



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

NOTICE INVITING TENDER

For

Waterproofing of Administrative Building Roof at Main Campus

Sealed tenders in two bid system i.e., Technical Bid (Part-1) and Price Bid (Part-2) for “**Waterproofing of Administrative Building Roof at Main Campus, TISS**” containing item-wise rates are invited from the registered, bonafide, reputed, experienced and eligible contractors. Bids in two parts in two separate sealed covers with the name of the work superscribed on the envelopes shall be submitted within a week from receipt of the tender documents. The technical bid is to be submitted with following details.

- List of works in hand
- List of works completed in last seven years
- Details of company including manpower and machineries
- Copy of registration with government/private organisation, VAT, and service tax
- Bank solvency.

Eligibility

Bid documents can be collected/purchased by those contractors who fulfill the requirements as indicated below.

- a) Must have completed work amounting to atleast 35 Lakhs in last 7 years

OR

- b) Must have completed 2 works of 25 lakhs each in last 7 years

OR

- c) Must have completed 3 works of 17 lakhs each in last 7 years.

The firm should have all the registrations for service tax, VAT and other local government requirements. Also, the copy of PAN & TAN numbers should be provided. The Contractor has to give all credentials, details of works in hand as well completed works with supporting documents. The tenders will be opened for the qualified contractors only.

Tender in sealed cover, with the name of the work superscribed on the envelopes will be received by Asst. Engineer upto 07/03/2017 **till 3.00 pm** and Technical bid will be opened by him on the same day at **3.30 pm**. the tender shall be dropped in the Tender Box placed at “Admin Block”, Main Campus as per the time schedule.

Earnest money deposit of Rs. 50,000/- in the form of a demand draft on a scheduled bank drawn in favour of the ‘Registrar’ Tata Institute of Social Sciences, must accompany each tender. The earnest money will be forfeited, if the contractor backs out after tendering or does not start the work within one month after the date of work order.

The EMD of unsuccessful tenderer will be refunded within 15 working days from date of opening of price bid except the EMD of lowest 3 tenderer. Tenderer who satisfies all conditions stipulated in the tender document and who have enclosed all the documents required will only be considered as qualified tenderers after the technical evaluation. The lowest unit price quoted for all the items or for any of the item whichever competitive is the criterion for selection of issue of work order or whom so ever has quoted the lowest total amount of for all the quoted items, will be considered. However finally decision will be left with TISS. However, TISS reserves the right of placing the work orders to any of the Tenderers.

Scope of Work:

- Removing and refixing the existing manglore tiles after painting the manglore tiles with cement paint
- Replacing the damaged wooden battens with a new Sal wood
- Replacing the damaged metal sheet that has been lfixed below the manglore ties with new pre-painted GI sheet. Extending the Metal sheet beyond the roof gutters both front and back sides.
- Removing the ridge tiles and providing new ridge tiles along with cement wata. Providing and fixing eaves patti with Bison board 12 mm thick
- Treating the roof gutter and flat roof with 4 mm thick Membrane sheet

Guarantee:

- The waterproofing treatment to carry guarantee for five years agianst any leakage or defect in work. The contractor has to provide guarantee bond for five years on stamp paper as per standard format.

Financial Bid

The contractors are required to fill up the rates for all the individual items and put it in a separate sealed cover. Any corrections in rates or overwriting must be authenticated with the signature by the contractors. Only those contractor's financial bid will be opened who are qualified after evaution of technical bids.

Mode of Payment

No advance payments will be made, contractors may raise the bill against the materials brought on site. Running account bills can be raised for the minimum amount of Rs. 7.00 lakhs and final bill may be raised only after the satisfactorily completion of entire work. The final payment will be made within 30 days and the payment for running account bill will be made in 15 days time by NEFT or RTGS.

Time Lines

The entire work has to be completed within 60 days time period failing which a penalty will be levied at a suitable rate.

Registrar, TISS, Mumbai reserves the right to reject any or all of the tenders without assigning the reasons thereof and no correspondence in this regard will be entertained.

Registrar
TISS, Mumbai

GENERAL TERMS & CONDITIONS:

1. The contractor shall complete this work within **two** months from the date of issue of work order or date of handing over the site whichever is later.
2. The rate offered must be filled in the proforma of the tender form. Any correction/over writing/insertion should be initialed by the tenderer in the price bid attached with this document.
3. The Contractor shall observe and strictly adhere to all prevailing labour laws inclusive of Contract Labour (Regulation and Abolition) act of 1970 (late revision) and other safety regulations.
4. All entries in the tender must be written in permanent ink or typewritten without use of eraser or overwriting. Corrections if any, should be attested under the full signature of the tenderer.
5. Tenderers are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their tenders 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 be deemed to have full knowledge of the site, whether he inspects it or not and no extra charges consequent on any misunderstanding or otherwise shall be allowed.
6. The acceptance of the 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.
7. All the rates given in the Tender must be expressed both in words and in figures and in case of difference between the two, the rates given in words would be final and considered correct.
8. The rate quoted against this tender shall be valid for a period of 90 days from the date of opening of tenders and once the quotation is accepted and order placed on the successful tenderers, the rate shall be valid for the full period of the contract ie one year.
9. All quantities mentioned in the schedule of quantities are only approximate and the contractor shall not be eligible for any claim due to any variation in/or omission of any item.
10. The successful tenderer is bound to take small or big assignments whenever the same are arising without asking any increase in quoted rates.
11. Tenderers are requested to carefully study the entire tender document and the conditions so specified before quoting their rates, no alteration in the tender rates quoted will be allowed.
12. No advance payment will be made. Payment will be made for the actual work done/ supply of materials/Job/services performed and certified by Engineer In charge. Such payment will be made within 15 days of submission of bills.
13. Contractor shall be responsible for the safety and health of all his employees.

14. All Liabilities under labour laws, insurance on account of this contract for personnel/labour shall be done by the contractor.
15. All the tenders wherein the prescribed conditions are not fulfilled or are incomplete in any respect are liable to be rejected. Tenders received without Earnest Money Deposit will be summarily rejected.
16. Care must be taken to ensure that while carrying out the work, no fittings, fixtures, furnishings are damaged. Any damages done to the same or any other property will have to be repaired / replaced by the contractor failing which the same will be done at his risk and cost.
17. The Institute shall be entitled to adjust or appropriate the Security Deposit towards loss or damage caused by the contractor or his staff of the amount of value of breakage or damage in the items & fixtures etc. or against any other liability of the contractor.
18. The contractor shall be responsible for any claim arising out of the terms and conditions of the employment under the Minimum Payment of Wages Act and Contract Labour (Abolition and Regulation) Act. or any other law prevalent during this contract period or which comes into force from time to time during the currency of this contract.
19. The contractor shall submit the list of his staff to be deployed at Institute along with their personal details like name, age, date of birth, permanent address etc. for gate pass.
20. The contractor shall not employ any person who is prohibited by law from being employed.
21. Institute shall not be responsible for any accident/injury or loss of life of any of the persons engaged by the contractor that may take place while executing the contract and any compensation or expenditure towards the treatment of such injury or loss of life shall be sole responsibility of the contractor. The contractor shall obtain appropriate insurance cover to his staff at his cost from any such risk of injury or loss of life while at work to meet any such eventualities.
22. The contractor shall abide by all the rules and regulations laid down by Institute authorities from time to time.
23. The contractor or his staff shall not any time do, cause or permit any nuisance on the site/do anything which shall cause unnecessary disturbances or inconvenience to the occupant/visitors at site or near the site of work.
24. Any act. of indiscipline/misconduct/theft/pilferage on the part of any staff engaged by the contractor resulting any loss to the Institute in kind or cash will be viewed seriously and institute shall have the right to levy damages or fine from the contractor and even terminate the contract forthwith.
25. The staff engaged by the contractor shall not have any claim whatsoever for employment in the Institute now or at a future date.
26. The contractor shall not sub-contract the works unless permitted specifically by Institute in writing.
27. SAFETY CODE:
 - The contractor has to take necessary safety measures for all his labourers and supervisory staff.
 - The first aid appliances including adequate supply of sterilized dressings and cotton wool shall

be maintained in a readily accessible place.

- An injured person shall be taken to a public hospital without loss of time, in cases where the injury necessitates hospitalization.

28. 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.
29. The contractor shall be responsible for the prompt and effective functioning of the personnel deployed by him. He shall be responsible for the quality of the work done by his personnel. Change of personnel will have to be suitably substituted & to be informed to the Institute. The contractor will issue the photo identity card to all workmen with other details.
30. On the completion of each work, the contractor shall at his own cost clear away and remove from the site all waste material, equipments, surplus materials, rubbish and leave the entire site and works clean in a workmanship condition to the satisfaction of the Institute.

(Signature of the Tenderer)

Seal:

Date:

Schedule of Items

Sr. No.	Particulars of Items	Quantity	Unit	Rate	Amount
1	Removing and refixing Manglore tiles including ridge	31150	Sq.ft		
2	Removing and refixing metal roofing sheet	31150	Sq.ft		
3	Removing and refixing wooden battens	31150	Sq.ft		
4	Supplying new Manglore tiles	7500	Nos.		
5	Providing and fixing Ridge tiles including cement wata	1050	Rft		
6	Providing and laying cement wata other than ridge tiles	1750	Rft		
7	Providing and fixing pre painted GI sheet	15000	Sq.ft		
8	Providing and fixing damaged wooden battens with new Sal wood battens	75	Cft		
9	Providing and fixing 4 mm thick Membrane sheet of approved manufacturer and brand	24000	Sq.ft		
	Total				
	Add VAT				
	Add S.Tax				
	Grand Total				

Signature of Contractor

