

National Backward Classes Finance and Development Corporation (NBCFDC)

Tender No.: NBCFDC/Admn/2016

Date : 05.09.2016

Tender Notice for White Wash / Polish / Painting Work / Providing & Fixing of Roller Blinds etc.

Sealed Tenders are invited from reputed firms who have satisfactorily executed similar works for undertaking the White Wash/Polish/Painting Work/Providing & Fixing of Roller Blinds etc. at NBCFDC regd. office.

1	Office Location	NBCFDC 5th Floor, NCUI Building 3, Siri Institutional Area August Kranti Marg New Delgi-110 016 Phone : 011-26511027/28 Website : www.nbcfdc.gov.in
2	Tender Issue Date	05.09.2016
3	Last Date for submission of tenders	26.09. 2016 (11:00 Hrs)
4	Opening of Technical Bid	26.09.2016 (15:00 Hrs.)

Tender forms can also be down-loaded from NBCFDC website nbcfdc.gov.in. Incomplete and conditional Tenders shall be summarily rejected. Managing Director, NBCFDC reserves the right to reject any or all the Tenders without assigning any reason thereof.

General Terms and Conditions

1. The bidder office address along with contact phone number must be written/printed on the sealed cover and be super scribed **“White Wash/Polish/Painting Work/Providing & Fixing of Roller Blinds”** in two packets.
2. The tender submitted after due date and time will be rejected.
3. NBCFDC does not bind itself to accept the lowest or any other tender, and reserves to itself the authority to reject any or all of the tenders received without the assignment of a reason. All tenders, in which any of the prescribed conditions is not fulfilled or the bidder puts any condition including that of conditional rebate forth, shall be summarily rejected.
4. The tender for the works shall remain open for acceptance for a period of 90 days from the date of opening of tenders. If any bidder withdraws his tender before the said period or makes any modifications in the terms and conditions of the tender which are not acceptable to the NBCFDC then Corporation shall, without prejudice to any other right or remedy, be at liberty to forfeit earnest money.
5. The time allowed for carrying out the total work will be one (1) month w.e.f. date of acceptance of LoA.
6. The description of the location of work is as follows:
 - (i) NBCFDC location will be open for inspection to the bidder. Bidders are advised to inspect and examine the site and its surrounding and satisfy themselves before submitting their tender.
 - (ii) A bidder shall be deemed to have full knowledge of the site whether he inspects it or not and no extra charges consequent on any misunderstanding or otherwise shall be allowed.
 - (iii) The tenderers shall be responsible for arranging and maintaining at his own cost all materials, tools & plants, facilities for workers and all other service required for executing the work unless otherwise specifically provided for in the contract documents. Submission of a tender by a bidder implies that he has read this notice and all other contract documents and has made himself aware of the scope and specifications of the work to be done and other factors having a bearing on the execution of the work at the designated location.
7. NBCFDC reserves the right of altering the specifications, nature of work, adding to or omitting items of work or quantities and having portion carried out departmentally without prejudice to the contract.
8. All the material shall be arranged by the contractor at his own cost.
9. Extension of time limit in very special condition or genuine ground may be allowed by NBCFDC, on recommendation of the MD,NBCFDC.
10. The contractor should quote in figures as well as in words the rate bided by them.

11. In case of discrepancy between the rates entered in figures and works, the lower rate given in the original tender will be taken as correct.
12. The tender shall be accompanied by Earnest Money Deposit (EMD) of Rs. 10,000/- (Rupees Ten Thousand only) Demand draft of a scheduled Bank issued in favor of "National Backward Classes Finance and Development Corporation" payable at New Delhi
13. The tender/bid documents and the EMD shall be placed in sealed envelope marked Tender for "**White Wash/Polish/Painting Work/Providing & Fixing of Roller Blinds**" and EMD should be kept along with technical bid. Technical bid and Financial bid should be kept in separate sealed covers and the two bids shall be submitted in one single cover marked.
14. The Contractor whose tender is accepted shall be required to sign LoA as token of acceptance within three days from the date of issue of the same. The successful bidder will start the assigned work within five days of acceptance of LoA, failing which the tender shall be treated as cancelled and earnest money forfeited.
15. All pages of Document be signed by the authorized person
16. TECHNICAL/PREQUALIFICATION BID
 - a) The Tenderer should be registered with the Deptt. of Service Tax/works tax/other statutory bodies, as applicable. (Please attach documentary proof alongwith PAN).
 - b) The Tenderer should have completed atleast 3 years of operation in the specified field. (Please attach copy of incorporation/formation/partnership deed)
 - c) The average annual turnover of the agency (tenderer) over last 3 year should not be less than Rs.10.00 lacs. (Please attach copy of Annual Account of the previous year).
 - d) The Tenderer should submit a satisfactory completion certificate by client for single work of that of Rs.3.00 lakhs and above in the last financial year i.e. 2015-16.
 - e) The Tenderer should give details of the major contracts / clients executed by the bidder / tenderer any Public Sector Undertaking/Government/Reputed Private Sector Companies during the past three years and also current/running contracts.(Please attach proof as per format)
 - f) The application at annexure-1 be complete in all respect.

Note- Tenderer will require to submit document(s) complete in all respect and no chance will be given for any fresh submission.

17. Income tax deductions will be made as per rules.
18. Sales tax/ Works tax etc. if any, on works contract will be deducted as per rules.
19. In the event of a tender being rejected, the EMD shall be returned after issue of LoA to successful tenderer.
20. All materials plant and machinery required for the work shall be arranged by the contractor at his own responsibility.
21. NBCFDC reserves to itself the right of accepting the whole or any part of the tender and the bidder shall be bound to perform the same at the rate quoted.
22. Tenderer shall also intimate the names of persons who are working with him in any capacity or are subsequently employed by him for the job mentioned in the tender document. Any breach of condition by the contractors would render him liable to be removed from the approved list of contractors of NBCFDC.
23. Incomplete/Conditional tenders will be rejected.
24. The work area in Annexure-II is approximate, however, after completion of assigned job, the actual area will be measure/calculated in presence of at least one official each from NBCFDC and bidder side. The final payment will be released as per actual.
25. Payments Terms
 - (i) 90 % on the completion of assigned work
 - (ii) 10 % after six months of completion of work subject to statutory deduction and rectification of any working defects.
26. Liquid Damage (LD): For each week of delay beyond one month LD of 2% will be levied per week and/or part week subject to maximum 10% after which NBCFDC may get the work done at risk and cost of the contractor.

Discretion of power to wavier of part or whole of the Liquid Damage (LD) based on the merits of application of the contractor, will rest with MD, NBCFDC and his decision will binding on the contractor.
27. Sealed tender be submitted to **AGM (Admn) & CS, NBCFDC, 5th Floor, NCUI Building, 3, Siri Institutional Area, August Kranti Marg, New Delhi-110 016.**
28. The tender document may be downloaded from our website "www.nbcfdc.gov.in" **and may be** submitted along with EMD. If desired, the tender document may also be collected from NBCFDC office.

29. All disputes are subject to New Delhi jurisdiction only.

I / We M/s..... have read the above Terms & Conditions and hereby accept the same.

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DATE:_____ Authorized Signatory (With full Name & Designation)

Annexure I

NATIONAL BACKWARD CLASSES FINANCE AND DEVELOPMENT CORPORATION

(To be enclosed in a sealed envelope)

Sl.No.	Details	Remarks
1.	Name of Agency	
2.	Name of Proprietor/Director of the agency	
3.	Full Address	
4.	Telephone No.:	
5.	Fax No.	
6.	E-Mail Address	
7.	PAN/TIN No. of (Attach self attested Copy)	
8.	Service Tax Regn. No. (Attach self attested Copy)	

1. Give details of the major contracts/clients executed by the bidder agency any Public Sector Undertaking/Government/Reputed Private Sector Companies during the past three years in the following format.

1.1 Completed Contracts (Major only)

Sl.No.	Name & address of the client, with details of contact person, name/telephone/FAX No.	Contract Value
1.		
2.		
3.		
4.		
5.		

1.2. Current Contracts

Sl.No.	Name & address of the client along with details of contact person, name/telephone/FAX numbers	Contract Value
1.		
2.		
3.		
4.		
5.		

2. Additional information, if any (Attach separate sheet, if required).

SIGNATURE OF THE BIDDER

PLACE:

DATE:

Annexure II

Sl.No.	Particulars	Area approx.	Rate (per Sq.Mtr.) (Rs.)	Total Inclusive of taxes (Rs.)
1.	Distemping with dry distemper of approved brand and manufacture to give an even shade.	400 sq.mtr		
2.	Two or more coats applied on walls @ 1.25 ltr./10 sqm over hand including one coat to Special primer applied @ 0.75 ltr./10 sqm.	50 sq.mtr		
3.	Providing and applying two coats of fire retardant paint on cleaned wood/ply surface @ 3.5 sqm per litre per coat including preparation of base surface as per recommendations of manufacturer to make the surface fire retardant	400 sq.mtr		
4.	Painting with synthetic enamel paint of approved brand and manufacture of required colour to give an even shade	150 sq.mtr		
5.	Polishing on wood work with ready mixed wax polish of approved brand and manufacture	160 sq.mtr		
6.	Providing and applying white cement based putty of average thickness 1mm. of approved brand and manufacture, over the plastered wall surface to prepare the surface even and smooth complete.	200 sq.mtr		
7.	Providing & Fixing good quality Roller Blinds	100 Sq. mtr.		

Note :

1. Quality of material used to be got checked by the representative of NBCFDC before use and branded paints should be like Asian/Nerolac/Delux and polish to be used.
2. Rate quoted should include all taxes viz Sales, VAT, Service Tax, and Transportation, Packaging Forwarding, Installation etc.
3. The areas shown above are tentative which can be increase / decrease up to 20%.