

## **1.0 INTRODUCTION**

Vigyan Prasar an autonomous organization under Department of Science and Technology, Govt of India intends to get renovation and other related works done as per BOQ and specification at its office at A-50, Sector-62, Noida.

Scope of work in this tender renovation of conference hall, Office Area and supply and installation of furniture, fixtures and equipments on turn-key basis.

The brief scope of the work is as follow:

- a. Sound Proofing
- b. Supply of Furniture, Fixtures as per BOQ.
- c. Supply and installation of equipment
- d. Wall panelling
- e. Electrical and LAN works including fixtures and Fittings.

The various requisites for the works conform to as discussed in pre-bid meeting(s).

## **DETAILED TENDER NOTICE TO CONTRACTOR**

**Tender Ref No: VP/19/10/Renovation/16-17**

**NAME OF WORK:** Renovation of conference hall, Office Area and supply and installation of furniture, fixtures and equipments on turn-key basis. at Vigyan Prasar, A-50, Sector-62, Noida-201309.

Sealed item rate tenders are invited on behalf of Director, Vigyan Prasar for the under mentioned work. **Only those bidders are eligible who have submitted their Expression of Interest and participated in the pre-bid meeting(s).**

| Item No. | Name of work  | EMD        | Time of completion | Tender Cost |
|----------|---|------------|--------------------|-------------|
| 1.       | Renovation of Conference Hall, Office Area and Allied Work which includes Sound Proofing , Wall Panelling, Providing Furniture ,Audio Facility etc.as per BOQ | ₹ 50,000/- | 45 Days            | ₹ 500/-     |

The tender document can be downloaded from our link <http://www.vigyanprasar.gov.in/tendersnew.asp>. Any corrigendum or extension of due dates will be posted on Vigyan Prasar website only. The last date of receipt of tender is **23rd February 2017** upto 1300 hours. Tender shall be opened on the same day at 1500 hours. Tenderers or their authorized representative can attend the Tender Opening, if they so desire.

For necessary details and download tender document please visit to our website [www.vigyanprasar.gov.in](http://www.vigyanprasar.gov.in).

## **1.0. TENDERING PROCEDURE**

1.1 ISSUE OF THE TENDER FORMS: Blank tender forms can be downloaded from our link <http://www.vigyanprasar.gov.in/tendersnew.asp> Downloaded tenders shall accompany a DD of: ₹ 500/- drawn in favour of "Vigyan Prasar" payable at New Delhi against tender cost.

## **2.0. MANNER OF SUBMISSION OF TENDER AND ACCOMPANIMENTS:**

Tenderers shall submit the tender and documents in sealed envelopes as below, which will be acceptable through registered post/ speed post / courier/ by hand. The Tenderer shall sign and put seal of his firm on each page of tender document while submitting it.

Tender shall accompany below stated self-signed documents-

- a) Sales Tax Registration Certificate.
- b) Permanent Account Number (PAN).
- c) Details of similar works done/ under execution or awarded in the last three years (in the same name and style) with the value of the work which should be equal or more than the tendered cost.
- d) Attested copy of partnership deed if the tenderer is partnership firm and power of attorney in favour of partner submitting the tender.
- e) Forwarding letter on letter head of the tenderer.
- f) Demand draft, Pay orders, FDR's, towards Earnest Money Deposit (Bid security).
- g) Main Tender including the common set of conditions/stipulation issued by the Department.
- h) Price bid as per BOQ in figures and words both including grand total.
- I) Tendering firm may also quote the name of account holder, account number and IFSC code for making on-line payment.
- j) Tender document must be supported with 2D/3D drawings or CD of the work design to be approved by Vigyan Prasar.

## **TENDER**

I/We have read and examined the notice Inviting Tender, Specifications applicable, General Rules and Directions, Conditions of Contract, clauses of contract, Rules referred to in the conditions of contract and all other contents in the tender document for the work.

I/We hereby tender for the execution of the work specified for the Vigyan Prasar, (Noida) within the time specified in NIT, schedule of quantities and in accordance in all respects with the specifications, designs, drawings and instructions in writing referred to in relevant clauses of contract and in respects in accordance with such conditions so far as applicable.

A sum of ₹ 50,000/- is hereby forwarded in the form of Bank draft / Pay Order/ Deposit at call Receipt of a Schedule Bank as earnest money. Further, If I/we, fail to commence the work as specified, I/we agree that the Vigyan Prasar Noida or their nominees in office shall without prejudice to any other right or remedy, be at liberty to forfeit the said earnest money.

Further, I/we agree that in case of for forfeiture of earnest money as aforesaid, I/we shall be debarred for participation in the retendering process of the work.

I/We hereby declare that I/we shall treat the tender documents drawings and other records connected with the work as secret/ confidential documents and shall not communicate information / derived there from to any person other than a person to whom I/We am/are authorized to communicate the same or use the information in any manner prejudicial to the safety of the state.

Dated .....

Signature of Contractor

Postal Address

Witness:

Address:

Occupation:

**ACCEPTANCE**

The above tender (as modified by you and provided in the letters mentioned hereunder) is accepted by me for and on behalf of Director, Vigyan Prasar for a sum of ₹ ----- (Rupees -----)

The letters referred to below (If any) shall form part of this contract Agreement: -

a)

b)

For and on behalf of Vigyan Prasar  
Noida, (U.P)

Signature

Dated

Designation

## **GENERAL RULES and DIRECTIONS**

- 1) In the event of tender being submitted by a firm, it must be signed separately by each partner thereof or in the event of absence of any partner, it must be signed on his behalf by a person holding a power of attorney authorizing him to do so, such power of attorney to be produced with the tender, and it must disclose that the firm is duly registered under the Indian Partnership Act' 1932.
- 2) Receipts for payment made on account of work, when executed by a firm, must also be signed by all the partners, except where contractors are described in their tender as a firm in which case the receipts must be signed in the name of the firm by one of the partners or by some other person having due authority to give effectual receipts for the firm.
- 3) Any person who submits a tender shall fill up the usual printed form, stating at what rate he is willing to undertake each item of the work. Tenderers, who propose any alteration in the work specified in the said form of invitation to tender, or in the time allowed for carrying out the work, or which contain any other conditions of any sort including conditional rebates will be summarily rejected. Tender shall have the name and number of the works to which they refer, written on the envelopes.
- 4) Use of correction fluid in anywhere in tender document is not permissible such tender is liable for rejection.
- 5) The rate(s) must be quoted in decimal coinage. The overall amount of complete tender may be quoted in full rupees by ignoring fifty Paise and less and considering more than fifty Paise as rupee one.
- 6) The officer inviting tenders shall have the right of rejecting all or any of the tenders without assigning any reasons, and will not be bound to accept the lowest or any other tender.
- 7) Director, Vigyan Prasar has all rights to increase or decrease the work up to any extent or to curtail the work at any point of time if the materials/ work not found satisfactory or up to the mark or due to any administrative reasons.
- 8) The successful bidder will have to submit a security deposit @ 10% of accepted tender value including EMD before commencement of the work, which will be released on completion of Defect liability/warranty period.
- 9) The tenderers shall sign a declaration, for maintaining confidential of the tender document drawings or other records connected with the work given to them.

- 10) Each page of tender must be signed by tenderer along with his / company seal. Incomplete or altered tenders will be rejected summarily.
- 11) In the case of any tender where unit rate of any item/ items overall rates appears vis-à-vis the market rate unrealistic, such tender will be considered as unworkable/un-executable and in case the tenderer is unable to provide satisfactory explanation such a tender is liable to be disqualified and rejected, even though it happens to be lowest.
- 12) All rates shall be quoted on the tender form. The amount for each item should be worked out and requisite totals given. Special care should be taken to write the rates in figures as well as in words and the amount in figures only, in such a way that interpolation is not possible. The total amount should be written both in figures and in words. In case of figures, the word ₹ should be written before the figure of rupees and word `P' after the decimal figures, e.g. ₹ 2.15 P and in case of words, the word `Rupees' should precede and the word `Paisa' should be written at the end. Unless the rate is in whole rupees and followed by the word `only' it should invariably be up to two decimal places. While quoting the rate in schedule of quantities, the word should not be written in the next line.
- 13) The account for measurement of work will be maintained by contractor which will be checked by the Representative nominated by Vigyan Prasar, and payment will be released only after verification and checking by the Representative of Vigyan Prasar.
- 14) Payments may be done for the completed segment of the work and supplied items as per specifications and BOQ on acceptance, receipt and verification by the authorised representative of the Vigyan Prasar. Payment will be limited to the amount of tenderer security deposit.
- 15) The whole of this security deposit shall be released on completion of Defects liability period of 12 months after successful completion of work.
- 16) In case the defects occurred during this period were not removed by the contractor, Vigyan Prasar has liberty to get it done from any reliable agency and the expenses occurred in same shall be deducted from the contractor's retention money/ security deposit on pro-rata basis, subject to the condition that the contractor shall be informed about the defects well in time and given time of at least one week to start the same.
- 17) VP reserves the right to impose the penalty of 0.5% per week but not more than 15% of tender value of delayed segment of work, in case the work is not completed within the mutually stipulated period and it is felt that the delay is attributable to the Contractor.
- 18) Final payment will be made on satisfactory completion of work. No advance payment is admissible.

- 19) In case of any damage/loss to existing Furniture and Fixtures during dismantling or fabrication of the partitions, the same will be made good by the Contractor and no extra cost will be paid for the same.
- 20) The Contractor will abide by all provisions contained in workmen compensation act; Contract Labour (Regulation and Abolition) Act, and Minimum Wages (Central) Rules, if applicable etc -will be the responsibility of the contractor. In case of any dispute contractor will indemnify the Vigyan Prasar.



LIST OF APPROVED MAKES OF ITEMS

| S.NO | ITEM   | MAKE  |
|------|--|---|
| 1.   | Glass  | Saint Gobain, Modi Float                          |
| 2.   | FR PVC insulated Cables  | BONTON / HAVELLS                                  |
| 3.   | Light Fixtures   | PHILIPS/GE/Crompton/Havells                       |
| 4.   | Switches/ Sockets  | LEGRAND /CRABTREE/ ABB                            |
| 5.   | Fan Regulators   | LEGRAND /CRABTREE/ ABB                            |
| 6.   | Anodized aluminium fittings for doors/windows                          | Crown/ALANS/Classic/Bharat/ Argent                |
| 7.   | Hardware's/ Handles with or without locking arrangements               | Godrej/ Link / Plaza                              |
| 8.   | Nuts Bolts /Screws   | Kundan/Puja/Atul                                  |
| 9.   | False ceiling  | Armstrong Prima-Dune RH-99(Mineral Fibre)         |
| 10.  | Structural members of false ceiling                                    | Hi-Steel, Armstrong                               |
| 11.  | Paint/primer/oil bound distemper Acrylic paint                         | Asian/ Berger / Nerolac                           |
| 12.  | Digital Screen   | Make LG, Samsung or equivalent                    |
| 13.  | High Back Chair with PP Arm,Nylon base,Push Back,Gas Lift Net Tapestry | Geeken ,Godrej,Methodex or equivalent             |
| 14.  | Mid Back Chair with PP Arm,Nylon base,Push Back,Gas Lift Net Tapestry  | Geeken ,Godrej,Methodex or equivalent             |
| 15.  | Low Back Chair with PU Arm, Pipe Frame ,Seat back,Net Tapestry         | Geeken ,Godrej,Methodex or equivalent             |
| 16.  | Cassette Air Conditioners 3 Ton  | Hitachi,Voltas,Mitshubishi Electric or equivalent |
| 17.  | Audio System   | Bosch/Ahuja/Sony/Boss or equivalent               |
| 18.  | Vitrified Floor Tiles  | Kajaria/Sumani/AGL/RAK and Equivalent             |



**STRUCTURE AND ORGANIZATION**

1. Name and address of applicant.
2. Telephone No./Fax No./E-Mail/Telex No.
3. legal status of firm
  - a). An Individual
  - b). A Proprietary firm
  - c). A firm in Partnership
4. Particulars of Registration if any (attach attested photocopy)

| S.N |  | DETAILS |
|-----|--|---------|
| 2   | Organization / Place of Registration   |         |
| 3   | Registration No.   |         |
| 4   | Names and Titles of Directors and Officers with designation to be  |         |
| 5   | Designation of individuals authorized to act for the organization.   |         |
| 6   | Has the applicant, or any constituent partner in case of partnership firm, ever abandoned the awarded work before its completion? If so, give name of the project and reasons for abandonment. |         |
| 7   | Has the applicant, or any constituent partner in case of partnership firm, ever been debarred / black listed for tendering in any organization at any time? If so, give details.               |         |
| 8   | Has the applicant, or any constituent partner in case of partnership firm, ever been convicted by a court of law? If so, give details.   |         |
| 9.  | Any other information considered necessary but not included above.   |         |

**Signature of Applicant (s)**

**Proforma – 'A' (On ₹ 100 Non Judicial Stamp)**

**GUARANTEE TO BE EXECUTED BY CONTRACTORS FOR REMOVAL OF DEFECTS AFTER COMPLETION IN RESPECT OF VARIOUS WORKS AS PER BOQ.**

The agreement made this .....day of .....2017.....and.....between ..... (hereinafter called Guarantor or the one part) and the Vigyan Prasar, Noida hereinafter called the (other part).

WHEREAS THIS agreement is supplementary to a contract (hereinafter called the Contract) dated ..... and made between the GUARANTOR OF THE ONE PART And the Vigyan Prasar of the other part, whereby the contractor inter alia, undertook to render the Renovation and Interior works in the said contract completely durable and as per specifications.

AND WHEREAS THE GUARANTOR agreed to give a guarantee to the effect that the said structures will remain intact from the date after the maintenance period prescribed in the contract is over. Earnest money shall be retained for the said defects liability period and in case of non-fulfilment of terms during the period it shall be withheld.

Provided that the guarantor will not be responsible for damages caused by natural calamities or structural defects or misuse or alterations : -

(a) The decision of the Vigyan Prasar with regard to cause of durability shall be final.

During this period of guarantee the guarantor shall make good all defects to the satisfaction of the Vigyan Prasar at his cost and shall commence the work for such rectification within ten days from the date of issue of notice from Institute calling upon him to rectify the defects failing which the work shall be got done by the Vigyan Prasar by some other contractor at the GUARANTOR'S cost and risk.

That, if guarantor fails to make good all the defects or commits breach there under then the guarantor will indemnify the Vigyan Prasar and his successors against all loss, damage, cost expenses or otherwise which may be incurred by him by reason of any default on the part of the GUARANTOR in performance and observance of this supplementary agreement. As to the amount of loss and /or damage and /or cost

incurred by the Vigyan Prasar, the decision of the Director will be final and binding on the parties.

IN WITNESS WHEREOF these present have been executed by the Obligator .....and by.....for and on behalf of the Institute of on the day, month and year first above written.

SIGNED, sealed and delivered by OBLIGATOR in the presence of

1. ....2.....

SIGNED FOR AND ON BEHALF OF THE VIGYAN PRASAR NOIDA.

1.....2. ....

**TENDER FOR PROPOSED** Renovation of conference hall, Office Area and supply and installation of furniture, fixtures and equipment's on turn-key basis as per BOQ at Vigyan Prasar, A-50, Sector-62, Noida-201309

| S.NO                        | ITEM                                | TENDERED VALUE |
|-----------------------------|-------------------------------------|----------------|
| 1.                          | Renovation of Conference (PART-A)   |                |
| 2.                          | Renovation of Office Area (PART-B)  |                |
| 3.                          | Renovation of Corridor (PART-C)     |                |
| 4.                          | Renovation of Pantry Area (Part-D)  |                |
| 5.                          | Renovation of Second Floor (Part-E) |                |
| Grand Total Rs. (A+B+C+D+E) |                                     |                |

| S. No.          | Item   | Qty               |
|-----------------|--|-------------------|
| CONFERENCE ROOM |  |                   |
| 1.              | P/Fixing of Designer wooden wall panelling, frame made of 2öx1/2ö thick Kellwood chemically treated and fitted in contrast combination approved and then fitting properly to the wall 24öx24ö centre to centre both ways and 4mm thick branded Garnet/veneer fixed on it in Grooves with teakwood Fancy skirting, duly fine lacquer polishing etc. complete.   | 1000 Sq/Ft approx |
| 2.              | P/Fixing of False Ceiling, Wooden/Gypsum frame made of pinewood of size 2öx1.5ö fitted in 24öx24ö centre to center both ways, chemically treated and 24öx24ö decorative tiles fitting on it made of 12mm thick fire resistant, insect resistant wave free partical board.  | 468Sq/Ft approx.  |
| 3.              | Supply of LED Lights (2'x2'), mirror optics fluorescent fitting complete with all accessories including connection, copper conductor etc. and complete in all respect. Approx 14 nos   | Per light         |
| 4.              | Supply of Wooden Conference table made of teak wood, teak board having sunmica top/teak board finish width of the table will have 48ö to 60ö finished with fine quality lacquer polished, shape and design duly approved.  | 01                |
| 5.              | Supply of Digital Screen 65 inches   | 01                |
| 6.              | Supply of Digital Screen 43 inches   | 03                |
| 7.              | Supply of High back chair with PP Arms, Nylon Base, Push Back, Gas Lift, Net Tapestry  | 03                |
| 8.              | Supply of Mid back chair with PP Arms, Nylon Base, Push Back, Gas Lift, Net Tapestry   | 13                |
| 9.              | Supply of Low back chair with PU Arms, Pipe Frame, Seat Back, Net Tapestry   | 24                |
| 10.             | Supply of Air Conditioner Cassette 3 ton Unit, stabilizer, fitting including charges will be extra.  | 02                |
| 11.             | Providing and Fixing of Vitrified Floor Tiles (2'x2') of over existing floor with suitable adhesive of approved brand and manufacture in approved pattern and design after removing dust, spot and also includes cleaning and repairing work. After tiling work, filling up the joints with white current slurry, admixture with coloring pigment to match with flooring etc.  | 580 Sq/Ft approx. |
| 12.             | Supply of Conference System Brand Bosch Chairman Unit  | 01                |
| 13.             | Supply of Conference System Delegates Unit Incorporates all functions of the CCS- DX CCS Delegate Unit (worth the exception of the Possible- To ö Speak functionality / LED). Priority button for Chairman microphone. Temporary or Permanent Muting of delegates microphones. Optional chime tone facility for preceding chairman announcements. Modern un-obstructive styling to match the CCS-Dx CCS Delegate Units. Available with Standard or extended length microphone stems. | 13                |
| 14.             | Supply of System Controller for Audio System   | 01                |
| 15.             | Supply of Data Control Cable   | Per meter         |

|             |   |                   |
|-------------|---|-------------------|
| 16.         | Supply of Ceiling Loud Speaker Excellent speech and music reproduction, high sound pressure level, ideal for high ceiling application, Flush mounted in ceilings, simple power setting, Ball proof, complies with international installation and safety regulations and complete in all respect.  | 01                |
| 17.         | Supply of 240 Watt Amplifier for Speakers, XLR inputs/output, Direct 100V input for power expansion, Input level control, Excellent S/N 80db  | 01                |
| 18.         | Providing and fixing of Audio Cable for Speakers  | Per meter         |
| 19.         | Providing and fixing of Podium Wooden with VP logo Size 24"X30"X36" wooden board with veneer finishing and wheels   | 01                |
| Office Area |   |                   |
| 21.         | P/Fixing of Designer wooden wall panelling, frame made of 2"X1/2" thick Kellwood chemically treated and fitted in contrast combination approved and then fitting properly to the wall 24"X24" centre to centre both ways and 4mm thick branded Garnet/veneer fixed on it in Grooves with teakwood Fancy skirting, duly fine lacquer polishing etc. complete.  | 500 Sq/Ft approx. |
| 22.         | P/Fixing of False Ceiling, Wooden/Gypsum frame made of pinewood of size 2"X1.5" fitted in 24"X24" centre to centre both ways, chemically treated and 24"X24" decorative tiles fitting on it made of 12mm thick resistant, insect resistant wave free partial board.   | 500 Sq/Ft approx. |
| 23.         | Supply of LED Lights (2'x2'), mirror optics fluorescent fitting complete with all accessories including connection, copper conductor etc. and complete in all respect. Approx 10 nos.   | Per light         |
| 24.         | Providing and Fixing of Gypsum Partition made with good quality of gypsum and with PVC laminated finishing. Gypsum board partition is contracted with metal, stud being covered by 2 pieces of board on either side. Electrical and networking cables and wiring are concealed in between the boards. In this way the easier and faster without the hacking on the wall etc. and complete in all respect. | per Sq/Ft         |
| 25.         | Supply of Writable White Marker Board Size 8"X4"  | Per Sq/Ft         |
| Corridor    |   |                   |
| 26.         | Texture Paint with sand with water- thinned binder and used for creating a rough patterned effect on a wall, filling materials based on a polyvinyl acetate emulsion etc. and complete in all respect.  | 500 Sq/Ft approx. |
| 27.         | Texture Paint with sand with water- thinned binder and used for creating a rough patterned effect on a wall, filling materials based on a polyvinyl acetate emulsion etc. and complete in all respect. Inside Corridors   | 400 Sq/Ft approx. |
| 28.         | Providing and fixing of Toughened Glass double door main 14mm quantity 01 size 7.4"X 5" approx.   | Per Sq/Ft         |
| 29.         | Providing and fixing of Stainless Steel Structure Name Plates-Vigyan Prasar with logo   | Per Sq/inch       |



|          |   |           |
|----------|---|-----------|
| 30.      | Providing and fixing 10mm Toughened Glass with company monogram including computer designing. Size:- 5ø x 3ø Qty-1  | Per Sq Ft |
| 31.      | Supply of Retro Reflector Sign Boards with pole and including all material Size 6øx4øx8ø  | 01        |
| 32.      | Supply of Retro Reflector Sign Boards with pole and including all material Size 4øx3øx8ø both side  | 01        |
| 33.      | Providing and Fixing of Vitrified Floor Tiles (2'x2') of over existing floor with suitable adhesive of approved brand and manufacture in approved pattern and design after removing dust, spot and also includes cleaning and repairing work. After tiling work, filling up the joints with white current slurry, admixture with coloring pigment to match with flooring etc. | Per Sq/Ft |
| ROOF TOP |   |           |
| 34.      | Supply of Pota cabin Acrylic Sheet Top Size:- 25ø x 20ø quantity- 02  | Per Sq/ft |