



TENDER DOCUMENT

NATIONAL HORTICULTURAL RESEARCH AND DEVELOPMENT FOUNDATION

**Bagwani Bhawan, 47, Pankha Road Institutional Area,
Janakpuri, New Delhi – 110 058**

Phones: 011-28524150, 28522211, 45136697

E: mail: delhi@nhrdf.com visit us at www.nhrdf.org

Name of the Work:

**Supply, installation, testing & commissioning of 30' X 20' X 10'
Air Conditioned - dehumidified seed store at Janakpuri, New
Delhi on above address**

Part- I
TECHNICAL BID

Part- II
PRICE BID

Last date for receipt of tender : 20/02/2021 upto 2 PM
Date of opening the tenders : 20/02/2021 at 2.30 PM
Cost of tender documents : Rs. 2,000/- (non-refundable)
Earnest Money Deposit : 1% of Tendered amount

Address for submitting tender documents :

Above address at Janakpuri, New Delhi

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New Delhi – 110 058 Tel.: 011-28524150, 28525129, 45136697
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TENDER DOCUMENT FOR

**Supply, installation, testing & commissioning of 30' X 20' X 10' Air
Conditioned - dehumidified seed store at Janakpuri, New Delhi**

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Ref. No : NHRDF/HO/TENDER/01/2020-21/2640

DATED : 03/02/2021

TENDER NOTICE

Sealed tenders are invited from reputed manufacturer/authorized dealers/suppliers for Supply, installation, testing & commissioning of Air Conditioned – Dehumidified Seed Store at Janakpuri, New Delhi on above address.

The tender documents containing details of supply along with terms & conditions can be downloaded from the NHRDF & KVK website www.nhrdf.org & www.kvkdelhi.org Interested parties may submit the completed tender documents at above address upto 2 PM on 20/02/2021 along with a Non-refundable fee of Rs.2000/- by cash/DD. Tenders will be opened on the same day at 2.30 PM in the presence of the tenderers. The Director, NHRDF reserves all rights to accept or reject any or all tender without assigning any reason thereof.

Director

FORWARDING LETTER

From:

Email:

Mob. nos.

To,

The Director**National Horticultural Research & Development Foundation****Bagwani Bhawan, Plot No. 47,****Pankha Road Institutional Area,****New Delhi – 110 058****Subject: - Supply, installation, testing & commissioning of 30' X 20' X 10' Air Conditioned - dehumidified seed store at Janakpuri, New Delhi**

Dear Sir,

With reference to your advertisement published in _____ on _____ / NHRDF Website inviting tenders for supply, installation, testing & commissioning of 30' X 20' X 10' Air Conditioned - dehumidified seed store, we are pleased to submit our offer. The supply/works as indicated in tender notice has been examined by us carefully and the rates have been worked out after considering the item wise details and other clauses indicated therein.

1. Name and address of firm and date of establishment :
(Please mention telephone number/fax number/email/website/address)
2. Status of the Organisation:
(Manufacturer, authorized distributor/reseller)
3. Name of Proprietor/Partners/Directors & : their permanent address alongwith contact number and email address
4. Address and contact numbers of registered office & branch :
5. Name & designation with specimen
Signature of authorized officials/representatives
(if required separate sheet can be attached)
6. Name & address of bankers :
7. Pan No, (attach copy) :
8. GST Regn. No. (attach copy) :

9. Price offered is enclosed separately in "Schedule of Price/Quantity offered".

10. The demand draft No. _____ Date: _____ of the _____ Bank amounting to Rs. 2,000/- (Rs. Two thousand only) as Tender cost and demand draft bearing No. _____ Date: _____ of the _____ Bank amounting to Rs. _____ Earnest Money Deposit (1% of tender amount) drawn in favour of National Horticultural Research & Development Foundation, payable at New Delhi.

We are aware that the earnest money shall be forfeited in case we refuse to supply the items in time, if assigned.

We are also aware that our offer shall be rejected in case we do not enclose the Demand Draft for the earnest money. We assure to complete the supply & installation within the stipulated period.

Thanking you,

Date :

Place :

Authorised Signatory
(Name and complete address of
the tenderer alongwith the seal)

**Address for sending Tender documents through Registered post /
Speed Post / Courier / By hand:**

**The Director
National Horticultural Research & Development Foundation
Bagwani Bhawan, Plot No. 47,
Pankha Road Institutional Area,
New Delhi – 110 058**

TERMS FOR PROPOSED Supply, installation, testing & commissioning of 30' x 20' x 10' Air Conditioned - dehumidified seed store at Janakpuri, New Delhi

1.0 INTRODUCTION

NATIONAL HORTICULTURAL RESEARCH AND DEVELOPMENT FOUNDATION (NHRDF) intends to establish 30' X 20' X 10' Air Conditioned - dehumidified seed store at Janakpuri, New Delhi.

2.0 INSTRUCTIONS TO BIDDERS

2.1 The tender shall be submitted in two parts:

Part – I : Technical Proposal
Part – II : Financial Proposal

Properly filled in tender documents will be submitted in sealed envelopes marked as hereunder. 'COVERING ENVELOPE OF PROPOSED Supply, installation, testing & commissioning of 30' X 20' X 10' Air Conditioned - dehumidified seed store at Janakpuri, New Delhi – NOT TO BE OPENED BEFORE 20/02/2021 sealed enveloped no. 1 & sealed envelope no. 2 will be kept in covering envelope.

The contractors / firms shall be issued one of the blank tender document and they will return both parts of tender documents including drawings the filled in tender documents, supportive documents and earnest money shall be kept in a sealed envelope. All the pages of tender documents shall be duly signed & seal as following:

A] Envelope No.1 Technical Bid: The envelop no. 1 shall contain EARNEST MONEY DEPOSIT (EMD) in the shape of a crossed DD (amounting to 1% of tendered amount) of any nationalized bank drawn in favor of NHRDF payable at New Delhi. This envelope will also contain the details of certificate of empanelment in appropriate class or higher with the departments mentioned above in this NIT. The intending contractor will also place the certificate of completion certificate from such authority of building work of equivalent amount of the estimated cost of this NIT. All the self signature required copied of certificate of valid registration with authorities, GSTN, Pan card, last three years income tax return, profit and loss account, balance sheets etc. should be attached. The complete signed tender document part-A shall be kept in this envelope. Failing to submit all the requirement of envelope no. 1 the envelope no. 2 may not be opened and the bid will be summarily rejected. The date of opening of envelope no. 2 may be decided on a later date as to scrutinize the technical bid, the information will be displayed on the notice board and will be given on email to the bidders (whose email ids are provided in the technical bid). The envelope no. 1 shall be super scribed boldly as:

Envelope No. 1: Technical bid: EARNEST MONEY & Eligibility certificates FOR PROPOSED Supply, installation, testing & commissioning of 30' X 20' X 10' Air Conditioned - dehumidified seed store at Janakpuri, New Delhi

B] Envelope No. 2 Financial Bid: The envelop no. 2 shall contain ONLY filled BOQ (Part B). This envelope shall be super scribed as:

Envelope No. 2: Financial bid: Tender for proposed Supply, installation, testing & commissioning of 30' X 20' X 10' Air Conditioned - dehumidified seed store at Janakpuri, New Delhi

- 2.2 The bids shall be accompanied by an EMD amounting to **1% of tendered amount** in the form of a Demand Draft drawn in favour of **National Horticulture Research and Development Foundation payable New Delhi**. No other form of EMD shall be accepted. The tenders received without EMD or any other form of EMD shall be summarily rejected. The EMD of unsuccessful bidder shall be returned. However, in case of successful bidder the EMD shall be retained.
- 2.3 In case the bidder shall submit the following information in the Technical Bid:
- i. Organization Profile along with audited financial reports of last 3 years.
 - ii. List of similar works undertaken (both completed and ongoing) along with the area /line km, cost and time schedule.
 - iii. List of equipment available along with their specification and present deployment.
 - iv. Detailed methodology, along with equipment including their specification proposed to be deployed for this project. The bidder is also required to submit the names and bio-data of all the technical personnel proposed to be deployed for the work together with the estimated man-month effort expected to be contributed by each person.
 - v. An undertaking that financial proposal does not contain any condition.
 - vi. Deviations if any shall be mentioned in the technical proposal itself. The contractor shall enclose a copy of BOQ without rates and cost including additional items (if any) deemed necessary by the contractor along with the technical proposal, duly signed in token of having read the tender document.
- 2.4 The bidder shall submit only cost along with breakup as per BOQ in the financial bid. The financial bid shall not contain any conditions.
- 2.5 The bidders are advised to undertake at their discretion a reconnaissance of the site to familiarize themselves with the site conditions before preparing the bid at their cost.
- 2.6 **Your tender should reach in NHRDF office at Janakpuri, New Delhi by 20/02/2021 latest up to 2 PM** . We shall not be responsible for any delay in receipt of the tender. Late tenders shall not be considered. NHRDF reserves the right to reject any or all the tenders, without assigning any reasons thereof.
- 3.0 **GENERAL TERMS AND CONDITIONS**
- 3.1 The bidder shall make their own arrangement for boarding, lodging, travel, transportation of equipment, vehicle, labourers, local transport etc. required for this work and shall include cost in their offer.
- 3.2 **Time period for the work – 30 days from date of work order including for all the works.**
- 3.3 Time is the essence of the contract. **Liquidated damages shall be imposed @ 0.5% of the tender amount for each week of delay subject to a maximum of 5% of total agreed cost.**

- 3.4 The successful bidder shall sign an agreement on non judicial stamp paper of Rs. 100/- before commencement of the work.
- 3.5 **Security Retention:** Total security retention will be 5% of value of work
EMD of successful bidder will be retained and clubbed with total security retention
- i) 1% of tendered amount as Earnest Money Deposit alongwith Tender Documents.
 - ii) 4% at the time of execution of Agreement
 - iii) 50% of total security will be refunded at the time of virtual completion and settlement of bill
 - iv) The remaining 50% security will be refunded after expiry of Defect Liability Period.
- 3.6 **Permission/authorization:** It shall be the responsibility of the contractor to seek and obtain, well in time, necessary permission of authorizations from concerned local or other offices and/or individual property owners etc. to approach, enter, measure, level, place instruments and equipment etc. as may be required to carry out the survey work. However, necessary authorizations and assistance in getting permission may be extended by NHRDF discretion.
- 3.7 **Supervision:** The contractor shall provide at all times access to and facilitate inspection and supervision of the works and records for the authorized personnel of NHRDF
- 3.8 **Responsibilities of the contractor:** The contractor shall be solely responsible for following sound technical and other methods and practices of construction of training hall, office building & farmers hostel accuracy of the equipment, and field work.
- 3.9 **Data Collection:** Data required for carrying out these works shall be collected by the contractor. However, NHRDF shall issue necessary authorization letters required, if any for collecting the same.
- 3.10 Incomplete tender or tender received after the last date shall not be considered under any circumstances.
- 3.11 Contractor shall be submitting fortnightly progress reports to NHRDF about the progress of the work and shall comply to the instructions of Officer concerned.
- 3.12 **Financial / Payment Conditions and Warranty:**
No request for the advance will be entertained by the NHRDF. 30% of the tendered amount can be released after delivery of all the materials required for the work. The balance payment will be made only after successful completion of works in all respect.
Warranty against manufacturing defects for 15 months from date of supply or 12 months from date of installation whichever is earlier.
- 3.12.1 The Bill of Quantities is only indicative in order to arrive at the total value. The payment shall be made as per actual quantities at the rates accepted by NHRDF
- 3.13 In no case subletting of the full or part of the work shall be allowed after submitting the bid. However in special cases subletting may be permitted by Officer concerned at his discretion, for which the contractor shall inform him well in advance for approval. If any such case of subletting without approval comes to the notice of NHRDF. NO PAYMENT FOR THAT PART OF THE WORK SHALL BE MADE.
- 3.14 In the event of any dispute, the decision of the NHRDF shall be final & binding. The venue of the arbitration shall be at Nashik
- 3.15 NHRDF reserves the right to reject any one or all the tenders without assigning any reason thereof.

- 3.16 The NHRDF will recover from the contractor the charges for the electricity if arranged by NHRDF on actual basis. But NHRDF has no intention to provide them. The contractor will make their own arrangement for stay of their workers.
- 3.17 Final measurement of the work should be taken by the contractor only after completion of the work to the satisfaction of NHRDF representative / engineer. The final bill should be submitted within a month of satisfactory completion of the works as above. The item rate shall remain firm till completion of work and will not be subject to any increment / escalation of rates / cost etc. on any material / label / tax etc. or what soever grounds.
- 3.18 The contractor shall visit the sites before tendering to acquaint themselves thoroughly with all the matters concerning the timely completion of works. They should also be well conversant with the rate of local taxes and other rates and charges of the government royalty charges etc. which are to be entirely born by them.

4. **SPECIAL CONDITIONS OF CONTRACT:**

- 4.1 The contractor shall use a suitable positioning system (positioning accuracy ± 0.5 m) of equivalent types for fixing the position of geo-technical investigation. The bidder shall clearly indicate the methodology for maintaining the horizontal control in the proposal/write up. The details of existing ground level have to be arrived at with reference to GTS bench mark or MSL as the case may be.
- 4.2 The bidder shall state the guaranteed accuracy in respect of horizontal and vertical measurements which shall in no case be less than that specified above. The same shall be the basis for certification of contractor's works. The accuracy actually achieved shall be verified by NHRDF and their decision in this and all other respects shall be final.
- 4.3 The contractor shall prepare chart adopting UTM projections clearly showing (Northing & Easting) and global grids (Latitude & Longitude) on each chart.
- 4.4 The contractor shall nominate and post one 'Resident Officer' for liaising with NHRDF personnel in connection with the work.
- 4.5 The contractor shall note that the quantities indicated in the Bill of Quantities are indicative only and may vary. The payment shall be made as per actual quantity executed only. For calculating the total contract amount unit rates accepted by NHRDF shall be adopted.
- 4.6 NHRDF may, at its discretion, award total or part of the work and may split the work among more than one bidder depending upon their technical capabilities and financial offers.
- 4.7 The contractor shall be solely responsible for the safety, loss, theft, break down etc. of their equipment and safety of the manpower and shall get the same appropriately insured.
- 4.8 Only brief specifications have been given in the BOQ, however all the works shall be executed as per relevant BIS/IRC codes of practice as may be applicable. The bidder shall include the procedure in their methodology and shall execute works as approved by NHRDF
- 4.9 All rates quoted shall be inclusive of all duties, taxes, octroi etc. as may be applicable. Service tax shall be paid as applicable on production of documentary proof. No extra claim shall be payable. NHRDF. shall however deduct taxes at

source, demand draft charges etc. as may be applicable and shall provide a certificate in line off.

4.10 The details/data collected shall not be passed on or used any where else by the contractor without the prior permission of NHRDF

4.11 **Position Fixing**

For position fixing the contractor shall use a suitable positioning system with horizontal positional accuracy of ± 0.5 m. The contractor may however propose alternative position fixing system that meets above mentioned positional accuracy, provided at least 3 lines of position can be used to determine position The position fixing system shall be calibrated against a most accurate system or a fixed base line before deployment to the satisfaction of Engineer-in-Charge.

5.0 **SCOPE OF WORK**

The Contractor shall carry out and complete the works in every respect in accordance with this contract and with the directions of and to the satisfaction of the Client. The client may in absolute discretion and from time to time issue further drawings and/or written instructions, details, directions and explanations which are hereafter collectively referred to as "instructions" reflected either in the minutes or in any other form in regard to :

- a. The variation or modification of the design quality or quantity of works or the addition or omission or substitution of any work.
- b. Any discrepancy in or divergence between the drawings or between the Schedule of quantities and/or Drawings and/or specifications.
- c. The removal from the site of any material brought thereon by the Contractor and the substitution of any other materials thereof.
- d. The removal and/or re-execution of any works executed by the Contractor.
- e. The postponement of any work to be executed under the provisions of this contract.
- f. The dismissal from the works of any person employed thereupon.
- g. The opening up for inspection of any work covered up.
- h. The amending and making good of any defects.
- i. Co-ordination of work with other agencies.

6.0 Tender will be valid for a period of 3 months from the date of submission.

7.0 The system is to maintain a temp. of $16^{\circ} \pm 2^{\circ}$ C & RH of 35%

The NHRDF shall have a right to delete any item of work from the scope of contract and Contractor shall not make any extra claim on this account. The contractor shall forthwith comply with and duly execute any work comprised in such NHRDF instructions provided always that verbal instructions, directions and explanations given to the contractor or his representative upon the works by the Client shall, if involving a variation, be confirmed in writing by the contractor within 7 days, and if not dissented from in writing within a further 7 days by the client such shall be deemed to be the Client instructions within the scope of the contract.

PART - II

Bill of Quantity (Price Bid)

S.N.	Description	Qty	Unit	Price in Rs.	Amount in Rs.
1	Supply, Instalation, Testing & Commissioning of Ceiling Suspended Double skin Air hadling unit with the suitable fan, Electric motor, 6 ROW DX Coil, RA Side Pre Filters (90% dn. To 10 m) .				
a	1200 CFM APPROX (3.0 TR) WITH 50 MM ST.PRESSURE. - (Fan Make - Kruger /Nictora, HP - Elct. Motor make - ABB / CGL OR EQVL.)	3	No.		
2	Supply, Instalation, Testing & Commissioning of Air Cooled Condensing Units FOR AHU & DEHUMIDIFIER UNIT(Voltas/ Blue Star Make)				
a	Capacity - 3.0 TR- Scroll comp. single circuit	3	No.		
b	Capacity - 1.5 TR- Rotary comp. single circuit	3	No.		
c	Supply & Fixing of Expansion Valves & Drier	3	Set		
d	Supply, Instalation, Testing & Commissioning of Copper piping duly insulated with cable tray	50	RMT		
e	Supply & Fixing of M.S. Stand for connesing unit	6	Set		
3	Supply & Instalation of powder coated Aluminium Grill SS304 perforated grill and Aluminium VCD .VCD Shall be in aluminium extruded section construction and shall have necessary arrangment to operate from below the false ceiling.	3	No.		
4	<u>PORATABLE TYPE DEHUMDIFIER(Bry Air or Equivalent Make)</u>				
a	Capacity as per manuf. Selection	3	No.		
5	S.A. Diffuser with require VCD	3	No.		
9	Starter Panel for Air Handling Unit & ODUS with Microproseccer base remote controller and temp. + RH sensor	3	No.		
10	Require Cabling work	3	Lot		
11	Require Drain piping	3	Lot		
12	M.S. Fabrication work (If require)	40	Kg		
13	Any type of civil works, opening/closing cutout of walls etc. required for completion of works	1 Job			
14	Dismantling of old system	1 Job			
	Total Amount in Rs. (Without GST)				

Total _____

GST _____

Grand total _____

(In words _____)

Authorised Signatory
(Name and complete address of
the tenderer alongwith the seal)

DECLARATION OF THE TENDERER

I/we hereby declare that I/we have made myself/ourselves thoroughly conversant with local conditions regarding all materials of which I/we have based my/our rates for this supply & installation. The tender with conditions and specifications etc. for this supply & installation have been carefully studied and understood before submitting this tender. I/we undertake to supply & install only the best quality of items & approved by the N.H.R.D.F. before starting the supply and to abide by their decision.

Authorised Signatory
(Name and complete address of
the tenderer alongwith the seal)