

**CSIR-CENTRE FOR CELLULAR & MOLECULAR BIOLOGY**  
**[ Council of Scientific & Industrial Research ]**  
**HYDERABAD 500 007**

**REF:CCMB/WKS-10/17**

**ESD-Works Section**  
**Dt.:24.08.2017**

**NOTICE INVITING TENDERS**

Sealed tenders are invited by the Director, CSIR-C.C.M.B., Uppal Road, Hyderabad from the Registered and experienced Civil Contractors of C.P.W.D., Railways, M.E.S., Defence Organisations, P & T, BSNL, State R & B, P.W.D. and other Public Sector Undertakings or Govt. aided Autonomous Bodies like CSIR,ICMR,ICAR etc., for the work of “ **CIVIL RENOVATION/MODIFICATION WORKS CONSISTING OF (1) Renovation of Toilets, Bath Rooms, (2) Polishing of Flooring (3) Internal & External Painting (4) and other interrelated civil petty repair works of pipelines, Aluminium windows, doors etc., for 02 Blocks of SC-I [ Q.No:13 to 18 & Q No:19 to 24 ] at CSIR-CCMB Housing Colony, H.M.T. Nagar, Nacharam Road, Hyderabad 500 076**”.

Estimated cost of the work	Rs.20.00 Lakhs
Time for completion of the entire work	THREE [ 03 ] MONTHS from the 10 <sup>th</sup> day of issue of Work Order to the successful tenderer.
Sale of Tenders	30.08.2017 to 13.09.2017
Cost of Tender Document	Rs.500.00 by way of Demand Draft drawn infavour of the Director, CSIR-CCMB, Hyderabad.
E.M.D. to be deposited with tender	Rs.42,000.00 [ Rupees Forty Two Thousand Only] by way of Demand Draft drawn infavour of the Director, CSIR- C.C.M.B., Hyderabad.
Last date & Time for submission of Tenders:	Upto 2.30P.M. of 18 <sup>th</sup> September,2017
Tender Opening Date & Time	4.30P.M. of 18 <sup>th</sup> September,2017

The tenders will be issued from the Works Section, Room No: V-205, 1<sup>st</sup> Floor, Workshop Building on all working days [ excluding Saturday & Sunday & other closed holidays] from 10.00 A.M. to 12.30P.M. and 2.00P.M. to 5.30P.M.

The tender cost of Rs.500.00 has to be submitted by way Demand Draft drawn in favour of the Director, CSIR- C.C.M.B., Hyderabad. No cash /Ordinary cheques/ Crossed Cheques issued by the purchasing agency will not be accepted towards tender cost. Tenders will be issued to all the eligible Contractors on production of following documents to the satisfaction of the Officer issuing the tenders:

1. Copy of Registration Certificate as Contractor with any one of the Organisation indicated in Para No:01.
2. Copies of (a)minimum 03 work completion Certificate for a minimum value of Rs. 5.00 Lakhs [Rupees Five Lakhs ]and above under single contract or (b) minimum 02 completion certificate for a minimum value of Rs.7.00 Lakhs [Rupees Seven Lakhs ] and above under single contract or (c) One Completion Certificate for a minimum value of Rs.15.00 Lakhs [ Rupees Fifteen Lakhs ]and above under single contract issued by any Govt. Organisation or Govt. Autonomous Bodies for execution of Similar nature of works on or after 01.04.2013.
3. Copy of Permanent Account Card [P.A.N.] issued by the Income Tax Department
4. Cost of Tender document as indicated above.

Experience certificate issued for the works done as a sub-contractor will not be considered.

In case any tenderer wishes to obtain the tender document by post, an additional amount of Rs.250/- along with tender cost towards postal and handling charges has to be paid. However, this Centre will not take any responsibility for late delivery or non delivery of tender document in time by the postal/courier services.

An amount of Rs.42,000.00 has to be submitted as E.M.D. [ Earnest Money Deposit] by way of Demand Draft drawn in favor of the Director, CSIR- C.C.M.B., Hyderabad along with the tender document. Ordinary cheques/crossed cheques issued by the tendering agency or Cash or Bank Guarantee will not be accepted towards E.M.D.

The tenders are to be submitted in a sealed cover in 03 envelope system as follows:

- (a) First cover containing the E.M.D. – DD only duly superscribed “EMD for CIVIL RENOVATION WORKS IN 02 BLOCK OF SC-I AT CCMB SQ AREA”, DUE on 2.30P.M. of 18<sup>th</sup> September, 2017.

(b) Second cover consisting of covering letters of tenderers, and original duly filled and signed tender document only, duly superscribed “ Tender for CIVIL RENOVATION WORKS IN 02 BLOCKS OF SC-I AT CCMB SQ AREA”, Due on 2.30P.M. of 18<sup>th</sup> September,2017.

© The third cover containing both the above said two sealed covers duly superscribed “ Tender & EMD for “ civil renovation works in 02 blocks of sc-I at ccmb sq area”, Due on 2.30P.M. of 18<sup>th</sup> September,2017.

All the three covers to be addressed to the “ CONTROLLER OF ADMINISTRATION, CSIR-C.C.M.B., UPPAL ROAD, HYDERABAD “

The tenders are to be dropped in the tender box kept in Room No:V-205, WORKS SECTION, First Floor of WORKSHOP BUILDING. Works section will not take any responsibility in case the tenders submitted in any other tender box kept in CSIR-CCMB Campus. As such the tenderers are advised to ensure to handover/drop their tender in the designated place only. No separate acknowledgement for submission of tenders will be given.

All the tenders received within the due time of 18<sup>th</sup> September,2017 will be opened on the same day at 4.30P.M. by the tender opening committee, in the presence of the tenderer or their authorized representatives who may be present at that time.

Tenders submitted/received after the due time of 2.30P.M. on 18<sup>th</sup> September,2017 either submitted in person or sent by post/courier etc., will not be opened.

The cover containing the E.M.D. only will be opened in the first instance . The tenders of whose E.M.D. is not in order or not accepted will not be opened and the same will be returned un-opened after obtaining necessary acknowledgement to this effect or returned by post at a later date.

The D.D. submitted by all the unsuccessful tenderers towards E.M.D. will be returned as it is within one week from the date of acceptance of the successful tenderers tender by the Competent Authority.

The E.M.D. submitted by the successful tenderer will be retained by the CSIR- CCMB and the same will be adjusted in the future recovery of 5% Security Deposit.

**Time for completion of the entire work** as a whole in all respects **will be 03 [ THREE ] MONTHS from the 10<sup>th</sup> day of issue of the work order to the successful tenderer.**

It is advised to all the tenderers to visit the site before submitting their offer and fully acquaint themselves the existing site conditions, facilities, and about the conditions in regard to accessibility of site, nature and extent of ground, working condition of site and locality for stacking of materials, installations of tools and plants etc., conditions affecting accommodations and movements of labour etc., required for the satisfactory execution of the work contract. As such nothing extra will be entertained at a later stage.

Time is very much essence of this Contract as such the entire work has to be completed within the time schedule and no extension of time will be considered. Penalty will be imposed in case of any delay in execution due to successful tenderer.

As the work has to be carried-out in the Residential Colony the same has to be carried-out in a Phased manner within the time schedule indicated above without any disturbance or any kind of problem to the Occupants of the Colony or other contractors working in the same or near by area of work site.

The charges shall include all taxes, duties, GST, Labour Cess etc., and loading, unloading, transporting charges, labour charges, erection of new scaffolding/staircase for shifting of men & materials etc., supply of new items indicated in the schedule , its Construction/Fixing etc, and other minor inter related works which were not specifically not indicated but which are required for satisfactory completion of the items indicated in the schedule., and nothing extra on any account will be entertained at a later stage.

The rates shall also include E.S.I., E.P.F. Bonus etc., for the labourers/workers to be engaged by the successful tenderer.

The charges shall also include all rental charges for any machinery, tools, plants required for the execution of the work as a whole, cost for scaffolding required, basic cost of materials, contractor's profit taking into consideration of the market fluctuations, Labour cess etc. ,are deemed as included in the tendered cost , as such nothing extra will be entertained at a later stage.

The successful tenderer has to make their own arrangement for necessary tools, plants, scaffoldings, required for carrying out the work, labour force etc., and CSIR-CCMB will not take any responsibility to provide or to arrange any thing on these account.

The successful tenderer has to make their own arrangement for the security for the materials/lift brought to the site by them for the usage/execution of the work or for the materials kept by them in the godown at the work site. The Centre will not take any responsibility on this account or pay any extra amount or any compensation in case of any loss/damages/theft etc., whatsoever.

The charges shall also include for clearing of site after completion of the work and for removal of debries/rubbish etc., and the site has to be handed over in neat and clean manner.

In case of any damage caused to the structure or any machinery, property, fittings, fixtures etc. of CCMB/CSIR, during the execution of work by the workers/labourers/supervisors to be engaged by the Contractor, the same has to be rectified/repaired/replaced as the case may be at the cost of the contractor , failing which the cost of such loss as assessed by the Engineer-in-Charge will be recovered from the bills of the Contractor.

The electricity power will be supplied in one point. The contractor has to make his own arrangement for extension card, cable etc., to provide power at their convenient. All such temporary power connections erected by the contractor has to be removed by the contractor after completion of entire work . Water charges will be recovered @ 1% of the total value of work done.

The successful tenderer must ensure safety and to take all precautionary measures to the workers/supervisors/labour force to be engaged by them for this work and incase any of worker/supervisor/labour met with any accident, serious injury or calamity or death etc., the payment of compensation rests with contractor and CCMB/CSIR will be free from all such encumbrances.

All the workers/Supervisors/Labourers to be engaged by the contractor for this work is required to strictly follow the security rules of this Centre , while they are within CSIR-CCMB Campus.

Income-tax, GST @ 2%, Labour Cess @ 1% etc., will be recovered from the bills of the contractor as per the instructions of the Govt from time to time during the contract period, while making payment .In case, the successful tenderer does not have GST Registration No. or fails to produce the copy of his/their GST Registration No. the GST @ 12% will be recovered from the successful tenderer instead of 2% and no further claim or reimbursement on this account will be entertained.

The tenderers are expected to go through the entire tender document, terms and conditions, specifications, special conditions etc., before submitting their offer. In case of any clarification is required the same has to be sent in writing to Shri D M Nikhar, E.E. [ Civil ] well in advance to enable him to give the clarifications.

Tenders shall remain valid for 90 days from the date of its opening for the acceptance and for award of work. Validity beyond 90 days from the date of opening shall be by mutual consent.

Tenderer must sign and put their official rubber stamp showing the full address and in each page of the priced schedule of quantity and also in each page where specifically indicated such as " Name & Address of the Tenderer " and " Signature of the Tenderer".

**TENDERERS ARE ADVISED NOT TO USE ANY CORRECTION FLUID IN THE TENDER DOCUMENT, PARTICULARLY IN PRICED SCHEDULE OF QUANTITY. OTHERWISE THE SAME WILL BE REJECTED AT THE TIME OF TENDER OPENING ITSELF.**

**IN CASE OF ANY MISTAKE OR CORRECTION TO BE MADE DUE TO ANY UNAVOIDABLE REASON, THE TENDERERS MAY KINDLY ENSURE TO CIRCLE THE EARLIER FIGURE AND CUT THE SAME AND THEREAFTER RE-WRITE THE NEW FIGURE. ALL SUCH CORRECTIONS OVERWRITING HAS TO BE SIGNED BY THE TENDERER AND OFFICIAL RUBBER STAMP HAS TO BE AFFIXED IN THAT PLACE TO AUTHANTICATE THE CORRECTIONS MADE BY THEM.**

Tenderers have to quote their offer rates in figure and in words. The tenderer shall also workout the amount for each item of work and write in both in figure and in words. On check, if there is any difference between the rates quoted by the tenderer in words and in figure or in the amount worked out by them the following procedure shall be followed:

- (i) When there is a difference between the rates in figure and in words, the rates which correspond to the amounts worked out by the tenderer shall be taken as correct.
- (ii) When the amount of an item is not worked-out by the tenderer or it does not corresponding with the rate written either in figure or in words, the rates quoted by the tenderer in words shall be taken as correct.
- (iii) When the rate quoted by the tenderer in figure and in words tallied but the amount worked out is not tallied with the rates quoted by the tenderer, then the rates quoted by the tenderer shall be taken as correct and not the amount.

Except writing the rates and amount , the tenderer should not correct/score or cut any terms and conditions or change the specifications or alter or make any modifications in the tender document. In case any tenderer wants add their own terms and conditions, specifications or offer any rebate they are well come to do the same separately in their covering letter. However, if any discount or any conditions having financial implication the same may also be indicated in the priced scheduled also. **It may kindly be noted**

**that all the conditions put forwarded by the tenderer in the covering letter or in the tender document deemed as rejected automatically, until and unless the same is/are specifically accepted by CCMB in writing before the award of work or specially indicated in the work order.**

Some of the provisions of General Conditions of Contract are given below. Interpretation however shall be as given in the General Conditions of contract which can be seen in the Works Section and will be issued on specific request made to this effect.

- a. DEFECTS LIABILITY PERIOD: TWELVE (12) Months from the date of completion of work as Certified by the Engineer-in-Charge.
- b. MINIMUM VALUE OF WORK FOR THE INTERMEDIATE CERTIFICATE/PAYMENT : Rs.7,00,000.00 [ Rupees Seven Lakhs ] Only. One Running Account Bill will be entertained in a calendar month.
- b. SECURITY DEPOSIT: 5% of the total value of work done [including the EMD amount ] will be retained/recovered as Security Deposit. The recovery of Security Deposit from the Running Account Bill will be at 10% of the Running Account Bill and the same will be adjusted at the time of making final bill and in case of any excess recovery in view of the recovery of 10% in the Running Bill will be refunded along with the final bill.
- c. COMPENSATION: Contractor shall pay as compensation an amount equivalent to 1% [ ONE PERCENT] per week or part thereof, on the total value of work done, subject to a maximum of 10% of the Gross value of work done as a penalty/compensation for non completion of the work within the time period.

The Engineer-in-Charge reserves the right to make part payment in the Running Account Bill, based on his own assessment, if required.

Payment will be made at 95% of the total value of work done, and the balance 5% [including EMD amount] will be retained towards Security Deposit as detailed above.

The Security Deposit will be refunded without any interest after completion of full defects liability period of 12 months is over from the date of completion as indicated in the final bill, provided all the defect pointed out during this period are rectified/repaired /replaced as the case may be by the contractor at their cost and further the same is not forfeited for any other reason.

No part refund of Security Deposit during the defects liability period will be entertained. No Bank Guarantee towards Security Deposit will be entertained. However, F.D.R. duly pledged in favour the Director can be submitted in advance before cash recovery from the bills. Once cash recovered from the bills towards S.D. will not be refunded against F.D.R.

The successful tenderer has to deposit a sum equivalent to 5% of the total value of their tendered /quoted amount as Performance Deposit by way of Demand Draft drawn infavour of the DIRECTOR OR by way of F.D.R. duly pledged infavour of the Director, CCMB, Hyderabad at the time of entering to formal agreement with the Director, CCMB. No Bank Guarantee towards Performance Deposit will be entertained. The performance deposit will be refunded without any interest along with the final bill, provided the work is completed satisfactorily and the same is not forfeited for any reason.

**All the tenderers are expected to quote reasonable and workout able rates in their tenderer taking into consideration of the height and other considerations of the site. In case the rates/amount quoted by the first lowest tenderer appears to be very low and un-workout able in the opinion of the Engineer, the Director, CSIR-CCMB reserves the right to demand additional Performance Deposit from such tenderer, on the recommendations of the Engineer-in-Charge.**

The successful tenderer have to supply the materials as per the approved make informed/indicated by the Engineer-in-Charge. In case the successful tenderer wants to use any other make due to non availability of such approved make in the market or due to any other reason, all such alternative make has to be got approved from the Engineer-in-Charge by the contractor before they put into use or work. Otherwise the same will be rejected in toto and no payment for such non approved make will be entertained. No extra/additional claim for such modification will be entertained.

The successful tenderer has to execute the formal agreement with the Director, CSIR-C.C.M.B. on Rs.100/- Non Judicial Stamp Paper within one week from the date of such intimate and also submit the Performance Deposit amount as indicated above along with stamp paper, failing which it will be presumed that the tenderer is not willing to execute work and the EMD amount deposited by them will be forfeited without any further notice/communication.

**Important note:**

**All tenderers must quote for BUY BACK value for old items including all debries, excess excavated soil and other building materials, which are going to be removed/dismantled/excavated by the successful tenderer for carrying out the new work. All such items removed /dismantled by the Contractor has to be taken back by the contractor from CCMB Campus at his/their cost. The final bill will be made only after removal of all such old/removed items covered under this**



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**contract from CCMB Campus. The value quoted by the contractor towards buy back of these old/dismantled items will be deducted from the amount due to them for the new works done under this contract.**

**For award of work, the Lowest tenderer will be determined based on the rates/amount quoted for the new works to be done. The rates/amount quoted for the Buy BACK items will not be considered for determination of the L-1 tenderer. In case any tenderer fails to quote for these Buy Back items, the tender will be treated as incomplete tender and the same may leads for rejection of their offer. Hence, all the tenderes are advised to quote for Buy Back items without fail.**

The Director, CSIR-C.C.M.B. reserves the right to reject the lowest or any or all or to accept any tender other than the lowest tender without assigning any reason(s).

HEAD, ENGINEERING SERVICES DIVISION