



INDIAN INSTITUTE OF TECHNOLOGY  
KHARAGPUR, WEST BENGAL

TENDER DOCUMENT  
FOR

Renovation & Modification work of CCM Office at IIT Kharagpur.

PART – I: TECHNICAL BID

NOTICE INVITING TENDER NO. : SE(C)/IIT/TEN/2017-18-93  
DATED : 08.01.2018

JANUARY 2018

Cost of Tender Document : Rs.1000.00 (Non-Refundable)  
Last Date & Time of Submission : 01.02.2018, upto 3:00 pm

CIVIL CONSTRUCTION & MAINTENANCE SECTION  
IIT, KHARAGPUR,  
WEST BENGAL

SUPERINTENDING ENGINEER (CIVIL)  
IIT KHARAGPUR

योग: कर्मसु कौशलम्

Name and Address of Bidder: M/S.....

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CCM Tender Sl. No. \_\_\_\_\_

Dated \_\_\_\_\_

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**INDIAN INSTITUTE OF TECHNOLOGY  
KHARAGPUR**

No. SE(C)/IIT/TEN/2017-18/93

Date: 08.01.2018

**NOTICE INVITING TENDER**

The Superintending Engineer (Civil), IIT Kharagpur, invites sealed **Percentage Rate Tenders** under Two part Bid System containing Part-I (Technical Bid) & Part-II (Financial Bid) from the approved and eligible contractors of the Indian Institute of Technology, Kharagpur/CPWD/PWD/MES and other bona-fide agencies meeting the minimum qualification criteria for the following work:

Name of work	Estimated Amount (Rs.)	Earnest Money Deposit (Rs.)	Time for Completion	Start Date & Time of Tender Document Download / Bid Submission	End Date & Time of Tender Document Download / Bid Submission	Date & Time of opening of Technical Bid
Renovation & Modification work of CCM Office at IIT Kharagpur.	13,33,498.00	26,670.00	03 Months	09.01.2018 03:30 PM	01.02.2018 upto 03:00PM	01.02.2018 at 3:30 PM

Cost of Tender Paper Rs. 1,000.00 (Rupees One Thousand only), NON REFUNDABLE, should be deposited in the form of DD only in favour of IIT Kharagpur, payable at Kharagpur. Tender without 'Cost of Tender Document' will be summarily rejected. The Earnest Money (EMD) should be deposited in the form of DD only in favour of IIT Kharagpur, payable at Kharagpur. Tender without requisite EMD will be summarily rejected. Validity of both the DD should be at least 03 months from the date of publication of NIT. The DD for Cost of Tender Paper and DD for EMD should be submitted in a separately sealed envelope kept within the main envelope containing another two envelopes of Technical & Financial Bid.

**Eligibility Criteria**

Contractors who fulfill the following minimum qualification criteria shall be considered as eligible bidder:

1. Agencies should have satisfactorily completed the works as mentioned below during the last 07 (Seven) years ending last day of the *December, 2017*:
  - i) 03 (three) similar works each costing not less than 40% of estimated cost or
  - ii) 02 (two) similar works each costing not less than 60% of estimated cost or
  - iii) 01 (one) similar work costing not less than 80% of estimated cost executed under Central/State Government Department / Central/State Autonomous Body / Central/State Public Sector Undertaking.

Similar work shall mean: **Repair & Renovation/ Construction of buildings/ Other Civil Structures.**

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 last date of applications for tenders.

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.

The tender 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) can be downloaded from the **Central Public Procurement Portal** of Government of India <https://eprocure.gov.in/cppp/tendersearch> & **Institute's website** <http://www1.iitkgp.ac.in/topfiles/tenders.php>. *Corrigenda, if any, will be published only on Institute Website and Central Public Procurement Portal. The institute shall not be responsible for any delay / difficulties / inaccessibility of downloading facility for any reason whatsoever. In case of any discrepancy between the tender documents downloaded from internet and the master copy available in this office, the letter shall prevail and will be binding on the tender(s). No claim on this account will be entertained. Rates quoted by the bidder should be GST compliant.*

Tender should be submitted as per the prescribed format within the specified date and time at Office of Civil Construction & Maintenance Section, IIT Kharagpur, failing which the offer shall be summarily rejected. **Bid Validity period is 90 Days** from submission of bid. Bid will be opened at Civil Construction & Maintenance Section, IIT Kharagpur. **The Institute reserves the right to reject any tender without assigning any reason thereof.**

Superintending Engineer (Civil)  
On behalf of Indian Institute of Technology  
Kharagpur

Copy to:

- 1) Registrar,
- 2) Chairman (CC&M)
- 3) Vice Chairman (CC&M)-Civil
- 4) Vice Chairman (A&RP) - Civil
- 5) Sr.Executive Engineer (Civil)
- 6) Executive
- 7) Asstt./Jr. Engineer (Civil)
- 8) Notice Board
- 9) Office file

# INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR

Tender Document for "Renovation & Modification work of CCM Office at IIT Kharagpur".

## **INSTRUCTIONS TO THE BIDDER**

1. Attention of the tenderer is directed to the conditions of tender and general conditions of contract of IIT Kharagpur. Bidders who are not aware of the "General Conditions of Contract" of IIT Kharagpur are instructed to collect the same from Civil Construction and Maintenance Section, IIT Kharagpur and read the terms & conditions before submission of the tender.
2. The tenderer 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. 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. Failure by the tenderer to have done all the things, which in accordance with his condition he is deemed to have done shall not relieve the successful tenderer of the responsibility for satisfactory completion of the work as required. If there is any clarification required, the tenderer shall submit the queries in writing 03 (Three) days before the last date & time of submission of the tender, to the Civil Construction & Maintenance Section, IIT Kharagpur. Access to the site will be granted, if necessary, to the tendered by prior permission of the Engineer-in-charge.
3. The time for completion of work is **03 (Three) Months** & will be reckoned from the 7<sup>th</sup> day from the date of issue of Work Order or handing over of site, whichever is earlier.
4. EMD of requisite amount as mentioned in NIT/Corrigenda in favour of **IIT Kharagpur** in the form of **Demand Draft** only from any **Nationalized Bank** payable at **Kharagpur** should be enclosed within a **Separately Sealed Envelope** within the main envelope. Validity of DD should be at least 90 days from date of publication of NIT. Any tender received without requisite Earnest Money in the form and manner as mentioned above shall be summarily rejected and treated as cancelled. The Earnest Money received shall be refunded to the unsuccessful bidders without any interest, subject to the provisions of Clause 5 of ITB. The Earnest Money Deposit (EMD) of successful tenderer shall be retained and converted as part of Security Deposit.
5. Earnest Money Deposit (EMD) will be forfeited in the following cases -
  - a. If the tenderer withdraws / modifies his tender during the period of Bid Validity.
  - b. If the tenderer does not accept the correction of arithmetical errors of his tender.
  - c. If the tenderer after award of work, does not start the work within the stipulated time period as per Letter of Acceptance / Work Order.
6. **Eligibility Criteria**

A. Contractors who fulfill the following requirements shall be considered as Eligible Bidder: Agencies should have satisfactorily completed during the last 07 (Seven) years ending last day of the *December 2017*:

- a) 03 similar works each costing not less than 40% of estimated cost, i.e. **Rs. 5,33,399.00 or**
  - b) 02 similar works each costing not less than 60% of estimated cost, i.e. **Rs. 8,00,099.00 or**
  - c) 01 similar work costing not less than 80% of estimated cost, i.e. **Rs.10,66,798.00**
- executed under Central/State Government Department or Central/State Autonomous Body or Central/State Public Sector Undertaking. **Completion certificate** issued by Competent Authority will only be considered as credential.

Similar work shall mean: **Repair & Renovation/ Construction of Buildings/ Other Civil Structures.**

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 last date of applications for tenders. 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 within Technical Bid.

# INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR

Tender Document for "Renovation & Modification work of CCM Office at IIT Kharagpur".

## 7. **Submission of Bid**

The bids shall be submitted in **Two Bid System** in **Three separate sealed envelopes**:

I. **Envelope-1 : Tender Fee and EMD** will comprise of -

- i) **Cost of Tender Paper** Rs. 1000.00, NON REFUNDABLE in the form of DD in favour of IIT Kharagpur, payable at Kharagpur (validity of DD should be at least 03 months from the date of publication of NIT). Tender without 'Cost of Tender Document' will be treated as cancelled.
- ii) **EMD** of requisite amount in the form of DD in favour of IIT Kharagpur payable at Kharagpur (validity of DD should be at least 03 months from the date of publication of NIT). Bid without EMD would be summarily rejected.

II. **Envelope-2 : Technical Bid** will comprise of -

- i) Self certified copies of Credential documents fulfilling the minimum eligibility criteria as per Clause 6 above, i.e., Experience Certificates for completion of similar type of job within last seven years.
- ii) Original Tender Document – Part-I: Technical Bid duly Stamped & Signed in all pages.
- iii) Self certified copies of Statutory documents like Trade License, PAN, IT Return, GST Registration details etc.

III. **Envelope-3 : Financial Bid** will comprise of -

Original Tender Document – Part-II: Financial Bid with duly filled-up **Schedule of Quantities** and **Form of Tender** as an acceptance to the terms and conditions set in the tender (stamped & signed in all pages).

All the envelopes should be duly marked on top with **NIT Number, Name of work and Tender Fee & EMD / Technical Bid / Financial Bid** as the case may be and the **name of the bidder**. All these three envelopes to be put in another sealed large envelope duly marked on top with **NIT Number and Name of work and name of the bidder**. Tenders must be delivered at the place and time as indicated in NIT / further corrigenda. Bids that are not in the above format will be rejected.

8. Each and every page of the tender documents and correspondences accompanying the tender shall have to be duly signed and stamped by the Bidder / Authorised Signatory before submission. The person / officer signing the tender / bid should be the **Owner / Proprietor / Partner / CEO / MD / Director** of the company or delegated with an appropriate **Power of Attorney (duly endorsed by a Notary Public)** to sign such documents by the **Owner / Proprietor / Partner / CEO / MD / Director** of the company.
9. The bidder shall have to submit certified copies of valid Trade License, PAN, Income Tax Return, GST registration details, other statutory tax clearance certificates (if any) and credential documents fulfilling the minimum eligibility criteria along with his tender. The original copies of these documents will have to be produced when demanded for verification.
10. All Rates, Prices, Amounts and Sums quoted by the bidder shall be in Indian currency only. The language used throughout shall be English.
11. All Rates, Amounts & Sums shall have to be quoted in indelible ink and written both in figures and words. If the rate quoted in words does not tally with the rate quoted in figures then the rate which corresponds to the lesser amount shall be considered.
12. Any overwriting / correction / applying correction fluid shall be avoided and in case any correction is made the same must be initialized and stamped.
13. Tender must be submitted with the rates for all the items of work involved and any incomplete tender will not be considered. The items for which the rates are not quoted will be considered as '**Zero**' & the agency shall complete that item of work without any claim.
14. No alteration shall be made by the tenderer in the tender and no conditional tender will be entertained. Tender with split rate will not be considered.



# INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR

Tender Document for "Renovation & Modification work of CCM Office at IIT Kharagpur".

15. The bid shall remain valid for a period of **90 days** from the date of opening of the bid. If before expiry of the validity period or issue of work order, whichever is earlier, the bidder amends / modifies / withdraws his bid, making unacceptable to the institute, then the Earnest Money Deposit shall be liable to forfeiture at the option of the Institute.
16. The Rates quoted by the tenderer should be inclusive of all taxes & duties, freight, cost for loading & unloading etc. and must hold good till the completion of work and shall not be subjected to escalation due to increase in local market rates of materials and labour. No claim on this account what so ever shall be entertained at any stage including the extended period, if any.
17. The Intending bidders will have to produce documentary evidence in original in support of their credentials before the competent authority whenever demanded for verification. If any information furnished by the bidder is found as false / fabricated then his bid will be rejected and treated as cancelled, even if the same is detected at any stage after signing of the contract and would lead to termination of the contract besides forfeiture of Earnest Money Deposit (EMD) and liabilities towards prosecution under appropriate law. In such cases the bidder / tenderer will be debarred from participation in future tendering process for next 03 (Three) years.
18. Should there be any doubt or obscurity as to the meaning of any of the tender documents or if any further information is required, the tenderer must address his enquiry in writing in duplicate to *Superintending Engineer, Civil Construction & Maintenance Section, Indian Institute of Technology Kharagpur - 721302, West Bengal*. Such enquiries must be submitted not later than **03 (Three)** working days before the last date fixed for submission of the tenders.
19. The sealed Bids shall be received by the Institute at Civil Construction and Maintenance Section not later than the time and date stipulated in the Notice Inviting Tender or Corrigenda otherwise. Tenders that are received after the date and time specified will not be considered.
20. The Technical Bid of tender will be opened on the specified date and time of opening at the Civil Construction & Maintenance Section, IIT Kharagpur in the presence of bidders / tenderers or their Authorised representatives (with proper authorization letter from Owner / Proprietor / Partner / CEO / MD / Director of the company mentioning Name, Address and designation of the person being authorised).
21. Date and time of opening of Price Bid will be informed to the Technically Qualified Bidders and will be opened at the Civil Construction & Maintenance Section, IIT Kharagpur in the presence of bidders / tenderers or their Authorised representatives (with proper authorization letter from Owner/Proprietor/Partner/CEO/MD/Director of the company mentioning Name, Address and designation of the person being authorised).
22. The Institute reserves the right to accept or reject any or all the offer including the lowest without assigning any reason. The Institute does not bind itself to accept the lowest offer.
23. The successful tenderer, shall deposit an amount equal to 5% of the tendered and accepted value of the work as performance guarantee in the form of Demand Draft of a Scheduled Bank in favour of IIT Kharagpur payable at Kharagpur. The time allowed for submission of the performance guarantee shall be 15 days of receiving "Letter of Acceptance" (LOA). This period can be further extended as the written request of the contractor by the Engineer-in-charge for a maximum period ranging from 1 to 15 days with a late fee @ 1.00% per day of Performance Guarantee Amount. If the bidder still fails to deposit the performance guarantee within the extended time period, i.e. within 16<sup>th</sup> day to 30<sup>th</sup> day from the issue of letter of acceptance (LOA), his bid will be rejected and treated as cancelled and the entire Earnest Money Deposit shall be forfeited. After recording of the completion certificate for the work by the competent authority, the performance guarantee shall be returned to the Contractor, without any interest.
24. Standard Institute payment procedure shall be followed. A sum @ 5% of the gross amount of the bill shall be deducted as Security Deposit from the bill of the contractor. However, Earnest Money shall be adjusted first in the Security Deposit and the rest amount to complete a sum of 5% of gross bill value will be deducted from the contractor's bill. The security deposit of the Contractor shall not be refunded before the expiry of defect liability period after the issue of the certificate final or otherwise, of completion of work, or till the final bill has been prepared and passed whichever is later.

# INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR

Tender Document for "Renovation & Modification work of CCM Office at IIT Kharagpur".

## ADDITIONAL CONDITIONS OF CONTRACT

1. The quantities indicated are approximate and may vary at the time of execution. The Institute will exercise absolute discretion for operating all or some items of the schedule.
2. Contractor has to remove all the debris from the site of execution and dispose them at suitable places shown by the Engineer or his authorised representative at site.
3. Cement used for the work should not be older than two months from the date of manufacture. The contractor should purchase the cement from authorised dealer and submit the test certificates/vouchers prior to execution of the work.
4. All temporary arrangements, staging, working platforms etc. is to be provided by the tenderer at his own expense to the satisfaction of the Engineer-in-Charge. The Institute will not however, be liable to pay any compensation due to accident, injury to the contractor's work men or any account what-so-ever.
5. Steel to be supplied and used should be from approved manufacturers. Steel from manufacturers other than approved make / re-rolled steel will not be acceptable. The consumption of steel will be regulated as per bar bending schedule and drawing to the contractor and/or as directed by Engineer-in-charge. Payment of reinforcement rod, will be made as per actual use including overlaps, crank, bending etc., as needed at work site, if any, as per approved drawing. Quantity will be calculated using standard weight per running metre. No wastage on any account is payable. Test certificate of steel should be submitted by the contractor. The contractor must submit vouchers for the steel purchased to the Engineer. All reinforcement used should be free from loose mill scale, loose rust, paint and oil coating etc.
6. All concreting works shall be Machine mixed and Machine vibrated and will have required levels of strength at the time of testing. Poorly executed concrete have to be demolished and repair will not be allowed.
7. The Institute will be at liberty to take samples during the course execution of work and get the same tested at Institute's laboratory to ascertain the quality conforming to relevant specification. The cost of sample and the charges for the testing will have to be borne by the contractor.
8. The contractor will have to maintain the work for **SIX** calendar months from the certified date of its completion.
9. The job is to be done as per WBPWD Building & Sanitary works specification for Building / Civil works and WBPWD Roads specification for Road Works, as applicable and provisions made in relevant IS codes must be followed. Wherever these are silent, the construction and completion of works shall confirm to sound engineering practice as approved by the Engineer-In-Charge. In case of any dispute arises out of the interpretation of the above, the decision of the Engineer-In-Charge shall be final and binding to the contractor.
10. The bituminous road work shall be carried out by using bitumen of grade VG30 preferably from IOCL whenever applicable.
11. Roof treatment work / water proofing treatment work should be guaranteed by the contractor for 10 years after successful completion of work, wherever applicable.
12. The splashes of paints over doors, windows and floor shall be cleaned thoroughly after execution of the work.
13. Irrespective of rates quoted by the bidder, the contractor shall be solely responsible for payment of *Minimum Wages* as stipulated by the Government from time to time.
14. For painting works-
  - i. Volume of paint required is to be procured & stored at site during starting of work to avoid mismatch of shade and Challan/Tax invoice of procured paint, certified by the Manufacturers, should be submitted to the department

# INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR

Tender Document for "Renovation & Modification work of CCM Office at IIT Kharagpur".

- ii. Sampling of paint should be done in presence of the manufacturers' representatives and the quality of application to be certified by the manufacturer and the same to be submitted to the department.
- iii. Surface preparation and procedure of paint application as suggested by the paint manufacturers to be followed properly and Checklist of paint (pro-forma will be provided by EIC during execution) to be jointly signed by the contractor, paint manufacturer.
- iv. External Painting works to be guaranteed by the paint manufacturer for a period of 03years for Normal Acrylic Emulsion, 05 years for 100% Acrylic Emulsion and 07 years for super protective Acrylic Emulsion Paint. The warranty should cover replacing of paint to the extent of defect including cost of labour for re-application of coating as may be necessary to set right the paint failure, at the contractor's own risk and cost.

Paint failure shall mean'

- a) Flaking/ peeling/ cracking or chalking of paint film
  - or, b) growth of micro-organism like algae/fungus on the painted surface.
  - or, c) fading of colour shade of painted surface.
- v. For particular area, primer and paint to be used should be same approved by IIT Khargpur.





# INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR

Tender Document for "Renovation & Modification work of CCM Office at IIT Kharagpur".

## **SCOPE OF WORK & TECHNICAL SPECIFICATION**

**The scope of work includes – Renovation & Modification work of CCM Office at IIT Kharagpur**  
**APPROVED MAKE LIST OF MATERIALS TO BE USED IN CIVIL, SANITARY & WATER WORKS**

SL. NO.	ITEM	SUGGESTED BRAND NAME OR SIMILAR (APPROVED BY THE AUTHORITY)
01.	Cement (PSC)	ACC / Ultratech / Ambuja / Lafarge / Birla
02.	Reinforcement Steel	TATA / SAIL / RINL
03.a	Structural Steel	TATA / SAIL / RINL
03.b	Lighter Structural sections not manufactured by TATA/SAIL/RINL	Shyam Steel / SRMB / Jindal (Hissar)
04.	Ceramic Tiles	Johnson / Kajaria / Somany / AGL
05.	G.I. Pipes	TATA / Jindal
06.	G.I. Fittings	HB / R
07.	Extruded Aluminum sections / Grill	HINDALCO / INDAL / JINDAL
08.	P.V.C. Shutters	Sintex / Raunaq / Duroplast
09.	P.V.C. Pipes	Oriplast / Supreme / Finolex
10.	P.V.C. Cistern	Parryware / Hindware / Cera
11.	P.V.C. Closet Seat Cover	Parryware / Hindware / Cera / Prayag
12.	P.V.C. Connector Pipe	Prayag
13.	P.V.C. Ball Cock	Prayag
14.	P.V.C. Bib Cock / Stop Cock / Angular Stop Cock / Pillar Cock	Prayag
15.	P.V.C. Waste & Sanitary Fittings	Prayag
16.	IPWC/EPWC/Urinal/Basin/Lab Sink	Parryware / Hindware / Cera
17.	SS Sink	Parryware / Cera / Nirali
18.	Gate Valve	Leader / Zoloto
19.	C.P. Bib Cock / Stop Cock / Angular Stop Cock / Pillar Cock	Essco / Jaquar / Marc
20.	C.P. Shower & Shower Arm	Essco / Jaquar / Marc
21.	C. P. Waste Fittings	Essco / Jaquar / Marc
22.	C. P. Bottle Trap	Essco / Jaquar / Marc
23.	Cast Iron Pipe & Fittings	NECO / BIC / D.N.Sinha / AMC / ALC
24.	Gun Metal Wheel Valve	Zoloto / Alto / Leader
25.	Mirror / Glass Panes	Modi Guard / Saint Gobain
26.	Wall Putty	JK / Birla / Sika
27.	Internal & External Paint and Primer	Asian Paints / Berger / AkzoNobel
28.	APP Membrane	SIKA / PIDILITE / FOSROC / TIKIDAN
29.	Anti corrosive water proofing paint with Aluminium finish	SIKA / Shalimar
30.	Flush Door	Green Ply / Century Ply

# INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR

Tender Document for "Renovation & Modification work of CCM Office at IIT Kharagpur".

31.	Architectural Hardware fittings	
	a) MS	Mowjee
	b) Anodized Aluminium	Allen / Metco / N.L.C.O.
32.	SS Railing Sections	Ozone / D-Line / Jindal
33.	Interlocking Paver Tiles	Hindustan Tiles / Wonder / Ultra Tiles
34.	Sunken floor water proofing	Choksey / Sika / BASF/ Fosroc
35.	Gypsum False Ceiling	Gyprock / Armstrong
36.	PVC Flooring	Responsive / Armstrong / Wonder Floor / Tarkett
37.	Polysulphide Sealant	Pidilite / Fosroc / Choksey / Sika / BASF
38.	Polycarbonate Sheets	GE / Macrolux / Polytechno / Danpalon
39.	Vitrified Tiles (double charged or fully vitrified)	Johnson, Somany, Kajaria
40.	Stainless steel D-handles	Godrej, Hettich, D-line, Dorma, Dorset, Ozone
41.	Door Locks	Godrej, Dorma
42.	Weather Silicon	Pidilite, Choksey, Forsoc, Sika
43.	Aluminium Cladding sheets	Alstrong, Alpolic, Alucobond, Alstone International, Aludecor Lamination
44.	Water proofing / Injection Grouting	Fosroc, Choksey, Sika, BASF
45.	Ply board	Greenply, Kitply, Century
46.	Door Closer/Floor spring	Godrej, Ozone, Hettich, Dorma, Hardwyn
47.	Bitumen (grade VG30)	IOCL

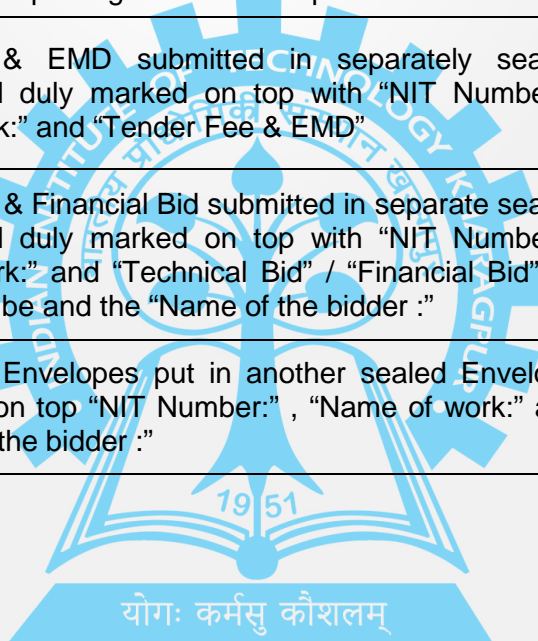
**Note:** For items not covered in the above list or in case of non-availability of preferred make of any item listed above, the make / brand to be used in the work, should have prior approval from the Engineer-In-Charge.

योग: कर्मसु कौशलम्

**CHECK LIST FOR TENDER SUBMISSION (TWO BID)**

(To be filled by the Tenderer by putting "√" and to be signed & stamped)

Sl. No.	Description	Yes	No
1	Submitted requisite Tender fee		
2	Submitted requisite EMD		
3	Each pages of the tender document duly signed & stamped		
4	Form of Tender properly signed with witness and enclosed with Financial Bid		
5	Financial Bid filled up with quoted prices (% above / below / at par) with proper Signature & Stamp		
6	Tender fee & EMD submitted in separately sealed envelope and duly marked on top with "NIT Number:", "Name of work:" and "Tender Fee & EMD"		
7	Technical Bid & Financial Bid submitted in separate sealed envelope and duly marked on top with "NIT Number:", "Name of work:" and "Technical Bid" / "Financial Bid" as the case may be and the "Name of the bidder :"		
8	All the three Envelopes put in another sealed Envelope duly marked on top "NIT Number:" , "Name of work:" and the "Name of the bidder :"		



**Name of the Bidder** \_\_\_\_\_

(in Block letters)

Signature : \_\_\_\_\_

Address : \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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INDIAN INSTITUTE OF TECHNOLOGY  
KHARAGPUR, WEST BENGAL

TENDER DOCUMENT  
FOR

Renovation & Modification work of CCM Office at IIT Kharagpur.

PART – II: FINANCIAL BID

NOTICE INVITING TENDER NO.: SE(C)/IIT/TEN/2017-18-93  
DATED : 08.01.2018

JANUARY 2018

Last Date & Time of Submission : 01.02.2018, upto 3:00 pm

CIVIL CONSTRUCTION & MAINTENANCE SECTION  
IIT, KHARAGPUR,  
WEST BENGAL

SUPERINTENDING ENGINEER (CIVIL)  
IIT KHARAGPUR

योग: कर्मसु कौशलम्

Name and Address of Bidder: M/S.....

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CCM Tender Sl. No. \_\_\_\_\_

Dated \_\_\_\_\_

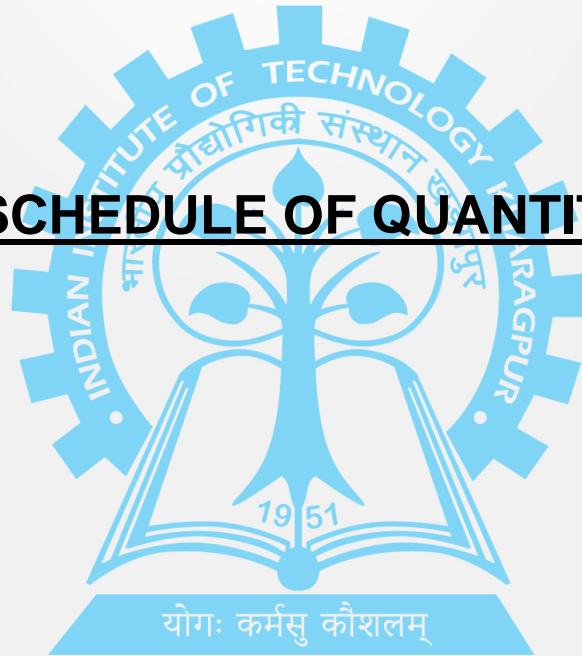


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## SCHEDULE OF QUANTITIES



**CIVIL CONSTRUCTION AND MAINTENANCE SECTION****IIT KHARAGPUR**NAME OF WORK: **Renovation & modification work of CCM office at IIT Kharagpur.****SCHEDULE OF QUANTITIES**

Sl. No.	Description of items	Unit	Quantity	Rate	Amount
1	Wood work in posts, post plates, rafters, battens, truss members, purlins etc. fitted and fixed complete (excluding the cost of bolts, paints, but including the cost of nails, screws etc.) Sal : Local.	CuM	0.75	83717.00	62,787.75
2	Partition of commercial ply as per design fitted and fixed complete (excluding the supporting framework but including necessary teak wood battens of size 40mmx 25 mm):6mm thick	SqM	258.00	868.00	223,944.00
3	Supplying fitting, fixing decorative lamination conforming to IS: 2046 : 1995 as per approved make, brand, finish and thickness with fitting, fixing the same on Particle/MDF / Ply Boards with recommended / approved adhesive with proper lipping the sides for better attachment as per direction of Engineer-in-charge.The rate includes the cost of labour, adhesive and all incidental charges thereof. Glossy/Matt /Suede excluding surface texture or metallic lustre. Thickness of laminate 1.5mm	SqM	391.00	924.00	361,284.00
4	Supplying fitting & fixing concealed False ceiling Framework with G.I. Section (perimeter channels having one flange of 20 mm. and another flange of 30 mm. with thickness of 0.55 mm. and web of length 27 mm., along the perimeter of the ceiling, screws fixed to the wall with help of nylon sleeves or PVC dash fasteners @ 610 mm c/c. then suspend G.I. intermediate 'C' section with web 90 mm. and flanges of 15 mm. each from soffit @ 1200 mm c/c with ceiling angle of size 25 mm. X 10 mm. X 0.55 mm. fixed to soffit G.I. Cleat and Steel expansion fasteners. Ceiling section of 0.55 mm. thickness having web of 51.5mm. and two flanges of 26 mm. each with lips of 10.55 mm., are then fixed on to the intermediate channel with the help of connecting clips in the direction perpendicular to the intermediate channel @ 610 mm c/c) with fully threaded fiber cement screws @ 300 mm c/c. all complete as per the drawing and direction of Engineer-in-Charge. Section specification :- Perimeter Channel :- 30 mm X 20 mm X 27 mm, thickness 0.55 mm (min), Intermediate Channel :- 15 mm X 90 mm, thickness 0.90 mm (min), Ceiling Section :- 51.5 mm X 26 mm X 10.55 mm, thickness 0.55 mm (min), Ceiling Angle :- 25 mm X 10 mm, thickness 0.55 mm (min).	SqM	29.00	400.00	11,600.00
5	Supplying ,fitting & fixing Eco-friendly, Moisture Resistant and Incombustable Gypsum plaster board/tiles (Density > 700Kg per Cu.m) conforming to IS 2095- Part 1, 2011 of size 595mm X595mm of approved design and brand placed in the Grid module to form a false ceiling all complete as per drawing & direction of Engineer-in-Charge. False ceiling with 12.5mm thick Square edged Gypsum Plaster Board / tiles.	SqM	29.00	464.00	13,456.00
6	Supplying & laying of approved make and brand of scratch proof, flexible & homogeneous P.V.C. Vinyl flooring conforming to IS:3462-1982 in required finish, fixed with synthetic acrylic adhesive after preparing the floor, levelling & smothaning when necessary with suitable putty, as per the design & instruction of the Engineer incharge.2 mm thick (Plain)	SqM	325.00	583.00	189,475.00
7	Taking out existing partition/ceiling of particle board, masonite board, ply board, soft board etc. of any thickness and refixing same in new position with necessary clamps making holes in walls, floor, roof and mending damages if any.[concrete plaster will be paid separately]	SqM	25.00	55.00	1,375.00
8	Dismantling all types of masonry excepting cement concrete plain or reinforced, stacking serviceable materials at site and removing rubbish as directed within a lead of 75 m.	CuM	0.50	451.00	225.50
9	Dismantling all types of plain cement concrete works, stacking serviceable materials at site and removing rubbish as directed within a lead of 75 m.	CuM	0.50	949.00	474.50

Sl. No.	Description of items	Unit	Quantity	Rate	Amount
10	Removal of rubbish,earth etc. from the working site and disposal of the same beyond the compound, in conformity with the Municipal / Corporation Rules for such disposal, loading into truck and cleaning the site in all respect as per direction of Engineer in charge	CuM	3.00	168.00	504.00
11	Ordinary Cement concrete (mix 1:2:4) with graded stone chips (20 mm nominal size) excluding shuttering and reinforcement,if any, in ground floor as per relevant IS codes.	CuM	0.50	6313.00	3,156.50
12	Plaster (to wall, floor, ceiling etc.) with sand and cement mortar including rounding off or chamfering corners as directed and raking out joints including throating, nosing and drip course, scaffolding/staging where necessary (Ground floor).[Excluding cost of chipping over concrete surface]With 1:6 cement mortar,b) 20 mm thick plaster	SqM	25.00	166.00	4,150.00
13	Stripping off worn out plaster and raking out joints of walls, celings etc. upto any height and in any floor including removing rubbish within a lead of 75m as directed.	SqM	25.00	19.00	475.00
14	Rendering the surface of walls and ceiling with white cement based wall putty of approved make and brand(1.5mm thick)	SqM	50.00	122.00	6,100.00
15	Applying Interior grade Acrylic Primer of approved quality and brand on plastered or concrete surface old or new surface to receive Distemper/ Acrylic emulsion paint including scraping and preparing the surface thoroughly, complete as per manufacturer's specification and as per direction of the EIC. One Coat. Water based interior grade Acrylic Primer	SqM	1110.00	33.33	36,996.30
16	Acrylic Distemper to interior wall, ceiling including cleaning and smoothing of surface - Two Coats.	SqM	1110.00	42.67	47,363.70
17	Priming one coat on timber or plastered surface with synthetic oil bound primer of approved quality including smoothing surfaces by sand papering etc.	SqM	135.00	41.00	5,535.00
18	Priming one coat on steel or other metal surface with synthetic oil bound primer of approved quality including smoothing surfaces by sand papering etc.	SqM	20.00	31.00	620.00
19	Painting with best quality synthetic enamel paint of approved make and brand including smoothing surface by sand papering etc. including using of approved putty etc. on the surface, if necessary :				
	(a) On timber or plastered surface :With super gloss (hi-gloss) -Two coats (with any shade except white)	SqM	318.00	89.00	28,302.00
	(b) On steel or other metal surface :With super gloss (hi-gloss) -Two coats (with any shade except white)	SqM	20.00	86.00	1,720.00
20	Supplying, fitting and fixing boiling water proof block board conforming to IS:1659-1990 conforming to IS:848-1974 of approved make and brand, fitted and fixed as per design as per direction of Engineer-in-charge. [Excluding the cost of supporting frame work and teak wood batten/Lipping].	SqM	133.00	2113.00	281,029.00
21	Providing and fixing IS : 12817 marked stainless steel butt hinges with stainless steel screws etc. complete : 50x37x1.50 mm	Each	30.00	25.00	750.00
22	Providing and fixing powder coated telescopic drawer channels 300 mm long with necessary screws etc. complete as per directions of Engineerincharge	Each	15.00	198.25	2,973.75
23	Providing and fixing chromium plated brass 50 mm cupboard or wardrobe knobs with nuts complete.	Each	30.00	107.20	3,216.00
24	Providing and fixing special quality chromium plated brass cupboard locks with six levers of approved quality including necessary screws etc. complete. Size 50 mm	Each	30.00	180.15	5,404.50
25	Providing and fixing teak wood lipping of size 25x3 mm in pelmet.	Mtr.	690.00	41.10	28,359.00
26	Ready mix Wax polishing to wood work including preparing surface. On new wood work.	SqM	12.00	79.00	948.00
27	Supplying bubble free float glass of approved make and brand conforming to IS: 2835-1987. 6mm thick coloured / tinted / smoke glass	SqM	9.00	789.00	7,101.00



Sl. No.	Description of items	Unit	Quantity	Rate	Amount
28	M.S. works in brackets made from flats, angles, tees etc. to sizes specially bent, twisted, forged; making holes drilled and fitted to rafter of trusses with necessary bolts, nuts, washer or screws etc. (length of straight not less than 230 mm)	Kg	50.00	83.45	4,172.50

**Total Amount**

**Rs**

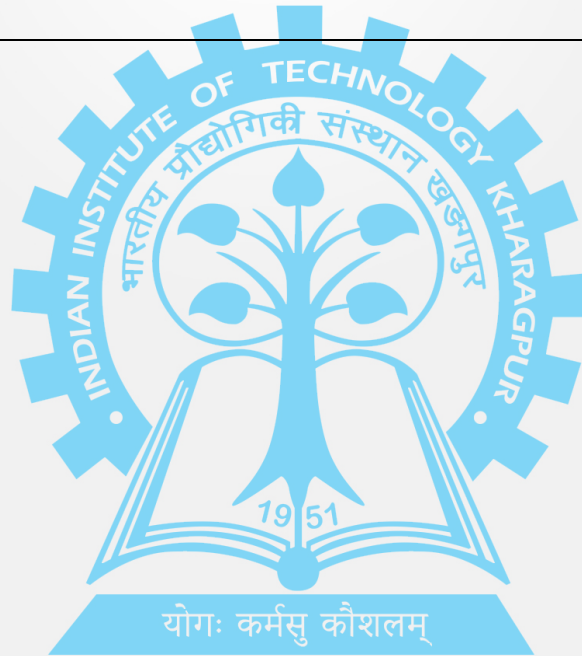
**1333498.00**

*(Rupees Thirteen Lakhs Thirty Three Thousand Four Hundred and Ninety Eight Only)*

I agree to execute the work at \_\_\_\_\_ % [in figure] ABOVE/ BELOW/ AT PAR \_\_\_\_\_

\_\_\_\_\_ [In words] ABOVE/ BELOW/ AT PAR Departmental estimated amount / item rates.

\_\_\_\_\_  
Signature of Contractor with Date & Seal



# INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR

Tender Document for "Renovation & Modification work of CCM Office at IIT Kharagpur".

## FORM OF TENDER

(To be filled by the Tenderer with sign & stamp and submitted within the Financial Bid envelope)

To  
**The Superintending Engineer (Civil)**  
**Civil Construction & Maintenance Section**  
**Indian Institute of Technology**  
**Kharagpur, West Bengal**

I/We, \_\_\_\_\_ Son/Daughter of Sri \_\_\_\_\_  
Proprietor/Partner/CEO/MD/Director of M/s. \_\_\_\_\_ of  
(Address) \_\_\_\_\_

having examined the site of works, carefully read and understood the Specifications, General Conditions of Contract and Conditions of the Tender, hereby tender and undertake to execute and complete all the works required to be performed in accordance with the Specifications, Bill of Quantities, General Conditions of Contract, the rates and prices set out in the annexed Bill of Quantities within \_\_\_\_\_ days / weeks / months from the seventh day of the date of receiving work order.

I agree to execute the work at \_\_\_\_\_ % (in figure) ( \_\_\_\_\_  
percent) (in words) **ABOVE / BELOW / AT PER** the Departmental Estimated Rates.

I/We have submitted Account Payee Demand Draft No. \_\_\_\_\_ dated \_\_\_\_\_ in favour of **IIT Kharagpur** payable at **Kharagpur** for Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_) with the tender as **Cost of Tender Document**.

I/We have submitted Account Payee Demand Draft No. \_\_\_\_\_ dated \_\_\_\_\_ in favour of **IIT Kharagpur** payable at **Kharagpur** for Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_) with the tender as **Earnest Money Deposit**.

I also declare that the information / documents furnished along with the application and tender are true and authentic to the best of my knowledge and belief. I am well aware of the fact that furnishing of any false information / fabricated document would lead to rejection of my tender / termination of contract at any stage besides liabilities towards prosecution under appropriate law. Each page of the tender document and papers submitted by my Company are authenticated, sealed and signed, and I take full responsibility for the entire documents submitted with this tender.

I/We agree that the period for which the tender shall remain open for acceptance shall not be less than **90 Days** from date of opening of tender.

Signature of the Tenderer / Authorised person

(Seal of the Tenderer)

**Witness :**

**Name of the tenderer** \_\_\_\_\_

Signature : \_\_\_\_\_

(in Block letters)

Name : \_\_\_\_\_

Address : \_\_\_\_\_

(in block letters)

Address : \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_