



Notice Inviting Tender

for

**Replacement of damaged door frames in Staff Qaurters at MANUU Campus,
Gachibowli, Hyderabad**



INDEX

Name of Work: Replacement of damaged door frames in Staff Quarters .

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Certified that this N.I.T contains 1 to 16 pages (Sixteen pages) only.



Notice Inviting e-Bids

The Registrar, MANUU, Hyderabad on behalf of Vice-Chancellor, MANUU invites Percentage Rate Bids from approved and Eligible Contractors of CPWD/MES/Railways/BSNL /Telangana PWD/Central/ State Autonomous bodies/ Undertakings etc. (Civil Category) in Two Bid System (Online on CPP)for the following work:-

NIT No. 02/EE/MANUU/2021-22

Name of Work: - Replacement of Damaged door frames in staff Quarters .

Estimated Cost : Rs.1,47,207/-
Period of completion : 20 Days (including holidays from the date of award)
Last time and date of submission of bid : 15:00 hours on 12.08.2021

The registered/enlisted contractor should have up to date valid registration and eligibility to tender for the Civil works up to Rs. 2.00 Lakhs.

The bid forms and other details can be obtained from the website www.manuu.ac.in or www.eprocure.gov.in

[Signature]
Registrar
MANUU, Hyderabad
[Signature]



**INFORMATION AND INSTRUCTIONS FOR BIDDERS
FORMING PART OF BID DOCUMENT AND TO BE POSTED ON WEBSITE**

The Registrar, MANUU, Hyderabad on behalf of Vice-Chancellor, MANUU invites Percentage Rate Bids from approved and Eligible Contractors of CPWD/MES/Railways/BSNL/Telangana PWD/ Central/ State Autonomous bodies/ Undertakings etc. (Civil Category) in Two Bid System for the following work:-

Sl. No.	Description	Details
1.	NIT No.	<u>02/EE/MANUU/2020-21</u>
2.	Name of Work & Locations	Replacement of damaged door frames in staff Quarters at MANUU Campus, Gachibowli, Hyderabad during 2020-21
3.	Estimated Cost Put to Bid	Rs.1,47,207/-
4.	Period of Completion	20 Days
5.	Last date & time for uploading the Bid security declaration & other eligibility documents as specified in the NIT and submission of financial bid.	Up to 15:00 hours 12.08.2021
6.	Time & date of opening Bid security declaration & other eligibility documents.	at 15:30 hours on 13.08.2021
7.	Time & date of opening of Online Financial Bids.	Will be notified as per CPPP norms
8.	Original Enlistment order and other Documents if required if any to be submitted in the Office Executive Engineer by the Lowest Tenderer .	To be submitted during office hours within a week from the date of opening of Financial Bid. In case the last day happens to be closed holiday, these documents shall be submitted on the next working day.

Pre Qualification Criteria :

- The registered/enlisted contractor should have up to date valid registration and eligibility to tender for the Civil works up to Rs. 2.00 Lakhs.
- Contractors Should have satisfactorily completed the works as mentioned below during the last Seven years ending previous day of last date of submission of bids.
 - Three similar works each costing not less than Rs.66,667/-
 - (or) Two similar works each costing not less than Rs.1,00,000/-
 - (or) One similar work costing not less than Rs.2,00,000/-.

Similar work shall mean works of Buildings repairs/maintenance. 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 previous day of last day of submission of bids.
- The contractor submitting the bid should read the schedule of quantities, Special conditions, additional conditions, particular specifications and other terms and conditions given in the NIT and drawings. The bidder should also read the General Conditions of Contract for Works 2020 Maintenance with all correction slips issued up to the last date for submission of bid, which is available as a Government of India Publication.

The following conditions, which shall form part of the Bid conditions, are specially brought to his notice for compliance while filling the Bid. They are requested to comply with the following instructions.

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4. GST on all materials as well as GST on Work Contract etc., or any other taxes applicable in respect of this contract shall be payable by the Contractor. Percentage rate quoted by him shall be inclusive of all such taxes, levies etc and Government will not entertain any claim for reimbursement whatsoever in respect of the same. The percentage rates of the contract shall be inclusive of all taxes and levies and nothing extra shall be paid. Further the percentage rate quoted by the contractor shall be inclusive of labour welfare cess and the same shall be recovered from the contractor's bills and will be remitted by the University.
5. Bid Document consisting of plans, specifications, the schedule of quantities of the various types of items to be executed and the set of terms and conditions of contract to be complied by the contractor whose bid may be accepted and other necessary documents can be seen in the office of the I/c Engineering & CD Section, MANUU between hours of 11.00 AM and 4.00 PM from 27.07.2021 to 11.08.2021 every day except on Saturday, Sunday and public Holidays or can be downloaded from website www.manuu.edu.in or www.eprocure.gov.in.
6. Contractor can upload documents in the form of PDF format only.
7. (a) Contractor must ensure to quote his tender percentage for the Estimated Cost. The column meant for quoting percentage in figures appears in pink color and when the moment percentage is entered, it turns sky blue. In addition to this, while selecting the designated cell if the cell is left blank the tender shall be treated as invalid.
(b) Contractor should quote the percentage above or below accurate to two places of decimal or zero percentage only. The column should not be kept blank; otherwise the tender shall be treated as INVALID.
8. The bidder should meet the eligibility conditions for the Civil works of appropriate class for tendering the work.
9. Applicants are advised to keep visiting the above mentioned web-sites from time to time (till the deadline for bid submission) for any updates in respect of the tender documents, if any. Failure to do so shall not absolve the applicant of his liabilities to submit the applications complete in all respects including updates thereof, if any. An incomplete application may be liable for rejection.
10. The bidders enlisted under NSIC/MSME are requested to note that the present notice inviting tender is not for the "Supply of Goods", but for engaging a contractor under **works contract**. If bidders enlisted under NSIC/MSME are interested in participating in the tender, they may participate subject to fulfillment of the conditions of this notice inviting tender. The 'Start-ups' as recognized by the Department of Industrial Policy and Promotion (DIPP) are also exempted from paying EMD and previous experience.
11. All necessary licenses such as Labour license, EPFO and ESI, BOCW welfare registration etc., shall be taken by contractor within the time limits.
12. The ESI & EPF contributions on the part of the employer in respect of this contract shall be paid by the contractor. These contributions on the part of the employer paid by the contractor shall be reimbursed by the University to the contractor on actual basis. The applicable and eligible amount of EPF & ESI shall be reimbursed preferably within 15 days of submission of documentary proof of payment provided the same are in order.
13. The bid submitted shall become invalid if:
 - (i) The bidder is found ineligible.
 - (ii) The bidder does not upload all the documents as stipulated in the bid document i.e., Copy of Registration/ enlistment order, Experience certificate, GST registration, PAN card and the scanned copy of EMD/Receipt issued by I/c Engineering & CD Section.

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14. Intending Bidders are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their bids as to the nature of the ground and sub-soil (so far as is practicable), the form and nature of the site, the means of access to the site, the accommodation they may require and in general shall themselves obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect their bid. A bidder shall be deemed to have full knowledge of the site whether he inspects 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 contract documents. Submission of a bid by a bidder implies that he has read this notice and all other contract documents and has made himself aware of the scope and specifications of the work to be done and local conditions and other factors having a bearing on the execution of the work.
15. The competent authority on behalf of the Vice-Chancellor, MANUU does not bind itself to accept the lowest or any other bid and reserves to itself the authority to reject any or all the bids received without the assignment of any reason. All bids in which any of the prescribed condition is not fulfilled or any condition including that of conditional rebate is put forth by the bidders shall be summarily rejected.
16. Canvassing whether directly or indirectly, in connection with bidders is strictly prohibited and the bids submitted by the contractors who resort to canvassing will be liable for reject.
17. The competent authority on behalf of Vice-Chancellor, MANUU reserves to himself the right of accepting the whole or any part of the bid and the bidders shall be bound to perform the same at the rate quoted.
18. In case of reduction in scope of work no claim on account of reduction in value of work, loss of expected profit, consequential overheads etc shall be entertained..
19. The time allowed for carrying out the work will be **20 Days** from the date of start as defined in schedule 'F' or from the first date of handing over of the site, whichever is later, in accordance with the phasing, if any, indicated in the bid documents.
20. The bidder should not have been black listed by any State/Central Governments/University or PSU or Autonomous bodies. He has to upload Notarized Affidavit of 'Non-black listing' by CPWD/State/Central departments/PSU/Autonomous bodies as per Form "J".
21. If any information furnished by the applicant is found to be incorrect at a later stage, he shall be liable to be debarred from Bidding/taking up of works in MANUU. The University reserves the right to verify the particulars furnished by the applicant independently.
22. The University reserves the right to accept or reject any prospective application without assigning any reason and to restrict the list of qualified contractors to any number deemed suitable by it, if too many bids are received satisfying the laid down criterion.
23. Any dispute arising out of this Bid including dispute related to encashment of any Bank Guarantee/ FDR etc., shall be subject to the jurisdiction of courts at Hyderabad only.

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24. List of Documents to be scanned and uploaded in the e-Procurement portal within bid submission period:

1. Registration/Enlistment Order of the Contractor of appropriate class.
2. Work experience certificate as per Para 3 above.
3. CST Registration
4. Copy of PAN card.

Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority. Contact person of the Tender Inviting Authority: Mr. Mohd. Inthesarul Baqi, Assistant Engineer (civil), (Phone 040 – 23008320/ Cell No. 7032857181). Address: OFFICE OF THE I/C ENGINEERING & CD SECTION, Room No.15 & 16, Ground Floor, Administrative Building, Maulana Azad National Urdu University, Gachibowli, Hyderabad-500032, Telangana State . Phone & Fax No.040-23008468. E-mail Id: executive_engineer@manuu.edu.in, executive.manuu@gmail.com.

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Terms & Conditions for Original & Maintenance Civil Work

1. The work shall be executed as per approved design and drawings, CPWD specifications 2019, particular specifications, special conditions and the specifications of Bureau of Indian Standards. Where the aforesaid provisions and conditions are silent, relevant specialized literature and manufacturer's specification shall be followed for execution of work.
2. Before tendering, the contractor shall inspect the site of work and shall fully acquaint himself about the conditions prevailing at site, availability of materials, availability of land and suitable locations for construction of godowns, stores and camp, transport facilities, the extent of leads and lifts involved in achieving the completion of work.
3. The contractor shall at his own expense and risk arrange land for accommodation of labour, setting up of office, the storage of materials, erection of temporary workshops, construction of approach roads to the site of the work including land required for carrying out of all jobs connected with the completion of the work. However, the departmental land, to the extent available may be allowed to be used for the purpose free of rent without accepting any responsibility for the delay, if any, on this account. The contractor shall have to abide by the regulations of the authorities concerned and the directions of the Officer-in-charge for the use of the land available at the site of work. If during construction, it becomes necessary to remove or shift the stored materials shed workshop, access roads, etc, to facilitate execution of any other work by any other agency, the contractor shall carry out the removal of shifting as directed by the Officer-in-charge and no claim whatsoever, shall be entertained on this account.
4. It shall be deemed that the contractor has satisfied himself as to the nature and location of the work, transport facilities, availability of land for setting up of camp, etc. the department will bear no responsibility for lack of such knowledge & the consequences thereof.
5. The contractor shall have to make approaches to site, if so required and keep them in good condition for transportation of labour and materials as well as inspection of works by the Officer-in-charge. Nothing extra shall be paid on this account.
6. Materials used on work without prior approval and testing (where testing is necessary) by the Officer-in-charge are liable to be considered unauthorized, and not acceptable. The Officer-in-charge shall have full powers for removal of any or all of the materials brought to site by contractor which are not in accordance with the contract specifications or do not conform, in character or quality to the samples approved by the Officer-in-charge. In case of default on the part of the contractor in removing rejected materials, the Officer-in-charge shall be at liberty to have them removed at the risk and cost of the contractor.
7. The work shall be carried out in such a manner so as not to interfere / or adversely / or disturb other works being executed by other agencies, if any.
8. Any damage done by the contractor to any existing work or work being executed by other agencies shall be made good by him at his own cost.
9. The contractor shall maintain in good condition all work executed till the completion of entire work entrusted to the contract under this contract.
10. No payment shall be made to the contractor for damage caused by rain, flood and other natural calamities whatsoever during the execution of works and any damage to the work on this account shall have to be made good by the contractor at his own cost.
11. Unless otherwise specified in the Scheduled of Quantities, the Rates of all the items of the work shall be considered as inclusive all charges like Transportation, Royalty and other Taxes etc.
12. The Contractor shall take instructions from the Officer-in-charge regarding collections and stacking of materials at site.

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13. The Contractor shall be responsible to arrange at his own cost all necessary Tools and plants required for execution of original and maintenance works.
14. The contractor shall make his own arrangements for obtaining Electric connection, if required and make necessary payment directly to the Department concerned.
15. Water for executing the work will be supplied by the department for free of cost.
16. The operating cost of Machinery i.e. Petrol/ Kerosene Oil/ Mobile Oil etc, and proper repair and maintenance of Lawn Mowers and Pumps shall be borne by the contractor.
17. The Department shall not be responsible for any injury partial or permanent or death of any workers at site due to accident or malfunctioning of the equipment or by negligence of the staff.
18. No compensation shall be payable to the Contractor for any damage caused by rains, storms, earthquakes and other calamity during the execution of work.
19. All applicable and prevailing taxes will be recovered from the contractor bills as applicable from time to time.
20. If any damage caused for public conveniences/ services, the same shall have to be repaired instant, failing which necessary recovery shall be make from the Contractors bill.
21. If any Building, Road and Channels will be damaged by the Contractor the same will have to repair by the Contractor at his risk and cost, otherwise the complete cost will be recovered as intimated by the Engineer-in-charge.

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SPECIAL CONDITIONS OF CONTRACT

The Special Conditions of Contract shall supplement the “Instructions to Bidders” and “General Conditions of Contract”.

Indemnification :

The Contractor shall completely indemnify and keep the University indemnified against all liabilities, losses, damages, penalties, awards, decrees arising out of litigation/claims/application initiated against the University.

University shall be vested with the sole discretion to determine damages/losses suffered on account of wrongful act or negligence by the bidder and deduct the same.

Penalties:

Failure to complete the work as per schedule of Quantities including any subsequent addition/reduction made thereto within the stipulated period shall entitle the MANUU to charge liquidated damages @ 0.5% (half percent) per week on the quantity executed within the prescribed time frame covered in the award of the contract, subject to the maximum of 5 % (five percent), after expiry of the stipulated time period of the supply unless extension is obtained in writing from the University on valid ground.

Force Majeure obligations of the Contractor :

In the event of “Force Majeure”, as soon as reasonably practicable but not more than 48(forty eight) hours following the occurrence of such an event, the contractor shall notify the University of the event of Force Majeure stating inter alia the anticipated period of Force Majeure during which the required services are likely to remain affected and also the measures which the affected party has taken or proposes to take to alleviate/mitigate the impact of the Force majeure and to resume performance of such of its obligations affected.

Note :- Force Majeure shall mean any event beyond the control of the contractor, which is unavoidable notwithstanding the reasonable care of the party affected and which could not have been prevented by exercise of reasonable skill and care and good industry practices and shall include without limitation, any natural calamities, strike, unlawful lockout, riot terrorist act etc.

Shah
Jury



Annexure-I

Sample letter for Acceptance of Bid

No.

Dated:

To

(Name and Address of the contractor)

Subject: (Name of work as appearing in the Bid for the work).

Dear Sir(s)

Your Bid for the work mentioned above has been accepted on behalf of the Vice-Chancellor, MANUU at your Bidded / negotiated Bid amount of Rs.....(Rupees.....) which is% below / above the estimated cost of Rs.....(Rupees.....)

1. You are requested to submit the performance guarantee of Rs.(Rupees.....) within 7 days of issue of this letter. The Performance Guarantee shall be in any of the prescribed form as provided in Clause – I of the General Condition of Contracts for MANUU Works and shall be valid up to On receipt of prescribed performance guarantee necessary letter to commence the work shall be issued and site of work shall be handed over to you thereafter.
2. Please note that the time allowed for carrying out the work as entered in the Bid days, will be reckoned from days subject to maximum allowable extension under Clause I(ii), from the date of issue of this letter.

Yours faithfully,

Registrar
For & on behalf of Vice-Chancellor
MANUU



Annexure-II

Sample letter for Commencement of works

No.

Date:

To

(Name and Address of the contractor)

Subject: (Name of work as appearing in the Bid for the work).

Ref: 1. Performance guarantee submitted by you vide your letter
No Dated for above work.

2. This office letter of intent/ acceptance of Bid No.....dt.....

Dear Sir(s)

1. In continuation to the letters referred above, you are requested to attend this office to complete formal agreement within 15 days from stipulated date of start.
2. You are requested to contact the Executive Engineer, MANUU, Gachibowli, Hyderabad for taking possession of site and starting the work on or before days from the date of letter of acceptance of Bid. Please note, that the time allowed for carrying out the work as entered in the Bid () days, will be reckoned from to days subject to maximum allowable extension under Clause 1(ii), from the date of issue of acceptance letter

Yours faithfully,

Registrar
For & on behalf of Vice-Chancellor
MANUU

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FORM 'J' AFFIDAVIT

I/we undertake and confirm that our firm/partnership firm has not been blacklisted by any state/Central Departments/PSUs/Autonomous bodies during the last 7 years of its operations. Further that, if such information comes to the notice of the department then I/we shall be debarred for bidding in CPWD in future forever. Also, if such information comes to the notice of department on any day before date of start of work, the Engineer-incharge shall be free to cancel the agreement and to forfeit the entire amount of Earnest Money Deposit/Performance Guarantee (Scanned copy of this notarized affidavit to be uploaded at the time of submission of bid)

NOTE: Affidavit to be furnished on a 'Non-Judicial' stamp paper worth Rs.100/-

Signature of Bidder(s) or an authorized

Officer of the firm with stamp

Signature of Notary with seal

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SCHEDULE OF QUANTITIES

Name of Work: Repair of damaged door frame in staff Quarters, at MANUU Campus during 2021-22
Contract No : 02/EE/MANUU/2021-22

Sl	Description of Work	No or Qty	Unit	Amount INR	Amount INR	Amount INR
				In fig	In words	
1.1	Dismantling wood work in frames, trusses, purlins and rafters up to 10 metres span and 5 metres height including stacking the material within 50 metres lead : Of sectional area 40 square centimetres and above	0.27	Cum	3714.28	Rupees three thousand seven hundred fourteen and paise twenty eight only	1002.86
2.1	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). Second Class teak wood	0.27	Cum	144516.2	Rupees one lakh forty four thousand five hundred sixteen and paise twenty only	39019.37
3.1	Fixing chowkhats in existing opening including embedding chowkhats in floors or walls cutting masonry for holdfasts, embedding hold fasts in cement concrete blocks of size 15 x 10 x 10 cm with cement concrete 1:3:6 (1 cement : 3 coarse sand : 6 graded stone aggregate 20 mm nominal size), painting two coats of approved wood preservative to sides of chowkhats and making good the damages to walls and floors as required complete, including disposal of rubbish to the dumping ground, all complete as per direction of Engineer-in-Charge. Door chowkhats	6	each	1517.34	Rupee one thousand five hundred seventeen and paise thirty four	9104.04
4.	Finishing with Deluxe Multi surface paint system for interiors and exteriors using Primer as per manufacturers specifications : Painting wood work with Deluxe Multi Surface Paint of required shade. Two or more coat applied @ 0.90 ltr/10 sqm over an under coat of primer applied @0.75 ltr/10 sqm of approved brand and manufacture	16	sqm	144.59	Rupee one hundred fortyfour and paise fifty nine only	2313.44
5.	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	90	Kg	506.54	Rupee five hundred six and paise fifty four only	45588.60

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	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 : Powder coated aluminium (minimum thickness of powder coating 50 micron)					
6	For shutters of doors, windows & 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 aluminium (minimum thickness of powder coating 50 micron)	65	Kg	606.5	Rupee six hundred six and paise fifty only	39422.50
7	Providing and fixing fly proof galvanized M.S. wire gauge to windows and clerestory windows using wire gauge with average width of aperture 1.4 mm in both directions with wire of dia 0.63 mm all complete. With 12 mm mild steel/Aluminium U beading, nails, screws etc sqm	10	Sqm	867.27	Rupee Eight hundred sixty seven and paise twenty seven only	8672.70
6	For shutters of doors, windows & 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)					
8.	Providing and fixing powder coated aluminium tower bolts ISI marked to required colour or shade with necessary screw etc. complete ::250 x 10 mm	6	Each	114.90	Rupees One hundred fourteen and paise Ninety only	689.40
8.1	200 x 10 mm	6	Each	99.91	Rupees Ninety Nine and paise Ninety one only	599.46
9	Providing and fixing powder coated aluminium handles ISI marked to required colour or shade with necessary screw etc. complete 125 mm	12	Each	66.22	Rupees Sixty six and paise twenty two only	794.64
				Total		147207.01

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ABSTRACT OF SCHEDULE / FINANCIAL BID (TO BE SUBMITTED ONLINE ONLY)

Name of Work :		Replacement of damaged door frame in staff Quarters , at MANUU Campus, Gachibowli, Hyderabad during 2020-21			
NIT No :		02/EE/MANUU/2020-21			
Estimated Cost Put to Bid:		Rs. 1,47,207/- (Rupees One lakh Fifty thousand)			
Name of Contractor:					
Sl. No	Name of Component	Estimated Cost	Percentage above / below or at par the Estimated cost	% in Figures	Total Cost
1	Civil	Rs.1,47,207/-			
	Total				

Important Notes:

1. The Estimated Cost Put to Tender has been worked out by taking into consideration the current Cost Index of Hyderabad (Thereby Enhancing by % for Civil Component only for DSR 2018 items) and considering Market Rates for NSR items.
2. The Tenderer is requested to quote a single consolidated percentage only above/below Estimated Cost put to tender to cover all the items under the schedule of composite tender. This column should not be left Blank.
3. The percentage shall be typed only in figures upto 2 (two) places of decimals along with algebraic sign.
4. The tenderer shall enable the macros before entering the figures to see the quoted percentage and amount in words.
5. If the percentage quoted both in words and figures are not clear, or if the rate is not quoted in percentage, the offer will be treated as invalid

Signature of

Contractor :

Name :

Date :

Postal Address :

E-mail ID :

I/c Engineering & CD Section
 MANUU, Hyderabad