

TECHNICAL BID



**VISVESVARAYA NATIONAL INSTITUTE OF TECHNOLOGY,
NAGPUR-4400 10**

"Invitation of Tender for work of Civil Maintenance works contract"

No. VNIT/EE/08-2018



VISVESVARAYA NATIONAL INSTITUTE OF TECHNOLOGY, NAGPUR-4400 10

SHORT TENDER NOTICE No. VNIT/E/08-2018 for work of Civil Maintenance works Contract.

Sealed Tenders in prescribed form are invited by **DIRECTOR, Visvesvaraya National Institute of Technology, Nagpur**, for the work of Civil Maintenance Works Contract from Registered Contractors of Maharashtra PWD /CPWD /MES/ MJP /Railways/P&T of class V and above.

Blank tender forms & other details will be available on the Institute website www.vnit.ac.in The entire tender documents shall be downloaded from the above website by the contractors on or before 20/09/2018 upto 11.30 a.m. and shall be submitted in the office of the **Executive Engineer, VNIT, S.A. Road, Nagpur-440010** through registered post or by hand delivery. The sealed tenders will be received in the office of the Executive Engineer **on or before 20/09/2018** upto 1.30 p.m. and will be opened on the same day **(the date of receipt) at 3.30 p.m.**, if possible. The prospective bidders may visit & can inspect the site, during the office working hours. Bank Draft of Rs. 1000/- (Rs. One Thousand) only, **Non-Refundable** drawn in favour of The Director, VNIT, Nagpur, should be submitted with EMD draft towards the Tender processing fee.

The Director, VNIT Nagpur reserves the right to reject any or all tenders.

DIRECTOR

[Handwritten signature]

TENDER PROCESSING FEE: Rs.1000=00 (NON-REFUNDABLE)



**VISVESVARAYA NATIONAL INSTITUTE OF TECHNOLOGY,
NAGPUR-4400 10**

“Invitation of Tender for work of Civil Maintenance Works Contract”

Estimated cost: Rs.77,69,000/- per annum + GST as applicable

No. VNIT/E/08-2018

Check list of documents to accompany the tender and for general information of Contractor for Submission of Tender with proper numbering.

Sr. No	Brief details of documents required	Whether enclosed or not
1	2	3
	The following documents should be submitted (In Envelope No. A) duly attested by Gazetted Officer/ self attested valid on the date fixed for the receipt of tender. Contractor should attached forwarding (Covering) letter along with list of all document Forms / Statements with proper numbering.	
	1. Attested copy of the valid registration certificate of Maharashtra PWD/CPWD/MES/ MJP/ P&T for civil works of class V and above.	Yes/ No
	2. Attested copy of Income tax returns for the past three years ending March 2018 and copy of pan card should be enclosed, invariably along-with the bid documents.	Yes/ No
	3. The bidder should submit the attested copy of EPF registration certificate issued from the competent authority.	Yes/ No
	4. The bidder should submit the attested copy of Goods & Service tax Registration certificate issued from the competent authority.	Yes/ No
	5. The bidder should submit the attested copy of ESIC registration certificate issued from the competent authority.	Yes/ No
	6. Earnest Money in the form of DD in the name of the Director, VNIT Nagpur.	Yes/ No
	7. Following details in the prescribed forms should be furnished in Envelope No. A in the tender documents.	Yes/ No
	a. List of equipments, tools and plants available with the tenderer, which will be used for this work.	
	b. List of Technical personnel of the tenderer and further likely to be appointed for this work.	
	8. Attested copy of partnership deed/memorandum and articles of association, as the case may be, if the tenderer is a partnership firm or joint work company.	Yes/ No
	9. Power of attorney on behalf of firm issued in the name of person/s authorized to sign agreements/bills etc. and collect cheque from VNIT for the work done.	Yes/ No
	10. Submit document of average annual financial turnover during the last 3 years ending 31 st March 2018 should be at least 30% of the estimated cost.	Yes/ No
	11. The Contractor should submit certificate from the concerned Authority regarding successful completion of a work/s within the span of last seven years ending July 2018 of Compressive Civil Maintenance Contract/ Annual Maintenance & Repairs Contract of Civil work in Govt./ Semi Govt. Department satisfying one of the following criteria	Yes/ No
	a. One single contract of Rs.5.18 Lakh per month for a period of one year or 62.16 Lakh in a year.	Yes/ No
	b. Two contracts of Rs. 3.24 Lakh per month for a period of one year or 38.88 Lakh each in a year.	
	c. Three contracts of Rs. 2.60 Lakh per month for a period of one year or 31.20 Lakh each in a year.	
	12. Attached Tender Processing Fee ` 1000/- in the form of DD in the name of the Director, VNIT, Nagpur along with tender in envelope A	Yes/ No

INVITATION OF TENDER FOR WORK OF CIVIL MAINTENANCE CONTRACT

To,

Dear Sirs,

Subject: INVITATION OF TENDER FOR WORK OF CIVIL MAINTENANCE CONTRACT.

1. You are invited to submit your most competitive Tender for the following work:-

Brief Description of the Work of Civil Contract	Specification	Unit / Quantity	Work Period	E.M.D. in Rs.	REMARKS
Please refer enclosed "Schedule-B" for complete details	As per "Schedule-B"	As specified in "Schedule-B"	Initially the work will be awarded to successful Contractor for Period of 3 Months, on trial basis, which may be extended upto 24 months, in case of satisfactory performance.	<u>D.D./Pay Order of Nationalized Bank drawn in favour of the Director, VNIT, Nagpur for an amount of Rs.1,55,380=00 (Rs. One Lakh Fifty Five Thousand Three Hundred Eighty only)</u> to be invariably, enclosed alongwith <u>Rs.1,000=00 (One Thousand only)</u> as tender processing fee with the Tender in separately sealed envelope A.	The Contractor will have to make his own arrangements for machinery, essentially required tools & plants / equipments, welding machine, drill machine etc. for proper performance of this work.

DETAILED TENDER NOTICE TO CONTRACTORS

Sealed Tenders for work of Civil Maintenance works contract in B-2 form are invited by the DIRECTOR, VNIT NAGPUR from the Registered Contractors of eligible class of the Maharashtra State PWD/CPWD/MES/MJP/RAILWAYS/P&T for civil works of class V and above. The Tenders which would be in sealed covers addressed to the Director, VNIT, Nagpur with the name of work written at the top of the envelope will be received on date mentioned in advertisement **up to 1.30 p.m. hours (IST)** in the office of the **Executive Engineer**, VNIT, Nagpur and will be opened on the same day, if possible, in the presence of Tenderer or their authorized agents who may choose to be present.

TENDER PROCEDURE:

1.1 Manner of Submission of Tender:

Tender to be submitted in two separate sealed envelopes.

The Tenderer shall submit the tender and documents in two sealed envelopes as below.

1.2 Envelope A:

The first envelope clearly marked, as “**Envelope A**” shall contain the following documents.

- 1) Certificate as registered contractor with the Maharashtra state PWD/ CPWD/ MES/ MJP/ Railways/ P&T as may be applicable for civil work of class V and above.
- 2) Attested copy of **Income tax returns for the past three years** ending March 2018 and **copy of pan card** should be enclosed, invariably along-with the bid documents.
- 3) Demand Draft of any Nationalised/ Scheduled Bank for the amount of earnest money.
- 4) The bidder should submit the attested copy of **EPF registration** certificate issued from the competent authority.
- 5) The bidder should submit the attested copy of **Goods & Service tax registration certificate** issued from the competent authority.
- 6) The bidder should submit the attested copy of **ESIC registration** certificate issued from the competent authority.
- 7) Attested copy of partnership deed/ memorandum and articles of association, as the case may be, if the tenderer is a partnership firm or joint work company.
- 8) Power of attorney on behalf of firm issued in the name of person/s authorized to sign agreements/bills etc. and collect cheques from VNIT for the work done.
- 9) Document of **average annual financial turnover** during the last 3 years ending 31st March 2018 should be at least 30% of the estimated cost.
- 10) **The Contractor should submit certificate from the concerned Authority regarding successful completion of a work/s within the span of last seven years ending July 2018 of Compressive Civil Maintenance Contract/ Annual Maintenance & Repairs Contract of Civil work in Govt./ Semi Govt. Department satisfying one of the following criteria.**
 - a. **One single contract of Rs.5.18 Lakh per month for a period of one year or 62.16 Lakh in a year.**
 - b. **Two contracts of Rs. 3.24 Lakh per month for a period of one year or 38.88 Lakh each in a year.**
 - c. **Three contracts of Rs. 2.60 Lakh per month for a period of one year or 31.20 Lakh each in a year.**
- 11) Attached Tender Processing Fee ` **1000/- in the form of DD** in the name of the Director, VNIT, Nagpur along with tender in envelope A

Note: Tender(s) without Tender Processing Fee will be out rightly rejected.

- 12) No joint venture shall be allowed.

1.3 Envelope B Tender:

The second envelope clearly marked "Envelope B" shall contain only the schedule-B / price bid issued by the Department. A tender submitted without this would be considered as invalid.

1.4 Submission of Tender:

The two sealed envelopes A and B shall be again put together in one common cover and sealed. This sealed cover shall be marked on the left hand top corner '**Tender for work of Civil Maintenance works Contract**'. The full name and address of the tenderer shall be written on the bottom left hand corner. If submitted by post the sealed envelope marks as above shall be enclosed in another cover properly addressed and shall be sent by Registered Post Acknowledgement Due.

The date and time for receipt of Envelope containing tender shall strictly apply in all cases. The tenderer should ensure that the Executive Engineer receives their tender before the expiry of the date and time. No delay on account of any cause will be entertained for the late receipt of the tender. Tender offered or received after the date and time is over, will either not be accepted or if inadvertently accepted, will not be opened and shall be returned to the tenderer unopened.

1.5 Opening of tenders:

On the date specified in tender notice following procedure will be adopted for opening of the tender.

1.6 Envelope A:

First of all, Envelope A of the tender will be opened to verify its contents as per requirements. If the various documents and the common set of conditions/stipulations/ technical bid and contained in this envelope do not meet the requirements of the Department, a note will be recorded accordingly by the tender opening authority and the said tenderer's Envelope B will not be considered for further action and the same will be recorded.

1.7 Envelope B:

This envelope shall be opened immediately after opening the Envelope A only, if contents of Envelope A are found to be acceptable to VNIT. The tendered item rates in figures and words shall then be read out.

2) Earnest Money:

The Contractor shall invariably enclose the E.M.D. of **Rs. 1,55,380=00** (Rs. One Lakh Fifty Five Thousand Three Hundred Eighty only) for tender, in a envelope A, only in the form of Crossed Demand Draft / Pay Order, drawn in favour of The Director, VNIT, Nagpur, payable at Nagpur. **EMD of the Successful Contractor will be retained till six months after completion of work.**

Note: Tender(s) without E.M.D. will be out rightly rejected.

3) Security Deposit:

Total security deposit will be **5% of Annual Estimated Cost, which will be adjusted (converted EMD into SD)** amounting **Rs. 1,55,380/-** which was deposited as EMD and **remaining amount** would be deposited at the time of receipt of acceptance letter **in the form of Crossed Demand Draft / Pay Order, drawn in favour of the Director, VNIT, Nagpur, payable at Nagpur.** Security Deposit of the Successful bidder will be retained till six months after completion of work.

4) Issue of forms:

Information regarding contract as well as blank tender form can be obtained from the Institute website. The payment of tender processing fee should be submitted alongwith the tender form in envelope A. On application, the contractor shall attach a copy of requisite certificates mentioned in the manner of submission of tender on page No.5 and checklist given on page No.3 of the tender document.

5) Tender Rate:

The contractor should quote the rates both in words and figures. The amount should also be worked out by him and requisite total given. No alteration in the form of tender and the schedule of tender and no additions in the scope of stipulation will be permitted. Rates quoted for the tender shall be taken as applicable to all leads, lifts and taxes. The tenders who don't fulfill all or any of the above conditions or are incomplete in any respect are liable for summery rejection.

6) **Tender Units:**

The tenderer should particularly note the unit mentioned in Schedule 'B' on which the rates are based. No change in the units shall be allowed. In the case of difference between the rates written in figures and in words, the correct rate will be the one, which is lower of the two.

7) **Correction:**

No corrections shall be made in the tender documents. Any corrections that are to be made by crossing the incorrect portion and writing the correct portions above shall bear the initials of tenderer.

8) **Tender's Acceptance:**

Acceptance of tender will rest with the Director, VNIT, Nagpur who reserves the right to reject any or all tenders without assigning any reasons. The tenderer whose tender is accepted will have to enter into a agreement within 10 days of being notified to do so. In case of failure on the part of Tenderer to sign the agreement within the stipulated time, the earnest money paid by him shall stand forfeited to the VNIT and the offer of the tenderer shall be considered as withdrawn by him.

9) **Conditional Tender:**

The tenders who do not fulfill the conditions of the notification and the general rules and directions for the guidance to contractor in the agreement form or are incomplete in any respect are likely to be rejected without assigning any reason therefore.

10) **Power of Attorney:**

If the tenders are firm or company, they should in their forwarding letter mention the names of all the partners together with the name of the person who holds the Power of Attorney authorizing him to conduct all transactions on behalf of the body, along with the tender.

11) The tenderer may in the forwarding letter mention any points he may wish to make clear but right is reserved to reject the same or the whole of the tenders if the same become conditional tender thereby.

12) The contractors or the firms tendering for the work shall inform VNIT if they appoint their authorized Agent on the work.

13) Any dues arising out of contract will be recovered from the contractor as arrears of Land Revenue if not paid amicably. Moreover, recovery of VNIT dues from the contractor will be effected from the payment due to the Contractor from any other VNIT works under execution with them.

14) All pages of tender documents, conditions, specifications corrections slips etc. shall be initiated by the tenderer. The tender should bear full signature of tenderer, or his authorized Power of Attorney holder in case of firm.

15) The income tax including surcharge @ 2.0% or percentage in force from time to time or at the rate as intimated by the competent Income Tax authority shall be deducted from bill amount whether measured bill advance payment or secured advance.

16) Building & other construction Workers welfare Cess at the rate of 1% of the bill amount will be recovered from the bill of the contractor.

17) The successful tenderer will be required to produce to the satisfaction of the specified concerned licence authority a valid concurrent licence issued in his favour under the provisions of the Contract Labour (Regulation and Abolition) Act 1970 after issue of form V.

18) **Validity Period:**

The offer shall remain open for acceptance for minimum period of **120 days** from the date fixed for opening the same and thereafter until it is withdrawn by the contractor by notice in writing duly addressed to the Director, VNIT Nagpur and sent by Registered Post Acknowledgement due.

19) The tendered rates shall be inclusive of all taxes, rates, and cesses except GST. GST will be paid extra as applicable.

Contractor

Director
H. V. S.
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1. **Bid Price**

- a) The work shall be for the full quantity as described in "SCHEDULE-B". Corrections, if any, shall be made by crossing out, initialing, dating and re writing.
- b) The rates quoted by the bidder shall be fixed for the duration of the work and shall not be subject to adjustment on any account except revision of minimum wages/ VDA by the Labour Ministry of Govt. of India which will be applicable to actual manpower. No arrears shall be paid to the contractor. However the contractor has to ensure the payment of minimum wages to the labour as per revised rates of Govt. of India only.
- c) The Prices should be quoted in Rupees only.
- d) The Director, VNIT, will not be responsible to any liabilities, entitlement of the workers engaged by the Contractor during period of work. The adherence to the Govt. policies/norms/rules as stipulated, such as workmen compensation act, safety of workers, EPF liabilities, Minimum Wages Act (Central), Medical Claims, ESI, Service tax, Bonus will be sole the responsibility of the Contractor. No claim in this regard will be heard by the Director, V.N.I.T. what so ever.
- e) During the operation of maintenance period, any damages / casualties will have to be rectified / repLakhed, by the service provider / the Contractor, promptly at his sole liability.

2. Each Contractor shall submit only one Tender.

3. **Award of Work**

The DIRECTOR will award the work to the Contractor, whose Tender has been determined to be substantially responsive, and who has offered the lowest evaluated Tender price.

- 3.1 Notwithstanding the above, the Director, VNIT reserves the right to accept or reject any Tender(s) and to cancel the bidding process and reject all Tenders at any time prior to the award of work.
- 3.2 The Contractor whose bid is accepted will be notified of the award of work, by the Director, VNIT prior to expiration of the Tender validity period. The terms of the accepted offer shall be incorporated in the work order.
4. Payment shall be made immediately, after the maintenance work is satisfactorily carried out, at the end of month or at the end of quarter, on Pro-Rata Basis, by the competent authority, on receipt of certification of satisfactory performance & execution of the work, during the period under consideration.

5. **Terms and Conditions:**

1. The Contractor will carry out the civil maintenance work to the total satisfaction of the Institute authority through the Executive Engineer or his representative.
2. The Contractor shall undertake the above work of civil maintenance of all buildings, roads, water supply, sewerage lines by engaging appropriate workers.
3. The Contractor shall give particulars of workers engaged for the above work and changes if any, from time to time to Executive Engineer or his representative of the institute.
4. That the contractor shall carry out the work between 9.30 AM to 6.00 PM every day except Sunday/ weekly off. In case of emergency, the services will be required on Sunday also.
5. That the Institute Authority shall provide the material for maintenance to the contractor.
6. The Contractor shall be responsible for the service conditions of the workers engaged by him for their disbursement of payment, provident fund, ESI, compensation, Minimum Wages Act, 1948 prescribed by Govt. of India and all statutory liabilities as per labour laws etc. and the Institute Authority shall not be bound to defend any claims brought under the workmen's Compensation Act or any other Labour laws in force.
7. In case of deficiency in work or if the Supervisor/ Engineers of the Institute receives the complaint from the user to that effect, the contractor shall be levied penalty in proportion to the nature of work deficit/ poor quality of work to the extent of an amount not less than ` 1000/- per day.
8. The workers of the Contractor must be in possession of an identity card with photograph and in uniform provided by the contractor while on work. If contractor fails to do so an amount of Rs. 25000/- will be recovered from each bill as penalty.
9. That the contract can be terminated even without notice if the services provided by the contractor are not satisfactory.
10. The personnel deployed shall be smartly dressed in proper uniform and always with Identity Card. The firm shall provide fully trained and disciplined personnel.
11. In case of death or mishap leading to any injury or disability whatsoever, occurred during discharging the duty, the compensation/legal or any other liability will solely rest with the Contractor.
12. Income Tax-TDS as per rules shall be deducted from the bills of the contractor as per applicable laws.

13. That the terms & conditions in respect of payment to the contractor shall remain unchanged for a period of two years except variable dearness allowance and corresponding EPF/ ESIC/GST.
14. No housing accommodation to the personnel deployed shall be provided by VNIT.
15. This contract shall be on principal-to-principal basis and cannot be transferred or sublet or assigned by the contractor to any other agency.
16. The contractor should obtain a License from Central Labour Commissioner to engage the Contract Labour /personnel as per contract Labour act within a period of one month from the date of award of contract by the VNIT, NAGPUR.
17. The contractor shall ensure that the payment of wages to his workmen deployed for carrying out his contractual obligations shall not be less than the minimum wages (Central) prescribed by Govt. of India from time to time, as applicable during the contract period. As and when the wages are revised by the Govt. of India, the revised wages shall be paid by this office with taxes.
18. The contractor should ensure payment of wages to his workmen on or before 7th of every succeeding month through Nationalized Bank only.
19. Contractor has to make necessary arrangement for transportation of materials on work site.
20. On line complaint register should be maintained by the contractor by engaging proper person who has knowledge of computer.
21. The personnel deployed shall be healthy, active and in between 18 and 55 years of age. Nobody shall have any communicable diseases.
22. The Contactor shall not deploy or shall discontinue to deploy any person at the VNIT NAGPUR, if so desire by the VNIT at any time without assigning any reason whatsoever. The full particulars of the personnel including their names and addresses, voter IDs, etc. deployed by him shall be furnished to the VNIT NAGPUR if required.
23. Whenever there is a duplication of clause either in the terms and conditions or in the agreement, the clause which is beneficial to the VNIT, NAGPUR will be considered applicable at the time of any dispute/following any statutory rules.
24. In case of any dispute arising out of the business or interpretation of any clause of the Agreement, the Courts at Nagpur alone shall have the jurisdiction to try and decide.
25. Decision of Director, VNIT, NAGPUR in regard to interpretation of the terms and conditions and the Agreement shall be final and binding on the Firm.
26. The surprise head count will be carried out at any time of a day.
27. Contractor will supply additional skilled labour as and when required by VNIT and extra payment will be made as agreed the rate in the tender for the same.
28. Contractor should not employ already working labours on VNIT campus as far as possible.
29. VNIT may develop website for all maintenance work being carried out on campus. Registration of complaint, complaint completion report, and location of labour may have to be entered on the web site. Contractor may have to enter some information like location of labour on campus in computer.
30. In case of work done certificate, if work done amount is inclusive of material and labour then VNIT will considered 70% component as Labour component and will evaluate the tender accordingly.

6. **Payment Terms:**

1. Payment shall be made on the monthly basis, within 15 days from the submission of bill and relevant document if any.
2. The contract agreement will be executed on the court stamp fee of ` 1000/- in between Contractor and Director, VNIT after finalization of the lowest Contractor.
3. That the Contractor will have to depute a supervisor for execution of contract.
4. Payment will be made to the contractor only after submission of service tax, EPF and ESIC payment challen of EPF and ESIC to the VNIT.
5. Payment shall be made as per manpower committed by the contractor. If any deficiency in the manpower, **payment will be reduced at double the agreed rates per day per person during the month** accordingly.

7. **Special conditions:**

1. The attendance record i.e. **biometric** shall be produced for verification on demand by the VNIT, NAGPUR at any other point of time. The contractor has to **procure biometric attendance** machine at his own cost and maintained the same during contract period for attendance of the concern workers deployed by the contractor. The labour has to give attendance twice a day at the start and end of working hours. **This monthly record of biometric attendance should be enclosed along with the monthly bill of the contractor.**

If the Biometric system is not working, then the attendance of the labours will be certified by Executive Engineer. However, this will be allowed only for one day in a month. If the system is not working for more than one day in a month, the contractor must revive the same within four days after which penalty of Rs. 2000/- per day will be imposed on you.

2. The contractor should ensure payment of minimum wages to his workmen on or before 7th of every succeeding **month through Nationalized Bank only**. The record of the same should be enclosed along with monthly bill of the contractor.
3. The contractor has to submit **all the receipts** alongwith the monthly bill of the contractor which are statutory like payment of **Goods & Service tax, Professional tax (if applicable) , EPF and ESIC** etc.
4. If the contractor fails to fulfill the contract terms and conditions, VNIT Nagpur is liable to terminate the contract/ heavy penalty upto **10% of the annual contract** value can be imposed and recovered from the bill of the contractor.
5. The contractor should ensure **payment of Bonus @ 8.33%** of wages earned by the employee during the accounting year or Rs.7000/-, whichever is higher to his workmen as per Act of Bonus 1965 and Amendment 2015 **through Nationalised Bank only**. The record of the same should be submitted to the Institute after payment of Bonus to workmen.
6. The tenderer/ persons filling quotation/ tender (referred as contractor hereafter) shall not be permitted to fill tender/quotation for the work if his near relative is posted in the VNIT. The contractor shall also intimate the names of the persons who are working with him in any capacity or are subsequently employed by him and who are near relative to any of the employee/ faculty/ officers of VNIT. Any breach of this condition by the contractor would render him liable to the withdrawal of the work awarded to him and forfeiture of Earnest money and security deposit.

For the purpose of operation of this clause a near relative shall mean wife, husband, parents, grandparents, children, grandchildren, brothers, sisters, uncles, aunts, cousins and their corresponding in laws.

The affidavit/ declaration given below will become part of tender document which contractor should sign while filling the tender/ quotation.

Contractor

Director

AFFIDAVIT/ DECLARATION

I _____ Proprietor/ Partner of _____
solemnly declare that:

1. I am submitting the tender/ quotation for the work _____
2. None of the partner/ employees of our firm is relative of **Staff / faculty/ employee of VNIT, Nagpur.**
3. All information furnished by us in respect of fulfillment of eligibility criteria and qualification information of this tender/ quotation is complete, correct and true.
4. All documents/ credentials submitted along with this tender are genuine, authentic, true and valid.
5. If any information and document submitted is found to be false/ incorrect at any time, department may cancel my tender and action as deemed fit may be taken against us, including termination of contract, for feature of all dues including earnest money and banning/ delisting of our firm and all partners of the firm.

Signature of tenderer

Dated:

QUALIFICATION REQUIREMENTS:-

(For Civil Maintenance Contract)

1. The Contractor should submit certificate from the concerned Authority regarding successful completion of a work/s within the span of last seven years ending July 2018 of similar nature i.e. **Civil Maintenance Works Contract (with adequate proof)** in Govt./ Semi Govt. Department **satisfying one of the following criteria**
 - a. **One single contract of Rs.5.18 Lakh per month for a period of one year or 62.16 Lakh in a year.**
 - b. **Two contracts of Rs. 3.24 Lakh per month for a period of one year or 38.88 Lakh each in a year.**
 - c. **Three contracts of Rs. 2.60 Lakh per month for a period of one year or 31.20 Lakh each in a year.**
2. The Contractor should furnish the information on all past service work, undertaken / executed similar in nature, and satisfactory performance certificate to be submitted in envelope A.
3. The Contractor should submit the valid Registration certificate of Maharashtra State PWD/ CPWD/ MES/ P&T/ Railways/ MJP **for civil work of class V and above.**
4. Attested copy of **Income tax returns for the past three years** ending March 2018 and **copy of pan card** should be enclosed, invariably along-with the bid documents.
5. The bidder should submit the attested copy of **EPF registration** certificate issued from the competent authority.
6. The bidder should submit the attested copy of **Goods & Service tax registration certificate** issued from the competent authority.
7. The bidder should submit the attested copy of **ESIC registration** certificate issued from the competent authority.
8. Document of **average annual financial turnover** during the last 3 years ending 31st March 2018 should be at least 30% of the estimated cost.

The above information shall be furnished by the Contractor invariably in appropriate Schedules / Annexure as may be relevant.

Technical and Price bid should be submitted in two separate envelopes and both the envelopes should be put together in one separate envelope.

Contractors who qualify in technical bid only those contractors price bid will be opened.

Signature of Contractor

Director
VNIT, Nagpur
A. Velho

CAPABILITY STATEMENT

1. Name & Address of the Contractor :

2. Phone:

3. Classification (1) Original Service Provider
(2) Other (Please Specify)

4. Office: (a) Location:-

5. Type of equipment(s) possessed by the company/firm to carry out the work of maintenance.

Name of Equipment /Machinery	Capacity/Size	Qty.	Nos. of Work Orders on hand, where the machinery is presently under use

6. Types of work handled during last 2 years.

Nature of Work Undertaken Give complete description	Capacity / Size Of the work	Name of office & work awarding authority with complete address	Total Nos. of Equipment(s) deployed and the quantum of workforce engaged during work period	No. of orders on hand

Signature of Contractor with Seal

7. Turnover for similar works carried out in last two years :

8. Details of facilities available :

(Give details of operations, which can be carried out on equipment offered/under use.)

9. Details of Organization (enclose details of Organization Chart) to be provided by the Contractor after award of contract. **Total manpower should not be less than thirty including supervisor** per day except Sunday/ weekly off.

a) **No. of skilled employees: Not less than 08**

b) **No. of Unskilled employees : Not less than 21**

c) **No. of Supervisory employees : Only one**

10. Names of two organizations to whom similar services were provided in the past and to whom reference can be made by the Purchaser regarding the Contractor's technical and delivery ability.

1) _____

2) _____

Signature of Contractor with Seal

Contractor's Organization and Experience

A - CONTRACTOR'S Organization

[Provide here a brief description of the background and organization of your firm/entity and each associate for this assignment.]

Signature of Contractor with Seal

PRICE BID



VISVESVARAYA NATIONAL INSTITUTE OF TECHNOLOGY, NAGPUR-4400 10

“Invitation of Tender for work of Civil Maintenance Works Contract”

No. VNIT/EE/08-2018

VISVESVARAYA NATIONAL INSTITUTE OF TECHNOLOGY, NAGPUR.

SCHEDULE- B

Name of work: Civil Maintenance Works Contract on VNIT Campus.

Sr. No.	Particulars	Estimated Quantity	Rate	Unit	Amount
1	2	3	4	5	6
1.	<p>General repairing of water supply line, excavation for damaged pipe lines, repairing of leakages in W.C., bath, flushing cistern, wash basin, stop cock, bib cocks, wheel valve. Replacement of showers, stop cocks, water pipes, wash basin brackets, replacement of bends, tees, single / double junction of soil/ vent/ waste pipe if any and other plumbing works assigned by the Engineer In charge For all boys & Girls Hostel, all Institute buildings including ancillary buildings such as canteen, auditorium, gymnasium, dispensary, Guest house and all staff quarters etc. complete.</p> <p>Details of infrastructure are given in the annexure-A. (Excluding cost of materials required) (3 Plumbers and 4 Helpers required)</p>	L.S.	-----	Per Month	-----
2.	<p>General repairing of door shutters, window shutters, cupboards of room, ventilators including hanger rod and coat hook, shelves, mirrors, notice board, paper stand and replacement of door/ cupboard/ window shutters whenever required including making of shutters, hanger rod and any other carpentry works assigned by the Engineer in charge for all boys and girls Hostel buildings, all Institute buildings including ancillary buildings such as canteen, auditorium, gymnasium, dispensary, Guest house and all staff quarters etc. complete.</p> <p>Details of infrastructure are given in the annexure-A. (Excluding cost of materials required) (3 Carpenters and 3 Helpers required)</p>	L.S.	-----	Per Month	-----

1	2	3	4	5	6
3.	<p>Cleaning the surrounding of buildings and roadsides on VNIT Campus including shifting of materials, removing of wild growth, bushes etc. and disposing of the debris if any to suitable distance as directed by Engineer in charge including necessary arrangement for transportation on the VNIT Campus, trimming of tree branches, removing of fallen trees obstructing traffic etc. complete. Details of infrastructure are given in the annexure-A. (7 Helpers required)</p>	L.S.	-----	Per Month	-----
4.	<p>To operate water pumps and valves and checking of the water tanks for various Hostels and departments, repairing/ replacement of foot valve, priming and any other water supply works assigned by the Engineer in charge etc. complete. Few water sumps are on the Campus at various locations. (4 Helpers required)</p>	L.S.	-----	Per Month	-----
5.	<p>Preparation of cement mortar for repairing of floors/ tile joints/ cracks, removing of damaged door frames/ W.C. pans, cement grouting, replacement of broken roof tiles of various staff quarters. Transporting of cement, metal, sand, bricks from maintenance store to various place of work on the Institute campus. Dismantling of old brick/ concrete work if any, erecting of scaffolding if required and any other work assigned by the Engineer in charge for all boys and girls Hostel buildings, all Institute buildings including ancillary buildings such as canteen, auditorium, gymnasium, dispensary, Guest house and all staff quarters etc. complete. Details of infrastructure are given in the annexure-A. (Excluding cost of materials required) (1 Mason and 2 Helpers required)</p>	L.S.	-----	Per Month	-----

1	2	3	4	5	6
6.	Fixing of window/ ventilator panes including removing of broken panes and disposal of it at proper locations. Fixing of glass to aluminium window/ doors and partitions also and any other glass related works assigned by the Engineer in charge in all buildings on the VNIT Campus including scaffolding. General repairing of aluminium doors, sliding windows, fixed windows, partitions including floor spring and replacement of aluminium doors/ partitions/ windows whenever required including any other aluminium related works assigned by the Engineer in charge in all buildings on the VNIT Campus complete. General repairing of steel windows, grill gates, steel door frames, ventilators, grills, railings and wherever welding is required on VNIT Campus including welding machine and welding rods, tools and accessories required for welding at site including necessary scaffolding. Details of infrastructure are given in the annexure-A. (Excluding cost of materials required) (1 Aluminium fitter/welder and 1 Helper required)	L.S.	-----	Per Month	-----
7.	One Supervisor per day for supervision on all above items.	L.S.	-----	Per Month	-----
Total Cost in Rs.					-----
Total Contract Amount Rs. + GST as applicable					-----

(Rs. ----- per month)
Plus GST as applicable.

Contractor

Director
VNIT, Nagpur

[Handwritten Signature]
[Handwritten Signature]

Per day Break-up of Wages for one skilled & unskilled worker

Sr.No.	Description	Skilled Worker/ Supervisor (Rs. Per day)	Unskilled Worker (Rs. Per day)
		(A)	(B)
1.	Basic + VDA (Minimum wages)	673	553
2.	EPF 13.36% or on Rs. 15,000/- maximum wages.	75.92	72.72
3.	ESIC 4.75%	31.97	26.27
4.	Bonus @8.33%	56.06	46.06
5.	Sub-total (1+2+3) Rs.	Rs. 836.95	Rs. 698.05
6.	Contractors Service Charges on sub- total (4) including uniform, gum boots, I-card, T&P, overheads, if any.	Rs.-----	Rs.-----
7.	Sub-total (4+5) Rs.	Rs.-----	Rs.-----
8.	Total wages per day in Rs.	Rs.-----	Rs.-----
9.	No. of Workers required per day	09 Nos.	21 Nos.

Enclose latest copy of Govt. of India orders for rates of minimum wages, EPF and ESI as applicable if available.

(Each and every page of price bid need to be signed and stamped by the contractor)

Contractor

Director

[Handwritten Signature]

ANNEXURE-A**VNIT BUILDING AREA DETAILS**

Sr. No.	Name Of Building	Area of Buildings
1.	Institute Buildings: -	
	i) Administrative Building	
	a) Main Building	2453.00 Sq.M.
	b) Auditorium	1700.00 Sq.M.
	c) Library	1820.00 Sq.M.
	d) Gymnasium	835.00 Sq.M.
	e) Health Centre	1145.00 Sq.M.
	f) Guest House and VIP Guest House	1930.00 Sq.M.
	g) Post Office	88.00 Sq.M.
	h) Estate Maintenance	425.00 Sq.M.
	i) Canteen	130.00 Sq.M.
	j) N.C.C. Building & Shed	312.00 Sq.M.
	k) Staff Club and Recreation Club	325.00 Sq.M.
	l) Tea Stall	35.00 Sq.M.
	m) VNIT Non Teaching Staff Members Union Office	89.00 Sq.M.
	ii) Electrical Engg. Department	3638.00 Sq.M.
	iii) Civil Engg. Department	5360.00 Sq.M.
	iv) Applied Mechanics Deptt.	2603.00 Sq.M.
	v) Architecture Department	2092.00 Sq.M.
	vi) Electronics Deptt.	2140.00 Sq.M.
	vii) Computer Science Department.	1200.00 Sq.M.
	viii) Computer Centre	500.00 Sq.M.
	ix) Metallurgy Department	2915.00 Sq.M.
	x) Material Eng. Dept.	2296.00 Sq.M.
	xi) Mechanical Department	4100.00 Sq.M.
	xii) Mechanical Workshop	585.00 Sq.M.
	xiii) CAD CAM Centre	2074.00 Sq.M.
	xiv) Mining Engg. Department	1904.00 Sq.M.
	xv) Chemistry Department	1890.00 Sq.M.
	xvi) Physics Department	2401.00 Sq.M.
	xvii) Mathematics and Humanities Department	1026.00 Sq.M.
	xviii) Information & Library Building	6680.00 Sq.M.
	xix) Chemical Department	6750.00 Sq.M.
	xx) Extension in between Civil & App. Mech.	445.00 Sq.M.
	xxi) Indoor Sports Centre	2823.00 Sq.M.
	xxii) Cricket Pavilion	346.00 Sq.M.
	xxiii) Academic Building (New)	15820.00Sq.M.
	Total Area of Institute Buildings	80,875.00 Sq.M.

2.	<p><u>Hostel Buildings: -</u></p> <p>A) Boys Hostel</p> <ul style="list-style-type: none"> i) Boys Hostel No. 01 (G.F.+F.F.+S.F.) ii) Boys Hostel No. 06 (G.F.+F.F.+S.F.) iii) Boys Hostel No. 07 (G.F.+F.F.+S.F.) iv) Boys Hostel No. 08 (G.F.+F.F.+S.F.) v) Boys Hostel No. 09 (G.F.+F.F.+S.F.) vi) Boys Hostel No. 10 (G.F.+F.F.) vii) Boys Hostel No. 10 Exten. (G.F.+F.F.+S.F.) viii) New Wing Adj. H.B. 6& 7 (G.F.+F.F.+S.F.+T.F.) ix) New Wing Adj. H.B. 8 & 9(G.F.+F.F.+S.F.+T.F.) x) H.B. 6 Extn. (G.F.+F.F.+S.F.) xi) H.B. 7 Extn. (G.F.+F.F.+S.F.) xii) H.B. 8 Extn. (G.F.+F.F.+S.F.) xiii) H.B. 9 Extn. (G.F.+F.F.+S.F.) xiv) H.B. No.5 (G.F.+F.F.+S.F.+T.F.) xv) H.B. No.3 (G.F.+F.F.+S.F.+T.F.) xvi) H.B. No.4 (G.F.+F.F.+S.F.+T.F.) xvii) H.B. No. 6 Extn. Towards H.B. No.1 (G.F.+F.F.+S.F.) xviii) H.B. No.2 (New Building)(G.F. +10 Floors) <p>B) Girls Hostel</p> <ul style="list-style-type: none"> i) New Girls Hostel (G.F.+F.F.+S.F.) ii) Girls Hostel Exten. (G.F.+F.F.+S.F.+T.F.) iii) New Girls Hostel. (G.F.+F.F.+S.F.+T.F.) iv) Girls Hostel (New Building) (G.F.+11Floors) 	<p>2230.00 Sq.M.</p> <p>1880.00 Sq.M.</p> <p>1880.00 Sq.M.</p> <p>1880.00 Sq.M.</p> <p>1880.00 Sq.M.</p> <p>2055.00 Sq.M.</p> <p>2055.00 Sq.M.</p> <p>3191.00 Sq.M.</p> <p>3291.00 Sq.M.</p> <p>966.00 Sq.M.</p> <p>717.00 Sq.M.</p> <p>1092.00 Sq.M.</p> <p>957.00 Sq.M.</p> <p>14316.00 Sq.M</p> <p>15000.00 Sq.M.</p> <p>15000.00 Sq.M.</p> <p>3972.00 Sq.M.</p> <p>17,765.00 Sq.M.</p> <p>1090.00 Sq.M.</p> <p>2635.00 Sq.M.</p> <p>5750.00 Sq.M.</p> <p>15840.00 Sq.M.</p>
Total Area of Hostel Buildings		1,15,442.00 Sq.M.
3.	<p><u>Hostel Messes: -</u></p> <p>A) Boys Hostel</p> <ul style="list-style-type: none"> i) H.B. 01 Mess ii) Mega Mess iii) NBH 10 & NBH Extn. Mess iv) Mega Mess (Boys) <p>B) Girls Hostel</p> <ul style="list-style-type: none"> i) G.H. Mess ii) Mega Mess (Girls) 	<p>290.00 Sq.M.</p> <p>4164.00 Sq.M.</p> <p>590.00 Sq.M.</p> <p>7350.00Sq.M.</p> <p>266.00 Sq.M.</p> <p>5500.00Sq.M.</p>
Total Area of Hostel Messes		18160.00 Sq.M.
4.	<p><u>Staff Quarters: -</u></p> <p>Prof. Quarters: - No. 01 to 10</p> <p>Asst. Prof. Quarters: - 11 to 16, 21</p> <p>Lecturer's Quarters: - 28 to 54 except 44</p> <p>Asst. Lecturer's Quarters: - 55 to 66</p> <p>Lecturer's Quarters Flat type: - 67 to 74</p> <p>Lecturer's Quarter Flat type: - 75 to 78</p> <p>Staff Quarter (Class III): - M1 to M33</p> <p>Staff Quarters (Class-IV): - C21 TO C40</p> <p>Transit Accommodation TA/1 to 48 & CN/1 to 8</p>	<p>2018.00 Sq.M.</p> <p>1070.00 Sq.M.</p> <p>3360.00 Sq.M.</p> <p>1495.00 Sq.M.</p> <p>652.00 Sq.M.</p> <p>402.00 Sq.M.</p> <p>1945.00 Sq.M.</p> <p>669.00 Sq.M.</p> <p>3940.00 Sq.M.</p>
Total Staff Quarters area		15551.00 Sq.M.
5.	Total Campus Area	87.00 Hectare