



F 31089/2018-19/KVNAD/

Dated: 08.01.2019

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 (Painting/Electrical/Plumbing and Civil works) exterior and interior Including labour and Materials |
| (ii) Labour Charges without materials |

3. Bid Price

a. 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:

b. 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.

c. 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 bid should be submitted along with EMD for **Rs.5000/-** Bank guarantee through RTGS in favour of "**Kendriya Vidyalaya NAD Aluva VVN Account**". **The EMD paid will be refunded in the case of unsuccessful bidders within 90 days from the date of opening of Quotation. Quotation without EMD of Rs. 5,000/- shall be rejected.**
- h. The firm/Contractor should enclose supporting documents regarding registration certificate for similar contract work /GST/IT- PAN /TAN / without fail.
- i. 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.
- j. **The bidder shall attach the duly signed Pre-Contract Integrity Pact as Annexure to the Tender Document.**
- k. **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 non-responsive. **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.
- (g) The successful bidder has to deposit **performance security** with the KV NAD Aluva an amount of 5% of total cost in favour of “**Kendriya Vidyalaya NAD Aluva VVN Account**” payable through RTGS at the time of award of contract. The EMD of **Rs. 5,000/-** will be adjusted against the security Deposit amount, if paid through RTGS.

7. Last date and time of receipt of quotations:

You are requested to send the sealed quotations by speed post or courier super scribed on the envelope as “QUOTATION FOR MAINTANENCE & REPAIR WORKS OF THE STAFF QUOARTERS KV NAD (Exterior and interior)” on or before **28.01.2019 (13.00 hours). The quotations shall be opened on **28.01.2019 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,

(RAMADEVI R)
I/C 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	Item / Descriptions	Rate with materials and Tax if any	Rate without materials and Tax if any
1.	Wood works – 1. Dismantling and removing old damage wooden window shutter and supply, fixing new wooden glass shutter, size 1.07m x 0.435 make from hard wood (Anjili, Karivelamkam or Mahagani) 2. Supplying & fixing readymade door (imported material) shutter. Size 1.92m x 0.80m and fixing of the half glass door shutters.		
2.	Electrical works - re-wiring removing old electrical wire and supply, provide new electric wire, in open PVC pipe. (wire gange 1/18) Quarter inside full and Rectification of electrical complaint of the all quarters		
3.	Civil works – 1. Leakage of roof slab etc		
4.	Painting works - Ready mix plastic interior emulsion paint (Asian Paints premium brands only, any color will be used as per the direction of the Vidyalaya/Quarters Maintenance Committee), 2 coating on old surface after scraping and cleaning the surface completely by power washing equipment (per sq.metre)		
5.	Washing and cleaning water storage tank (overhead) capacity 100 Ltr		

6.	Plumbing works – 1. Dismantling and removing old broken Indian water closet, Supply and fixing new Indian water closet and Wash basin in wash out complaint rectification work, 2.Taking new water connection from KWA (make New drawing, supply and providing PVC Pipe and water meter) 3. Dismantling old concrete wash basin, Supply and fixing new steel sink		
7.	Fixing of Fly proof net (per sq.meter)		
8.	Labour Charges for Electric works		
9.	Labour Charges for Plumbing works		
10.	Labour Charges civil works		

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.

I have deposited Rs.5000/- towards EMD through RTGS in favour of “Kendriya Vidyalaya NAD Aluva VVN Account”

Date: _____

Signature with date and stamp