



**thsti**

ट्रान्सलेशनल स्वास्थ्य विज्ञान  
एवं प्रौद्योगिकी संस्थान

TRANSLATIONAL HEALTH SCIENCE  
AND TECHNOLOGY INSTITUTE

(An autonomous Institute of Dept. of Biotechnology, Ministry of Science & Technology, Govt. of India)

Bioscience cluster 3<sup>rd</sup> mile stone Faridabad Gurgaon Expressway, Faridabad.

PHONE No: 0129-2876426 FAX: 0129-2876 402 Web Site: [www.thsti.res.in](http://www.thsti.res.in)

## **E - TENDER DOCUMENT**

**FOR**

### **Providing & Fixing Polycarbonate Roofing on the structure of the CDSA Terrace at THSTI Building, NCR Biotech Science Cluster Faridabad.**

**(Tender No.: THS/Civil/NIT/24-25/08)**



## NOTICE INVITING e-TENDER

**IF THERE IS DIFFERENCE IN ANY INFORMATION/DATA MENTIONED IN THE TENDER DOCUMENT AND UPLOADED IN CPP PORTAL, THE INFORMATION/DATA UPLOADED IN CPP PORTAL SHOULD BE TREATED AS FINAL.**

Tender Reference No: THS/Civil/NIT/24-25/08

Dated: 29/10/2024

On behalf of the Executive Director, THSTI, Faridabad, Haryana, INDIA, online bids are invited under two bid systems from reputed contractors for the award of work for the **“Providing & Fixing Polycarbonate Roofing on the structure of the CDSA Terrace at THSTI Building, NCR Biotech Science Cluster Faridabad.”**

Name of work	<b>Providing &amp; Fixing Polycarbonate Roofing on the structure of the CDSA Terrace at THSTI Building, NCR Biotech Science Cluster Faridabad.</b>
Estimated cost	<b>Rs.3,86,948/-</b>
Period of contract	<b>45 Days</b>
Earnest Money Deposit to be submitted	<b>Rs. 7,740/-</b>
Date of Publishing	29.10.2024 (17:30 Hrs.)
Pre-bid meeting Date and Time	N.A.
Clarification (if any) End Date and Time	N.A.
Bid Submission Start Date	29.10.2024 (18:00 Hrs.)
Queries (If any)	N.A.
Last Date and time of uploading of Bids	19.11.2024 (12:00 Hrs.)
Date and time of Online opening of Technical Bids	20.11.2024 (12:30 Hrs.)
Date and time of Online opening of Financial Bids	Will be intimated separately on CPP Portal and THSTI website.

**NOTE: IF THERE IS ANY DIFFERENCE IN DATE AND TIME MENTIONED ABOVE AND MENTIONED ANY WHERE IN TENDER DOCUMENT, THE ABOVE DATES SHOULD BE TREATED AS FINAL.**

Interested parties may view and download the tender document containing the detailed terms & conditions from the website <http://eprocure.gov.in/eprocure/app>.

**MANUAL BIDS SHALL NOT BE ACCEPTED**

**Bidders should regularly visit the website to keep themselves updated.**

## INSTRUCTIONS FOR ONLINE BID SUBMISSION

The bidders are required to submit soft copies of their bids electronically on the Central Public Procurement (CPP) Portal <http://eprocure.gov.in/eprocure/app>, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

### REGISTRATION

- (i) Bidders are required to enrol on the e-Procurement module of the Central Public Procurement Portal by using the "Online Bidder Enrolment" option available on the home page. **Enrolment on the CPP Portal is free of charge.**
- (ii) During enrolment/registration, the bidders should provide the correct/true information including valid email-id & mobile no. All the correspondence shall be made directly with the contractors/bidders through email-id provided.
- (iii) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- (iv) For e-tendering possession of valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) is mandatory which can be obtained from SIFY/nCode/eMudra or any Certifying Authority recognized by CCA India on eToken/Smart Card.
- (v) Upon enrolment on CPP Portal for e-tendering, the bidders shall register their valid Digital Signature Certificate with their profile.
- (vi) Only one valid DSC should be registered by a bidder. Bidders are responsible to ensure that they do not lend their DSCs to others which may lead to misuse and should ensure safety of the same.
- (vii) Bidders can then log into the site through the secured login by entering their user ID / password and the password of the DSC/eToken.

### SEARCHING FOR TENDER DOCUMENTS

- 1) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, organization name, location, date, value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as organization name, form of contract, location, date, other keywords etc. to search for a tender published on the CPP Portal.
- 2) Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective 'My Tenders' folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
- 3) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

## PREPARATION OF BIDS

- i) For preparation of bid Bidder shall search the tender from published tender list available on site and download the complete tender document and should take into account corrigendum if any published before submitting their bids. After selecting the tender document same shall be moved to the 'My favourite' folder of bidders account from where bidder can view all the details of the tender document.
- ii) Bidder shall go through the tender document carefully to understand the documents required to be submitted as part of the bid. Bidders shall note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- iii) Any pre-bid clarifications if required, then same may be obtained online through the tender site, or through the contract details given in the tender document.
- iv) Bidder, should get ready in advance the bid documents in the required format (PDF/xls/rar/dwf/ipg formats) to be submitted as indicated in the tender document/schedule.

**Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.**

- v) Bidders can update will in advance, the documents such as experience certificates, annual report, PAN, EPF & other details etc., under "My Space/ Other Important Document" option, which can be submitted as per tender requirements, this will facilitate the bid submission process faster by reducing upload time of bids.

## SUBMISSION OF BIDS

- i) Bidder should log into the site well in advance for bid submission so that he/she upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- ii) Bidders should pay online the Tender Fee and EMD as per the instructions specified in the NIT/tender document.
- iii) While submitting the bids online, the bidder shall read the terms & conditions (of CPP portal) and accepts the same in order to proceed further to submit their bid.
- iv) Bidders shall select the payment option as online to pay the Tender Fee/EMD and enter details.
- v) Bidders shall digitally sign and upload the required bid documents one by one as indicated in the tender document.
- vi) Bidders shall not that the very act of using DSC for downloading the tender document and uploading their offers in deemed to be a confirmation that they have read all sections and pages of the tender document without any exception and have understood the complete tender document and are clear about the requirements of the tender document.
- vii) Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document. For the file size of less than 1 MB, the transaction uploading time will be very fast.
- viii) **If price quotes are required in XLS format, utmost care shall be taken for uploading Schedule of quantities & Prices and any change/modification of the Bidders shall render it unfit for bidding. Bidders shall download the Schedule of Quantities & Prices i.e. Schedule-A, in XLS format and save it without changing the name of the file. Bidder shall**

quote their rate in figures in the appropriate cells, thereafter save and upload the file in financial bid cover (Price bid) only. If the template of Schedule of Quantities & Prices file is found to be modified/corrupted in the eventuality by the bidder, the bid will be rejected and further dealt as per provision of clause no 23.0 of ITB including forfeiture of EMD. The bidders are cautioned that uploading of financial bid elsewhere i.e other than in cover 2 will result in rejection of the tender.

- ix) Bidders shall submit their 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.**

- x) After the bid submission (i.e. after Clicking "Freeze Bid Submission" in the portal), the bidders shall take print out of system generated acknowledgement number, and keep it as record of evidence for online submission of bid, which will also act as an entry pass to participate in the bid opening.
- xi) Bidders should follow the server time being displayed on bidder's dashboard at the top of the tender site, which shall be considered valid for all actions of requesting, bid submission, bid opening etc. in the e-tender system.
- xii) All the documents being submitted by the bidders would be encrypted using PKI (Public Key Infrastructure) encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology.

#### **ASSISTANCE TO BIDDERS**

1) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender. The contact number for query related to tender document is 0129-2848426 & 0129-2848427(10:00 AM to 5:00 PM), Email: [narender@thsti.res.in](mailto:narender@thsti.res.in) & [shubhamgupta2691@thsti.res.in](mailto:shubhamgupta2691@thsti.res.in)

2) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk. Toll free number 1800-3070-2232.

**TRANSLATIONAL HEALTH SCIENCE AND TECHNOLOGY INSTITUTE**  
**NCR-Biotech science cluster, 3rd mile stone, Faridabad Gurgaon Expressway, Faridabad**

**Tender Notice**

Online bids are invited from eligible bidders for the work of **Providing & Fixing Polycarbonate Roofing on the structure of the CDSA Terrace at THSTI Building, NCR Biotech Science Cluster Faridabad**. The online bids complete in all respect along with a scanned copies of the online fee receipt of Rs. 500/- + 18% GST (Non Refundable) and Rs. 7,740/- towards tender fee and notified EMD respectively must be uploaded & submitted at the CPP portal (<http://eprocure.gov.in/eprocure/app>) latest by 12:00 Hrs on the date of the closing of the bids.

The tender document along with other details may be downloaded from the CPP Portal:  
<http://eprocure.gov.in/eprocure/app>

**Sd/**

**Engineer-In-Charge**

Dated: - 29.10.2024

## **INSTRUCTIONS TO THE BIDDER**

Translational Health Science and Technology Institute (THSTI) is an autonomous institute of Deptt. of biotechnology, Ministry of Science & Technology, Govt. of India located in NCR-Biotech science cluster 3rd mile stone, Faridabad Gurgaon Expressway, Faridabad, Haryana.

### **INSTRUCTION TO THE BIDDER FOR eProcurement**

#### **1 Preparation and Submission of Bids**

- a. The detailed tender documents may be downloaded from <http://eprocure.gov.in/eprocure/app> till the last date of submission of tender. The Tender may be submitted online through CPP Portal <http://eprocure.gov.in/eprocure/app>.
- b. The bidder should submit the bid online in two parts viz. Technical Bid and Commercial Bid. Technical Bid, Tender Fee & EMD should be upload online in cover 1 and Commercial Bid in ".rar" should be upload online in cover 2.

2. **Submission of the Bid:** All interested eligible bidders are requested to submit their bids online On CPP Portal: <http://eprocure.gov.in/eprocure/app> as per the criteria given in this document:

- i. Technical Bid & Tender Fee should be upload online in cover 1.
- ii. Commercial Bid should be upload online in cover 2.

Both Technical and Commercial Bid covers should be placed online on the CPP Portal (<http://eprocure.gov.in/eprocure/app>).

3. **Technical Bid:** Signed and scanned copy of the Technical bid documents as under must be uploaded & submitted online on CPP Portal: <http://eprocure.gov.in/eprocure/app>.

#### **List of Documents to be scanned and uploaded (Under Cover 1) within the period of bid submission: -**

The following documents are to be submitted online with the bid in respect of proof of satisfaction of the eligibility conditions laid down in the Tender document:

- **Scanned Copy of the Receipt of online payments made against Tender Fee & EMD.**
- **Average annual financial turnover of not less than the amount equal to 50% of the estimated cost of tender during the immediate last three consecutive financial years.**
- **Attested certificate of work experience (Completion certificate) of similar nature of work during last seven years as desired.**
- **Attested Solvency certificate for value not less than the amount equal to 40% of the estimated cost put to tender as mentioned in qualification criteria 7.4.**
- **Signed form of acceptance of terms & conditions of percentage rate tender (CPWD-7, @ p.no 14).**
- **Certificate of Registration for GST and acknowledgement of up to date filed return.**
- **PAN No.**
- **Duly signed Integrity Pact (as annexed p.no. 16)**
- **Site Inspection Certificate (as annexed p.no. 17)**
- **Non Blacklisting certificate (as annexed 3 @ p.no. 18)**

### 3. Financial Bid:

- a. The currency of all quoted rates shall be Indian Rupees. All payment shall be made in Indian Rupees.
  - b. In preparing the financial bids, bidders are expected to take into account the requirements and conditions laid down in this Tender document. The financial bids should be uploaded online as per the specified “.rar” format i.e. PriceBid\_2024\_THSTI in Excel sheet attached as ‘.rar’ with the tender and based on the scope of work, conditions and other terms of the Tender document. It should include all costs associated with the Scope of Work of the assignment.
  - c. The Financial Proposal should be inclusive of all applicable taxes, duties, fees, levies, and other charges imposed under the applicable laws. The rates quoted in the Tender are inclusive of all applicable taxes, duties etc.
  - d. The Financial bid should be according to the format given in the Tender Document. It should be ensured that no required value against an item is missed. If the bidder does not want to charge for an item the value must be filled as “0” (ZERO). All totals should be correct.
4. The bid document consisting of plans, specifications, the schedule of quantities of various types of items to be executed and the set of terms and conditions of the contract to be complied with and other necessary documents can be seen and downloaded from website <http://eprocure.gov.in/eprocure/app> free of cost.
  5. Information and Instructions for bidders posted on CPPP/website shall form part of bid document. Bidders are advised to visit CPPP regularly for latest update.
  6. Online bid documents submitted by intending bidders shall be opened only of those bidders, who has deposited EMD, tender fee and other documents scanned and uploaded are found in order.
  7. Those contractors not registered on the website mentioned above, are required to get registered beforehand. If needed they can be imparted training on online bidding process as per details available on the website. The intending bidder must have valid digital signature to submit the bid.
  8. On opening date, the contractor can login and see the bid opening process. After opening of bids he will receive the competitor bid sheets.
  9. Contractor can upload documents in the form of JPG and PDF format.
  10. Contractor must ensure to quote rate of each item. The column meant for quoting rate in figures appears in pink colour and the moment rate is entered, it turns sky blue. In addition to this, while selecting any of the cells a warning appears that if any cell is left blank the same shall be treated as “0”. Therefore, if any cell is left blank and no rate is quoted by the bidder, rate of such item shall be treated as “0” (ZERO).
  11. When bids are invited in two / three stages systems and if it is desired to submit revised financial bid it shall be mandatory to submit revised financial bid. If not submitted, then the bid submitted earlier shall become invalid.
  12. The department reserves the right to reject any prospective application without assigning any reason and to restrict the list of qualified contractors to any number deemed suitable by it, if too many bids are received satisfying the laid down criterion.
  13. Upon the successful and timely submission of bids, the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time submission of the bid with all other relevant details.
  14. The uploaded documents become readable only after the tender opening by the authorized bid openers.



## **OTHER INSTRUCTIONS TO THE BIDDERS**

### **1. Last Date for Submission of Tender:**

- a. Online bids complete in all respects, must be submitted on or before the last date and time specified in the schedule of events.
- b. The THSTI may, at its own discretion, alter/extend the last date for submission of tenders.

### **2. Tender Application Fee and Bid Security (Tender Fee & EMD)**

- a. The Bidder shall furnish Tender Application Fee (non-refundable) amounting to **Rs. 500/- + 18% GST (Non Refundable)** by using online payment portal (<http://thsti.res.in/notification/tender.php>). The approved modes of payments are Net Banking, Debit Card, Credit Card and UPI.
- b. The Bidder shall furnish Bid Security of **Rs. 7,740/- (Rupees Seven Thousand Seven Hundred Forty only)** in the form of the Earnest Money Deposit (EMD). The EMD shall be paid online by using online payment portal (<http://thsti.res.in/notification/tender.php>). The approved modes of payments are Net Banking, Debit Card, Credit Card and UPI. The bidder shall also furnish the EMD in form of Demand Draft issued from a scheduled bank in favour of **"EXECUTIVE DIRECTOR, THSTI Faridabad"**. In case the bidder furnishes the EMD in form of Demand Draft the same has to be physically submitted in the office before the opening of the bids.
- c. Any Bid not accompanied by an acceptable Bid Security and Tender Application Fee shall be summarily declared non-responsive and the envelope containing Technical Bid of such Bidder shall not be considered.
- d. The Bid Security of unsuccessful Bidders shall be returned without interest after finalization of the tender and that of the Successful Bidder shall be returned without interest, on receipt of Performance Bank Guarantee in accordance with the requirement of the Contract.

### **3. Bid Validity**

- a. All the Bids must be valid for a period of 75 days from the last date of submission of the tender for execution of Contract. However, the quoted rates should be valid for the initial/ extended period of the Contract from the effective date of the Contract. No request will be considered for price revision during the entire Contract period.
- b. A bid valid for a shorter period shall be declared as non-responsive.
- c. In exceptional circumstances, prior to expiry of the original time limit, the THSTI may request the bidders to extend the period of validity for a specified additional period beyond the original validity of 90 days. The request and the bidders' responses shall be made in writing. The bidders, not agreeing for such extensions will be allowed to withdraw their bids without forfeiture of their Bid Security.

### **4. Modification / Substitution/ Withdrawal of bids:**

- a. No Bid shall be modified, substituted or withdrawn by the Bidder after the Bid's Due Date.
- b. Any alteration/ modification in the Bid or additional information supplied subsequent to the Bid's Due Date, unless the same has been expressly sought for by the Authority, shall be disregarded.

**5. Late Bids:** The bid received by the THSTI after the prescribed deadline will be returned to the Bidder.

**6. Rejection of the Bid:** The bid submitted shall become invalid and tender fee shall not be refunded if: -

- a. The bidder is found ineligible.
- b. The bidder does not upload all the documents as stipulated in the bid document.
- c. If physically non-submission of EMD before opening of bid (in case of DD only).
- d. Non-submission of EMD and tender fee.
- e. THSTI reserve the right to ask original of any uploaded document during the tender processing and in case, any discrepancy is found in the uploaded and/or submitted documents the tender will be rejected without any notice.

Any discrepancy found in the uploaded and /or submitted documents and/or false or fabricated documents submitted and/or non receipt of above original documents as mentioned at 'e' above the tender will be rejected without any notice and financial bid of such bidders will not be opened.

## **7. PRE QUALIFICATION CRITERIA**

7.1 Bidder should have experience of having successfully completed similar works during last seven years ending on previous day of last day of submission of tender.

- a. Three similar completed works costing not less than the amount equal to **40%** of the estimated cost.  
or
- b. Two similar completed works costing not less than the amount equal to **60%** of the estimated cost.  
or
- c. One similar completed work costing not less than the amount equal to **80%** of the estimated cost.

7.2 The tenderer must be a GST registered firm / company. Sub-authorization is not accepted.

7.3 The tenderer should have had average annual financial turnover of not less than the amount equal to 50% of the estimated cost put to tender during the immediate last three consecutive financial years. The tenderer shall attach copy of audited/ITCC Certificate for the last three years duly attested by Chartered Accountant. The tenderer should submit balance sheet and Profit & loss account duly attested by chartered accountant for the preceding three financial years.

7.4 The tenderer is required to produce and attach solvency certificate for value not less than the amount equal to 40% of the estimated cost put to tender from the scheduled bank duly attested by the Chartered Accountant or Senior Branch Manager of the scheduled bank. The certificate should not be more than six months old from the date of publication of tender.

7.5 Similar works mean: Misc Civil Work in any Govt. Dept./PSU's/Private Sectors (completion certificate to be enclosed). In case of issue of completion certificate by private sector the agency has to submit TDS certificate along with the completion certificate in evidence of the value of work done. The completion certificate issued by Private sector without TDS certificate shall not be considered.

7.6 The firm should not have been blacklisted, debarred, declared non performer or expelled from any work of Union Government / State Governments/ PSUs / private sectors etc. They should

also submit a self-declaration on its letter head for the same. The firm should also provide information regarding litigation / arbitration cases if any.

- 7.7 The tenderer may visit / examine the site and its surrounding to assess the accessibility and assess the scope of work before submitting their offer. No claims later on shall be entertained. The tenderers shall arrange & maintain at his own cost all materials, T & P, Water and facility for workers for executing the work.
- 7.8 The work shall be executed / customized at site as per the instructions of Engineer-in-Charge.
- 7.9 **Small scale Industries registered with the national small scale industries corporation shall not be exempted from payment of earnest money deposit as per eligibility limits with submission of valid documents and required to pay the requisite tender fee as per the NIT.**
- 7.10 Joint Ventures are not permitted.

## **8. SUBMISSION OF BIDS:**

- a. The bidder shall upload the online payment receipts towards EMD & tender fee along with the other documents as desired, in the technical cover on the online CPP portal.
  - b. The bidders are required to submit the bid online on the CPP portal only. No manual bids are allowed.
9. **The intending bidder must read the terms and conditions carefully** which will be the part of the Contract. He should only submit his bid if he considers himself eligible and he is in possession of all the documents required.
  10. But the bid can only be submitted after uploading the mandatory scanned documents such as online payment receipts towards cost of tender fee.
  11. The successful bidder shall be required to submit a performance guarantee of 5% of the tendered amount in Favour of **“EXECUTIVE DIRECTOR, THSTI Faridabad”** in the form of Government securities or Fixed deposit receipts or Guarantee bonds of any Scheduled bank or the State Bank of India in accordance with the prescribed form within 15 days of issue of letter of intent before award of work. In case of failure by the Contractor to submit the performance guarantee within the specified period, full earnest money will be forfeited and the tender shall be treated as null and void. **The performance guarantee shall be initially valid up to the stipulated date of completion plus 60 (Sixty) days beyond that.**
  12. **THSTI is committed to follow the principle of transparency, equity and competitiveness in public procurement. Before submission of bid each bidder should sign integrity pact at respective places and submit the bid. If duly signed integrity pact is not submitted by bidder, such bid shall not be considered.**

**TRANSLATIONAL HEALTH SCIENCE AND TECHNOLOGY INSTITUTE**  
**NCR-Biotech science cluster, 3rd mile stone, Faridabad Gurgaon Expressway, Faridabad**

**NOTICE INVITING e-TENDER**

1. On behalf of the Executive Director, THSTI, Faridabad, Haryana, INDIA, online bids are invited under two bid system from reputed contractors for the award of work for the **“Providing & Fixing Polycarbonate Roofing on the structure of the CDSA Terrace at THSTI Building, NCR Biotech Science Cluster Faridabad”**.
2. The work is estimated to cost Rs. 3,86,948/-. This estimate, however, is given merely as a rough guide.
3. The authority competent to approve NIT for the combined cost and belonging to the major Discipline will consolidate NIT's for calling the tenders. He will also nominate Division which will deal with all matters relating to the invitation of tenders. For composite tenders, besides indicating the combined estimated cost put to tender, should clearly indicate the estimated cost of each component separately. The eligibility of tenderer will correspond to the combined estimated cost of different components put to tender.
4. The tenders to be submitted online by the eligible contractor provided they having definite proof from the appropriate authority, which shall be to the satisfaction of the competent authority of having satisfactorily completed similar works of magnitude as specified in the advertisement.
5. Agreement shall be drawn with the successful tenderer on prescribed Form No. CPWD - 7 which is available as a Govt. of India publication. Tenderer shall quote his rates as per various terms and conditions of the said form which will form part of the agreement.
6. The time allowed for carrying out the work will be **45 Days** from the date of start as defined in the Schedule 'F' or from the first date of handing over the site, whichever is later, in accordance with the phasing, if any, indicated in the tender documents.
7. The site for the work is available.
8. Tender documents consisting of plans specifications, the schedule of quantities of various items of work to be done and the set of terms and conditions of contract to be complied with by the contractor whose tender may be accepted and other necessary documents can be seen in the office of the STO (Civil) between hours of 11.00 a.m. & 4.00 p.m. every day except on Saturdays/Sundays and public Holidays.
9. The contractor, whose tender is accepted, will be required to furnish performance Guarantee of 5% (Five percent) of the tendered amount within the period specified in Schedule 'F'. This guarantee shall be in the form Government securities of Fixed deposit receipts or Guarantee bonds of any Scheduled bank or the State Bank of India in accordance with the prescribed form.
10. Description of work is given at page No.1 may be seen. Copies of other drawings and documents pertaining to the works will be open for inspection by the tenderers at the office of the above mentioned officer. Tenderers are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their tenders as to the nature of the ground and sub-soil (so far as practicable), the form and nature of the site, the means of access to the site, the accommodation they may require and in general shall themselves obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect their tender. A tenderer shall be deemed to have full knowledge of the site whether he inspects it or not and no extra charges consequent on any misunderstanding or otherwise shall be allowed. The tenderer shall be responsible for arranging and maintaining at his own cost all materials, tools and plants, water, electricity access, facilities for workers and all other services required for executing the work unless otherwise specifically provided for in the contract documents. Submission of a tender by a tenderer implies that he has read this notice and all other contract documents and has made himself aware of the scope and specifications of the work to be done and of conditions and rates at which stores, tools and plants etc. will be issued to him by the THSTI and local conditions other factors having a bearing on the execution of work.

11. The competent authority on behalf of Executive Director, THSTI does not bind itself to accept the lowest or any other tender and reserves to itself the authority to reject any or all tenders received without assignment of any reasons. All tenders in which any of the prescribed condition is not fulfilled or any conditions including that of conditional rebate is put forth by the tenderer shall be summarily rejected.
12. Canvassing whether directly or indirectly, in connection with tenders is strictly prohibited and the tenders submitted by the contractors who resort to canvassing will be liable to rejection.
13. The competent authority on behalf of Executive Director, THSTI reserves to himself the right of accepting the whole or any part of the tender and the tenderer shall be bound to perform the same at the rate quoted.
14. The contractor shall not be permitted to tender for work in THSTI (responsible for award and execution of contracts) in which his near relative is posted as an officer in any capacity. 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 relative to any gazetted officer in the Institute. Any breach of this condition by the contractor would render him liable to be removed from the approved list of the contractors of this department.
15. No Engineer or other officer employed in Engineering or Administrative duties in the Institute is allowed to work as a contractor for a period of one year after his retirement from service, without the previous permission of the Institute authorities in writing. The contract is liable to be cancelled if either the contractor or any of his employees is found any time to be such person who had not obtained the permission of the Institute as aforesaid before submission of the tender or engagement in the contractor's service.
16. The tender for the works shall remain open for acceptance for a period of Seventy-Five (75) 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 deptt, then the Institute shall, without any other right or remedy, be at liberty to forfeit 50% of the said earnest money as aforesaid. Further the tenderer shall not be allowed to participate in the re-tendering process of the work.
17. This Notice Inviting Tender shall form a part of the contract document. The successful Tenderer / contractor, on acceptance of his tender by the Accepting authority, shall, within 15 days from the stipulated date of start of the work, sign the contract consisting of:
  - a. The Notice Inviting Tender, all the documents including additional conditions, specifications and drawings, if any, forming the tender as issued at the time of invitation of tender and acceptance thereof together with any correspondence leading there to.
  - b. Standard CWPD form 7.

**Engineer-In-Charge**

**For and on behalf of Executive Director, THSTI**

**TRANSLATIONAL HEALTH SCIENCE AND TECHNOLOGY INSTITUTE  
NCR-Biotech science cluster, 3rd mile stone, Faridabad Gurgaon Expressway, Faridabad**

**FORM OF ACCEPTANCE OF TERMS AND CONDITIONS OF PERCENTAGE RATE TENDER**

**Name of work: Providing & Fixing Polycarbonate Roofing on the structure of the CDSA Terrace at THSTI Building, NCR Biotech Science Cluster Faridabad.**

**TENDER**

I/We have read and examined the Notice Inviting Tender schedule, Specifications applicable, drawings and design, General Rules and Directions of contract, clauses of contract, special terms & conditions, Schedule of Rate and other contents in the tender document for the work.

I/We hereby tender for the execution of the work specified by the Executive Director, THSTI within the time specified in Schedule 'F' viz. Schedule of quantities and in accordance in all respect in all respect with the specifications, designs, drawings and instructions in writing referred to in Rule-1 of General Rules and directions and in clause 11 of the conditions of the contract with such materials as are provided for, by, and in respect in accordance with, such conditions so far as applicable.

I/We agree to keep the tender open for seventy-five (75) days from the due date of its opening and not to make any modifications in its terms and conditions.

If I/We fail to furnish the prescribed Performance guarantee within prescribed period, I/We agree that the said Executive Director, THSTI or his successors in office shall without prejudice to any other right or remedy, be at liberty to forfeit the said earnest money absolutely. Further, if I/We fail to commence work as specified, I/We agree that Executive Director, THSTI or his successors in office shall without prejudice to any other right or remedy available in law, be at liberty to forfeit the said earnest money and the performance guarantee absolutely, otherwise the said earnest money shall be retained by him towards security deposit to execute all the works referred to in the tender documents upon the terms and conditions contained or referred to therein and to carry out such deviations and may be ordered, up to maximum of the percentage mentioned in Schedule 'F' and those in excess of that limit at the rates to be determined in accordance with the provision contained in clauses of the tender form.

Further, I/We agree that in case of forfeiture of Performance guarantee as aforesaid, I/We shall be debarred for participation in the re-tendering process of the work, We hereby declare that I/We shall treat the tender documents drawings and other records connected with the work as secret/confidential documents and shall not communicate information derived there from to any person other than a person to whom I/We am/are authorized to communicate the same or use the information in any manner prejudicial to the satisfy of the state.

Dated:

Signature and address of the contractor

## ACCEPTANCE

The above tender (as modified by you as provided in the letters mentioned hereunder) is accepted by me for and on behalf of the Executive Director, THSTI for a sum of Rs. -----

(Rupees ----- only)

The letters referred to below shall form part of this contract Agreement.

(a)

(b)

(c)

For and on behalf of Executive Director, THSTI

Signature and Designation

**TRANSLATIONAL HEALTH SCIENCE AND TECHNOLOGY INSTITUTE  
NCR-Biotech science cluster, 3rd mile stone, Faridabad Gurgaon Expressway, Faridabad**

**INTEGRITY PACT**

To,

Sr. Technical Officer- Civil,

.....,  
.....

Sub: Submission of Tender for the work of .....

Dear Sir,

I/We acknowledge that CPWD is committed to follow the principles thereof as enumerated in the Integrity Agreement enclosed with the tender/bid document.

I/We agree that the Notice Inviting Tender (NIT) is an invitation to offer made on the condition that I/We will sign the enclosed integrity Agreement, which is an integral part of tender documents, failing which I/We will stand disqualified from the tendering process. I/We acknowledge that **THE MAKING OF THE BID SHALL BE REGARDED AS AN UNCONDITIONAL AND ABSOLUTE ACCEPTANCE** of this condition of the NIT.

I/We confirm acceptance and compliance with the Integrity Agreement in letter and spirit and further agree that execution of the said Integrity Agreement shall be separate and distinct from the main contract, which will come into existence when tender/bid is finally accepted by CPWD. I/We acknowledge and accept the duration of the Integrity Agreement, which shall be in the line with Article 1 of the enclosed Integrity Agreement.

I/We acknowledge that in the event of my/our failure to sign and accept the Integrity Agreement, while submitting the tender/bid, CPWD shall have unqualified, absolute and unfettered right to disqualify the tenderer/bidder and reject the tender/bid in accordance with terms and conditions of the tender/ bid.

Yours faithfully  
(Duly authorized signatory of the Bidder)



**CERTIFICATE FOR SITE INSPECTION**

Certified that we..... (Name of tenderer) have visited the site on dated.....and assessed the nature and amount of work involved before submitting our offer.

We will be able to complete the works within the stipulated time and also certified that we will be able to supply the material/executing the work as per specification to suit the site conditions.

Address of site:

**Translational Health Science and Technology Institute, (THSTI)**

NCR-Biotech Science Cluster, 3rd Milestone,  
Faridabad-Gurugram Expressway, Faridabad  
121001, Haryana.

Signature and seal of the Authorized Signatory of the bidder

**Undertaking for non-blacklisting**

FORMAT OF UNDERTAKING, TO BE FURNISHED ON COMPANY LETTER HEAD WITH REGARD  
TO BLACKLISTING/ NON- DEBARMENT, BY ORGANISATION  
UNDERTAKING REGARDING BLACKLISTING / NON – DEBARMENT

To,

Executive Director  
Translational Health Science and Technology Institute  
NCR Biotech Science Cluster,

3rd Milestone, Faridabad-Gurgaon Expressway, Faridabad

Dear Sir,

We hereby confirm and declare that we, M/s, is not blacklisted/.....  
De-registered/ debarred by any Government department/ Public Sector Undertaking/ Private Sector/  
or any other agency for which we have Executed/ Undertaken the works/ Services during the last 5  
years. For -----

Authorized Signatory

Date:

**PROFORMA OF SCHEDULES**

**Name of work: - Providing & Fixing Polycarbonate Roofing on the structure of the CDSA Terrace at THSTI Building, NCR Biotech Science Cluster Faridabad.**

**SCHEDULE 'A'**

**Schedule of quantities (enclosed)**

**SCHEDULE 'B'**

**Schedule of materials to be issued to the contractor.**

S.No.	Description of item	Quantity	Rates in figures & words at which the material will be charged to the contractor	Place of issue
1	2	3	4	5
	← Nil →			

**SCHEDULE 'C'**

**Tools and plants to be hired to the contractor**

S.No.	Description	Hire charges per day	Place of Issue
1	2	3	4
	← Nil →		

## SCHEDULE 'D'

Extra schedule for specific requirements/document for the work, if any.



## SCHEDULE 'E'

Reference to CPWD updated General Conditions of contract.

- **Providing & Fixing Polycarbonate Roofing on the structure of the CDSA Terrace at THSTI Building, NCR Biotech Science Cluster Faridabad.**

(i) Estimated cost of work	: Rs. 3,86,948/-
(ii) Earnest Money	: Rs. 7,740/-
(iii) Performance Guarantee	: 5% of tendered value
(iii) Security Deposit	: 5% of tendered value

## SCHEDULE 'F'

### GENERAL RULES & DIRECTIONS:

Officer Inviting tender	STO (Civil)
Maximum percentage for quantity of items of work to be executed beyond which rates are to be determined in accordance with Clauses 12.2 and 12.3	30%
Definitions	
2(i) Engineer In charge	STO (Civil)
2(ii) Accepting Authority	ED, THSTI
2(iii) Percentage on cost of material and labour to cover all overheads and profits.	15%
2(iv) Standard Schedule of Rates	DSR
2(v) Department	Engineering (Civil)
9(vi) Standard CPWD contract form	CPWD form 7 modified and corrected up to date

**Clause – 1**

Time allowed for submission of Performance Guarantee

From the date of issue of letter of Intent 15 days

Maximum allowable extension beyond the period provided

In 1 (i) above 10 days

**Clause -2**

Authority for fixing compensation under clause-2: - **Head Administration**

**Clause -5**

Number of days from the date of issue of letter of Commencement

For reckoning date of start 10 days

Mile stone (s) as per table given below: -

Sl. No.	Description of milestone (Physical)	Time allowed in days (from date of start)	Amount to be withheld in case of non-achievement of milestone
1	1/8 <sup>th</sup> (of the whole work)	1/4 <sup>th</sup> (of the whole work)	In the event of not achieving the necessary progress as assessed from the running payment, 1% of the Tender value of work will be withheld for failure of each milestone.
2	3/8 <sup>th</sup> (of the whole work)	1/2 <sup>th</sup> (of the whole work)	
3	3/4 <sup>th</sup> (of the whole work)	3/4 <sup>th</sup> (of the whole work)	
4	Full	Full	

Time allowed for execution of work : 45 Days

**Authority to decide:**

(i) Extension of time : **Head-Administration**

(ii) Rescheduling of mile stones : **Head-Administration**

**Clause 6,6A**

Clause applicable (6 or 6-A)

6-A

**Clause – 7**

Gross work to be done together with net payment/adjustment of advances for material collected, if any, since the last such payment for being eligible to interim payment

N.A

**Clause – 10A**

List of testing equipment's to be provided by the contractor at site lab

- 1. \_\_\_\_\_ 2. \_\_\_\_\_ As per CPWD Specification \_\_\_\_\_
- 3. \_\_\_\_\_ 4. \_\_\_\_\_



**Clause – 10 B**

Whether clause 10-B (ii) shall be applicable

No

**Clause 10C**

Component of labour expressed as percent for value of work

25%

**Clause 10-CA**

<b>Material covered under this clause</b>	Nearest material for which All India Wholesale price index is to be followed
Not applicable	

**Clause – 10CC**

Clause 10 – CC to be applicable in contract with stipulated Period of completion exceeding the period shown in

Next column

N.A.

**Clause -11**

Specification to be followed for execution of work

CPWD specifications  
2019 Vol-1 & 2 with upto  
date correction slips &  
manufacturers  
specifications

**Clause -12**

12.2 & 12.3 - Deviation limit beyond which clauses 12.2 &

12.3 shall apply for building work 30%

12.5 - Deviation limit beyond which clauses 12.2 &

12.3 shall apply for foundation work 100%

**Clause -16**

Competent authority for deciding reduce rates

**Head-Administration**

**Clause -18**

List of mandatory machinery, tools and plants to be deployed by the contractor at site.

As per site and work assigned, all necessary T&P shall be arranged by the agency.

**Clause 36 (i)**

Requirement of Technical Representative(s) and recovery rates

S. No.	Minimum Qualification of Technical Representative	Discipline	Designation (Principal Technical/ Technical Representative)	Minimum Experience (Years)	Number	Rate at which recovery shall be made from the contractor in the event of not fulfilling provision of clause 36(i)	
						Figures	Words
1.	Graduate Engineer Or Diploma Engineer	Civil	Principal Technical Representative	02  05	1	<b>Rs.15, 000/- per month.</b>	Rupees Fifteen Thousand only per month per person

Assistant Engineer retired from Govt. services that are holding Diploma will be treated at par with Graduate Engineers.

**Clause -42**

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- (i) (a) Schedule/statement for determining theoretical quantity of cement & bitumen on the basis of Delhi Schedule of Rates **2021** printed by C.P.W.D.
- (ii) Variations permissible on theoretical quantities:
  - (a) Cement
    - For works with estimated cost put to tender not more than Rs. 5 lakh. 3% plus/minus.
    - For works with estimated cost put to tender more than Rs.5 lakh. 2% plus/minus.
  - (b) Bitumen All Works 2.5% plus only & nil on minus side.
  - (c) Steel Reinforcement and structural steel sections for each diameter, section and category 2% plus/minus
  - (d) All other materials. Nil



## RECOVERY RATES FOR QUANTITIES BEYOND PERMISSIBLE VARIATION

S.No.	Description of Item	Rates in figures and words at which recovery shall be made from the Contractor	
		Excess beyond permissible variation	Less use beyond permissible variation
1.	Cement	As per CPWD Specification 2019	
2.	Steel Reinforcement		
3.	Structural Sections		
4.	Bitumen issued free		
5.	Bitumen issued at stipulated fixed price		

**LIST OF APPROVED MAKE / MATERIALS IN ORDER OF PREFERENCE**

<b>S.N.</b>	<b>MATERIAL</b>	<b>Approved Make</b>
01	Polycarbonate Sheet	Sample as approved
02	Enamel Paint	Asian Paints / Berger / Nerolac or as approved equivalent

Note: - The Contractor shall procure and provide all the materials from the manufacturers / suppliers as per the above list attached with the tender documents, as per the item description and particular specifications for the work. The equivalent brand for any item shall be permitted to be used in the work, only when the specified make is not available. This is, however, subject to documentary evidence produced by the contractor for non-availability of the brand specified and also subject to independent verification by the Engineer-in-Charge. In exceptional cases, where such approval is required, the decision of Engineer-in-Charge as regards equivalent make of the material shall be final and binding on the Contractor. Nothing extra shall be payable on this account.

## SPECIFICATION AND SPECIAL CONDITIONS:

**Name of work: - Providing & Fixing Polycarbonate Roofing on the structure of the CDSA Terrace at THSTI Building, NCR Biotech Science Cluster Faridabad.**

1. Unless otherwise specified the work shall be carried out in accordance with the printed CPWD specification 2019 for the work at Delhi with correction slips issued till the date of opening of tender. In the event of any dispute the following shall be the order of priority to decide the issue: -
  - (a) Nomenclature of item read with special conditions of the contract and general specifications
  - (b). CPWD specifications.
  - (c) CPWD General Conditions of Contract
  - (d) BIS specifications
  - (e) Instructions of Engineer-In-Charge.
2. Before quoting, the contractor shall inspect the site of work and shall fully acquaint himself about the conditions with regard to accessibility of site required for the satisfactory execution of work. No claim whatsoever shall be entertained by the department on this account.
3. The quantities shown in the schedule are tentative and may change as per site conditions. The contractor shall not claim anything extra on this account. The payment of additional/deviated quantities shall be made as per actual and as per the conditions of the contract/agreement.
4. The work executed under the contract shall be subject to inspection carried out by the departmental officers, any defects regarding workmanship or quality of material used as pointed out during or after the completion of work by the departmental officers shall have to be rectified by the contractor at his own cost and risk, and in case the contractor fails to do the same will be got rectified by the department at the risk and cost of the contractor.
5. All precautionary measures should be adopted for the safety purposes for any accident during the executions of work occurring at site, the contractor shall be overall responsible for the same.
6. The contractor shall carry out the various testes as enumerated in CPWD/BIS specification. The contractor shall bear the cost of testing of materials, sample preparation and its cartage to approved laboratory. Nothing extra shall be paid by the department on this account. All tests shall be carried out from any Govt. approved laboratory.
7. After satisfactory completion of work in each flat a certificate in enclosed format duly signed by the occupant will be provided to Engineer-In-Charge. Payment will be released for the work executed in the particular flat only after receipt of satisfactory completion certificate of work from the bonafied occupant. If agency could not obtain a satisfactory completion certificate from occupant due to any other reason beyond the control of agency, then the decision of Engineer-In-Charge regarding quality and completion is for release of payment.
8. All safety precautions and water, electricity will be arranged by the agency in store.
9. Before start of the work, the contractor shall submit a time schedule for execution of the work, which shall be got approved from the Engineer-in-Charge and strictly, adhere to the same for timely completion of the work.
10. Some restrictions may be imposed by the security staff of THSTI etc. on the working and or movement of labour & material. No labour camp / huts shall be allowed in the functional area of cluster (40 Acres). The

contractor shall be bound to follow all such restrictions/ instructions and nothing shall be payable on this account.

11. After the award of work, if agency fails to start the work or does not perform the awarded work properly and/or in time, the earnest money, security deposited and performance guarantee submitted by the agency will be forfeited 100% and the agency will be debarred for a period of three years to participate in any tender for THSTI work.
12. Defect liability period shall be 06 (Six) months from the date of completion or execution of work as per completion certificate.
13. Identity card of workers must be issued by the agency duly affixed photography attested by the agency in proper format along with the full information like; Name, Temporary and permanent address. Agency has to ensure himself before engaging labour that antecedent of labour has been verified by himself to ensure the safety of Institute properties and employees.
14. All tools and plants, equipment's required for execution of work must be provided by the agency at his own cost for the execution of the work at site.
15. Water shall be arranged by the contractor at his own cost. However, if the electricity is required for work, the same shall be provided to the contractor and THSTI standard rates as applicable on account of electricity charges shall be recovered from him.
16. All fittings & fixtures shall be got approved from the Engineer-in-Charge before procurement or well in advance and the approved samples shall be kept till completion of the work.
17. The malba/garbage, and unsuitable material removed from the site shall be disposed off by the contractor to any suitable place or as directed by the Engineer-in-Charge.
18. After physical completion of work, site shall be cleared off tools and plants, labour huts, cement store or any other temporary construction raised by the contractor during execution of the work at his own cost. No separate payment shall be made to the contractor for the clearance of site and the work shall not be treated as complete till the site is fully cleared by the contractor.
19. Any damage caused to any adjoining building during execution of work shall have to be made good by the contractor at his own cost.
20. The contractor or his authorized representative shall always be available at the site of work to take instructions from departmental officers and ensure proper and timely execution of work. No work shall be done in the absence of authorized representative.
21. The contractor shall construct suitable godown at the site of work for storing the materials safely against damage due to sun, dampness, fire, theft etc. He shall also employ necessary watch and ward establishment for the purpose and no extra claim whatsoever shall be entertained on this account.
22. The cement shall be stored by the contractor in separate godown at site of work to be constructed by him with pukka flooring weather proofs walls with a single door with two locks. The one lock shall remain with THSTI, (T.O.-1 Civil Charge of work), and the key to other lock with authorize agent of the contractor at the site of work, so that the cement is issued from the godown according to the daily requirements with the knowledge of both the parties. No payment shall be made to him for the expenditure incurred by him for construction of the cement store.

23. **SETTING OUT AND MAKING PROFILES:** The Burjis required shall be constructed as approved by the Engineer-in-Charge. Necessary centreline with Burjis shall be made to show the correct centreline/levels before the work is started. The contractor shall supply labour and materials for setting out Burjis for the work at his own cost. The Burjis shall be maintained during execution of the work.
24. Rates for all items in which use of cement is involved is inclusive of charges for curing.
25. Test report should accompany the cement and the Institute will be liberty to get the cement tested from any approved laboratory for which no extra payment shall be made.
26. The agency shall be solely responsible for all aspects of issues arising from waterproofing / sealing the joints apart from as specified in the tender documents. This includes, but is not limited to, the selection of appropriate materials, application techniques, and ensuring that all waterproofing measures meet the required standards and specifications. Any costs associated with the waterproofing work, including materials, labor, and any necessary repairs due to failure or deficiencies in waterproofing, shall be borne entirely by the agency. Nothing extra shall be payable in this account.
27. In case of delay, penalty of 1% of the work order amount to be computed on per day basis shall be levied on the contractor per month up to maximum of 10% of the work order amount.

**Engineer-In-Charge**

**NOTE**

In this NIT/Agreement wherever the word mentioned under column 'A' appear the same may be construed to mean the word opposite to it in column 'B' as given below except for CPWD Contractor's labour Regulation, CPWD Safety Code, CPWD Specification and Delhi Schedule of Rates CPWD.

<b>'A'</b>	<b>'B'</b>
Central PWD, CPWD	Translational Health Science and Technology Institute (THSTI)
President of India	Executive Director, THSTI
Chief Engineer	Head-Administration
Engineer In-charge	STO (Civil)

## SCHEDULE OF QUANTITY

**Name of Work - Providing & Fixing Polycarbonate Roofing on the structure of the CDSA Terrace at THSTI Building, NCR Biotech Science Cluster Faridabad.**

<u>S.N.</u>	<u>Description</u>	<u>Qty</u>	<u>Unit</u>	<u>Rate</u>	<u>Amount</u>
1	Welding of MS Structure on the CDSA terrace by gas or electric plant including transportation of plant at site etc. to ensure structural stability for roofing all complete as per the direction of Engioneer in charge. (The cost of MS Section (if required) shall be paid extra).	1.00	job		
2	Providing & Fixing of 10mm thick UV resistant, coloured multiwall polycarbonate sheet in roofing with necessary screws and aluminium snap beadin, EPDM gasket, beading, silicon on MS structure to ensure best performance to resist water leakage, wind uplift, vibration, oil canning and visual appearance all complete as per the direction of Engineer in charge.	184.00	sqm		
3	Painting with synthetic enamel paint of approved brand and manufacture of required colour to give an even shade : Two or more coats on new work over an under coat of suitable shade with ordinary paint of approved brand and manufacture	196.80	sqm		

**Total    386948**