

TENDER DOCUMENT

FOR

AMC FOR CIVIL REPAIR & MAINTENANCE WORK

NOTICE INVITING TENDERS

&

TERMS AND CONDITIONS OF TENDER

CEC

CONSORTIUM FOR EDUCATIONAL COMMUNICATION
IUAC CAMPUS, ARUNA ASAF ALI MARG
NEW DELHI - 110067

Phone : 011-26897418, 26897419 Fax: 011-26897416

Website : www.cec-ugc.nic.in



**Name of the Work: Annual Maintenance Contract (AMC)
for
Civil Construction, Civil Repair & Maintenance Work**

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Note :

Tenderer should confirm that they have received all the above documents. The nature and the site of works can be seen personally. **Demand Draft for Rs. 30,000/- (Rupees Thirty Thousand Only) towards Earnest Money Deposit (EMD) should be attached in favour of Director, CEC, New Delhi. The Demand Draft should be placed in a separate envelope indicating Tender Number.**

DD No. _____ Dated _____ Rs. _____

**Signature of the officer
Issuing tender**

Notice inviting Tender

CONSORTIUM FOR EDUCATIONAL COMMUNICATION
IUAC CAMPUS, ARUNA ASAF ALI MARG
NEW DELHI – 110067

TENDER NO. : CEC/AMC CIVIL WORK/2012

Notice: Inviting Tenders for AMC for Civil Repair and Maintenance work at CEC Office Premises.

Sealed Tenders are invited from registered Class-I Contractors of CPWD/ Government approved Civil Contractor / Consultants etc., for Annual Maintenance Contract for Civil Repair and Maintenance work to be executed at the above address. The technical specifications / document can be obtained from the CEC website www.cec-ugc.nic.in.

Earnest Money Deposit of ₹.30,000/- (Rupees Thirty Thousand Only) in the form of Draft in favour of “**Director, CEC**”, should be placed in a separate envelope indicating the Tender number. The Complete Tender Document alongwith the Draft in separate envelope, should be sealed in an envelope superscribed “**Tenders for AMC for Civil Repair and Maintenance work at CEC Office Premises**” must reach “**Chief Administrative Officer**”, at the above address **on or before 15th February 2012 upto 02.00 PM**. The received tenders will be opened on the same day at 03:00 PM at CEC. **Incomplete tenders will be rejected outright**. CEC reserves the right to reject any or all tenders without assigning any reason whatsoever.

CHIEF ADMINISTRATIVE OFFICER

Detailed Status of the Firm

1.	Name of the Applicant and Address of the Registered Office	
2.	Year of establishment (Enclose documentary evidence)	
3.	Type of the organization (Whether sole proprietorship, Partnership, Private Limited or Co-operative Body, etc.	
4.	Name of the Proprietor / Partners / Directors of Applicant with address and phone numbers.	
	(a)	
	(b)	
	(c)	
	(d)	
5.	Details of Registration – Whether Partnership Firm, Company etc. Name of Registering Authority, Date and Registration Number	
6.	Whether registered with Government (CPWD / State POD / MES / Railways) Semi-Government / Municipal Authorities or any other Public Organization and if so, in which class and since when?	
7.	No. of years of experience in the relevant field.	
8.	PAN Card (copy mandatory)	
9.	Adequate and satisfactory evidence to indicate financial capacity of the Applicant to undertake the said works with name of Bankers and their full address (Attach Solvency of Rs. 25.00 Lakhs) (Solvency Certificate for a Bank & Income Tax details should be attached).	
10.	Yearly turnover of the Organization during last 4 years. (year wise) (Enclose copy of audited Balance Sheet)	
11.	Details of Registration of the Architects of the Firm with Council of Architecture. (Enclose copies of Registration Certificates)	
12.	Number of Performance Certificates from previous clients, enclose Performance Certificate from previous clients.	
13.	Whether any Civil Suit / Litigation / Arbitration arisen in the contracts executed during the last 10 years / being executed now. If yes, please furnish the details in the Performa given below :	

AUTHORIZED SIGNATURE

Terms and Conditions

- 1. No column should be left blank.**
2. The work shall be carried out as per CPWD specification 1996 with upto date correction slips and as per directions of Engineer in charge (ME, CEC).
3. No Labour Hut shall be allowed at site.
4. Contractor must see the site before quoting rates.
5. The cost quote must be on the area basis and must include the expenditure involved in all operations necessary to complete the work in all aspect.
6. Contractor should take utmost care to prevent any damage to existing AC roof sheeting while doing the water proofing treatment work.
7. In case the contractor needs any payment in advance, he shall have to submit a Bank Guarantee of equal amount in favour of Director, CEC.
8. On completion of the work 5% of the total cost shall be retained by the CEC for 6 months as security deposit for the rectification of defects if any.
- 9. Quoted rates must include sales tax and other taxes. Nothing extra shall be payable over and above quoted rates.**
10. Income tax, work contract and other recoveries shall be made as per rules.
11. Time allowed for executing and completion of the work will be as per direction specified in respective work order issued based on this AMC.
12. Fine upto 1% per fortnight on job delayed over the above period will be at the discretion of CEC.
13. Official approved record for Labour Supply if any.
14. Any other item not included in the work order will be as per DSR 2007 rates + approved enhancement.
15. Payment will be made as per actual measurement of items of work after completion of work.
16. All disputes shall be only in courts within jurisdiction of Delhi.
17. Tenderer should quotes his rates for the items in figures as well as in words, in case of ambiguity lesser of two will be treated as correct.
- 18. Payment : 95% by cheque on satisfactory execution of works and verification by Officer in charge and certification by Consultant (Engineer), 5% shall be retained by CEC for 6 months and released thereafter as per clause 7 above.**

Rate Schedule

BILL OF ITEMS/MATERIALS

S. No.	Description of item	Unit	Rate (in figure) Rupees Inclusive of all taxes	Rate (in words)
1	Providing and laying four courses water proofing treatment with bitumen felt over roofs consisting of first and third courses of blown bitumen 85/25 or 90/15 conforming to IS:702 applied hot@1.45 kg per square metre of area for each, second course of roofing felt type 3 grade-I (Hessian based self finished bitumen felt) and fourth and final course of stone grit 6mm and down size or pea-sized gravel spread at 6 cubic diameter per square metre including preparation of surface but excluding grading complete with a) Bitumen felt (hessian base) type 3 grade I conforming to IS:1322	sqm		
2	Deduct for omitting in water proofing treatment final course of spreading stone grit 6mm down size or pea sized gravel: a) at 6 cu dm per sqm.	sqm		
3	Earth work in surface excavation not exceeding 30 cm in depth but exceeding 1.5 m in width as well as 10 sqm on plan including disposal of excavated earth upto 50 m and lift upto 1.5 m, disposed soil to be leveled and neatly dressed: a) All kinds of soil	cum		
4	Filling available excavated earth (excluding rock) in trenches, plinth, sides of foundations etc. in layers not exceeding 20cm in depth, consolidating each deposited layer by ramming and watering, lead up to 50 m and lift upto 1.5 m.	cum		
5	Providing and laying in position cement concrete 1:4:8 (1 cement:4 fine sand:8 graded stone aggregate 40 mm nominal size, excluding the cost of centering and shuttering.	cum		
6	Dismantling tile work in floors and roofs laid in cement mortar including stacking material within 50 metres lead. (a) for thickness of tiles 10 mm to 25 mm	sqm		
7	Dismantling stone slab flooring laid in cement mortar including stacking of serviceable material and disposal of unserviceable material within 50 metres lead.	sqm		
8	Reinforced cement concrete work in beams, suspended floors, roofs having slope up to 15 landings, balconies, shelves, chajjas, lintels, bands, plain window sills, staircases and spiral stair cases up to floor five level excluding the cost of centering shuttering, finishing and reinforcement with 1:2:4 (1 cement :2 coarse sand : 4 graded stone aggregate 20 mm nominal size)	cum		
9	Centering and shuttering including strutting, propping etc. and removal of form for: (a) Foundations, footings, bases of columns etc. for mass concrete	sqm		
	(b) Lintels, beams, plinth beams, girders, bressumers and cantilevers	sqm		
10	Brick work with F.P.S. bricks of class designation 75 in foundation and plinth in: (a) Cement mortar 1:4 (1 cement :4 coarse sand)	cum		
	(b) Cement mortar 1:6 (1 cement :6 coarse sand)	cum		

11	Brick work with F.P.S. bricks of class designation 75 in superstructure above plinth level up to floor V level in all shapes and sizes in: (a) Cement mortar 1:4 (1 cement: 4 coarse sand)	Cum		
	(b) Cement mortar 1:6(1 cement: 6 coarse sand)	Cum		
12	Half brick masonry with F.P.S. bricks of class designation 75 in superstructure above plinth level up to floor V level. (a) Cement mortar 1:4 (1 cement : 4 coarse sand)	Sqm		
13	Providing and fixing ISI marked flush door shutters conforming to IS:2202 (Part I) decorative type, core of block board construction with frame of 1 st class hard wood and well matched teak 3 ply veneering with vertical grains or cross bands and face veneers on both faces of shutters. (a) 35 mm thick including ISI marked Stainless Steel butt hinges with necessary screws.	Sqm		
14	Demolishing brick work manually by mechanical means including stacking serviceable material and disposal of unserviceable material within 50 metres lead as per direction of Engineer-in-charge. (a) in cement mortar	Cum		
15	Dismantling old plaster or skirting raking out joints and cleaning the surface for plaster including disposal of rubbish to the dumping ground within 50 metres lead.	Sqm		
16	Demolishing cement concrete manually by mechanical means including disposal of material within 50 metres lead (a) 1:3:6 or richer mix	cum		
	(b) 1:4:8 or leaner mix	cum		
17	12mm cement plaster of mix (a) 1:4 (1 cement 4 fine sand)	sqm		
	(b) 1:4 (1 cement 4 coarse sand)	sqm		
18	15mm cement plaster on rough side of single or half brick wall of mix: (a) 1:4 (1 cement 4 coarse sand)	sqm		
19	Repairs to plaster of thickness 12 mm to 20 mm in patches of area 2.5 sq. Meters and under including cutting the patch in proper shape, raking out joints and preparing and plastering the surface of the walls complete including disposal of rubbish to the dumping ground within 50 meters lead (a) with cement mortar 1:4 (1 cement 4 fine sand)	sqm		
20	White washing with lime to give an even shade: (a) old work (one or more coats)	sqm		
21	Removing white or colour wash by scrapping and sand papering and preparing the surface smooth including necessary repairs to scratches etc.complete.	sqm		
22	Distemping with oil bound washable distemper of approved brand and manufacture to give an even shade. (a) Old work (one or more coats)	sqm		
	(b) New work (two or more coats) over and including priming coat with cement primer.	sqm		
23	Painting with synthetic enamel paint of approved brand and manufacture of required colour to give an even shade (a) Two or more coats on new work	sqm		
	(b) One or more coats on old work	sqm		
24	Wall painting with plastic emulsion paint of approved brand and manufacture to give an even shade: (a) Two or more coats on new work	sqm		
	(b) Old work (one or more coats)	sqm		

25	Finishing walls with water proofing cement paint of required shade (a) Old work (one or more coats applied @2.20 kg/10 sqm) over priming coat of primer applied@0.80 liters/10sqm complete including cost of Priming coat.	sqm		
	(b) New work (two or more coats applied at 3.84 kg/10 sqm)	sqm		
26	Finishing walls with textured exterior paint of required shade (a) old work (one or more coats) applied @1.82 ltr/10 sqm	sqm		
27	Providing non-asbestos high impact Polyophlene reinforce cement 6mm thick corrugated sheets (as per IS:14871) roofing up to any pitch and fixing with polymer coated J, or L hooks, bolts and nuts 8mm dia. G.I. plain and bitumen washers or with self drilling fastener and EPDM washers etc. complete excluding the cost of purlins, rafters and trusses: corrugated sheets and including cutting to size and shape wherever required.	sqm		
28	Providing and laying vitrified floor tiles in different sizes (thickness to be specified by the manufacturer) with water absorption's less than 0.08% and conforming to IS:15622 of approved make in all colours and shades, laid on 20mm thick cement mortar 1:4 (1 cement:4 coarse sand) including grouting the joints with white cement and matching pigments etc. complete. (a) Size of tiles 60x60 cm	sqm		
29	Deduct for not using 20 mm thick cement mortar 1:4 (1 cement:4 coarse sand) bedding in laying of floor tiles.	sqm		
30	Fixing glazed/Ceramic/Vitrified floor tiles with cement based high polymer modified quick-set tile adhesive (Water based) conforming to IS:15477, using 5 kg. adhesive per sqm of tile area, in average 3mm thickness.	sqm		

STUCTURAL WORK				
1	Providing corrugated G.S. sheet roofing including vertical/curved surface fixed with polymer coated J or L hooks, bolts and nuts 8 mm diameter with bitumen and G.I. limpet washers or with G.I. limper washers filled with white lead and including a coat of approved steel primer and two coats of approved paint on overlapping of sheets complete (up to any pitch in horizontal/vertical or curved surface) excluding the cost of purlins, rafters and trusses and including cutting to size and shape wherever required. (a) 0.80mm thick with zinc coating not less than 275gm/m2	sqm		
2	Providing ridges or hips of width 60 cm over all width plain G.S sheet fixed with polymer coated J. or L hooks, bolts and nuts 8 mm dia, G. I. limpet and bitumen washers complete. (a) 0.80mm thick with zinc coating not less than 275gm/m2	mtr.		
3	Providing valleys of 90 cm wide overall in plain G.S. sheet fixed with polymer coated J, or L hooks, bolts and nuts, G.I. limpet and bitumen washers complete. (a) 1.60 mm thick with zinc coating not less than 350gm/m2	mtr.		
4	Structural steel work riveted, bolted or welded in built up sections, trusses and framed work, including cutting, hoisting, fixing in position and applying a priming coat of approved steel primer all complete.	kg		
5	Steel work in built up tubular trusses including cutting, hoisting fixing in position and applying a priming coat of approved steel primer, welded and bolted including special shaped washers etc. complete. (a) Hot finished seamless type tubes.	kg		
6	Painting on G.S. sheet with synthetic enamel paint of approved brand and manufacture of required colour to give an even shade: a) Old work (one or more coats)	sqm		
Grand Total inclusive of all Taxes				

SIGNATURE OF THE TENDERER
ALONG WITH SEAL