



राष्ट्रीय गतिशील दिव्यांगजन संस्थान
National Institute for Locomotor Disabilities (Divyangjan)

(दिव्यांगजन सशक्तिकरण विभाग, सामाजिक न्याय एवं अधिकारिता मंत्रालय, भारत सरकार)
(Department of Empowerment of PwDs (Divyangjan), Ministry of Social Justice and Empowerment, Govt. of India)
बी.टी. रोड बनहुगली, कोलकाता-700090 / B.T. Road, Bon-Hooghly, Kolkata-700090
Phone: 2531-0279, 2531-0610/Tele Fax: 2531-8379/E-mail: mail@nioh.in /web: www.niohkol.nic.in



N.I.T. No- Civil Work/RSU & RW/2944/CE/2023/NILD/2092(7)

Date: 22/02/2023

TENDER DOCUMENTS

FOR

Renovation of changing room of RSU & RW work in first and second floor of Main Institute Building at National Institute for Locomotor Disabilities (Divyangjan), B. T. Road, Bon-Hooghly, Kolkata 700090.

CIVIL ENGINEERING DEPARTMENT
NILD, KOLKATA

PRICE: Rs. 500.00

[SIGNATURE OF THE TENDERER WITH SEAL]

NILD, KOLKATA
Page 1 of 18



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LIST OF TENDER DOCUMENTS

Name of the Work: Renovation of changing room of RSU & RW word in first and second floor of Main Institute Building at National Institute for Locomotor Disabilities (Divyangjan), B. T. Road, Bon-Hooghly, Kolkata 700090.

SL.NO.	ITEM	PAGE NO
1	PARTICULARS OF TENDER	03
2	TERMS AND CONDITION	04-10
3	ADDITIONAL TERMS AND CONDITION	11
4	PRICE SCHEDULE	12-13
5	Annexure I – Self Declaration	14-15
6	Annexure II – Checklist of the bid documents	16
7	Annexure III – Bank Account details of NILD, Kolkata for submission of Tender cost & Performance Guarantee	17
8	Annexure IV – Detail of the Bidder	18



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N.I.T. No- Civil Work/RSU & RW/2944/CE/2023/NILD/2092(7)

Date: 22/02/2023

PARTICULARS OF TENDER

Percentage rate bids are invited from Eligible specialized firm/ agencies who are carrying out the similar type of works in PWD/CPWD or any other Government organization to undertake the work of "Renovation of changing room of RSU & RW word in first and second floor of Main Institute Building at National Institute for Locomotor Disabilities (Divyangjan), B. T. Road, Bon-Hooghly, Kolkata 700090."

SL. NO:	PARTICULARS	
1	Name of the Work	Renovation of changing room of RSU & RW word in first and second floor of Main Institute Building at National Institute for Locomotor Disabilities (Divyangjan), B. T. Road, Bon-Hooghly, Kolkata 700090.
2	Estimated Amount	Rs. 1,19,807.00 *
3	Time of Completion	30 days from the issue of work order.
4	Earnest Money	Rs. 2,995.00
5	Cost of Tender Paper	Rs. 500.00
6	Last Date of Submission of Filled in Tender Paper	On 16.03.2023 up to 02:00 pm
7	Date of Opening of Tender	On 16.03.2023 at 3:30 pm
8	Tender documents can only be downloaded from the web site (www.eprocure.gov.in). The cost of tender paper & EMD, amounting to Rs. 500.00 and Rs. 2,995.00 respectively, which shall have to be deposited by the tenderer directly to the bank account of National Institute for Locomotor Disabilities (Divyangjan), Kolkata through online mode only on or before the last date of issue of tender paper. The detail of the Bank Account of National Institute for Locomotor Disabilities (Divyangjan), Kolkata is mentioned in Annexure III. The copy of the transaction statement, duly signed by the tenderer, have to be submitted alongwith the bid documents.	

*The work is estimated to cost Rs. 1,19,807.00. This estimate however is given merely as a rough guide.



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TERMS AND CONDITIONS

1. GENERAL:

1.1. The bid document consists of particulars of tender, general terms and conditions, price schedule and other necessary documents.

1.2. Location:

RSU & RW ward Changing room of in main building at National Institute for Locomotor Disabilities (Divyangjan), B. T. Road, Bon-Hooghly, Kolkata 700090.

1.3. The work shall be executed as per current CPWD General Specifications for work and as per relevant IS and as per directions of Engineer-in-Charge.

2. COMMERCIAL CONDITIONS:

2.1: Eligibility Criteria:

2.1.1. Percentage rate bids are invited from Eligible specialized firm/ agencies who are carrying out the 'similar type of works' # in PWD/CPWD or any other Government organization to undertake the work.

2.1.2. Self attested photo copy of satisfactory completion certificate of work as given below must be submitted with Tender documents:

- (i) One similar work of value not less than **Rs. 0.96 Lakh** in any government/semi government or autonomous body during last three years ending February, 2023. Or,
- (ii) Two similar works, each of value not less than **Rs. 0.72 Lakh** in any government/semi government or autonomous body during last three years ending February, 2023. Or,
- (iii) Three similar works, each of value not less than **Rs. 0.48 lakh** amount in any government/semi government or autonomous body during last three years ending February, 2023.

The completion certificates must clearly indicate:

- a. The date of completion of work.
- b. Nature of work.
- c. Total value of work done.
- d. That the work has been completed satisfactory.

'Similar type of work' means civil repairing, painting etc. work.

2.1.3. Self attested photo copy of GST registration certificate, company registration certificate/Trade License, PAN Card, and Partnership deed (in case of Partnership firm) and others must be submitted with the Tender documents as mentioned in the checklist as per Annexure III of this NIT.

2.2. Type of Contract:

The work to be awarded by this NIT shall be treated as indivisible works contract.



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2.3. Issue, Submission and opening of Tenders:

2.3.1.

- a. Tender documents can only be downloaded from the web site (www.niohkol.nic.in). The cost of tender paper amounting to Rs. 500.00 which shall have to be deposited by the tenderer directly to the bank account of National Institute for Locomotor Disabilities (Divyangjan), Kolkata through online/ offline mode, on or before the last date of issue of tender paper. The detail of the Bank Account of National Institute for Locomotor Disabilities (Divyangjan), Kolkata is mentioned in Annexure IV. The copy of the transaction slip, duly signed by the tenderer, have to be submitted alongwith the bid document. The Duly filled in and signed tender paper will have to be submitted in the specified tender box at Civil Engineering Department in the presence of Engineering in Charge, NILD, Kolkata by the tenderers complete with the followings on or before **16.03.2023 at 2:00 pm**.
- b. The earnest money amounting to Rs. 7,031.00 which shall have to be deposited by the tenderer directly to the bank account of National Institute for Locomotor Disabilities (Divyangjan), Kolkata through online mode, on or before the last date of issue of tender paper. The detail of the Bank Account of National Institute for Locomotor Disabilities (Divyangjan), Kolkata is mentioned in Annexure III. The copy of the transaction slip, duly signed by the tenderer, have to be submitted alongwith the bid document.
- c. Other documents mentioned in the Checklist as per Annexure II.
- d. The tenderer shall have to clearly mention in bold letters the name of the work, NIT No, Date of NIT, Name of the Firm with full address & date of submission on the top of the sealed envelope (**sealed with GALA**) containing tender document.
- e. Telegraphic/cabled/faxed/e-mail or any type of exposed tenders will be summarily rejected.
- f. One no. of letter regarding self-declaration as per Annexure I in the company's original letter head must be submitted by the tenderer along with other tender documents.

2.3.2. The Tenderers are advised not to deviate from the technical specifications, items, commercial terms and conditions of NIT like terms of payment, guarantee, arbitration clause, escalation etc.

2.3.3. The bid only shall be opened on **16.03.2023 at 3:30 pm**.



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- 2.3.4. Scrutiny/ evaluation of bid documents shall be done by the Tender Committee of NILD, Kolkata. In case if it is found that the bid of the Tenderer is not in line with NIT specifications, requirements and/or contains any deviations, the department reserves the right to reject the bid of such firms without making any reference to the Tenderer(s).
- 2.3.5. Any clarifications required by the department shall have to be furnished by the Tenderer within the time given by the department for the same. The Tenderer will have to depute his representative to discuss with the officer(s) of the department as and when so desired. In case, in the opinion of the department a Tenderer is taking undue long time in furnishing the desired clarifications, his bid will be rejected without making any reference.
- 2.3.6. In the bid document, submitted by the tenderer, shall be no condition whatsoever. In case any Tenderer mentions any condition including conditional rebates in their price part, Tender shall be rejected forthwith. A Tenderer will also not be allowed to withdraw or modify any condition after opening of the bids.
- 2.3.7. The department reserves the right to reject any of or all the bids and go for fresh Tenders as the case may be without assigning any reason.
- 2.3.8. The Director of National Institute for Locomotor Disabilities (Divyangjan), B.T.Road, Bon-Hooghly, Kolkata 700090 will communicate the LOWEST bidder by facsimile confirmed by letter transmitted by registered post that his bid has been accepted. This letter (hereinafter and in the condition of contract called the "Letter of Offer" shall prescribe the amount which National Institute for Locomotor Disabilities (Divyangjan), B.T.Road, Bon-Hooghly, Kolkata 700090, will pay to the contractor in consideration of the execution of the work as prescribed in the NIT.
- 2.3.9. The successful Tenderer shall submit an irrevocable **performance guarantee of 5%** of the Tendered amount in addition to other deposits mentioned elsewhere in the contract for his proper performance of the contract agreement within 07 days from the date of acceptance of tender. This Performance Guarantee shall have to be deposited by the tenderer directly to the bank account of National Institute for Locomotor Disabilities (Divyangjan), Kolkata through online/ offline mode. The detail of the Bank Account of National Institute for Locomotor Disabilities (Divyangjan), Kolkata is mentioned in Annexure IV. The original copy of the transaction slip, duly signed by the contractor, have to be submitted to this Institute within the above specified date. **The performance guarantee will be returned after satisfactory completion of work.**



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2.3.10. The Director of National Institute for Locomotor Disabilities (Divyangjan), B.T.Road, Bon-Hooghly, Kolkata 700090, will award the work to the successful bidder whose bid is found to be responsive and who is eligible and qualified to perform the contract satisfactorily as per the terms and conditions incorporated in the bidding document. The work order will be issued after receiving of aforesaid performance guarantee.

2.4 Forfeiture of earnest money

- 2.4.1. If any tenderer withdraws his tender before the expiry of the validity period, or before the issue of letter of acceptance, whichever is earlier, or makes any modification in the terms and conditions of the tender which are not acceptable to the department, then the Government shall, without prejudice to any other right or remedy, be at liberty to attract penal action of forfeiture of EMD.
- 2.4.2. If contractor fails to furnish the prescribed performance guarantee within the period as indicated above, including the extended period, if any, it will attract penal action of forfeiture of EMD.
- 2.4.3. In case of forfeiture of earnest money as prescribed in clause 2.4.1 & 2.4.2 above, the tenderer shall not be allowed to participate in the retendering process of the work.

3. TERMS OF PAYMENT:

No advance payment will be made. The payment will be made on submission of the bill after completion of the job. Stipulations like levy of interest if payment is not made in specified time is not acceptable to the department.

3.1. Security deposit:

Security deposit shall be deducted from each running bill and the final bill to the extent of 10% of the gross amount payable. The security deposit shall be released on expiry of guarantee period stipulated in the contract.

4. COMPENSATION FOR DELAY:

The work is to be completed within the stipulated period. In case of delay a penalty @ 1½ percent per month computed on per day basis subject to the maximum of 10% of Quotation amount will be recovered from final bill.

5. Rates:

The rates quoted by the Tenderer shall be firm and inclusive of all taxes (including work contact taxes), duties and levies and all charges for packing, forwarding, insurance, freight and delivery, installation, testing, commissioning etc. at site.

Intending Tenderers are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their bids as to the nature of the building, the form and



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nature of the site, the means of access to the site and in general shall themselves obtain all necessary information as to risk, contingencies and other circumstances which may influence or affect their bid. A Tenderer shall be deemed to have full knowledge of the site whether he inspect it or not and no extra charge consequent on any misunderstanding or otherwise shall be allowed. The bidders shall be responsible for arranging and maintaining at his own cost, all materials, tools & plants, water, electricity access, facilities for workers and all other services required for executing the work unless otherwise specifically provided for in the tender documents and made himself aware of the scope and specifications of the work to be done and of conditions and other factors having a bearing on the execution of the work. No T&P shall be issued by the department and nothing extra shall be paid in this regard.

6. COMPLETENESS OF TENDER:

All sundry equipment, fittings, termination lugs for electrical connections, dismantling of the existing electrical installations and all other items which are useful and necessary for installation of the work shall be deemed to have been included in the Tender irrespectively of the fact whether such items are specifically mentioned in the Tender document or not.

7. STORAGE AND CUSTODY OF MATERIALS:

The agency has to make his own arrangement for storage of materials & equipments. No separate storage accommodation shall be provided by the department. Watch and ward of the stores and their safe custody shall be the responsibility of the contractor till the final taking over of the installation by the department.

8. CARE OF THE BUILDING:

Care shall be taken by the contractor while carrying out the work to avoid damage to the building. He shall be responsible for repairing all damages and restoring the same to their original finish at his cost. He shall also remove at his cost all unwanted and waste materials arising out of the installation from the site of work.

9. COMPLETION PERIOD:

Time of completion of the total work is 30(Thirty) days from the date of issue of the work order as indicated in the Tender documents. The completion period is for the entire work of planning, supplying, mobilization of tools and manpower, installation, testing, dismantling the existing wiring, removing of unwanted and waste materials arising out of the installation from the Institute Campus etc. and handling over of the entire system to the satisfaction of the Engineer-in-Charge.

10. PERFORMANCE GUARANTEE:

10.1. The Tender shall guarantee among other things, the following:

- a. Quality, strength and performance of the materials used.

[SIGNATURE OF THE TENDERER WITH SEAL]

NILD, KOLKATA
Page 8 of 18



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b. Safe mechanical and electrical stress on all parts under all specified conditions of operation.

10.2. Non performance by An agency:

If an agency does not start the work or does not perform the assigned work properly and/or in time, it shall be dropped from the list of approved/short listed agencies and their deposits including performance guarantee etc. shall be forfeited. Such agencies shall be debarred for tendering for a period of three years in this Institute. Such action shall be decided by Director, NILD, Kolkata. This shall form part of the contract as special conditions.

11. GUARANTEE:

All equipments shall be guaranteed for a period of **06 months** from the date of taking over the installation by the department against unsatisfactory performance. The equipments or components, or any part thereof, so found defective during guarantee period shall be forthwith repaired or replaced free of cost, to the satisfaction of the Engineer-in-Charge. In case if it is felt by the department that undue delay is being caused by the contractor in doing this, the same will be got done by the department at the risk and cost of the contractor. The decision of the Engineer-in-Charge in this regard shall be final.

12. VALIDITY:

Tenders shall be valid for acceptance for a period of 90 days from the date of opening of bid.

13. COMPLIANCE WITH REGULATIONS AND INDIAN STANDARDS:

- 13.1 All works shall be carried out in accordance with relevant regulation, both statutory and those specified by the Indian Standards related to the works covered by these specifications.
- 13.2 Nothing in this specification shall be construed to relieve the successful Tenderer of his responsibility for the installation work with all accessories in accordance with currently applicable statutory regulations and safety codes.
- 13.3 Successful Tenderer shall arrange for compliance with statutory provisions of safety regulations and departmental requirements of safety codes in respect of labour employed on the work by the Tenderer. In addition, the department will be at liberty to make arrangement for the safety requirements at the cost of Tenderer and recover the cost thereof from him.



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14 INDEMNITY:

The successful Tenderer shall at all times indemnify the department consequent on this works contract. The successful Tenderer shall be liable in accordance with the Indian Law and Regulations for any accident occurring due to any cause and the department shall not be responsible for any accident or damage incurred or claims arising there from during the period of execution of work under the supervision of the successful Tenderer in so far as the latter is responsible. The successful Tenderer shall also provide all insurance including their party insurance as may be necessary to cover the risk. No extra payment would be made to the successful Tenderer due to the above.

15 ERECTION TOOLS:

No tools and tackles required for repairing, overhauling & installation purposes would be made available by the department. The successful Tenderer shall make his own arrangement for all these facilities.

16 CO-OPERATION WITH OTHER AGENCIES:

The successful Tenderer shall co-ordinate with other contractors and agencies engaged in the construction of building, if any, and exchange freely all technical information so as to make the execution of this works contract smooth. No remuneration should be claimed from the department for such technical co-operation. If any unreasonable hindrance is caused to other agencies and any completed portion of the work, has to be dismantled and re-done for want of co-operation and co-ordination by the successful Tenderer during the course of work to the original condition and specification of the dismantled portion of the work was not undertaken by the successful Tenderer himself.

17 MOBILIZATION ADVANCE:

No mobilization advance shall be paid for this work.

18 CONTRACT AGREEMENT:

This notice inviting tender shall be form a part of the contract document. Bidders shall quote his as per the guideline of various terms and conditions of this NIT and others from Form 7, General Condition of contracts 2014 (CPWD), modified and correct up to the last date of submission of bid and other standard CPWD form as applicable.

Calcutta High Court at Kolkata will only be the jurisdiction to deal with and decide on any dispute whatever arising out of this tender.



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ADDITIONAL TERMS AND CONDITIONS

1. The work is to be executed such a manner that day to day activities of the Institute may not be hamper.
2. Work may be require to execute on emergency basis i.e. on Sunday/holidays/ beyond office hours depending up on the situation without any extra claim/charge.
3. Shifting of furniture, machinery etc. before and after execution of work shall be a part of tender work.
4. Shifted materials may be kept under the custody of contractor till those are handed over to the in Charge of respective unit for whom work executed.
5. Any damage occurs during shifting of Govt. article should be make good by the contractor.
6. The contractor shall have to make own arrangement of water and electricity for which nothing extra will be paid on that account subject to the condition that the water used shall be fit for the construction purpose.
7. Water and electricity, if possible, may be supplied to the contractor on request. Water and electricity charges @1% of gross amount of bill will be recover from the same. But in case disruption of supply contractor shall make his own alternative arrangement. No claim of damage or refund of water and electricity charges will be entertained on account of such occasion.



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बी.टी. रोड बनहुगली, कोलकाता-700090 / B.T. Road, Bon-Hooghly, Kolkata-700090
Phone: 2531-0279, 2531-0610/Tele Fax: 2531-8379/E-mail: mail@nioh.in /web: www.niohkol.nic.in



PRICE SCHEDULE

Sl.No:	Description of Work	Qty	Unit	Rate Rs.	Amount Rs.
1	Repairs to plaster of thickness 12 mm to 20 mm in patches of area 2.5 sq. meters and under, including cutting the patch in proper shape, raking out joints and preparing and plastering the surface of the walls complete, including disposal of rubbish to the dumping ground, all complete as per directions of Engineer-In-Charge., With cement mortar 1:4 (1cement: 4 coarse sand).	23.00	Sqm	556.64	12,802.72
2	Providing and applying white cement based putty of average thickness 1 mm, of approved brand and manufacturer, over the plastered wall surface to prepare the surface even and smooth complete.	23.00	Sqm	144.23	3,317.29
3	Removing dry or oil bound distemper, water proofing cement paint and the like by scrapping, sand papering and preparing the surface smooth including necessary repairs to scratches etc. complete.	192.00	Sqm	24.28	4,661.76
4	Distemping with oil bound washable distemper of approved brand and manufacture to give an even shade :, New work (two or more coats) over and including water thinnable priming coat with cement primer.	215.00	Sqm	189.29	40,697.35
5	Providing and fixing ply wood 5 ply with commercial ply on both faces 6 mm thick	25	Sqm	776.86	19,421.50
6	Providing wood work in frames of doors, windows, clerestory windows and other frames, wrought framed and fixed in position with hold fast lugs or with dash fasteners of required dia & length (hold fast lugs or dash fastener shall be paid for separately), Sal wood.	0.040	Cum	124279.22	4,971.17
7	Painting with synthetic enamel paint of approved brand and manufacture to give an even shade :, Two or more coats on new work.	75.00	Sqm	153.08	11,481.00
8	Applying priming coat:, With ready mixed aluminium primer of approved brand and manufacture on resinous wood and plywood	75.00	Sqm	73.31	5,498.25
9	Providing and fixing glazing in aluminium 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 . (Cost of aluminium snap beading shall be paid in basic item):, With float glass panes of 4.0 mm thickness (weight not less than 10kg/sqm).	2.50	Sqm	1187.58	2,968.95

[SIGNATURE OF THE TENDERER WITH SEAL]



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Sl.No:	Description of Work	Qty	Unit	Rate Rs.	Amount Rs.
10	Dismantling cement asbestos or other hard board ceiling or partition walls including stacking of serviceable materials and disposal of unserviceable materials within 50 metres lead.	25.00	Sqm	54.15	1353.75
11	Providing and fixing aluminium 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. (Glazing, paneling and dash fasteners to be paid for separately) ; For fixed portion, Anodised aluminium (anodised transparent or dyed to required shade according to IS: 1868, Minimum anodic coating of grade AC 15).	25.00	Kg	505.35	12,633.75
				Total	1,19,807.49
				Say	1,19,807.00

(Rupees One lakhs Nineteen thousand Eight hundred Seven only/-)

I/ We agree to carry out the work% [In Words:percent] ABOVE /BELOW/ AT PAR the Schedule of Works. <p style="text-align: right;">[SIGNATURE OF THE TENDERER WITH SEAL]</p>
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[SIGNATURE OF THE TENDERER WITH SEAL]



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ANNEXURE - I
(Proforma for self-declaration)*

To,
The Director
National Institute for Locomotor Disabilities (Divyangjan)
B.T.Road, Bon-Hooghly,
Kolkata 700090

Sub: Name of work : Renovation of changing room of RSU & RW word in first and second floor of Main Institute Building at National Institute for Locomotor Disabilities (Divyangjan), B. T. Road, Bon-Hooghly, Kolkata 700090

Ref: Your N.I.T. No Civil Work/RSU & RW/2944/CE/2023/NILD/2092(7) Date: 22/02/2023

I/We have read and examined the notice inviting tender, particulars of tender, general & additional terms and conditions, technical specification and all other contents in the tender document for the work.

I/We hereby tender for the execution of the work specified in the NIT, in all respects with the referred to in general & additional terms and conditions, technical specification.

I/We agree to keep the tender open for 90 (ninety) days from the due date of its opening and not to make any modifications in its terms and conditions.

I/we have submitted herewith the copy of the transaction slip, amounting to **Rs. 500.00** only (submitted directly through online/offline mode to the bank account of National Institute for Locomotor Disabilities (Divyangjan)) for depositing of cost of tender paper as prescribed in the referred NIT. I/We am/are also aware that the cost of tender paper is not refundable in any situation whatsoever.

I/we have submitted herewith the copy of the transaction slip, amounting to **Rs. 2,995.00** only (submitted directly through online to the bank account of National Institute for Locomotor Disabilities (Divyangjan)) for depositing of earnest money as prescribed in the referred NIT.

I/We will submit the performance guarantee of 5% of the tender amount, directly through online/offline mode to the bank account of National Institute for Locomotor Disabilities (Divyangjan), within the stipulated period as mentioned in the NIT. If I/We fail to furnish the prescribed performance guarantee within prescribed period, I/We agree that the Director, NILD, Kolkata shall without prejudice to any other right or remedy, be at liberty to forfeit the EMD absolutely.

Further, if I/We fail to commence work as specified, I/We agree that the Director, NILD, Kolkata shall without prejudice to any other right or remedy available in law, be at liberty to forfeit the said bid security &/or performance guarantee absolutely. The said bid security &/or performance guarantee shall be guarantee to execute all the works referred to in the tender documents upon the terms and conditions contained in the tender form.

[SIGNATURE OF THE TENDERER WITH SEAL]

NILD, KOLKATA
Page **14** of **18**



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Further, I/We agree that in case of forfeiture of earnest money as aforesaid, I/We shall be debarred for participation in the re-tendering process of the work and in case of forfeiture performance guarantee I/we shall be debarred for tendering for a period of three years in this Institute.

I/We hereby declare that; the information/documents furnished along with the above application are true and authentic to the best of my knowledge and belief. I/we, am/are well aware of the fact that furnishing of any false information/fabricated document would lead to rejection of my TENDER at any stage besides liabilities towards prosecution under appropriate law.

I/We hereby declare that; the company has never been blacklisted from any establishment and no case is pending against this company in court of law.

I/We hereby declare that; I/we am/are totally agree with the general & additional terms and conditions, and other specifications mentioned in this NIT. I/We shall treat the tender documents, drawings and other records connected with the work as secret/ confidential documents and shall not communicate information/ derived there from to any person other than a person to whom I/We am/are authorized to communicate the same or use the information in any manner prejudicial to the safety of the state.

Yours faithfully

Dated

Signature of Tenderer

Note:

***This letter should be on the letterhead of the tenderer and should be submitted by the Bidder with the tender documents.**



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Annexure II

CHECKLIST OF SUBMITTING DOCUMENTS - (TO BE FILLED BY THE TENDERER)

SL. NO:	DOCUMENTS	PLEASE MARK "√" IF DOCUMENT SUBMITTED*
1	Tender document, downloaded from the web site www.niohkol.nic.in duly filled in and signed by the tenderer.	
2	Copy of the transaction slip, amounting to Rs.500.00 only (submitted directly through online/offline mode to the bank account of National Institute for Locomotor Disabilities (Divyangjan)) for depositing of cost of tender paper as prescribed in the referred NIT	
3	Copy of the transaction slip, amounting to Rs.2,995.00 only (submitted directly through online to the bank account of National Institute for Locomotor Disabilities (Divyangjan)) for depositing of earnest money as prescribed in the referred NIT	
4	Self attested photo copy of satisfactory completion certificate of One similar work mentioned in this NIT of value not less than 0.96 lakh in any government/semi government or autonomous body during last Three years ending February, 2023 as mentioned in para (i) under clause (2.1.2) or, Self attested photo copy of satisfactory completion certificate of Two similar works mentioned in this NIT, each of value not less than 0.72 lakh in any government/ semi government or autonomous body during last Three years ending February, 2023, as mentioned in para (ii) under clause (2.1.2) or, Self attested photo copy of satisfactory completion certificate of Three similar works mentioned in this NIT, each of value not less than 0.48 lakh in any government/ semi government or autonomous body during last Three years ending February, 2023, as mentioned in para (iii) under clause (2.1.2)	
5	Self attested photocopy of GST registration certificate	
6	Self attested Photo copy of Company Registration Certificate/Trade Licence	
7	Self attested photo copy of PAN Card	
8	Self attested photo copy of Partnership Deed (in case of Partnership firm must be submitted with the Quotation documents)	
9	Percentage rate quoted in the specified price schedule	
10	Letter regarding self-declaration as per Annexure I in the company's original letter head	
11	Filled in and duly signed Annexure IV - Detail of the bidder.	
12	Any other documents submitting by the Tenderer, to be mentioned here:	

*Mention "Not Applicable" if the document is irrelevant.



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Annexure -III

BANK ACCOUNT DETAIL OF NILD, KOLKATA FOR DEPOSITION OF TENDER COST AND PERFORMANCE GUARANTEE

Name of the Account Holder	National Institute for the Orthopaedically Handicapped
A/c No	53015297593
Name of the Bank	State Bank of India
Name of the Branch	NIOH Campus Kolkata
IFSC	SBIN0030468



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Annexure -IV
DETAIL OF THE BIDDER
(To be filled by the tenderer)

1	Name of the Company / Agency		
	Type of Ownership	Proprietorship / Partnership / Registered firm / In - Registered firm / Body Corporate (partnership deed enclose, in case of partnership firms only)	
	CONTACT DETAILS: Address: Land line no: Mobile No: Fax No: Email ID:	BANK ACCOUNT DETAILS: Account Holders' Name: Account Number: Bank: Branch: IFSC Code:	
	PAN NO:	GSTIN NO:	

N.B:

- All fields are mandatory and the information should be given as specific.
- Bidders to ensure that:
 - i. All pages have been signed and stamped by the authorized persons.
 - ii. Pages have been numbered.
 - iii. Documents are legible (clearly readable).

I/we certify that the information furnished above is true and correct. The terms and conditions are acceptable to us and I have the authority to participate in this tender.

Dated:

Place:

Name & Address of Firm

Authorized Signature & Seal of the Firm