

## राष्ट्रीय फैशन प्रोद्योगिकी संस्थान

### NATIONAL INSTITUTE OF FASHION TECHNOLOGY

(सांविधिक संस्थान निफ्ट अधिनियम 2006 द्वारा शासित और वस्त्र मंत्रालय भारत सरकार के द्वारा स्थापित)

(A statutory body governed by the NIFT Act 2006 and set up by the Ministry of Textiles, Govt. of India)

ई-निविदा दस्तावेज़ निफ्ट नई दिल्ली मुख्यालय में निफ्ट दिल्ली मुख्यालय के B-ब्लॉक 3rd फ्लोर पर स्थित VO एवं Staff Office मरम्मत कार्य करवाने के लिए |

Date & Time of Publication of Tender notification on official website / e-Portal / CPP Portal	31.01.2025
Download of Tender Document Commence from	31.01.2025
Last date & Time of submission of E-Tender Document	13.02.2025 (Upto 3.00 PM)
Date and Time of the opening Technical Bids	14.02.2025 at.3.30 PM
Date and Time of the opening Financial Bids	तकनीकी रूप से योग्य निविदाकारों को बाद में अधिसूचित किया जाएगा

नोट: इस दस्तावेज़ में 16 पृष्ठ शामिल हैं और निविदाकारों से अनुरोध है कि वे सभी पृष्ठों पर साईन करें।

# NATIONAL INSTITUTE OF FASHION TECHNOLOGY

(A statutory body governed by the NIFT Act 2006 and set up by the Ministry of Textiles, Govt. of India).

## E-Tender Document for Repair & Maintenance in VO & Staff Office at B-Block 3<sup>rd</sup> Floor, NIFT-HO, Hauz Khas, New Delhi

### Time schedule for tender process: -

Date of publication of tender notification on official website	31.01.2025
Uploading of tender document commences from	31.01.2025
Last date for receipt of duly filled in tenders	13.02.2025 up to 3.00 PM
Date and Time of the opening Technical Bids	14.02.2025 at 3.30 PM
Date and Time of the opening Financial Bids	Will be notified to the technically qualified tenderers

**Note: This tender document contains pages (total no. of 16 pages including Annexure) and tenderers are requested to sign on all the pages.**

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## परिचय

नेशनल इंस्टीट्यूट ऑफ फैशन टेक्नोलॉजी (एनआईएफटी) की स्थापना 1986 में भारत सरकार के वस्त्र मंत्रालय ने की थी, जिसे 2006 में संसद अधिनियम एनआईएफटी अधिनियम (2006) के तहत सांविधिक अधिनियम के तहत वैधानिक दर्जा दिया गया था, जिसमें फैशन प्रौद्योगिकी के क्षेत्र में शिक्षा और अनुसंधान का प्रचार और विकास किया जाता है। एनआईएफटी 19 केंद्रों के अपने नेटवर्क के माध्यम से पूरे देश में फैशन व्यवसाय शिक्षा प्रदान करता है। यह डिजाइन और प्रौद्योगिकी में चार साल के तहत स्नातक (यूजी) कार्यक्रम, डिजाइन में दो साल के स्नातकोत्तर (पीजी) कार्यक्रम, अथवा फैशन के क्षेत्र में पेशेवर और छात्रों की विशेष आवश्यकताओं को पूरा करने के लिए फैशन प्रबंधन और फैशन प्रौद्योगिकी और लघु अवधि शिक्षा कार्यक्रम प्रदान करता है। एनआईएफटी का बेंगलुरु, भोपाल, भुवनेश्वर, चेन्नई, गांधीनगर, हैदराबाद, जोधपुर, कंगड़ा, कन्नूर, कोलकाता, मुंबई, नई दिल्ली, पटना, रायबरेली, शिलांग, और श्रीनगर, पंचकुला, वाराणसी और दमन में स्थित कैंपस के साथ नई दिल्ली में अपना प्रधान कार्यालय है। एनआईएफटी दिल्ली कैंपस गुलममोहर पार्क के पास हाऊ खास में स्थित है। निकटतम मेट्रो स्टेशन ग्रीन पार्क मेट्रो स्टेशन है। रोहित बाल, रितु बेरी, मनीष अरोड़ा जैसे कई प्रतिष्ठित पूर्व छात्र एनआईएफटी दिल्ली से स्नातक की डिग्री प्राप्त की हैं।

यह विभिन्न प्रकार के नियमित और सीई कार्यक्रमों की पेशकश करता है। इसमें पुराने और सबसे प्रचुर संसाधन केंद्र हैं जिनमें प्रिंट और गैरप्रिंट सामग्री का समृद्ध संग्रह है।-

### INTRODUCTION:

National Institute of Fashion Technology (NIFT) was set up by the Ministry of Textiles, Government of India in 1986 which has been accorded statutory status under the Act of Parliament in 2006 (NIFT Act 2006) for the promotion and development of education and research in field of Fashion Technology. NIFT provides fashion business education across the country through its network of 19 campuses. It provides four years under graduate (UG) program in design and technology, two years post graduate (PG) program in design, fashion management & fashion technology and short duration education program to address the specialized needs of professional and students in the field of fashion. NIFT has its head office at New Delhi with its campuses located at Bengaluru, Bhopal, Bhubaneswar, Chennai, Gandhinagar, Hyderabad, Jodhpur, Kangra, Kannur, Kolkata, Mumbai, New Delhi, Patna, Varanasi, Raebareli, Shillong, Srinagar, Panchkula and Daman.

NIFT Delhi Campus situated in the Hauz Khas near Gulmohar Park. The nearest Metro station is Green Park Metro Station. NIFT Delhi has produced a number of eminent alumni over the years like Rohit Bal, Ritu Beri, Manish Arora....It offers a variety of Regular as well as CE programs. It has the oldest and richest Resource Centre having rich collections of print and non-print materials.

## NOTICE INVITING TENDER

E-tender are invited on behalf of the National Institute of Fashion Technology from reputed and eligible agencies who have carried out similar work with Govt. departments/PSUs/Pvt./MNCs, for **“Repair & Maintenance in VO & Staff Office at B-Block 3rd Floor, Hauz Khas, New Delhi.”**The terms and conditions of the contract which will govern the contract are contained in the General terms and conditions applicable to the contract are detailed in the tender form and its schedules. Please submit your rates in the tenders form if you are in a position to complete the work in accordance with the requirements stated in the attached schedules at NIFT HO, New Delhi.

NIFT shall have the authority to cancel the tender process if NIFT does not find a suitable tender. NIFT shall have the right to call for fresh tender in such circumstances, where in tenderers who have bid in the previous tender, shall have the right to participate in the fresh process. The tenderers shall have no right to challenge the authority and decision of NIFT to cancel the tender process for the reasons deemed fit by NIFT.

The site can be inspected any time during working hours on any working days. No extra money shall be payable by NIFT for non-awareness of the site conditions and constraints.

### **Submission of Bids:**

- (a) The interested agencies should apply online and submit their tender and the bids along with scanned copies of all the relevant certificates, documents, etc. in support of their bids from 31.01.2025 to 13.02.2025 up to 03:00 P.M. Tender documents is also available for viewing on the “tenders” <https://eprocure.gov.in/eprocure/app>.
- (b) Applications to this tender will be accepted only through the online mode through the website <https://eprocure.gov.in/eprocure/app> . No other mode of application will be considered & application will not be accepted.
- (c) The basic requirements registration and applying for tender online are as under:
  - Operating System should be at least windows 7.
  - Java version: Available at <https://eprocure.gov.in/eprocure/app> -download-JRE 8 downloads (never update Java).
  - Use Internet Explorer at least 8.
  - All java add-ons must be enabled in the system.
  - Always use Class II Digital Signature Certificates (DSC) having Signing.
- (d) In case of any further clarification required relating to this tender, the same may be sought from the following officers of NIFT: -
  - (Query related to scope of work & tender document): - Estate Engineer (Building), NATIONAL INSTITUTE OF FASHION TECHNOLOGY New Delhi, Hauz Khas, Near Gulmohar park, New Delhi -110016, phone no:011- 26542165 or 01126542173
  - (Query related to online process): For online submission of the tender on e-portal, contact no. 0120-4001002, 0120-4001005, 0120-6277787, email ID- support-eproc@nic.in
- (e) The agency should ensure that it complies with the requirements as per works before applying for tender.
- (f) The technical bid must contain the technical bid in prescribed Performa along with all relevant documents in support of eligibility and experience criteria. The financial bid must contain only the financial bid. The financial bid shall include all the charges including all taxes etc to complete the work in all respect. NIFT will not accept any claim other than mentioned in financial bid.
- (g) The technical bid will be opened at in the office of Estate Engineer, HO, New Delhi on 14.02.2025 at 03.30 P.M. in the presence of the bidders/ their authorized representatives who wish to be present. The Financial bid will be opened on the date which will be communicated to only those bidders who are found to be technically qualified after evaluation of technical bids.

- (h) The interested agencies are advised to read carefully the entire tender document before submitting their tender and the tender documents (including signed copy of NIT) not received online in prescribed format and/or are found incomplete in any respect shall be summarily rejected.

### **3. INSTRUCTIONS TO TENDERERS: -**

The tenderers are requested to follow the below mentioned instructions:

1. Offers on original tender document will only be considered. Offers submitted by fax or in any manner other than specified above shall not be considered. The bids shall exactly be according to the prescribed formats. Modifications/Rewording of formats shall not be acceptable.
2. All documentations are required to be in Hindi/English.
3. Tender should be filled with neat legible and correct entries. Indistinct figures, erasures and alterations are not permitted in the tender.
4. Failure to comply with these conditions will result in forfeiting of the tender. Please cross out any mistakes and rewrite the same and counter sign.
5. Incomplete tenders, amendments and additions to tender after opening and tenders submitted after due date shall liable to be ignored.
6. Cost involved in submitting the bids, attending the tender opening meeting, arrangements for the demonstration /presentation etc. shall be borne by the bidder.
7. No tenderer shall be allowed to withdraw the tender rates after opening of the tender. If any tenderer withdraws the rates, he shall be disqualified from participating in any future tender of the Institute.
8. Rates should be offered unconditionally and if rates are submitted with any condition the tender shall be rejected.
9. Criteria of selection of lowest vendor will be the L1 overall for the work.

### **4. Defect Liability Period: -**

The work/ materials of the contractor shall be under 12 months Defect Liability Period (DLP). Any defect/s noticed during the defect liability period shall be rectified by the contractor without any cost to NIFT Campus, Hauz Khas, New Delhi, failing which the Security Deposit of the Contractor will be forfeited. The contractor may also be debarred from any future tendering process in the institute for reasons assigned hereinabove.

**5. Detail of required Experience Certificates /Work orders: -**

The Applicant to meet the following minimum experience: -

A. Work orders/ Experience of having successfully completed similar work during last 7 (Seven) years ending OCT 2024. & estimated value of the work is Rs. 1,48,246 /-.

**A (1).** One similar / civil completed work costing not less than 80% of total tender estimated cost.

Or

**A (2).** Two similar /civil completed works costing not less than 60% of total tender estimated cost.

Or

**A (3).** Three similar / civil competed works costing not less than 40% of tender estimated cost.

B. Definition of "Similar Works/Civil Works" Experience in carrying out similar nature work i.e. Relevant Civil works/Wooden works/White Wash Works as described in the BOQ in private sector or Govt. organizations/ PSU's/ MNCs.

**TERMS & CONDITIONS: -**

1. No paper shall be detached from the tender.
2. If any date mentioned above happens to be a holiday, then the next working day will be the relevant date.
3. The name and address of the tenderer shall be clearly written in the space provided and no overwriting, correction, insertion shall be permitted in any part of the tender unless duly countersigned by the tenderer. The tender shall be filled in and submitted in strict accordance with the instructions laid down herein; otherwise the tender shall be liable to be rejected by the NIFT unilaterally without assigning any reason or giving explanation to this effect.
4. The tender shall be liable to be ignored/rejected if complete information is not given therein, or if the particulars and data (if any) asked for in the Schedule to the tender are not filled in or any wrong/false or incorrect information is given or any material thing is concealed or manipulated therein.
5. If the tenderer withdraws or amends impairs or derogates from the tender in any respect within the period of validity of his tender or tenderer fails to furnish the performance guarantee as required in the contract within the stipulated period, NIFT shall be entitled to initiate appropriate legal proceedings against the tenderer for the losses suffered by it as a result of the same.
6. **Dispute Resolution:**
  - a. If any dispute (s) or difference (s) of any kind whatsoever arise between the parties, the parties hereto shall negotiate with a view to its amicable resolution and settlement through a committee appointed Competent Authority, NIFT –HO with mutual consent of the other party.
  - b. In the event no amicable resolution or settlement is reached between the parties within 30 days after receipt of notice by one party,
  - c. in that event, the same shall be adjudicated by the Courts of Law at New Delhi.
7. **Selection Criteria:** The work will be awarded to L1 vendor on overall basis. The determination of lowest bidder will NOT be on individual rates of financial bids. Rather it will be on overall basis of Grand Total of all items with GST.

The following documents / information shall be attached along with Technical Bid as follows: -

- A. Copy of Pan Card.
  - B. Copy of last three-year ITR (Financial Year- 2021-22, 2022-23, 2023-24)
  - C. Average annual financial turnover on construction works should be at least 50% of the estimated cost put to tender during the immediate last three consecutive financial years (Financial Year- 2021-22, 2022-23, 2023-24).
  - D. Experience Certificates/ Works Orders as mentioned in Clause no.5.
  - E. All NIT document shall be signed by contractor or partner or proprietor with rubber stamp of contractor/ agency and mobile no. attached with technical bid of e-tender.
  - F. Financial bid should be filled online only.
  - G. GST registration certificate of the contractor/ agency / firm.
  - H. The tender of any agency without above shall be rejected out rightly.
8. Tender shall be accompanied by all the relevant documents covered in the tender.
  9. The full & final payment shall be made by the purchaser i.e. NIFT only after completion of work. No advance payment will be made for supply of materials/machines/equipment.
  10. The successful tenderer shall deposit **5%** of the quoted price of the Tender as Performance Security with NIFT within 10 days after award of work in the form of [Insurance Surety Bond] Account Payee Demand Draft(in favour of NIFT, New Delhi), Fixed Deposit Receipt from a Commercial bank, Bank Guarantee [including e-Bank Guarantee] from a Commercial bank or online payment in an acceptable form. Performance Security shall remain valid for a minimum period of sixty days beyond the date of completion of all contractual obligations as per GCC. No interest shall accrue on this deposit.
  11. The bid security (also known as Earnest Money) may be accepted in the form of [Insurance Surety Bonds] Account Payee Demand Draft, Fixed Deposit Receipt, Banker's Cheque or Bank Guarantee [including e-Bank Guarantee] from any of the Commercial Banks.
  12. The agency shall be liable with regard to compliance of all laws, regulations, rules & directions given by any statutory or constitutional authority for the time being in force in the state of Delhi.
  13. The quoted rates shall be inclusive of all tax. As applicable and no extra shall be payable on this account.
  14. The date of start of work will be reckoning is 10 days from the date of issue of work order.
  15. Bid Security (also known as Earnest Money) is to be submitted by the the bidders except Micro and Small Enterprises (MSEs) as defined in MSE Procurement Policy issued by Department of Micro, Small and Medium Enterprises (MSME) or are registered with the Central Purchase Organization or the concerned Ministry or Department.
  16. If the work is not completed within the stipulated time period (30 days), in such case liquidated damages @ 1% per week shall be charged and deducted from the bills of the agency subject to maximum of 10% of the contract / bill value.
  17. The materials supplied and proposed to be used in the work shall be of requisite specifications as specified in NIT, as per specification given in BOQ. All specification/ makes should be executed as per CPWD specification if any make not mentioned in the BOQ/NIT.
  18. Agency is required to verify all the material from Engineer-in-charge before execution.
  19. The quantities of work given in the Bill of Quantities (BOQ) are approximate to give an idea of work. Work shall be carried out as per the given design / specifications and the quantities may vary on higher or lower side. The contractor shall execute the varied quantity of work on the quoted rates. The payment shall be made as per actual measurement of work Contractor shall be solely responsible for safety of his workers, working at site by following all safety norms in the trade.
  20. The contractor may apply to the Engineer-in-Charge within 14 days in writing for extension of time as per Annexure- 36 or Annexure- 37, as the case may be, stating the grounds that



- hindered the execution of work. As per the CPWD Works Manual 2022 SOPs 5/25 2022.
21. The forfeiture of earnest money shall be done as per the General Conditions of Contract 2020 of CPWD Construction Works.
  22. The Engineer-in-Charge may, without prejudice to any other rights or remedy against the contractor in respect of any delay, not following safety norms, inferior workmanship, any claims for damages and/or any other provisions of this contract or otherwise, and whether the date of completion has or has not elapsed, by notice in writing absolutely determine the contract, as per the Clause 3 as per the General Conditions of Contract 2020 of CPWD Construction Works.
  23. **Time of Completion:** - The work shall be duly completed within 30 days from the date of receiving of work order by the agency.
  24. All risks of loss or damage to physical property and of injury and death which arise during and in consequence of the performance of the Contract other than the excepted risks are the responsibility of the Contractor. Excepted Risks are:
    - a. (i) War, hostilities (whether war be declared or not), invasion, act of foreign enemies.  
(ii) Rebellion, revolution, insurrection, or military or usurped power, or civil war,  
  
(iii) Ionizing radiations, or contamination by radio-activity from any nuclear fuel, or from any nuclear waste from the combustion of nuclear fuel, radio-active toxic Explosive, or other hazardous properties of any explosive nuclear assembly or Nuclear component therefore.  
  
(iv) Pressure waves caused by aircraft or other aerial devices traveling at sonic or Supersonic speed.
    - b. Loss or damage due to the use or occupation by the Employer of any section or part of the Permanent Works, except as may be provided for in the Contract.
    - c. loss or damage to the extent that it is due to the design of the Works, other than any part of the design provided by the Contractor or for which the Contractor is responsible.

Earnest Money Deposit : Rs. 3,000/-, valid for Min. 45 Days

Commencing date of Tender : 31.01.2025

Last date of submission : 13.02.2025 up to 3.00 PM

Date of opening of Tender (Technical Bid) : 14.02.2025 at 3.30 PM

**Estate Engineer**

**NIFT HO**

**PROFORMA FOR PERFORMANCE BANK GUARANTEE**

**(on stamp paper of appropriate value from any Nationalized Bank)**

To,

**M/s National Institute of Fashion Technology,**

**Hauz Khas, New Delhi.**

Dear Sir,

In consideration of National Institute of Fashion Technology (hereinafter called as the Employer which expression shall include his successor and assigns having awarded to ..... (here in after referred to as the said Contractor or Contractor' when expression shall wherever the subject of context so permits include its successors and assigns) a contract No. .... In terms inter alias, of the NIFT's Letter No. .... dated. .... and the General Conditions of Contract and upon the condition of the contractor's furnishing security for the performance of the contractor's obligations and discharge of the contractor's liability under in connection with the said contract up to a sum of Rs..... (Rupees..... Only) amounting to 5% (Five) percent of the total contract value.

1. We. .... (here in after called "The Bank which expression shall include its successors and assigns) hereby jointly and severally undertake to guarantee the payment to The Employer in rupees forthwith on demand in writing and without protest of demur or any and all moneys anyway payable by the contractor to The Employer under in respect of or in connection with the side contract inclusive of all The Employer's losses and damages and costs, (inclusive between attorney and client) charges and expenses and other moneys anyway payable in respect of the above to this guarantee up to an aggregate limit of Rs. .... (Rupees..... only).

2. We ..... Bank further agree that The Employer shall be sole judge of and as to whether the said contractor has committed any breach or breaches of any of the terms and conditions of the said contract and the extent of loss, damage, cost, charges and expenses caused to or suffered by or that may be caused to or suffered by The Employer on account and the decisions of The Employer that the said Contractor has committed such breach or breaches and as to the amount or amounts of loss, damage, costs, charges and expenses caused to or suffered by The Employer from time to time shall be final and binding on us.

3. The Employer shall be at liberty without reference to the bank and without affecting the full liability of the bank hereunder to take any other security in respect of the Contractor's obligations and liabilities hereunder or to vary the contract or the work to be done there under vis-à-vis the Contractor or to grant time or indulgence to the Contractor or to reduce or to increase or otherwise vary the prices of the total contract value or to release or to forbear from enforcement of all or any of the security and/ or any other security (ies) now or hereafter held by the Employer and no such dealing (s) reduction (s) increase (s) or other indulgence (s) or arrangements with the Contractor or release or forbearance whatsoever shall absolve the Bank of the fail liability to The Employer hereunder or prejudice the rights of The Employer against the bank.

4. This guarantee shall not be determined or affected by the liquidation or winding up, dissolution, or change of constitution or insolvency of the Contractor but shall in all respect and for all purposes be binding and operative until payment of all monies payable to The Employer in terms thereof.

5. The bank hereby waives all rights at any time inconsistent with the terms of this guarantee and the obligations of the bank in terms hereof shall not be anywise affected or suspended by reason of any dispute or dispute having been raised by the Contractor stopping or preventing or purporting to stop or prevent any payment by the bank to The Employer in terms hereof.

6. The amount stated in any notice of demand addressed by the Employer to the bank as liable to be paid to the Employer by the Contractor or as suffered or incurred by The Employer on account of any losses or damages of cost, costs, charges and / or expenses shall be conclusive evidence of the amount so liable to be paid to The Employer as the case may be and shall be payable by the bank to The Employer in terms hereof.

7. This guarantee shall be a continuing guarantee and shall remain valid and irrevocable for all claims of the Employer and liabilities of the contractor arising up to and until midnight of.....

8. This guarantee shall be addition to any other guarantee or security whatsoever that The Employer may now or at any time anywise may have in relation to the contractor's obligations/ or liabilities under and/ or in connection with the said contract, and The Employer shall have full authority to have recourse to or enforce this security in preference to any other guarantee or security which The Employer may have or obtained and no forbearance on the part of The Employer in enforcing or requiring enforcement of any other security shall have the effect of releasing the Bank from its full liability hereunder.

9. It shall not be necessary for the Employer to proceed against the said Contractor before proceeding against the Bank and the Guarantee herein contained shall be enforceable against the bank notwithstanding that any security which the Employer may have obtained or obtain from the contractor shall at the time when proceedings are taken against the said bank hereunder be outstanding or unrealized.

10. We the said Bank undertake not to revoke this guarantee during its currency except with the consent of the Employer in writing and agree that any change in the constitution of the said contractor or the said Bank shall not discharge our liability hereunder.

11. We. .... the said Bank further hold that we shall pay forthwith the amount stated in the notice of demand notwithstanding any dispute/ difference pending between the parties before the arbitrator and/ or that any dispute is being referred to arbitration.

12. Notwithstanding anything contained herein above, our liability under this guarantee shall be restricted to Rs..... (Rupees.....) and this guarantee shall remain in force till .....and unless a claim is made on us within 3 months from that date, that is before ..... all the claims under this guarantee shall be forfeited and we shall be relived of and discharged from our liabilities thereunder.

**Dated..... day of.....2024.**

**For and on behalf of Bank**

**Issued under seal**

तकनीकी बोली  
TECHNICAL BID

बोलीदाता की अंडर टेकिंग  
UNDERTAKING FROM THE BIDDER

सेवा मे,

निदेशक

राष्ट्रीय फैशन प्रोद्योगिकी संस्थान,  
नई दिल्ली मुख्यालय,

महोदय/महोदया,

We hereby unconditionally accept all terms and condition mentioned in **“Repair & Maintenance in VO & Staff Office at B-Block 3rd Floor, Hauz Khas, New Delhi.”**

We hereby also confirm and declare that we, M/s -----, is not blacklisted/ De-registered/ debarred by any Government department/ Public Sector Undertaking/ Private Sector/ or any other agency for which we have Executed/ Undertaken the works/ Services during the last 5 years. “If any information supplied by the company is found to be incorrect at any point of time later, NIFT shall have the right to terminate the contract”.

सादर,

(अधिकृत हस्ताक्षरकर्ता)

(कंपनी की मोहर)

**TECHNICAL BID**

1. Name of the Agency/Firm :
2. Name of the authorized person  
(Who signs on the tender document) :
3. Address of the Agency/Firm :
4. Phone No. :
5. Mobile No. :
6. Fax No. :
7. Email :

**Document to be submitted:**

<b>S. No</b>	<b>Particulars</b>	<b>Attached at pg. no</b>	<b>Remark</b>
1	EMD of Rs.3,000 /-		Yes / No
2	Work completion period (Within 30 days)		Yes/ No
3	GST No		Copy of certificate to be attached.
4	PAN Number		Copy of certificate to be attached.
5	Have you ever been debarred by any Govt. organization/PSU/ Educational Institute.		Yes / No.
6	Work order/ Certificate regarding carried out similar works with Govt. departments/PSU's/MNC/ private sector during last 7 years with respect to Clause No.5.		Copy of certificate to be attached.
7	Whether agreed to abide by all the terms & conditions of this tender.		Yes / No
8	Average annual financial turnover on construction works should be at least 50% of the estimated cost put to tender during the immediate last three consecutive financial years (Financial Year- 2021-22, 2022-23, 2023-24).		Yes / No (Copy of certificates to be attached).
9	Copy of last latest three-year ITR (FY: - 2021-22, 2022-23, 2023-24) .		Yes / No (Copy of certificates to be attached).

***All above enclosures must be enclosed (wherever applicable).***

FINANCIAL BID

<b>Repair &amp; Maintenance in VO &amp; Staff Office at B-Block 3rd Floor, Hauz Khas, New Delhi.</b>					
<b>S.No.</b>	<b>Item</b>	<b>Unit</b>	<b>Qty</b>	<b>Rate per unit (Rs)</b>	<b>Amount (Rs)</b>
1	Providing and applying white cement-based putty of average thickness 1 mm, of approved brand and manufacturer, over the plastered wall surface to prepare the surface even and smooth complete.	Sqm	45		
2	Applying priming coats with primer of approved brand and manufacture, having low VOC (Volatile Organic Compound) content. With water thinnable cement primer on wall surface having VOC content less than 50 grams/litre.	Sqm	45		
3	Wall painting with acrylic emulsion paint, having VOC (Volatile Organic Compound) content less than 50 grams/ litre, of approved brand and manufacture, including applying additional coats wherever required, to achieve even shade and colour. Two coats	Sum	45		
4	Removing dry or oil bound distemper, water proofing cement paint and the like by scrapping, sand papering and preparing the surface smooth including necessary repairs to scratches etc. complete.	Sqm	45		
5	French spirit polishing: One or more coats on old work.	Sqm	55		
6	Providing Ant termite treatment for the affected cupboards, racks, drawers, racks, panels in the staff room of VO, work should be complete in all respect as per the directions of Engg-In-Charge.	Job	1		
7	Dry cleaning of window curtains in all the rooms of VO staff curtains, including dry cleaning, curtains hooks where required to be fixed, work should be complete in all respect as per the directions of Engg-In-Charge.	Nos	8		

8	Dismantling & removing the damaged/rotten existing wooden cabinets/storages in the Staff office of VO, shifting of malwa outside the Campus.	Job	1		
9	Providing and fixing wooden storage with 19 mm commercial board with laminate finish (both - inside and out sides), partition inside of approx depth with depth upto 18" size work includes all hardware fittings requires such as Hinges, handels, locks, etc items required during execution of work complete in all respect as per the directions of Engg-In-Charge.	Sqft	55		
10	Providing & fixing wooden soft board made from 6mm thk. Comm.. Back ply over pasted /holded 15 mm thk. Sitatek sandwich soft board /pin board covered with good quality Desired Fabric ( shade will be decide on later stage) with side covered 75x15 mm wide solid wood tapper molding & 50 mm wide TEAK WOOD leaping in centre of board with melamine polishing with required MS holding clamps complete in all respect. As per specification and direction of the Engineer-in-charge Payment will be made on the basis of actual Measurement of work at different location or different floors height.	Sqft	50		
11.	Providing & Fixing locking arrangement in the respectives drawers/racks of almirah with all fittings, cutting, drilling, screws, etc as per the directions of Engg-In-Charge.	Nos	20		
12.	Providing & Fixing 1 Nos wooden platform (stool/rack) of approx size (18X 18 inch, with 6 inch height) with 18mm board, beadings etc with all fittings, screws, etc as per the directions of Engg-In-Charge.	Nos	1		
13.	Providing & Fixing of 1 Nos. wooden slider key board rack of approx. size (22X 18 inch), with 18mm board, beadings etc with all fittings, screws, etc. as per the directions of Engg-In-Charge.	Nos	1		

14.	Providing and installation of recessed LED panel light (600*600mm), Phillips/Crompton/Wipro makes including choke etc all complete. This including extension of wires from existing point in ceiling along with conduit/channel required other fittings as per the new light all complete.	Nos	3		
		Total			
		Add GST			
		Net Total			
		Grand Total			

**Signature of contractor with rubber stamp**

**Net Total (in Rupees & in words):**

.....  
 .....

I/We have carefully read the terms and conditions of the Tender/Quotation and are agreed to abide by these in letter and spirit.

Signature \_\_\_\_\_

Name & Address of the Agency \_\_\_\_\_

Date: Telephone No. \_\_\_\_\_

Place: Mobile No. \_\_\_\_\_