

TENDER

ELECTRICAL WORK

**INDIA INTERNATIONAL CENTRE
40, MAX MUELLER MARG
LODHI ESTATE NEW DELHI**

INTRODUCTION AND BRIEF OF TENDER

The Electrical installation at IIC comprises ABB Make Compact Substation – CSS 1 & 2. Due to space constraints and maintenance problems it is proposed to upgrade the Electrical installations.

In the new design it is proposed to delink the LT side from existing CSS and connect the LT after Transformer directly to a new Intermediate Control Centre Panel. The work involves supply of new panel, excavating the cement concrete floor or loose soil, removing the old cables from existing CSS and relaying the old cables in the new panel. The existing outgoing cables from the new panel shall be connected to existing PDBs in the LT Room.

In the LT room, it is proposed to replace an old 630-amp PDB panel with a new panel and replacement of old damaged cables with (supply and laying of) new cables from this panel to feeder panel. The existing PDB will be removed and its outgoing cables from the new PDB panel shall be connected to the new PDBs in the LT Room.

The Drawings shall be provided along with the Tender. The Tenderer is free to improve further on this.

It is the responsibility of the Tenderer to restore all the functions that are existing now. There will be no escalation of cost on account of restoration of existing functions. Any Liaison and permissions from government authorities shall be in the scope of the Tenderer.

IIC is functioning institution. Hence, during the course of work there will be stoppages due to operational requirements. It is expected to complete the work in this financial year. However, due to situations beyond our control, this time period may extend. The Tenderer will be required to consider all the factors and ensure that the work is carried out in a mutually acceptable manner.

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(1) SCOPE OF TENDER

ELECTRICAL WORK

AT INDIA INTERNATIONAL CENTRE

40, MAX MULLER MARG, LODHI ESTATE, NEW DELHI

2. NOTICE INVITING TENDER

M/s _____

1. Sealed item rate tenders in the prescribed form are hereby invited by the undersigned for the work as detailed below:
 - i) Name of work : **Electrical Work – Supply, Installation, Testing and commissioning**
 - ii) Owner : M/s. India International Centre, 40. Lodhi Estate, Max Mueller Marg, New Delhi
 - iii) Issue of Tender : From 11-12-2023
 - iv. Receipt of tender documents : On or before 28.12-2023 up to 1500 Hrs.
 - v) Completion Period : 60 DAYS
 - vi) Address for Issue of Tender : M/s India International Centre
40, Max Muller Marg
Lodhi Estate, New Delhi
110003
 - vii Address for submission of Tender : **PURCHASE DEPARTMENT**
India International Centre , 40, Lodhi Estate , Max Mueller Marg , New Delhi
110003
- Sealed Tenders will be deposited in the Tender Box kept at ADM. OFFICE.
2. PRINTED FORMS OF TENDERS consisting of the complete specifications, the schedule of quantities of work to be done and set of 'Conditions of Contract' to be complied with by the person whose tenders may be accepted, which will also be found printed in the form of tenders may be accepted, can be obtained on payment of cost of tender document at address as detailed in para 2.1 above.
 3. The acceptance of tender, will rest with M/s IIC who does not bind itself to accept the lowest tender, and reserves to itself the right and authority to reject any or all the tender received without assigning any reason thereof. All tenders in which any of the prescribed conditions are not fulfilled or are incomplete in any respect are liable to be rejected.

4. Canvassing in connection with tenders is strictly prohibited and the tenders submitted by the contractors who resort to canvassing will be liable to rejection.
5. On acceptance of the tender, the name of the accredited representatives of the contractor who would be responsible for taking instructions from the Engineer-in-charge shall be communicated to the Engineer-in-charge within 10 days after the date of written order to commence work.
6. Sales Tax, Turnover tax, Vat or any other tax on materials, if any, in respect of this contract shall be payable by the contractor and IIC, will not entertain any claim whatsoever in this respect. In the event of non-payment/defaulting in payment of any octroi, royalty, cess, sales tax, custom excise or any other levy/tax including labour dues and C.P.F. etc. by the contractor, IIC, reserves the right to withhold the dues / payment and make payments to the Local /State /Central Govt. Authorities or to labourers as may be applicable and same shall be adjusted from the amounts due to contractor.
7. **VALIDITY OF OFFER**
The tender for the work shall remain open for acceptance for a period of Ninety days from the date of opening of tenders. If any tenderer withdraws his tender before the said period or makes any modifications in the terms and conditions of the tender which are not acceptable to Employer then Employer shall without prejudice to any other right or remedy, be at liberty to forfeit the said earnest money absolutely.
8. The tender for the work shall not be witnessed by a Contractor who himself/themselves has /have tendered or who may tender for the same work. Failure to observe this condition would render tenders of the contractor tendering as well as witnessing the tender liable to summarily rejection.
9. If it is found that the tender is not submitted in proper manner or contain too many corrections or absurd rates of amounts, it would be open for IIC, to take suitable action against the Contractor.
10. The Contractor shall comply with the provisions of the Apprentices Act, 1961, and the rules and order issued there from time to time. If he fails to do so, his failure will be a breach of the contract and the IIC, may in his discretion cancel the contract. The contractor shall also be liable for any pecuniary liability arising on account of any violation by him of the provisions of the Act.
11. Unsealed tenders will be summarily rejected.
12. Before tendering, the Contractor shall inspect the site to fully acquaint himself about the condition in regard to accessibility of site, nature and extent of grounds working conditions including space for stacking of materials, installations of T&P etc. conditions affecting accommodations and movements of labour etc. required

for the satisfactory execution of the contract. No claim whatsoever on such account shall be entertained by IIC, in any circumstances.

13. The Contractor should read the specifications and study the tender drawings carefully before submitting the tenders.
14. The Contractor's responsibility for the contract shall commence from the date of issue of orders of acceptance of tender.
15. The Contractor should verify all plans, elevations and sections shown in the drawing and in case of doubt about required particulars which may in any way influence his tender, same may be got clarified from the issuing authority of tender before submitting the tender. No allowance whatsoever will be made beyond the contract for any alleged ignorance thereof.
16. The site for execution of the work will be made available, as soon as the work is awarded.
17. The tender documents has the specific terms and conditions on which tenders are required. Hence, all tender should be in strict conformity with the tender documents and should be filled in where ever necessary and initialed. Incomplete tenders are liable to be rejected. The terms and conditions of the tender documents are firm as such conditional tenders are liable to be rejected.
18. RATES:
 - i. The Contractor should quote in figures as well as in words the rate, and amount tendered by them. The amount for each item should be worked out and the requisite totals given.
 - ii. Special care should be taken to write the rates in figures as well as in words and the amounts in figures only in such a way that interpolation is not possible. The total amount should be written both in figures and in words. In case of figures, the word "Rs" should be written before the figures of rupees and word Ps. After the decimal figures, e.g. Rs. 2.15 Ps and in case of words, the word 'Rupees' should precede and the word 'Paise' should be written at the end. Unless the rate is in whole rupees and followed by the words 'only', it should invariably be upto two decimal places. While quoting the rate in schedule of quantities, the word 'only' should be written closely following the amount and it should not be written in the next line.
 - iii. Rates quoted by the Contractor in item rate tender in figures and words shall be accurately filled in so that there is no discrepancy in the rates written in figures and words. If on check there are differences between the rates quoted by the Contractor in words and in figures or on the amount worked out by him, the following procedure shall be followed:

- iv. When there is difference between the rates in figures and in words, the rates which correspond with the amount worked out by the Contractor shall be taken as correct.
 - v. When the amount of an item is not worked out by the Contractor or it does not correspond with the rate written either in figures or in words then the rate quoted by the Contractor in words shall be taken as correct.
 - vi. When the rates quoted by the Contractor in figures and in words tally but the amount is not worked out correctly, the rate quoted by the Contractor will be taken as correct and not the amount.
19. The rates quoted by the Contractor shall cover the cost of all loading, transporting to site, unloading, storing under covers as required, assembling or joining the several parts together s necessary and incorporating or fixing materials in the work including all preparatory work or whatsoever description as may be required and of closing, preparing, loading, returning empty case of containers to the place of issue.
20. The Contractor is bound by the rates he quotes for the various items irrespective of quantities mentioned in the tender. No extra amount will be paid due to variation, alteration, omissions, modifications of the quantities put to tender, unless it has been specifically agreed by Owner/Architect.
21. The scope of work is in two parts, namely Electrical works and Civil works. IIC reserves the right to award the work either wholly or partially.

PURCHASE DEPARTMENT
For INDIA INTERNATIONAL CENTRE
40, LODHI ESTATE,
MAX MUELLER MARG,
NEW DELHI

CONTRACTOR'S SIGNATURE

3.0 GENERAL INSTRUCTIONS TO TENDERERS

Scope of Work

1. **Name of the Work:** Electrical Work at Main Centre at, India International Centre, 40, Max Mueller Marg, New Delhi 110003
2. **Quality :** As per enclosed Annexure
3. **Execution of Work:** The proposed work has to be executed in such a way that there is minimum inconvenience to the Guest / inmates / Member and work is to be completed in time bound manner.
4. **Site Visit:** The tenderer is advised to visit and examine the site and its Surroundings to get acquainted with the scope of work fully at his / their cost and obtain, for himself on his own responsibility, all information that may be necessary for preparing the tender and entering into a contract. The agency shall be deemed to have inspected the site and its surroundings before hand and taken into account all relevant factors pertaining to the site in the preparation and submission of the Tender.

5. Dismantling

Before any dismantling work is commenced and also during the process of the work: All corridor and open area adjacent to the work site shall either be closed or suitably protected.

All practical steps shall be taken to prevent danger to persons employed from risk of fire or explosion, or flooding. No floor, roof or other part of a building shall be so overloaded with debris or materials as to render it unsafe.

6. Safety

All necessary personal safety equipment such as helmets protective footwear goggles / eye shields, life jackets, gas masks, safety belts etc. as considered adequate by the Engineer-in-Charge shall be available for use of persons employed on the site and maintained in conditions suitable for immediate use; and the contractor shall take adequate steps to ensure proper use of equipment by those concerned. Safe means of access shall be provided to all working platforms and other working places. Every ladder shall be securely fixed. Adequate precautions shall be taken to prevent danger from electrical equipment. No materials on any of the sites shall be so stacked or placed as to cause danger or inconveniences to any person or the public. The contractor shall provide all necessary fencing and lights to protect public from accidents and shall be bound to bear expenses of defense of every suit, action or other proceedings at law that may be brought by any person for injury sustained owing to neglect of the above precautions and to pay any damage and costs which may be awarded in any such suit, action or proceedings to any such person or

which may with the consent of the contractor be paid to compromise any claim by any such person.

7. Avoidance of Nuisance

The contractor shall take all precautions to avoid any nuisance arising from his operations. This shall be accomplished, wherever possible by suppression of nuisance at source rather than abatement of the nuisance once generated.

8. Noise & Distribution / Pollution

All works shall be carried out without unreasonable noise and disturbance. The contractor shall indemnify and keep indemnified the employer from and against any liability for damages on account of noise or other disturbance created while carrying out or in carrying out the work. The contractor shall take all reasonable precautions.

9. **Cleaning of Site:** The work of the contractor will not be treated as complete unless he removes all the debris of the work from the site complete with in the 50 meter lead. The contractor shall have to remove, dust and dirt from floors, wood work and colour splashes from floors, walls, door windows, glass-panes etc.

10. Payment:

The payments will be made through running bills and strictly in accordance with checked rates / measurement recorded at site, which is duly checked and verified by the Engineer In-charge.

- (a) Advance shall be made only against BG or any equivalent Guarantee
- (b) Other Payment terms shall be as agreed at the time of award of Work
- (c) Retention Money of 5% after completion of Defect liability period or acceptable equivalent guarantee

11. **Completion:** The work shall be completed in 60 days from the date of work order

12. **Deduction:** As applicable

13. If the Contractor, by the terms of this W.O, is required to perform any work in the IIC premises, the Contractor shall be responsible for any damages or injuries to persons or property including IIC's employees and property, caused as a result of fault or negligence or for any reasons whatsoever, including omission or commission in doing or complying with certain requisites, statutory or otherwise by the contractor and /or his agents.

14. Notwithstanding anything contained anywhere in this terms and condition along with annexures, WO, etc., in the event that the input tax credit of the GST charged by seller is denied by the tax authorities to Buyer, Buyer shall be entitled to recover such amount from the seller by way of adjustment from the next invoice .In addition to the amount of GST, Buyer shall also be entitled t recover

interest at the applicable rate and penalty , in case any penalty is imposed by the tax authorities on Buyer.

15. Event of Default Clause: In the event that the seller does not deposit the GST charged on the invoice issued to Buyer or such GST charged on the invoice and paid by Buyer is not reflected in either the GSTR-2 A available on the common GST portal as eligible input tax credit for any reason whatsoever, this Agreement shall be liable to be terminated with immediate effect and seller shall be liable to pay such damages as may be reasonably estimated by Buyer. In the event that the compliance rating prescribed under the GST Act, 2017 read with GST Rules, 2017 of Seller falls below prescribed level for any reason whatsoever , this agreement shall be liable to be terminated with immediate effect and seller shall be liable to pay such damages as may be reasonably estimated by Buyer.
16. TDS i.e (Tax Deducted at Source) under both, the income Tax Act, 1961 and the Gst Act, if applicable shall be deducted by the Company at the time of payment for the services rendered as per the government regulations. TDS certificates will be issued to the vendor for the amount deducted.
17. **Labour:** The Contractor shall, in respect of labour employed by him either directly or indirectly will comply with all the labour regulations. The contractor shall not employ in connection with the works any person who is below 18 years of age.
18. The estimated quantities as mentioned in the Annexure are indicative. The final payment shall be released as per the actual site measurement jointly carried out the representatives of IIC and the contractor.
19. **Defective work:**

The Employer shall, during the progress of the works, have power to order in writing from time to time the removal and proper re-execution of any work executed with materials or workmanship not in accordance with the drawings and specifications or instructions, and Contractor shall forthwith carry out such order at his own cost. In case of defaults on the part of the Contractor to carry out the same and all expense consequent thereon or incidental thereof as certified by the Employer shall be born by the Contractor or may be deducted by the Employer from any money due or that may become due to the Contractor against this Contractor or any other contract with the Employer.
20. **Liquidity damages:**

Now completion of work beyond the stipulated date of completion and unauthorized extension of time shall attract liquidated damages on the Contractor. In such cases liquidated damages shall be levied at 0.1% of the value of Contract per day subject to a maximum of 5 % of the total value of Contract.
21. All Decision of HMD would be final & binding during the execution of the said work.

5. APPROVED MAKE OF MATERIALS

All materials shall be of the preferred makes listed in Bill of Materials provided with drawings. Any deviation to be approved by HMD.

6. BASIC ELIGIBILITY CRITERIA

Basic eligibility criteria for the selection of the competent contractor/bidder are as follows:

- The firm/company should have successfully executed and concluded similar projects for any hospitality/educational/commercial/industrial facility in the past three financial years.
- Reference assignments done in last two years along with testimonials, if any.
- Company profile, relevant authorizations to be shared and Panel manufacturers may also share the pictures of their facility
- Financial, Legal and Operational Criteria:
 - a. Complete details (name, address, registration number, Charter documents) of responding firm/ company as well as associate, where applicable, with supporting documents.
 - b. The bidder must have a valid Permanent Account Number (PAN) and should have filed Income Tax returns regularly for each financial year.
 - c. The bidder must have Goods and Services Tax (GST) registration and should have file returns regularly.
 - d. The responding firm/company should not be under a declaration of ineligibility for corrupt or fraudulent practices. Declaration to be submitted on company Letter Head – copies to be submitted letter Head
 - e. Last Three years of ITR - copies to be submitted