



E-TENDER NOTICE

Tata Institute Of Social Science . V.N.Puray
Marg, Deonar , Mumbai-400088.
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 RefNo.:IDSTERMITE21

Date:24/06/2021

Name Of Work : e-Tender for '**Annual rate contract for Anti Termite Treatment at Various Locations TISS in Mumbai**'

E-NIT Cum Tender Document (Single Bid System) for the following Services :

e-Tender No.:	IDSTERMITE21	
ESTIMATED COST :	617848/-	
Tender Cost Fees , EMD & E-Tender Processing Fees.	Rs.10,000/- (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	24-06-21	
Last Date of e-Tender Submission With EMD Submission	10-07-21	16.00 hrs P.M
Date of Opening of Bids	11-07-21	11:00 A.M
Contact Person :	Mr. Rahul Shende (Engineer)	
Contact details	022 25525209	

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 1 year.
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.

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 “VendorsHelp Manual For e-Procurement / e-Tendering Process , Vendors RegistrationProcess , 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

- 1) e- tenders are invited by The Registrar , TISS, Deonar, Mumbai 400088 for '**Annual rate contract for Anti Termite Treatment at Various Locations of TISS in Mumbai**'The estimated cost of work is Rs.617848/-, which is merely a rough guide.
- 2) 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'.
- 3) 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.
- 4) 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.
- 5) The tender for the work shall remain valid for acceptance for a period of four months from the date of opening of tender.

Damu G Bhalerao
Assistant Registrar

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. The contractor will guarantee the work for next five years. In the event of manifestation of termite during this period, the contractor will carry out the treatment free of cost.
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. 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.
9. Contractor shall follow all safety rules and security procedure that are in force and applicable during execution of work.
10. Considering the guarantee of work for five years, a retention amount of 12.5% of the bill amount will be retained by the Institute, which will be released at a rate of 2.5% per year after successful completion of each year. During the guarantee period, the contractor has to provide treatment free of cost in case of manifestation of termite. If the contractor fails to rectify the work, the same shall be carried out by Institute at cost & consequence of the contractor.
11. The validity of the tender(s) shall be 120 days from the date of opening of tender.
12. 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 inTISS.
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 ofbill.
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, studentsetc.
4. Contractor shall obtain necessary gate pass; labour tokens from the securityofficer.
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'sinstructions.
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 marketrates.
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 hislabourers.
9. 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 thisaccounts.
10. 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 asprofit.
11. The Contractor shall employ full-time technically qualified staff with adequate experience during the execution of thework.
12. The quality, time schedule for completion of work and well behavior with Client, and engineers of this project shall be essential & must for thisproject.
13. 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 thecontract.
14. 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 theemployer.
15. Deduction towards usage of water and electricity at 0.5 % of the total cost of the work will be made from thecontractor.

16. 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
17. 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.
18. Safety of the labours is entirely contractor's responsibility.
19. Contractor has to take out all the debris created during the work out of campus at his own cost.
20. Contractor must execute the work as per IS standards relevant to the particular work

Signature of Contractor

1. Scope of the Work

'Annual rate contract for Anti Termite Treatment at Various Locations TISS in Mumbai' as per the attached BOQ

2. Contract value

The estimated value of the work under this contract on the above project is **Rs.617848/-** .

3. 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.

4. 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.

5. 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.)

6. EMD of Rs. 10,000/- will be interest free and will be returned to unsuccessful bidders within 15 days of opening of financial bid.
7. TISS will notify the successful bidder that his tender has been accepted and letter of award will be issued to submit the performance guarantee as per tender conditions. The same shall be returned duly acknowledge affirming by the bidder as a token of acceptance.
8. In case the successful bidder do not accept the offer his EMD will be forfeited.
9. Period of Contract :- Initially the contract will be for 1 year however the contract can be extended on the existing term and conditions and accepted rates from year to year for another one year, purely on the basis of satisfactory performance as assessed by TISS.
10. Within 21 day of receipt of work order from TISS, the successful bidder shall furnish the performance guarantee equivalent to 10% of contract value in the form of

11. 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.

Submission of Tender:

The tender shall be submitted online , Technical Bid and Financial Bid.

All the pages of bid being submitted must be signed and sequentially numbered by the bidder irrespective of nature of content of the documents before submitting.

The offers submitted by Telegram/Fax/e-mail shall not be considered. No correspondence will be entertained in this matter.

I. Technical specifications

The following documents are to be furnished by the bidder along with the financial Bid as per the tender document:

- Vendor / Contractor should have a valid IPCA certificate.
- Vendor / Contractor must hold a valid Insecticide Licence.
- TIN/TAN/PAN/GST Registration Number .
- IT Return for 3 years.

II. FinancialBid

Price bid Form - Price must be quoted as per format specified, failing which tender shall be summarily rejected.

Experienced Criteria :- Similar work in officer PSU etc.

Certificated from atleast 3 Organizations for successful completion of work during last 2 years

Terms and Conditions :

1. Holes of diameter 12 mm shall be drilled at every 30 cm distance on the external parameter of the wall and both sides of all the internal walls at ground floor.
2. Holes of diameter 10 mm shall be drilled in the above ground floor and in the loft wherever necessary.
3. Holes of 8 mm in the door and window frames for treatment.
4. Chemical emulsion shall be squirted in to the drilled holes at 5 liters per running meter in the ground floor and 2 liters per running meter in the upper floor.
5. Cholorpyrphos 20 TC or Lindane 20 EC (with ISI mark) or imidacloprid (Premise) at 1% concentration id to be used.
6. Oil based chemical emulsion will be used at all the points of contact of woodwork.
7. Treatment to slightly damage wood would be done with oil based chemical emulsion.
8. All the drilled holes has to be properly sealed with white cement and they should match with the color of the floor.
9. Treatment should be completed within fifteen days from the receipt of this offer letter.
10. The entire work shall be carried out by you in the best workmanship manner and as per standard practice.
11. No work contract tax or any other tax will be paid. Any other charges incurred by you but not payable as per this work order, will not be paid/reimbursed.
12. You shall follow all safety rules and security procedure that are enforce and applicable during execution of work.
13. 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 Institute's Decision in this regards will be final and binding on you.
14. The labourers engaged by you for the said work should be strictly follow the rules, discipline and decorum of the Institute and you will be liable for any loss or any damages caused by hem to he Institute's property.
15. The Institute will not be held responsible for payment of any compensation to the labourers engaged by you. You will pay all compensations etc. Including accident compensation due to your labourers.
16. Imprements/ Materials required for the above work should be provided you.
17. You shall follow all safety rules and security procedure that are in force and applicable during execution of work.

The final payment will be made on satisfactory completion of the work and on removal of debris/unused materials, etc. From the site.

Sr. No.	Location	Build-up Area in Sqmtr.	Other Information
Main Campus			
1	Main Office Building	2717	
2	Mens Hostel No. 1	931	30 Rooms
3	Mens Hostel No. 2	466	20 Rooms
4	Ladies Hostel No. 1	931	28 Rooms
5	Director Bungalow	254	
6	Dining Hall	350.54	
7	'B' Type Qtrs.	443	4 Rooms
8	'C' Type Qtrs.	410	6 Rooms
9	'D' Type Qtrs.	453	6 Rooms
10	Service Apartment	1938	30 Rooms
11	Teaching Block	1708	
12	Faculty Building No. 1	830	9 Rooms
13	Faculty Building No. 2	1262	12 Rooms
14	Ph D Hostel No. 5	1657	60 Rooms
15	Guest House	905	30 Rooms
16	Library Building with extension	3687	
17	Health Care Centre	415	
18	Gymkhana	750	
Nauroji Campus			
1	I.B G+10 Building with SMS Canteen	1995	
2	Hostel No.6 with Dinning Hall	2089	32 Rooms
3	Admn. Qtrs.	218	4 Rooms
4	Service Staff Qtrs.	147	4 Rooms
5	Multy Stored Building	873	8 Rooms
6	Convention Centre	2429	

BOQ					
Sr.	Particulars	Qty	Unit	Rate	Amount
1	Along the external wall below concrete or masonry apron using chemical emulsion@2.25 ltr per linear mtr incl drilling plugging holes etc.	1000	Mtr.		
2	Treatment of soil under existing floors using chemical emulsion @1 ltr per hole,300mm apart incl drilling 12mm diameter holes and plugging with cement mortar 1:2 (1cement :2 Coarse sand) to match the existing floor.	700	Sqm.		
3	Treatment of existing masonry using chemical emulsion @1ltr per hole at 300mm interval incl drilling 10mm dia and 200 mm dip holes at 45 degree and plugging them with cement mortar 1:2 (1cement:2sand) to the full depth of the hole	1500	Mtr.		
4	Treatments at point of contact of wood work by chemical emulsion chlorpyrphos/lindane (in oil or kerosene based solution) @0.5 ltr per hole by drilling 6mm holes at downward angle of 45 degree @150mm centre to centre and sealing the same	2000	Mtr.		
				Total	
				9% CGST	
				9% SGST	
				Total	