



United Nations  
Educational, Scientific and  
Cultural Organization

# REGIONAL CENTRE FOR BIOTECHNOLOGY

an institution of education, training and research

Established by the Dept. of Biotechnology, Govt. of India  
Under the Auspices of UNESCO  
180 Udyog Vihar Phase 1, Gurgaon - 122016, India

## Schedule of work

**Work: Design, Fabricate, Supply and Fixing of Lab tables and owooden work on rate contract basis at Regional Centre for Biotechnology (RCB) 180,Udyog Vihar,Phase-1 and Advance Technology Platform Centre (ATPC) Gurgaon .**

S. No.	Items	Qty	Unit	Rate	Amount
1	Fabrication of lab tables of size 30" to 32" depth and 30"to 36" height made of 1"x1" MS square pipe outer frame, carcass made of 19mm thick commercial board fixed to the outer frame covered with 1 mm thick laminate on all the exposed area,(excluding top) 6mm thick ply to be used in the bottom of drawers, Z black granite stone top with edge polished of the tables having drawers, box, shelves and shutters drawers, locks level adjustment screws, run on telescopic channels as required and complete with all hardware and painting polishing works.	150	Rft	3580	537000
02.	Providing and fixing of wooden shelves of size 12" depth made of 18mm thick prelaminated board, 19mm width slotted U channels, MS bracket, channels fixing on the wall with fastener and complete as you required.	500	Sq ft	318	159000
03.	Supply of sink table of size 60"x27"x36" made of 1"x1" MS square pipe frame, 19mm thick commercial board, 6mm thick ply, 1 mm thick sunmica fixing on all exposed area ,(excluding top) having box, shutter, shelves, Z Black granite top with one inch granite border with edge polish, 26"x20"x 10" stainless steel sink Neelkanth Make two heavy duty taps with one foot control Make –Vijay or equivalent quality and complete with all hardware and painting/polishing works as you required.	03	Ea	25000	75000
04.	Providing and fixing of wooden rack 12"to 15" depth made of 19mm thick board,6mm plywood 1mm lamination having shelves/partition as required, shutters with all hardware fittings locks & complete with painting/polishing works.	400	Sq ft	620	248000
05.	Fabrication of working table on 1"X1" MS square pipe of size 24" depth and 30" height made of 19mm	100	R ft	3183	318300

	thick commercial board, 6mm thick ply, 1mm thick lamination sheet fixing on all exposed area having drawers, box, shelves as required drawer run on telescopic channels and complete with all hardware and painting polishing works.				
06.	Providing and fixing of two shelves with frame of size 18" width and 30" height common for two tables and made with 1"x1" MS square pipe frame, granite stone top wooden raceway to accommodate switch/socket and covered with 1mm thick sunmica sheet and complete with painting/ polishing works.	<b>50</b>	<b>R ft</b>	<b>1448</b>	<b>72400</b>
07.	Providing and fixing of wooden raceway of approved dimensions made out of 12mm thick commercial plywood(as approved) from all side except the front side which is made of 6mm thick plywood sheet including pasting/ covering the front surface with 1mm thick sun mica sheet. Providing appropriate cut out section for mounting switch/socket. Installing the raceway on wall/ aluminum section, painting the exposed surface with matching deco paint complete as required.	<b>250</b>	<b>R ft</b>	<b>188</b>	<b>47000</b>
8	Fabrication of teak wood cabinet of size 13" depth and 41" height made of 19 mm thick board ,6 mm thick ply,4 mm thick teak ply, having boxes, shutters shelves, teak wood edging and complete with all hard wares and polishing work as required as per site requirement.	<b>70</b>	<b>Sq ft</b>	<b>790</b>	<b>55300</b>
9	Providing and fixing black out curtains of 3'X9 ' size with sliding channel arrangement as per site requirement.	<b>15</b>	<b>Ea</b>	<b>1200</b>	<b>18000</b>
10	Providing and fixing bath room cylindrical door locks Make – Door set, Godrej, Plaza	<b>10</b>	<b>Ea</b>	<b>650</b>	<b>6500</b>
11	Providing and fixing of Daraz lock make Godrej/Dorset.	<b>25</b>	<b>Ea</b>	<b>250</b>	<b>6250</b>

Total estimated cost **Rs 15,42,750/-**

Estimated Total cost in words: (Rs Fifteen lac forty two thousand seven hundred fifty only)

## **Material Make**

19 mm board, 6 mm Commercial PLY ----- Century. Green ,Duro,Bhutan Tuf

Sunmica/Laminate- Greenlam, Merino,Century sundeck

Paint Enamel Berger, ICI Dulux, Nerolac

Locks Godrej, dorset, Harrison

Teak wood Margin First class teak wood.

No. ATPC/04-02/06/NIT/05/2013-14

03.9.2013

**NOTICE INVITING TENDER**

Sealed tenders are invited in two bid system on rate contract basis, I- Technical Bid and II- Price Bid on behalf of the Executive Director, Regional Centre for Biotechnology for the work as per schedule and General terms & conditions available in the Centre, 180,Udyog Vihar Phase-1, Gurgaon.

01. Name of work : Design, Fabricate, Supply and Fixing of Lab tables and wooden work on rate contract basis for the period of one year at Regional Centre for Biotechnology (RCB) 180,Udyog Vihar,Phase-1 and Advance Technology Platform Centre (ATPC)Gurgaon RCB.
02. Estimated cost : Rs. 15,42,750/-
03. Earnest money : Rs.31,000 /-
04. Last date of sale of tender : 07.10.13
05. Last date of receipt of tender : 08.10.13 up to 3.00 PM  
(Both technical and price bid)
06. Date of opening of the tender : 08.10.13 at 3.30 PM  
(Technical bid only)
07. Time of completion of job : 30 days for each work order under the contract.
08. Cost of tender : Rs. 500/- (Non-refundable)

**09. Pre-qualification criteria:-**

(a) The contractor should be registered in Research and Development Lab of Govt Deptt, CPWD, PWD, MES, , Autonomous Body(s) or in any other Govt. Department.

(b) The contractor should have completed at least one similar work of value not less than 12 lac, two works of 10 lacs and three similar works of value of 7 lacs in R&D of Govt Department , Autonomous Body CPWD, PWD, or in any other Govt or Reputed private Sector, in last seven years. (Similar nature of work means “Design, Fabricate, Supply and Fixing of Lab tables and other wooden work)

c) The contractor should have yearly turnover of not less than 15 lakhs (every year) for the last three years. The contractor should enclose, audited / ITCC Certificate, Annual report (Balance sheet and profit and Loss Account) for the last three years duly attested by Chartered Accountant.

Attested copies of the Completion Certificates issued by the Executive Engineer or above/head of department are required to be enclosed with the technical bid. The contractor should also give complete details of the concerned authority such as name with designation, valid address, telephone/ mobile number with STD Code, etc. Contractors must submit definite proof from the appropriate authority, of having satisfactorily completed above completion of three similar works, during the last three years which shall be to the satisfaction of the Centre. The completed works will be open to inspection (inspection will be done at the risk and cost of the contractor) and in case works is not up to the standard, the tender will summarily be rejected & no queries will be entertained in this regard.

(d) No subletting or sub-contracting of the work will be permitted without the expressed consent of RCB authorities.

e) Tenderer should have its office/ workshop in Delhi-NCR. (Attach documentary evidence)

Copies of all documents of pre-qualification criteria and as asked for in the tender may please be attached with the (Part-I) Technical Bid ONLY (All the documents are required to be duly attested by Executive Engineer or above, with their official seal giving complete name, designation, department, address, etc. On short fall of any documents/ demand draft (EMD)/ Tender Cost, etc., the tender will summarily be rejected and no correspondence will be entertained in this regard. Decision of the Competent Authority shall be final binding in this regard.

The envelops should be super-scribed clearly with Name of work and ‘TECHNICAL BID’/ ‘PRICE BID’, providing name(s) and postal address of the Contractor with Phone/ Mobile/ Fax numbers and e-mail address if any.

**The offer shall remain open for at least 90 days. Earnest Money Deposit (EMD) amounting to Rs.31,000/- and tender fee Rs 500/- (separate Demand Drafts) shall be accepted only in the form of Demand Draft drawn in favour of the Executive Director, RCB, payable at Gurgaon and submitted along with Part-I, Technical Bid without which the tender will summarily be rejected.**

**Biju Mathew  
Senior Manager (A&F)**

### **GENERAL TERMS AND CONDITIONS**

**Work: Design, Fabricate, Supply and Fixing of Lab tables and wooden work on rate contract basis at Regional Centre for Biotechnology (RCB) 180,Udyog Vihar,Phase-1 and Advance Technology Platform Centre (ATPC)Gurgaon RCB.**

1.Earnest Money Deposit (EMD) amounting to Rs 31,000/- and Tender cost Rs 500/- In the form of separate Demand Drafts drawn in favour of the Executive Director RCB, payable at Gurgaon shall be submitted along with the technical bid without which the tender will be summarily rejected.

**2. The rates must be quoted in the form of percentage variation of estimated cost of Rs 15,42,750/-The rates shall be inclusive of all taxes, duties and cartage.**

3.The work shall be done as per specification, terms & conditions and as per the instruction of the Engineer- in-Charge.

4. Duly sealed tenders shall be dropped in the tender box placed at the reception counter of the RCB main gate.

5. The Executive Director RCB, reserves the right to cancel any or all the tenders without assigning any reason.

6. Electricity and water required for executing the work shall be made available by RCB free of cost.

7. All materials brought at site shall be got approved from the Engineer-in-charge' before being used.

8. The tenderers should have office/service centre in Delhi & NCR.

9. The contractor shall obtain CAR (Contract all risk)/EAR (Erection all risk) policies of the above work till the completion of work, on his own expenses.

10. No T & P shall be supplied by the Institute.

11. The rates shall be inclusive of all taxes, duties and cartage and minor civil and masonry work etc

12. The Contractor shall offer a guarantee for the workmanship and materials supplied for a period of one year from date of completion of each job.

13. Time allowed for the completion of each job under the rate contract shall be **30 days but rates will be firm and binding for one year from date of award of the contract and job will be done as per site requirement as and when required and as approved by engineer- in-charge.**

14. Time allowed for the work shall be strictly followed otherwise the contractor shall be liable to pay compensation at the rate of 0.5% of the ,contract value of the job undone per week of delay on the part of the contractor subject to a maximum of 5% of the total contract value.

15. Income tax shall be deducted from the bill as per Govt. of India rules.

16. No advance payment will be made.

17. Time allowed for the work shall be strictly followed.

However, for any reason beyond the control of the contractor the extension of time shall be granted upon application by the contractor in prescribed format. No claim for any compensation during the extended period shall be entertained and the centre's decision in this regard shall be final.

18. **Security Deposit @ 10%** would be deducted from each bill and same will be released after one year from successful completion date of each work.

19. Earnest Money Deposited by the successful tenderer shall be adjusted against deduction of security deposit (SD) amount.

20. The contractor shall, at his expense and without delay supply to engineer-in-charge samples of each material to be used on the work and shall get these approved in advance.

21. The contractor shall supply materials at site with manufacturers test certificate and challan as desired by the Engineer-in-charge.

22. For proper completion of the work, if any quantity variation or extra items of work are involved, the contractor shall execute the same. Rates of extra items shall be derived from the tender itself as far as possible or else prevailing market rates shall be adopted. **The quoted rates will stand firm for period of one year from date of award of the contract.**

**23. The overall lowest bidder has to match the lowest rates of those individual items where their quoted rates are higher. However abnormally low rates (15% below estimated rate) will not be considered by the committee.**

24. The Contractor shall ensure compliance of all statutory laws and by laws of the Central Govt./State Govt./Municipal authorities related to the employment of their staff and all such obligations under Wages Act., Workmen Compensation Act., ESI Act., Provident Fund and Miscellaneous Provision Act., Bonus Act. and Contract Labour Act. 1970 etc. RCB will not be responsible for such purposes in any way.

25. In case the Contractor resiles from the offer within the validity of tender,(60 days) the earnest money will be forfeited. Similarly, if contractor fails to commence the work after issue of the award letter, the amount of earnest money will also be forfeited. After commencement of the work, the amount of earnest money will be converted into security deposit.

26. Any claim dispute or difference arising out of or in connection with this agreement and which can not be settled by mutual consultations, shall be referred to sole Arbitration or an Arbitrator to be appointed by mutual consultations. The award of the Arbitrator shall be final and binding between the parties to this agreement. The Arbitrator proceeding shall be governed by the Arbitration and conciliation ordinance dated 26<sup>th</sup> March, 1996 and shall be conducted in Delhi.

The agreement drawn shall be subjected to the jurisdiction of the courts at Delhi.

Senior Manager

**SUMMARY OF PRICE**

**NAME OF WORK:** Design, Fabricate, Supply and Fixing of Lab tables and wooden work on rate contract basis at 180, 181 Udyog Vihar, Phase-1 and ATPC Gurgaon.

**BIDDING DOCUMENT No:** ATPC/04-02/06/NIT/05/2013-14 dated 03.09.2013

Name of bidder:

Sr no	Description	Amount
A	Total Estimated price (As per schedule of rates)	Rs 15,42,750/-
B.	Percentage increase / decrease on total estimated price for total work (i.e on "A" above)	In figures.....% In words.....percent. (Refer Note-1)
C	Amount on the basis of percentage increase/ decrease on total estimated price as mentioned at "B" above.	Rs.....

D	Total amount after considering percentage Increase/Decrease as above	(In figures) Rs.....  (In words) Rupees..... .....
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**Note:**

1. Bidder shall indicate the percentage Increase/Decrease under Sr No B and amount as per Sl No C&D in price bid only ( and not in techno-commercial bid).
2. Bidder shall indicate (+) for increase and (-) for decrease. For no increase / decrease Nil shall be indicated
3. The percentage should be quoted up to 2decimal place.
4. In case of any discrepancy in the % and amount quoted by the bidder, the percentage variation figure ( As mention against "B") will prevail.

(Stamp & Signature of bidder)