



E-TENDER NOTICE

Tata Institute Of Social Science ,
V.N.Purav Marg, Deonar , Mumbai-400 088.
Telephone :91-22-25525000
E-Mail :infomumbai@tiss.edu , Website : www.tiss.edu .

(Only Through Online e-Procurement Mode)

TISS E-Procurement Website : <https://www.tenderwizard.com/TISS>

E-Tender Ref No.: TULQTRPNT2021

Date:13/12/21

Name Of Work : e-Tender for '**Single coat oil bond paint with touch up work where ever required**' for the residential quarters of TISS Tuljapur Campus
E-NIT Cum Tender Document for the following Services :

e-Tender No.:	TULQTRPNT2021
ESTIMATED COST :	Rs.4,41,620.00/- (+18% GST)
Tender Cost Fees , EMD & E-Tender Processing Fees.	Rs.5000/- (EMD) .The e-Payment Gateway are available on TISS e-Procurement Portal for making the Tender Form /Cost Fees & EMD payment. through online payment method by the payment gateway in e-Tender portal i.e. https://www.tenderwizard.com/TISS . E-Tender Processing Fees are applicable (Non-Refundable)
Validity	120 Days From the date of Tender opening.
Type of e-Tender	Single bid
e-Tender Issue Date	13 th Dec. 2021
Last Date of e-Tender Submission With EMD Submission	28 st Dec. 2021 at 16.00 hrs P.M
Date of Opening of Bids	29 nd Dec. 2021 at 11:00 A.M

1. e-Tender Bid to be submitted online within the due date.
2. Tenders should be submitted only through e-Tender portal and obtain the Tender Acknowledgement copy as a proof of successful submission.
3. All prospective bidders are requested to visit our TISS E-PROCUREMENT WEBSITE regularly for any such updates / corrigendums.
4. Please see attached e-Tender Documents ...

Standard e-Tender Terms & Conditions For TISS e-Procurement .
TISS e-Procurement Website are : <https://www.tenderwizard.com/TISS>

1. The details of tender notification can be downloaded from www.tenderwizard.com/TISS under "**Tender of TISS**" link in the homepage.
 2. Vendors should obtain the USER ID and PASSWORD from www.tenderwizard.com/TISS by clicking on "**Enrolment**" link in the homepage.
 3. The Vendor registration fees has to be paid to ITI Ltd for **Rs. 2360/- (Inclusive Of All Taxes – Non Refundable)** Using the e-Payment link provided at the time of registration, and the mode of payments are Credit Card, Debit Card and Internet Banking. Vendor Registration is Valid for 1year.
 4. For further details on e-Tender participation, please contact ITI Help desk on :
 - Telephone: 080-49352000 (Bangalore) & Sanjay KC – Mumbai & Maharashtra (09665721619) Email : sanjay.kc@etenderwizard.com
 - Email: harishkumar.kb@etenderwizard.com, ambasa@etenderwizard.com.
 5. Tenders should be submitted only through e-Tender portal and obtain the Tender Acknowledgement copy as a proof of successful submission.
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INFORMATION & INSTRUCTIONS TO THE BIDDERS
FOR USING ONLINE ELECTRONIC TENDERING SYSTEM (eTS).

Special Conditions & instructions for using online Electronic Tendering System through portal (website) <http://www.tenderwizard.com/TISS> adopted by Tata Institute Of Social Sciences , Mumbai .Vendor Registration Fees should be pay through e-Payment Gateway on TISS e-Procurement Portal i.e., <https://www.tenderwizard.com/TISS>

Note : The e-Payment Gateway are available on e-Procurement Portal for making the Online Vendor Registration Payment.

Bidders are required to Enrol for Vendor Registration on the TISS e-Procurement Tender wizard Portal

(URL: <https://www.tenderwizard.com/TISS>) by clicking on the link "**Enrolment**" on the home page of e- Portal which is chargeable. to be paid online by e-payment gateway).

The bidders are required to submit soft copies of their bids electronically on the TISS Tender Wizard e-Procurement Portal, using valid Class III Digital Signature Certificates. The step by step instructions about e-Tender Process are given in "Vendor Help Manual "

Class III Digital Signature Certificate are mandatory for e-Tender /e-Procurement .

Note : Information about e-Procurement Portal.

More information useful for submitting online bids on the NIA e-Procurement Tenderwizard Portal may be obtained at: <https://www.tenderwizard.com/TISS> . **N.B:** Bidders can download the Vendor's manual by visiting on home page of TISS e-Procurement Website : <https://www.tenderwizard.com/TISS> . KEY INSTRUCTIONS for BIDDERS by clicking on **"Latest Circulars/Formats/Help Manuals/Faq"**. The complete **Step by Step "Vendors Help Manual For e-Procurement / e-Tendering Process , Vendors Registration Process , System Settings Requirements & JAVA Settings Manuals , e-Payment Guidelines" & "Digital Signature Certificate Process"** this details are available on TISS e-Procurement Website for e-Tenders.

Note: Online Support / Web Support / E-Mail Support / Phone Support are also available for Bidders as well as Department Officials . Online support through "Team viewer" , "Ammy Admin " Or "Any Desk" Remote software only. For Downloading this software , the downloading software links are available on home page of TISS e-Procurement Website.

NOTICE INVITING e-Tender

e- tenders are invited by The Registrar , TISS, Deonar, Mumbai 400088 for '**Single coat oil bond paint with touch up work where ever required**' for the residential quarters of TISS Tuljapur Campus

- 1) The tender shall be in prescribed form consisting of NIT, bill of quantities, general and special conditions of contract can be downloaded from website 'www.tenderwizard.com/TISS' from **13/12/21 to 28/12/21**.
- 2) Online tenders shall be uploaded on above mentioned website as per the instructions therein from **13/12/21 to 28/12/21. 16.00 hrs.**
The acceptance of tender shall rest with The Registrar, Tata Institute of Social Sciences, who does not bound to accept the lowest tender and reserves the right to reject any or all of the tenders received without assigning any reason. The Registrar reserves the right of acceptance of whole or any part of the tender and the tenderer shall be bound to perform the same at the rates quoted. Any attempt of influencing on tender process by the contractor shall not be entertained and his/her tender shall be rejected.
- 3) Tenderer are advised to consult the Chief Engineer to understand the requirement of TISS and its surrounding and satisfy themselves before submitting their tender and in general shall themselves obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect their tender. A tenderer shall deemed to have full knowledge of site, whether he inspects it or not and no extra charges consequent on any misunderstanding or otherwise shall be allowed.
- 4) The tender for the work shall remain valid for acceptance for a period of four months from the date of opening of tender.
- 5) **Please note that TIME AND QUALITY IS THE ISSENCE OF THIS CONTRACT. Even Slightest deviation in the quality will not be tolerated.**

(N. R. Bhole)
Chief Engineer

Signature of Contractor

GENERAL CONDITIONS OF CONTRACT

1. . The contractor shall complete the work within stipulated time frame as per the accepted rates and specifications.
2. The entire work shall be carried out by contractor in accordance with the conditions and specifications stipulated in the schedule of quantity/quotation and in the best workmanship manner and as per standard practice.
3. Materials required for satisfactory completion of work shall be of best quality, make, grade, as mentioned in quotation and / or conforming to Indian standard specification (latest edition), wherever applicable, and approved by Engineer In-Charge.
4. Contractor to quote the rates including all taxes other than GST, Octroi, entry tax and all other taxes. Any other charges incurred by contractor but not payable as per this work order, will not be paid / reimbursed. GST will be paid in addition to the quoted rates.
5. Any damage to the Institute property will be made good at contractors risk and cost.
6. The Institute reserves the right to reject the bad work / or pay for the inferior quality work at reduced rates, as will be worked out by Institute. The Institutes's decision in this regard will be final and binding on contractor.
7. Space for labour huts will not be provided in campus.
8. The Institute will not be held responsible for payment of any compensation to the labourers engaged by contractor. Contractor will pay all compensations etc. including accident compensations due to his labourers.
9. Implements / materials required for the work shall be provided by contractor. Institute's property/materials shall not be used by the contractor. A suitable penalty shall be charged if contractor fail to observe this condition.
10. Contractor shall follow all safety rules and security procedure that are in force and applicable during execution of work.
11. 5% of the bill amount will be retained by the Institute, which will be released after completion of defect liability period of six months after virtual completion of work.
12. The validity of the tender(s) shall be 120 days from the date of opening of tender.
13. The contractor shall comply with the provisions of all acts, statutes, rules, regulations etc., of the central and state governments the case may be that may apply to his case. And if necessary get himself duly registered as require by the said acts, statutes, rules, regulations etc.

SPECIAL CONDITIONS OF CONTRACT

1. The Institute will not be held responsible for payment of any compensation to the labourers engaged by contractor. the labours can not claim any right for employment in TISS.
2. The contractor shall submit the running/final bills. These bills shall be paid after proper and thorough scrutiny by the Institute Engineer within one month of submission of bill.
3. The contractor shall not at any time cause or permit any nuisance on the site or adjoining areas or do anything, which shall cause unnecessary disturbances or inconveniences to the owner, residents, guests, students etc.
4. Contractor shall obtain necessary gate pass; labour tokens from the security officer.
5. Contractor shall obtain prior permission for carrying out work on Sundays & holidays.
6. Method of work, specification, mode of measurement and other details wherever not mentioned should be followed as per Indian standard code of practice or as per engineer in charge's instructions.
7. Contractor shall intimate in advance and obtain prior approval before undertaking any extra items. The rate for such extra items, if approved, will be based on calculation of existing market rates.
8. If there is any abnormal increase or reduction in quantum of work as mentioned in NIT, no compensation or extra rate shall be paid on this accounts.
9. The owner will be at liberty to cancel some of the items from the contract. In such cases, the contractor cannot claim any compensation or percentage as profit.
10. The Contractor shall employ full-time technically qualified staff with adequate experience during the execution of the work.
11. The quality, time schedule for completion of work and well behavior with Client, and engineers of this project shall be essential & must for this project.
12. This contract shall be deemed to have been made in Mumbai and only the court of competent jurisdiction in Mumbai shall have jurisdiction to determine any question or dispute arising out of the contract.
13. On the completion of the works the contractor shall at his own cost clear away and remove from the site all construction material, equipments, surplus materials, rubbish and leave the entire site and works clean in a workmanship condition to the satisfaction of the employer.
14. Deduction towards usage of water and electricity at 0.5 % of the total cost of the work will be made from the contractor.

15. Before starting of any work the contractor shall prepare detailed works schedule showing all milestones in order to complete the work in time and to the satisfaction of Architect/Engineer in charge
16. Vendor must submit work methodology/method statement & checklist prior to starting the work. Vendor will not be permitted to work unless method statement is approved.
17. Safety of the labours is entirely contractor's responsibility.
18. Contractor has to take out all the debris created during the work out of campus at his own cost.
19. Contractor must execute the work as per IS standards relevant to the particular work

Signature of Contractor

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Contract Agreement

You shall be required to sign the duplicate copy of this letter which will form as a formal Annual rate Contract. You are requested to furnish the latest Income Tax assessments reports along with PAN and Service Tax Registration details. Failure to submit the documents on time will result in non-payment of your bills.

Duration of the project

The assigned work shall be completed within specified time after handing over the site. All efforts shall be made by you to complete the work well within the stipulated completion period. Delay in completion will attract penalty @ Rs. 500/- per day.

Retention Money

Retention money at the rate of 5% of the value of the above work shall be deducted from the bill. The retention money shall not bear any interest.

Defects Liability Period

The defect liability period shall commence from the date of completion and will end after **six months**. The retention money will be returned on completion of defect liability period. In case of failure in attending to any defect pointed out during this period, the same shall be attended by other agency/vendor and the expenditure will be deducted from the retention amount.

Payment terms

Payment will be made on the basis of actual measurements and actual quantities at rates accepted. The work shall be carried out as per instructions of Asst. Engineer/Chief Engineer. No payment shall be made unless it is certified by the Chief Engineer/Asst. Engineer. The Tax as per Govt. rules shall be deducted from the bill.

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Mode of payment

The bill amount shall be settled within one and half month from the date of receipt of the certified bills and after due scrutiny by the Accounts Section of the Institute. Payment will be made by cheque/RTGS. GST payment will be released after submission of proper proof (GSTR3B,B2B etc.)

Integrity Clause

- a) It is hereby specifically agreed that the firm/vendor/contractor will not pay offer, demand or accept bribes of any sort and that they shall disclose all commissions and similar expenses paid to anybody in connection with the contract.
- b) It is understood that violation of the aforesaid clause shall entail sanction, which could include loss or denial of contract, forfeiture of bid or performance security liability for damages, debarment for future contracts. Besides, action in accordance with law and criminal or disciplinary action against any, employee of the institute, who seeks, demands accepts bribes of any sort.
- c) The vendor/supplier/contractor shall declare that they have not been convicted by any court and have not been formally investigated of a corruption crime and have not/will not resort to bribery or any other form of corruption in the context of the contract.
- d) Any misinformation or wrong declaration in respect of clause (c) above shall provide the Institute the right to cancel the contract unconditionally.

•10. General terms

- a) The work shall be carried out strictly in accordance with terms, conditions and specifications as stipulated in the tender documents.
- b) The award of the work will be terminated in the event of unsatisfactory work and/or low quality work.
- c) Materials required for the project, shall be of best quality, make, grade as mentioned in tender and/or conforming to the ISI specification(latest edition).
- d) You shall take utmost care of maintaining discipline at site, considering the fact that staff/students should not be inconvenienced.
- e) No Institute/residents material such as tables, chairs etc. will be used for doing the work. The cost on damage caused, if any, will be recovered.
- f) While submitting the bill the completion date may also be mentioned.

Measurements of Work Done:-

Engineer-in-Charge shall, except as otherwise provided, ascertain and determine by measurement, the value in accordance with the contract of work done. All measurement of all items having financial value shall be entered in Measurement Book and/or level fieldbook so that a complete record is obtained of all works performed under the contract. All measurements and levels shall be taken jointly by the Engineer-in-Charge or his authorized representative and by the contractor or his authorized representative from time to time during the progress of the work and such measurements shall be signed and dated

by the Engineer-in-Charge and the contractor or their representatives in token of their acceptance. If the contractor objects to any of the measurements recorded, a note shall be made to that effect with reason and signed by both the parties.

If for any reason the contractor or his authorized representative is not available and the work of recording measurements is suspended by the Engineer-in-Charge or his representative, the Engineer-in-Charge and the Department shall not entertain any claim from contractor for any loss or damages on this account. If the contractor or his authorized representative does not remain present at the time of such measurements after the contractor or his authorized representative has been given a notice in writing three (3) days

in advance or fails to countersign or to record objection within a week from the date of the measurement, then such measurements recorded in his absence by the Engineer-in-Charge or his representative shall be deemed to be accepted by the Contractor. The contractor shall, without extra charge, provide all assistance with every appliance, labour and other things necessary for measurements and recording levels. Except where any general or detailed description of the work expressly shows to the contrary, measurements shall be taken in accordance with the procedure set forth in the specifications notwithstanding any provision in the relevant Standard Method of measurement or any general or local custom. In the case of items which are not covered by specifications, measurements shall be taken in accordance with the relevant standard method of measurement issued by the Bureau of Indian Standards and if for any item no such standard is available, then a mutually agreed method shall be followed.



TATA INSTITUTE OF SOCIAL SCIENCES
V.N. Purav Marg, Deonar, Mumbai 400 088

Name of Work:- eTender For “Annual Maintenance Contract for fire fighting equipments and Hydrant System in Main & Naoroji Campus, TISS_ Mumbai.”

Tender No : TULQTRPNT2021

BOQ : ‘Single coat oil bond paint with touch up work where ever required’

Name Of The Bidder (Mandatory):

Sr.No.	Discriptions	Qty	Unit	Rate	Amount (Rs.)
1	Single coat oil bond paint with touch up work (patchwork putty and finishing) matching with existing texture and colour	7775	Sqm.		0.00
	Total				0.00
	SGST 9%			9%	0.00
	CGST 9 %			9%	0.00
	Grand Total				0.00

Note:

Instructions To Bidders : The above BOQ sheet allow only enter the "Rate In Figures" in above "Coloured Blue Cells" only .The bidders can quote and allow only in above "Blue Cells" .

"This Is Electronic Spread Sheet Signaure Is Not Required"