

NATIONAL INSTITUTE FOR THE ORTHOPAEDICALLY HANDICAPPED

(Department of Empowerment of Persons with Disabilities, Ministry of Social Justice & Empowerment, Govt. of India)

B.T. Road, Bon-Hooghly, Kolkata-700090

Telephone: 033-25310279/0610, Fax No.03325318379, Website: www.niohkol.nic.in, Email: mail@nioh.in

N.I.T. No- MISC.E.I./2291/CE/2015/NIOH/9461(8)

Date: 03.03.2016

NOTICE INVITING TENDER

FOR

**Misc. E.I. Work at the Main Building of National Institute
for the Orthopaedically Handicapped, B. T. Road, Bon-
Hooghly, Kolkata 700090**

**CIVIL ENGINEERING DEPARTMENT
NIOH, KOLKATA**

PRICE: ₹ 150.00

[Signature of the Tenderer with Seal]

I/C CIVIL ENGINEERING DEPARTMENT
NIOH, KOLAKATA

NATIONAL INSTITUTE FOR THE ORTHOPAEDICALLY HANDICAPPED

(Department of Empowerment of Persons with Disabilities, Ministry of Social Justice & Empowerment, Govt. of India)

B.T. Road, Bon-Hooghly, Kolkata-700090Telephone: 033-25310279/0610, Fax No.03325318379, Website: www.niohkol.nic.in, Email: mail@nioh.in**LIST OF TENDER DOCUMENTS****Name of Work: Misc. E.I. Work at the Main Building of National Institute for the Orthopaedically Handicapped, B. T. Road, Bon-Hooghly, Kolkata 700090**

| SL.NO. | ITEM | PAGE NO |
|--------|---|---------|
| 1 | PARTICULARS OF TENDER | 3 |
| 2 | COMMERCIAL AND ADDITIONAL TERMS & CONDITION | 4-9 |
| 3 | PRICE SCHEDULE | 10-12 |
| 4 | Annexure I: CHECKLIST OF SUBMITTING DOCUMENTS | 13 |
| 5 | Annexure II: PROFORMA OF THE COVERING LETTER | 14 |

Tender Documents issued to:

Mr./Mrs./M/s.....
after receiving ₹ 150.00/-
 only for the cost of Tender paper through the M.R. No:
 on dated
atam/pm.

**Signature of the Issuing Authority
Seal****Signature of Tenderer with**

[Signature of the Tenderer with Seal]

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N.I.T. No- MISC.E.I./2291/CE/2015/NIOH/9461(8)

Date:03.03.2016

NOTICE INVITING TENDER

Percentage rate bids are invited from Eligible specialized firm/ agencies who are carrying out the similar type of works in PWD/CPWD or any other Government organization to undertake the work of “**Misc. E.I. Work at the Main Building of National Institute for the Orthopaedically Handicapped, B. T. Road, Bon-Hooghly, Kolkata 700090**”, as detailed below:

| | | |
|---|---|--|
| 1 | Name of work | Misc. E.I. Work at the Main Building of National Institute for the Orthopaedically Handicapped, B. T. Road, Bon-Hooghly, Kolkata 700090 |
| 2 | Estimated amount | ₹ 35,825.00/- only*. |
| 2 | Time of Completion | 30 days from the date of issue of the work order. |
| 3 | Earnest Money | ₹ 900.00/- only shall be in the form of Bank Draft/Pay order in favour of “NATIONAL INSTITUTE FOR THE ORTHOPAEDICALLY HANDICAPPED” payable at Kolkata. |
| 4 | Cost of Tender Paper | ₹ 150.00 payable in cash for each set of Tender paper. |
| 5 | Last Date of issue of Tender Paper | 09.03.2016 up to 1.00 PM |
| 6 | Last Date of Receiving filled in Tender Paper | 11.03.2016 up to 1.00 PM |
| 7 | Date of opening of Tender | 11.03.2016 at 3.30 PM |
| 8 | Tender paper will be issued from Civil Engineering Department after receiving of an application regarding issue of the particular tender document in the company’s original letter head & ₹ 150.00 in cash towards the cost of tender paper. Tender documents can also be downloaded from the web site (www.niohkol.nic.in). In that case the DD/Pay order of ₹ 150.00 in favour of “ NATIONAL INSTITUTE FOR THE ORTHOPAEDICALLY HANDICAPPED ” payable at Kolkata towards the cost of Tender document is to be submitted along with completed Tender document in the envelop. | |

*The work is estimated to cost ₹ 35,825.00/- only. This estimate however is given merely as a rough guide.

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COMMERCIAL AND ADDITIONAL TERMS & CONDITIONS**1. GENERAL:**

1.1. The bid document consists of particulars of tender, commercial and additional terms & conditions, price schedule and other necessary documents.

1.2. Location:

Main Building of National Institute for the Orthopaedically Handicapped, B. T. Road, Bon-Hooghly, Kolkata 700090.

1.3. The work shall be executed as per current Indian Electricity Rules & CPWD General Specifications for Electrical works part I Internal - 2013 and as per relevant IS and as per directions of Engineer-in-Charge.

2. COMMERCIAL CONDITIONS:**2.1: Eligibility Criteria:**

2.1.1. Percentage rate bids are invited from Eligible specialized firm/ agencies who are carrying out the similar type of works in PWD/CPWD or any other Government organization to undertake the work.

2.1.2. Attested photo copy of satisfactory completion certificate from an officer not below the rank of Executive Engineer of similar nature of work as given below must be submitted with Tender documents:

- (i) One similar work of value not less than ₹ 0.29 Lakh in any government/semi government or autonomous body during last three years ending January, 2016.Or,
- (ii) Two similar works, each of value not less than ₹ 0.22 Lakh in any government/semi government or autonomous body during last three years ending January, 2016. Or,
- (iii) Three similar works, each of value not less than ₹ 0.15 lakh amount in any government/semi government or autonomous body during last three years ending January, 2016.

Similar type of works means Electrical Installation work like electrical circuit wiring, Light point, fan point, earthing, etc.

The completion certificates must clearly indicate:

- a. The date of completion of work.
- b. Nature of work.
- c. That the work has been completed satisfactory.

2.1.4. Self attested photo copy of Service Tax Registration certificate/ VAT registration, PAN Card, and Partnership deed (in case of Partnership firm) must be submitted with the Tender documents.

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2.2. Type of Contract:

The work to be awarded by this NIT shall be treated as indivisible works contract.

2.3. Issue, Submission and opening of Tenders:

2.3.1. Tender paper will be issued from Civil Engineering Department after receiving of an application regarding issue of the particular tender document in the company's original letter head & ₹ 150.00 in cash towards the cost of tender paper up to 09.03.2016 up to 1:00 pm. Tender documents can also be downloaded from the web site (www.niohkol.nic.in). The Duly filled in and signed tender paper will have to be submitted in the specified tender box at Civil Engineering Department in the presence of Engineering in Charge, NIOH, Kolkata by the Tenderers complete with the followings on or before 11.03.2016 up to 1:00 pm:

- a. EMD of ₹ 900.00 which shall be in the form of Bank Draft/Pay order in favour of "NATIONAL INSTITUTE FOR THE ORTHOPAEDICALLY HANDICAPPED" payable at Kolkata and is to be submitted along with completed Tender document in the envelop.
- b. If the tender documents are to be downloaded from the web site (www.niohkol.nic.in), in that case the DD/Pay order of ₹ 150.00 in favour of "NATIONAL INSTITUTE FOR THE ORTHOPAEDICALLY HANDICAPPED" payable at Kolkata towards the cost of Tender document is to be submitted along with completed Tender document in the envelop.
- c. Other documents mentioned in the Checklist as per Annexure I.
- d. The tenderer shall have to clearly mention in bold letters the name of the work, NIT No, Date of NIT, Name of the Firm with full address & date of submission on the top of the sealed envelope containing tender document.
- e. Telegraphic/cabled/faxed/e-mail or any type of exposed tenders will be summarily rejected.

2.3.2. The Tenderers are advised not to deviate from the technical specifications, items, commercial terms and conditions of NIT like terms of payment, guarantee, arbitration clause, escalation etc.

2.3.3. The bid only shall be opened on 11.03.2016 at 3:30 pm.

2.3.4. Scrutiny/ evaluation of bid documents shall be done by the Tender Committee of NIOH, Kolkata. In case if it is found that the bid of the Tenderer is not in line with NIT specifications, requirements and/or contains any deviations, the department reserves the right to reject the bid of such firms without making any reference to the Tenderer(s).

2.3.5. Any clarifications required by the department shall have to be furnished by the Tenderer within the time given by the department for the same. The Tenderer will have to depute his representative to discuss with the officer(s) of the department as and when so desired. In case, in the opinion of the department a Tenderer is taking undue long time in furnishing the desired clarifications, his bid will be rejected without making any reference.

[Signature of the Tenderer with Seal]

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- 2.3.6. In the bid document, submitted by the tenderer, shall be no condition whatsoever. In case any Tenderer mentions any condition including conditional rebates in their price part, Tender shall be rejected forthwith. A Tenderer will also not be allowed to withdraw or modify any condition after the technical bids have been.
- 2.3.7. The department reserves the right to reject any of or all the bids and go for fresh Tenders as the case may be without assigning any reason.

3. TERMS OF PAYMENT:

No advance payment will be made. The payment will be made on submission of the bill after completion of the job. Stipulations like levy of interest if payment is not made in specified time is not acceptable to the department.

3.1. Security deposit:

Security deposit shall be deducted from each running bill and the final bill to the extent of 10% of the gross amount payable. The earnest money deposit shall be adjusted with this security deposit. The security deposit shall be released on expiry of guarantee period stipulated in the contract.

4. COMPENSATION FOR DELAY:

The work is to be completed within the stipulated period. In case of delay a penalty @ 1½ percent per month computed on per day basis subject to the maximum of 10% of Tendered amount will be recovered from final bill.

5. Rates:

The rates quoted by the Tenderer shall be firm and inclusive of all taxes (including work contact taxes), duties and levies and all charges for packing, forwarding, insurance, freight and delivery, necessary dismantling and modifications, installation, testing, commissioning etc. at site.

The rate should be quoted by the tenderer only in the Price Schedule of this tender document.

Intending Tenderers are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their bids as to the nature of the building, the form and nature of the site, the means of access to the site and in general shall themselves obtain all necessary information as to risk, contingencies and other circumstances which may influence or affect their bid. A Tenderer shall be deemed to have full knowledge of the site whether he inspect it or not and no extra charge consequent on any misunderstanding or otherwise shall be allowed. The bidders shall be responsible for arranging and maintaining at his own cost, all materials, tools & plants, water, electricity access, facilities for workers and all other services required for executing the work unless otherwise specifically provided for in the tender documents and made himself aware of the scope and specifications of the work to be done and of conditions and other factors having a bearing on the execution of the work. No T&P shall be issued by the department and nothing extra shall be paid in this regard.

[Signature of the Tenderer with Seal]

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6. COMPLETENESS OF TENDER:

All sundry equipment, fittings, termination lugs for electrical connections, and all other items which are useful and necessary for installation of the work shall be deemed to have been included in the Tender irrespectively of the fact whether such items are specifically mentioned in the Tender document or not.

7. STORAGE AND CUSTODY OF MATERIALS:

The agency has to make his own arrangement for storage of materials & equipments. No separate storage accommodation shall be provided by the department. Watch and ward of the stores and their safe custody shall be the responsibility of the contractor till the final taking over of the installation by the department.

8. CARE OF THE BUILDING:

Care shall be taken by the contractor while carrying out the work to avoid damage to the building. He shall be responsible for repairing all damages and restoring the same to their original finish at his cost. He shall also remove at his cost all unwanted and waste materials arising out of the installation from the site of work.

9. COMPLETION PERIOD:

Time of completion of the total work is 30 days from the date of issue of the work order as indicated in the Tender documents. The completion period is for the entire work of planning, supplying, mobilization of tools and manpower, installation, testing, dismantling the existing wiring, removing of unwanted and waste materials arising out of the installation from the Institute Campus etc. and handling over of the entire system to the satisfaction of the Engineer-in-Charge.

11. PERFORMANCE GUARANTEE:

The Tender shall guarantee among other things, the following:

- a. Quality, strength and performance of the materials used.
- b. Safe mechanical and electrical stress on all parts under all specified conditions of operation.

12. The successful Tenderer shall submit an irrevocable performance guarantee of 5% of the Tendered amount in addition to other deposits mentioned elsewhere in the contract for his proper performance of the contract agreement within 7 days from the date of issue of work order. This guarantee shall be in the form of DD/Pay order in favour of "NATIONAL INSTITUTE FOR THE ORTHOPAEDICALLY HANDICAPPED" payable at Kolkata . In case the contractor fails to deposit the said performance guarantee within the period as indicated above, including the extended period if any, the EMD deposited by the contractor shall be forfeited automatically without any notice to the contractor.

[Signature of the Tenderer with Seal]

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13. GUARANTEE:

All equipments shall be guaranteed for a period of **12 months** from the date of taking over the installation by the department against unsatisfactory performance. The equipments or components, or any part thereof, so found defective during guarantee period shall be forthwith repaired or replaced free of cost, to the satisfaction of the Engineer-in-Charge. In case if it is felt by the department that undue delay is being caused by the contractor in doing this, the same will be got done by the department at the risk and cost of the contractor. The decision of the Engineer-in-Charge in this regard shall be final.

19. VALIDITY:

Tenders shall be valid for acceptance for a period of 90 days from the date of opening of bid.

20. COMPLIANCE WITH REGULATIONS AND INDIAN STANDARDS:

All works shall be carried out in accordance with relevant regulation, both statutory and those specified by the Indian Standards related to the works covered by these specifications. In particular, the equipment and installation will comply with the following:

- a. Indian Electricity Rules.
- b. IS & BS Standards as applicable.
- c. Workmen in compensation Act.
- d. Statutory norms prescribed by local bodies like CEA, NDMC etc.

20.2. Nothing in this specification shall be construed to relieve the successful Tenderer of his responsibility for the installation work with all accessories in accordance with currently applicable statutory regulations and safety codes.

20.3. Successful Tenderer shall arrange for compliance with statutory provisions of safety regulations and departmental requirements of safety codes in respect of labour employed on the work by the Tenderer. In addition, the department will be at liberty to make arrangement for the safety requirements at the cost of Tenderer and recover the cost thereof from him.

21. INDEMNITY:

The successful Tenderer shall at all times indemnify the department consequent on this works contract. The successful Tenderer shall be liable in accordance with the Indian Law and Regulations for any accident occurring due to any cause and the department shall not be responsible for any accident or damage incurred or claims arising there from during the period of execution of work under the supervision of the successful Tenderer in so far as the latter is responsible. The successful Tenderer shall also provide all insurance including their party insurance as may be necessary to cover the risk. No extra payment would be made to the successful Tenderer due to the above.

22. ERECTION TOOLS:

No tools and tackles required for installation purposes would be made available by the department. The successful Tenderer shall make his own arrangement for all these facilities.

[Signature of the Tenderer with Seal]

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23. CO-OPERATION WITH OTHER AGENCIES:

The successful Tenderer shall co-ordinate with other contractors and agencies engaged in the construction of building, if any, and exchange freely all technical information so as to make the execution of this works contract smooth. No remuneration should be claimed from the department for such technical co-operation. If any unreasonable hindrance is caused to other agencies and any completed portion of the work, has to be dismantled and re-done for want of co-operation and co-ordination by the successful Tenderer during the course of work to the original condition and specification of the dismantled portion of the work was not undertaken by the successful Tenderer himself.

24. MOBILIZATION ADVANCE:

No mobilization advance shall be paid for this work.

25. CONTRACT AGREEMENT:

This notice inviting tender and the work order issued to the successful tenderer will be form the contract document.

[Signature of the Tenderer with Seal]

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B.T. Road, Bon-Hooghly, Kolkata-700090Telephone: 033-25310279/0610, Fax No.03325318379, Website: www.niohkol.nic.in, Email: mail@nioh.in**PRICE SCHEDULE****NAME OF THE WORK: Misc. E.I. Work at the Main Building of National Institute for the Orthopaedically Handicapped, B. T. Road, Bon-Hooghly, Kolkata 700090.**

| Sl.No: | Description of Work | QUANTITY | Unit | Rate (₹) | Amount (₹) |
|--------|--|----------|-------|----------|------------|
| 1 | Installation, testing and commissioning of pre-wired, fluorescent fitting/ compact fluorescent fitting of all types, complete with all accessories and tube etc. directly on ceiling/wall, including connection with 1.5 sqmm. FRLS PVC insulated copper conductor, single core cable [Finolex Make] and earthing etc. as required as per G.S. | 40 | nos | 91 | 3640.00 |
| 2 | Installation, testing and commissioning of pre-wired, fluorescent fitting/ compact fluorescent fitting of all types, complete with all accessories and tube etc. including supplying & fixing ball and socket arrangement, 2 nos. down rods of 20mm dia X 1.6 mm thick steel conduit up to 30 cm length, painting and wiring the down rods and connection with 1.5 sqmm. FRLS PVC insulated copper conductor, single core cable [Finolex Make] and earthing etc. as required as per G.S. | 50 | nos | 233 | 11650.00 |
| 3 | Providing and fixing extra conduit down rod of 20mm dia X 1.6 mm thick 2 X 10 cm length steel conduit painting and wiring the down rods and connection with 1.5 sqmm. FRLS PVC insulated copper conductor, single core cable [Finolex Make] and earthing etc. as required as per G.S. (Note: More than 5 cm length shall be rounded to the nearest 10 cm and 5 cm or less shall be ignored) | 50 | nos | 31 | 1550.00 |
| 4 | Wiring in steel conduit for light point with 2 X 1.5 sqmm + 1 X 1.5 sqmm FRLS PVC insulated copper conductor single core cable [Finolex Make] in surface/ recessed steel conduit, with piano type switch [Anchor make], phenolic laminated sheet, suitable size of MS box and earthing the point with 1.5 sqmm FRLS PVC insulated copper conductor single core cable [Finolex Make] etc. as required as per G.S. | 8 | point | 960 | 7680.00 |

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| | | | | | |
|----|---|----|-------|-----|---------|
| 5 | Wiring for light point with 2 X 1.5 sqmm + 1 X 1.5 sqmm earth wire FRLS PVC insulated copper conductor single core cable [Finolex Make]in surface / recessed steel conduit, with modular switch [Legrand make, cat no: 6755 01], on existing modular plate and earthing the point with 1.5 sq.mm. FR PVC insulated copper conductor single core cable [Finolex Make]etc as required as per G.S. | 2 | point | 914 | 1828.00 |
| 6 | wiring for steel conduit wiring along with earth wire with 2 X 1.5 sqmm + 1 X 1.5 sqmm earth wire of FRLS PVC insulated copper conductor single core cable [Finolex Make]in surface/ recessed steel conduit as required as per G.S. | 10 | meter | 175 | 1750.00 |
| 7 | wiring for steel conduit wiring along with earth wire with 2 X 2.5 sqmm + 1 X 2.5 sqmm earth wire of FRLS PVC insulated copper conductor single core cable [Finolex Make]in surface/ recessed steel conduit as required as per G.S. | 30 | meter | 200 | 6000.00 |
| 8 | Supply and fixing of metal box of 150 mm X 150 mm X 60 mm deep in recess with suitable size of phenolic laminated sheet cover in front including painting etc. as required as per G.S. | 1 | nos. | 160 | 160.00 |
| 9 | Supply & Fixing of 5 A piano key type switch [Anchor make]on the new switch box after cutting phenolic laminated sheet cover including necessary connection with extra 1.5 mtr. 2 X 1.5 sqmm + 1 X 1.5 sqmm earth wire FRLS PVC insulated copper conductor, single core cables [Finolex Make]required as per G.S. | 3 | nos. | 122 | 366.00 |
| 10 | Supplying and fixing suitable size GI box with modular plate and cover [Legrand make]in front on surface or in recess, including providing and fixing 3 pin 5/6 amps modular socket outlet [Legrand make, cat no: 6755 51]and 5/6 amps modular switch[Legrand make, cat no: 6755 01], connection etc. as required as per G.S. | 2 | nos. | 303 | 606.00 |

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| | | | | | |
|----|---|---|------|-----|--------|
| 11 | Supplying and fixing suitable size GI box with modular plate and cover [Legrand make]in front on surface or in recess, including providing and fixing 3 pin 5/6 amps & 15/16 amps combined modular socket outlet [Legrand make, cat no: 6755 55]and 15/16 amps modular switch[Legrand make, cat no: 6755 11], connection etc. as required as per G.S. | 1 | nos | 395 | 395.00 |
| 12 | Dismantling and reinstallation of the air circulator fan with its accessories and necessary wiring with 2 X 1.5 sqmm + 1 X 1.5 sqmm earth wire FRLS PVC insulated copper conductor, single core cables [Finolex Make]required as per G.S. | 1 | nos. | 200 | 200.00 |

TOTAL= Rs35,825.00

(Rupees Thirty Five Thousand Eight Hundred Twenty Five only)

| |
|--|
| I/ We agree to carry out the work% [In Words:percent] ABOVE /BELOW/ AT PER the Schedule of Works. |
|--|

[Signature of the Tenderer with Seal]

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Annexure I**CHECKLIST OF SUBMITTING DOCUMENTS - (TO BE FILLED BY THE TENDERER)**

| SL. NO: | DOCUMENTS SUBMITTED IN SEALED ENVELOPED | PLEASE MARK " YES/NO/NOT APPLICABLE " WHICH IS APPLICABLE |
|----------------|---|--|
| 1 | Complete Tender document issued from the Engineering Department of NIOH, Kolkata along with the covering letter as per annexure II | |
| 2 | Complete Tender document downloaded from the web site (www.niohkol.nic.in) along with the covering letter as per annexure II | |
| 3 | DD/Pay order of ₹ 150.00 in favour of "NATIONAL INSTITUTE FOR THE ORTHOPAEDICALLY HANDICAPPED" payable at Kolkata towards the cost of Tender document [In case of Tender document is downloaded from the web site (www.niohkol.nic.in)] | |
| 4 | Earnest Money Deposit amounting ₹ 900.00 in the form of Bank Draft/Pay order in favour of "NATIONAL INSTITUTE FOR THE ORTHOPAEDICALLY HANDICAPPED" payable at Kolkata. | |
| 5 | Attested copy of satisfactory completion certificate from an officer not below the rank of Executive Engineer of One similar work mentioned in this NIT of value not less than ₹ 0.29 Lakh in any government/semi government or autonomous body during last Seven years ending January,2016 | |
| 6 | Attested copy of satisfactory completion certificate from an officer not below the rank of Executive Engineer of Two similar work mentioned in this NIT of value not less than ₹ 0.22 Lakh in any government/semi government or autonomous body during last Seven years ending January,2016 | |
| 7 | Attested copy of satisfactory completion certificate from an officer not below the rank of Executive Engineer of Three similar work mentioned in this NIT of value not less than ₹ 0.15 Lakh in any government/semi government or autonomous body during last Seven years ending January,2016 | |
| 8 | Photocopy of Registration Certificate of VAT | |
| 10 | Photocopy of PAN Card | |
| 12 | Photocopy of Partnership Deed (in case of Partnership firm must be submitted with the Tender documents) | |
| 13 | Photocopy of Electrical supervisory Licence | |
| 14 | Price schedule with rate offered. | |
| 15 | Any other documents submitting by the Tenderer, to be mentioned here: | |

[Signature of the Tenderer with Seal]

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ANNEXURE-II

PROFORMA OF THE COVERING LETTER

(To be given by Tenderer at the time of submission of complete tender)

**To,
The Director
National Institute for the Orthopaedically Handicapped
B.T.Road, Bon-Hooghly,
Kolkata 700090**

Sub: Name of work : Misc. E.I. Work at the Main Building of National Institute for the Orthopaedically Handicapped, B. T. Road, Bon-Hooghly, Kolkata 700090

Ref: N.I.T. No- MISC.E.I./2291/CE/2015/NIOH/9461(8); Date: 03.03.2016

Sir,

I/We have read the Tender documents and related matters carefully and diligently and that I/We have submitted the tender after having studied, understood and accepted the full implications of the agreement.

I/We have also furnished all the relevant documents as mentioned in Annexure I, duly signed by me/us, with the best of my/our knowledge.

The requirements of the tender agreement as stated above will be fulfilled by me/us to the satisfaction of the NIOH, Kolkata.

Tenderer:

Seal:

Enclosures: as furnished in annexure: I

Note: This letter should be on the **letterhead of the tenderer** and should be enclosed and submitted along with the tender documents.

[Signature of the Tenderer with Seal]

**I/C CIVIL ENGINEERING DEPARTMENT
NIOH, KOLAKATA**