



F 31089/2018-19/KVNAD/

Dated: 07.03.2019

TENDER

Sub:"Invitation for Tender for – Maintenance & Repair work of staff quarters KENDRIYA VIDYALAYA NAD ALUVA.

Sir/Madam,

Kendriya Vidyalaya NAD Aluva , an Autonomous Body under Government of India ,is an Educational Institution under Kendriya Vidyalaya Sangathan a Society registered under Societies' Registration Act, 1860. The Sangathan administers the Scheme of Kendriya Vidyalayas set up for imparting education to the children of transferable Central Govt. Employees among others.

2. Sealed competitive quotations from the service providers are invited by the Principal Kendriya Vidyalaya NAD Aluva on behalf of Kendriya Vidyalaya Sangathan for the supply of the following items:

Brief description of service
(i) Maintenance of Vidyalaya Staff Quarters

3. Bid Price

- The contract shall be for the supply of the above mentioned items/services to the **KV NAD Aluva**. The bidder shall quote the item / services in the format of quotation (Enclosed). Corrections, if any, shall be made by crossing out, initialing with date and rewriting:
- All duties, taxes and other levies payable by the bidder shall be included in the total price. However, the tax and duties liveable should be quoted separately.
- The rates quoted by the bidder shall be fixed for the **duration of the contract i.e for one year** from the date of award of the contract.

- d. The prices should be quoted in Indian Rupees only.
- e. Each bidder shall submit only one quotation;
- f. Quotations are not acceptable if submitted through e-mail/Fax etc.
- g. The firm/Contractor should enclose supporting documents regarding registration certificate for similar contract work /GST/IT- PAN /TAN / without fail.
- h. As cost of tender form is Nil and it mandate that the tender documents used are downloaded from the website www.kvnadaluva.gov.in. Accepts only Downloaded tender documents from the said site.
- i. **The bidder shall attach the duly signed Pre-Contract Integrity Pact as Annexure to the Tender Document.**
- j. **The Contractor may visit any time the Vidyalaya staff quarters for measurement of the area if required.**

4. Validity of quotations

The quotation shall remain valid for a period not less than 90 days after the deadline specified for submission of quotations.

5. Evaluation of quotations:

The Purchaser will evaluate and compare the quotations determined to be substantially responsive, i.e., which are:

- a) Properly signed, and
- b) Conform to the terms and conditions and specifications.

The evaluation would be done for all the items/services separately. The bidder who has quoted for partial quantity of any one or more item(s) would be treated as nonresponsive. **The contractor shall keep in mind that the rates quoted shall be competitive and do not in any manner whatsoever compromise with the quality of items and services to be provided by him as per the terms and conditions.** KV NAD Aluva will award the contract to the responsive bidder whose quote is the lowest. However, this does not restrict the purchaser from imposing any further conditions before awarding the contract.

6. Award of contract:

- a) The purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest price as per para 3(b) and 5 above;
- b) The bidder whose bid is accepted will be notified of the award of the contract by the Office prior to expiration of the quotation validity period;
- c) The Notification of Award shall clearly specify any change in the unit price or any other terms and conditions accepted.
- d) Normal commercial warranty/guarantee shall be applicable to the supplied goods/services.
- e) Payment shall be made within 15 days after the supply is completed.
- f) Notwithstanding the above, the Purchaser reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of the contract.

7. Last date and time of receipt of quotations:

You are requested to send the sealed quotations by speed post or courier superscribed on the envelope as “QUOTATION FOR MAINTANENCE & REPAIR WORKS OF THE STAFF QUOARTERS KV NAD (Exterior and interior)” on or before **21.03.2019 (13.00 hours). The quotations shall be opened on **21.03.2019 at 14.00 hrs**. The bidders or their representatives who choose to be present at the time of opening of quotations are invited to the institute to attend the proceedings.**

Yours faithfully,

(G KRISHNAVENI)
PRINCIPAL

TERMS AND CONDITIONS

1. The Contractor of the contract shall begin the work only after obtaining the APPROVAL OF THE Maintenance Committee of the Vidyalaya with regard to the quality of the Material to be used for the work.
2. No material/ services like brush; cleaning material/ Turpentine/ Banyan Waste / Ladders etc shall be provided by the Vidyalaya.
3. The awardees of the contract shall be liable to compensate the damages caused to the building or the materials in the building, if any, during the work.
4. The awardees of the contract shall be liable to pay compensation/penalty if the said work is not completed within the stipulated time.
5. No works/painting to be started before the cleaning of that particular block is completed.
6. The painting works second coating to be started only after finishing the first coating and only after the approval of the Maintenance Committee. It is the responsibility of the bidder to see that the exact color is shining after the second coating ie the old color to be totally hidden. No shade of the old color to be seen.
7. The Labourers should maintain proper discipline and decorum when on duty in the Vidyalaya quarters
8. Payment will be done through RTGS only in the name of the firm within 15 working days after the satisfactory completion of each contract, after deducting TDS/GST as applicable. In case the services rendered are found to be unsatisfactory by a committee nominated by the Principal, a penalty of 2 to 5 % of the contract value will be imposed at the discretion of the Principal, which shall be binding and final. Under no circumstances the contractor will be paid advance money.
9. The Vidyalaya reserves the right to terminate the contract at any time without assigning any reasons thereof, if the services are found unsatisfactory and award the contract to the next successful bidder. In that case, the Contractor will lose his Performance guarantee amount.

PRINCIPAL

Signature of the Supplier:

APPLICATION PROFORMA

1. Name of the firm / : _____
2. Name of the Proprietor : _____
3. Address : _____
: _____
4. Telephone No. : _____
5. License No. : _____
6. PAN, GST Nos. : _____

(Attach Proof)

Lowest Rate quoted for M & R works of Staff Quarters KV NAD Aluva

Sl No.	Description	Rate per Unit	Rate with materials & Tax	Remarks
1	a. Dismantling & removal of old window and supply and fixing of new wooden window frames fitted with glass sheets (size 1.07 x0.435 mtr using Mahagony b. Supply & fixing of quality Ready made door (size 1.92x0.8)	1 1		
2	Leak proofing of roof in staff quarters using good quality leak proofing materials	Sq. ft		
3	Cleaning the outside wall of the staff Quarters using power wash and applying 2 coats good quality Exterior Emulsion. (Brand & Colour will be as per the direction of the maintenance committee)	Sq. feet		

4	Removal of old Indian water closet & supply and fixing of new western style water closet	1		
5	Removal of old cement wash basin & replace it with new steel sink (size)	1		
6	a. Removal of damaged mosquito net in the staff qtrs. And fixing of new good quality net b. Fixing of Aluminium frames for fixing mosquito nets	Sq feet 1 metre		

Declaration:

I have gone through the Tender proforma of Kendriya Vidyalaya NAD Aluva carefully and agree to offer my services to the Vidyalaya as per the terms and conditions mentioned in the tender without any deviation, whatsoever at the rates quoted in the column No. 10 of above.

Date: _____

Signature with date and stamp