TENDER DOCUMENT

for

Renovation of Electrical Machine Lab of Electrical Engineering Department.

NIT No-IW/CE/NIT/23-24/019

Tender Serial No. ___________________________ Issued to:

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1. NOTICE INVITING TENDER

1.1. INTRODUCTION

Indian Institute of Technology (IIT) Kharagpur, hereinafter called IITKGP, invites online tenders from the eligible contractors for “Renovation of Electrical Machine Lab of Electrical Engineering Department.” Particulars of the project are as following.

1.2. PARTICULARS

<table>
<thead>
<tr>
<th>1. NIT Number</th>
<th>IW/CE/NIT/23-24/019</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. Name of Work</td>
<td>Renovation of Electrical Machine Lab of Electrical Engineering Department.</td>
</tr>
<tr>
<td>3. Location of Work</td>
<td>Academic Campus aforesaid area at IIT Kharagpur.</td>
</tr>
<tr>
<td>4. Estimated Cost (including 18% GST)</td>
<td>₹ 9,91,677.00/- (Rupees Nine Lakh Ninety One thousand Six Hundred Seventy Seven Only)</td>
</tr>
<tr>
<td>5. Earnest Money Deposit</td>
<td>₹ 19,834.00/- (Rupees Nineteen Thousand Eight Hundred and Thirty Four Only) [Not mandatory for bidders registered under MSE category]</td>
</tr>
<tr>
<td>6. Time Limit for Execution</td>
<td>120 days from Date of Start.</td>
</tr>
<tr>
<td>7. Tender Basis and Mode</td>
<td>Two stage (Technical Bid &amp; Financial Bid)</td>
</tr>
</tbody>
</table>

8. Mode of Payment to IITKGP (EMD)

i) Original Demand Draft/Pay Order or copy of valid registration certificate under MSE category has to be submitted physically at the office of CESS(e) on or before the due date/extended date of submission of bid.

&

Scanned copy of Demand Draft/Pay Order/Registration under MSE category has to be uploaded on [https://eprocure.gov.in/eprocure/app](https://eprocure.gov.in/eprocure/app)

ii) Demand Draft/Pay order to be drawn in favour of IIT KHARAGPUR payable at Kharagpur.

9. Date, Time & Venue of Pre-bid Meeting

23rd May 2023, 15:00hrs, CCM Meeting Room, 1st Fl, Old Bldg., IIT Kharagpur, Kharagpur-721302

10. Closing Date & Time for Receipt of bids

29th May 2023 upto 15:00hrs

11. Date & Time for Opening of Technical Bid

30th May 2023 at 15:30hrs

12. Date & Time for Opening of Price Bid

Shall be intimated to eligible bidders subsequently through CPP Portal.

13. Engineer-in-charge and contact details.

Mr. S.K. Biswas, Sr. Executive Engineer,
Tel: 03222-82521, Email: skbiswa@adm.iitkgp.ac.in

14. Address for tender issue, submission and opening

Civil Construction & Maintenance Section, 1st Floor, Old Building, IIT Kharagpur, Kharagpur WB 721302

15. Website for full and updated information

http://www1.iitkgp.ac.in/topfiles/tenders.php
[https://eprocure.gov.in/eprocure/app](https://eprocure.gov.in/eprocure/app)

16. Website for tender submission & processing

https://eprocure.gov.in/eprocure/app

17. Hard copy submission of Technical Bid Documents

Hard copy of the Technical Bid documents to be submitted at “Civil Construction & Maintenance Section, 1st Floor, Old Building, IIT Kharagpur, Kharagpur WB 721302” on or before 06.06.2023
1.3. ELIGIBILITY CRITERIA

1.3.1. The bidder must be registered in appropriate class of works with Government organization like CPWD/ PWD/ MES or PSUs or those having experience in similar nature of works awarded by Government / Semi Government Organizations/ Government Funded Autonomous Organization.

1.3.2. The bidder must have done at least 1 (ONE) similar work of value of 80% of the estimated cost or 2 (TWO) similar works for projects each of value 60% of the estimated cost or 3 (THREE) similar work for projects each of value 40% of the estimated cost with Government/ Semi-government/PSU/ Government Funded Autonomous Organization during last 7 (seven) years preceding last date of the month of tender submission.

Note:

(i) The estimated is ₹ 9,91,677.00/- (Rupees Nine Lakh Ninety One thousand Six Hundred Seventy Seven Only)

(ii) The value of executed works shall be brought to current costing level by enhancing the actual value of work at simple rate of 7% per annum; calculated from the date of completion to the last date of receipt of applications for tender.

(iii) Similar works shall mean: Repair & Renovation/ Construction of Building or Other Civil structure works.

1.3.3. The bidder must be registered with appropriate Government authority as a bonafide business entity and must have GST registration certificate and Permanent Account Number of income tax.

1.3.4. The registrations and licenses should be valid during the execution phase.

1.3.5. The Average annual turnover of the bidder as per ITCC or profit & loss statement shall not be less than 30% of the estimated cost of project, not having incurred loss in more than two years, during last 5 years ending 31 Mar 2022. The documents submitted should be duly certified and audited by Chartered Accountant.

Sr. Executive Engineer (Civil)

On behalf of the Director, Indian Institute of Technology Kharagpur

Copy to:

1) Registrar
2) Chief Engineer
3) SE(Civil/E&M)
4) Executive Engineer (Civil/E&M)
5) Assistant / Junior Engineer (Civil/ E&M)
6) Notice Board
7) Office file
2. INFORMATION TO BIDDERS

2.1 SCOPE OF WORK

2.1.1 The IITKGP intends for "Renovation of Electrical Machine Lab of Electrical Engineering Department". The work consists of: Repair & Renovation/Construction of Building or other civil structure works.

2.1.2 Constraint: The job needs to be executed in Academic area without causing any disturbances to the normal functioning of routine activities/road networks.

2.1.3 The vendor shall work out execution sequence and methodology with the approval of Engineer-in-Charge so as to complete the project within the envisaged time and the estimated cost, duly handling the constraint mentioned above.

2.2 GENERAL INSTRUCTIONS

2.2.1 Bidding documents are to be obtained electronically through websites: http://www1.iitkgp.ac.in/topfiles/tenders.php; https://eprocure.gov.in/eprocure/app

2.2.2 This bid document shall be read in conjunction with GCC (General Conditions of Contract) available on http://www1.iitkgp.ac.in/topfiles/tenders.php.

2.2.3 The bidder shall visit and inspect the site and obtain all information on his own responsibility and at own cost, which may be necessary for the purpose of quoting and submitting the tender. No excuse or ignorance as to site conditions and local information shall be accepted after awarding of the contract. Access to the site will be granted by the Engineer-in-Charge on all working days within working hours with prior appointment.

2.2.4 IITKGP shall not provide any space at site for labour hutments.

2.2.5 All clarifications about the tender shall be sought by bidder on or before pre-bid meeting. The bidders may make suggestions which shall be considered during the Pre Bid Meeting. Intending bidder(s) may also send their queries or suggestion, if any, through e-mail to the Engineer-in-Charge on skbiswas@adm.iitkgp.ac.in or before 23rd May 2023, 14:30hrs. No queries shall be entertained after notification of replies to noteworthy queries received till the date of pre-bid meeting.

2.2.6 Completion certificate issued by Competent Authority will only be considered as credential. If the Completion certificate issued by Competent Authority does not reflect the type of work, then Final bill / Schedule of Quantity of the qualifying works also to be attached along with the Completion certificates. Certificate from private individuals / organizations for whom such works have been executed shall not be accepted.

2.2.7 The bidding document (consisting of specifications, the schedule of quantities of various types of items to be executed, the set of terms and conditions of the contract and other documents / drawings, if any), Addendum/Corrigenda, Clarifications to Pre-bid queries can be downloaded from the websites: i)http://www1.iitkgp.ac.in/topfiles/tenders.php; ii)https://eprocure.gov.in/eprocure/app. Corrigenda, if any shall be published only on these websites at any time before the closing time of tender. The institute shall not be responsible for any delay / difficulties / inaccessibility of downloading facility for any reason whatsoever. The tenderers who have downloaded the tender documents from website must visit the website and ensure that such addendum(s)/corrigendum(s) (if any) is also downloaded by them. This shall be the responsibility of the prospective registered bidders to check the web site for any such corrigendum/addendum before closing time of tender and ensure that bid submitted by them are in accordance with all the corrigenda/addenda.

2.2.8 All costs, charges & expenses that may be incurred in connection with the preparation of his tender shall be borne by him and the Institute accepts no liability whatsoever therefore.

2.2.9 Rates quoted by the bidders (in the uploaded Excel Template having form of contract as "Percentage") shall be inclusive of GST (Goods and Services Tax - Central, State and Interstate) and all applicable taxes. Income Tax and all other statutory deductions like labour cess etc. will be deducted from the bill as per prevailing rules

2.2.10 Exemption to IITKGP against any tax/ duty/ fee/ surcharge/ charge/ cost, if any, found applicable or sought later from IITKGP after award shall be passed on to IITKGP by the contractor without dispute.

2.2.11 IITKGP reserves the right to reject any or all of the bids without assigning any reason.

2.2.12 Bid Validity: Bid shall remain valid for 120 days from the date of submission.

2.2.13 Firm Price: Bidder's quoted Rates/Prices for executing the activities under the Contract shall remain firm till completion of the entire work & shall not attract any escalation under any circumstances whatsoever.
2.2.14 If any information furnished by the bidder is found as false / fabricated, then his bid will be rejected and treated as cancelled. Even if such manipulation is detected at any stage after signing of the contract, it would lead to termination of the contract besides forfeiture of Earnest Money Deposit and liabilities towards prosecution. In such cases the bidder will be debarred from participation in future tendering process in IITKGP as per prevailing Government norms. And the Bidder must be submitting the undertaking regarding Blacklisting / Non-Debarment on company / Firm’s letterhead (Annexure -C).

2.2.15 Earnest Money Deposit (EMD): EMD of requisite amount and that in prescribed mode or proof of payment thereof shall be submitted with the Technical Bid as explained in section 1.2.8.

2.2.16 Refund / Conversion of Earnest Money Deposit: The Earnest Money received shall be refunded to the unsuccessful bidders without any interest upon executing the Contract Agreement by successful bidder. The Earnest Money Deposit of unsuccessful bidder shall be retained and converted into part of Security Deposit.

2.2.17 Forfeiture of Earnest Money Deposit: Earnest Money Deposit will be forfeited in any of the following cases:

2.1.1.1 The bidder withdraws / modifies his tender during the period of Bid Validity.

2.1.1.2 The bidder, in case of tie between lowest bids, refuse to submit revised offer.

2.1.1.3 The bidder does not accept the correction of arithmetical errors of his tender.

2.1.1.4 The bidder fails to deposit Performance Guarantee and information as per format given in GCC within the stipulated time period before award of the work.

2.2.18 The provisions of Public Procurement (Preference to Make in India), Order 2017 and subsequent amendments issued from time to time by Department for Promotion of Industry & Internal Trade (DPIIT), Ministry of Commerce and Industry, Government of India shall be applicable. Undertaking/ Declaration of Local Contents as per Annexure-B and also undertaking regarding restrictions on procurement from a bidder of a country which shares a land border with India as per Annexure-A shall be submitted along with the Tender.

2.2 SUBMISSION OF TENDER

2.2.1 Help for Contractors, FAQ, Information about DSC and Bidders Manual Kit containing the detailed guidelines for e-Procurement system are also available on Central Public Procurement Portal.[https://eprocure.gov.in/eprocure/app]

2.2.2 It is mandatory for all the bidders to have a valid Class-II/Class-III Digital Signature Certificate (in the name of person having power of attorney to sign the Bid) from any of the licensed Certifying Agency (Bidders can see the list of licensed CA’s from the link www.cca.gov.in) to participate in e-Procurement of IIT KHARAGPUR.

2.2.3 It is mandatory for the bidders to get their firm /company registered with IIT Kharagpur as well as with e-procurement portal to have Vendor Code, User ID & Password. You may follow the below mentioned links-

For IIT Kharagpur: https://erp.iitkgp.ac.in/SupplierFacilities/login.htm

For e-procurement portal: https://eprocure.gov.in/eprocure/app https://eprocure.gov.in/eprocure/app

IIT KGP shall not be liable for delay in processing or non-processing of the payment or refund in the absence of Vendor Code registration.

2.2.4 Tender documents will be available online on website https://eprocure.gov.in/eprocure/app which can be downloaded free of cost.

2.2.5 Bidders may download and refer the “Instructions for Online Bid Submission” from (https://eprocure.gov.in/eprocure/app?sessionid=2A56E178EED5C7DB536175EFBB573C9F.eprocgep2?page=HelpForContractors&service=page).

2.2.6 The tender documents shall be submitted online in the prescribed format given on the websites and technical bids received online shall be opened as per NIT or Corrigendum thereof. No other mode of submission is acceptable. Detailed credentials as per the requirement of eligibility criteria and all tender papers except Bill of Quantities are to be submitted in “Technical Bid”.

Bill of Quantities with rates duly filled in are to be submitted in the format provided online in the name of “Financial Bid”. Hence, physical submission of the documents is limited to submission of MSE registration certificate as per provision given in sub-clause 1.2.5 of NIT & 2.2.15 of Information to Bidders.
Representative of the bidder, who chooses to attend, may attend the online opening of the technical bids on the scheduled date and time of Bid opening. However, such representatives shall be allowed to attend the opening of the Technical Bids, only, if such person presents the letter of authority issued in his name by the bidder on his letterhead.

2.2.7 Bidders cannot submit the tender after the due date and time of e-bid submission. Time being displayed on Central Public Procurement Portal https://eprocure.gov.in/eprocure/app ("Server System Clock Time") shall be final and binding on the bidder. e-Bids are required to be submitted by bidders, only as per the Indian Standard Time (IST) and not the time as per their location/country.

2.2.8 The bidders are advised to submit their e-bids well before the e-bid due date. IIT KHARAGPUR shall not be responsible for any delay in submission of e-bids for any reason including server and technical problems.

2.2.9 The Technical and Financial Bid shall be digitally signed by the Authorized Signatory of the bidder & submitted “on-line”. However, hard copies of the complete ‘Technical Bid documents’ shall be submitted in a sealed envelope super scribed with "Hard Copy of Technical Bid/Tender Documents for NIT No:IW/CE/NIT/22-23/019 for the work: Renovation of Electrical Machine Lab of Electrical Engineering Department. as prescribed in 1.2.17.

NO PRICE BID TO BE SUBMITTED OFFLINE.

The authorized signatory of the bidder must be in possession of Power of Attorney before submitting the digitally signed bid online. Scanned copies of various documents can be prepared in .pdf file format.

2.2.10 Any tender received without original Earnest Money in the form as specified in clause 1.2.5 of tender documents shall not be considered and shall be summarily rejected.

2.2.11 IIT KHARAGPUR reserves the right to cancel the tenders before submission/opening of tenders, postpone the tender submission/opening date and to accept/reject any or all tenders without assigning any reasons thereof. IIT KHARAGPUR’s assessment of suitability as per eligibility criteria shall be final and binding.

2.2.12 Tenderers may note that they are liable to be disqualified at any time during tendering process in case any of the information furnished by them is not found to be true. The decision of IIT KHARAGPUR in this regard shall be final and binding.

2.2.13 The EMDs shall be received at the Civil Construction & Maintenance Section, 1st Floor, Old Building, IIT Kharagpur, Kharagpur WB 721302, up to 15:00hrs 29th May 2023 or Corrigenda otherwise.

2.2.14 EMDs shall be submitted in an envelope super scribed "Renovation of Electrical Machine Lab of Electrical Engineering Department." with the NIT NO:IW/CE/NIT/22-23/019

2.3 EVALUATION OF BIDS AND AWARD OF WORK

2.3.1 The Bid shall be opened electronically on the specified date and time of opening at the Office of CE, 1st Floor, Old Building, IIT Kharagpur, Kharagpur WB 721302 in the presence of willing bidders or their authorized representatives.

2.3.2 Date, time and place of opening of Financial Bid will be informed after evaluation of Technical Bid to the Technically Qualified Bidders.

2.3.3 Bids shall, first, be checked for payment of Earnest Money Deposit. Only those bids found to have duly paid/ submitted Earnest Money Deposit shall be considered for evaluation.

2.3.4 Evaluation of Technical Bid: The bids received will then be assessed on the eligibility criteria mentioned at Para1.3of Notice Inviting Tender. Bids found not meeting the eligibility criteria shall be considered non-responsive and shall be rejected summarily.

2.3.5 IITKGP retains the right to revert back to individual bidders with further clarifications / queries on the Technical Bid. The bidder has to respond to the queries within the specified time mentioned in the covering letter.

2.3.6 Date & time for opening of Financial Bid: The Financial bid or the Revised Financial Bids as the case may be will be opened on specified date and time, which will be intimated to the technically qualified bidders.

2.3.7 Evaluation of Financial Bids: The Financial Bid should contain the complete bid document with duly filled in Schedule of Financial Quote. Financial Bids opened as above will be checked for arithmetical errors.
2.3.8 The successful bidder shall be issued Letter of Acceptance (LOA) of the bid, and be required to furnish Performance Guarantee as per General Conditions of Contract, Program Schedule with specific Milestones to be achieved as to complete the work within the stipulated time limit and details of his Technical Staff to be deployed as per ANNEXURE-I

2.3.9 Letter of Award shall be issued to the successful bidder. The Work Order will be issued only after receipt of the Performance Guarantee, along with Program Schedule and the details of Technical Staff to be deployed for the work.

2.3.10 Agreement (Contract) consisting of complete tender document including conditions, bill of quantities, technical proposal and specialized services, drawings, if any, and acceptance thereof together with any correspondence leading thereto, shall be drawn and signed with the awardee after issue of Work Order.

2.3.11 Date of start of work shall be reckoned from 7th day from the date of issue of "Letter of Acceptance".
3. UNDERTAKING BY THE BIDDER

UNDERTAKING

I / We have read and examined the Tender document including terms & conditions, specifications, bill of quantities, drawings and designs, general rules & directions, General Conditions of Contract, Special Conditions of Contract and all relevant other documents, publications and rules referred to in the Conditions of Contract and all other contents in the tender documents for the work.

I / We, hereby tender for execution of the work specified for the Indian Institute of Technology Kharagpur within the time specified and in accordance in all respects with the specifications, designs, drawings and instructions in writing.

We agree to keep the tender open for 120 days from the last date of its submission and not to make any modifications in its terms and conditions. A sum of Rs. __________ has been deposited in cash/ demand draft of a scheduled bank as earnest money. If I / we, fail to furnish the prescribed performance guarantee within prescribed period, I / we agree that the said Director, Indian Institute of Technology Kharagpur or his authorized officer shall without prejudice to any other right or remedy, be at liberty to forfeit the said earnest money absolutely. Further, if I / we fail to commence work as specified, I / we agree that the Director, Indian Institute of Technology Kharagpur shall without prejudice to any other right or remedy available in law, be at liberty to forfeit the said earnest money and the performance guarantee absolutely, otherwise the said earnest money shall be retained by him towards security deposit to execute all the works referred to in the tender documents upon the terms and conditions contained or referred to therein.

Further, I / We agree that in case of forfeiture of earnest money or both Earnest Money & Performance Guarantee as aforesaid, I / We shall be debarred for participation in the re-tendering process of the work.

I / We hereby declare that I / We shall treat the tender documents, drawings and other records connected with the work as secret / confidential documents and shall not communicate information derived therefrom to any person other than a person to whom I / We am / are authorized to communicate the same or use the information in any manner prejudicial to the safety of the State.

Seal & Signature of Contractor
Postal Address

Dated

Witness

Address

Occupation
### TECHNICAL STAFF OF CONTRACTOR

<table>
<thead>
<tr>
<th>DISCIPLINE</th>
<th>NAME</th>
<th>QUALIFICATION</th>
<th>EXPERIENCE</th>
<th>CONTACT NUMBER</th>
</tr>
</thead>
<tbody>
<tr>
<td>Overall Project In-charge</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Engineer - Structure and Civil Works</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Engineer - Electrical &amp; Mechanical Works</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>In-charge - Safety, Health &amp; Environment</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Seal & Signature of Contractor
UNDEARTAKING FOR GCC COMPLIANCE

UNDERTAKING

We hereby undertake that we shall fulfill all the terms & conditions of GCC-IIT Kharagpur within the specified time frame, after the acceptance of our offer in case our offer is accepted; failing which IIT KARAGPUR may go ahead to take necessary action such as reporting the non-compliance to appropriate Government authorities and barring us from future participation in IIT KARAGPUR works.

Seal & Signature of Contractor

DATED:
Profit and Loss Summary statement of Last 5 Financial years
Approved through Chartered Accountants

TO WHOM IT MAY CONCERN

This is to certify that the total turnover and Profit/Loss summary of M/s..................
.................................................................................. having its registered office
at........................................................................................................
........................................................................................................for last five Financial years are as given
below: -

<table>
<thead>
<tr>
<th>Description</th>
<th>Financial years</th>
</tr>
</thead>
<tbody>
<tr>
<td>Annual Turnover from Operations (Lakhs)</td>
<td></td>
</tr>
<tr>
<td>Profit (+)/Loss (-) After Tax (Lakhs)</td>
<td></td>
</tr>
</tbody>
</table>

The above is true to the best of our knowledge and belief.

(TO BE VERIFIED BY Chartered Accountants)
ANNEXURE – A
(For Works Contracts, including Turnkey contracts)
(On Company / firm’s Letterhead)

Tender No:.......................... Dated:..........................

CERTIFICATE

I/we have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India and on sub-contracting to contractors from such countries and hereby certify that this bidder is not from such a country and will not sub-contract any work to a contractor from such countries unless such contractor is registered with the Competent Authority.

OR (whichever is applicable)

I/we have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India and on sub-contracting to contractors from such countries; I/we hereby certify that this bidder is from ________ (Name of Country) and has been registered with the Competent Authority and will not sub-contract any work to a contractor from such countries unless such contractor is registered with the Competent Authority. I/we also certify that this bidder fulfils all the requirements in this regard and is eligible to be considered.

(Copy/ evidence of valid registration by the Competent Authority is to be attached with the bid document)

Signature of the Authorized Person

Date:____________________

Full Name:_________________

Place:____________________

Company Seal:_____________
DECLARATION OF LOCAL CONTENT

(To be given on Company Letter Head – For tender value up to Rs.10 Crores)

(To be given by Statutory Auditor/Cost Auditor/ Practicing Cost Accountant/ Practicing Chartered Accountant for tender value in excess of Rs.10 Crores)

Tender No: .................................. Dated: ..................................

To

The Chairman
Departmental Purchase Committee
Department of ......................
IIT Kharagpur
PIN: 721302

Subject: Declaration of Local Content-reg.

1. Country of origin of Goods being offered: ............................................

2. We hereby declare that items offered has ..............% local content.

(Clarification for Local content calculation as per OM No: P-45021/102/2019-BE-II-Part (1) (E-50310), dated 4th March 2021 of Department of Promotion of Industry and Internal Trade, Ministry of Commerce and Industry, Govt. of India.)

3. The details of the location(s) at which local value addition is made are given in the below table:

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Name of the Item</th>
<th>Location(s) of Local Value addition</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

"Local Content" means the amount of value added in India which shall, unless otherwise prescribed by the Nodal Ministry, be the total value of the item procured (excluding net domestic indirect taxes) minus the value of the imported content in the item (including all customs duties) as a proportion of the total value, in percent.

Important:

"False declaration will be in breach of Code of Integrity under Rule 175(1)(j)(h) of the General Financial Rules 2017 for which a bidder or its successors can be debarred for up to two years as per Rule 151(iii) of the General Financial Rules 2017 along with such other actions as may be permissible under law."

Date: ..................................

Yours faithfully,

(Signature of the bidder, with Official Seal)
UNDEARTAKING REGARDING BLACKLISTING / NON – DEBARMENT
(On Company / firm’s Letterhead)

I/We hereby confirm and declare that we, M/s __________________________, is not blacklisted/ Deregistered/ debarred by any Government department/ Public Sector Undertaking/ Private Sector/ or any other agency for which we have Executed/ Undertaken the works/ Services as on date.

Signature of the Authorized Person

Date: ______________________

Full Name: ______________________

Place: ______________________

Company Seal: ---------------
4. Checklist for Documents to be uploaded on [https://eprocure.gov.in/eprocure/app](https://eprocure.gov.in/eprocure/app)

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Documents</th>
<th>Reference</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Tender Documents</td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td>EMD</td>
<td>1.2.5</td>
</tr>
<tr>
<td>3.</td>
<td>Document support of Bonafide Business Entity</td>
<td>1.3.3</td>
</tr>
<tr>
<td>4.</td>
<td>GST Registration Certificate</td>
<td>1.3.3</td>
</tr>
<tr>
<td>5.</td>
<td>Permanent Account Number</td>
<td>1.3.3</td>
</tr>
<tr>
<td>6.</td>
<td>Average annual turnover of the bidder as per ITCC or profit and loss statement for last 5 years</td>
<td>1.3.5</td>
</tr>
<tr>
<td>7.</td>
<td>Experience Certificate</td>
<td>1.3.2</td>
</tr>
<tr>
<td>8.</td>
<td>ANNEXURES-I_II_III_A_B_C</td>
<td>9-14</td>
</tr>
<tr>
<td>9.</td>
<td>SOQ</td>
<td>16-17</td>
</tr>
</tbody>
</table>
CIVIL CONSTRUCTION AND MAINTENANCE SECTION
IIT Kharagpur

Name of Work: Renovation of Electrical Machine Lab of Electrical Engineering Department

<table>
<thead>
<tr>
<th>Item No.</th>
<th>Description of Item</th>
<th>Unit</th>
<th>Qty</th>
<th>Rate(Rs)</th>
<th>Total Amount(Rs.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Demolishing brick work manually/ by mechanical means including stacking of serviceable material and disposal of unserviceable material within 50 metres lead as per direction of Engineer-in-charge.In cement mortar.</td>
<td>cum</td>
<td>2.00</td>
<td>1,469.90</td>
<td>2,939.80</td>
</tr>
<tr>
<td>2</td>
<td>Demolishing cement concrete manually/ by mechanical means including disposal of material within 50 metres lead as per direction of Engineer - in - charge.</td>
<td>cum</td>
<td>3.00</td>
<td>1,737.45</td>
<td>5,212.35</td>
</tr>
<tr>
<td>3</td>
<td>Dismantling old plaster or skirting raking out joints and cleaning the surface for plaster including disposal of rubbish to the dumping ground within 50 metres lead.</td>
<td>sqm</td>
<td>460.00</td>
<td>39.00</td>
<td>17,940.00</td>
</tr>
<tr>
<td>4</td>
<td>Applying 2 coats of bonding agent with synthetic multi functional rubber emulsion having adhesive and water proofing properties by mixing with water in proportion (1 bonding agent : 4 water : 6 cement) as per Manufacturer's specification.</td>
<td>sqm</td>
<td>460.00</td>
<td>104.88</td>
<td>48,244.80</td>
</tr>
<tr>
<td>5</td>
<td>Steel reinforcement for R.C.C. work including straightening, cutting, bending, placing in position and binding all complete upto any level. Thermo-Mechanically Treated bars of grade Fe-500D or more.</td>
<td>Kg</td>
<td>500.00</td>
<td>83.50</td>
<td>41,750.00</td>
</tr>
<tr>
<td>6</td>
<td>Centering and shuttering including strutting, propping etc. and removal of form for all heights.</td>
<td>sqm</td>
<td>50.00</td>
<td>552.05</td>
<td>27,602.50</td>
</tr>
<tr>
<td>7</td>
<td>Lintel, beams, plinth beams, girders, bressumers and cantilevers.</td>
<td>sqm</td>
<td>7.00</td>
<td>9,306.00</td>
<td>65,142.00</td>
</tr>
<tr>
<td>8</td>
<td>Reinforced cement concrete work in walls (any thickness), including attached pilasters, buttresses, plinth and string courses, fillets, columns, pillars, piers, abutments, posts and struts etc. above plinth level up to floor five level, excluding cost of centering, shuttering, finishing and reinforcement : 1:1:5:3 (1 cement : 1.5 coarse sand(zone-III) : 3 graded stone aggregate 20 mm nominal size).</td>
<td>cum</td>
<td>3.00</td>
<td>6,126.25</td>
<td>18,378.75</td>
</tr>
<tr>
<td>9</td>
<td>Brick work with clay fly ash F.P.S. (non modular) brick of class designation 7.5 in superstructure above plinth level up to floor five level in :Cement mortar 1:6 (1 cement : 6 coarse sand).</td>
<td>cum</td>
<td>1.00</td>
<td>7,752.90</td>
<td>7,752.90</td>
</tr>
<tr>
<td>10</td>
<td>Half brick masonry with non modular fly ash bricks of class designation 10, conforming to IS :12894, in superstructure above plinth and upto floor level. Cement mortar 1 : 4 (1 cement : 4 coarse sand)</td>
<td>sqm</td>
<td>5.00</td>
<td>917.00</td>
<td>4,585.00</td>
</tr>
<tr>
<td>11</td>
<td>15 mm cement plaster on brick wall of mix :1:6 (1 cement: 6 coarse sand)</td>
<td>sqm</td>
<td>460.00</td>
<td>303.90</td>
<td>1,39,794.00</td>
</tr>
<tr>
<td>12</td>
<td>Cement concrete flooring 1:2:4 (1 cement : 2 coarse sand : 4 graded stone aggregate) finished with a floating coat of neat cement, including cement slurry, but excluding the cost of nosing of steps etc. complete.40 mm thick with 20 mm nominal size stone aggregate</td>
<td>sqm</td>
<td>30.00</td>
<td>498.35</td>
<td>14,950.50</td>
</tr>
<tr>
<td>13</td>
<td>Neat cement punning.</td>
<td>sqm</td>
<td>10.00</td>
<td>62.75</td>
<td>627.50</td>
</tr>
<tr>
<td>14</td>
<td>Providing and applying white cement based putty of average thickness 1 mm, of approved brand and manufacturer, over the plastered wall surface to prepare the surface even and smooth complete.</td>
<td>Sqm</td>
<td>10.00</td>
<td>115.15</td>
<td>1,151.50</td>
</tr>
<tr>
<td>15</td>
<td>Applying one coat of water thinnable cement primer of approved brand and manufacturer on wall surface. Water thinnable cement primer.</td>
<td>Sqm</td>
<td>2200.00</td>
<td>60.00</td>
<td>1,32,000.00</td>
</tr>
<tr>
<td>16</td>
<td>Distempering with 1st quality acrylic distemper, having VOC (Volatile Organic Compound ) content less than 50 grams/ litre, of approved brand and manufacture, including applying additional coats wherever required, to achieve even shade and colour.</td>
<td>Sqm</td>
<td>2000.00</td>
<td>81.90</td>
<td>1,63,800.00</td>
</tr>
</tbody>
</table>

Finishing walls with Acrylic Smooth exterior paint of required shade;
<table>
<thead>
<tr>
<th>Item No.</th>
<th>Description of Item</th>
<th>Unit</th>
<th>Qty.</th>
<th>Rate(Rs.)</th>
<th>Total Amount(Rs.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>17</td>
<td>Old work (Two or more coat applied @ 1.67 ltr/ 10 sqm) on existing cement paint surface</td>
<td>sqm</td>
<td>150</td>
<td>99.90</td>
<td>14,985.00</td>
</tr>
<tr>
<td>18</td>
<td>Removing white or colour wash by scrapping and sand papering and preparing the surface smooth including necessary repairs to scratches etc. complete.</td>
<td>sqm</td>
<td>2200</td>
<td>14.20</td>
<td>31,240.00</td>
</tr>
<tr>
<td>19</td>
<td>Applying priming coat: With ready mixed red oxide zinc chromate primer of approved brand and manufacture on steel galvanised iron/ steel works</td>
<td>Sqm</td>
<td>150</td>
<td>50.70</td>
<td>7,605.00</td>
</tr>
<tr>
<td>20</td>
<td>Painting with synthetic enamel paint of approved brand and manufacture of required colour to give an even shade : One or more coats on old work</td>
<td>sqm</td>
<td>700</td>
<td>79.95</td>
<td>55,965.00</td>
</tr>
<tr>
<td>21</td>
<td>Providing and fixing factory made ISI marked steel glazed doors, windows and ventilators, side top centre hung, with beading and all members such as F7D, F4B, K11 B and K12 B etc. complete of standard rolled steel sections, joints mitred and flash butt welded and sash bars tenoned and riveted, including providing and fixing of hinges, pivots, including priming coat of approved steel primer, but excluding the cost of other fittings, complete all as per approved design, (sectional weight of only steel members shall be measured for payment). Fixing with 15x3 mm lugs 10 cm long embedded in cement concrete block 15x10x10 cm of C.C. 1:3:6 (1 Cement : 3 coarse sand : 6 graded stone aggregate 20 mm nominal size).</td>
<td>kg</td>
<td>360</td>
<td>166.50</td>
<td>59,940.00</td>
</tr>
<tr>
<td>22</td>
<td>Structural steel work riveted, bolted or welded in built up sections, trusses and framed work, including cutting, hoisting, fixing in position and applying a priming coat of approved steel primer all complete.</td>
<td>kg</td>
<td>300</td>
<td>101.75</td>
<td>30,525.00</td>
</tr>
<tr>
<td>23</td>
<td>Welding in M.S. structural work with gas or electric: Tack weld</td>
<td>Point</td>
<td>500</td>
<td>10.73</td>
<td>5,365.00</td>
</tr>
<tr>
<td>24</td>
<td>Renewing one point steel (oxidised) handle of steel door and windows as directed including painting complete.</td>
<td>each</td>
<td>40</td>
<td>36.95</td>
<td>1,478.00</td>
</tr>
<tr>
<td>25</td>
<td>Renewing hinge of steel shutter including taking out old one by cutting and fixing new hinges by welding and mending good damages complete.</td>
<td>each</td>
<td>40</td>
<td>226.44</td>
<td>9,057.60</td>
</tr>
<tr>
<td>26</td>
<td>a) Renewing glass panes, with putty and nails wherever necessary including racking out the old putty.</td>
<td>sqm</td>
<td>70</td>
<td>890.50</td>
<td>62,335.00</td>
</tr>
<tr>
<td></td>
<td>b) Renewal of old putty of glass panes (length).</td>
<td>metre</td>
<td>200</td>
<td>42.60</td>
<td>8,520.00</td>
</tr>
<tr>
<td>27</td>
<td>Easing door and windows.</td>
<td>Each</td>
<td>40</td>
<td>20.26</td>
<td>810.40</td>
</tr>
<tr>
<td>28</td>
<td>Disposal of building rubbish / malba / similar unserviceable, dismantled or waste materials by mechanical means, including loading, transporting, unloading to approved municipal dumping ground or as approved by Engineer-in-charge, beyond 50 m initial lead, for all leads including all lifts involved.</td>
<td>cum</td>
<td>25.78</td>
<td>138.85</td>
<td>3,579.55</td>
</tr>
<tr>
<td>29</td>
<td>Supplying of Labour</td>
<td>Each</td>
<td>20</td>
<td>420.00</td>
<td>8,400.00</td>
</tr>
</tbody>
</table>

Total

Say Rs. 991677.00