

Tender  
For  
Providing & Fixing Aluminium Partitions  
At  
**SCTIMST-TIMED**

Notice Inviting Tender (NIT)

NIT Issue Date : 15 March 2018  
Pre Bid Meeting : 26 March 2018 at 10:00 AM  
Last Date of Submission : 2 nd April 2018 at 3:00 PM

**SCTIMST TIMED**

5<sup>th</sup> Floor, M S Valiathan Medical Devices and Engineering Block , BMT Wing, SCTIMST,  
Poojapura, Trivandrum-12

Tel:2520308/306 **E-mail:** [timed@sctimst.ac.in](mailto:timed@sctimst.ac.in), **Web :** <http://timed.org.in/>

## SCTIMST TIMED NOTICE INVITING TENDER

01	Name of work	Providing and Fixing Aluminium frame and Glass/ Particle Board Partitions at SCTIMST-TIMed
02	Tender No.	TIMED/NIT/01/2018
03	Contract period	One Month
04	Probable Amount of Contract (including 18% GST)	Rs.10.10 lakh
05	Earnest Money Deposit	Rs.20,200
06	Performance Guarantee	5% of Tendered Cost
07	Security Deposit (SD)	5% of Tendered Cost
08	Defect liability period	One year
09	Cost of Tender Form (Non - refundable)	Rs.500/- (Rupees Five Hundred Only)
10	Tender documents will be issued	Download from TIMED Website i.e. <a href="http://www.timed.org.in">www.timed.org.in</a>
11	Pre-Bid Meeting	26 March 2018 at 10:00 am at SCTIMST-TIMed
12	Last date and time place of submission	2nd April 2018, 3.00 pm at SCTIMST-TIMed 5th Floor, M S Valiathan Medical Devices and Engineering Block , BMT Wing, SCTIMST, Poojapura, Trivandrum-12
13	Date time and place of tender opening	2nd April 2018 at 3.30 pm at SCTIMST-TIMed 5th Floor, M S Valiathan Medical Devices and Engineering Block , BMT Wing, SCTIMST, Poojapura, Trivandrum-12

Please read carefully the notes given with the Tender Notice.

CEO  
SCTIMST-TIMed

SCTIMST-TIMed, a not-for-profit registered society in India hosted by Sree Chitra Tirunal Institute for Medical Sciences and Technology invites sealed tenders for providing and fixing Aluminium partitions with glass/ particle board at TIMED as per the drawings and detailed tender schedule. You are requested to quote your best offer along with the complete details of specifications, terms & conditions.

Quotation should be sealed and superscripted with tender number and address to:

**CEO,  
SCTIMST-TIMed  
5th Floor, M S Valiathan Medical Devices and Engineering Block  
BMT Wing, SCTIMST, Poojapura, Trivandrum-12**

### **General Conditions**

1. The tender should be submitted in two parts i.e. Technical Bid and Financial Bid. The Technical Bid and the Financial Bid should be sealed by the bidder in two separate covers **“Technical Bid for Providing and fixing Aluminum Partitions”** and **“Financial Bid for Providing and fixing Aluminum Partitions”**. Both sealed envelopes should be kept in a main/bigger envelope super-scribed as **“Tender for Providing and fixing Aluminum Partitions”**

#### **Documents comprising in technical bid-**

- i. Duly filled format of technical bid as per Annexure-I
- ii. Signed each page of tender document.
- iii. The technical bid should be accompanied by Demand Draft of Earnest Money Deposit ( Rs 20,200) and tender fee ( Rs 500/-).
- iv. Copy of PAN card.
- v. Proof of registration with Govt./ semi Govt. organization like railways, PWD, CPWD, MES etc. in appropriate class, if any.

#### **Documents comprising in Financial bid-**

- i. Financial Bid form (Annexure-II) - Rate must be quoted as per format specified, failing which tender shall be summarily rejected.
2. The bidder shall be required to submit the Earnest Money Deposit (EMD) for an amount of Rs. 20,200 (Rupees Twenty Thousand Two Hundred Only) by way of demand drafts only. The demand draft shall be drawn in favour of **“SCTIMST-TIMED.”** The demand draft for earnest money deposit must be enclosed in the envelope containing the technical bid. The EMD of the successful bidder shall be returned after the successful submission of Bank



Guarantee/Security Deposit and for unsuccessful bidder(S) it would be returned after award of the contract. Bid(s) received without demand draft of EMD will be rejected.

- a. Tenderer shall not be permitted to withdraw his offer or modify the terms and conditions thereof. In case the tenderer fail to observe and comply with stipulation made herein or backs out after quoting the rates, the aforesaid amount of earnest money will be forfeited.
  - b. The tender without earnest money deposit will be summarily rejected. The firm who are registered with National small Industries Corporation (NSIC)/OR small scale industries (SSI) are exempted to submit the EMD(Copy of registration must be provide along with technical bid)
  - c. The EMD, in case of unsuccessful bidders shall be retained by TIMED till the finalization of the tender. No interest will be payable by TIMED on the EMD.
  - d. No interest will be paid on EMD
3. Tender fee will be non- refundable amount of Rs.500/- (Rupees Five hundred only) by way of demand drafts only. The demand draft shall be drawn in favour of **“SCTIMST-TIMED”**. The tender without tender fee will be summarily rejected.
  4. **“Pre-BID Meeting”** with the intending bidders shall be held on 26 March 2018 at 10 AM in Conference Hall, SCTIMST-TIMed 5th Floor, M S Valiathan Medical Devices and Engineering Block, BMT Wing, SCTIMST, Poojapura, Trivandrum.
  5. Rate should be quoted in Indian Rupees (INR) on DOOR Basis Delivery basis at **“SCTIMST-TIMED”** inclusive of all charges. Where there is a difference between the rates in figures and words, lower of the two rates shall be taken as valid and correct rate.
  6. The sealed quotations/tender, super scribed with the name of the work, reference number and due date for tender opening, should be submitted in person or by post. However, TIMED shall not be responsible for delay or loss of tenders in transit or any postal delay.
  7. The tenderer is at liberty either himself or authorize not more than one representative to be present at the opening of the tender. The representative attending on the opening of the tender on behalf of the tender should bring with him a letter of authority from the tenderer and proof of identification. The late received tenders by TIMED will be ignored. Further, TIMED does not accept any liability and responsibility for the tenders in case the same are not properly sealed and marked and/or sent as above.

8. CEO, TIMED reserves the right to accept or reject any or all quotations without assigning any reason thereof and also do not bind himself to accept the lowest tender.
9. Delayed/ late/ conditional quotations/tenders shall not be accepted at all
10. The quoted rates must be valid for a period of 180 days from the date of closing of the tender. The overall offer for the assignment and bidder(S) quoted price shall remain unchanged during the period of validity. If the bidder quoted validity shorter than the required period, the same will be treated as unresponsive and it may be rejected.

In case the tenderer withdraws, modifies or change his offer during the validity period, bid is liable to be rejected and the earnest money deposit shall be forfeited without assigning any reason thereof. The tenderer should also be ready to extended the validity, if required, without changing any terms, conditions etc. of their original tender.

11. The successful tenderer will be required to furnish a Performance security Deposit equal to 5% of the contract value after receiving work order in the form of Fixed Deposit Receipt or Bank Guarantee from any Nationalized bank duly pledged in the name of the “**SCTIMST-TIMED**”, which shall be kept valid for a period of 60 days beyond completion of all the contractual obligations.
12. Security deposit equal to 5% of the contract value will be deducted from the bills of the contractor @ 5% of bill amount.
13. The income Tax as applicable shall be deducted (TDS) from the bill unless exempted by the Income-tax department.
14. After the evaluation of the bid(s) TIMed will award the contract to the lowest evaluated responsive tenderer. Conditional bid will be treated as unresponsive and will be rejected.
15. All the work shall be completed within 60 days from the date of issue of work order by TIMED. All the aspects of safe installation shall be the exclusive responsibility of the contractor. If the contractor fails to complete the work on or before the stipulated date, then a penalty at the rate of 2% per month of the total order value shall be levied subject to maximum of 5% of the total order value. The levy of fine shall be avoided if the delay in the completion/ execution is due to force majeure clauses which are beyond the control of the contractor or any other hindrance which must be informed to CEO, TIMED in writing within 7 days of date of hindrance. The decision of CEO, TIMED will be final on this account.



16. The Arbitration shall be held in accordance with the provision of the arbitration and conciliations Act, 1996 and the venue of arbitration shall be at Thiruvananthapuram. The decision of the Arbitrator shall be final and binding on the both parties.
17. Any disputes are subject to exclusive jurisdiction of competent court and forum in Thiruvananthapuram, Kerala, India only.
18. In case of breach of any terms and conditions as mentioned in tender, TIMED will have the right to reject the bid at any stage without assigning any reason thereof and nothing will be payable by TIMed, in that event the EMD shall also stands forfeited.
19. CEO, TIMED reserves the right to accept or reject any or all offers without assigning any reason.
20. Bidder shall submit a copy of the tender document and addendum/ corrigendum thereof, if any, with each page of this document should signed and stamped to confirm the acceptance of the entire terms and conditions as mentioned in the tender enquiry document.
21. All the work should be done as per CPWD specification and relevant code.
22. Any delay due to Force Majeure will not be attributable to the supplier/contractor.

### **SPECIAL CONDITIONS OF CONTRACT**

1. **DISCREPANCY BETWEEN SPECIFICATIONS:** - In case of discrepancy in the specifications or any other matter the matter shall be brought by the contractor to the notice of the Engineer in charge for further decision.
2. **CONTRACTOR TO EMPLOY QUALIFIED SUPERVISOR:** -The contractor shall employ skilled supervisor to supervise and execute the work.
3. **INCONVENIENCE TO THE PUBLIC:** - The contractor shall not deposit or store any materials at any site without permission of the Engineer. The materials will be stored at such places only with prior approval of the Engineer as there is no obstruction in traffic or other agencies
4. **COOPERATE** with other contractors at site such as electrical, air-conditioning work etc
5. **THE PROVISION AGAINST ACCIDENT AND SAFETY MEASURES:-**
  - i. The contractor will take all necessary precautions against a fire during the course of his work & will ensure the work against fire at his cost.

- ii. He will also take all care against likely damage of floor, walls, doors, windows or any part of the building. In case of any damage or loss, the contractor has to make good at his own cost
6. SPECIFICATIONS: - The contractor must strictly abide by the specifications provided in the tender schedule. In the absence of specification, Indian standard shall be adopted in consultation with the Engineer in charge
  7. PROCUREMENT OF MATERIALS-  
The contractor shall be responsible for the procurement of all the materials required to complete the work. All loading and unloading charges to be borne by the contractor
  8. CLEANING THE SITE: - The site described and shown on the plans, shall be cleared off all the rubbish, left over materials of all kinds etc. complete. After completion of the work and the site shall be handed over in clean and neat condition. It is the responsibility of the contractor to take away from campus and dispose off the unwanted, leftover and rubbish materials in a proper manner.
  9. SECURITY RULES: - The contractor shall follow at site security rules regarding removal of materials from site, issue of materials from site, issue of materials from stores, issue of identity card etc., as may be framed from time to time by the Engineer.
  10. CARE IN CASE OF OCCUPIED BUILDINGS :- Tenderer may also note that when the subject work is to be carried out in the premises of buildings which are already under occupation, all care shall be taken to protect personal and / or Government materials fixtures, appliances, equipment's etc. In case of any damage to any of the existing arrangements, contractor is liable to do such work to its original and / of shall be liable to pay the cost of such damages / losses. The work shall be carried in close co-ordination with occupants of these buildings without any hindrance and interruption.
  11. SUPPLY OF TOOLS TACKLES AND OTHER MATERIALS :- For full completion of the work, contractor shall at his own expense arrange & furnish all necessary work tools, tackles, scaffolding, tagaries, mugs, scrappers, wire brushes etc. that may be required to complete the work under contract.
  12. INSPECTION OF WORK :- Engineer or any person appointed by TIMED shall have access and right to inspect the work, or any part thereof at all times and places during the progress of the work. The inspection and supervision is for the purpose of assuring owner that the plans and specification and being properly executed and while owner and / or Engineer and their representative will extend to contractor all desired assistance in interpreting the plans and

specifications, all such assistance shall not relieve contractor from any responsibility for the work. Contractor without delay shall correct any work, which proves faulty.

13. SECURITY: - The contractor shall follow security rules of Institute. The contractor should issue the identity cards to their workers. You may please note that the security section is empowered to carry out the checks.
14. Contractor shall take all precautionary measures to avoid any damage to adjoining property. All necessary arrangement shall be made at his own cost.
15. Contractor shall take all precautions and safety measures for its workmen and indemnify SCTIMST and SCTIMST-TIMED against any mishaps and accidents.
16. The contractor shall take instructions from the Engineer-in-Charge regarding collection and stacking of materials at any place.
17. Normally contractors shall not be allowed to work only during working hours of TIMED. In case when work is to be performed during holidays or beyond normal working hours, it will be only with prior approval and permission.
18. TERMS OF PAYMENT-
  - a. No Payment shall be made in advance nor shall the loan from any or financial institutions be recommended on the basis of the order of award of work.
  - b. No Part & Running bill will be paid. Payment will be made only on completion of work on final submission of proper bill after any statutory deductions.

**Note: The contractor shall take into account all the costs involved in compliance of all the special conditions and as stated above while quoting his rates in his tender for this work.**

CEO  
SCTIMST-TIMed



**Annexure-I**

**Technical Bid**

(In Separate sealed cover-I super scribed "Technical Bid")

S.no.	Details of the Tenderer/Bidder	Page No.	Remarks
1.	Name and Address of the Tenderer/Bidder		
2.	Complete Address:		
3.	State clearly whether it is sole proprietor or Partnership firm or a company or a Government Department or a Public Sector Organization		
4.	Details of the Earnest Money Deposit (EMD) (Yes/No) DD No: Dated: Drawn on Bank: Amount: (Rupees.....)		
5.	Details of the cost of the Tender documents (Yes/No) DD No: Dated: Drawn on Bank: Amount: (Rupees.....)		
6.	Whether each page of NIT and its annexure have been signed and stamped		
7.	Whether Bidders have quoted for each and every item mentioned in Financial Bid (Yes/No)		
8.	Copy of GST Registration		
9.	Permanent Account No.		
12.	Email ID		
13.	Contact No.		

Date :

Place :

Name :

Business Address :

Signature of Bidder :

Seal of the Bidder :

**Annexure-II**  
**Financial Bid**

Name of Work - Providing and fixing Aluminum Partitions at SCTIMST-TIMed 5th Floor, M S Valiathan Medical Devices and Engineering Block, BMT Wing, SCTIMST, Poojapura, TVM.

**Note:- (Bidder must submit Financial Bid in separate envelope and clearly mention Financial Bid in Bold letters in the top of the envelope and strictly as per the format given above only)**

**TIMed SCTIMST**  
**BIO MEDICAL TECHNOLOGY WING, POOJAPPURA**

**Name of work: Providing and fixing of aluminum partitions in TIMED, North bay, 5th floor of MSV Block for medical device, BMT Wing SCTIMST, Poojappura, Trivandrum**

Sl. No	ITEM DESCRIPTION	QTY	UNIT	RATE	TOTAL
1	<p>Providing and fixing mineral fiber false ceiling tiles at all heights of size 595X595mm of approved texture, design and pattern. The tiles should have Humidity Resistance (RH) of 99%, Light Reflectance &gt; 85%, Thermal Conductivity k = 0.052 - 0.057 w/m K, Fire Performance as per (BS 476 pt - 6 &amp;7) in true horizontal level suspended on interlocking T-Grid of hot dipped all round galvanized iron section of 0.33 mm thick (galvanized @120 gsm ) comprising of main T runners of 15x32 mm of length 3000 mm, cross T of size 15x32mm of length 1200 mm and secondary intermediate cross T of size 15x32 mm of length 600 mm to form grid module of size 600x600 mm suspended from ceiling using galvanized mild steel item (galvanised @80gsm) 50 mm long 8mm outer diameter M-6 dash fasteners, 6 mm diameter fully threaded hanger rod upto 1000 mm length and L-shape level adjuster of size 85x25x2 mm, spaced at 1200 mm centre to centre along main 'T'. The system should rest on periphery walls /partitions with the help of GI perimeter wall angle of size 24x24X3000 mm made of 0.40 mm thick sheet, to be fixed to the wall with help of plastic rawl plug at 450 mm centre to centre &amp; 40 mm long dry wall S.S. screws. The exposed bottom portion of all T-sections used in false ceiling support system shall be prepainted with polyester baked paint, for all heights. The work shall be carried out as per specifications, drawings and as per directions of the engineer-in-charge with 16 mm thick beveled tegular mineral fiber Antimicrobial false ceiling tile( DSR code no. 26.27.3) All inclusive.</p> <p><b>Approved Make - Armstrong, Saint-Gobain, AMF.</b></p> <p><b>Colour:- To be approved by CEO TIMed.</b></p>	90	Sqmtr		



2	<p>Providing and fixing powder coated aluminum (with minimum thickness of 50 micron powder coating) work for doors, windows, ventilators and partitions with extruded built up standard tubular sections/ appropriate Z sections and other sections of approved make conforming to IS: 733 and IS: 1285, fixing with dash fasteners of required dia and size, including necessary filling up the gaps at junctions, i.e. at top, bottom and sides with required EPDM rubber/ neoprene gasket etc. Aluminium sections shall be smooth, rust free, straight, mitred and jointed mechanically wherever required including cleat angle, Aluminium snap beading for glazing / paneling, C.P. brass / stainless steel screws, all complete as per architectural drawings and the directions of Engineer-in-charge. All inclusive. (DSR Code no 21.1.1.2)</p> <p>(Glazing, paneling and dash fasteners to be paid for separately) :</p> <p>Aluminium sections should be of size 63.5 X 63.5 X 2 mm for verticals and horizontals for fixed partition including cleats, clips and L- angles etc.</p> <p><b>Approved Make- JINDAL, HINDALCO, NARMADA, BHORUKA, INDAL, MAHAVIR OR EQUIVALENT</b></p> <p><b>Colour:- To be approved by CEO TIMed</b></p>	700	kg		
3	<p>For shutters of doors, windows &amp; ventilators including providing and fixing hinges/ pivots and making provision for fixing of fittings wherever required including the cost of EPDM rubber / neoprene gasket required (Fittings shall be paid for separately) Powder coated aluminum (minimum thickness of powder coating 50 micron). all inclusive</p> <p>Aluminum sections 85 X 45.5 X 3 mm sections for verticals and horizontals top and middle and 100 X 44.5 X 3 mm bottom sections including recessed Handle. DSR Code 21.1.2.2)</p> <p><b>Approved Make- JINDAL, HINDALCO, NARMADA, BHORUKA, INDAL, MAHAVIR OR EQUIVALENT</b></p> <p><b>Colour:- To be approved by CEO TIMed</b></p>	80	kg		

4	Providing and fixing 12 mm thick pre-laminated particle board flat pressed three layer or graded wood particle board conforming to IS: 12823 Grade I Type II, in paneling fixed in aluminum doors, windows shutters and partition frames with C.P. brass / stainless steel screws etc. complete as per architectural drawings and directions of engineer-in-charge. Pre-laminated particle board with decorative lamination on both sides (DSR Code no 21.2.2) <b>Approved Make -ACTION TESA, NOVAPAN, ANCHOR, MERINO, GREEN LAM, CENTURY, ARCHID PLY</b> <b>Colour to be approved by CEO, TIMed</b>	110	Sqmtr		
5	Providing and fixing glazing in aluminum door, window, ventilator shutters and partitions etc. with EPDM rubber / neoprene gasket etc. complete as per the architectural drawings and the directions of engineer-in-charge. With float glass panes of 5.50 mm thickness <b>Approved Make- SAINT GOBAIN,MODI GUARD, ASAHI, ATUL</b>	40	Sqmtr		
6	Providing and fixing 100mm brass locks (best make of approved quality) for aluminum doors including necessary cutting and making good etc. complete. (DSR Code 9.113) <b>Approved Make -EVERITE, GODREJ,HARRISON, INDOBRASS</b>	6	Each		
7	Providing and fixing SS 304 Handle 12mm dia. Including necessary screws and bolts <b>Approved make -GODREJ,DORMA,EKRI, LINK</b>	6	Nos		
	<b>Total</b>				
	<b>CGST 9 %</b>				
	<b>SGST 9 %</b>				
	<b>GRAND TOTAL (INR)</b>				
	<b>In Words</b>				