



NATIONAL INSTITUTE OF TECHNOLOGY, Rourkela
An Institute of National Importance under Ministry of HRD, GOI

NOTICE INVITING TENDER

Notice No: NITR/EM/SC/2014/101 Dt. – 20.08.2014
Sealed Tenders are invited for **Gardening with Academic hostel and Other areas** of NIT Campus.
Issue of tender (Website) : **19/08/2014 to 10/09/2014**
Closing Date & Time: **10/09/2014 by 3.00 PM**
Open on: 10/09/2014 at 3.30 PM office of the Dean (PD)
For details, visit : www.nitrkl.ac.in/tender.asp
Contact : Mr. S.P.Mahapatra, EE
Phone No : 0661-2462071, Email : mahapatrasp@nitrkl.ac.in
REGISTRAR



NATIONAL INSTITUTE OF TECHNOLOGY
ROURKELA-769008

No: NITR/EM/SC/2014/F/101

Date:19/08/2014

Sealed Tenders are invited from agencies having experience in construction of Lawn & garden and including earth work registered with Govt. (CPWD/OPWD/PHEd/Odisha Govt/ PSU or other organisation.) in prescribed format and to be received by the undersigned by 3.00 PM of 10/09/2014 for the following work. The tenders will be opened by the 'Tender Committee' on the same day at 4.00 PM in the presence of tenderers or their authorized representatives. The above work to be executed in NIT campus, Rourkela.

Name of Work: Gardening With Academic , hostel and other areas of NIT Campus

Estimated Cost : Rs. 3186971.00

EMD/SD : Rs 32000.00

Period of Execution : 6 (Six) Months

Eligibility Criteria: The Tenderers must possess the following: The copies of all documents are to be sent along with the Tender.

- (a) Valid Value added tax clearance from local sales tax authority in form No-612
- (b) Permanent account number (PAN) issued by income tax dept.
- (c) Contractor registration certificate or Actual work completion certificate from reputed government or PSU organization
- (d) Cumulative experience of completing at least 10000 Sq.M of quality lawns

The time of completion is firm, and penalty under liquidated damage clause will be charged for any delay in work.

The validity of the tender shall be 120 days from the date of opening of the bids.

EMD shall be in the form of Bank drafts to be made separately from Nationalized Banks in Favor of NIT, Rourkela, except Co-operative and Grameen Bank.

The above work may be divided (on the basis of 60:40) among the agencies who have agreed to work at L1 Rate

The firms should have executed similar types of work during last five years.

The bid must be submitted in three parts (1st part : Techno Commercial Bid, 2nd Part: EMD, 3rd Part : Price Bid) in separate sealed covers, super scribing on the top of the envelopes addressed to the Registrar, NIT Rourkela-769008:

Gardening With Academic , hostel and other areas of NIT Campus
10/09/2014, 03.00 PM
Open On 10/09/2014, 3.30 PM for Part 1 & 2

Sealed tenders on overall cost plus/minus percentage basis are invited in the prescribed form.

The tender papers may be downloaded from NIT website (i.e. www.nitrkl.ac.in). However, payment of Rs.500/- (non-refundable) towards price of Tender Documents plus Rs.25/- towards VAT in the form of a separate Bank Draft of a Nationalized bank

The prequalification shall be based on an objective evaluation of details regarding past performance in specific job areas, technical and financial capabilities and resources of the contractors including possession of appropriate

The time of completion is firm, and penalty under liquidated damage clause will be charged for any delay in work.

The validity of the tender shall be 120 days from the date of opening of the bids.

Details including our prescribed format for prequalification, BOQ, General Conditions and Special Conditions of Contracts etc are available in our website at <http://www.nitrkl.ac.in/tender.asp>. NIT reserves the right to qualify or deny prequalification of any or all applicants without assigning any reasons.

(REGISTRAR)

NIT, Rourkela

Ph. No -0661-2476773

CHECK LIST FOR PRE-QUALIFICATION

Forms to be filled in properly.

1. Form-A: This form (check list)
2. Form-B: Letter of Transmittal
3. Form-C
4. Form-D
5. Form-E
 - a. Photocopy of documents to be attached.
 1. Valid license
 2. Work orders of last 3 years.
 3. Vat Clearance Certificate, PAN Card
 - b. Performance report from the client(S)

The firm/ Contractor is required to apply for performance certificate (at least for three works).

Please state the details below

<u>Sl.No.</u>	<u>Name of work</u>	<u>Client</u>
1.		
2.		
3.		
4.		
5.		

Note: The performance report is to be submitted along with the pre-qualification documents in sealed covers.

(Signature of the Agency)

FORM-B/101/2014

**PRE-QUALIFICATION INFORMATION
LETTER OF TRANSMITTAL**

To

The REGISTRAR
National Institute of Technology,
Rourkela-769008.

Sir,

Having examined the details of pre-qualification document, I hereby submit the pre-qualification documents and other relevant information.

1. I hereby certify that all the statements made and information supplied in the enclosed forms A to E and accompanying statements are true and correct to the best of my knowledge. I understand that if any information found incorrect, the application is liable to be cancelled.
2. I have furnished all information and details necessary for pre-qualification and have no further pertinent information to supply.
3. I certify that my firm is not **blacklisted/banned** from business by any organization.
4. I hereby accept the rules and procedures of the institute for pre-qualification of contractors and agree that the Institute has the right to accept or reject any application without assigning a reason thereto.

(Signature of the Agency)

NATIONAL INSTITUTE OF TECHNOLOGY, ROURKELA
APPLICATION FOR PRE-QUALIFICATION

1. NAME OF AGENCY/FIRM:- _____
2. ADDRESS:- _____
3. FAX/TELEPHONE NUMBER:- _____
4. SPECIAL QUALIFICATION OF TECHNICAL PERSON:- _____
5. LIST OF EQUIPEMENT / MACHINERY IN POSSESSION FOR ROAD WORK :- _____
6. DETAILS OF REGISTRATION WITH OTHER GOVT/PSU ORGANISATION:- _____
 - NAME OF THE DEPARTMENT/ORGANISATION _____
 - CLASS OR CATEGORY _____
 - ENLISTMENT AUTHORITY _____
 - DATE OF VALIDITY _____
7. VOLUME OF BUSINESS IN LAST THREE FINANCIAL YEARS

2011-12 Rs _____

2012-13 Rs _____

2013-14 Rs _____

Cumulative quantity of Gardens _____ Sq.M
8. Important jobs executed in Govt./psu including specifications, materials used, quality adherence, methods of testing including test/inspection certificates.
9. Valid Income Tax clearance certificate (ITCC).
10. Any other information regarding technical capability and financial soundness.

(Signature of the Agency)

FORM-D/101/2014

Annexure to application for pre-qualification

WORKS COMPLETED AND IN PROGRESS DURING THE LAST 5 YEARS (INCLUDING ALL WORKS AWARDED)

Sl. No.	Name of work & agreement no	Date of start	<u>Date of Completion</u>		Reasons for delay & Compensation levied if any	Tendered cost	Gross cost of Completion	Net Amount received	Name, Designation & Complete address Of the Authority for Whom the Work was done
			<i>Stipulated</i>	<i>Actual</i>					

{ADD ADDITIONAL SHEETS, IF NECESSARY}

CONFIDENTIAL

CLIENT'S CERTIFICATE REG. PERFORMANCE OF CONTRACTOR

(To be submitted in a sealed covered along with the pre-qualification documents)

Letter No.-----

Date:

Name and address of the Client:-----

Details of works executed by the Contractor:

1	Name of work with brief particulars	
2	Agreement No and date	
3	Date of commencement of work	
4	Stipulated date of completion	
5	Actual date of completion	
6	Details of compensation levied for delay, if any	
7	Tendered amount	
8	Gross Amount of the work completed	
9	Name & address of the authority under whom works executed	
10	Whether the contractor employed qualified Engineer/Technical person during execution of work?	
11	i) Did the contractor go for arbitration? ii) If yes, total amount of claim. iii) Total amount awarded.	
12	Comments on the Capabilities of the contractor (indicate grading) please tick () a) Quality of work b) Technical Proficiency c) Financial Soundness d) Mobilization of adequate T & P e) Mobilization of manpower f) General behavior	Out standing/v.Good/Good/Poor Out standing/v.Good/Good/Poor Out standing/v.Good/Good/Poor Out standing/v.Good/Good/Poor Out standing/v.Good/Good/Poor Out standing/v.Good/Good/Poor

*Note: All Columns should be filled in properly.

"COUNTERSIGNED"
Officer of the rank of Executive Engineer
or equivalent and above

Signature of the Reporting
Officer with seal

N.B. The Executive Engineer or equivalent officer is requested to hand over the performance certificate of the Contractor only in sealed covers to the concerned contractor.



NATIONAL INSTITUTE OF TECHNOLOGY, ROURKELA-769008
O/O ESTATE MAINTENANCE

TENDER NOTICE NO: NITR/EM/SC/H00/2014/F/

Date:19/08/2014

To
M/s

Sub : Gardening with Academic hostel and Other areas of NIT Campus
Dear Sir,

We are pleased to invite your offer in sealed covers for the work mentioned above. The offer shall be as per terms and conditions mentioned in the Tender document enclosed here with.

- 1 (a) All the original tender documents should be signed and stamped by the authorized signatory as a token of acceptance of all the term and conditions mentioned there in.
- (b) The EMD/security amount i-e 1% of estimated value will be deposited along with the tender documents which was retained with N.I.T Rourkela till the maintenance period is over i.e. 6 months from the date of completion of the job. Unsuccessful tenderers will get back their EMD/SD after official procedure.
 - (ii) The successful tenderer on receiving the letter of intent/work order, will deposit 2.5 % of the value(After deducting the EMD amount) of the contract in favour of NIT, Rourkela towards initial security deposit within 7 days failing which the Order may be treated as cancelled. Balance 7.5% of the bill amount will be deducted towards security deposit against the job-executed amount, which will be 10% of the total job executed. The security amount will be retained with N.I.T Rourkela till the maintenance period is over i.e. 6 months from the date of completion of the job.
- (c) The guarantee and maintenance period shall be 6 (six) calendar months from the date of completion.
- (d) All necessary material required for this job will be arranged by the Tenderers in good quality and as per specification and direction of Engineer-in-charge.
- (e) Tools Tackles, equipment & labour etc shall be arranged by you. Your price is deemed to include cost of all the above.

- (f) Your rates shall be inclusive of taxes and duties including sales tax etc as applicable.
- (g) Water and Electricity required for the job will be provided by N.I.T, Rourkela.
- (h) During execution of work, safety measures to be followed strictly by the Agency.
- (i) Any safety hazard occurred during the execution of the job will be the responsibility of the Agency.
- (j) The tender shall submit the enquiry, duly filled in by 3.00 PM on 10/09/2014.in the office of the Estate Maintenance.
- (k) The subject enquiry will be opened on 10/09/2014 at 4.00 PM in the office of the Dean(PD). You are requested to attend the same.
- (l) The rates for the works will remain firm and no escalation admissible.
- (m) The Contract shall remain in operation up to 6 (Six) months from the date of issue of Work order. However, NIT reserves the right to extend if further required.
- (n) General condition, Special terms conditions, specifications, drawings, related to the job are available in the office of undersigned. The tenderer should go through the same before quoting their rates.
- (o) Tenderers are advised to inspect & examine the site and its surrounding and satisfying themselves before submitting tender.
- (p) Sealed tenders on overall cost plus/minus percentage basis are invited in the prescribed form
2. EXTRA ITEM :- Any extra work executed during the period of execution if not covered in the work-order, schedule, shall be settled mutually on prevailing rate.
3. PAYMENT TERM :- Running payment shall be released on the basis of work executed and final measurements duly checked and passed by the concerned NIT representative after the job is over.
4. The tenderer shall submit an undertaking in the prescribed format (enclosed) that he has gone through the general condition of contract and special condition for civil engineering works of NIT, Rourkela and accordingly has quoted the price.

Yours faithfully,

Er S K Upadhyaya
Registrar
NIT, Rourkela

(To be typed on the Agency's Letterhead)

CERTIFICATION BY THE TENDERER

Name of Work: Gardening with Academic hostel and Other areas of NIT Campus

TENDER NOTICE NO: NITR/EM/SC/2014/HOO/F/

Date:19/08/2014

I/We hereby certify the following:

1. I/We shall undergone through the Notice inviting tender , General and special conditions of contract of NIT Rourkela, Specifications, safety code, schedule of rates, Material specifications for this tender etc. issued to me/us along with the tender set. I/We have also understood the specifications in details for the items of this work. I/We completely understood the entire tender conditions and their implications basing on which I/ we have quoted in the price bid
2. I/We have submitted demand draft/pay order/bankers Cheque/Cash receipt for required amount payable to NIT Rourkela, towards earnest money deposit for this tender.
3. I/ We have filled up tenders and submitted in three parts Part –“A” containing earnest money deposit. Part- “B” (Techno commercial bid with eligible attested copies of required documents and part- ‘C” (Price bid) in separate sealed covers as detailed in Notice Inviting Tender .
4. I/We have signed all the pages of tender set with seal in the appropriate places.
5. I/We shall justify our rates (if so required by authority of NIT Rourkela) quoted by me /us in the price bid (Part- ‘C”). There are no other conditions given for these rates other than tender conditions. These rates shall remain valid at east for a period of 4 (four) months from the date of Opening of the price bids.
6. I/We shall be present during opening of the Techno commercial bid or send any of our authorized representatives with authorization letter for the purpose, failing which any decision taken up by authority of NIT Rourkela in this regard shall be acceptable and binding to me/us.
7. I/We shall have no objection if he distribution of order will be in the descending order as per the quoted price ranking of the tenderers i-e L1 tenderer will highest share and last ranked tenderers (Within which the orders is to be distributed) will get smallest share.

Signature and seal of the Tenderer

Name of the firm:

Address

registration No:

Date of Validity

NIT REGISTRATION NO:

(To be typed on the Agency's Letterhead)

UNDERTAKING

I/We hereby undertake that I/we have gone through the General Condition of Contract and special condition for Civil Engineering Works of NIT, Rourkela and accordingly, have quoted the price.

(Signature of Agency)

PRICE BID

(To be submitted in the Letter Pad of firm)

To
The Registrar
NIT, Rourkela – 769008.
ORISSA

Sub: : Gardening with Academic hostel and Other areas of NIT Campus

: i) Notice No: NITR/EM/SC/2014/HOO/F/

Date : 19/08/2014

Dear Sir,

We are hereby submitting the price bid for : Gardening with Academic hostel and Other areas of NIT Campus consisting of the following components:

<u>Sl. No.</u>	<u>Name of Works</u>	<u>Estimated Cost (Rs.)</u>
		As per schedule provided by NIT
	Gardening with Academic hostel and Other areas of NIT Campus	Rs.3186970.50

Our quoted price is

_____ %

(In figure)

: _____ %

(In words)

BELOW

OR

_____ %
(In figure)

: _____ %
(In words)

ABOVE

The same percentage will be applicable to all the items

Signed in the capacity of duly authorized to sign tenders for and behalf of

Name of Firm

Signature

Name & Address Telephone No

NIT REGISTRATION NO..... Mobile No

Date : Fax No.

