



गुरु घासीदास विश्वविद्यालय, बिलासपुर (छ.ग.)
GURU GHASIDAS VISHWAVIDYALAYA, BILASPUR (C.G.)
केंद्रीय विश्वविद्यालय अधिनियम 2009 के अंतर्गत स्थापित विश्वविद्यालय
(A Central University established by the Central Universities Act, 2009)
Website www.ggu.ac.in

Tender . No. 10/Engg./2017

Bilaspur, Date: 29/08/2017

LIMITED TENDER NOTICE

Limited Percentage Rate Tender under TWO bids system are invited by the Registrar, Guru Ghasidas Vishwavidyalaya, Bilaspur (C.G), for the under mentioned **CIVIL WORK** from the registered Contractor/Firm of GGV/CPWD/PWD/Any other Government agency.

Name of Work	Estimated amount put to tender (Rs.)	Cost of Tender Form (Rs.)	Amount of EMD (Rs.)	Time limit for completion of work	Last date & time of receipt of sealed tender form
Civil minor maintenance works in GGV.	5.00 lakhs	500/-	Rs. 10000/- (as applicable)	30 days	07/09/2017 by 3.30 P.M.

The Blank Tender forms and other details may be downloaded from the GGV Website (www.ggu.ac.in) or Central Public Portal (www.eprocure.gov.in). Tender form cost must be in the form of DD drawn in favour of Registrar ,Guru Ghasidas Vishwavidyalaya, Bilaspur (C.G).

The Sealed limited tender documents must super-scribed with Name of Work “**Civil minor maintenance works in GGV, Tender No. 10/Engg/2017 dated: 29/08/2017**” to be sent to the Registrar ,Guru Ghasidas Vishwavidyalaya , Bilaspur (C.G). The last date of submission of duly filled in Tender is 07/09/2017 up to 3.30 PM and the Tender will be opened in the University Engineering Section, Administration Building, GGV, Bilaspur (C.G) on 07/09/2017 at 4.00 PM. Right to reject any or all tenders in favour of the University without assigning any reason thereof is reserved by the competent authority, GGV, Bilaspur (C.G).

By order

Registrar (Acting)
GGV, Bilaspur(C.G)

Copy to:

1. PS to VC for information to HVC.
2. The Finance Officer for information.
3. The Audit Officer for information.
4. Office Record file.

University Engineer (I/c)

Seal and Signature of Bidder



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TERMS AND CONDITIONS OF LIMITED TENDER

A. Eligibility Criteria

Firms/tenderers who fulfill the following requirements shall be considered as eligible bidder.

1. The firm/tenderer must be registered contractor/firm of GGV/CPWD/PWD/Any other Government agency under SIMILAR WORK.

Similar work shall mean: Any Civil Construction, Repair/ Maintenance Work.

2. The firm/tenderer should have satisfactorily completed the works as mentioned below during the last 07 (Seven) years ending last day of the July, 2017:

- (i) Three similar works each costing not less than 40% of estimated cost or
- (ii) Two similar works each costing not less than 50% of estimated cost or
- (iii) One similar work costing not less than 80% of estimated cost executed under Central / State Government Department / Central Autonomous Body / Central Public Sector Undertaking.

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.

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.

3. The attested copies of the following documents must be submitted by the tenderer / bidder along with the tender documents.
 - a. Permanent account number of the firm.
 - b. Valid Registration No. & Certificate registered with GGV/CPWD/PWD/Any other Government agency for similar works,
 - c. GST Registration number of the firm.
4. Application without credentials shall be rejected.



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B. General Terms and Conditions

1. Cost of Tender Paper Rs.500.00, NON REFUNDABLE in the form of Demand Draft in favour of Registrar, Guru Ghasidas Vishwavidyalaya Bilaspur (C.G.) (validity of DD should be at least three months from the date of publication of NIT) should be submitted along with the Tender Document downloaded from the University website (www.ggu.ac.in) or Central Public Procurement Portal (CPPP) (<https://eprocure.gov.in>). There is no last date for downloading the Tender Form from website (www.ggu.ac.in or <https://eprocure.gov.in>) but duly filled in tender form should be reached to the University within stipulated date & time with terms by registered/ speed post only.
2. The Tender document along with other Eligibility Criteria, General Terms & Conditions, etc. can also be obtained on or before **05/09/2017** during working hours from 9.30 AM to 6.00 PM from the University Engineering Section of GGV after submitting a DD of Tender cost (Rs. 500/-) in favour of Registrar, Guru Ghasidas Vishwavidyalaya Bilaspur (C.G.).
3. Those Tenderes/Bidders shall have to submit Earnest Money Deposit (EMD) for the amount @ 2% of the estimated cost, in the form of DD drawn in favour of Registrar, Guru Ghasidas Vishwavidyalaya Bilaspur (C.G.), payable at Bilaspur. However, the tenderer/bidder who have valid Vendor registration with the University (GGV) are exempted from submitting such EMD.
4. Tenders without Tender Cost & EMD (as applicable) would be summarily rejected.
5. Bidders already registered in the university under the relevant category need not apply again for vendor registration. However, any bidder/tenderers who are not registered at present may get registered if desired before submitting their bid for availing the exemption of EMD. The Vendor registration form is available on University website (www.ggu.ac.in). Prescribed fee of Rs. 1100/- is payable for Vendor registration.
 - 5.1 The EMD (without any interest) for all those bidders who are not eligible, shall be returned back to the bidder through registered/speed post.
 - 5.2 The EMD without any interest shall be refunded/returned to remaining bidders after issuing of work order to the selected Firm/Tenderer.
 - 5.3 Validity of EMD shall be six (6) months from the last due date of submission of Tender/Bid.
 - 5.4 EMD shall be forfeited in the following cases:



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- a) If any information or document furnished by the bidder turns out to be misleading or untrue in any material respect; and
- b) If the successful bidder fails to execute the works within the stipulated time or any extension thereof provided by GGV.

6. **Method of Submission of Sealed Tenders/Bids:**

The tender document/bid shall be submitted in **TWO** parts (Part – A & Part – B) as under, enclosed & sealed in a single envelope:

Part – A:

Envelope-I: (i) Tender Cost,

(ii) Earnest Money Deposit (EMD) as applicable and

(iii) **Technical Part** : Containing the documents /credential as per **Eligibility Criteria** (Section A: Eligibility Criteria and other related documents).

Part-B :

Envelope-II: Declaration – cum- Financial Bid : The tenderer/bidder must duly fill in the prescribed tender form including DECLARATION-CUM-FINANCIAL BID (Annexure – I), **quote the rate** and put the seal and signature of authorized signatory of the Firm.

All the TWO envelopes (I & II) shall be sealed separately and shall bear markings indicating the part of the tender/bid and the Firm's Address. These TWO envelopes in turn shall be enclosed and sealed in an outer big envelope marked name of the work **“Civil minor maintenance works in GGU & Tender No. 10/Engg/2017 dated: 29/08/2017“**

7. Sealed duly filled in tenders shall be submitted to the office of the **Registrar, Guru Ghasidas Vishwavidyalaya , Bilaspur (C.G) through registered/speed post only on or before 07/09/2017 by 3.30 PM.** Tenders received after the above date and time shall not be entertained. No other mode of submission shall be accepted.
8. Sealed tenders shall be opened in the office of **Engineering Section, Administration Building, GGV, Bilaspur (C.G) at 4.00PM on same day (07/09/2017).** The tenderer or its authorized representative may be present at time of the opening of the tender.
9. Conditional tenders may be rejected.



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10. Corrigendum, if any, related to this tender will be published only on the Website (www.ggu.ac.in or <https://eprocure.gov.in>).
11. Bid validity 180 days.
12. The tenderers are advised to first inspect the site of work and fully understand very carefully about the conditions of site, so as to give superior quality of work to the University, before submitting tender. For Non-DSR item of works, the quoted percentage will include all the lead, lift etc. for the materials/labour etc. All the works shall have to be carried out in accordance with the CPWD detailed specifications & measurement laid down thereon to the entire satisfaction of Engineer In-charge of the work.
13. For Non-DSR items if required shall have to be carried out by the Contractor based on Market Rate Analysis as per CPWD Works Manual.
14. The work shall have to be started within seven days from the date of issue of work order/contract. In case, if the work is not started within above period, the earnest money shall be forfeited.
15. If the pro-rata progress of the work is not found satisfactory, the work shall be got done from another agency/contractor at the risk & cost of the contractor.
16. The work shall have to be completed within the period as specified in the notice inviting tender document for the work.
17. The sample of the materials to be used by the contractor shall be deposited in advance with the Engineer In-charge of the University be got approved by him.
18. The Contractor shall adopt all safety measures, which are essential for the execution of the work. The University shall not be responsible for any mis-happening if occurred while executing the work; this may please be noted very carefully. The contractor is advised to have the insurance of his staff/ workers against any mis-happening while attending the work at his own level.
19. The contractor or his authorized person shall submit weekly progress report of the work executed by him to the Engineer In-charge of the University.
20. The GGV Bilaspur (C.G.) reserves all right to divide works and/or accept or reject any or all the tenders without assigning any reason in favour of the University.



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21. In favour of the University, the University has all the right reserved to relax, alter, add or delete any of the term(s) & condition (s) without any pre-notice and no suit shall lie on the University for the same.
22. It will be presumed that the tenderer/bidder has perused and understood all the conditions laid down in this tender document and are acceptable to the bidder/tenderer.
23. The tenderer/bidder must submit the tender document with seal & signature on every page of the document.
24. The quantities of the items mentioned in the Schedule may be increased or decreased up to any extent depending on the prevailing site conditions.
25. The running payments for the work will not be made. Payment will be made after satisfactory completion of the entire work. No advance related to the works shall be paid by the University.
26. No escalation shall be paid to the Contractor by the University in any case.
27. Without valid reason, if the contractor fails to complete the work within the time stipulated by the University in consultation with Firm/Contractor then the University has all the right reserved to deduct the penalty from the Firm/Contractor's Bill maximum up to 2% of the Bill claimed.
28. In Case the contractor is unable to complete the work due to unavoidable circumstances/justified reasons, for first extension of time should apply to Engineer In-charge of the University and for further extensions, should apply with the recommendation of Engineer In-charge of the University to the competent authority of University well in time for extension of time with the request to waive the liquidated damage/penalty charges which is at the discretion of the competent University authority as per norms of CPWD.
29. The Firm should submit a performance bank guarantee (PBG)/FDR of rupees equal to 5% of the contract/ work order amount before the issue of the work order within seven days from the date of issue of the acceptance letter by the University. If not submitted without any acceptable cause, the second lowest bidder/tenderer may be considered for the award of the work and no claim of the first lowest Bidder/tenderer



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shall be entertained. The above PBG/FDR without any interest shall be returned to the bidder after successful completion of the work.

30. **Security Deposit:** Security Deposit (SD) @ 5% of the billed amount, as per contract/work order shall have to be submitted along with the bill amount in the form of DD or BG from any Nationalized Bank, Otherwise, the same amount will be deducted from the billed amount. On satisfactory completion of the liability period (06 months), SD will be released on demand (without any interest on SD) to the Contractor/Firm.
31. The Water consumption charges for the work will be recovered @ 1% of the billed amount from the contractor's bill, if it is supplied by the University.
32. The Electricity consumption charges for the work will be recovered @ 1% of the billed amount or as per actual meter reading from the contractor's bill, if it is supplied by the University.
33. The Amount of GST (Over and above the quoted rate/tendered cost) after deducting input tax credit will be paid on submission of payment proof.
34. Items other than schedule will be taken from applicable DSR/SOR for this tender.
35. **Force Majeure:** Any delay due to Force Majeure will not be attributable to the bidder. Force Majeure events shall mean one or more of the following acts or events: Acts of God or events beyond the reasonable control of the Affected Party which could not reasonably have been expected to occur, exceptionally adverse weather conditions, lightning, earthquake, cyclone, flood, volcanic eruption or fire or landslide; Radioactive contamination or ionizing radiation; Strikes or boycotts (other than those involving the Supplier or its employees / representatives or attributable to any act or omission of any of them) interrupting supplies and services of the Project for a period exceeding a continuous period of 7 (seven) days; An act of war (whether declared or undeclared), invasion, armed conflict or act of foreign enemy, blockade, embargo, riot, insurrection, terrorist or military action, civil commotion or politically motivated sabotage which prevents rendering of supplies or specified services by the Supplier for a period exceeding a continuous period of 7 (seven) days.
36. **Arbitration and Laws:** In case of any dispute or difference arising out of or in connection with the Tender conditions / order and Contract, the University and the



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Supplier will address the dispute / difference for a mutual resolution and failing which, the matter shall be referred for arbitration to a sole Arbitrator to be appointed by the University. The Arbitration shall be held in accordance with the provisions of the Arbitration and Conciliation Act, 1996 and the venue of arbitration shall be at Bilaspur only. The resolution of the Arbitrator shall be final and binding on both the parties.

37. **Jurisdiction:** The courts at Bilaspur (C.G.) alone will have the jurisdiction to try any matter, dispute or reference between parties arising out of this Tender/Bid. It is specifically agreed that no court outside and other than Bilaspur (C.G.) court shall have jurisdiction in the matter.
38. Any other information related to the tender may be obtained from University Engineering Section of University (GGV) during working hours.

Registrar (Acting)
GGV, Bilaspur(C.G.)



C. Special Terms and Conditions

1. Any damage done to the man, machine and building during the execution of work shall be the responsibility of the contractor and same will have to be made good promptly by the contractor at his own cost to the entire satisfaction of the University's Engineer-In-Charge.
2. No claim for idle labour will be admissible.

3. Date of Acceptance of the Installation

- (a) After the University's Engineer-In-Charge is satisfied that the installation complies with requirements of specifications in all respect.
- (b) The entire installation shall be at the risk and responsibility of the contractor until these are tested and handed over to the University. However, if there is any delay from the University side, the installation may be taken over in parts but the decision on the same of the competent authority of the University shall be binding on the contractor.
- (c) Contractor or his authorized representative is bound to sign the site order book as and when required by the University's Engineer-In-Charge.
- (d) The contractor shall remain responsible for attending complaints free of cost for the minimum period of six months (liability period) for satisfactory performance of works against the scheduled work done.

4. Guarantee/warranty Documents

If any equipments/materials which have been used in the work and they are under guarantee/warranty, the Contractor shall have to submit all the related guarantee/warranty certificates/documents to the University Engineering section after successful completion of the works.

5. Transport of Materials

The contractor must arrange for all transport of materials to be provided by the contractor and include all such cost in the rates quoted by him for finished work. The contractor shall make his own arrangement for the supply of wagons if required by him for the transport of materials at his own expenses.



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6. Specification to be followed

The work will be carried out strictly in accordance with relevant Indian Standard Codes of Practice. The aforesaid specification should, however, be read in conjunction with the specification annexed to the tender, and in the event of any conflict contradiction between the provisions of such specifications, the specification annexed to the tender shall prevail. In case there is no provision in BIS/Indian Standard code of practice, CG PWD/CPWD for construction practice/standards, the work shall be carried out in accordance with such codes or practice as may be decided by the University's Engineer-In-Charge.

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CHECK LIST FOR TENDERER/BIDDER

The tenderer/bidder shall be required to submit the Tender/Bid in two envelop system:

a. Envelop 'I' should contain;

- i. Cost of Tender form (DD) (If Tender Form downloaded from websites).
- ii. Earnest money (DD) (Original), as applicable.
- iii. Attested copy of Valid Registration Certificate in appropriate category.
- iv. Attested copy of Experience Certificate for similar works of appropriate amount & works mentioned in the tender.
- v. Attested copies Permanent account number of the firm and GST Registration number of the firm and Income Tax return certificate of previous year.
- vi. Any other documents related to the Eligibility Criteria (Annexure – I).

b. Envelope 'II' should contain;

1. Prescribed tender form duly filled in and signed & sealed on each page by authorized signatory.
2. Rate quoted by the firm/contractor in the Declaration-cum-Financial Bid (Annexure – I).

- c. Envelop 'I' & 'II' must be separately sealed and then again put in the third bigger envelope which also should be sealed bearing address of the bidder/tenderer and super scribed on the top of the third envelop - Name of work: **“Civil minor maintenance works in GGV & Tender No. 10/Engg/2017 dated: 29/08/2017”**.



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Annexure – I

DECLARATION-CUM-FINANCIAL BID

1. I, ----- Son /Daughter of Shri -----
 Proprietor/ Partner/ Director/ Authorized Signatory of M/s. -----
 and I am competent to sign this declaration and execute this Tender document.
2. I have carefully read and understood all the terms and conditions of the Tender and hereby convey my acceptance of the same.
3. The information/ documents furnished along with the above application are true and authentic to the best of my knowledge and belief.
4. I/ we/ am are well aware of the fact that furnishing of any false information/ fabricated document would lead to rejection of my bid at any stage besides liabilities towards prosecution under appropriate law.
5. Our firm is neither blacklisted by any Government Department nor is any Criminal Case registered against the firm or its owner or partners or directors anywhere in India.
6. I/ We have read the above mentioned Eligibility Criteria (Section A) Terms & Conditions (Section B) of this tender very carefully and hereby agree to execute the work on the **percentage/item** rates offered by me/us in the enclosed schedule and on the above terms & conditions in addition to the conditions of contract laid down by the CPWD.
7. I/We have done myself/ ourselves fully satisfied to read and examine the Notice Inviting, General Conditions & various clauses of contract, all annexures, special conditions & specifications, applicable specifications, drawings, designs, applicable schedule of rates, descriptions of items of works, all the rules in respect of contract and all other contents in the tender documents and hereby agreed for the execution of the said specified works for the University Authority withing the above time period in accordance with that at the rate
 (in figures) -----
 (in words) -----
 Percent below/at par/above of Delhi Schedule of Rates. (**DSR-2014 applicable in CPWD**)

Dated:

Witness Names & Signature-----

Signature of Contractor/Bidder.....

Address -----

Name.....

Designation.....

Phone/Mob. No. :

Occupation -----

Firm's seal.....

Note : 1. The above declaration, duly signed and sealed by the authorized signatory of the firm/company, should be enclosed with the Tender document.

Seal and Signature of Bidder