



CENTRAL INSTITUTE OF PETROCHEMICALS ENGINEERING & TECHNOLOGY (CIPET): CENTRE FOR SKILLING & TECHNICAL SUPPORT(CSTS) AGARTALA

Department of Chemicals & Petrochemicals,

Ministry of Chemicals & Fertilizers, Govt. of India.

Rubber Park Area, Bodhjunnagar, Sub-division- Mohanpur, Agartala, Tripura,

Email: cipetagartala@gmail.com, cipetagartalaadmn@gmail.com

Phone: 0381 231 0080

Website: www.cipet.gov.in / www.tenderwizard.com/CIPET

**E-Tender Document For
Supply & Installation of Grill surrounding Glass Windows at New
Campus & Hostel of CIPET: CSTS-Agartala**

E-Tender No.: CIPET/AGT/IRON GRILL/20-21/03 dated 25-11-2020.

Important Dates:

Sl. No.	Event	Date
01	Date of E-Tender	25-11-2020
02	Last Date for Submission of Online Tender	15-12-2020
03	Last date for Submission of Hard Copy of Tender Document	15-12-2020 (upto 1730 hrs)
04	Date of Pre-bid Meeting cum Physical Inspection of Site	07-12-2020
05	Date of Opening of Technical Bid in Online	16-12-2020 Time-1400 hrs.
06	Date of Opening of Price Bid in Online	to be opened for Technically qualified bidders

Contact Nos.:

General Information: **0381 231 0080/ 70920 78633**

For Technical clarification: **0381 231 0080 / 98849 54937**

For Information related to registration in the e-tender portal (www.tenderwizard.com) please contact Mr. Aslam of M/s KEONICS at **08641967966**.

Detail Tender Document For Supply & Installation of Grill surrounding Glass Windows at New Campus & Hostel of CIPET: CSTS-Agartala:

Central Institute of Petrochemicals Engineering & Technology (CIPET): CSTS-Agartala invites Online Technical & commercial bids separately for Supply & Installation of Grill surrounding Glass Windows at New Campus & Hostel of CIPET: CSTS-Agartala from the reputed and experienced Contractors. Details of work to be performed are as under.

Sl. No.	Nature of work	App. Area
01	Supply & Installation of Grill surrounding Glass Windows at New Campus & Hostel of CIPET:CSTS-Agartala	7,000 Sqft. (Rate to be quoted in Rate / Kg
02	Painting (01 coat Primer & 01 coat Painting)	

Interested and eligible bidders are requested to apply Online through e-tender website **www.tenderwizard.com/CIPET** and also visit **www.cipet.gov.in** complete details on technical specification and commercial terms and conditions.

CIPET reserves the right to accept or reject any or all tenders either in part or in full without assigning any reasons thereof.

EMD: **NIL**

Tender Fees: **NIL**

01. Submission of Bids:

The detailed Technical specification of the Work is enclosed as Annexure-1 of Tender document, Offer should be of two parts Viz., "TECHNICAL BID" and "COMMERCIAL BID" both the bids should be quoted through online www.tenderwizard.com/CIPET. Bids shall remain valid for 120 days after the date of bid opening prescribed by CIPET. A bid valid for a shorter period may be rejected by CIPET as non-responsive. The Bids should be quoted through online **www.tenderwizard.com/CIPET** on specified time and date. CIPET may, at its discretion, extend this deadline for submission of bids by amending the Bid Documents

02. Scope of Work:

Scope of Work includes the following:

Supply & Installation of Grill surrounding Glass Windows at New Campus & Hostel of CIPET: CSTS-Agartala:

Supply & Installation of Iron Grill to be made with standard Iron Square Bars with painting as per the requirement of CIPET: CSTS-Agartala. Total area of measurement is approx **7,000 sqft.** Bidders are advised to visit the site physically and attend **pre-bid meeting** on **07-12-2020** to get clear idea and exact requirement. The amount quoted by the bidders should be inclusive of painting charges as mentioned above, other necessary material and includes Labour & Installation Charges.

03. Qualification Criteria/ Eligibility Condition of the Bidder:

01. The bidder shall have **Past one years' experience** in the same field. Experience proof needs to be enclosed.

02. The bidder shall have completed **one work** of the similar nature, value of each Contract should not be less than **Rs. 01 lakh.** Copy of Work Order and satisfactory performance certificate is required to be enclosed as proof of experience.

03. Turnover of the bidder from the similar type of work should be minimum **01 lakh for past Two Financial Year.** Copy of Income Tax Return/ Audited Statement of Profit & Loss and Balance Sheet needs to be attached.

04. Performance Security

Within 21 days after the Supplier's/contractors receipt of Purchase Contract/Work Order, the Supplier/Contractor shall furnish performance security to the Purchaser for an amount of **2% of the estimated contract value** valid up to 60 days after the date of Completion of performance Obligations including warranty obligations, if any. Performance Security should be in the form of DD/BG valid till 60 days after the date of Completion of performance Obligations including warranty obligations. DD should be in favour of **"CIPET AGARTALA VTC"** payable at Agartala, Tripura.

The performance security will be discharged by the Purchaser and returned to the Supplier not later than 60 days following the date of completion of the Supplier's performance obligations, including any warranty obligations, under the Contract. Performance Security will be forfeited in case of suppliers default to perform the contract as per as per Work Order.

05. Warranty/Guarantee:

The Contractor warrants that the Goods supplied under this Contract are new, unused materials unless provided otherwise in the Contract. The Contractor further warrants that the Goods supplied (Iron Grill with painting) under this Contract shall have no defect from design, materials or workmanship (except insofar as the design or material is required by the Purchaser's Specifications) or from any act or omission of the Contractor, that may develop under normal use of the supplied Goods in conditions obtaining in the country of final destination. **The warranty period is 12 months from the completion of the entire work and obtaining completion report from CIPET: CSTS-Agartala.** The Contractor is liable to pay all damages / defects due to bad workmanship or supply of inferior items / material to CIPET. In that case the performance Security is liable to be forfeited.

06. Payment:

Payment of contract shall be made the following manner:

01. Payment will be released with 30 days after Completion of entire work and submission of GST Invoice along with Work Completion report from CIPET Agartala.

07. Penalty Clause:

In case of deficiency in Service, CIPET Agartala will arrange the service from other Service Provider at the cost of the Contractor. The amount will be recovered from the pending bill of the contractor.

08. Completion Period & Liquidated damages:

The entire work shall be completed with 30 days from the date of issue of Work Order. Failure to complete the above work with 30 days as above will attract liquidated damages equivalent to 0.5 percent of the delivered price of the delayed goods or unperformed services for each week of delay until actual delivery or performance, up to a maximum deduction of Max of 10% of the delayed goods or services Contract price. Once the maximum is reached, the purchaser may consider termination of the contract.

09. Resolution of Disputes:

The dispute resolution mechanism to be applied shall be as follows:

01. In the case of a dispute or difference of opinion arising between the purchaser and contractor relating to any matter arising out

or connected with this agreement, such dispute or difference of opinion shall be referred to Dy. Director & Head, CIPET: CSTS-Agartala.

02. The Indian Arbitration Act 1940, the rules there under and any statutory modification or re-enactments thereof, shall apply to the arbitration proceedings.

03. Only Court of Agartala shall have the jurisdiction in any legal proceeding arising in the Contract.

10. Technical Specification:

Iron grill with standard Iron square bar with 01 coat primer & 01 coat paint. Colour will be informed by CIPET in due course.

11. Technical Bid details:

(To be filled and signed by the authorized signatory of the firm and this is to be put in separate sealed cover superscripted with Technical Bid for Supply & Installation of Grill surrounding Glass Windows at New Campus of CIPET: CSTS-Agartala)

Central Institute of Petrochemicals Engineering and Technology (CIPET) Centre For Skilling & Technical Support (CSTS) Agartala		
TECHNICAL BID		
E-TENDER No: CIPET/AGT/IRON GRILL/20-21/03 dated 25-11-2020		
Supply & Installation of Grill surrounding Glass Windows at New Campus & Hostel of CIPET:CSTS-Agartala		
Name of the Bidder		
Sl. No	Particulars To Be filled up by the Tenderer / Bidder:	REMARKS
1	Name & Address of the Organization / Contractor	
2	Type of Organization	

3	Telephone No./ Mobile No	
4	Name of Contact person & Email ID	
5	Firm / Agency Registration No. (enclose copy)	
6	PAN No. (enclose copy)	
7	GST No. (enclosed copy)	
8	One year Experience of executing similar work (enclose proof)	
9	Satisfactory completion of minimum 01 Work of Similar nature, value of each contract should be minimum of Rs. 01 Lakh.	
10	Income Tax Returns (ITR)/ Audited Statement of Profit & Loss & Balance Sheet – Last 02 financial years. (2018-19, 2019-20)	
11	Warranty of 12 Months from the date of Completion of Work (Accept / Not Accept)	

Signature with Seal of the Organization

12. Price Bid details:

(To be filled and signed by the authorized signatory of the firm and this is to be put in separate sealed cover superscripted with Price Bid for Supply & Installation of Grill surrounding Glass Windows at New Campus of CIPET: CSTS-Agartala)

**Central Institute of Petrochemicals Engineering and Technology (CIPET)
Centre For Skilling & Technical Support (CSTS)
Agartala**

E-TENDER No: CIPET/AGT/IRON GRILL/20-21/03 dated 25-11-2020

Supply & Installation of Grill surrounding Glass Windows at New Campus & Hostel of CIPET:CSTS-Agartala

Price Bid

Name of the Contractor/Firm/Company/Vendor

Sl. No.	Item	Technical Specification	Unit of Measurement	Approx Area	Basic Rate per Kg. (Inclusive of fitting Charges, Painting Charges and other material excluding GST)
03	Supply & Installation of Iron Grill surrounding glass windows at New Campus & Hostel of CIPET:CSTS-Agartala with 01 coat primer & 01 coat Paint)	Standard Iron Square Bar with 01 coat Primer & 01 coat Painting.	Kgs	7,000 Sqft	
Discount, if Any (In Percentage only)					
Rate of GST (In Percentage only)					

Terms & Conditions:

01. Only rate per unit to be quoted.
02. Final Payment will be released based on actual quantity / measurement of work done as certified by CIPET.
03. Basic Price quoted per Kg should be only be mentioned. Rate of GST to be mentioned separately.
04. % of discount, if any on basic price shall be mentioned.
05. Rate quoted shall be inclusive of material, Painting Charges, Labour and other incidental charges. No other charges will be paid under no circumstances.
06. Cost of additional work / Non-Tender items / Work may be paid extra based on prior written approval from CIPET: CSTS-Agartala.
07. Bidders are requested to quote the price considering all clauses of NIT and rates shall be valid for 120 days from the date of opening Price Technical Bid.
08. CIPET will calculate total price of the Contract based on the rates quoted and order will be issued considering the total work.
09. Payment will be released based on actual supply & Installation of Iron Grill at CIPET. No other cost will be admissible under any circumstances. However, Additional work / Non-Tender item will be paid at extra based on prior written approval from the Competent authority of CIPET: CSTS-Agartala.

13. UNDERTAKING

To,
The Dy. Director & Head, CIPET Agartala,
Rubber park Area, Bodhjungnagar,
Sub-division- Mohanpur,
Agartala, Tripura(West)

Sir,

Having examined the Bidding Documents including Addenda Nos. (insert Numbers), the receipt of which is hereby duly acknowledged, we, the undersigned, offer to supply and deliver (Description of Goods and Services) in conformity with the said Bidding Documents for the sum of (Total Bid Amount in Words and Figures) or such other sums as may be ascertained in accordance with the schedule of prices attached herewith and made part of this bid.

I/We have examined the details of the Items /Work to be supplied and have carefully noted the conditions of contract and the specification /drawings with all stipulations of which I/we agreed to comply.

We undertake, if our bid is accepted, to commence delivery within (Number) days and to complete delivery of all the items and perform incidental services as specified in the Contract within (Number) days calculated from the date of receipt of your Notification of Award/Purchase Order.

If our bid is accepted, we will obtain the guarantee of a bank/Demand Draft in a sum not exceeding **2%** of the Contract Price for the due performance of the Contract.

Until a formal Contract is prepared and executed, this bid, together with your written acceptance thereof and your notification of award, shall constitute a binding contract between us.

We understand that you are not bound to accept the lowest or any bid you may receive.

Signature & Seal of the Contractor

14. CONTRACT FORM

THIS AGREEMENT made theday of,20.....
Between **CIPET-Agartala, Rubber park Area, Bodhjunnagar, Sub-Division Mohanpur, Agartala, Tripura West** (hereinafter "the Purchaser") of one part and (Name of Supplier) of (City and Country of Supplier) hereinafter "the Contractor" of the other part:

WHEREAS the Purchaser is desirous that work of Supply & Installation of Iron Grill of the specification mentioned in this NIT should be provided by the Contractor at the New Campus of CIPET: CSTS-Agartala and the Contractor is hereby agreeing to Complete the Work on the terms & Condition mentioned in the NIT document.

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement, words and expressions shall have the same meanings as are respectively assigned to them in the conditions of Contract hereinafter referred to.
2. The following documents shall be deemed to form and be read and construed as part of this Agreement, viz.:
 - (a) The bid Form and Price schedule submitted by the Bidder;
 - (b) The Schedule of Requirements;
 - (c) The Technical Specifications;
 - (d) Terms and Conditions of Contract; and
 - (e) The Purchaser's Notification of Award.
3. In consideration of the payments to be made by the Purchaser to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Purchaser to provide the Goods and Services and to remedy defects there in conformity in all respects with the provisions of the contract.
4. The Purchaser hereby covenants to pay the Supplier in consideration of the provision of the Goods and Services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

Brief particulars of the Work:

Sl. No.	Brief description of Work	Approx. Area	Rate/Kg (Including Painting Charges)	Delivery / Completion Period
01	Supply & Installation of Iron Grill surrounding the glass windows at the New Campus & Hostel of CIPET: CSTS-Agartala) with Painting as mentioned above	7,000 Sqft	To be mentioned in Price Bid in a sealed Envelope	Maximum- 30 days

Total Value in INR: Please Refer FINANCE BID

Delivery/work completion Schedule: 30 days from the date of Work Order

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with their respective laws the day, month and year first above written.

Seal & Signature of Contractor

Signature & Seal of CIPET Official

Witness-1
Witness-2

Witness-1
Witness-2

15. PERFORMANCE SECURITY FORM

To

Deputy Director & Head,
CIPET Agartala,
Rubber park area,
Bodhjungnagar, Sub
division – Mohanpur,
Agartala, Tripura (W)

WHEREAS..... (Name of Supplier/contractor)
Hereinafter called "the Supplier/contractor" has undertaken, in
pursuance of Notification of Contract No..... dated ...
20..... to supply.....(Description of Goods and Services)
hereinafter called "the Contract".

AND WHEREAS it has stipulated by you with a Bank Guarantee by a
recognized bank for the sum specified therein as security for
compliance with the Supplier’s performance obligations in accordance
with the Contract. AND WHEREAS we have agreed to give the Supplier a
Guarantee:

Therefore we hereby affirm that we are Guarantors and responsible
to you, on behalf of the Supplier, up to a total of (Amount of the
Guarantee in Words and Figures) and we undertake to pay you, upon
your first written demand declaring the Supplier/Contractors to be in
default under the Contract and without cavil or argument, any
sum or sums within the limit of (Amount of Guarantee) as aforesaid,
without your needing to prove or to show grounds or reasons for
your demand or the sum specified therein.

This guarantee is valid until theday of.....20.....

Signature and Seal of Guarantors

Date:
Place:

16. Salient information about the E-Tender No. CIPET/AGT/IRON GRILL/20-21/03 dated 25-11-2020.

01. Mode of submission: ONLINE. No offline Tenders will be accepted.
02. Submission of Hard Copy of Tender Document: Hard copies of Tender document needs to be submitted to CIPET: CSTS-Agartala on or before **15-12-2020**.
02. Availability of Tender Documents: All Bid formats (Technical & Commercial) are available ONLINE at CIPET's - e-Tender portal www.tenderwizard.com/CIPET or www.cipet.gov.in. The registered vendors can download the Bids from these websites.
03. Who can participate for this e-Tender: The registered vendors of CIPET through www.tenderwizard.com/CIPET can only participate in this tender process.
04. How to register by a vendor/contractor: The prospective bidders have to register with CIPET through the E-tender portal of CIPET at www.tenderwizard.com/CIPET by Online Payment of **Rs.1500/- plus Taxes** to M/S KEONICS LTD. On completion of the registration process, the bidders will be provided user ID and password. After receipt of User ID & Password, bidders can log on at our e-Tender portal for downloading & uploading tender documents.
05. Tender Processing Fees: **Processing Fees** is Payable Online separately to M/S KEONICS LTD. based on Estimated Cost of Tender. (Same will be known at Online)
06. Is there any device requirement for participation in e-Tender: Yes, Bidders should have valid Class III Digital Signature Certificate (DSC) device for participating in e-tender. For integrity of data and its authenticity/non-repudiation of electronic records and to be compliant with IT Act2000, it is necessary for each user to have a Digital Certificate (DC), also referred to as Digital Signature Certificate (DSC), of Class-III issued by a Certifying Authority (CA) licensed by Controller of Certifying Authorities (CCA) [refer <http://www.cca.gov.in>].
07. Contact details for e-Tender related issue:

Mr. Aslam, KEONICS. Mob. No. **08641967966**. Email-
cipethelpdesk@gmail.com

08. Bidders are hereby advised that all the documents to be submitted online are kept scanned and converted to PDF format in a separate folder on their computers before starting online submission. The schedule of rate (Excel Format) may be downloaded and rates may be filled appropriately in this format only. This file may also be saved in a secret folder on your computer.
09. While uploading/submitting the documents, it should be ensured that the file name should be the name of the document itself.
10. All pages of Tender documents with Addenda/Corrigenda (if any) must be signed with proper official stamp and date by the Bidders / or authorized power of attorney holders at the lower right hand corner.
11. Bidders are advised to visit CIPET's e-Tender portal regularly for any Addenda/Corrigenda (if any) with regard to the e- Tender for which no separate paper advertisement will not be published.
12. Last date of online submission of Tender bid: **15-12-2020**
13. The bidder must submit hard copies of all document in a sealed envelope superscripting the Tender for "Supply & Installation of Iron Grill at the Windows" of New Campus of CIPET:CSTS-Agartala at the New Campus of CIPET:CSTS-Agartala" and Tender No. **CIPET/AGT/IRON GRILL/20-21/02 dated 25-11-2020**. The bidder has to submit "Technical Bid" & Commercial Bid" separately in two separate Sealed Envelope superscripting "**Technical Bid for Tender No. CIPET/AGT/IRON GRILL/20-21/03 dated 25-11-2020.**" and "**Price Bid for Tender No. CIPET/AGT/IRON GRILL/20-21/03 dated 25-11-2020.**" Hard copies must reach at the following address on or before **15-12-2020 (upto 05:30 pm)**):

**Dy. Director & Head,
CIPET Agartala, Rubber Park Area,
Bodhjungnagar,
Sub-division- Mohanpur,
Agartala, Tripura- 799 008**
14. Date of Pre-bid meeting- **07-12-2020**. Date & Time of Technical Bid Opening: **16-12-2020** at 02.00 p.m.

15. Date & Time of Commercial Bid Opening: Technically qualified bidders will be intimated time after technical bid evaluation through the e-Tender portal.

16. Venue for pre bid meeting & Opening Bids: Pre-bid meeting at CIPET Agartala, Rubber Park Area, Bodhjungnagar, Sub-division Mohanpur, Agartala, Tripura (West). Opening of Technical Bid & Finance Bid will be done online on the date mentioned above.

CIPET: CSTS-Agartala reserves the absolute right to accept/reject any or all bids at any stage of the tender process without assigning any reason whatsoever.

**Dy. Director & Head,
CIPET:CSTS-Agartala**

END OF TENDER DOCUMENT