

OFFICE OF THE INSPECTOR GENERAL OF POLICE,
CIAT SCHOOL, CRPF, DAYAPUR, PO : UDHARBOND, SILCHAR, DISTT :
CACHAR (ASSAM) PIN-788030 (Tele : 03841-280456)

Tender Notice No. B.II-1/19-20-BLDG/MW-CIAT SLR

Dated 09/09/2020

E-TENDER NOTICE

DIG, CIAT School, Silchar(Assam) for and on behalf of the President of India invites online tenders **under two bid system (Technical and Financial bid)** from registered firms/contractors for Laying of Chequered tiles over abraded brick pathway in front of staff SO's line, Ors line, Dhobi shop& Carpenter shop at CIAT School, Silchar

2. Bids will be accepted online at CRPF website <http://crpf.nic.in/tender-notice.htm> and at e-Procurement website <http://eprocure.gov.in/eprocure/app> (CPPP).
3. All relevant details, including specification, terms & conditions etc are available on CRPF website (<http://crpf.nic.in/tender-notice.htm>) and at e-Procurement website <http://eprocure.gov.in/eprocure/app> (CPPP) and same may be downloaded by the bidders.
4. For any changes/amendment in Tender Enquiry/Specifications etc, tenderers are requested to visit the CRPF /CPPP web sites regularly.
5. The EMD is : Rs 7121.00/-
6. Date of availability of tender on CRPF website : 11/09/2020
7. In case of any problem please contact on telephone numbers:- 03841-280456

SD- 09 /09 /2020

DIG

CIATS, SILCHAR(ASSAM)
For and on behalf of President of India

OFFICE OF THE INSPECTOR GENERAL OF POLICE,
CIAT SCHOOL, CRPF, DAYAPUR, PO : UDHARBOND, SILCHAR, DISTT :
CACHAR (ASSAM) PIN-788030 (Tele : 03841-280456)

Tender Notice No. B.II-1/19-20-BLDG/MW-CIAT SLR

Dated 09/09/2020

//TENDER //

Sealed tenders are invited from registered firms/contractors for Laying of Chequerred tiles over abraded brick pathway in front of staff SO's line, Ors line, Dhobi shop& Carpenter shop at CIAT School, Silchar as per details given below.

A) SCHEDULE TO TENDER

Schedule to Tender No.	:	B.II-1/2019-20-BLDG/MW(ARMO)-CIAT SLR
Last date and time of receipt of on-line & Manual documents of tender	:	30/09 /2020 at 1100 hrs
Time and date of on-line opening e-tender	:	01/10/2020 at 1200 hrs
Validity of offer	:	The tender shall remain open for acceptance till 180 days from the date of opening of Tender.

Sl. No.	Ref. No.	Name of work & Location	Earnest Money	Estimated cost	Period of Completion	Last date & time of Submission of tender	Time & date of opening of tender
01	B.II-1/2019-20-BLDG/MW(ARMO)-CIAT SLR	Laying of Chequerred tiles over abraded brick pathway in front of staff SO's line, Ors line, Dhobi shop& Carpenter shop at CIAT School, Silchar	Rs. 7,121/-	Rs. 3,56,055/-	Within 45 days from the date of award of contract	30/09 /2020 at 1100 hrs	01/10/2020 at 1200 hrs

Tender will be accepted upto :- 30/09 /2020 at 1100 hrs

Tender will be opened :- 01/10/2020 at 1200 hrs

B. Terms and conditions are as under:

1. Terms of Price	<p>1.1 Rates quoted by the Contractor should be 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 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	<p>2.1 Works are required to be executed on credit basis only and payment will be made after drawl of amount from RPAO, CRPF, Kolkata</p> <p>2.2 Payment in advance or immediately cannot be made.</p> <p>2.3 The Payment action will be processed on production of the following documents :-</p> <ul style="list-style-type: none">a) Bill in Triplicate.b) A Copy of award of work.c) A copy of Certificate issued by the DIG, CIAT School, Silchar(Assam)/Work Committee of CIAT Silchar, CRPF, that contracted work for the period for which payment has been claimed, has carried out by the contractor satisfactory. <p>2.4 TDS , Labour Cess and other taxes will be deducted from the Bill of contractor by RPAO as per norms.</p>
3. Earnest Money Deposit	<p>3.1 All the contractors are required to deposit required earnest money along with the quotation, failing which their offers will be summarily rejected.</p> <p>3.2 The earnest money can be deposited through any of the following alternative forms: (a) A TDR/FDR drawn in favour of PRINCIPAL CIATS CRPF payable at SBI, (13249) Udharbond, Main road, PO Udharbond, ASSAM 788030. (b) An irrevocable Bank Guarantee of any nationalized, scheduled bank or reputed commercial bank in the attached format as at Appendix-A.</p> <p>3.3 The earnest money shall remain valid and to be deposited with the purchaser for a period of 180 days from the date of tender opening. 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 their tender after the expiry of the aforesaid period shall not be considered by the purchaser.</p> <p>3.4 No interest shall be payable on the earnest money deposited by the tenderer.</p> <p>3.5 The earnest money deposited is liable to be forfeited if the tenderer withdrawn or amends impairs or derogates from the tender in any respect within the period of validity of his tender.</p> <p>3.6 The earnest money of the successful tenderer shall be returned after the performance security deposit as required in terms of the contract is furnished by the tenderer.</p> <p>3.7 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>3.8. Earnest money deposits of all the unsuccessful tenderers will be returned as early as possible after the expiry of bid's validity, but not later than 30 days after placement of contract. Tenderers are advised to send a pre receipt challan along with their bids so that refund of earnest money can be made in time.</p>

	3.9. 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.														
4. Performance Security Deposit	<p>4.1. The successful contractor shall have to deposit a Performance Security equivalent to 5 % of the tendered value of the work to be executed within 07 days from the date of award of contract for due performance. Failure on the part of the firm to Deposit the Performance Security Deposit within the stipulated time empowers the competent authority to cancel the contract.</p> <p>4.2. The Performance Security Deposit submitted by the supplier will remain valid at least for 120 days beyond the date of completion of work as well as all contractual obligations of the supplier including guarantee/warranty obligations.</p> <p>4.2(a) Performance security Deposit will be released after completion of all contractual obligations by the firm/organization.</p> <p>4.3. The performance security deposit can be deposited in any of the following alternative forms :</p> <p>(a) A FDR/TDR drawn in favour of PRINCIPAL CIATS CRPF payable at SBI, (13249) Udharbond, Main road, PO Udharbond, ASSAM 788030.</p> <p>(b) An irrevocable Bank Guarantee of any nationalized/Scheduled Bank or reputed commercial bank in any other form prescribed.</p> <p>4.4. If the contractor fails to start the work within the stipulated period and places and 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 sixty days beyond the guarantee/warranty period.</p> <p>4.5 The Performance Security Deposit shall be withheld or forfeited in full or part in case the work 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.</p>														
5. Eligibility of Contractor	The Tenderer should be a Govt. registered firm and its related required document for the above work is mandatory to be submitted with the tender documents by the tenderer (s).														
6. Two Bid System	Scanned copy of Documents to be submitted Online and hard copy duly attested to be dropped manually in the OFFICE OF THE INSPECTOR GENERAL OF POLICE, CIAT SCHOOL, CRPF, DAYAPUR, PO : UDHARBOND, SILCHAR, DISTT : CACHAR (ASSAM) PIN-788030 with in time frame.														
	<p>Two bid System Since the execution of the work is of a complex and technical nature, bids are required to be submitted in two parts as under :-</p> <p>a) First Cover(TECHNICAL BID) : Consisting of all the technical details along with commercial terms and conditions as mentioned in the tender enquiry.</p> <table border="1"> <tr> <td>i</td> <td>The bidder/ tenderer will submit the tender documents completed and signed (all pages to be signed) with seal</td> </tr> <tr> <td>ii</td> <td>Pre-receipt challan for refund of earnest money.</td> </tr> <tr> <td>iii</td> <td>Attested photo Copies of the following documents :- PAN, GST registration, Last 3 year's tax returns, service registration and DD/P.O. /FDR/TDR towards EMD.</td> </tr> <tr> <td>iv</td> <td>Tender acceptance letter.</td> </tr> <tr> <td>v</td> <td>Complete postal address of contractor/firm along with copy of valid I/Card/Voter I/D card etc</td> </tr> <tr> <td>vi</td> <td>Form 68(A) (As per Appendix-G)</td> </tr> <tr> <td>vii</td> <td>Any other relevant documents which the firms wish to submit.</td> </tr> </table> <p>b) Second cover :: Price Bid: should contain the following</p> <p>i) Details of rates, taxes, duties and discounts if any be quoted by the bidder in the BOQ which is an MS Excel sheet and should be download from the e-</p>	i	The bidder/ tenderer will submit the tender documents completed and signed (all pages to be signed) with seal	ii	Pre-receipt challan for refund of earnest money.	iii	Attested photo Copies of the following documents :- PAN, GST registration, Last 3 year's tax returns, service registration and DD/P.O. /FDR/TDR towards EMD.	iv	Tender acceptance letter.	v	Complete postal address of contractor/firm along with copy of valid I/Card/Voter I/D card etc	vi	Form 68(A) (As per Appendix-G)	vii	Any other relevant documents which the firms wish to submit.
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vii	Any other relevant documents which the firms wish to submit.														

	<p>procurement site http://eprocure.gov.in/eprocure/app.</p> <p>ii) Rates must be clearly written in figures as well as in words.</p> <p>iii) Name of bidder must be written in the appropriate field of BOQ by each bidder.</p> <p>iv) The financial bid will be accepted online in BOQ format. Offline price bid will not be accepted.</p> <p>v). The composite bid i.e. rate indicated in the technical bid “OPENLY” SHALL BE IGNORED. Price should be quoted as per price bid format along with tender documents at e-procurement site http://eprocure.gov.in/eprocure.gov/eprocure/app. The composite bid i.e. rates indicated in the technical Bid Openly in tender is liable to be ignored.</p>
	<p>6.1: 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 the technically acceptable offers will be opened for further evaluation and ranking before awarding the contract.</p> <p>6.2 The technical bid and financial bid submitted by the tenderer should be in two separate envelopes placed in one big envelope while submission of offline tender. Failure to do so shall lead to scraping of tender.</p> <p>6.3: The tender enquiries duly filled in all respects and having completed in all applicable formalities may be sent to OFFICE OF THE INSPECTOR GENERAL OF POLICE, CIAT SCHOOL, CRPF, DAYAPUR, PO : UDHARBOND, SILCHAR, DISTT : CACHAR (ASSAM) PIN-788030 so as to reach on or before 30/09/2020 at 1100 hrs to the tender enquiry. Department is not responsible for any postal delay as well as technical problem at portal/site.</p>

7. WORK SPECIFICATION

The work shall be carried out according to C.P.W.D. Specifications 2018 Vol-I & II including up to date correction slips and as per additional conditions.

8. SITE VISIT AND COLLECTING LOCAL INFORMATION

Before tendering, the tenderer is advised to visit the site, its surroundings to assess and satisfy themselves about the local conditions such as the working and other constraints at site, approach roads to the site, availability of water & power supply, application of taxes, duties and levies as applicable, accommodations they may require etc & any other relevant information required by them to execute complete scope of work. The tenderer may obtain all necessary information as to risks, weather conditions, contingencies & other circumstances (insurgencies etc.) which may influence or affect their tender prices. Tenderer shall be deemed to have considered site conditions whether he has inspected it or not and to have satisfied himself in all respect before quoting his rates and no claim or extra charges whatsoever in this regard shall be entertained / payable by the **CIAT School, Silchar(Assam)** at a later date.

9. VALIDITY OF TENDER

The tender for the works shall remain open for acceptance for a period **180** days from the date of opening of Price Bid of tenders. The earnest money will be forfeited without any prejudice to any right or remedy, in case the contractor withdraws his tender during the validity period or in case he changes his offer to his benefits which are not acceptable to **CIAT School, Silchar (Assam)**. The validity period may be extended on mutual consent.

10. REJECT/CANCEL/SCRAP

The Competent Authority has got the right to accept or reject/cancel/scrap the tender as whole or part of it and no claims what so ever will be entertained on this account. The competent authority also reserves the right to increase/decrease/alter the scope of work/ quantity of work etc. and no claims what so ever will be entertained.

11. TERMINATION OF CONTRACT ON DEATH OF CONTRACTOR

Without prejudice to any of the right or remedies under this contract if the contractor dies, The DIG CIAT School, Silchar(Assam) shall have the option of terminating the contract without compensation to the contractor. If the contractor is an individual or proprietary concern and individual or the proprietor dies or if the contractor is a partnership concern and one of the partner dies then unless, The DIG CIAT School, Silchar(Assam) is satisfied that the legal representative of the individual for the proprietary concern or the surviving partners are capable of carrying out and completing contract, he (DIG CIAT School, Silchar(Assam)) is entitled to cancel the contract for the uncompleted part without being in any way liable for any compensation payment to the estate of deceased contractor or to the surviving partners of the contractor's firm on account of the cancellation of contract. The decision of The DIG CIAT School, Silchar(Assam) in such assessment shall be final and binding on the parties. In the event of such cancellation The DIG CIAT School, Silchar(Assam) shall not hold the state of deceased contractor and/or the surviving partners of the contractor's firm liable for any damages for non-completion of contract.

12. DIRECTION FOR WORKS

All works to be executed under the contract shall be executed Under the direction and subject to approval in all respect of the The DIG CIAT School, Silchar(Assam) /Work Committee /Officer commanding of Building /Engineer-in-Charge of The DIG CIAT School, Silchar(Assam) who shall be entitled to direct at what point or points and in what manner works are to be commenced and executed.

13. DEFECT LIABILITY PERIOD

i) **12 Months** from the date of Completion as certified by The DIG CIAT School, Silchar(Assam) /Officer commanding of Building Branch / Work Committee.

ii) The contractor shall stand guarantee for materials and workmanship. During the defect liability period, if any defect is observed due to workmanship or from any act or omission of the contractor, the contractor shall execute all such work of rectification and making good of defects, as may be required of him by competent authority at his own cost and within the time stipulated by competent authority. If the contractor shall fail to do any such work as required by the competent authority, Security/Retention money shall be liable to be forfeited and the contractor shall make himself liable to be blacklisted.

14. SECURITY DEPOSIT/ RETENTION MONEY

The security deposit @ 2.5% of the gross amount of the bill shall be deducted from final bill of the contractor. The contractor can also deposit the security deposit through **FDR @ 2.5%** of the tendered amount in favour of PRINCIPAL CIATS CRPF payable at SBI, (13249) Udharbond, Main road, PO Udharbond, ASSAM 788030. Before submitting the final bill for payment action . The security deposit or retention money shall be refunded to the contractor after **expiry of defects liability period** (referred to Clause **No.14**) or on payment of the amount of the final bill whichever is later. This is in addition to Performance Guarantee that the contractor is required to deposit.

15 Before starting the work the contractor shall chalk out a programme, in consultation with The DIG CIAT School, Silchar(Assam) or his authorized representative at least one week in advance. The contractor shall have to adhere to this programme failing which he shall be held responsible for any inconvenience caused to the occupants. In order to ensure that the work is carried out according to the programme drawn, the contractor shall ensure adequate supply of the material and employ required labour

strength for execution of work. The contractor shall put his authorized representatives daily at the site of work /Enquiry Office for receiving instructions from The DIG CIAT School, Silchar(Assam) and other inspecting officials from the department. His name and signature shall be attested by the contractor and kept on the record with the department.

16. Payment shall be made to contractor only after giving certificate about satisfactory completion of work. All measurement shall be recorded on standard measurement sheets which will be submitted to The DIG CIAT School, Silchar(Assam) for scrutiny and passing.

17 The DIG CIAT School, Silchar(Assam) / Works committee/ Officer commanding of Building/ Engineer-in-charge shall scrutinize and check the measurement records practically/on ground based on the measurement sheet provided by contractor and final measurement sheet will be prepared by Engineer-in-charge of this office.

18 Dispute in mode of measurement: In case of dispute as to the mode of measurement not covered by the contract to be adopted for any item of work, mode of measurement as per latest Indian specification shall be followed.

19. Intending tenderer is eligible to submit the bid provided he has definite proof from the appropriate authority, which shall be to the satisfaction of the competent authority, of having satisfactorily completed similar works of magnitude specified.

20. **The time allowed for carrying out the work will be within 45 days from the date of work order.**

21. The site for the work is available or the site for the work shall be made available in parts as specified above.

22. The contractor shall not be permitted to tender for works in the CRPF in which his near relative of CRPF is involved. If so, he shall also intimate the names of persons who are working with him in any capacity or are subsequently employed by him and who are near relatives to any CRPF officer/personnel.

23. **Department will not be responsible for any kind of incident involving the labour during or after the work. The contractor must insure the workers against all contingencies and be responsible for their safety.**

24. **GST No. or/and Service Tax No. and Contractor's Registration No. must be printed on the bill which is submitted for recoupment/payment action.**

25. The tender for the works shall remain open for acceptance for a period of **180 Days** from the date of opening of tenders. If any tenderer withdraws his tender before the said period or issue of letter of acceptance, whichever is earlier, or makes any modifications in the terms and conditions of the tender which are not acceptable to the department, then The DIG CIAT School, Silchar (Assam) shall, without prejudice to any other right or remedy, be at liberty to forfeit the earnest money as aforesaid. Further the tenderer shall not be allowed to participate in the retendering process of the work.

26. The contractor shall bear cost of **Liquidated Damage** for Delay in completion of work within the stipulated time @ of **2%** of contracted value not exceeding the 10% of contracted value in whole.

27. This Notice Inviting Tender shall form a part of the contract document.

28. Hard copies as submitted physically in the office of THE INSPECTOR GENERAL Of POLICE, CIAT SCHOOL, CRPF, DAYAPUR, PO : UDHARBOND, SILCHAR, DISTT : CACHAR (ASSAM) PIN-788030, shall be only valid document for evaluation of technical

specification. The DIG CIAT School, Silchar(Assam) has all rights to break contract at any time without assigning any reason.

29. The Tenderer are requested to return a copy of this Tender duly signed on each page alongwith other relevant documents as required with the tender for evaluation purpose. If tenderer fails to return a copy of this Tender duly signed, his offer will not be considered and it will be rejected.

30. The tenderer shall be responsible for arranging and maintaining at his own cost all materials, tools & plants, water, electricity access, facilities for executing work and all other services required for executing the work.

31.The successful tenderer shall make his own arrangement for storage and watch and ward of material whether the same brought by him or supplied by the department . He shall remain responsible for watch and ward of installation and other fittings till these are commissioned and handed over to the department.

32. Successful tenderer should be in a position to produce, after opening of the price bids, the Original Certificates in support of the self attested copies of relevant documents submitted along with tender document. Failure to produce the original certificates at this stage in support of the attested copies of firm registration /Electrical License/any other documents etc. submitted earlier would result in disqualification and forfeiture of EMD and also liable for debarring from participation in the office of THE INSPECTOR GENERAL Of POLICE, CIAT SCHOOL, CRPF, DAYAPUR, PO : UDHARBOND, SILCHAR, DISTT : CACHAR (ASSAM) PIN-788030 tenders.

33. FINAL INSPECTION: - After completion of work as per specification the whole work will be subject to a final inspection to ensure that job has been completed as per requirement. If any defects noticed in the work are attributable to Contractor, these shall be attended by the Contractor at his own cost, as and when they are brought to his notice by The DIG CIAT School, Silchar(Assam) /Work committee/officer Commanding of Building/Engineer in charge The DIG CIAT School, Silchar(Assam) and its representative shall have the right to have these defects rectified at the risk and cost of the contractor if he fails to attend to these defects immediately.

34. Work scope may be changed depending upon the priority of the work.

35. No part of the CONTRACT nor any share or interest therein shall in any manner or degree be transferred, assigned or sublet by the CONTRACTOR directly or indirectly to any person, firm or corporation whatsoever without the consent in writing of The DIG CIAT School, Silchar(Assam).

SD- 09/09/2020
DIG
CIATS SILCHAR(ASSAM)
For and on behalf of President of India

A. ADDITIONAL SPECIFICATIONS FOR CIVIL WORKS:

1. All materials required to be used on works shall be got approved from The DIG CIAT School, Silchar(Assam) / Officer Commanding of Building in advance. In case of doubt on any material, The DIG CIAT School, Silchar(Assam) wears the right to get the material test from Govt. approved labs/NABL
2. The quoted rate should be inclusive of all taxes, levies, works contract taxes, duties etc.
3. All items to be used in this work should be branded and ISI. In this case CPWD approved list of material for similar work may be followed.

SD- 09/09/2020

**DIG
CIATS, SILCHAR(ASSAM)
For and on behalf of President of India**

B. Details of work :-

Scope of Work	<ol style="list-style-type: none"> 1. Laying of chequered precast cement concrete tiles 2. Providing and laying of cement concrete in 1:3:6. 3. Brick edging in full brick width and half brick depth including excavation.
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SL. NO.	DESCRIPTION	QTY	UNIT
1	FLOORING		
1.1	Chequered precast cement concrete tiles 22 mm thick in footpath & courtyard, jointed with neat cement slurry mixed with pigment to match the shade of tiles, including rubbing and cleaning etc. complete, on 20 mm thick bed of cement mortar 1:4 (1 cement: 4 coarse sand).		
1.1.1	Dark shade pigment using ordinary cement	213.30	SQM
2	CONCRETE WORK		
2.1	Providing and laying in position cement concrete of specified grade excluding the cost of centering and shuttering - All work up to plinth level :		
2.1.1	1:3:6 (1 Cement : 3 coarse sand (zone-III) : 6 graded stone aggregate 20 mm nominal size)	9.82	CUM
3	ROAD WORK		
3.1	Brick edging in full brick width and half brick depth including excavation, refilling and disposal of surplus earth lead upto 50 metres.		
3.1.1	With common burnt clay F.P.S. (non modular) bricks of class designation 7.5	59.14	MTR

Note: - Lowest Contractor (L-1) will be decided on overall lowest rates basis

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

(On banks letter head with adhesive stamp)

To

The Principal
CIATS CRPF
Udharbond, Silchar
ASSAM 788030

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 for the supply/work of (Laying of Chequered tiles over abraded brick pathway in front of staff SO's line, Ors line, Dhobi shop & Carpenter shop at CIAT School, Silchar) to you (here in after called "The purchaser"). Whereas a bank guarantee against Earnest Money for a sum of Rs. _____ (in words) _____ Valid for 180 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 180 days without any reservation and recourse.

1. If the tenderer withdraws or amends, impairs or derogates from the tender in any respect within the period of its validity.
2. 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.
3. If the tenderer having been notified of the acceptance of this tender by the purchaser during the period its validity and
 - (a) If the tenderer fails to furnish the performance security for the due performance of the contract.
 - (b) 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 **180** 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. _____
bank _____

Place _____

Signature of authorized officer of the

Printed Name. _____
Designation _____

Name and address of the bank _____

Banker's Common Seal

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

To

The President of India,

WHEREAS M/S-----

(name and address of the supplier) (hereinafter called “the supplier”) has undertaken, in pursuance of contract no.....dated..... to supply (Laying of Chequered tiles over abraded brick pathway in front of staff SO’s line, Ors line, Dhobi shop& Carpenter shop at CIAT School, Silchar) (description of works and services) (hereinafter called “the contract”)

AND WHEREAS it has been stipulated by you in the said contract that the 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..... day of20.....

(Sig. of the authorized officer of the Bank)

Name and designation of the officer

Name and address of the Bank

.....

**Banker’s
common seal**

PERFORMANCE STATEMENT

Name of Firm:

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)

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 not :
 - 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. /CPWD 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 witness in Block letters)

Signature of Tenderer _____

(Full Name and address of the persons signing in Block letters)

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

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

01	Whether firm/Contractor is registered for the tendered work or not	
02	Registration No. and Date	
03	Registration issued by	
04	Registration valid upto	
05	Copy of Registration submitted or not	
06	GST registration No	
07	Whether Copy of GST registration certificate submitted or not with tender	
08	PAN No.	
09	Whether Copy of PAN No submitted or not with tender	
10	Whether Copy of replacement Warranty period of new fittings enclosed or not	
11	Whether EMD enclosed, if yes details of EMD	
12	Whether offer is valid upto 180 days or otherwise.	
13	Complete details of Banker with IFSC code, Account No. Name of Bank, Name of Branch, Bank Code, Swift code etc.	
14	Whether past performance Performa submitted alongwith copies of award of contracts or not	
15	Whether tender specification / work scope accepted by the firm/contractor or not	
16	Whether all pages of tender has been signed by the authorized signatory or not and returned with offer of not.	
17	Whether all the terms and condition of the Tender Enquiry including payment terms are acceptable or not	
18	Any other specific condition of the firm/contractor	

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

TENDER ACCEPTANCE LETTER

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)

Form 68-A

Tender No. _____

Full name and address of the Tenderer in addition Contractor's telegraphic Address

To post box No. if any should be quoted in all _____

Communication to this Office _____

Telephone No. _____

Fax No. _____

From. _____

Dear Sir,

1. I/We hereby offer to supply the stores detailed in the schedule here to or such portion thereof as you may specify in the acceptance of tender at the price given in the said schedule and agree to hold this offer open till _____ I/we shall be bound by a communication of acceptance within the prescribed time.

2. I/We have understood the instructions to Tenderers in the booklet DGS&D-229 and conditions of contract in the Form No-68 (Revised) including in the pamphlet entitling conditions of contract governing contracts placed by the Central Purchases Organization of the Government of India read with the amendments annexed herewith and have thoroughly examined the specification drawing and/or pattern quoted in the schedule hereto and am/are fully aware of the nature of the stores required and my/our offer is to supply stores strictly in accordance with the requirements.

Signature of the Tenderer

The following pages have been added to and form part of this tender _____

Here paste coupon in case where coupons are supplied to contractors on payment

Yours faithfully,
(Signature of the Tenderer)

Address _____

(Signature of the Witness)

Address _____

Dated _____

Instructions for Online Bid Submission**Instructions to the Bidders to submit the bids online through the Central Public Procurement Portal for e Procurement at <http://eprocure.gov.in/eprocure/app>**

- 1) Possession of valid Digital Signature Certificate (DSC) and enrollment/registration of the contractors/bidders on the e-procurement/e-tender portal is a prerequisite for e-tendering.
- 2) Bidder should do the enrollment in the e-Procurement site using the “Click here to Enroll” option available on the home page. Portal enrollment is generally free of charge. During enrollment/registration, the bidders should provide the correct/true information including valid email_id. All the correspondence shall be made directly with the contractors/bidders through email_id provided.
- 3) Bidder need to login to the site through their user ID/ password chosen during enrollment/registration.
- 4) Then the Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by SIFY/TCS/nCode/eMudra or any Certifying Authority recognized by CCA India on eToken/SmartCard, should be registered.
- 5) The DSC that is registered only should be used by the bidder and should ensure safety of the same.
- 6) Contractor/Bidder may go through the tenders published on the site and download the required tender documents/schedules for the tenders he/she is interested.
- 7) After downloading / getting the tender document/schedules, the Bidder should go through them carefully and then submit the documents as asked, otherwise bid will be rejected.
- 8) If there are any clarifications, this may be obtained online through the tender site, or through the contact details. Bidder should take into account the corrigendum published before submitting the bids online.
- 9) Bidder then logs in to the site through the secured log in by giving the user id/ password chosen during enrolment/registration and then by giving the password of the eToken/SmartCard to access DSC.
- 10) Bidder selects the tender which he/she is interested in by using the search option & then moves it to the ‘my tenders’ folder.
- 11) From my tender folder, he selects the tender to view all the details indicated.
- 12) It is construed that the bidder has read all the terms and conditions before submitting their offer. Bidder should go through the tender schedules carefully and upload the documents as asked; otherwise, their bid will be rejected.
- 13) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document/schedule and generally, they can be in PDF/xls/rar/zip/dwf formats. If there is more than one document, they can be clubbed together and can be provided in the requested format. Each document to be uploaded through online for the tenders should be less than 2 MB.

If any document is more than 2MB, it can be reduced through zip/rar and the same can be uploaded, if permitted. Bidders Bid documents may be scanned with 100 dpi with black and white option. However if the file size is less than 1 MB the transaction uploading time will be very fast.

- 14) If there are any clarifications, this may be obtained through the site, or during the pre-bid meeting if any. Bidder should take into account the corrigendum published from time to time before submitting the online bids.
- 15) The Bidders can update well in advance, the documents such as certificates, annual report details etc., under My Space option and these can be selected as per tender requirements and then send along with bid documents during bid submission. This will facilitate the bid submission process faster by reducing upload time of bids.
- 16) Bidder should submit the Tender Fee/ EMD as specified in the tender. The original should be posted/couriered/given in person to the Tender Inviting Authority, within the bid submission due date & time for the tender. Scanned copy of the instrument should be uploaded as part of the offer.
- 17) While submitting the bids online, the bidder reads the terms & conditions and accepts the same to proceed further to submit the bid packets.
- 18) The bidder has to select the payment option as offline to pay the Tender Fee/ EMD as applicable and enter details of the instruments.
- 19) The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise submitted bid will not be acceptable.
- 20) The bidder has to digitally sign and upload the required bid documents one by one as indicated. Bidders to note that the very act of using DSC for downloading the bids and uploading their offers shall be deemed to be a confirmation that they have read all sections and pages of the bid document including General conditions of contract without any exception and have understood the entire document and are clear about the requirements of the tender requirements.
- 21) The bidder has to upload the relevant files required as indicated in the cover content. In case of any irrelevant files, the bid will be rejected.
- 22) If the price bid format is provided in a spread sheet file like BoQ_xxxx.xls, the rates offered should be entered in the allotted space only and uploaded after filling the relevant columns. The Price Bid/BOQ template must not be modified/replaced by the bidder, else the bid submitted is liable to be rejected for this tender.
- 23) The bidders are requested to submit the bids through online e-tendering system to the Tender Inviting Authority(TIA) well before the bid submission end date & time (as per Server System Clock). The TIA will not be held responsible for any sort of delay or the difficulties faced during the submission of bids online by the bidders at the eleventh hour.

- 24) After the bid submission (i.e. after Clicking “Freeze Bid Submission” in the portal), the acknowledgement number, given by the system should be printed by the bidder and kept as a record of evidence for online submission of bid for the particular tender and will also act as an entry pass to participate in the bid opening date.
- 25) The time settings fixed in the server side & displayed at the top of the tender site, will be valid for all actions of requesting, bid submission, bid opening etc., in the e-tender system. The bidders should follow this time during bid submission.
- 26) All the data being entered by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered will not be viewable by unauthorized persons during bid submission & not be viewable by any one until the time of bid opening.
- 27) Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid openers public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 28) The confidentiality of the bids is maintained since the secured Socket Layer 128 bit encryption technology is used. Data storage encryption of sensitive fields is done.
- 29) The bidder should logout of the tendering system using the normal logout option available at the top right hand corner and not by selecting the (X) exit option in the browser.
- 30) For any queries regarding e-tendering process, the bidders are requested to contact as provided in the tender document. Parallelss for any further queries, the bidders are asked to contact over [phone: 1800-3070-2232](tel:1800-3070-2232) or send a mail over to – cphp-doe@nic.in, cphp-nic@nic.in, crpf.gov.in

Signature of the tenderer