



**SCHEDULE TO TENDER**



**OFFICE OF THE COMMANDANT-121 BATTALION  
CENTRAL RESERVE POLICE FORCE  
BCS HIRANAGAR, DISTT.KATHUA (J&K)  
Tele/Fax 01922-274112, Nicemail: hq121bn @crpf.gov.in**

**Tender Enquiry No. B.V-1/2017-18-121-Q (SRE)**

**Dated: 07 /12/2017.**

Commandant-121 Bn, CRPF, Hiranagar, Distt Kathua (J&K) for and on behalf of the President of India, invites sealed **Two Bid tenders** from approved/registered and eligible suppliers for execution of works of Floor tiling of Mess Kitchen-(6.4 M x 3.3 M), Granite Slab of Kitchen - 5.18 M x 0.54 M), Sanitary fitting, Electric fitting, fitting door-1.98 M x 0.96 M) = 02 Nos & window-(1.06 M x 0.83 M)= 02 Nos, floor tiling and ceiling of Guest room size-(4.87 M x 4.87 M) at CRPF Lakhanpur, Kathua (J&K), as per Appendix-"A-1" from approved / registered and eligible contractor for execution of works as per Appendix-"A-2" at CRPF, Lakhanpur, Distt. Kathua (J&K) as per details given below :-

Sl. No.	Name of work & location	Estimated cost put to tender	Earnest money	Time period of completion	Last date & time of submission of Bid, EMD, Tender processing fee & other documents as specified in T/E	Time & date of opening of bid
1.	Floor tiling of Mess Kitchen-(6.4 M x 3.3 M), Granite Slab of Kitchen - 5.18 M x 0.54 M), Sanitary fitting, Electric fitting, fitting door-1.98 M x 0.96 M) =02 Nos & window-(1.06 M x 0.83 M)=02 Nos, floor tiling and ceiling of Guest room size-(4.87 M x 4.87 M) at Lakhanpur.	<b>1,99,421.00</b>	4,000/-	1-½ Months (45 Days)	02/ 01 /2018 Upto 1700 Hrs.	3/01/2018 at 1100 Hrs.

**Tender will be accepted up to : By 1700 Hrs on 02 /01/2018**  
**Tender will be opened : At 1100 Hrs on 03 /01/2018**

- All details of tender including specifications, terms and conditions and all tender documents are available on CRPF website "[crpf.nic.in](http://crpf.nic.in)" and can be downloaded by bidders free of cost.
- Bids will be accepted in sealed envelope under two bid system (i) Technical Bid and (ii) Price Bid.

4. Intending tenderers must read the terms and conditions carefully and submit their tenders if they consider themselves eligible and are in possession of all the required documents by 1700 hours on 02 /01/2018. Quotations will be sent by Speed Post/Registered Post/ Courier / By-hand in favor of **The Commandant-121 BN, CRPF Hiranagar, Distt Kathua (J&K) 184142** or can be deposited in tender box within target date.

5. Tenders will be opened in the office of Commandant-121 Bn, CRPF at 1100 hrs. on 03 /01/2018 at HQ/121 Bn, CRPF, Hiranagar, Distt Kathua (J&K) 184142. Tenderers shall remain present during opening of tender. In case date of opening of tender happens to be a closed holiday, the tenders will be opened on next working day at the stipulated time.

6. Tenderers shall submit Tender documents well before the date of opening tender to avoid last minute rush.

7. All tender documents attached with this invitation to tender including specifications are sacrosanct for considering any offer as complete offer. It is therefore, important that each page of the **tender documents duly completed and signed** is attached with your offer. Sealed envelope containing the tender quotations shall be super scribed as **"QUOTATION" FOR** Floor tiling of Mess Kitchen-(6.4 M x 3.3 M), Granite Slab of Kitchen - 5.18 M x 0.54 M), Sanitary fitting, Electric fitting, fitting door-1.98 M x 0.96 M) =02 Nos & window-(1.06 M x 0.83 M)=02 Nos, floor tiling and ceiling of Guest room size-(4.87 M x 4.87 M) at Lakhanpur Distt.Kathua (J&K)

8. The bids shall be submitted in two stages viz.  
(i) Technical Bid (ii) Price Bid.

The enlistment of the contractors should be valid on the last date of evaluation of Technical Bid. In case only the last date of evaluation of Technical Bid is extended, the enlistment of contractor should be valid on the original date of evaluation of Technical Bid. In case both the last date of evaluation of Technical Bid and Price Bid are extended, the enlistment of contractor should be valid for original date of evaluation of Technical Bid.

9. Details required to be furnished by all bidders in Technical/Price bid are as under:-

a) **TECHNICAL BID**

i) Acceptance of details of work as specified / prepared in Appendix-"A-1" and "A-2" worked out by authorized SI(Civil) of CRPF and approved by competent authority.

ii) All pages of tender documents duly completed and signed without indicating the rates quoted. Full name and status of the person signing the tender documents must be clearly mentioned.

iii) Tender cost **Rs. 200/-** in form of CDR/BD/DD/Fixed Deposit Receipt/Bank Guarantee from any of the nationalized / commercial banks in an acceptable form **in favour of THE COMMANDANT-121BN, CRPF, HIRANAGAR, KATHUA Payable at SBI, College Road Kathua (Branch code No.6897).**

iv) 2% Earnest Money Deposit if applicable.

v) Copy of any valid Govt. authorized Registration / License, which specifies appropriate class of Contractor (CPWD/PWD/NBCC/NPCC or any Govt. department) as necessary to execute the construction work.

vi) Copy of PAN card

vii) Copy of GST registration.

viii) Copy of past performance statement of last 03 years with supporting documents.

- ix) Any other relevant documents which the firms wish to submit.
- b) **PRICE BID :-**
- (i) The composite bid i.e. indicated rates for execution of work, details of rates, taxes, duties and discounts if any should be quoted by the bidder (in INR only). These details should be submitted on the letter pads of the suppliers/Contractor with duly signed with seal.
- (ii) Rates must be clearly written in figures as well as in words in INR.
- (iii) There must not be any cutting /over writing.
- (iv) F.O.R. will be construction site as mentioned in tender notice.
10. The tender document is consisting of specifications, rates, brand name i.e. ISI / ISO and terms and conditions of this supply to be complied and for execution of work, the cost of hiring of equipments, cost of centering, shuttering carriage and other miscellaneous expenses should be reflected while quoting the labour charge.
11. Bidders should deposit earnest money @ 2% of estimated cost along with their Tender. Earnest Money should be in form of CDR/BD/DD/Fixed Deposit Receipt/Bank Guarantee from any of the nationalized / commercial banks in an acceptable form in **favour of THE COMMANDANT-121BN, CRPF, HIRANAGAR, KATHUA Payable at SBI, College Road Kathua (Branch code No.6897).**
12. For any change in tender enquiry / specification etc. tenderers are requested to visit the CRPF website "[www.crfp.nic.in](http://www.crfp.nic.in)" regularly.

S/D- 07/12/2017

**(S.S.RANA)**

**COMMANDANT-121 BN, CRPF,  
Hiranagar, Kathua (J&K)**

For and on behalf of President of India

## **II. IMPORTANT INSTRUCTIONS AND GUIDELINES**

1. Full name and status of the person signing the tender documents must be clearly mentioned.
2. Intending tenderer is eligible to submit the tender provided he has definite proof from the Appropriate authority which shall be to the satisfaction of the competent authority of having satisfactorily completed. License issued by State Government CPWD/PWD/NBCC/NPCC/MES or any Govt. department should be kept renewed as per periodicity laid down by the authority concerned and submit an attested copy of the same to **COMMANDANT-121 BN, CRPF, Hiranagar, Kathua** after each renewal. The contractor / supplier should produce valid license with tender or provide affidavit with tender regarding obtaining License from concerned authority. The successful contractor / supplier / firm should deposit copy of license before execution of construction works. Certificate of Registration for GST and Service tax and acknowledgment up to date of filed return.
3. Payment will be made after completion of works and issuing of completion certificate by SI (Civil) of CRPF as well as physical inspection by Line Committee and approval of competent authority of the department.
4. Tender Enquiry and EMD should be in a sealed envelope duly superscripted with due mention of execution of construction works, Tender Enquiry No. and date & time of opening of Tender and *same* **SEND BY REGISTERED POST/ COURIER/ BY-HAND TO The Commandant-121 BN, CRPF Hiranagar, Distt Kathua (J&K) 184142 SO AS TO REACH ON OR BEFORE THE SCHEDULED TIME AND DATE\_ as mentioned in the schedule** to the tender enquiry. Department is not responsible for any postal delay.
5. The supplier whose tender is accepted will be required to furnish **PERFORMANCE SECURITY** for an amount of. **Rs 10,000/- only within 07 days**. Performance Security may be furnished in the form of an CDR/BD/DD/Fixed Deposit Receipt/Bank Guarantee from Nationalized / Commercial bank in a acceptable form safeguarding. Performance Security should remain valid for a period of **Ninety days** beyond the date of completion of all contractual obligation of the supplier including Warranty obligations. In case the contractor / supplier fails to deposit the performance security within the stipulated period including extended period if any, the Earnest Money deposited by the supplier shall be forfeited automatically without any notice to the contractor.
6. Intending Bidders are advised to inspect and examine the site and its surrounding and satisfy themselves before submitting their bids as to the form and nature of the site, the means of access to the site, in general shall themselves obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect their bid. A bidder shall be deemed to have full knowledge of the site whether he inspects it or not and no extra charge consequent on any misunderstanding or otherwise specifically provided for in the contract documents. Submission of a bid by a bidder implies that he has read this notice terms

& conditions mentioned there in, all other contract documents and has made himself aware of the scope and specifications of the work to be done and all conditions and other factors.

7. The Commandant 121 Bn, CRPF on behalf of the President of India reserves to itself the authority to reject any or all the bids received without assigning any reasons. All bids in which any of the prescribed condition are not fulfilled or any condition including that of conditional rebate is put forth by the bidder shall be summarily rejected.

8. Canvassing whether by bidders directly or indirectly, in connection with bids is strictly prohibited and the bids submitted by the contractor / supplier who resort to canvassing will be liable to rejection.

9. The Commandant-121 Bn CRPF on behalf of President of India reserves to himself the right of **accepting the whole or any part of the bid** and the bidder shall be bound to perform the same at the rate quoted.

10. The notice of inviting bid shall form a part of the execution of construction work along with all relevant documents. The successful Bidder/ Contractor/Supplier shall, on acceptance of his bid by the accepting authority the work should start within 07 days of issue of work order and complete the work within 45 days.

11. Bids will be opened on prescribed time and date. In the event of a bid being rejected, the earnest money forwarded with such unaccepted bid shall there upon be returned to the contractor / suppliers in presence of suppliers who may be present at the time, without any interest.

12. GST / VAT or any Other Tax in respect of the shall be payable by the contractor / supplier direct to the concerned Department.

13. The supplier submitting the tenders against the subject tender enquiry are informed that all relevant details with reference to the tender enquiry stipulations are clearly responded to. In case any of the tender enquiry stipulations are not clearly stated to or replied to by any of the contractor, no (repeat) no clarifications will be sought from the concerned contractor / supplier / firm and its offer will be rejected out rightly.

14. Construction work to be executed on credit basis. No advance payment will be released. Payment will be made on completion of construction work within stipulated time period.

15. In case of any dispute/doubt the decision of The Commandant-121 BN, CRPF Hiranagar, Distt Kathua (J&K) 184142) shall be final and binding on all parties/ tenderer. He also reserves the right to accept or reject any tender or all tenders without assigning any reasons.

16. Construction work will be regularly supervised by authorized SI(Civil) of CRPF and if any discrepancy is found as per detail of works specified in Appendix-"A-1" and Appendix-"A-2" of T/E same will be rectified by the concerned contractor on his own cost.

17. **The labourers/workers engaged by the contractor / agency shall be at the risk of contractor and in case of any untoward incident, accident, the contractor / agency will be liable for such risks and the department will not be held responsible in any way for such mis-happening and untoward incident.** It should be the duty of contractor to adhere to all security precautions as specified with industry by Govt.

S/D- 07/12/2017

**(S.S.RANA)**

**COMMANDANT-121 BN, CRPF,**

**Hiranagar, Kathua (J&K)**

For and on behalf of President of India

### III. TERMS AND CONDITIONS OF TENDER ENQUIRY

1. Terms of Price	<p>1.1 Rates quoted by the Contractor should be quoted in Indian rupees both in Figures as well as in words for complete units as per specifications. Any and Every alteration in the rates should be signed in ink otherwise the offers will not be considered.</p> <p>1.2 Contractor should clearly indicate different GST, taxes and duties, which they propose to charge as extra, along with the present rates thereof. Offers with such stipulations like 'as applicable' will be treated as vague and are liable to be ignored</p>
2. Payment Terms	2.1 Works are required to be executed on <b>credit basis only.</b>
3. Tender Cost	<p>3.1 All tender document can be downloaded from CRPF website <a href="http://www.crfp.nic.in">www.crfp.nic.in</a> and can be obtained from office of the Commandant-121 BN, CRPF Hiranagar, Distt Kathua (J&amp;K) 184142 but tender cost of <b>Rs. 200/-</b> in the form of CDR/BD/DD/Fixed Deposit Receipt/Bank Guarantee from any of the nationalized / commercial banks in an acceptable form in favour of <b>THE COMMANDANT-121BN, CRPF, HIRANAGAR, KATHUA ,Payable at SBI, ,College Road Kathua (Branch code No.6897).</b></p> <p>3.2 Contractor who are registered with CPWD /PWD /NBCC /NPCC /MES or any Govt. department and produced valid registration certificate is exempted for deposit of Earnest Money.</p>
4. Earnest Money Deposit	<p>4.1 All the contractor are required to deposit 2% of estimated amount of the work / supply alongwith the quotation, failing which their offers will be summarily rejected.</p> <p>4.2 The Earnest Money can be deposit through any of the following alternative forms :</p> <p>a) <b>Crossed Bank Draft</b> drawn in favour of the Commandant-121 Bn CRPF, Hiranagar Distt. Kathua (J&amp;K) payable at <b>SBI College Road Kathua (Branch code No.6897).</b></p> <p>b) <b>An irrevocable Bank Guarantee</b> of any nationalized, scheduled bank or reputed commercial bank in the attached format as Appendix-"B-1"</p> <p>4.3 The Earnest Money shall remain valid and be deposited with the purchaser for a <b>period of 90 days</b> from the date of tender opening. <b><u>If the validity of the tender is extended, the validity of the bank guarantee / or any other alternate document submitted in lieu of Earnest Money will also be suitably extended by the tenderer, failing which there tender after the expiry of the aforesaid period shall not be considered by the purchaser / department.</u></b></p> <p>4.4 <b>No interest</b> shall be payable on the earnest money deposited by the tenderer.</p> <p>4.5 The Earnest Money deposited <b>is liable to be forfeited</b> if the tenderer withdraws or amends impairs or derogates from the tender in any respect within</p>

	<p>the period of validity of his tender.</p> <p>4.6 The earnest money of the successful tenderer shall be returned after the security deposit as required in terms of the contract is furnished by tenderer.</p> <p>4.7 If the successful tenderer fails to furnish the security deposit as required in the contract within the stipulated period, the earnest money shall be treated as performance security deposit for all practical purposes.</p> <p>4.8 Earnest money deposit of all the unsuccessful tenderer will be returned as early as possible after the expiry of bid's validity, but not later than 30 days after placement of contract. Tenderer are advised to send a <b>pre-receipt challan</b> along with their bids so that refund of earnest money can be made in time.</p> <p>4.9 Any tender, where the tenderer is required to deposit earnest money in terms of conditions mentioned in preceding paras, not accompanied with earnest money in any one of the approved forms acceptable to the competent authority, shall be summarily rejected.</p>
<p>5. Performance Security deposit clause</p>	<p>5.1 The successful contractor shall have to deposit a performance security <b>equivalent to 5% of the estimated value</b> of the work to be executed <b>within 07 days from the date of acceptance</b> for due performance. Failure on the part of the firm to deposit the security deposit within the stipulated time empowers the competent authority to cancel the contract.</p> <p>5.2 The performance security deposit submitted by the contractor will remain valid for at least <b>for 90 days beyond the date of completion of all contractual obligations of the contractor including guarantee/warranty obligations.</b></p> <p>5.3. The <b>Security Money</b> can be deposited in any of the following alternative forms :</p> <p><b>A crossed Bank Draft</b> drawn in favour of the Commandant-121 Bn CRPF, Hiranagar Distt. Kathua (J&amp;K) payable at <b>SBI College Road Kathua (Branch code No.6897).</b></p> <p>(a) An <b>irrevocable Bank Guarantee</b> of any nationalized/Scheduled Bank or reputed commercial bank in <b>any other form prescribed.</b></p> <p>5.4 If the supplier fails to supply of the items within the stipulated period and places requests for extension of time, he shall submit an undertaking on Non Judicial stamp paper of Rs. 10/-duly attested by the Notary public stating that the performance security deposit has already been extended for ninety days beyond the guarantee /warranty period.</p> <p>5.5 The performance security deposit shall be withheld or forfeited in full or part in case the supply order is not executed satisfactorily within the stipulated period or requisite standard within the guarantee period is not undertaken to the best satisfaction of the user/department.</p>
<p>6. Two Bid system</p>	<p>6.1 The following documents are to be submitted with technical bid :-</p> <p>a) <b>Technical Bid</b></p> <ol style="list-style-type: none"> <li>1. Tender Cost</li> <li>2. Earnest Money deposit if applicable.</li> <li>3. Tender acceptance letter.</li> </ol> <p>Only the technical bid and original documents received shall be opened on the</p>



	<p>date of tender opening. Price bids of only those contractor will be considered for opening, whose offer qualified in all tender conditions and technical / physical evaluations.</p> <p>4. Copy of GST Registration.</p> <p>5. Attested copy of registration (Registration details showing appropriate class &amp; amount) with up to date renewal.</p> <p>6. Photocopy of PAN Card</p> <p>7. Pervious performances / experience.</p> <p>8. Any other relevant documents which the firms wish to submit.</p> <p>The bidder / tenderer will submit the signed copy (all pages to be signed) of the tender document under his seal.</p> <p>b) <b>Price Bid</b> : Price should be quoted as per work in <b>Appendix-“A-1”</b>. The Composite bid i.e. Rate indicated in the technical bid openly shall be ignored.</p>
7. Method of submission of tender enquiry	<p>7.1 The tender enquiries duly filled in all respect and having completed all applicable formalities may be <b>sent by registered post / courier / by-hand duly stamped to The Commandant-121 BN, CRPF Hiranagar, Distt Kathua (J&amp;K) 184142 so as to reach on or before the scheduled</b> time and date as mentioned in the schedule to the tender enquiry. Department is not responsible for any postal delay.</p> <p>7.2 The technical bids are to be opened at the first instance and evaluated by the competent authority. In the second stage, financial bids of only those technically acceptable offers will be opened for further evaluation and ranking before awarding the contract.</p>

1. Agreement shall be drawn with the successful tenderer. Tenderer shall quote his rates as per various terms & conditions of the said firm, which will be the part of agreement.
2. The time allowed for carrying out the work will be from the day after the date of written orders to commence the work or from the first date of handing over the site, whichever is later.
3. The site for work is available.

S/D- 07/12/2017  
**(S.S.RANA)**  
**COMMANDANT-121 BN, CRPF,**  
**Hiranagaar, Kathua (J&K)**  
For and on behalf of President of India

**IV. STANDARD FORMS TO BE USED**

The forms mentioned in the Appendixes – **B-1, B-2, B-3, B-4, B-5, B-6** are required to be submitted along with the Bid.

S/D- 07/12/2017

**(S.S.RANA)**

**COMMANDANT-121 BN, CRPF,**

**Hiranagar, Kathua (J&K)**

For and on behalf of President of India

## Appendix-"A-1"

**FLOOR TILING OF MESS KITCHEN-(6.4 M X 3.3 M), GRANITE SLAB OF KITCHEN - 5.18 M X 0.54 M), SANITARY FITTING, ELECTRIC FITTING, FITTING DOOR-1.98 M x 0.96 M)=02 NOS & WINDOW-(1.06 M x 0.83 M)=02 NOS, FLOOR TILING AND CEILING OF GUEST ROOM SIZE-(4.87 M x 4.87 M) AT LAKHANPUR.**

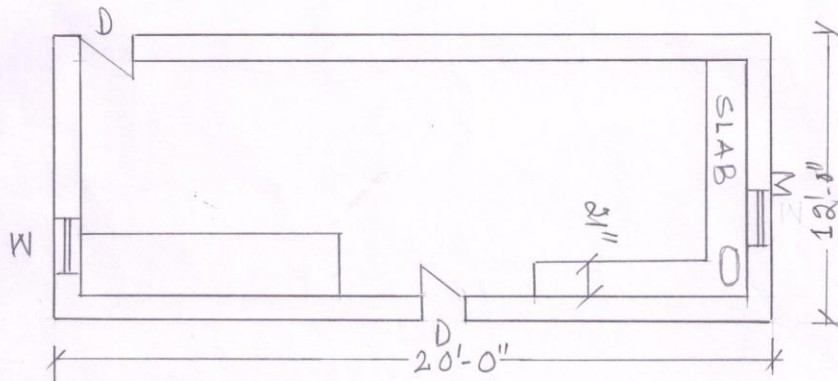
S/NO	DETAILS OF WORKS	QTY
01	Providing & laying vitrified floor tiles in different sizes (thickness to be specified by the manufacture) with water absorption less than 0.08% and conforming to IS: 15622 of approved make in all colours and shades, laid on 20 mm thick cement mortar 1:4 (1 cement :4 coarse sand) including grouting the joints with white cement and matching pigments etc. complete (size of tile-600mmx600mm)	45 Sqm
02	Providing and fixing for ceramic wall tiles up to 1.2 mtr for all inner wall laid and jointed with grouting cement/white cement with complete works	06 Sqm
03	Providing & fixing granite stone above kitchen slab required size of approved shade, colour and texture laid over 20 mm thick cement mortar 1:4 (1 cement: 4 coarse sand) complete.	2.8 Sqm
04	Providing & fixing of 20 mm dia CPVC pipes, composite pressure pipe conforming is:15450 U V stabilized with carbon black having thermal stability for hot & cold water supply, capable to withstand temperature upto 80° C including all special fittings i.e Elbows, Tee, reducer, sockets etc with clamp at one meter spacing	24 Mtr
05	Providing wood work in chowkat, frame of doors, windows fixed in position with hold fast lugs or with dash fasteners of required dia and length. Complete. (Second class deodar wood)	10.9 Cft
06	Providing and fitting of ply wood panel in doors & windows.	4.0 Sqm
07	Providing & fixing of PVC ceiling of approved quality. Complete	24 Sqm
08		
09	<b><u>Electrification works:-</u></b> Wiring or light point with 1.5 mm FRLS PVC insulated copper conductor single core cable in surface conduit, with piano type switch, phenolic laminated sheet, suitable size ms box and earthing point with 1.5 mm etc as wherever required.	15 points

SI/J.E (CIVIL)- 121 BN

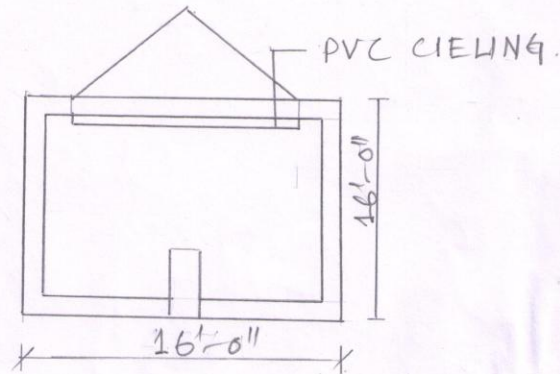
S/D- 07/12/2017  
(S.S.RANA)  
**COMMANDANT-121 BN, CRPF,**  
**Hiranagar, Kathua (J&K)**  
For and on behalf of President of India

APPENDIX-"A-2"

DRG. OF MESS KITCHEN ROOM AT LAKHANPUR



MESS KITCHEN.



P.F HUT-16'x16'

REFERENCE
D = 6'-6" x 33" = 02 Nos
W = 42" x 33" = 02 No
SLAB THICKNESS = 21"

Q/M/TO  
121 BN. C.R.P.F.

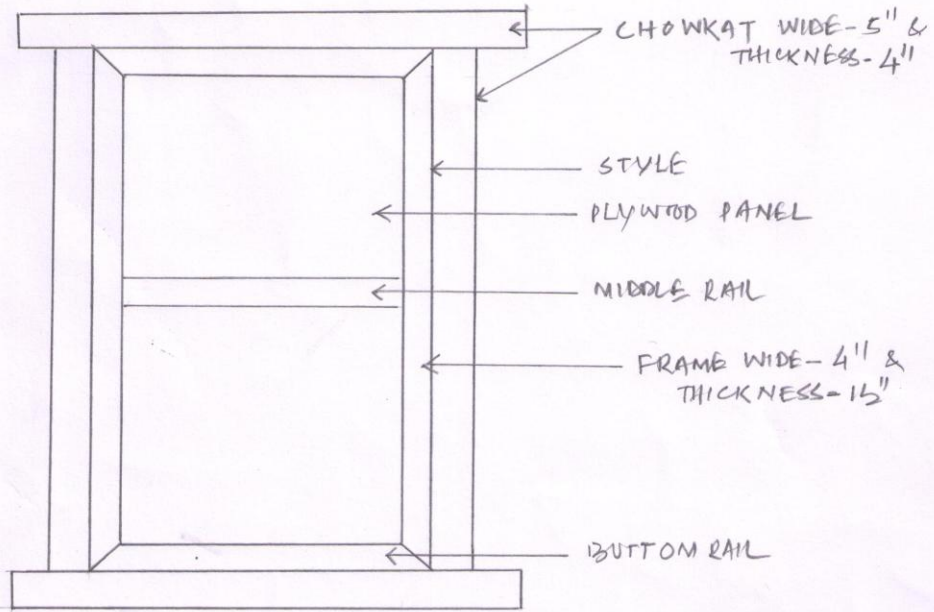
Commandant-121 BN. C.R.P.F.  
Lakhanpur

S/Civil.  
121 BN

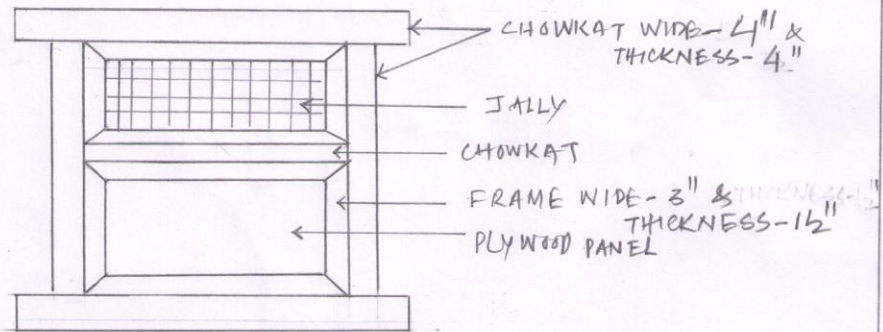
- 02 -

APPENDIX "A-2"

KITCHEN MESS DOOR & WINDOW AT LAKHTANPUR



DOOR SIZE - 6'-6" x 38" x 1 1/2" = 02 NOS



WINDOW SIZE - 42" x 33" x 1 1/2" = 02 NOS

CHAWTO  
121 BN CRPF

Commandant-121 Bn CRPF

ca/civil g/f  
121 Bn.

**TENDER ACCEPTANCE LETTER**

(To be given on Company Letter Head)

Date:

To, \_\_\_\_\_

Sub: Acceptance of Terms & Conditions of Tender.

Tender Reference No: \_\_\_\_\_

Name of Tender / Work::- \_\_\_\_\_

Dear Sir,

1. I / We have downloaded / obtained the tender document(s) for the above mentioned 'Tender/Work' from the web site(s) namely:

\_\_\_\_\_  
\_\_\_\_\_

as per your advertisement, given in the above mentioned website(s).

2. I / We hereby certify that I / we have read the entire terms and conditions of the tender documents from Page No. \_\_\_\_\_ to \_\_\_\_\_ (including all documents like annexure(s), schedule(s), etc .,), which form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein.

3. The corrigendum(s) issued from time to time by your department/ organization too have also been taken into consideration, while submitting this acceptance letter.

4. I / We hereby unconditionally accept the tender conditions of above mentioned tender document(s) / corrigendum(s) in its totality / entirety.

5. In case any provisions of this tender are found violated , then your department/ organization shall without prejudice to any other right or remedy be at liberty to reject this tender/bid including the forfeiture of the full said earnest money deposit absolutely.

Yours Faithfully,

(Signature of the Bidder, with Official Seal

Signature of tenderer

**PROFORMA OF BANK GUARANTEE FOR SUBMITTING  
EARNEST MONEY**

(On banks letter head with adhesive stamp)

To

**The Commandant-121 BN,  
CRPF Hiranagar, Distt Kathua  
(J&K) 184142**

Dear Sir,

In accordance with your invitation to Tender No-----

M/s. \_\_\_\_\_ (here in after called "The tenderer") with the following  
Directors on their Board of Directors/Partners of the firm.

1. \_\_\_\_\_ 2. \_\_\_\_\_  
3. \_\_\_\_\_ 4. \_\_\_\_\_

wish to participate in the said tender enquiry execution of works of Floor tiling of Mess Kitchen-(6.4 M x 3.3 M), Granite Slab of Kitchen - 5.18 M x 0.54 M), Sanitary fitting, Electric fitting, fitting door-1.98 M x 0.96 M) = 02 Nos & window-(1.06 M x 0.83 M)= 02 Nos, floor tiling and ceiling of Guest room size-(4.87 M x 4.87 M) at CRPF Lakhapur, Kathua (J&K) to you (here in after called "The purchaser") .Whereas a bank guarantee against Earnest Money for a sum of Rs. \_\_\_\_\_(in words)\_\_\_\_\_ Valid for 90 days from the date of tender opening viz. up to\_\_\_\_\_is required to be submitted by "the tenderer" as a precondition for the participation, this bank hereby guarantees and undertakes to pay the purchaser upto the above amount upon receipt of its first written demand, without the purchaser/contractor having to substantiate its demand, provided that in its demand the purchaser/contractor will note that the amount claimed by it is due to it owing to the occurrence of any one of the three conditions mentioned below, specifying the occurred condition or conditions during the above said period of 90 days without any reservation and recourse.

If the tenderer withdraws or amends, impairs or derogates from the tender in any respect within the period of its validity.

If the tenderer after submitting his tender, modifies the rates or any of the terms and conditions thereof, except with the previous written consent of the purchaser.

If the tenderer having been notified of the acceptance of this tender by the purchaser during the period its validity and

If the tenderer fails to furnish the performance security for the due performance of the contract.

If the tenderer fails or refuses to accept and or execute the contract as provided in the general conditions of the contract.

The guarantee shall be irrevocable and shall remain valid up to 90 days from the date of opening of tender. If further extension to this guarantee is required, the same shall be extended to such period on receiving instructions from the tenderer on whose behalf this guarantee is issued and any demand in respect thereof should reach the Bank not later than the above date.

Date. \_\_\_\_\_ Signature of authorized officer of the bank \_\_\_\_\_

Place \_\_\_\_\_

Printed Name. \_\_\_\_\_

Designation \_\_\_\_\_

Name and Address of Bank

Banker' Common Seal

Signature of tenderer

**PROFORMA OF BANK GUARANTEE FOR FURNISHING PERFORMANCE SECURITY DEPOSIT**

**To**  
**The President of India,**

WHEREAS M/S-----

(Name and address of the contractor / supplier) (Hereinafter called “the contractor / supplier”) has undertaken, in pursuance of contract No.....dated..... For execution of works of Floor tiling of Mess Kitchen-(6.4 M x 3.3 M), Granite Slab of Kitchen - 5.18 M x 0.54 M), Sanitary fitting, Electric fitting, fitting door-1.98 M x 0.96 M) = 02 Nos & window-(1.06 M x 0.83 M)= 02 Nos, floor tiling and ceiling of Guest room size-(4.87 M x 4.87 M) at CRPF Lakhanpur, Kathua (J&K (Hereinafter called “the contract”) AND WHEREAS it has been stipulated by you in the said contract that the contractor / supplier shall furnish you with a bank guarantee by a nationalized or scheduled commercial bank of good repute and record recognized by you for the sum specified therein as security for compliance with its obligations in accordance with the contract: AND WHEREAS we have agreed to give the contractor such a bank guarantee: NOW THEREFORE we hereby affirm that we are the guarantors and responsible to you, on behalf of the

supplier/contractor, up to a total of .....

(amount of the guarantee in words and figures), and we undertake to pay you, upon your first written demand declaring the supplier to be in default under the contract and without cavil or argument, any sum or sums within the limits of (amount of guarantee)as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein. We hereby waive the necessity of your demanding the said debt from the supplier before presenting us with the demand. We further agree that no change or addition to or other modification of the terms of the contract to be performed there under or of any of the contract documents which may be made between you and the supplier/contractor shall in any way release us from any liability under this guarantee and we hereby waive notice of any such change, addition or modification. This guarantee shall be valid until the.....months of .....20\_\_.

Signature of tenderer

(Sig. of the authorized officer of the Bank)  
Name and designation of the officer.....  
Name and address of the Bank .....

Banker’s common seal

Signature of tenderer



**PERFORMANCE STATEMENT FOR LAST THREE YEARS FOR SUBJECT WORK**

Name of Contractor :

M/S \_\_\_\_\_

1. Contract Nos. :
2. Description of Works :
3. Quantity on order :
4. Value :
5. Original Date of completion of work:
6. Work done within the stipulated time limit:
7. Extension of period for completion of work:
8. Reason for delay in completion of work :
9. LD charges so paid for delay in completion of work:

(If any)

Signature of tenderer

## LIST NO-1

**TENDERERS SHOULD FURNISH SPECIFIC ANSWERS TO ALL THE QUESTIONS GIVEN BELOW. TENDERERS MAY PLEASE NOTE THAT IF THE ANSWER SO FURNISHED ARE NOT CLEAR AND / OR ARE EVASIVE, THE TENDER WILL BE LIABLE TO BE IGNORED.**

1. Tender No. \_\_\_\_\_
2. Name and address of firm/contractor :
3. What is your permanent Income Tax A/C No. :
4. Status.
  - a) Indicate whether you are Govt. registered or Central or others:
  - b) TIN No. :
5. Please indicate name & full address of your banker in the following format:-
  - a) Bank Name, Branch and Bank Account No. (Core bank account):
  - b) IFSC Code :
  - c) Whether bank branch is NEFT/RTGS enables or not :
6. State whether your firm with you have been banned by any Govt. /Central authority? :
7. Please confirm that you have read all the instructions carefully and have complied with accordingly. :

**Signature of Witness \_\_\_\_\_**  
**(Full name and address of the persons in Block Letters)**

**Signature of Tenderer \_\_\_\_\_**  
**(Full name and address of the persons Signing signing in Block Letters)**

Whether signing as Proprietor/Partner/Constituted  
 Attorney/duly authorized by the Company

Signature of tenderer

## LIST NO. 2

## Questionnaire/Check List (must be filled in all respect)

1.	Whether firm/Contractor is registered for the tendered work or not	
2.	Registration No. and Date	
3.	Registration issued by	
4.	Registration valid upto	
5.	Copy of Registration submitted or not	
6.	GST registration No	
7.	Whether Copy of GST registration certificate submitted or not with tender	
8.	PAN No.	
9.	Whether Copy of PAN No submitted or not with tender	
10.	Whether EMD enclosed, if yes details of EMD	
11.	Whether offer is valid upto <b>90 days</b> or otherwise.	
12.	Complete details of Banker with IFSC code, Account No. Name of Bank, Name of Branch, Bank Code, Swift code etc.	
13.	Whether past performance Performa submitted along with copies of award of contracts or not	
14.	Whether tender specification / work scope accepted by the firm / contractor or not	
15.	Whether all pages of tender has been signed by the authorized signatory or not and returned with offer or not	
16.	Whether all the terms and condition of the Tender Enquiry including payment terms are acceptable or not	
17.	Any other specific condition of the firm/contractor	

Signature \_\_\_\_\_

(Name of the firm/Contractor) With seal/stamp

Signature of tenderer

**Check list for Tenderers**

**(Tenderers should check following requirements for compliance before submission of the tender documents)**

<b>SL. No.</b>	<b>Requirement to be checked by the Tenderers before submission of the tender</b>	<b>Compliance (To be indicated by the tenderer with "YES" after compliance of the requirements)</b>
1.	Tenderers should mention quantity for which they have quoted. This should be mention in the covering/ forwarding letter head of the technical bid.	
2.	Tenderers should ensure deposit of required Earnest Money Deposit if the Tenderers are not registered with DGS&D or NSIC for the store(s) quoted for the governing specification as per Tender Enquiry.	
3.	Tenderers should ensure that their registration with DGS&D and NSIC is valid if they are registered with DGS&D/NSIC and not depositing Earnest Money. They should enclose the latest DGS&D / NSIC registration certificate.	
4.	Tenderers should confirm that their equipment/products confirm to the governing specifications of the quoted stores as per Tender Enquiry.	
5.	Tenderers should mention whether it is an SSI Unit or not.	
6.	Tenderers should mention their monthly manufacturing / supplying capacity.	
7.	Tenderers should mention in the Tender Enquiry that they accept our delivery terms i.e. they agree to supply stores at consignees' locations at freight, risk and cost of the tenders.	
8.	Tenderers should mention that their offer is valid up to 180 days from the date of opening of the tender.	
9.	Tenderers should mention their Delivery Period clearly	
10.	Tenderers should mention that they agree to the Tolerance Clause of the Tender Enquiry.	
11.	Tenderers should give their past performance in the specified format given in the Tender documents.	
12.	Tenderers should mention that they agree to the Arbitration clause of the Tender Enquiry.	
13.	Tenderers should mention that they agree to accept the conditions of the contract contained in DGS&D 68(Revised) amended up to 31.12.91 and those contained in Pamphlet No. DGS&D-229 read with Annexure attached.	
14.	Tenderers should ensure that they have duly filed up Equipment and	
15.	Tenderers should mention that Business dealing with their firms has not been banned by any Govt./ private agencies.	
16.	Tenderers should ensure that witness has signed at appropriate places of the Tender documents and full name and address of the witness have been mentioned clearly.	

