



INSTITUTE OF PHYSICS BHUBANESWAR-751 005

NOTICE INVITING TENDER Tender No. NIT/IOP/15/2021-22

1.0 Tenders in Single Bid System are invited by the Director, Institute of Physics, Bhubaneswar- 751 005 from reputed contractors for the following work:

Name of the work	: Laying of paver Blocks on the pathway adjacent to Directors Bungalow in IOP Campus.
Estimated cost	: Rs.69,429/- (Rupees Sixty nine Thousand Four Hundred Twenty Nine only)
Earnest Money Deposit (EMD)	: Rs.1,400/-
Period of Completion of the work	: 15 days

2.0 **Important dates:**

Last Date of receiving of tender Document	: 21.02.2022 up to 10.00 hrs
Opening of tender.	: 22.02.2022 at 12.00 hours

Note: In case the last date of sale and/or the date of receipt and opening of tender is declared as a holiday, the respective date shall be treated as postponed to the next working day.

The details of general tender terms & conditions can be downloaded from <https://eprocure.gov.in/eprocure/app> or Tender Free View Link from IOP,Bhubaneswar Website- www.iopb.res.in/tenders/



REGISTRAR

INSTITUTE OF PHYSICS
BHUBANESWAR
GENERAL CONDITIONS

Name of the Work: **Laying of paver Blocks on the pathway adjacent to Directors Bungalow in IoP Campus.**

- 1) The estimated cost of the above work is **Rs.69,429/-** (Rupees Sixty Nine Thousand Four Hundred Twenty Nine only).
- 2) Tenderers are advised to visit the work spot and understand the scope the work clearly before submitting the tender. No claim of any kind shall be entertained on account of ignorance in this respect.
- 3) The contractors should have adequate and effective organization for communications with the Engineer-in-charge, Institute of Physics, Bhubaneswar.
- 4) Tender should be signed by persons duly authorized to do so and if required such authority (Power of attorney etc) shall be furnished to the Director.
- 5) Neither the security deposit nor the retention money shall bear any interest.
- 6) The tenders must be filled in ink and in a legible way. Over writing should be avoided. All corrections must be attested by the tenderer with his initials before submission of the tender.
- 7) Tenders proposing any alterations in the work or specifications or in the form of tender or in any other conditions shall be summarily rejected.
- 8) This is an item rate tender. Payment will be made to the Contractor as per actual measurement.
- 9) The rate should be filled in figure and in words. The amount and the totals should also be drawn.
- 10) If the rate in figure differs from the rate in words then the rate corresponding to the calculated amount shall be taken as correct. If the calculated amount does not tally with any of the two rates then the lower of the two rates shall be accepted and the amount shall be corrected.
- 11) GST or any other tax as applicable as per the rule shall be payable by the contractor.

- 12) A sum @ 2.5% of the gross amount of the bill shall be recovered from your RA/ Final bill towards security deposit. The security deposit will be refunded within 6 months after the period of warranty (i.e. the defect liability period) is over.
- 13) Payment will be made as per actual measurement submitted by you after checking the measurement physically by the Engineer-in-charge and payment of the bills will be made within 15 days of the checking of the bills by the Engineer-in-charge.
- 14) The total time allowed for the completion of the work is strictly for 15 days from the date of commencement of work.
- 15) Tax as applicable will be deducted at source on all the payments.
- 16) The rates quoted by you will remain firm through out the currency of contract.
- 17) On the recommendation of the Engineer-in-charge based on the workmanship, quantity and quality of work done the bill will be passed for payment.
- 18) The acceptance of tender is at the descriptions of the Director, Institute of Physics, Bhubaneswar. The Director does not bind himself to accept the lowest tender and reserve the authority to reject any or all the tenders without assigning any reason and reserve the right of accepting the whole or any part of the tender and the tenderer shall be bound to perform the same at the rates quoted. All tenders in which any of the prescribed conditions are not fulfilled or are incomplete in any respect are liable for rejection.
- 19) The IOP does not undertake any responsibility regarding any instructions issued verbally in respect of this tender. All questions relating to the tender shall be referred to the Director in writing.
- 20) The amounts to be calculated against various items shall be in terms of whole rupees, less than fifty paise being ignored and fifty paise and above being rounded to the next rupees.

INSTITUTE OF PHYSICS, BHUBANESWAR

Instruction for Online Bid Submission

The details of tender notification can be downloaded from <https://eprocure.gov.in/eprocure/app> or Tender Free View Link from www.iopb.res.in/

1. Vendors should obtain the USER ID and PASSWORD from **CPP Portal** by clicking on "<https://eprocure.gov.in/eprocure/app>" link in the homepage.
2. For further details on e-Tender participation, please contact Help desk as mentioned below:-

Telephone: 0120-4200 462/ 0120-4001 002/ 0120-4001 005/ 0120-6277 787

*Email: **support-eproc(at)nic(dot)in**.*

3. Tenders should be submitted only through **CPP portal** and obtain the Tender Acknowledgement copy as a proof of successful submission.
4. Tender documents for viewing only are also available in Institute of Physics web-site address: [HYPERLINK-
http://www.iopb.res.in/tenders/](http://www.iopb.res.in/tenders/)
5. **All corrigendum and addendum will be published on IOP,BBSR website and CPP Portal.**
6. IOP,BBSR is publishing all its public and limited tender on IOP,BBSR website.
7. *For any query regarding tender terms & conditions please send email to dnsahoo@iopb.res.in*

The Institute can provide following documents.

1. **Custom Duty exemption certificate. (for custom duty @5.15%)**
2. **GST exemption certificate. (for GST @ 5%)**

**Sd/-
REGISTRAR**

Instructions for Online Bid Submission

The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at:
<https://eprocure.gov.in/eprocure/app>.

REGISTRATION

Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link “Online bidder Enrollment” on the CPP Portal which is free of charge. As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts. Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal. Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / nCode / eMudhra etc.), with their profile. Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead for misuse. Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

SEARCHING FOR TENDER DOCUMENTS

There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal. Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective ‘My Tenders’ folder. This would enable the CPP Portal to intimate the bidders through SMS / email in case there is any corrigendum issued to the tender document. The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

PREPARATION OF BIDS

Bidder should take into account any corrigendum published on the tender document before submitting their bids. Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid: Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.



Institute of Physics

Bhubaneswar

- 1) General: The Contractor shall forthwith in a good substantial and workman like manner, to the satisfaction of the Institute, build and complete the work at Bhubaneswar.
- 2) Date of completion: The Contractor shall actively prosecute the execution of completion of the work to the satisfaction of the Director. The work specified above shall be completed in all respects within 15 days from the date of commencement of work.
- 3) Materials: The Contractor shall provide at his own cost all materials specified in the bills of quantities (with exception of those otherwise mentioned in the specifications) and all labour, tools and plants scaffolding and other implements of every description necessary for execution and completion of the work. All materials to be supplied by the contractor shall be the best of their respective kinds and subject to approval by the Director.
- 4) Sub-Contractor: The Contractor shall not assign or sublet the contract for the work or any part thereof.
- 5) Removal of equipment: The Contractor shall, at his own expenses, within one week from the completion date, remove all tools, plants, scaffoldings, implements and unused materials from the site and leave the same in a clean and proper state, to the satisfaction of the Director.
- 6) Inspection of works: The Contractor shall allow the Engineer-in-charge to inspect and supervise the work during its progress.
- 7) Defective work & rejections: The Contractor shall within 24 hours of notice so to do forth with pull down and rebuild any part of the work which has not been erected, build or completed to the satisfaction of the Director or which is in the opinion of the Director, defective or not in accordance with the specification or the plans.

- 8) Alteration or Deviations: The Institute may at any time during the progress of the work by order in writing make any alteration in the original specifications or plans by way of addition, omission or other deviation whereupon the Contractors shall execute the work according to such alterations to the satisfaction of the Director.
- 9) Additions & Deductions: All additions and deductions to be made to or from amount of the contract price in respect of any such alteration in the specifications or plans shall be ascertained according to the rates specified in the bill of quantities (provided that if appropriate rates are therein specified, they shall be fixed by mutual agreement between the parties) and the difference of expenses occasioned by any such alteration shall be added to or deducted from the contract price. No payment or allowance whatsoever shall be made to the Contractor for any work done or materials used without a previous order, in writing from the Director.
- 10) Measurement of work: The work as it proceeds will be measured net exposed measurements. The Contractors or his representative will accompany the Engineer-in-charge in order that they agree on the measurements. The measurement book can also be examined at the office of the Director before payment is made.
- 11) Precautions against accident: The contractor shall, at all times, take due and proper precautions against accidents or injury to the work or any person or property, and shall indemnify the company for all motions suits or any damage or compensation payable in consequence of any accident or injury sustained by any workman or other person whether in the employment of the Contractor or not.
- 12) Failure to execute the work: If the Contractor fails to execute and complete the work otherwise fail to comply with any of the terms and conditions of this order, then the Institute shall be at liberty without avoiding this order forthwith, to require the Contractor to remove his workmen from the site and to take the work out of the hands of the Contractor and to employ any other person to execute and use all materials, tools, scaffolding, plants, implements and things on or about the work, and thereafter neither the Contractor nor his workman shall have any power to intervene with any person employed by the Institute.

All expenses and damages to property incurred by the Institute, consequent on the employment and certified by Director and shall be paid to the Institute by the Contractor or deducted by the Institute from any money due to or to become due to the Contractor.

- 13) Serving Notices: Any notice to the Contractor under this order may be served personally or by registered post addressed to the Contractor last known place of address.
- 14) Discrepancies: Should there be any discrepancies between the plans, specifications and bills of quantities the same shall be immediately referred to the Director who shall decide what shall be followed.
- 15) The work will be taken up in hands within seven days of the award of the work and shall be completed in all respect within 15 days from the date of start.
- 16) Extension of time for completion may be allowed if the Director consider that the reasons for the delay in completion of the work is beyond the control of the Contractor.
- 17) Liquidity damages: 0.5% per week subject to maximum of 10%.
- 18) The tender should accompany with the following documents at the time of submission.
 - a) Proof of registration with Govt./Semi Govt. organizations like CPWD, State PWD/Railway etc. in appropriate class and copies of PAN Card, IT Clearance Certificates, GST etc.

In case of absence of any of the documents listed above the tender papers will not be entertained.

Signature of the tenderer with seal

Institute of Physics
Bhubaneswar

1. Defects Liability	= 6 months
2. Period of final measurement and valuation	= Within 15 days of submission of the bill by the contractor
3. Date of commencement	= Within 7 days from the date of issue of the work order.
4. Agreed liquidated damages	= 0.5% per day subject to maximum of 10%
5. Minimum value of work for interim payment.	= No Interim payment is allowed.
6. Security deposit or Retention money	2.5 % of the value of work order should be deposited upon award of the contract .Security Deposit will be refunded after successful completion of period of 6 months.
7. Payment	= Within 15 days of submission of bill.
8. Completion Period	= Within 15 days of commencement of the work.

Signature of the tenderer with seal

SCHEDULE OF QUANTITIES

Name of the Work: Laying of Paver Block over the path adjacent to Boundary wall of Directors Bungalow at IoP Campus.