

INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR

Tender Document for "Renovation works in JEE & GATE Office in Main Institute Building at IIT Kharagpur".



INDIAN INSTITUTE OF TECHNOLOGY  
KHARAGPUR, WEST BENGAL

TENDER DOCUMENT  
FOR

Renovation works in JEE & GATE Office in Main Institute  
Building at IIT Kharagpur.

PART – I: TECHNICAL BID

NOTICE INVITING TENDER NO. : SE(C)/IIT/TEN/2017-18-98

DATED : 24.01.2018

JANUARY 2018

Cost of Tender Document : Rs.1000.00 (Non-Refundable)  
Last Date & Time of Submission : 19.02.2018, upto 3:00 pm

CIVIL CONSTRUCTION & MAINTENANCE SECTION  
IIT, KHARAGPUR,  
WEST BENGAL

1951  
योगः कर्मसु कौशलम् SUPERINTENDING ENGINEER (CIVIL)  
IIT KHARAGPUR

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

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.....  
.....  
.....

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

Dated \_\_\_\_\_

# INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR

Tender Document for "Renovation works in JEE & GATE Office in Main Institute Building at IIT Kharagpur".

TABLE OF CONTENTS		
Sl. No.	SUBJECT	Page No.
01.	NOTICE INVITING TENDER	01
02.	INSTRUCTIONS TO THE BIDDER	02 - 04
03.	ADDITIONAL CONDITIONS OF CONTRACT	05 - 06
04.	SCOPE OF WORK & TECHNICAL SPECIFICATION	07 - 08
05.	CHECK LIST FOR TENDER SUBMISSION	09



**INDIAN INSTITUTE OF TECHNOLOGY  
KHARAGPUR**

No. SE(C)/IIT/TEN/2017-18/98

Date: 24.01.2018

**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.) Exclusive of GST/ all taxes.	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 works in JEE & GATE Office in Main Institute Building at IIT Kharagpur.	14,19,465.00	28,390.00	06 (Six) Months	25.01.2018 03:30 PM	19.02.2018 upto 03:00PM	19.02.2018 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 *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 exclusive of GST/ all taxes. GST/all taxes will be paid separately.*

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 (CC&M) – A&RP
- 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 works in JEE & GATE Office in Main Institute Building 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 **06(Six) 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. 5,67,786.00 or**
  - b) 02 similar works each costing not less than 60% of estimated cost, i.e. **Rs. 8,51,679.00 or**
  - c) 01 similar work costing not less than 80% of estimated cost, i.e. **Rs.11,35,572.00**
- 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 works in JEE & GATE Office in Main Institute Building 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 Percentages, 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, Percentages & Sums shall have to be quoted in indelible ink and written both in figures and words. If the rate/percentage quoted in words does not tally with the rate/percentage quoted in figures then the rate/percentage 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 works in JEE & GATE Office in Main Institute Building 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 exclusive of GST**, but inclusive of 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. **GST will be paid as per actual based on Government Notification.**
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.

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## 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.

# INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR

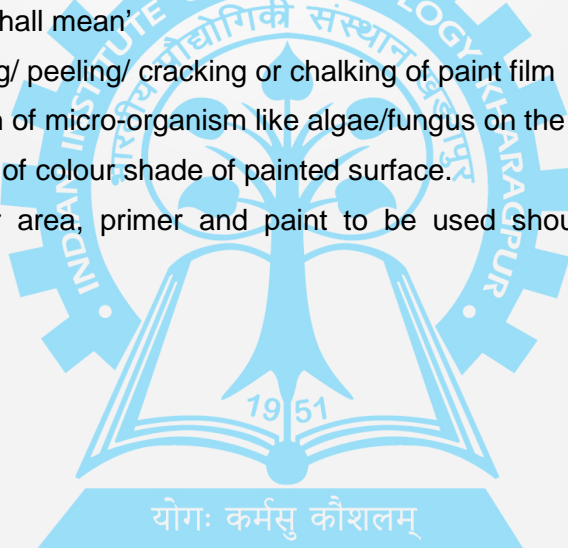
Tender Document for "Renovation works in JEE & GATE Office in Main Institute Building at IIT Kharagpur".

## 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
- 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

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## SCOPE OF WORK & TECHNICAL SPECIFICATION

**The scope of work includes** – Renovation works in JEE & GATE Office in Main Institute Building 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

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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

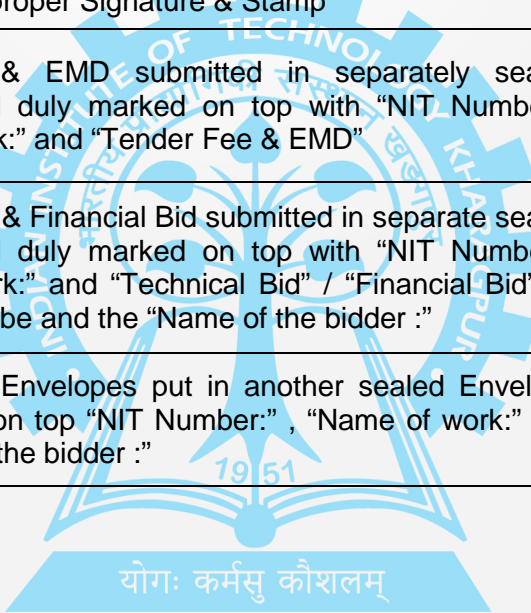
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## CHECK LIST FOR TENDER SUBMISSION (TWO BID)

(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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KHARAGPUR, WEST BENGAL

TENDER DOCUMENT  
FOR

Renovation works in JEE & GATE Office in Main Institute  
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PART – II: FINANCIAL BID

NOTICE INVITING TENDER NO. : SE(C)/IIT/TEN/2017-18-98

DATED : 24.01.2018

JANUARY 2018

Last Date & Time of Submission : 19.02.2018, upto 3:00 pm

CIVIL CONSTRUCTION & MAINTENANCE SECTION  
IIT, KHARAGPUR,  
WEST BENGAL

SUPERINTENDING ENGINEER (CIVIL)  
IIT KHARAGPUR

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

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

Dated \_\_\_\_\_

# INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR

Tender Document for "Renovation works in JEE & GATE Office in Main Institute Building at IIT Kharagpur".

<b>TABLE OF CONTENTS</b>		
<b>Sec. No.</b>	<b>SUBJECT</b>	<b>Page No.</b>
01	SCHEDULE OF QUANTITIES	01 – 07
02	FORM OF TENDER	08

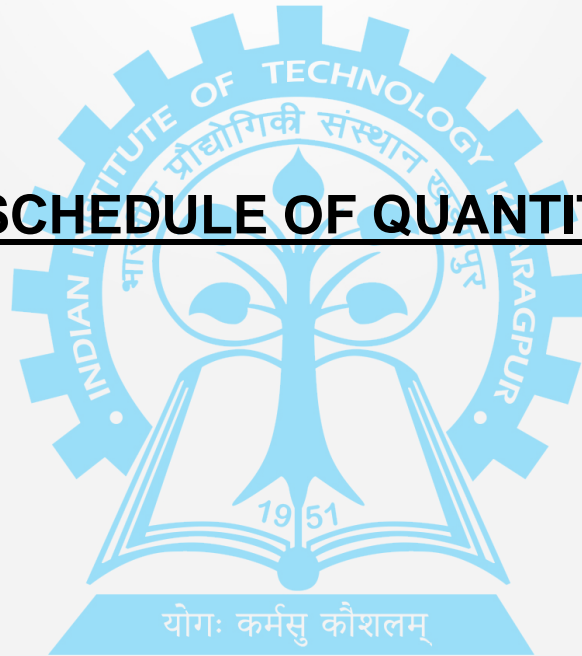


# INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR

Tender Document for "Renovation works in JEE & GATE Office in Main Institute Building at IIT Kharagpur".



## SCHEDULE OF QUANTITIES



**CIVIL CONSTRUCTION AND MAINTENANCE SECTION****IIT KHARAGPUR****Name of work : Renovation works in JEE & GATE Office in Main Institute Building at IIT Kharagpur****SCHEDULE OF QUANTITIES**

<b>Item No.</b>	<b>Description of Item</b>	<b>Unit</b>	<b>Quantity</b>	<b>Rate (Rs.)</b>	<b>Amount (Rs.)</b>
1	Dismantling aluminium/ Gypsum partitions, doors, windows, fixed glazing and false ceiling including disposal of unserviceable surplus material and stacking of serviceable material within 50 meters lead as directed by Engineer-in-charge.	Sq.M	332.00	21.85	7254.20
2	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. In ground floor including roof.	Cum	4.00	447.00	1788.00
3	Dismantling tile work in floors and roofs laid in cement mortar including stacking material within 50 metres lead. For thickness of tiles 10 mm to 25 mm or pvc vinyl flooring.	Sqm	250.00	28.20	7050.00
4	Stripping off worn out plaster and raking out joints of walls, ceilings etc. upto any height and in any floor including removing rubbish within a lead of 75m as directed.	Sqm	61.00	19.00	1159.00
5	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 respects as per direction of Engineer in charge.	Cum	51.00	166.00	8466.00
6	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.	Sqm	61.00	88.00	5368.00
7	200 mm. thick Brick work with Fly Ash Bricks set in cement sand mortar (1:6) including raking out joints, curing, scaffolding etc. complete in all respects. (a) In ground floor	Cum	14.00	4676.00	65464.00
8	100 mm thk brick work with Fly Ash Bricks set in cement sand mortar (1:4) including raking out joints, curing, scaffolding etc. complete in all respects.	Sqm	92.00	539.00	49588.00
9	Extra for using approved H.B. netting in every third layer in any floor	Sqm	92.00	41.00	3772.00
10	Ordinary Cement concrete (mix 1:1.5:3) with graded stone chips (20 mm nominal size) excluding shuttering and reinforcement, if any, in ground floor as per relevant IS codes. Pakur Variety	Cum	1.00	6759.00	6759.00

Item No.	Description of Item	Unit	Quantity	Rate (Rs.)	Amount (Rs.)
11	Reinforcement for reinforced concrete work in all sorts of structures including distribution bars. Stirrups. Binders etc. initial straightening and removal of loose rust (if necessary). Cutting to requisite length, hooking and bending to correct shape, placing in proper position and binding with 16 gauge black annealed wire at every intersection. complete as per drawing and direction. For works in foundation, basement and upto roof of ground floor / upto 4 m. Tor steel /Mild Steel	K.G	140.00	58.10	8134.00
12	Hire and labour charges for shuttering with centering and necessary staging upto 4 m using approved stout props and thick hard wood planks of approved thickness with required bracing for concrete slabs, beams and columns, lintels curved or straight including fitting, fixing and striking out after completion of works (upto roof of ground floor) (When the height of a particular floor is more than 4 m the equivalent floor height shall be taken as 4m and extra for works beyond the initial 4m ht. shall be allowed under (c) for every 4m for part thereof). 25 mm to 30 mm thick wooden shuttering as per decision & direction of Engineer-in-Charge,	Sqm	10.00	321.00	3210.00
13	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 1:4 cement mortar. 20 mm thick plaster	Sqm	382.00	172.00	65704.00
14	Supplying and laying true to line and level <b>vitrified tiles</b> of approved brand (size not less than 600 mm X 600 mm X 10 mm thick) in floor, skirting etc. set in 20 mm sand cement mortar (1.4) and 2 mm thick cement slurry back side of tiles using cement @ 2.91 Kg/M <sup>2</sup> or using polymerised adhesive (6 mm thick layer applied directly over finished artificial stone floor /Mosaic etc without any backing course) laid after application slurry using 1.75 Kg of cement per M <sup>2</sup> below mortar only, joints grouted with admixture of white cement and colouring pigment to match with colour of tiles / epoxy grout materials of approved make as directed and removal of wax coating of top surface of tiles with warm water and polishing the tiles using soft and dry cloth upto mirror finish complete including the cost of materials, labour and all other incidental charges complete true to the manufacturer's specification and direction of Engineer -in-Charge (White cement, synthetic adhesive and grout material to be supplied by the contractor). With application slurry @1.75 kg/Sq.m sand cement mortar (1.4) & 2 mm thick cement slurry at back side of tiles, 0.2 kg/ Sq.m white cement for joint filling with pigment. Light Colour.	Sqm	175.00	1261.00	220675.00



Item No.	Description of Item	Unit	Quantity	Rate (Rs.)	Amount (Rs.)
15	Supplying, fitting & fixing 1st quality <b>Ceramic tiles</b> in walls and floors to match with the existing work & 4 nos of key stones (10 mm ) fixed with araldite at the back of each tile & finishing the joints with white cement mixed with colouring oxide if required to match the colour of tiles including roughening of concrete surface, if necessary or by synthetic adhesive & grout materials etc. Wall :With Sand Cement Mortar (1:3) 15 mm thick & 2 mm thick cement slurry at back side of tiles using cement @ 2.91 Kg/Sq.m & joint filling using white cement slurry @ 0.20kg/Sq.m.	Sqm	25.00	738.00	18450.00
16	Supplying, fitting & fixing granite slabs 15mm to 18 mm. thick with uniform texture & without decorative veins in columns, wall, fascia etc. with 15 mm thick [avg] cement mortar (1:2) including making suitable arrangements to hold the stones properly by brass / copper hooks including pointing in cement mortar (1:2) (1 white cement : 2 marble dust) with admixture of pigment matching the stone shades all complete as per direction of the Engineer-in-charge including cost of all materials, labours, scaffolding, staging ,curing and roughening of concrete surface complete. [Using cement slurry at back side of granite @ 4.4 kg/sq.m & white cement slurry for joint filling @ 1.8 kg/sq.m]	Sqm	5.00	2307.00	11535.00
17	Supplying& laying 20 mm designer chequered tiles of any shade and of approved quality as per IS: 1237: 1980 laid in patterns as directed in pavement, footpath including necessary underlay 25 mm thick average cement mortar (1:3) complete in all respect with all labour and materials [using cement slurry @ 4.4 kg/Sq.m at back side of tiles. Cement of mortar & slurry will be supplied by the Department. Border concrete if necessary to be paid separately].	Sqm	9.00	811.00	7299.00
18	Artificial stone in floor, dado, staircase etc with cement concrete (1:2:4) with stone chips, laid in panels as directed with topping made with ordinary or white cement (as necessary) and marble dust in proportion (1:2) including smooth finishing and rounding off corners including raking out joints or roughening of concrete surface and application of cement slurry before flooring works using cement @ 1.75 kg/Sq.M all complete including all materials and labour. 3 mm. thick topping (High polishing grinding on this item is not permitted with ordinary cement). Using grey cement. 35 mm. thick	Sq.M	60.00	328.00	19680.00

Item No.	Description of Item	Unit	Quantity	Rate (Rs.)	Amount (Rs.)
19	Providing and fixing of 08 mm thick HDF(850 plus kg/m <sup>3</sup> ) laminated wooden flooring, plank size 1202mm x 192mm and having weight per plank of 1.75 kgs, made with wood used plantation timber, with licensed interlocking system having I 2C Holographic Label conforming to abrasion class AC3/AC4 requirements as per (EN 13329) standard. Underlay of 0.6 mm PE film and 2mm PU Foam with accessories like skirting(100.60mm x 12mm), T-profile(45mm x 15mm), beading (18mm x 18mm), stair nose(100mm x 18mm) to be used for installation. All planks should bear the name of manufacturer along with batch number (Green Floormaxz wood floor).				
	a) Floor	Sqm	60.00	1500.00	90000.00
	b) Skirting	Mtr.	31.00	1200.00	37200.00
20	Wood work in door and window frame with rebate cutting, fitted and fixed in position complete including a protective coat of painting at the contact surface of the frame excluding cost of concrete, Iron Butt Hinges and M.S clamps. (The quantum should be corrected upto three decimals), Sal : Local.	Cum	0.520	72954.00	37936.08
21	Supplying solid flush type doors of commercial quality, the timber frame consisting of top and bottom rails and side styles of well seasoned timber 65mm wide each and the entire frame fitted with 37.5mm wide battens places both ways in order to make the door of solid core and internal lipping with Garjan or similar wood veneers using phenol formaldehyde as glue etc. complete, including fitting, fixing shutters in position but excluding the cost of hinges and other fittings in ground floor. 35mm thick shutters (single leaf)	Sqm	15.00	2659.00	39885.00
22	(a) Iron butt hinges of approved quality fitted and fixed with steel screws, with ISI mark. 100mm. X 50mm. X 1.25mm.	Each	18	43.00	774.00
	(b) Anodised aluminium D-type handle of approved quality manufactured from extruded section conforming to I.S specification (I.S: 230/72) fitted and fixed complete:With continuous plate base (Hexagonal / Round rod), 100 mm grip x 10 mm dia rod.	Each	12	69.00	828.00
	(c) Anodised aluminium barrel /tower /socket-bolt (full covered of approved manufactured from extruded section conforming to I.S. 204/74 fitted and fixed with cadmium plated screws. 150mm long X 10mm dia. bolt.	Each	06	63.00	378.00
	(d) Godrej Hydraulic door closer fitted and fixed complete. Medium type ,	Each	06	1665.00	9990.00
	(e) Anodised aluminium Aldrop / Sliding bolts of approved quality manufactured from extruded section conforming to I.S. specification (I.S. 2681/66) fitted and fixed complete.250mm x 16mm dia bolt.	Each	06	233.00	1398.00

Item No.	Description of Item	Unit	Quantity	Rate (Rs.)	Amount (Rs.)
	(i) Door stopper.(Brass)	Each	06	117.00	702.00
	(f)Supplying 4 lever mortice lock or any approved make and brand as per i) 150 mm.	Each	06	378.00	2268.00
23	Supplying best Indian sheet glass panes set in putty (as per I.Sspecification) and fitted and fixed with teak wood beads and nails complete. (In all floors for internal wall & upto 6 m height for external wall)	Sqm	3.00	536.00	1608.00
24	specification) and fitted and fixed with teak wood beads and nails	Sqm	310.00	547.00	169570.00
	complete. (In all floors for internal wall & upto 6 m height for external	Sqm	310.00	388.00	120280.00
25	wall)	Sqm	370.00	110.00	40700.00
26	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	370.00	30.80	11396.00
27	Applying Acrylic Emulsion Paint of approved make and brand on walls and ceiling including sand papering in intermediate coats including putty (to be done under specific instruction of Superintending Engineer): (Two coats) , Standard Quality	Sqm	550.00	62.00	34100.00
28	(b) Priming one coat on timber or plastered surface with synthetic oil bound primer of approved quality including smoothing surfaces by sand papering etc.	Sqm	38.00	38.00	1444.00
	(a) 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	29.00	580.00
29	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 in necessary.				
	a) On timber or plastered surface : Two Coat (with any shade except white)	Sqm	60.00	81.00	4860.00
	b) On steel or other metal surface : Two coat (with any shade except white)	Sqm	85.00	79.00	6715.00
	c) Ready mix Wax polishing to wood work including preparing surface.On old wax polished surface including removal of old polish.	Sqm	17.00	115.00	1955.00
30	Taking out shutter of door and window, dismantling by parts (For repair or replacement of damaged parts), reassembling and refitting and rehangng same with old fittings but with new screws as necessary (Where different parts of same shutter are renewed under different item, payment under item 73 will be made once only).	Sqm	6.00	126.00	756.00
31	(A) Carpenter (Head)	Each	05	326.00	1630.00
	(B) Carpenter (Helper)	Each	05	270.00	1350.00

Item No.	Description of Item	Unit	Quantity	Rate (Rs.)	Amount (Rs.)
32	Easing, oiling and adjusting the steel shutters including scraping all members, and fitting so as to make the shutters easily operable (no extra payment will be made for taking out and fixing glass, if necessary). (Each means a pair of shutter in a frame)	Pair	11	42.00	462.00
33	M.S. structural works with hollow sections ( square or rectangular shape) conforming to IS: 806-1957 & IS:1161-1958) connected to one another with bracket, gusset, cleat as per design, drawing & direction of Engineer-in-Charge complete including cutting to requisite shape & size, fabrication including metal arc welding conforming to IS: 816-1956 & IS: 9595 using electrodes of approved make and brand conforming to IS:814- 1957, haulage, hoisting and erection all complete. The rate includes the cost of all M.S. Hollow section, all consumables such as electrodes, gas and hire charges of all tools and plants and labour required for execution and all incidental chages (such as electricity, labour insurance) etc.complete. Payment to be made on the basis of calculated weight of structural memebrrs of MS Holow Section as specified in relevent IS code in finished work. Payment for gusset, bracket, cleat may be made by adding the actual weight of such items with weight of finished structural members. The rates are considered for a hight of erection 8 m. / 2nd floor level from the ground. Add 1.5 % extra over the rate for each additional floor or 4m. beyond the initial 8 m. or part thereof.For roof truss works.Span up to 12 Mtr.	Kg	655.00	58.80	38514.00
34	Supplying, fitting and fixing boiling water proof ply conforming to IS: 710-1977 bonded with phenol formaldehyde synthetic resin conforming to IS: 848 1974 of approved make and brand fitted and fixed as per design as per approval and direction of Engineer-in- Charge. [excluding the cost of supporting frame work and teak wood batten/Lipping]. In Ground Floor.9mm	Sqm	91.00	1290.00	117390.00
35	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 clipping 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.In ground floor. Glossy/Matt/Suede excluding surface texture or metallic lustre.Thickness of laminate 1.5mm	Sqm	91.00	802.00	72982.00
	French polishing to wood work including preparing surface ( <b>high gloss polish</b> ). On new wood work	Sqm	91.00	467.00	42497.00

Item No.	Description of Item	Unit	Quantity	Rate (Rs.)	Amount (Rs.)
36	Wall panelling / partition with Melamine faced 3 layered flat pressed wood particle board of approved make and brand as per direction of Engineer - in Charge of requisite grade bonded with phenol formaldehyde synthetic resin conforming to IS: 848 - 1974 (excluding the cost of supporting frame work and teak wood battens / lipping)	Sqm	12.00	873.00	10476.00
37	Supplying, fitting and fixing stainless steel sink complete with waste fittings and two coats of painting of C.I. brackets.Sink with drain board 1050 mm X 450 mm X 180 mm	Nos.	01	6381.00	6381.00
38	Supplying, fitting and fixing pillar cock of approved make.of approved make.CP Pillar Cock - 15 mm. (Code No. 5011 & Model - FLORENTINE of JAQUAR or equivalent).	Nos.	01	1105.00	1105.00
<b>Total Rs.</b>					<b>1419465.28</b>
<b>Say Rs.(A)</b>					<b>14 19 465.00</b>
<b>(Rupees Fourteen Lakhs Nineteen Thousand Four Hundred and Sixty Five Only)</b>					
<b>Note: The rates mentioned above are exclusive of GST/ all taxes.</b>					
I agree to execute the work _____ % [in figure] ABOVE/BELOW/ AT PAR ( _____					
_____ percent) [in words] ABOVE/ BELOW/AT PAR Department estimated amount/ item rates.					
_____ <b>Signature of Contractor with Date &amp; Seal</b>					
योग: कर्मसु कौशलम्					

# INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR

Tender Document for "Renovation works in JEE & GATE Office in Main Institute Building 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: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_