained.
- 10.7. If any of the documents, required to be submitted along with the technical bid is found wanting, the offer is liable to be rejected at that stage. However the RGUKT, Nuzvid at its discretion may call for any clarification regarding the bid document within a stipulated time period. In case of non compliance to such queries, the bid will be out rightly rejected without entertaining further correspondence in this regard.

11. INSTRUCTION TO BIDDERS

- 11.1. The Tenderer/service provider whether it be a Proprietor/ Individual, Partnership firm, Company/ Corporation, Society, they shall be, for the purpose of this contract, be known as "the Tenderer/Service Provider" and the RGUKT shall be known as "RGUKT".
- 11.2. Tenders with over writings, alterations etc., will not be admitted unless they are attested by the bidder. Where there is a discrepancy between the amount (Rupees) in figures and words, the price, which is least of the two, will prevail.
- 11.3. Bid should be strictly in conformity with the Terms and Conditions mentioned in the tender schedule.
- 11.4. Bidders are expected to examine all the terms and instructions mentioned in the tender schedule and prepare their proposals accordingly. Failure to provide all requisite information will be at the bidders' own risk and may result in the rejection of the tender.

Signature of Tenderer with Date

- 11.5. All assertions made in connection with the tender are to be supported /Substantiated by relevant documents. The Administrative Officer, RGUKT, Nuzvid reserves the right to verify the credentials of the bidder as per the eligibility criteria.
- 11.6. The Administrative Officer, RGUKT, Nuzvid will notify the bidder whose tender has been accepted.
- 11.7. The successful bidder shall execute an agreement with RGUKT on Non-judicial stamp paper worth Rs.100.00 agreeing to all the conditions of the contract 14 days upon intimation of acceptance of Tender. The successful bidder has to submit performance security guarantee after taking Letter of Intent but before having contract agreement. Failure on enter into an agreement within the stipulated time will result in forfeiture of the EMD.
- 11.8. The Administrative Officer, RGUKT, Nuzvid reserves the right to issue instructions / modifications at any point of time before award of contract.
- 11.9. The Tenderer/Service Provider must obtain for himself on his own responsibility and at his own expenses all the information which may be necessary for the purpose of tendering and for entering into a contract and must inspect the site of work and acquaint himself with all local conditions means of access to the work, nature of work and all matters appertaining thereto
- 11.10. Immediately, on receipt of intimation from the RGUKT the acceptance of tender, the successful Tenderer/Service Provider will execute the work as per the instructions of Officer in-charge and the written acceptance of the tender will constitute a binding contract between RGUKT, Nuzvid and the Tenderer/Service Provider so tendering.
- 11.11. The quoted tender percentage shall include compliance by the Tenderer/Service Provider with all the general conditions of contact, whether specifically mentioned or not in the various clauses of these specifications, all material, machinery, equipment, tools, workshop, and provision of proper and sufficient protective works. maintenance of all insurances, the payment of all wages, salaries, fees, royalties/taxes, duties or other charges arising out of the execution of works and the regular clearance on the completion of works safety of the public and protection of the works and adjoining land.
- 11.12. In the event of refusal to carry out work by the successful Tenderer/Service Provider on any grounds, its performance security deposit shall be forfeited of the Tenderer/Service Provider.
- 11.13. All the payments of bills for the work shall be made through cheque's/online only.
- 11.14. The Tenderer/Service Provider and the RGUKT, Nuzvid shall make every effort to resolve any dispute or disagreement amicably by direct informal negotiations. However, in case of any unresolved issues/disagreements/ disputes in connection with the contract, the same shall be settled through Arbitration or through Court of Law within the jurisdiction of Nuzvid, Krishna District only . The resultant contract will be interpreted under Indian laws.
- 11.15. It shall be the responsibility of the Tenderer/Service Provider to meet transportation, food, medical loading and unloading and any other requirements in respect of the workers engaged by it (Tenderer/Service

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Provider) at RGUKT Nuzvid and RGUKT, Nuzvid shall have no liabilities in this regard.

- 11.16. The Tenderer/Service Provider shall be solely responsible for the redressal of grievances/resolution of disputes relating to workers engaged by them. RGUKT, Nuzvid shall, in no way, be responsible for settlement of such issues whatsoever.
- 11.17. The RGUKT shall not be responsible for any damages, losses, theft, claims, financial or other injury to any workers deployed by service providing Tenderer/Service Provider in the course of their performing the functions/duties, or for payment towards any compensation.
- 11.18. The Tenderer/Service Provider shall also be liable for depositing all taxes, levies, cess, etc. on account of services rendered by it to RGUKT, Nuzvid to concerned tax collection authorities from time to time as per extant rules and regulations on the matter.
- 11.19. In case, the Tenderer/Service Provider fails to comply with any statutory / taxation liability under appropriate law, and as a result thereof the RGUKT, Nuzvid is put to any loss / obligation, monetary or otherwise, RGUKT, Nuzvid shall be entitled to get itself reimbursed out of the outstanding bills or the Performance Security Deposit of the Tenderer/Service Provider, to the extent of the loss or obligation in monetary terms.
- 11.20. RGUKT, Nuzvid is not responsible to any damage occurs during loading & unloading time, in this regard the Tenderer/service provider takes whole responsibility to unload the material safely.
- 11.21. Any damage of defect in the work during this period due to materials supplied by the contractor or bad workmanship shall be rectified or replaced by at his risk and cost or the Engineer-in-charge may cause the same to be made good by other workman and deduct the expanses from the performance security deposit.

12. LIQUIDTY DAMAGE

- 12.1. Defect liability period – Three months from the date of completion as certified by the Engineer-in-charge.
- 12.2. In the event of any delay in completion of the work beyond the scheduled period, the contractor shall pay an amount equal to one percent of the total cost of the work or such amount as decided by the RGUKT, Nuzvid (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 percent of the estimated cost of the total work as per award letter.

13. RESPONSIBILITES OF THE TENDERER/ SERVICE PROVIDER

- 17.1 All the pages of the tender document shall be signed and dated at the lower right hand corner by the tenderer/service provider.
- 17.2 Any tender submitted without the said documents mentioned above will be considered as incomplete tender and the tender will be rejected for which no communication will be made.

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- 17.3 The contractor shall arrange all the plants, equipments, machineries etc. required for the works for which no extra charges will be paid.
- 17.4 Any abnormal rate quoted in the tender will summarily be rejected for which no communication will be made.
- 17.5 Care shall be taken by the Tenderer/service provider to avoid damage to any part of the building or its finishing. He/they shall be responsible for repairing all damage and resorting the same to their original finish at his own cost. He/they shall also remove at his own cost all unwanted wastage and materials arising out of his work from the site.
- 17.6 All specification of the work will be followed as per CPWD/PWD/SSR/IS specifications.
- 17.7 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.
- 17.8 The Tenderer/Service provider has to remove all the debris from the site of execution and dispose them at suitable places shown by the Engineer or his authorised representative at site.
- 17.9 All temporary arrangements, staging, working platforms etc. is to be provided by the tenderer at his own expense to the satisfaction of the Engineer-in-charge. The institute will not however, be liable to pay any compensation due to accident, injury to the contractor's work men or any account what -so-ever.
- 17.10The Tenderer/service provider may note that the RGUKT, Nuzvid will deal with the Tenderer/service provider only.
- 17.11The Tenderer/Service Provider will give a declaration as per draft letter attached that he has read and understood the above conditions and the same shall remain binding upon him in case the work is entrusted to him.
- 17.12The amounts specified here in above are inclusive of all costs, expenses, wages and other expenses including ex-gratia payment to workman or payment of their legal dues that may be incurred by the Tenderer/Service Provider and the Tenderer/Service Provider shall not be entitled to make any other demands monetary or otherwise from the RGUKT during the term of this contract.
- 17.13The Tenderer/Service Provider shall at all time indemnify the RGUKT against all claims for compensation under the provisions of any law for the time being in force / brought into force, by or in respect of any workmen employed by the Tenderer/Service Provider in carrying out the contract and against all costs and expenditure incurred by the RGUKT in connection therewith. The RGUKT shall be entitled to deduct any amount due, from all the money paid or payable by way of compensation as aforesaid and costs or expenses in connection with any claim thereto
- 17.14The Tenderer/Service Provider shall not assign the contract. He shall not sublet any portion of the contract. In case of breach of this condition,

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RGUKT, Nuzvid will serve a notice in writing on the Tenderer/Service Provider rescinding the contract where upon the security deposit shall stand forfeited to RGUKT without prejudice to other remedies against the Tenderer/Service Provider

- 17.15 The employees engaged by the contracting Tenderer/Service Provider should observe the discipline and should see that the decency and decorum are maintained with in the course of their employment.
- 17.16 All the licenses, permits etc. from statutory authorities required for running of this contract will be in the name of the RGUKT, Nuzvid. However all formalities required for obtaining/renewing them will be done by the Tenderer/Service Provider on behalf of the RGUKT, Nuzvid.
- 17.17 The Tenderer/Service Provider shall indemnify RGUKT, Nuzvid against all claims which may be made upon the employer whether under Workmen's Compensation Act or any other statutes in force during the currency of this contract shall at his own expenses effect and maintain a policy of insurance in the joint names of the RGUKT, Nuzvid and the Tenderer/Service Provider against such risks and deposit such policy or policies with RGUKT, Nuzvid.
- 17.18 Tenders should be submitted in sealed cover properly sealed on sealing wax/packing PVC tapes. Covers, which are closed by gum or staples only, will not be considered.
- 17.19 **Late Tender:** The slit of the tender box will be closed at the specified time, as in NIT no tender brought to the office after that time will be accepted. So far as tender received before the time fixed in the tender notice for receipt only will be considered. The RGUKT, Nuzvid will not be responsible for any delay in transit of tender sent by post, by person, by courier or any other mode.

18 POSTPONMENT OF TENDER OPENING

- 18.1 Whenever it is considered necessary to post pone the opening date of tenders, quick decision shall be taken and communicated to the Tenderers/service providers who have purchased the tender documents and shall be at least one day before the original date of opening. The reasons for postponing the tender shall be recorded in writing. Such notice of extension of date of opening shall be displayed prominently in the notice board of the RGUKT, Nuzvid website. If the date of opening of bids is declared as holiday or forced holiday, the bids will be opened on the next working date at the same time and venue.
- 18.2 Hence it is informed to Tenderer/service providers to thoroughly follow the RGUKT, Nuzvid website.
- 18.3 The Tenderer/service provider may modify, revise or withdraw his bid after submission prior to deadline prescribed for submission of bid
- 18.4 No bid shall be modified subsequent to the deadline for submission of bids.

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19 STATUTORY LIABILITIES OF THE TENDERER/ SERVICE PROVIDER

- 19.1 In case of material loss etc., the Tenderer/Service provider will keep the Employer indemnified against all such risks.
- 19.2 Notice of Non-compliance: The Employer shall promptly notify the Tenderer/ Service Provider upon discovering any instance where the Tenderer/ Service Provider has failed to comply with the provisions as given in above paragraphs. On receipt of such notice, the Tenderer/ Service Provider has to reply within 3 days.

20 INDEMNIFICATION BY TENDERER/ SERVICE PROVIDER

The Tenderer/ Service Provider at all times will keep the RGUKT, Nuzvid indemnified against all costs, damages, losses claims etc., which the RGUKT, Nuzvid may have to suffer, undergo or pay as a result of operation/ execution of this service contract in the said premises.

21 FORCE MAJEURE

- 21.1 No liability shall be attached to the Tenderer/Service provider for non operation or execution of his obligation under this contract as a result of Force Majeure of any other factor beyond the control of the Tenderer/Service Provider.
- 21.2 No liability shall be attached to the Tenderer/Service provider for any damage due to natural calamities such as earthquake, war, civil, commotion and willful damage.

22 DISPUTES

All disputes and differences of any kind whatsoever arising out or in connection with contract, whether during or after completion of contract will be settled amicably in a spirit of co-operation and the RGUKT, Nuzvid decision shall be final on all such matters and shall be binding on the Tenderer/ Service Provider.

23 DISCLAIMER

- 23.1 Even though adequate care has been taken in the preparation of this Tender Schedule the Tenderer/service provider should satisfy himself that the Schedule is complete in all respects.
- 23.2 RGUKT, Nuzvid nor their employees make any representation or warranty as to the accuracy, reliability or completeness of the information in this Tender Schedule and it is not possible for the RGUKT, Nuzvid to consider the investment objective, financial situation and particular needs of each party who reads or uses the Tenders Schedule. Certain prospective Bidders

Signature of Tenderer with Date

may have a better knowledge of the scope of work than others. Each prospective Bidder should conduct his own investigations and analysis and check the accuracy, reliability and completeness of the information in the Tender Schedule and obtain independence advice from appropriate sources.

23.3 The Administrative Officer, RGUKT, Nuzvid reserves the right to reject any or all the Bids submitted in response to this request for Proposal at any stage without assigning any reasons whatsoever.

23.4 The Administrative Office, RGUKT, Nuzvid reserves the right to change any or all of the provisions of this Request for Proposal. Such changes would be intimated to all parties procuring this Request for Proposal.

24 REJECTION OF TENDERS

24.1 The Administrative Officer, RGUKT, Nuzvid reserves the right to cancel the tender process and reject all tenders at any time prior to the award of contract without thereby incurring any liability to the affected bidder or any obligations to inform the affected bidder of the grounds of acceptance or rejection.

24.2 No bidder is entitled to withdraw his offer after submission. In case such withdrawal; EMD deposited along with the tender schedule will stand forfeited.

24.3 For breach of any of the conditions prescribed in the tender as specified by the organization from time to time, the security Deposit is liable to be forfeited. Decision of the Administrative Officer, RGUKT, Nuzvid in this regard is final and binding on the Tenderer/Service Provider.

Signature of Tenderer with Date

CHECKLIST

The bidder use may the check list below to ensure that the tender submitted is complete in all respects.

Cover 'A' should contain the following documents

S.No	Particulars	Yes	No
1	The original tender schedule(all pages should be signed)		
2	Crossed Demand Draft from National Bank towards EMD		
3	Copy of PAN/TIN/TAN		
4	Copy of Registration certificate		
5	Copy of GST		
7	Bid document Fee		
8	Experience certificate		

Note: all the pages of the Bid Document may be serially numbered and signed.

Signature of Tenderer with Date

**MANDATE FORM FOR TRANSFER OF PAYMENT THROUGH ELECTRONIC
CLEARANCE/ELECTRONIC FUND TRANSFER**

To
The Administrative Officer,
RGUKT,
Nuzvid.

Sir,

Kindly pay any amount due to me/us to my/our Bank account as detailed below either by Electronic Clearance/Electronic Fund Transfer mode and oblige.

1. Name of the Bidder :
2. Name of the Bank :
3. Name of the Branch :
4. Nature of Account :
5. Account Number :
6. Bank Code (IFS Code) :
7. Address :

Date: Signature of Bidder

The information furnished above is correct as per our records.

Signed and understood by me/us Signature of contractor

Signature of Tenderer with Date

LETTER OF AUTHORISATION FOR ATTENDING BID OPENING

Tender Number **RGUKT/Nzd/Engg/Alu.Par/ME/2018** Dt. 01.11.2018.

Subject: Authorisation for attending bid opening on _____ (date) in the tender of _____

Following persons are hereby authorised to attend the bid opening for the tender mentioned above on behalf of _____ (Bidder) in order of preference given below.

Order of Preference	Name	Specimen Signatures
---------------------	------	---------------------

I

II

Alternate
Representative

Signatures of bidder

Or

Person authorised to sign the bid documents on behalf of the bidder.

1. Maximum of two representatives will be permitted to attend bid opening. In cases where it is restricted to one, first preference will be allowed. Alternate representative will be permitted when regular representatives are not able to attend.
2. Permission for entry to the hall where bids are opened may be refused in case authorisation as prescribed above is not received.

Signature of Tenderer with Date

REQUISITION FOR REFUND OF EMD

From

To
The Administrative Officer,
RGUKT,
Nuzvid.

Sir,

Sub: Tender for Making of aluminium partition in Mechanical workshop building.
Ref: 1) RGUTK, Nuzvid Tender Notice No. **RGUKT/Nzd/Engg/Alu.Par/ME/2018**

2) Our Tender dated

In case our tender for making of aluminium partition work submitted in response to the tender notice cited is not accepted by RGUKT, Nuzvid, the Earnest Money Deposit remitted by me/us may please be refunded at the earliest. An advance stamped receipt for the amount is enclosed herewith.

Yours faithfully

Advance Stamped Receipt

Received an amount of Rs.-----/-. (Rupees ----- only) from the Finance Officer RGUKT, Nuzvid towards refund of the EMD remitted by me/us along with the tender for the making of aluminium partition in mechanical workshop submitted in response to the tender notification No. **RGUKT/Nzd/Engg/Alu.Par/ME/2018** Dt. 01.11.2018.

Date: Signature:

Name& Address.

Signature of Tenderer with Date

PRICE BID**BILL OF QUANTITIES**

Ref.No.: RGUKT/Nzd/Engg/Alu.Par/ME/2018

S.No	Item Description	Uom	Quantity	Rate	Amount
	Providing and fixing Thermocole False ceiling in true horizontal level 600mm x 600mm using 12mm thick Thermocole sheet, anodized Aluminium Tee sections of size 24.50mm x 24.0mm x 2.4mm in grid with cross tee of size 24mm x 24.5mm at every 600mm center to center and anodised aluminium wall angle of size 24mm x 24mm fixed to periphery of the wall and the above grid is suspended at every 1200mm center to center in both directions using 2.0mm thick GI wire for finished of size 600mm x 600mm including cost and conveyance of all materials and labour charges such as cutting , fixing of standing of frame work exposing roof complete for finished item of work in all floors. (The rate is inclusive of overheads & contractor profit).				
1	False ceiling work	Sq.mt	51.52		
	Supply and fixing of Bisonlam aluminium glazed partitions using 10mm Bisonlam and 5.00 mm thick plain glass to full height using with Bisonlam to a height of 0.91 meter at bottom panel and remaining height with glass and aluminium sections anodized to 12 to 15 microns and of sections of size 37mm x 62mm and 1.5mm thickness with one meter centre to centre duly fixed with clip beading on both sides including fixing the frame to pillars by M.S. flats, bolts and nuts including cost and conveyance of all materials including overheads & contractors profit etc., complete as directed during execution.				
2	Partition work	Sq.mt	91.80		

Signature of Tenderer with Date