Sirs,

QUOTATION FOR THE PARTITION WORK OF GYM
AT 4th FLOOR, MPEDA HO.

1. We have pleasure in inviting you to tender for the above work in the prescribed format (Enclosed).


3. The original Quotation document duly filled, signed and sealed shall be received at our office on or before 3 PM on 19.12.2016. The tenders should be superscribed as “Tender for the partition work of GYM in fourth floor, MPEDA, Kochi”. The quotation opening will be on 20.12.2016.

4. Tenders received late on any reason whatsoever and E-mail, telegraphic and faxed tender shall not be entertained.

5. MPEDA has the right to reject any or all tenders without assigning any reason.

Thanking you,

Yours faithfully,

(SURESH KUMAR V.V)
AD (PERS)/ADMIN)/C

End: 1. Quotation form.

2. Instruction to Tenderer.
<table>
<thead>
<tr>
<th>Sl.NO.</th>
<th>Particulars</th>
<th>Qty</th>
<th>Unit</th>
<th>Rate</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Providing and fixing the partition wall with 10cm thick Aerocon AAC block and block set</td>
<td>260</td>
<td>Sft</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Providing and fixing the 10cm thick pre caste lintal above the door opening</td>
<td>1</td>
<td>L.S</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Providing and fixing the partly glazed door with outer frame (90x 210cm)</td>
<td>2</td>
<td>Nos</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Putty painting the wall with Aerocone cement based wall putty and finished with cement primer and plastic emulsion paint of approved colour</td>
<td>520</td>
<td>Sft</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Providing and fixing the mirror paneling on the wall</td>
<td>80</td>
<td>Sft</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Renovation of existing Aluminum Windows</td>
<td>6 Nos</td>
<td>L.S</td>
<td></td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>Dismantling of existing wall partition</td>
<td>1 JOB</td>
<td>L.S</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

(Rupees........................................................................................................................................)

Place: _______________________________________________________________________________________

Signature: ___________________________________________________________________________________

Date: _______________________________________________________________________________________

Seal & Name of the contractor: ___________________________________________________________________________________
INSTRUCTIONS TO TENDERERS

1. Contractors are expected to visit the site before quoting the rates and should satisfy themselves as to the nature and condition of the work and facilities available.

2. Contractors are required to study the tender document and understand the conditions, drawings, specifications, etc. Doubts, if any, should be got clarified, but the same shall not be considered as justification for late submission of tenders.

3. The Contractor should quote for all items in the tender schedule in figures. The amount for each item should be worked out and totals given in the last column of schedule of quantities. The total amount in each category should be written both in figures and words. If there is any discrepancy between the unit rate and amount, the unit rate will prevail.

4. The rates quoted in the tender shall be measured as per finished work and shall include cost of materials, transportation, freight charges, taxes, etc. complete.

5. Time is the essence of the work. Only those who can maintain progress of work as per schedule and offer best quality material and workmanship should tender for this job.

6. The work is to be completed within 10 days from the date of work order.

7. MPEDA reserves the right to delete any item(s) from the tender schedule without assigning any reason. Claims by the contractor for compensation or damages on account of these shall not be entertained.

8. Quantities shown in the tender are approximate and payment shall be made as per actual measurements. The successful tenderer is not entitled to any sort of compensations with regard to variations, if any, between the actual quantities and tender quantities.

9. Measurements of work carried out shall jointly be taken by the Contractor, Architect and representative of MPEDA and payments shall be as per the recommendations of the Architects.

10. The material specified has to be strictly adhered to and the workmanship should be of superior quality. All other materials not specified shall get prior approval from MPEDA / Architect before purchase/ installation. Commencement of work without approval of the material shall be entirely at the risk and cost of the contractor.

11. The contractor will be responsible to provide all statutory benefits to the employees / labourers engaged by him and in case MPEDA becomes liable to make payment of any such statutory benefits to the employees/ labourers of the contractor, the contractor will be liable to indemnify the damage and the loss suffered by MPEDA. MPEDA shall have liberty, without referring to the contractor, to deduct, such sum as may be suffered as loss or damage due to the aforesaid reason from pending bill of the contractor.
12. Any printing or typographical errors / omission in tender document shall be referred to the MPEDA/Architect and their interpretation regarding correction shall be final and binding on contractor.

13. The successful tenderer shall appoint a full time qualified supervisor authorized by him at site for ensuring the quality of materials and workmanship, till the completion of work.

14. Income tax and work contract tax at prevailing rates will be deducted from the final bill and certificate will be issued to the contractor.

15. If the successful tenderer does not complete the work within the stipulated time, MPEDA reserves the right to recover the liquidated damages of Rs.1000/- for every additional day or part thereof until the work is satisfactorily completed and handed over. Such damages will be deducted from any money due to the tenderer.

16. The Contractor shall not use the site for any purpose other than carrying out the work as defined in the Contract.

17. The Contractor is responsible for clearing the site of the debris, rubbish and the leftover materials as and when accumulated once in every day so that the site is kept clean and orderly. No additional payments will be made for this.

18. The Contractor may use the electricity and water connections of the premises for Carrying out the work but will have to pay a nominal amount which is mutually agreed up on between the contractor and MPEDA.

19. The Contractor shall take maximum care to safeguard the furniture, fixtures / Stationary / electronic equipments etc in the MPEDA building & premises. Damages / loss caused shall be compensated by the Contractor failing which the cost shall be recovered from the Contractor's Bill.

20. MPEDA has the right to introduce new items, not included in the Tender schedule for which the rates shall be fixed by MPEDA as per the prevailing market rates. The contractor can give a cost analysis if asked to justify his rates which may be acceptable to MPEDA if the rates are justifiable.

21. The Contractor / his representative shall respect and obey the rules and procedures followed with regard to security and cooperate for the smooth functioning of MPEDA.

22. The contractor shall make his own arrangement for lifting the construction material at the site from ground floor to fourth floor.