LAB-KOC/MICR(DUC)/1/2019

QUOTATION NOTICE

Sealed quotations are invited from experienced Contractors for the Fabrication, supply and installation of GI duct (exhaust) at 3rd Floor MPEDA HO building. The quotation form is enclosed herewith. The contractors may visit the site and assess the work to be done on any working day before 10 AM and 5 PM. You are requested to quote your lowest rate for the above work in the prescribed format. The envelope of quotation should be superscribed as “Quotation for Fabrication, supply and installation of Duct” and should reach the undersigned on or before 10.00 AM, on 03.11.2019.

(G. Mahesh)

DEPUTY DIRECTOR (LAB)
THE MARINE PRODUCTS EXPORT DEVELOPMENT AUTHORITY  
(MINISTRY OF COMMERCE AND INDUSTRY, GOVT. OF INDIA)  
PANAMPILLY NAGAR, COCHIN – 36.  

QUOTATION  

Name of work: - Quotation for fabrication, supply and installation of GI Duct  

<table>
<thead>
<tr>
<th>Sl.No</th>
<th>Description</th>
<th>Qty</th>
<th>Unit</th>
<th>Rate/Sft</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Fabrication and fixing exhaust duct GI duct Jindal 24G (0.60) sheet 8x4 size including labour, material and transporting- 200mm X 800mm (HxW). The rate including 2 coat primer and 2 coat enamel paint (for the exterior area of the duct)</td>
<td>1150</td>
<td>Sft.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td>New fabrication and fixing fresh air GI duct Jindal 24 G (0.60) sheet 8x4 including labour, material and transporting. The rate including 2 coat primer and 2 coat enamel paint (for the exterior area of the duct)</td>
<td>676</td>
<td>No</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Supply and installation of ½” rubber form sheet</td>
<td>200</td>
<td>Sft</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Rate including GST</td>
<td></td>
<td></td>
<td></td>
<td>TOTAL</td>
</tr>
</tbody>
</table>

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

Date:  
Place:  

SIGNATURE  
NAME AND ADDRESS  
OF CONTRACTOR

SEAL of Contractor
INSTRUCTIONS TO TENDERERS

Estimated Cost : 2.35 Lakh
Date of commencement of work : On or before 03.11.2019.
Defects Liability Period : 12 months from the date of - Completion Certificate issued
by MPEDA

Earnest Money Deposit : 6000/- only by D.D in favour of Secretary, MPEDA, Cochin.

Security Deposit : 7.5% will be deducted from final bill of successful
contractor.

Additional work : No additional work should be carried out by the
consent of MPEDA in the work. Any sample to be made for approval shall be at the Contractors
cost.

Validity of the Tender : 15 days from the date of opening the tender

Return of EMD to the unsuccessful-interest after the work is Contractor

Insurance : EMD will be returned without have to take as per the labour
policy covering the workers

etc. Receipt of the submitted to MPEDA by the

Completion time : Successful Contractor will completed within 20 days including
liquidated damages at the delay of work shall be

the site clearance. If not a rate of Rs.2000/- per day of deducted from the final Bill
1. Tenderers are expected to visit the site before quoting the rates and should satisfy themselves as to the nature and condition of work and facilities available.

2. Tenderers 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 tenderer 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. No additional clauses, alterations in specifications by the tenderer will be accepted. If done, the tenderer will be disqualified. The tenderer shall on submission of this tender be deemed to have accepted the terms and conditions contained in the tender documents.

5. The tenderer should have satisfactorily completed three similar works of not less than 5 Lakh each in value during the last 2 years. under Central Govt. /State Govt. / Public sector undertakings/Reputed Institutions. The tenderer shall submit a list of similar work executed in the Annexure-1.

6. All entries in the tender document should be in ink or typed. Corrections if any should be attested by full signature of the tenderer. Every page of the tender document shall be signed by the tenderer or his authorized representative.

7. The tender shall be accompanied by an Earnest Money Deposit (EMD) of Rs,6000/- (Rupees Six thousand only) favoring Secretary, MPEDA, Kochi- 36. In case of the successful tenderer, the earnest money deposit shall be retained as security deposit. The earnest money of the unsuccessful tenderers will be refunded within a reasonable period. No Interest shall be paid while returning the earnest money.

8. The successful tenderer shall be required to execute an agreement within 7 days from the date of receipt of the notice of acceptance of tender from MPEDA. In the event of failure on the part of the successful tenderer to sign the agreement within 7 days, the EMD will be forfeited and the acceptance of the tender shall be considered as cancelled.

9. 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.
10. 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.

11. The work is to be completed within 20 days from signing the agreement / possession of sites whichever is earlier.

12. The Designer/MPEDA has the right to reject any or all tenders without assigning any reason.

13. 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.

14. The language for submission of tender should be English.

15. The contractor must co-operate with other agencies appointed by the Employer/ Designer so that the work shall proceed smoothly.

16. Quantities shown in the tender are approx. 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.

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

18. The successful tenderer should submit a detailed construction program adhering to the time of completion specified. The program will form part of the contract. The Designer/ MPEDA has the right to the program once submitted.

19. 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 / Designer before purchase / installation. Commencement of work without approval of the material shall be entirely at the risk and cost of the contractor.

20. The responsibility for the safety, security and accounting of the materials and equipments brought or installed by the successful tenderer for completion of the work will remain with the contractor till the completed work is handed over to MPEDA.

21. MPEDA or Designer reserves the right to reject any portion of work or materials, which is found unsatisfactory or not up to the standard. If the performance of the successful tenderer is found to be unsatisfactory, MPEDA / Designer reserves the right to cancel in part or whole of the
contract and get the work executed through alternative means at the entire risk and cost of the successful tenderer.

22. 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.

23. Transfer of tender documents purchased by one intending tenderer to another is not permitted.

24. Any printing or typographical errors/omission in tender document shall be referred to the MPEDA/Designer and their interpretation regarding correction shall be final and binding on contractor.

25. 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.

26. All work should be carried out at site.

27. The successful tenderer shall give all necessary personal attention to the work during the progress of work and also until the expiry of ‘Defects Liability Period’ which is twelve months from the date of issue of completion certificate.

28. Necessary lighting arrangements shall be made by the contractor at no extra cost for the work.

29. The contractor shall on request of the Designer/MPEDA dismiss immediately from the work any person(s) employed there on who may be unsuitable or incompetent or who may misconduct himself and such person shall not be again employed or allowed on the work without the permission of MPEDA/Designer.

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

31. Seven and half percentage of the final bill amount shall be retained from the contractor (which include Rs.5,800/-EMD) and shall be released on completion of the defects liability period subject to clause 32.
32. Any defect, shrinkage, settlement, unsound construction or other faults in materials, workmanship and / or equipments supplied and installed which may appear within the defects liability period stated in clause 27, shall upon the direction of the Designers / MPEDA be attended and made good by the contractor at his own cost. In the event of failure of the contractor to amend the faults within a reasonable time, MPEDA may rectify the damages / faults by employing other persons, and all loss and expenses consequent there on or incidental there to shall be borne by the contractor. The retention money at the end of defects liability period will be released only after deducting the expenses or loss incurred by MPEDA during the defects liability period.

33. If the successful tenderer does not complete the work within the stipulated time, MPEDA reserves the right to recover the liquidated damages of Rs.2000/- 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.

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

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

36. 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 upon between the Contractor and MPEDA.

37. 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.

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

39. The responsibility for the safety, and accounting of the materials and equipments brought for installation by the successful tenderer for completion of the work will remain with the contractor.