

HABITAT SERVICES CENTRE

Hudco Place, Andrews Ganj, August Kranti Marg, New Delhi-110049.

Phone: 26257036, 41012223, 41754100

Website : www.hscdelhi.in

NIT No. : HSC/AG/HB/SK/CW/443/2018/366

Dated : 16.03.2019

NOTICE INVITING QUOTATION

Sealed quotation on percentage rate basis are invited by Executive Director, Habitat Services Centre (HSC), Hudco Place, Andrews Ganj, New Delhi-110049 from specialized, technically sound, financially capable firms/contractors.

Name of work : Renovation of Sammelan Kaksh at HUDCO Bhawan, IHC, Lodhi Road, New Delhi-110003. (S.H: Laminated Wooden HDF Flooring)

Estimated cost : Rs.1,81,941/-

Completion Time : 15 days

Terms & Conditions :

1. The dates for issue, receipt and opening of NIQ are as under :

Issue of quotation from
HSC office and inspection of site : **18.03.2019 to 27.03.2019**
(between 11 AM to 4 PM)

Receipt of quotation upto : **3.00 PM on 28.03.2019**
Opening of quotation at : **3.30 PM on 28.03.2019**
2. HSC shall not be responsible for any delay including postal delay in submitting your sealed offer. As such, any request for accepting your offer after the due date and time shall not be entertained.
3. Bids with conditions / deviations shall be liable for rejection.
4. The bidder which does not fulfill all or any of the terms and conditions contained in this quotation or contains conditions not covered and / or contemplated in this quotation, shall be liable to be rejected.
5. Canvassing directly or indirectly, in connection with the bids is strictly prohibited and the bids submitted by the bidders who resort to canvassing in any form shall be liable to rejection.
6. The Executive Director, HSC is not bound to accept the lowest or any other bid, and reserves the right to reject any or all the tenders received without assigning reasons. Bids not satisfying the prescribed conditions or found incomplete in any way are liable to be rejected.
7. After opening of bids, no communication from the bidder shall be entertained unless formally asked for.
8. Bidders are advised to see the site, and familiarize themselves with the working conditions and description of work, before submitting quotation.

9. The bidders are advised to take utmost care while filling percentage and amount in Price Bid. Total rated amount in figure and words have to be quoted as specified. Initial signature on every cutting and overwriting must be made.

10. The price bid should be filled in both in figures & words for quoted percentage in appropriate column.

11. No material shall be issued by Habitat Services Centre, and the contractor shall have to arrange all the materials, labour, tools and tackles at his own cost and nothing extra will be paid on that account.

12. The material used in execution be got approved from the Engineer-in-charge.

13. The time allowed for completion of the work is 15 days which shall be reckoned from the date of issue of the award letter.

14. Self certified copies of registration for PF, ESI, PAN and GST.

15. Any damage done by the bidder or his labour to the existing structure/fittings/fixtures shall have to be made good by the Bidder, at his own cost.

16. If the work by the bidder is delayed beyond the stipulated date of completion, penalty shall be imposed @ 1% of the value of work awarded for each day's delay, subject to a maximum of 10% of the value of work.

17. **Safety Code** : Contractor will ensure implementation of Safety Code as per General Conditions of Contract for CPWD works in all cases during execution. HSC will not be held responsible for any mishap/damages of any kind.

18. No R.A. bill will be paid to contractor. Final bill payment shall be made through cheque/ECS after completion of work.

19. The Income Tax shall be deducted as per the prevailing Income Tax Act, 1961 as amended from time to time.

20. **Security Deposit** : Security Deposit @5% of the bills (excluding taxes) shall be deducted from payment made to the Contractor. The Security Deposit will be released after Defect Liability period. All compensations or other sums of money payable by the Contractor under the terms of this contract may be deducted from his security deposit, or from any sums which may be due to or may become due to the Contractor. No interest shall be payable on any money due to the Contractor against security deposit, interim or final bills or any other payments due under this contract.

21. **Defect Liability Period**

Defect Liability period for the work would be of **one year** from the date of actual completion of the work. If any defect(s) arise during the defect liability period the same shall be attended/rectified/removes by the contractor, from its own sources and within a period of 5 days from the date of issue of notice by HSC. If the contractor fail to attend/rectified/remove the same within this period the same shall be carried out by HSC departmentally. The cost/expenditure so incurred by HSC alongwith 15% overheads, shall be recovered from the security deposit of the contractor.

22. **Dismantled materials HSC Property:** All useful materials (obtained from dismantling/ demolition) and articles of value, etc., which are found during the execution of work, should be removed to HSC's stores and stacked there neatly as directed at no extra cost and handed over to the HSC at place marked at site.
23. Site clearance will be completed simultaneously. No malba or debris will be left on site.
24. Water and electricity shall be made available free of cost and contractor shall have to arrange piping and temporary wiring from the nearest available point.
25. Validity for acceptance of the Quotation will remain open for a period of 45 days from the date of opening of the quotation.

26. ARBITRATION :

- 26.1 Except where otherwise provided for in the contract, all question and disputes relating to the meaning of the specifications, and instructions herein before mentioned and as to the quality of workmanship or materials used on the work or as to any other question, claim, right, matter or thing whatsoever in any way arising out on or relating to the contract, specifications, instructions, orders or these conditions or otherwise concerning the works, or the execution or failure to execute the same whether arising during the progress of the work or after the completion or abandonment thereof shall be referred to the **Sole Arbitrator to be appointed by Executive Director, HSC** as per updated Arbitration and Conciliation Act 1996.
- 26.2 The Arbitrator may from time to time with consent of the parties enlarge the time for making and publishing the award.
- 26.3 The work under the contract shall, if reasonably possible, continue during the arbitration proceedings, and no payment due or payable to the Contractor shall be withheld on account of such proceedings.
- 26.4 The Arbitrator shall be deemed to have entered on the reference on the date, he issue notice to both the parties fixing the date of the first hearing. The Arbitrator shall give a separate & reasoned award in respect of each dispute.
- 26.5 The venue of arbitration shall be within Delhi, such place, as may be fixed by the Arbitrator with his sole discretion within Delhi.
- 26.6 The award of Arbitrator shall be final, conclusive and binding on all parties to this contract.
- 26.7 The cost of arbitration shall be borne by the parties to the dispute as may be decided by the Arbitrator.
27. India Habitat Centre (IHC), Lodhi Road, New Delhi, is the lessee of the entire complex of IHC and is responsible for maintaining the Common area, Operation & Maintenance of common services i.e. HVAC, DG set, Sub-stations, Water, Sewerage lines, Electricity, Fire Fighting etc. and security of the complex. The approval of IHC would be required for bringing in and taking out the construction material.

28. With reference to repair/renovation works being taken up by various institution in the complex IHC has issued specific guidelines vide letter dated 25th June, 2012 which is given at **Annexure-I**, and these have to be complied by all the contractors.
29. The Contractor shall strictly comply with the guidelines issued by IHC and obtain all necessary permissions, guidance from IHC as stipulated. Assistance, if any, required shall be got arranged by Habitat Services Centre (HSC). The Contractor shall intimate all such requirements well in advance so as to avoid any delay in completion of work.

Executive Director

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SCHEDULE OF QUANTITIES

Name of work : Renovation of Sammelan Kaksh at HUDCO Bhawan, IHC, Lodhi Road, New Delhi-110003. (S.H : Laminated Wooden HDF Flooring)

S.No	Description	Qty	Unit	Rate	Amount	Ref to DSR/M.R
1	Supplying and fixing of laminated wooden HDF Flooring of minimum 8mm thick including laying of damp proof under layer, after making the existing floor wherever required.	160.00	sqm	1044.10	167056.00	M.R
2	Providing and fixing of laminated wooden HDF skirting of 12mm thick, 10 cm high with necessary provision for expansion of the wooden floor.	65.00	Running metre	229.00	14885.00	M.R
				TOTAL	1,81,941/-	

PRICE BID (CIVIL WORKS)

Rates to be filled by Contractor in Percentage

**Name of work : Renovation of Sammelan Kaksh at HUDCO Bhawan, IHC,
Lodhi Road, New Delhi-110003. (S.H: Laminated Wooden HDF
Flooring)**

Civil work :

Section	Estimated (Cost in Rs.)	Bidder Price		
		Percentage (%) Above / Below/ at Par		Amount (Rs.)
		In figures	In words	After Adding % at Par/ Below/ Above
Total cost of Market Rate items	1,81,941.00			
Total	1,81,941.00			

Note :

1. The bidder has to quote rates on Percentage basis (at par/below/above) in the respective Column of percentage.
2. GST as applicable time to time will be paid extra.
3. The bids will be accepted only those bidders who are registered in GST.
4. Percentage rates quoted by the bidder shall be inclusive of all, as required, as per prescribed norms.

Date :

Authorised Signatory

Stamp



भारत पर्यावास केन्द्र

लोधी रोड, नई दिल्ली - 110 003, भारत
दूरभाष : 24682001-05 फैक्स : 24682010

INDIA HABITAT CENTRE

Lodhi Road, New Delhi - 110 003 India
Phone : 24682001 -05 Fax : 24682010
E-mail : info@indiahabitat.org

No.: IHC/6/46/287

25th Jun, 2012

The Members of all Allottee Institutions

Sub: Renovation Works

Dear Sir/Madam,

It is learnt that the institutions, at IHC are renovating their offices at IHC either in part or in full. We would like to request the following:

1. All the services (mainly HVAC & Fire) are centralized, and would therefore needs to be coordinated with our office. Mainly for HVAC and Fire, since the lack of coordination will affect the performance adversely. The AHUs and the smoke detectors, have defined capacities and shall have to be taken care of while designing these services, for best efficiency.
2. It will be highly appreciated if the as Built Drawings for HVAC are shared with us, otherwise, it will be extremely difficult to maintain the HVAC services.
3. The working hours for all the works to be undertaken will only be from 8 pm to 8 am, except on Sunday and gazette holidays, where the works can be undertaken round the clock. While the work is going on, the HVAC will be closed, otherwise the duct will choke the AHU. In case the AHU is being shared by various offices, the supply to the office where the renovation in going on will be cut off, by IHC for the period of renovation.
4. The manpower so deployed for the renovation shall not use the Rest rooms on the floor, but shall use Rest rooms at either P1 or near cooling tower area. They will not be allowed to use the elevators either for themselves or for material.
5. The offices shall need to coordinate with our office for material storage and movement. In no case the material of any sort can be loaded in the elevators.
6. The contractors shall have to ensure that the manpower deployed by them have restricted movements and shall not be roaming around for no purpose. It will be preferred, if they are given the ID card,. The same is necessary for the safety and security of the building.
7. It will be the responsibly of the contactor to ensure that the manpower deployed by them obeys the instructions of the security staff deployed at IHC.
8. The malba/debris of the renovation shall have to be taken out on daily basis.
9. It is noticed that the contractor deployed for the works do leave behind the waste material and malba. Therefore NOC from our office must be taken up while clearing the final bill of the contractor/vendor. The same is required to certify that no material or Malba belonging to the respective contractor is lying in the premises.

Thanking you,

Yours sincerely,

R.K. Aggarwal
ADDL. GM (T)