

No.7/3(62)-(i)/2014-15/SD/EMU

INDIRA GANDHI NATIONAL CENTRE FOR THE ARTS  
ESTATE MANAGEMENT UNIT

Tender No. 004 (Civil)

New Delhi 03<sup>rd</sup> September, 2015

NOTICE INVITING TENDER

**Name of Work :** **Structural Analysis of C.V.Mess, Media Centre and Mati Ghar Buildings at Indira Gandhi National Centre for the Arts, Janpath, New Delhi-110 001.**

1. Sealed items rate Tenders are invited on behalf of Indira Gandhi National Centre for the Arts(IGNCA) from the specialized agencies who are experienced in such tendered areas only along with the photocopy of the valid registration certificate for the above subject work in the IGNCA premises. The tenders shall be addressed to the Consultant (Chief Engineer), EMU, IGNCA, No.3, Dr.R.P.Road, New Delhi-110 001 and dropped in the tender box kept in the Office of Section Officer(EMU) at No.3, Dr. R.P.Road, New Delhi adjacent to CPWD Site Office latest by 15-09-2015 (Tuesday) till 3:00 PM which will be opened on same day i.e., on 15-09-2015 (Tuesday) at 3:30 PM by the Tender Opening Committee (TOC) in the presence of Tenderers or their Authorized Representatives, who wish to be present during the Opening of the tender. In case, any holiday on the day of opening, the tenders shall be opened on the next working day at the same time but the Tender Box will be sealed on same day and time, as scheduled. The tenderers should ensure that their tenders are received before the date and time specified, and no consideration whatsoever shall be given for postal and any kind of delay. Tenders received late are liable to be rejected at the sole discretion of IGNCA.

2. **Technical Bid** : Technical bid as per details given in **Annexure –I** along with requisite supporting documents should be kept in one envelope which is to be sealed and superscripted in bold as “ **Technical bid for Structural Analysis of C.V.Mess, Media Centre and Mati Ghar Buildings at Indira Gandhi National Centre for the Arts, Janpath, New Delhi-110 001.**” The Tender No. 004 (Civil) dated 03.09.2015. No part of FINANCIAL BID is to be kept in this envelope.

3. **Earnest Money Deposit (EMD)**: Each tenders is to attach a Demand Draft/Pay Order drawn in favour of Indira Gandhi National Centre for the Arts payable at New Delhi of Rs. 8000/- (Rupees eight thousand only). The Earnest Money DD of unsuccessful bidders will be returned within a month of opening of Tenders and no interest will be paid on it.

4. **Financial Bid:** The Financial bid as per **Annexure-II** duly complete in all respect is to be put in second envelop sealed and superscripted in bold on top of the envelope “**Financial bid for Structural Analysis of C.V.Mess, Media Centre and Mati Ghar Buildings at Indira Gandhi National Centre for the Arts, Janpath, New Delhi-110 001.**” The Tender No. 004 (Civil) dated 03.09.2015”.

5. It must be noted that the envelopes of Technical Bid and Financial Bid should be kept in a bigger envelope sealed and superscripted in bold on top of the envelope **Structural Analysis of C.V.Mess, Media Centre and Mati Ghar Buildings at Indira Gandhi National Centre for the Arts, Janpath, New Delhi-110 001.**

6. The lowest Tender will be decided on the basis of total rates quoted by the Firm/Contractor. Financial bid of only technically qualified Tenderers will be opened.

7. The tender documents can be downloaded free of cost from the IGNC A website [www.ignca.nic.in](http://www.ignca.nic.in) and NIC website [www.http://eprocure.gov.nic.in](http://www.http://eprocure.gov.nic.in)

The last date of issue of Tender form and other details are shown in the table below :-

Sl. No.	Name of Work	Estimated Cost In Rs.	Cost of Tender	Earnest Money In Rs.	Last date of Sale/Issue of Tender Form	Last date of receipt of Tender	Date of Opening of Tender	Period of Completion of Work
1.	Structural Analysis of C.V.Mess, Media Centre and Matighar Buildings at IGNC A, Janpath, New Delhi	Rs. 4.00 Lakhs (Rupees four lakhs only)	Free of Cost	8,000/- (Rupees eight thousand only)	14-09-2015 (Monday) Till 4:00 PM	15-09-2015 (Tuesday) till 3:00 PM	15-09-2015 (Tuesday ) at 3:30 PM	30 (thirty) days from the date of award of work

**(Bijender)**  
Section Officer (EMU)  
Tel No.011-2338-8270

TECHNICAL BID

(TO BE SUBMITTED IN SEPARATE ENVELOPE SUPERSCRIBING)

**Technical bid for Structural Analysis of C.V.Mess, Media Centre and Mati Ghar Buildings at Indira Gandhi National Centre for the Arts, Janpath, New Delhi-110 001.”**

Tender No. 004 (Civil) dated 03.09.2015

1. Name of Firm/Company
2. Telephone Nos., Mobile, E-mail
3. Full Address
4. Earnest Money Deposit

DD No.	Date
Amount	Bank
5. Registration No. Under Shop & Estt. or other (attach proof)
6. Sales Tax Registration No. [LST/CST(attach proof)]
7. Valid VAT Registration No. (attach proof)
8. Permanent Account No. (Income Tax) (attach copy)
9. Service tax Registration No. (attach proof)
10. Firm's Profile along with the total experience of the Firm
11. The participating Agencies/Firms should have sufficient experience in such type of work as IGCA required. Details of work done during the last 2 years for Govt. Offices/ Autonomous Bodies/ Undertakings etc. with the following conditions/ parameters:
  - (i) The bidders should have experience of having executed at least 1 similar type of work of value not less than 80% (eighty percent) of the estimated cost ;
  - or**
  - (ii) 2 works each of value not less than 60% (sixty percent) of the estimated cost ;
  - or**
  - (iii) 3 works each of value not less than 40% (forty percent) of the estimated cost;

Also specify works done for National/International level along with copies of work order and completion report as well (attach a sheet with details).

12. Appreciation certificates, received if any or any other relevant information, the bidder wants to provide.

Signature with the Seal of the Proprietor/Authorized person

Name of the firm/contractor.....

Address.....

**Note:-Use additional sheets, in case space provided is insufficient**

**FINANCIAL BID**

**(TO BE SUBMITTED IN SEPARATE ENVELOPE SUPERSCRIBING)**

**Financial bid for Structural Analysis of C.V.Mess, Media Centre and Mati Ghar Buildings at Indira Gandhi National Centre for the Arts, Janpath, New Delhi-110 001.”**

Tender No. 004 (Civil) dated 03.09.2015

<b>Sl.No.</b>	<b>Description of Item of Work</b>	<b>Unit</b>	<b>Quantity</b>	<b>Rate (Rs.)</b>	<b>Amount (Rs.)</b>
1.	To carry out site visit as required.	Lump sum	One job		
2.	To provide the testing agency (separately engaged) with the parameters required for the preparation of detailed structural drawings of the CV Mess, Media Centre and Mati Ghar buildings.	Lump Sum	One job		
3.	To carry out a complete analysis and check the safety as per the relevant Indian Standards for CV Mess, Media Centre and Mati Ghar buildings. Detailed structural drawings to be provided to the structural designer as per the instructions given by the structural designer to the testing agency.	Lump Sum	One job		

**(Rupees**

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**Signature of Contractor with Company's stamp**

## Terms and Conditions

1. The tenderer must visit the site with prior appointment before the submission of the tender.
2. Work has to be completed within 30 (thirty) days from the date of receiving the Work Order.
3. The participating Agencies/Firms should have sufficient experience in such type of work as IGNCA required for, (i) the bidders should have experience of having executed at least 1 similar type of work of value not less than 80% (eighty percent) of Estimated cost **or** (ii) 2 works each of value not less than 60% (sixty percent) of the estimated cost **or** (iii) 3 works each of value not less than 40% (forty percent) of the estimated cost.
4. The envelope contains Technical Bid along with Earnest Money shall be opened first and if it is found to be in order then only the Financial Bid will be opened.
5. All testing must be done as per IS code of practice. Wherever IS code is not available for a particular test, CPWD guidelines/ASTM standards must be followed.
6. 100% payment will be made to Contractor after completion of the work and submission of completion report.
7. IGNCA reserves the right to reject any tender without assigning any specific reason whatsoever.
8. Incomplete tenders will be summarily rejected.
9. The Tender Form along with schedule of quantities is available in EMU Section of IGNCA adjacent to CPWD site office, No. 3 Dr. R.P. Road, New Delhi 110 001.
10. The rates shall be quoted in figures as well as in words also.
11. Income Tax @ 2% (two per cent) and water charges @ 1% shall be deducted from the gross amount of contractor's bill and Security Deposit @ 5% (five per cent) of the gross amount of the bill shall also be deducted which will be refunded after three months from the date of successfully completion of the work.
12. The conditional Tender shall not be accepted.
13. The Tender shall be valid for acceptance for a period of three months (90 days) from the last date of receipt of the Tender.

(Bijender)  
Section Officer (EMU)  
Tel No.011-2338-8270

