

**National Centre for Antarctic & Ocean Research  
(An Autonomous Society under the Ministry of Earth Sciences)  
Headland Sada, Vasco-da-Gama, Goa-403804**



**Tender Document**

**Tender No:-NCAOR/EST/CE/01/16-17**

**Name of the work : Providing and Fixing of Precast RCC Drainage Slabs  
at NCAOR, Goa**

**National Centre for Antarctic & Ocean Research**  
*(An Autonomous Society under the Ministry of Earth Sciences)*  
**Headland Sada, Vasco-da-Gama, Goa-403804**

**NOTICE INVITING TENDER**

**Tender No: NCAOR/EST/CE/01/16-17**

The Director, NCAOR, Goa invites sealed tenders in one cover system, for the below mentioned work, from contractors of Government/PSU/Reputed Organizations on turnkey basis, who have executed at least three single civil works of Rs. 2 lakh or above during last 5 years ending March 2016.

<b>Description of work</b>	<b>Tender Cost (Rs.)</b>	<b>EMD (Rs.)</b>
Providing and Fixing of Precast RCC Drainage Slab at NCAOR, Goa	500/-	16,875/-

The tender documents & other details may be obtained from the Estate Division, NCAOR on all working days between 10.00hrs to 16.00 hrs on or before **17.05.2016** by a written request along with tender cost by DD drawn on NCAOR, Vasco-da-Gama. Tender form can also be down loaded from NCAOR website [www.ncaor.gov.in](http://www.ncaor.gov.in) and submitted along with cost of the tender. Tenders duly completed in all respect should be dropped in the tender box kept in the Estate office on or before **18.05.2016**, 11.00 hrs. Date of opening of tender is **18.05.2016 at 11.30 hrs** in presence of the tenderers, if any.

Director, NCAOR

**Instructions to the Bidders**

1. The Director, NCAOR, Goa invites sealed tenders in one cover system, for the below mentioned work, from contractors of Government/PSU/Reputed Organizations, on turnkey basis who have executed at least three single civil works of Rs. 2 lakh or above during last 5 years ending March 2016.
2. Time period for completion of work is 45 days from the date of receipt of Work Order.
3. Any/firm/company which is black listed from any organization &/or facing/having faced any legal/criminal action/case are not eligible for this tender & should not apply.
4. The Tender Cost is 500/- (Rs. Five Hundred only). Tender document is available on the website: [www.ncaor.gov.in](http://www.ncaor.gov.in) or can also be obtained from the Estate Section, NCAOR during the office hours between 10.00 hrs to 16.00 hrs. on or before 17.05.2016 by a written request & payment of 500/- by DD drawn in favour of NCAOR, payable at Vasco-da-Gama, Goa. Bids received without Tender Form Fee will be summarily rejected.
5. The Earnest Money Deposit Amount (EMD) is 16,875/- (Rs Sixteen Thousand Eight Hundred Seventy Five only) to be submitted in the form of a demand draft from a scheduled bank, drawn in favour of NCAOR, payable at Vasco-da-Gama, Goa. Tender received without EMD will be rejected outright. EMD DD of unsuccessful bidders will be returned as it is. EMD of the successful bidder will be converted in to Security Deposit.
6. Entire tender document (Signed and Stamped on all pages) should be submitted in a Single Sealed cover, super scribed with Tender number, name of the work, date and time of opening. Tenders will be received upto **11.00 am** on **18.05.2016** and will be opened at **11.30 am on the same day**. Tenders should be dropped in the tender box kept in the Estate section before the closing date and time indicated. If the tender opening day happens to be a holiday then tenders will be opened on the next working day on the same time. In case of submission of tender by post/courier, NCAOR is not responsible for any postal/transit delay. Late tenders will be rejected outright.
7. NCAOR does not bind to accept the lowest or any tender and reserves the right of accepting the whole or any part of the tender and the tenderer shall be bound to perform the same at the rates quoted.
8. Tender submitted shall remain **valid for 90 days** from the date of opening of bids for the purpose of acceptance and award of work. The extension of validity beyond 90 days from the date of opening shall be by mutual consent.
9. The tenderer shall quote RATES both in figures and words. He shall also workout the amount for each item of work and write in figures. On checking if there are differences between the rates quoted by the tenderer in words and figures or in the amount worked out by him, the following procedure shall be followed:
  - a) When there is a difference between the rates in figures and in words, the rates, which correspond to the amounts worked out by the tenderer, shall be taken as correct.
  - b) When the amount of an item is not worked out by the tenderer or it does not correspond with the rate written either in figure or in words, the rate quoted by the tenderer in words shall be taken as correct.
  - c) When the rate quoted by the tenderer in figure and in words tallies but the amount is not worked out correctly the rate quoted by the tenderer shall be taken as correct and not the amount.

10. Before submission of tender, tenderer may inspect the site to acquaint himself about the condition in regard to accessibility of site, nature and extent of ground, working condition of site and locality including stacking of materials, installations of tools and plants (T&P) etc., conditions affecting movement of labour etc. required for the satisfactory execution of work contract. No claim whatsoever on such account shall be entertained by NCAOR under any circumstance.
11. Tenders with conditional prices / discounts will be rejected. Discount offered if any, should be included in the quoted rates & should not be shown separately.
12. Successful bidder should commence the work within one week from the date of acceptance of Work Order, failure of which the earnest money will be forfeited.
13. Except writing rates and amount, the tenderer should not write any conditions or make any changes, additions, alterations and modifications in the Price Schedule of tender.
14. Defects Liability Period (DLP) : For the entire work is **One Year** from the date of completion of work as certified by NCAOR. Any defect which may appear within the Defect Liability Period of 12 months after the completion of work should be immediately rectified by the Contractor at his cost and only thereafter the Security Deposit will be refunded to the Contractor.
15. Security Deposit (SD): It is 10% amount of the final bill value. EMD of the successful bidder will be converted into SD. The balance SD amount will be deducted from the final bill amount of the contractor. SD will be released only after successful completion of Defect Liability Period.
16. In case of termination of contract, the security deposit shall be forfeited and amount necessary to make up this amount shall be recovered from the contractor under this contract, or any other contracts with the Employer.
17. Time is essence of the contract. The job must be completed within the stipulated time period, otherwise the contract is liable for penalty &/or termination as stipulated in the penalty clause.
18. A tender is liable for disqualification, if bidder is found to have mislead or furnished false information in the forms / statements / certificates submitted in proof of qualification requirements or record of performance such as abandoning execution of the works, litigation history &/ or financial failures and or suppression of material facts and information .

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**Standard Terms and Conditions of the Tender**

**Annexure-II**

**1. Interpretation:**

- a. In construing these conditions the Specifications , the Schedule of Quantities, additional Conditions and Agreement, the following words shall have the meanings herein assigned to them except where the subject or context otherwise requires.
- b. The tender shall comprise of the Articles of Agreement, General Conditions of Contract, Additional Conditions, Scope of Work, the Schedule of Quantities , Specifications, drawings , tender acceptance and other documents mentioned in the contents sheet and tender document and including those to which only reference is made herein.

**Work or works:** shall mean all work or works defined in schedule of quantities. Specifications and such other work or works as the contractor may be entrusted with for carrying out under this contract.

**Employer:** shall mean the Director, NCAOR (National Centre for Antarctic & Ocean Research) or any Officer authorized by the Director for the purpose.

**Engineer:** shall mean the Engineer designated by the Employer to superintend and perform other duties as indicated in the contract.

**Contractor:** shall mean an individual or Firm or Company , whether incorporated or not, undertaking the work and shall include the legal personal representative or such individual or the persons composing such Firm or Company or the successors of such Firm or Company and the permitted assignees of such individual or Firm or Firms or Company.

**Site:** shall mean the site of the contract works including any buildings and erections thereon and any other land adjoining thereto (inclusive) as aforesaid allotted by the Employer or the Engineer for the contractor's use.

**Compensation:** shall mean all sums payable by way of compensation under any of the conditions shall be considered as reasonable compensation without reference to the actual loss or damage sustained and whether or not any damage sustained and whether or not any damage shall have sustained.

Words imputing persons include firms and corporations, words imputing the singular only also include the plural and vice versa where the context so required.

The headings are given to the clauses for convenience and they will not limit the meaning or scope of the clauses in any way.

**2. Contractor To Provide Everything Necessary**

- a. The contractor shall provide at his own cost all materials, (except such materials, if any as may in accordance with the contract, be supplied by the Employer). Plants , tools , appliances, implements, ladders, scaffolding, temporary works etc. requisite for the proper execution of the work whether original, altered or substituted and whether included in the specifications or other documents forming part of the contract or which may be necessary for the purpose of satisfying or complying to the requirements of Engineer, as to any manner as to which under these conditions he is entitled to be satisfied together with carriage therefore to and from the work. The contractor shall also supply without charge the requisite number of persons with means and materials necessary for the purpose of setting out works and counting, weighing and assisting in the measurement or examination at any time and from time to time of the work or materials. Failing his so doing, the same may be provided by the Engineer at the expense of the contractor and the expenses may be deducted from any money due to the contractor under the contract and /or from his Security Deposit.
- b. The Contractor should personally supervise each work till completion or may appoint a qualified Supervisor, pre-approved by the Engineer till the completion of work. No separate supervision charges will be paid.

- c. NCAOR shall provide requisite quantity of water, electricity for carrying out the work free of cost, subject to availability in the NCAOR campus.
- d. The Employer on no account shall be responsible for the expenses incurred by the contractor for anything hired, which the contractor needs to complete the ordered work.

### **3. Duties & Taxes**

- a. Rates quoted by the contractor shall include excise and all duties, octroi, toll tax, levies, royalties and all other taxes in respect of this contract. VAT & Service Tax as applicable is to be stated specifically in the prescribed columns of the price bid. In absence of any such stipulation, it will be presumed that rates quoted are inclusive of VAT & Service Tax and no claim whatsoever in this respect will be entertained later.
- b. As per the GOI enacted the Building & Other Construction Work Act 1996 (BOCW Act), Labour Welfare Cess @ 1% will be deducted before payment if, the Contractor employees 10 or more workers on any day of his work. The Contractor should make necessary registrations with the Labour Department towards fulfillment of the rules & regulations of the BOCW Act & other applicable Acts of the labour Department.

4. **Mode Of Payment :** Payment to the party will be released within 30 days upon submission of bill in duplicate after satisfactory completion of the entire work as per the actual quantity executed on site, as certified by the engineer after deduction of statutory taxes. No part payment / advance will be made.

5. **Testing Of Materials :** The contractor shall provide assistance, instruments, materials, labour and any other arrangement normally required for testing, checking of materials and workmanship as stipulated in the specifications and by statutory authority at his own cost. The Employer has the right to appoint the testing authorities. The contractor shall pay for the cost of test samples, its packing, transportation including testing fees. Failing his so doing the same shall be provided by the Engineer at the expense of the contractor and the expenses may be deducted from any money due to the contractor under the contract and/or from the Security Deposit or proceeds thereof or of a sufficient portion thereof.

### **6. Contractor's Engineers/Foreman & Workmen**

- a. The contractor shall give all necessary personal superintendence during the execution of the work and as long thereafter as the Engineer may consider necessary until the expiration of the Defects Liability Period. The contractor shall employ competent Site-Engineer/Foreman as per CPWD norms and as approved by the Engineer whose qualification must conform to the requirement specified by the Engineer who shall be constantly in attendance of the work while the men are at work. Any directions, explanations, instructions or notices given by the Engineer to such Site-Engineer or Foreman or any other authorized agent shall be held to be given to the contractor.
- b. The contractor shall on the request of the Engineer immediately dismiss from the works any person employed thereon who may in the opinion of the Engineer be unsuitable or incompetent or who may in the opinion of the Employer misconduct himself.

### **7. Access**

- a. The Engineer and the Employer or its representative shall at all reasonable time have free access to the works and /or workshops, factories or other places the materials are being prepared or constructed for the contract and also to any place where the materials are lying or from which they are being obtained and the contractor shall give every facility to them for inspection. Except the representatives of statutory authorities and those mentioned above no other person shall be allowed on the works at any time without the permission of the Engineer.
- b. If any work is to be done at a place other than the site of works, contractor shall obtain written permission of the Engineer.

## **8. Valuation & Price For Variation**

- a. The Engineer with the approval of the Employer shall have power to make any alterations/omissions/additions and /or substitutions from the original specifications, drawings, designs and written instructions and such alterations, omissions, additions, substitutions shall not invalidate the contract and any altered , additional , or substituted work which the contractor may be directed to do, in the manner specified above as part of the work shall be carried out by the contractor on the same conditions in all respects on which he agreed to do the main work. The rates for such altered additional or substituted work under this clause shall be
- b. worked out in accordance with the following provisions in their respective order.
- c. If the rates for the altered, additional, or substituted work are specified in the contract for the work the contractor is bound to carry out the altered additional, or substituted work at the same rates as are specified in the contract for the work.
- d. If the rates for the altered, additional or substituted work are not specifically provided in the contract for the work the rates will be derived from the rates for a similar class of work as are specified in the contract for the work.
- e. Under no circumstances the contractor shall suspend the work on the plea of non-settlement of rates of items falling under the clause.

## **9. Faulty Materials, Workmanship & Defects After Completion**

- a. The Engineer shall have powers to require the removal from the site of all materials and work, which in his opinion are not in accordance with specifications and in case of default , the Engineer shall be at liberty to employ other persons to remove the same without being answerable or accountable for any loss or damage that may happen or arise to such materials to be substituted thereof and in case of default the Engineer may cause the same to be supplied and all costs which may attend such removal and/or substitution are to be borne by the contractor.
- b. If it shall appear to the Engineer or to the Estate In-charge that any work has been executed with unsound imperfect or unskillful workmanship or with materials of any inferior description or that any materials or articles provided by him for the execution of the work are unsound or of a quality inferior to that contracted for or otherwise not in accordance with the contract any defects , shrinkage or other faults which may appear within the defects liability period of Six months from the date of completion arising in the opinion of the Engineer, the contractor shall on demand in writing which shall be made within six months of the completion of the work from the Engineer specifying the work, materials , articles defects or other faults complained of notwithstanding that the same may have been passed, certified and paid for forthwith rectify or remove and reconstruct the work so specified in whole or in part as the case may require or as the case may be removed the materials or articles so specified and provide other proper and Suitable materials or articles at his own cost. In case of any such failure, the Engineer may rectify or remove or re-execute the work or remove and replace with others, the material or articles complained of as the case may be at the risk and cost in all respects of the contractor.
- c. In lieu of rectifying the work not done in accordance with the contract, the Employer may, allow such work to remain, and in that case make allowance for the difference in value, together with such further reduction as in his opinion may be reasonable.
- d. Provided always that nothing in this clause shall relieve the contractor from his liability to execute the works in all respects in accordance with the terms and conditions of this contract, or from his liability to make good all defects.

## **10. Works To Be Open For Inspection**

- a. All work under or in course of execution or executed in pursuance of the contract shall at all times be open to the inspection and supervision of the Engineer and the contractor shall at all times during the usual working hours, and at all other times at which reasonable notice of the intention of the Engineer to visit the works shall have been

given to the contractor, either himself be present to receive order and instruction or have a responsible agent duly accredited in writing present for that purpose.

- b. The contractor shall give not less than seven days notice in writing to the Engineer before covering up or otherwise placing beyond the reach of measurement any work in order that the same may be measured and correct dimensions thereof be taken before the same is so covered up or placed beyond the reach of measurement and shall not cover up and place beyond the reach of measurement, any work without the consent in writing of the Engineer and the Engineer shall within the aforesaid period of seven days inspect the work, and if any work shall be covered up or placed beyond the reach of measurement without such which the same was executed.

**11. Indemnifying Against Damages To Persons, Property & Statutes :** The contractor shall take all precautions to avoid all accidents by exhibiting necessary caution boards day and night, speed limit boards, red flags, red lights and providing barriers. He shall be responsible for all damages and accidents caused due to negligence on his part. No hindrance shall be caused to traffic during the execution of work.

- a. The contractor shall be responsible for all injury to persons, animals or things and for all damage whether such injury or damage arises from carelessness or accident in any way connected therewith. This clause shall be held to include interalia any damage due to causes as aforesaid to work, building(whether immediately adjacent or otherwise) and to roads, streets, foot paths, bridges or ways as well as all damage caused to the buildings and works forming the subject of this contract by inclemency of weather. The contractor indemnifies the Employer and holds him harmless in respect of all expenses arising from such injury or damages as aforesaid and also in respect of any award of compensation or damage consequent.
- b. The contractor shall reinstate all damage of every sort mentioned in this clause so as to deliver the whole of the contracted works complete and perfect in every respect and so as to make good and otherwise satisfy all claims for damage as aforesaid to the property of third Parties.
- c. The contractor also indemnifies the Employer against all claim which may be made upon the Employer for acts during the currency of this contract by any employee or representative of an employee of the contractor or any sub-contractors, employed by him for any injury to or loss of life of such employees or for compensation payable under any law for the time being in force to any workmen or to the representative of any deceased or incapacitated workmen.
- d. The Employer shall be at liberty and is hereby empowered to deduct the amount of any damages compensation costs charges and /or expenses arising or occurring from or in respect of any such claim and/or damages as aforesaid from any sum or sums due or to become due to the contractor or security deposit.
- e. The contractor shall indemnify the Employer against any action claim or proceedings relating to infringement or use of any patent or design or any alleged patent or design rights and shall pay any royalties which may be payable in respect of any article or part thereof included in the contract. In the event of any claims made under or action brought against the Employer in respect of any such matters as aforesaid the contractor shall be immediately notified thereof and the contractor shall be at liberty at his own expense to settle any dispute or to conduct any litigation that may arise there from provided that the contractor shall not be liable to indemnify the Employer if the infringement of the : patent or design of any alleged patent or design right is the direct result of an order passed by the said Employer or his authorized representative .

**12. In Case Of Death Of Contractor :** Without prejudice to any of the rights or remedies under this contract, if the contractor dies the Employer shall have the option of terminating the contract without compensation to the contractor.

**13. Compliance To Labour Laws :** The contractor shall comply with all the provisions of the Minimum Wages Act, 1948. Contract Labour (Regulation and Abolition) Act, 1970 and rules and orders framed there under and other labour laws affecting contract labour and the rules and orders framed there under that may be in force or brought into force from time to



time. NCAOR will not take any responsibilities towards any injury or compensation etc.

- 14. Statutory Variation:** Any statutory increase or decrease in the taxes and duties subsequent to suppliers offer if it takes place within the original contractual delivery date will be to the Employers account subject to the claim being supported by documentary evidence. However, if any decrease takes place after the contractual delivery date, the advantage will have to be passed on to the Employer.
- 15. Repeat/Additional Orders:** NCAOR reserves the right to place repeat orders / additional orders on the successful bidder up to 25% of the original value of the Original Work Order at the same prices, terms and conditions stipulated in the original contract.
- 16. Post Tender Correspondence / Enquiries:** Any correspondence or enquiry subsequent to opening of the bids is not desirable, if the same is indulged into, it will be considered for disqualifying the tender. The Tenderer will be required to abstain from pursuing / canvassing the matter, directly or indirectly with any Officers of NCAOR, as otherwise the same would also amount to disqualification of the tender. However, bidder can ask their queries in writing regarding bidding conditions, bidding process prior to the bid opening and/ or rejection of its bid, reason for rejecting a tender after opening of bids.
- 17. Clarifications From Bidders:** To assist the process of examination, evaluation and comparison of bids, the Employer may ask all the bidders or any bidder individually for clarification, if any, of their bids, including breakdown of unit rates and price. The request for clarification and the response should be in writing, but no change in the price or substance of the bid will be sought, offered or permitted, except as required to confirm the correction of arithmetical errors discovered by the Employer in the course of scrutiny.
- 18. Guarantee:** If the goods, stores and equipments found defective due to bad design or workmanship the same should be repaired or replaced by you free of charge if reported within one year from the date of commissioning of items/equipments whichever. You will be responsible for the proper performance of the equipments / materials for the respective guarantee period.
- 19. Penalty & Termination Of Contract:** Time is the essence of the contract. If the contractor fails to maintain the required rate of progress or to complete the work and clear the site on or before the contract or extended date of completion, he shall without prejudice to any other right or remedy available under the law, pay compensation the amount calculated at the rates stipulated below or as the Employer may decide (whose decision in writing shall be final and binding) on the amount of the tendered value of the work for every completed day / week (as applicable ) that the progress remains below or that the work remains incomplete. In case, the work is delayed/not completed within the period stipulated in the contract, penalty shall be levied @ ½% per week on the total contract cost subject to maximum of 10% of the total contract cost. The Engineer-in-Charge may without prejudice to his any other rights or remedy against the contractor in respect of any delay, inferior workmanship, any claims for damages and / or any other provisions of this contract or otherwise, and whether the state of completion has or has not elapsed, can take decision & inform the Contractor by notice in writing in any of the following cases.
- i. If the Contractor fails to rectify/replace the defects in spite of written notice by Engineer-in-Charge
  - ii. If the Contractor suspends the progress of work so that in the opinion of the Engineer-in-Charge he will be unable to secure completion of the work by the date of completion and do not improve performance even after written notice.
  - iii. If the Contractor neglects to carry out his obligation under the contract and / or commits defaults in complying with any of the terms and conditions and does not remedy if even after written notice.

When the Contractor makes himself liable for action under any of the aforesaid cases, fails to complete the work within four months from the date of commencement of the work or in case the work is found not in accordance with prescribed specification, drawings, Employer

shall exercise its discretionary power either:

- a. To recover, from the Contractor as agreed by way of penalty clause above, OR
  - b. To terminate the contract. Upon such termination, the full security deposit recoverable under the contract shall be liable to be forfeited/recovered and shall be absolutely at the disposal of NCAOR. Or,
  - c. After giving notice to the contractor to measure up the work done by him, get the balance work done by another contractor. Any expenses which may be incurred in excess of the sum which would have been executed by the another contractor, shall be borne and paid by the original Contractor and may be deducted from any of his dues.
- 20. Extension Of Time :** If in the opinion of the Employer/Architects the works be delayed (i) by reason of any exceptionally inclement weather or any natural calamity, or (ii) by the works, or delay of other contractors or tradesmen engaged or nominated by the Employer and not referred to in the specification or (iii) by reason of addition or modification of work in writing by the Employer or (iv) by reason of any strike or lock-out by Employer or its staff or (v) from other causes which the Employer may consider are beyond the control of the contractor, the Employer at the completion of the time allowed for the contract shall make fair and reasonable extension of time for completion in respect thereof. (vi) In the event of the Employer failing to give possession of the site upon the day specified above the time of completion shall be extended suitably.
- 21. Final Completion Certificate :** On completion of the work, the Contractor shall be furnished with a certificate by the Employer of such completion, nor shall the work be considered completed until the contractor shall have removed from the premises on which the work shall be executed, all scaffolding surplus materials and rubbish and cleaned of the dirt from all work executed. The final bill shall be accompanied by a certificate of completion for processing payment.
- 22. Settlement Of Disputes/Arbitration:** The decision of the Director, NCAOR shall be final and binding for any dispute whatsoever. All questions, disputes or differences whatsoever which may at any time arise between the parties to this agreement touching the agreement or subject matter thereof, arising out of or in relation there to and whether as to construction or otherwise shall be referred to the decision of the Sole Arbitrator, appointed by the Director of NCAOR and the decision of the said Arbitrator shall be final and binding upon the parties.
- 23. Right To Cancel Tender/Work Order:** In case of strike, accident or any other unforeseen conditions causing stoppage of work, NCAOR reserves the right to cancel and/ or modify the tender / work order without any liability for any compensation and / claim or any description.
- 24. Jurisdiction:** All questions, disputes or differences arising under out of or in connection with the Tender / Contract if concluded shall be subject to the exclusive jurisdiction of the court under whose jurisdiction the place from which the tender / Acceptance of tender is issued, is situated i.e.Goa.

*I/ We have read all the Terms and Conditions above carefully and agreed to it.*

Signature of Tenderer / Date:

Company's Round Seal :

**General Terms and Conditions**

**Annexure-III**

1. All materials used shall be as per specifications and ISI marked where ever applicable. ISI marking referred to latest BIS code as published by Bureau of Indian Standards.
2. All measurements shall be at actual and as per site condition. No allowances shall be permitted for rough cast surfaces or for any aesthetical paintings, design bands, etc. Joint measurement shall be recorded with the Engineer.
3. The safe custody and upkeep of various items/equipments/tools & plants of various categories of works brought to site is the sole responsibility of the contractor and he shall employ sufficient supervisory personnel to ensure the safety of these items.
4. While executing/ assembly of the work the contractor shall ensure that existing cables/pipe lines/structures/fittings are not damaged and if due to his negligence, these are damaged, the same shall be set right with no extra cost to the employer.
5. The contractor shall co-ordinate his work with other agencies employed by the employer and ensure that the works of other agencies are not hampered in any way during the duration of the contract.
6. After the work is completed, the contractor shall clean all the external surroundings, premise etc. to the satisfaction of the Engineer In-charge.
7. Materials shall be brought as supplied by the manufacturer and got approved before being used on the work after inspected and approved by engineer.
8. Time is the essence of the contract and the contractor has to perform as such the entire work shall be completed within the stipulated time.
9. The tenderer may visit the site and study the work involved vis-à-vis the quantity and specification before submission of bid. If any discrepancy is observed the same should be brought to the notice of the engineer.
10. Contractor shall provide all necessary tools and plants and safety devices etc. to the workmen as required.
11. The Contractor shall submit, at the expense of the Contractor, to the Engineer the material samples and relevant information, for pre-construction review and approval.
12. The Engineer shall make any variation of the form as specified below, be necessary and for that purpose, he shall have the authority to instruct the Contractor to do after taking necessary approval of the Employer and the Contractor shall do any of the following:
  - (a) Increase or decrease the quantity of any work included in the Contract,
  - (b) Omit any such work,
  - (c) Change the character or quality or kind of any such work,
  - (d) Change the levels, lines, position and dimensions of any part of the Works,
  - (e) Execute additional work of any kind necessary for the completion of the Works, or
  - (f) Change any specified sequence or timing of construction of any part of the Works.

However, that where the issue of an instruction to vary the Works is necessitated by some default of or breach of contract by the Contractor or for which he is responsible, any additional cost attributable to such defaults shall be borne by the Contractor.

**Annexure - IV**

**EMD & Tender Cost details**

I /we have enclosed,

1. A crossed DD No. í í í í í í í í í í ..dated ..í í í í í í í í í í of  
**Rs. 500/-** (Rs. Five Hundred only) drawn in favour of NCAOR payable at  
Vasco-da-Gama, Goa towards **Tender Cost.**
  
2. A crossed DD No. í í í í í í í í í í í í í í dated í í í í í í í í í í .. of  
**Rs. 16,875/-** (Rs. Sixteen Thousand Eight Hundred Seventy Five only) drawn in favour of  
NCAOR payable at Vasco-da-Gama, Goa towards **EMD.**

**Signature of the Tenderer with seal:**

**Date:**

**Particulars of The Tenderer**

*(Providing the following details is mandatory. Pl. enclose duly filled below form with the tender)*

Name of the Contractor : \_\_\_\_\_

Name of the Firm : \_\_\_\_\_

Telephone No. (Office) : \_\_\_\_\_

Telephone No. (Residence) : \_\_\_\_\_

E-mail ID / website : \_\_\_\_\_

Permanent office Address : \_\_\_\_\_

: \_\_\_\_\_

Residential Address : \_\_\_\_\_

: \_\_\_\_\_

Mobile No : \_\_\_\_\_

\*PAN /TAN No. of the Firm : \_\_\_\_\_

\*Service Tax No. : \_\_\_\_\_

\*VAT No. : \_\_\_\_\_

\*Contractor Registration No. : \_\_\_\_\_

Have you ever black listed from any Company/Organization/Institute etc. : YES / NO

*(\*pl. enclose true copies)*

**Signature of the Tenderer with seal:**

**Work Completion Proforma**

Pl. provide the details of work experience in the following format. Work means a turnkey civil work of Government/PSU/Reputed Organizations. The bidder should have executed at least three single civil works of Rs. 2 lakh or above during last 5 years ending March 2016.

\* Pl. enclose Work Orders & Work Completion Certificates of the works mentioned below.

<b>Sr. No.</b>	<b>Name of work</b>	<b>Name of the Client and Location of site</b>	<b>Value of work</b>	<b>Date of completion of work</b>	<b>Name of the Contact Person and contact numbers</b>

**Signature of the Tenderer with seal**

**Date & place:**

**Annexure - VII**

**SCOPE OF WORK**

Providing and fixing of factory made precast RCC slabs at NCAOR site in concrete Grade of M-25 with 20mm nominal size granitic or basaltic aggregate, consolidated by means of mechanical platform, vibration etc. with lifting hooks of M.S 10mm bars and PVC cups including cost of reinforcement and as directed by Engineer in-charge. Factory certificate shall be provided from manufacturer, indicating grade of concrete and minimum content of steel and overall strength of the RCC slabs.

Reinforcement in the respective slabs shall be as under.

- a) Size 800x500x100 mm with steel reinforcement not less than 5.5 kgs per unit.
- b) Size 1100x500x100 mm with steel reinforcement not less than 8.0 kgs per unit.
- c) Size 900x500x100 mm with steel reinforcement not less than 6.0 kgs per unit.
- d) Size 1005x700x100 mm with steel reinforcement not less than 10.1 kgs per unit.

**Note: The RCC precast slabs to be fixed has to compulsorily match with existing design / pattern. The job includes supply, fixing of slab at desired location in the campus including removal and proper disposal of old broken slabs by the contractor etc complete.**

**List of approved makes**

Sr. No	Description of Items	Brand/Company
1	CEMENT FOR RCC WORKS (OPC 43 GRADE)	ACC, Rajashri, Vasavdatta, Gujrat Ambuja, Zuari, Coromondal.
2	SAND	PERNEM / KARWAR / LONDA SAND fulfilling IS Specifications
3	COARSE AGGREGATE	Best available local material fulfilling IS Specifications
4	REINFORCEMENT STEEL (Fe 415 /500 grade)	TMT Steel reinforcement conforming to IS 1786 of 1985: TISCO, SAIL, RINL, GOA ISPAT, ESSAR, TATA, Bending Wire 18 SWG - GI wire

**Schedule of Rates (Price Bid)**

**Annexure-VIII**

*(Only RATE in words and figures. Amount in figures)*

Sl. No.	Description	Unit	Qty	RATE (Rs.)	Amount (Rs.)
1	Providing and fixing of factory made precast RCC slabs at NCAOR site in concrete Grade of M-25 with 20mm nominal size granitic or basaltic aggregate, consolidated by means of mechanical platform, vibration etc. with lifting hooks of M.S 10mm bars and PVC cups including cost of reinforcement and as directed by Engineer in-charge. Factory certificate shall be provided from manufacturer, indicating grade of concrete and minimum content of steel and overall strength of the RCC slabs.				
a	Size 800x500x100 mm with steel reinforcement not less than 5.5 kg per unit.	Nos.	30		
	<b>RATE in words:</b>				
b	Size 1100x500x100 mm with steel reinforcement not less than 8.0 kg per unit	Nos.	20		
	<b>RATE in words:</b>				
c	Size 900x500x100 mm with steel reinforcement not less than 6.0 kg per unit	Nos.	35		
	<b>RATE in words:</b>				
d	Size 1005x700x100 mm with steel reinforcement not less than 10.1 kg per unit	Nos.	200		
	<b>RATE in words:</b>				
A	<b>Sub Total :</b>				
B	<b>Vat.....% :</b>				
C	<b>Service Tax .....% :</b>				
D	<b>Other Charges (if any):</b>				
E	<b>Grand Total :</b>				

**Signature of the tenderer:**

**Date & Seal:**



Grand Total (E) : Rs. \_\_\_\_\_

Grand Total in words: \_\_\_\_\_

1. Discount offered if any, should be included in the quoted rates & should not be shown separately.
2. Contractor should quote all items given in the price bid. Tender will be rejected outrightly if all items of the price bid are not quoted.
3. Tender Evaluation Criteria - The Lowest Evaluated Bidder (L1) would be arrived from the Grand Total (E) above.

**Certificate:**

I *(Name of the Bidder)* \_\_\_\_\_

on behalf of *(Name of the firm)* \_\_\_\_\_ hereby  
certify that I accept all the terms & conditions of the tender.

**Name & Signature of the tenderer:**

**Date & Seal:**

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