

# **TENDER DOCUMENTS**

**FOR**

**Waterproofing Treatment B-Block Building  
Terrace, Jamia Hamdard**



**JAMIA HAMDARD**

**HAMDARD NAGAR, NEW DELHI-62**

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**HAMDARD NAGAR, NEW DELHI-110062**  
**NOTICE INVITING TENDER**

Date: 28/08/2024

Ref. No: JH/Civil/B-block/Waterproofing/181/24

Jamia Hamdard invites sealed items rate Tenders in two bids system (Technical & Financial Bid) from reputed contractors Registered or worked/working with Govt., Semi Govt., or reputed Institutions for the below mentioned work. The Tender documents and other details are available on the [website https://jamiahamdard.edu/UserPanel/TenderList.aspx?tc=tender](https://jamiahamdard.edu/UserPanel/TenderList.aspx?tc=tender) Last date of submission of the Tender is **07/09/2024** up to 3.00 PM. The bidders are also advised to visit site to satisfy themselves before submitting the bids. Bidders not fulfilling the eligibility criteria may be rejected.

- NAME OF WORK: Waterproofing Treatment for B block building Terrace
- ESTIMATED COST: Rs. 5,80,000.00
- EARNEST MONEY: Rs. 11,600.00
- TENDER COST: Rs. 1000.00 only (Non-Refundable)
- TIME PERIOD: 40 days.
- PRE- BID MEETING: **02/09/2024** at 3:00 PM, at Executive Engineer office.

The Tender duly filled should be dropped in the Tender Box kept in Purchase Section on or before 07/09/2024 up to 3.00 PM along with demand draft of Earnest money & Tender fee in sealed envelope clearly specifying the name of work. The D.Ds shall be in favour of “Jamia Hamdard” payable at New Delhi. The Tender shall be opened on 07/09/2024 at 3.30 PM by the tender committee in the presence of available interested parties in the Office of Executive Engineer and the Financial bid of the eligible parties will be opened after due information to eligible parties.

In case the required procedure is not followed, the tender can be rejected. Jamia Hamdard reserves the right to reject any or all tenders or split the tenders without assigning any reason whatsoever.

Registrar

Copy to:

System Analyst to kindly upload the NIT with tender documents on the University’s website.

PA to Finance Officer for kind information

## **SCOPE OF WORK:**

Waterproofing treatment of terrace, as per BOQ.

Replacement of Mudphaska with Bric bat/Brick Coba with correcting the slope of terrace at required areas, as per BOQ.

## **ELIGIBILITY CRITERIA**

- Contractors should have executed similar nature of works of at least one contract of 80% value of estimated cost of works or two contracts of similar nature of works of 60% value of estimated cost of works or three contracts of similar natures of works of 40% value of estimated cost of works in the last 3 years in any Govt./Semi Govt./State Govt. Departments/Institutional Buildings, reputed Institutions/Universities produce credentials in support thereof. The Bidders have to be submitted the copies of Work order and their respective completion certificates. The Original will have to be produced when asked for verification.
- The firm should have average annual financial turnover of at least Rs. 3.5 Lakhs during the preceding last 3 consecutive financial years. Turnover Certificate must be verified by the Chartered Account with a valid UDI no. if certificate not available, Copies of the audited balance sheet (duly verified by Chartered Account with a valid UDI no.) of the vendor/bidder for the last three financial years may be attached
- The Bidders must have G.S.T & PAN No., and should attach ESI, EPFOregistrations, if applicable.

**Note: - Tenders shall also be liable for rejection on any of the following grounds:**

- a) Tenders submitted late.
- b) Tenders containing remarks uncalled for.
- c) Conditional tenders
- d) Tenders not submitted on prescribed Performa.
- e) Telegraphic tenders.
- f) Tender submitted without E.M.D. and Cost of tender document.

## **SUBMISSION OF BIDS**

1. Submission of Tender: Tenders should be submitted in two Parts i.e. “Technical bid” (Part-A) and “Price bid” (Part-B) in two separate sealed envelopes. Both the parts should be further put in a single sealed envelope super-scribing NIT No. & name of work, due date for opening, bidder’s name & address. The tender duly filled should be dropped in the tender box kept in the Purchase Section; It should not be handed over to any employee of the Jamia Hamdard. No tender shall be accepted later than the time schedule specified above. Any clarifications/amendments/corrigenda etc., to NIT before last date of submission of bid will only be available on our website: [www.jamiahamdard.edu](http://www.jamiahamdard.edu). Therefore, bidders are advised to keep visiting our website.

### **Technical Bid (Part-A):**

In this bid, the bidder shall submit the following:

- Covering letter on Company’s Letter head
- Bio data of company (Company profile, organizational setup, credentials, list of plant, machinery & tools in his possession).
- Earnest Money Deposit.
- Copies of GST no., PAN no., ESI, EPFO Registration etc.
- Company’s financial performance documents (Audited balance sheet, and profit and loss statement)
- Copies of work orders for similar nature of works of at least one contract of 80% value of estimated cost of works or two contracts of similar nature of works of 60% value of estimated cost of works or three contacts of similar natures of works of 40% value of estimated cost of works in the last 3 years.
- Entire NIT (except Price bid) duly signed & stamped by the bidder.
- Experience of having successfully completed works during the last 3 years ending last day of the month previous to the one in which applications are invited.
- Average annual financial turn over on said work should be at least 04 Lakhs during the last 3 financial years. Documents in support should be attached.

Note

**Completion certificate submitted should be issued by an officer not below the rank of Executive Engineer.**

All documents submitted by the bidder should be self-attested along with stamp

## **Price Bid (Part-B)**

**Price Format/BOQ is cited on Annexure “X” (The Price bid is to be submitted in Separate envelope )**

In this bid, the related works' bidders are required to quote his item rates in the above said attached BOQ in accordance with the scope of works, terms & conditions & technical specifications enclosed. The rates/price quoted by contractor should be all inclusive i.e. should include all material cost, labour, services, plant/machinery/tools & tackles, ladders & scaffolding required for work, freight, Insurance, Octroi, Govt. duties & levies, GST, Service Tax, Sales Tax etc.), transport/cartage of materials/labour and all other expenses not specifically mentioned but reasonably implied. Nothing over and above these rates shall be payable to contractor. Further nothing extra in rates will be considered for any variations in tender quantities or due to any site difficulties. It is mandatory for bidder to quote all items rate as asked for in the BOQ/ PRICE schedule. Failure in not filling some item rates will lead to rejection of tender. The bidders should quote unconditional rates, neatly written without any overwriting and all pages should be duly signed & stamped. Tenderer should quote their rates both in figure and words.

The Price bid is to be submitted in Separate envelope

## "GENERAL TERMS & CONDITIONS"

- I. **Earnest Money:** An earnest money of **Rs. 11,600.00** for the Civil Engineering (Waterproofing) works have to be enclosed along with the Technical bid (Part-A). The EMD shall only be in the form of Bank Draft in favour of Jamia Hamdard, New Delhi. No Cheques/Cash shall be accepted as EMD. The refund of EMD to the technically disqualified shall be made within 15 days from the date of opening of price bid.
- II. **Validity of Tender:** Tender shall be valid for our acceptance without any change in rates and NIT conditions for a period of 90 days from the date of opening of price bid.
- III. **Escalation:** No escalation over and above items rates quoted by the bidder shall be paid during the execution of contract.
- IV. **Completion time:** The time shall be the essence of this contract and entire work as titled above is to be completed in all respects within a period of two **40 Days** from the date of issue of handing over the site. Any delay in completing the work for reasons attributable to the Contractor is liable for liquidated damages as per clause. The contractor shall not be entitling to any compensation for any loss suffered by hindrance on account of delay in commencing or executing the work, whatever the cause for such delays may be including delays in procuring Government controlled or other materials. Under the force-majeure conditions or delay due to reasons beyond control of the contractor, Jamia Hamdard may grant suitable time extension without penalty for which the contractor has to request along with the justification/ reasons well in advance to Jamia Hamdard for approval without any prejudice to price escalation. No time extension request shall be considered after the expiry of completion period/contract. The decision of Executive Engineer (E & M) regarding Time extension will be final and binding on the contractor.
- V. **Rate:** The rates shall be inclusive of all taxes (Service Tax, GST etc.) duties and cartage etc. Jamia Hamdard welfare Relief Fund will be deducted @ 0.25% of the amount of total bill claimed.
- VI. **Deviations:** No deviation from the stipulated terms and conditions will be allowed. Tender will be unconditional.
- VII. **Site Conditions: Contractor shall acquaint himself fully with the site conditions and the working environment of Jamia Hamdard before quoting his rates. No Compensation on account of any site difficulties will be entertained, at a later date, after award of the work. Site will be handed over as it is where it is and nothing extra shall be paid for clearing and disposal of Rubbish & Malba.**
- VIII. Before tendering, the Contractor shall visit and examine the site and satisfy himself as to the site conditions, the correct dimensions of the work and facilities. The rates of different items are for all heights, depth, curvature and width unless otherwise specified against the item. In case of any doubt, may be clarified from the office of the Assistant Engineer (Civil).

- IX. **Bar Chart:** The detailed schedule of programme in the form of BAR CHART for the awarded work shall be drawn and submitted by the contractor within 05 days of the acceptance of tender. The work shall be executed and completed in order and according to the schedule after approval of the same by Jamia Hamdard. For this a Bar Chart showing the programme and progress achieved will be submitted every fifteen days on the date fixed by Jamia Hamdard.
- X. **Electricity:** Temporary Electric Connection if required will be supplied by the Jamia Hamdard. The necessary cabling and metering etc. will be done by the contractor at his own cost. He shall be pay for the consumption at the prevailing rates of charges as per bills of Jamia Hamdard.
- XI. **Water:** Contractor to make their own arrangement of potable water for execution of work and drinking of labours by or arrange from outside at their own cost. The Contractor will ensure by Laboratory test that water is fit for construction and drinking purpose, if required.
- XII. **Correspondence:** All the correspondence in respect of tender/award of work shall be made to Executive Engineer (E & M).
- XIII. The Contractor shall not be allowed to possess any space or rooms inside the building.
- XIV. No work shall be done at night (8 PM to 9 AM) or as decided mutually and on National Holidays without the instruction in written of Jamia Hamdard.
- XV. **Terms of Payment:** The payment shall be made on submission of the bills in proper format by the contractor after due certification by the engineer responsible for supervision of the work. Contractor can submit one full and final bill after completion of work for claiming payment based on actual quantities of items of work executed as per BOQ and Engineer's instructions. 10 % deductions will be made towards the security deposit from bill. The security deposit shall only be refunded as per the clause of Security Release.
- XVI. **Labour Laws:** The contractor will abide by all the rules and regulations related to labour laws, accident, workmen compensation act, workmen insurance etc. This will be the sole responsibility of the contractor. Jamia Hamdard will not be a party at any stage in any of the disputes relating to the above. In case, Jamia Hamdard has to bear any expenditure due to non-conformance of the above provisions by the contractor, the same will be recovered from contractor's bills.
- XVII. **Work not to be sublet:** If the Contractor shall assign or sublet this contractor, or attempt so to do, or become in solvent or commence any insolvency proceeding of, if any bribe, gift, loan, given promised or offered by the Contractor to any person in the employ of Employer, then Jami Hamdard shall have power to termination of contract.
- XVIII. **Rules governing the Contractor's employees working in the Jamia Hamdard Premises:** The contractor's employees working inside the Jamia Hamdard campus will abide by the Centre's rules & regulations for works inside the campus. Any damage to the Jamia Hamdard property due to mishandling, carelessness on the contractor's or his workmen's part will be recoverable from the contractor's bills.
- XIX. **Liquidated damages:** In case the work is delayed beyond the specified completion period for reasons attributable to the contractor, deductions on account of Liquidated damages

@0.5% of the contract value per week will be deducted subject to a maximum of 5% of the contract value. However, during the delayed period, Jamia Hamdard also reserves the right to get some portion of work done by any other contractor at the risk and cost of the existing contractor and amount to that effect along with 10% overhead charges will be deductible from his bills/dues.

- XX. **Extra or substituted item:** If any extra or substituted item appears in the work, contractor shall submit its rate analysis supported with documents which shall be approved by Engineering Department. Analysis of rates will be based on DSR-2021 document of CPWD or based on market rates for determining item rate and pay to contractor accordingly.
- XXI. **Defect Liability period:** Defect liability period shall be Two (02) year from the date of completion of work. Any defect arising in this period will be rectified by him at his own cost. Failure to do so, shall lead to forfeiture of security deposit.
- XXII. **Work Performance Guarantee:** Contractor will provide guarantee and undertake that the water proofing work carried out by them as per specification will keep area treated with the said progress absolutely water-tight for a period of **Two (02)** year from the date of final completion of work.
- XXIII. **Security Deposit:** A security deposit equal to 10 % of the value of work will be deducted from Contractor's bills.
- XXIV. **Release of Security Deposit:** After successfully completion of the Defect Liability Period of Two years from date of actual completion of project. subject to satisfactorily rectification of all defects.
- XXV. Contractor should depute a qualified supervisor dedicated for this work, who will monitor and coordinate the works from contractor's side and interact with the Jamia Hamdard Engineers, responsible for supervision of work, on regular basis.
- XXVI. Contractor will take due permission for entry of all his workmen in Jamia Hamdard. No unauthorized person will be allowed to work inside.
- XXVII. The contractor will arrange all necessary materials, tools, equipment, access ladders & scaffolding, measuring instruments and working consumables etc. needed for execution of the works. Safe custody of all such material will be contractor's sole responsibility. No extra charges will be paid for the same. Watch and ward of all material till the system is taken over by Jamia Hamdard shall be the sole responsibility of the contractor and pilferage etc. shall be entirely to his account.
- XXVIII. During execution of work, Engineer can make minor changes in the scope of work as per site conditions or other reasons. Contractor will have no extra claim in his rates for the same.
- XXIX. If during the execution of works, any damage is caused to Jamia Hamdard property by contractor's/contractors' workers, contractor will duly make good the loss. Jamia Hamdard has the right to make suitable deduction from contractor's bills along with penalty, if contractor fails to make good the loss.
- XXX. During execution of work, the contractor/contractors should follow all standard norms of safety measures/precautions as per relevant IS codes and CPWD specifications to avoid accidents/damages to man, machines and buildings, at his own cost. Contractor
- XXXI. will have his own arrangement to escort the labour to the nearest hospital for treatment in case any injury happens to any worker during execution of work.



- XXXII. Manpower deployed by the contractor at our site for carrying out contract works is strictly prohibited being associated with any other works on the campus.
- XXXIII. No material belonging to the contractor whether consumable or non-consumable should be brought inside the Jamia Hamdard campus without proper entry at the Main Gate nor any material should be taken out without proper gate pass issued by the authorized representatives of the Centre.
- XXXIV. During execution of the work, contractor should dispose off waste material on regular basis and should keep the area of work properly cordoned off and neat and clean as far as possible. After completion of work, contractor should clear the site completely of all unwanted and junk material before submitting his final bill.
- XXXV. Jamia Hamdard will provide electricity, if needed, the electrical energy meter will be provided by the contractor and necessary deduction will be made as per the actual consumption of electricity during execution of work. The contractor has to make his own arrangements for water.
- XXXVI. Tender once submitted will remain with the Jamia Hamdard and will not be returned to the bidders.
- XXXVII. **Termination of Contract:** The Jamia Hamdard reserve the right to terminate the contract on account of poor workmanship, failure to mobilize site within 05 days, noncompliance of specifications for the works, abnormal delay in progress of work, violation of any contract provisions by the contractor. In such case, contractor's EMD and security deposit deducted so far will be forfeited.
- XXXVIII. The contract can also be terminated on the request of contractor. In such cases the contractor is liable to pay Liquidated damages @ 5% of tendered value besides forfeiture of EMD & security deposit recovered so far.
- XXXIX. Any dispute arising out of this contract will be subjected to jurisdiction of New Delhi/Delhi.
- XL. Tenders not complying with any of the provisions stated in this tender document are liable to be rejected. Jamia Hamdard also reserves the right to accept or reject any or all the tenders without assigning any reason and does not bind himself to accept the lowest tender or split the work in two or three parts.
- XLI. That in the event of any difference, or dispute arising between the parties to this Agreement for any reasons whatsoever relating to the contract, whether during the substance of this Agreement or thereafter, it has specifically been agreed that the party will endeavor to amicably resolve the difference, but in case if dispute or differences still remain unresolved, the same shall be referred to the sole Arbitrator appointed with the mutual consent of both the parties where decision shall be final and binding upon the parties concerned.
- XLII. The parties shall act strictly according to provisions of Indian Laws while implementing and interpreting this MoU/agreement, NIT etc. The Courts at New Delhi shall have exclusive pecuniary and territorial jurisdiction for the purpose of this MoU/agreement, NIT etc.

**(5) SPECIAL TERMS AND CONDITIONS**

I. Contractor will arrange proper necessary material at his own cost and will take all safety measures like safety belts, extra labour to hold ladders etc. If it is observed that work is proceeding without adequate safety precautions, work may be stopped by Engineer in-charge and in such cases, contractor will be solely responsible for delay and its consequences thereof.

**TECHNICAL SPECIFICATIONS**

As per attached BOQ and CPWD Specifications.

<b>S. No.</b>	<b>Enclosures</b>	<b>Submitted</b>
1.	Cost of tender document	
2.	EMD	
3.	Similar works order	
4.	Annual turnover certificate for the last three years with certification from practicing chartered accountant	
5.	Copy of registration letter	
6.	Signature with stamp in all pages of tender documents.	
7.	Bank account detail	
8.	E-mail address	
9.	Address for communication	
10.	Phone no, Mobile no, Landline no.	

**CHECK LIST**

**TO BE SUBMITTED ALONG WITH BID**

The tenderers are requested to ensure the submission of the essential documents to avoid disqualification of the bid. However, the check list is not exhaustive and the tenderer are requested to go through to NIT & related documents carefully and completely for fulfilments of tenderers requirement.

Signature of the Tenderers

**ANNEXURE-"B"**

**(8) LIST OF APPROVED MAKES**

1	Ordinary Portland Cement	Ultra Tech, ACC, of 53 Grade brands approved by the Engineer in-charge
2	Bitumen Paint	Greanseal, Black Japan, Cico, Dr. Fixit or as approved by the Engineer in-charge
3	Polysulphide Gun Grade sealent	Greenseal, Choksey, Cico or as approved by the Engineer incharge
4	Stone Aggregate (Blue/Black)	Sohna, Pali or other Approved. By Engineer In-charge.
5	White Cement	Birla, JK Cement or as approved by the Engineer in-charge
6	Waterproofing	Greenseal, Cico, Structural Water proofing Co., Overseas Water Proofing Product.
7	Silicon Sealants	V-guard, or equivalent, as approved by the Engineer incharge.
8	Brick	Modular common burnt clay bricks of class designation 7.5 as approved by the Engineer in-charge.

Note: -Contractors are requested to read the complete tender documents and visit the site before submission of Bids.

Signature of the Tenderers