

**JAMIA HAMDARD
HAMDARD NAGARNEW DELHI-62**

**Ref. No. JH/A.E(C)/IMM/2017
Dated:- 21-06-2017**

SHORT TERM QUOTATION NOTICE

The Sr.Consultant Jamia Hamdard, New Delhi invites sealed items rate quotation/ tender, from experienced & registered contractors/agencies . The quotation/tender document can be downloaded from the Jamia Hamdard University WebSite (www.jamiahamdard.ac.in)or (www.jamiahamdard.edu) from 22-06-17 to 30-06-17 up to 1.00 p.m. after satisfying themselves eligible for the work as per tenders term & condition.

NAME OF WORK: Providing and fixing the Vertical blinds in the IMM department.
EARNEST MONEY: Rs. 1820.00 only
TENDER COST: Rs. 100.00 only (Non Refundable)
TIME PERIOD: 07 Days.

The contractors may drop the quotation/tenders in the tender box placed in purchase section on or before 30-06-17 up to 1.00 p.m., along with demand draft of earnest money & tender fee in sealed envelope clearly specifying the name of work. The D.Ds shall be in favor of Jamia Hamdard payable New Delhi. The quotations/ tenders shall be opened on 30-06-17 at 3.30 p.m. by the tender committee in presence of available interested parties. In case the required procedure not followed the quotation/tender can be rejected. Jamia Hamdard reserves the right to reject any or all quotation/tenders or split the quotation/tenders without assigning any reason.

Sr.Consultant
V.H.Rao

C.C.to: -

1. S.P.A to Vice Chancellor for information please.
2. P.A to Registrar for information please.
3. P.A to Finance officer .
4. A.E (civil)

**J A M I A H A M D A R D
HAMDARD NAGAR
NEW DELHI –110062**

Quotation For

Providing and fixing the Vertical
Blinds in the IMM department

JAMIA HAMDARD HAMDARD NAGAR, NEW DELHI – 110062

SUMMARY OF VARIOUS CLAUSES

1. **Tender For:** : Providing and fixing the Vertical blinds in the IMM department .
2. **Earnest Money:** Rs. 1820/- only.
3. **Time Period:** 07 Days
4. **Cost of Tender** Rs. 100/- Non Refundable
5. **Date of Submission of Tender:** On or before 30-06-117 Up to 1.00 p.m.
6. **Date of Opening of Tender:** On 30-06-16 at 3.30 p.m.
7. **Defects Liability Period:** Six Months
8. **Period of final measurement** 15 days
9. **Date of commencement** 01 days from the receipt of work order.
10. **Time of Completion** 07 Days.
11. **Liquidated damages** 1% per day subject to max. of 10% of the contract value.
12. **Taxes** Income tax and other taxes as per Govt. rules shall be deducted from the bills, i/c deduction of 0.25% JHRW from total bill amount.

GENERAL TERM & CONDITIONS OF THE QUOTATION

The work shall be executed strictly in accordance with the specifications given in schedule of quantities and instruction of in-charge of works. The not covered or clarified by these specifications the same shall be carried out as per instruction of In charge of work.

1. NAME OF WORK:

Sealed item rate quotations are for the work of "Providing and fixing the Vertical blinds in the IIM department at 3rd floor of the Faculty of Science building.

2. FILLING OF TENDER:

Tenders not properly filled mutilated with incorrect calculations or generally not complying with the condition may be rejected. Tenderers should quote their rates both in figures and in words. The schedule or quantities must be fully priced and the total of each page along with carried over figures of the previous page shall be given in ink and signed by the tender. No blank spaces shall be left.

3. PROPRIETARY OF TENDER:

If the tender/quotation is made by or on behalf of a Company incorporated under the companies Act it shall be signed by the Managing Director or by one of the Directors duly authorized on that behalf. If it is made by a partnership firm it shall be signed with the Co-partnership name by a member of the firm who shall sign his own name and give the name and address of each partner of their firm and attach copy of Power of Attorney with the Tender/quotation/ authorizing him to sign on behalf of the other partners. A certified copy of the registered partnership deed shall also be submitted along with the tender.

The work shall be executed as per specification entered in quotation/tender document and instruction of in-charge. Contractor is presumed to have studied the tender document & its specification, nothing extra will be paid for any item on account of its shape, size, location or other difficult circumstances even if the schedule makes no distinction, as long as entered in the quotation/tender.

4. ACCEPTANCE PERIOD

The tender/quotation shall remain valid for acceptance for a period of 30 days from the date of opening of tender.

5. SITE INSPECTION

Every tenderer is expected to inspect the site of the proposed work before quoting his rates. He must also go through and see the site of construction.

6. SCHEDULE OF QUANTITIES

A schedule of approximate quantities for various items accompanies this quotation/ tender. It shall be definitely understood that the owner does not accept any responsibility for the correctness or completeness of the schedule in respect of items and quantities and this schedule is liable to alterations by omissions, deductions or additions at the discretion of the owner without affecting the terms of the contract.

7. CONTRACTORS' RATES

The contractors rates must include the cost of transportation of material to the site, all taxes such as Sales Tax, Excise and Octroi etc. and the fixing or placing in position for which the items of work is intended to be operated. The rates shall be inclusive of all height, lead, lift and scaffolding etc. complete, no extra payment shall be made except specified in the item.

8. ACCEPTANCE OF QUOTATION

The acceptance of the quotation will rest with the competent authority of the Jamia Hamdard, who does not bind himself to accept the lowest quotation and reserves to himself the authority to reject any or all of the quotations received, without assigning any reason (s).

9. QUALITY

The competent authority of the Jamia Hamdard decision regarding the quality of the material and workmanship will be final and binding. The in-charge of work shall during the progress of the work have power to order in writing from time to time the removal of the work, within such reasonable time or times as may be specified in the order, of any material which in the opinion of In-charge of works is not in accordance with specification or instructions. The substitution or proper re-execution of any work or replacement of bad material shall be borne by the contractor.

10. DISMISSAL OF WORK:

The Contractor shall on the instruction of competent authority of the Jamia Hamdard immediately dismiss from work any person employed thereon by him, who way in the opinion of the owner be unsuitable or in competent or who may misconduct himself. Such discharges shall not be the basis of any claim for compensation of damages against the owner or any of their officers or employee.

11. COMMENCEMENT OF WORK:

The Contractor shall commence the work on site within 01 days from the date of receipt of work order/Letter of Intent.

12. INCOME TAX AND OTHER TAXES

Statutory deduction of Income tax/ sales tax on works, contact shall be made from all interim and final payments as per present statute, including deduction of 0.25% JHRW from total bill amount.

13. DEFECTS LIABILITY PERIOD SIX MONTHS

Any defects developed within 'Defect Liability period' of 6 months from the date of COMPLETION will have to be rectified by the contractor. The rectification of such defects shall be taken immediately on receipt of written notice and such defects may extend 'liability period'. In case of failure to do so the competent authority of Jamia Hamdard owner shall get the rectification work done by any other agency at the risk and cost of the contractor.

14. SECURITY MONEY:

The security money @ 10% of each running bill shall be deducted. The 5% security money shall be refunded along with final bill. Balance 5% security money shall be retained up to six month against defect liability period that may be release after completion of successful defect liability period without any interest.

15. SUPPLY OF MATERIALS TOOLS AND PLANT

The contractor shall arrange all the material required for the work.

16. PAYMENTS

The payment shall be made against the bill submitted by the contractor and prepared by the engineer in-charge, based upon the joint measurement by the Contractor. Contractor shall submit 3 copies of the bill and 3 copies of the measurement sheets. Payment can be released within 15 days after submitting the bill to competent authority of Jamia Hamdard.

17. LIQUIDATED DAMAGES

Entire work will be completed and handed over within stipulated period as mentioned in work order/letter of intent, failing which the competent authority of Jamia Hamdard can levy liquidated damages at the rate of 1% of the total contract value, per day week of delay, up to a maximum of 10 % of the total value of the work.

18. EXTRA ITEMS

(a) The rates of all authorized extra items or additional, altered or substituted work shall be worked out as follows:

(i) The rates shall be based on or derived from the existing rates in the contract as far as and to the maximum extent possible from the same class & nature of work.

(ii) Where the rates cannot be derived in the manner of (i) above, the same shall be worked out on the basis of Market Rates or actual expenditure incurred in the execution of the items inclusive of taxes, octroi etc. plus 15% for contractor's profit and overheads and supervision charges etc.

(b) The rates of extra item as decided by the competent authority of Jamia Hamdard shall be binding to both the parties and shall not be subject to Arbitration.

19. WATER AND ELECTRICITY

The contractor will arrange at his own expense, Jamia Hamdard shall not take any responsibility for the same.

20. SAFE STORAGE OR MATERIALS

The contractor shall be responsible for the safe storage of material use in the work. The Jamia Hamdard is not responsible for any damage or loss of the contractor material bring for the work by the contractor.

21. SITE TO BE KEPT CLEAR

The surplus/dismantled debris shall be removed to a place as directed by the In-charge of work stacked, leveled and dressed as directed.

22. AGE LIMIT OF LABOUR

The age limit for employment of labour shall be in strict accordance with the existing labour Legislations.

23. COST OF SAMPLES

The contractor at his own cost shall supply all required samples.

24. QUALITY OF MATERIALS, WORKMANSHIP AND TESTS

All materials and workmanship shall be of the respective kinds described in the contract and in accordance with In-charge of works or his representative may direct at the place of manufacture of fabrication or on the site. The contractor shall provide such assistance instruments, machines, labour and materials, as are normally required for examining, measuring, and testing any work and the quality, weight or quantity of any material used and shall supply samples of materials be-fore in corporation in the works for approval as maybe required by the In-charge of works or his representative.

25. COST OF TESTS

The cost of making any test except in respect of the materials supplied by the Employer shall be borne by the Contractor, if such test is intended by or provided for in the contract

GENERAL SPECIFICATION

All work shall be executed strictly in accordance with the specifications given in schedule of quantities and/or with the following specifications. For such items, which are not covered or clarified by these specifications, latest edition of C.P.W.D. specification shall apply. The work shall be carried out as per instruction of Engineer In charge.

1 The work shall be carried on till it is completed satisfactorily along with the completion of essential portions of other services, and the building contractor shall be deemed to have taken these factors into consideration while quoting his rates.

2. The work shall be executed as per schedule and instruction of Engineer In-Charge and nothing extra will be paid for any item on account of its shape, size, location or other difficult circumstances even if the schedule makes no distinction.

3. All concrete work plain or reinforced shall be inclusive of centering and shuttering and curing unless specified otherwise

4. Mechanical mixture shall be *used* for mixing all concrete work.

5. The hard blue grukul stone ballast shall be used in all R.C.C. and concrete work.

6. Coarse sand/golden Baderpur or stone dust shall be use in the work.

7. All sizes mentioned are exclusive of plaster and finishing.

8. All materials and workmanship shall be of the respective kinds described in the contract and in accordance with engineer on his manufacture of fabrication or on the site or at all or any of such places. The contractor shall provide such assistance as instruments, machines, labour and materials, as are normally required for examining, measuring, and testing any work and the quality weight or quantity of any material used and shall supply samples of materials before incorporation in the works for approval as may be required by the engineer in-charge.

9. The rate apply to all concrete works irrespective of its shapes size, quantity and position whether monolithic or cast in situation obtaining exact profile as directed. (No Extra payment shall be made separately)

10. The material should be of approved quality and manufacture (ISI) marks i.e. Angle iron, Concertina Coil fencing paints which shall be of Berger, ICI, and Nerolac or as approved by Engineer in charge.

The rates shall be included for all heights, lift, wastage, and others.

11. The contractor is advised to inspect the site before quoting the rates in Tender.

12. The in charge of work may approve any brand or make of material for the work other than that specified in the tender, and contractor shall be bound to use the approved brand of material without any extra cost.

CONTRACTORS SIGN & SEAL FOR ACCEPTENCE

Providing and fixing the Vertical blind in the department of IIM at 3rd floor of Faculty of Science building.

SL.NO	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
1	Providing and fixing the vertical blinds of approved color complete as required.	Sqft	962.00		
2	Minor repair of the available chairs including providing and fixing the fabric of approved color on the chairs complete as required.	Each	46.00		
3	Providing and fixing the hydraulic system on the revolving chair including removing the old complete as required (Power).	Each	26.00		
4	Providing and fixing the M.S stand of the chair having 5 legs complete was required.	Each	04		
5	Providing and fixing the caster wheel on the revolving chair.	Each	15		
6	Providing and fixing the manual lifting system of the chair including removing the old complete as required.	Each	01		
7	Providing and fixing the Handle set of PU complete as required.	Sqft	02		
	Total Amount				

Total amount in word:-

**CONTRACTORS SIGN
WITH SEAL FOR ACCEPTENCE**

