



सी.एस.आई.आर.-संरचनात्मक अभियांत्रिकी अनुसंधान केन्द्र  
CSIR-STRUCTURAL ENGINEERING RESEARCH CENTRE

(वैज्ञानिक तथा औद्योगिक अनुसंधान परिषद Council of Scientific and Industrial Research)

सीएसआईआर परिसर CSIR Campus, सीएसआईआर सड़क, तरमणि Taramani, चेन्नै Chennai-600 113.

No.402(19)/2022-2023/CW/SE

दि. Dated: 27.01.2023

निविदा आमंत्रण सूचना NOTICE INVITING e-TENDER (SINGLE BID SYSTEM)

सीपीडब्ल्यूडी, रेलवे, एमईएस, डाक और टेलीग्राफ विभागों, सार्वजनिक उपक्रमों और/या सीएसआईआर और अर्ध के लिए सिविल कार्य करने वालों के उपयुक्त वर्ग के ठेकेदारों से निम्नलिखित कार्यों के लिए समग्र निविदा आधार पर ऑनलाइन आइटम दर ई-निविदाएं आमंत्रित की जाती हैं। सरकारी संगठन, सिविल कार्यों में अनुभव रखने वाले, जीएसटी पंजीकरण संख्या की एक प्रति भी जमा करना आवश्यक है। सरकारी ई-प्रोक्योरमेंट पोर्टल के माध्यम से ई-निविदा दस्तावेज जमा करते समय अपलोड किया जाना चाहिए। Online ITEM RATE E-TENDERS are invited for the following works from the Contractors of appropriate class of CPWD, Railways, MES, Post & Telegraph Departments, PSUs and/or from those who have carried out Civil works for CSIR and Semi Government Organisations, having experience in **Civil works**, in the **last 7 years** ending on the last day of the month previous to this notice for which the Tenders are invited. **The tenderers are required to produce proof of fulfilling these conditions** and also required to submit a copy of Income Tax PAN Card, GST Registration Number should be uploaded while submitting e-tender documents through Govt e-procurement portal.

क्र. सं.) Sl. No.	विवरण Description of work.	अनुमानित रकम Estimated Cost (लाखों में) (₹). Approx.	पूरा करने की तिथि Time of Completion	ई.एम.डी. रकम EMD Amount ₹.
1.	Removing and Laying the delaminated tiles and laying of new tiles for damaged tiles in first floor of Dining hall near Auditorium building at CSIR-SERC, Taramani, Chennai – 600113.	31,350/-	1 (One) Month	630.00

Date and time of publishing	:	27.01.2023	3.00 p.m.
Bid document download start date and time	:	27.01.2023	4.00 p.m.
Bid submission end date and time	:	08.02.2023	6.00 p.m.
Bid opening date and time	:	10.02.2023	11.00 a.m.

**Note:** e-tender I.D.No. 2023\_CSIR\_143046\_1 dated : 27.01.2023.

**Tenders without Earnest Money Deposit will be invalid. Failing which their offer shall be rejected**

EMD should be submitted in the form of Demand Draft / Bankers Cheque or pay order of a scheduled bank or online payment in an acceptable form with receipt and should be handed over to Engineering Works & Services Section along with e-tender acknowledgement form, on or before opening date and time of the NIT.

निविदाके बारे में विवरण के लिए निम्नलिखित वेबसाइट देखें। The web sites may be visited for details of NIT: [etenders.gov.in](http://etenders.gov.in) / [www.serc.res.in](http://www.serc.res.in)

Sd/-  
Sr.Superintending Engineer (Civil)



**CSIR-STRUCTURAL ENGINEERING RESEARCH CENTRE**  
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**ATTACHMENT FOR NOTICE INVITING e- TENDER (SINGLE BID SYSTEM)**

1. Online ITEM RATE E-TENDERS are invited for the following works from the Contractors of appropriate class of CPWD, Railways, MES, Post & Telegraph Departments, PSUs and/or from those who have carried out civil works for CSIR and Semi Government Organisations, having experience in **Civil works**, in the last 7 years ending on the last day of the month previous to this notice for which the Tenders are invited. **The tenderers are required to produce proof of fulfilling these conditions** and also required to submit a copy of Income Tax PAN Card, GST Registration Number should be uploaded while submitting e-tender document through Govt. E-procurement portal.

2.

क्र. सं. Sl. No.	विवरण Description of work.	अनुमानित रकम Estimated Cost (लाखों में) (₹). Approx.	पूरा करने की तिथि Time of Completion	ई.एम.डी. रकम EMD Amount ₹.
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3. Time for carrying out the work will be 1 (One) month, and the date of commencement shall be reckoned from the tenth day of issue of award letter.
4. A copy of the tender bid submission acknowledgement should be submitted to Engineering Works & Services Section through a person or by post, before the date and time fixed for opening the tender. CSIR-SERC will not be responsible for postal delay in any manner. A copy of all documents, submitted online, should be kept (as hard copy) in own custody for reference. **Tenders without Earnest Money Deposit will be invalid. Failing which their offer shall be rejected.**
5. The tenderer is to indicate the name and telephone number of issuing agency of the Completion certificate to enable General Technical Evaluation Committee to verify the documents if necessary.
6. In case credentials submitted found to be false/ forged / incomplete / doubtful credential/the offer shall be rejected straightway and shall not be taken for evaluation / comparison purpose. No further clarification will be sought from the tenderers.
7. In case of discrepancy in English and Hindi version, English version prevails.

8. LIST OF DOCUMENTS /CREDENTIAL (.pdf format only) SCANNED AND UPLOADED IN e-TENDERING.
- i) Cost of tender and EMD in a approve mode as per tender documents.
  - ii) Certificate of work experience/performance certificate: List of civil works completed in last Seven years including a) agency from whom executed, b) execution value of work and c) stipulated and actual time of completion.
  - iii) Certificate of Registration GST No as applicable.
  - iv) PAN registration/Income Tax return
  - v) Undertaking for having gone through the tender documents as per technical bid.
9. The Employer does not bind himself to accept the lowest or any tender and 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 rates quoted.
10. Canvassing in connection with the tender is prohibited and the tender submitted by the contractor who resort to canvassing are liable for rejection.
11. The tenderer shall not be permitted to tender for works in the concerned unit of CSIR in which a relative is posted in the grade between Controller of Administration and Junior Engineer, (both inclusive). He shall also intimate the names of persons who are working with him in any capacity or subsequently employed by him and who relatives are as mentioned above.
- Note:** a person shall be deemed to be a relative of another if, and only if,  
(a) they are members of a Hindu undivided family; or (b) they are husband and wife; or (c) the one is related to the other in the following manner: Father / Mother (including stepmother). Son (including step son), Son's Wife. Daughter (including Step Daughter), Father, Son's Son, Son's Son's Wife, Son's, Son's Daughter's Husband, Daughter's husband, Daughter's Son's wife, Daughter's daughter, Daughter's daughter's husband, Brother (including step brother), Brother's wife, Sister (including step sister), Sister's husband.
12. Tender submitted shall remain valid for 90 days from the date of opening for the purpose of acceptance and award of work; validity beyond 90 days from the date of opening shall be by mutual consent.
13. The tenderer shall quote rates both in Figures and Words. He shall also workout the amount for each item of work and write in both figures and words. On check if there are differences between the rates quoted by the tenderer in words and in figures or in the amount worked out by him the following procedure shall be followed.
- i) When there is difference between the rates in figures and in words, the rates which correspond to the amounts worked out by the tenderer shall be taken as correct.
  - ii) When the amount of an item is not worked out by the tenderer or it does not correspond with rate written either in figures or in words, the rate quoted by the tenderer in words shall be taken as correct.

- iii) When the rate quoted by the tenderer in figures and in words tallies but the amount is not worked out correctly the rate quoted by the tenderer shall be taken as correct and not the amount.
14. The Tenderer should see drawings and in case of doubt obtain required particulars, which may in any way influence his tender from the Engineer as no claim whatsoever will be entertained for any alleged ignorance thereof.
15. Before tendering, the tenderer shall inspect the site to fully acquaint himself about the condition in regard to accessibility of site, nature and extent of ground, working condition of site and locality including stacking of materials, installations of tools and plants (T&P) etc., conditions affecting accommodations and movement of labour etc. required for the satisfactory execution of the work contract. No claim whatsoever on such account shall be entertained by the employer in any circumstances.
16. **Earnest money will be forfeited if the contractor fails to commence the work as per letter of award.**
17. Except writing rates and amount, the tenderer should not write any conditions or make any changes, additions, alterations and modifications in the printed form of tenders. Tenderers who are desirous to offer rebate, the same should be brought separately in the covering letter and submitted along with the tender.
18. Some of the provisions of General Conditions of Contract are given below. Interpretation however shall be as given in the General Conditions of Contract.
- a) **DEFECTS LIABILITY PERIOD:** Twelve months from the date of completion as certified by the Employer.
- b) **MINIMUM VALUE OF WORK FOR THE INTERMEDIATE CERTIFICATE:**

Sl. No.	Description	Minimum of Estimated cost Approx. (₹)
1.	Removing and Laying the delaminated tiles and laying of new tiles for damaged tiles in first floor of Dining hall near Auditorium building at CSIR-SERC, Taramani, Chennai – 600113.	-Nil-

Intermediate certificate for lesser amount can be admitted for payment at the discretion of the Engineer-in-charge.

**SECURITY DEPOSIT:** A sum @ 5% of the gross amount of the bill shall be deducted from each running bill of the contractor, This is in addition to the **Performance Guarantee** that the contractor shall be required to deposit an amount equal to **3%** of the tendered and accepted value of the work (without limit) as in the form of BC/DD/ PO, Bank Guarantee or Fixed Deposit Receipt of a Scheduled bank, with in the prescribed period of ten days for commencement of the work as per award letter issued to him

- d) **COMPENSATION:** Contractor shall pay as compensation an amount equal to one percent or such smaller amount as the Employer (whose decision in writing shall be final) may decide on the cost of the whole work as shown in the agreement, for every week that the work remains uncommenced or unfinished or due quantity of work remains incomplete after the proper dates. Compensation to be paid shall not exceed ten percent of the estimated cost of the work as shown in the agreement.
- 18) Computerised Measurement books should be submitted by the contractor along with the bills claimed for making payment.



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**ABSTRACT OF COST**

Sl. No.	Description	Estimated Cost (₹). Approx.
1.	Removing and Laying the delaminated tiles and laying of new tiles for damaged tiles in first floor of Dining hall near Auditorium building at CSIR-SERC, Taramani, Chennai – 600113.	31,350/-

(Rupees Thirty one thousand three hundred and fifty only).

**NOTE**

- i. IT at 2 % of bill value will be recovered from the bill.
- ii. Labour Welfare Cess at 2% of bill value will be recovered from the bills and remitted to the concerned authorities by the department.
- iii. The rate is inclusive of GST. TDS on CGST & SGST will be deducted at 1% each against the work done value.
- iv. Water charges at 1% of bill value will be recovered from the bills for usage of water through pipe lines at site supplied by the department.
- v. Electricity charges will be recovered from the bill as per energy meter consumption actuals at site.
- vi. CPWD specifications will be applicable for the work. Where the specification in the schedule of quantities differ from the CPWD specification, the description given in the schedule of quantities Shall be applicable.
- vii. Contractors shall not execute any extra items unless approved by the Director. No payment for any extra items will be made if executed without prior approval.
- viii. The Contractor should examine the specifications and Tender their rates. The rates given in the schedule of quantities will be deemed to include the satisfactory completion of the work. He should also examine the site conditions, for excavation etc., before tendering for the work.
- ix. If there is any difference in rates for two similar items, the lowest will be applicable.
- x. For the purpose of lowest tenderer the grand total will only be considered as single contract.



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<b>APPENDIX</b>	
Name of Works	Removing and Laying the delaminated tiles and laying of new tiles for damaged tiles in first floor of Dining hall near Auditorium building at CSIR-SERC, Taramani, Chennai – 600113.
Defect liability period	12 (Twelve) months from the date of Virtual completion.
Time of Completion	<b>1 (One) month</b> from the date of commencement of the work.
Minimum value of work for interim Certificate	a) <b>Rs. - Nil/- (Rupees----- Nil-----)</b> <b>Intermediate</b> certificate for lesser amount can be admitted for payment at the discretion of the Engineer-in-charge.
Liquidated damages for insufficient progress of work	1% of the total cost of the work per week but not exceeding 10% of the total cost of work.
Liquidated damages for non-completion work in time.	1% of the total cost of the work per week but not exceeding 10% of the total cost of work.
<b><u>Security Deposit</u></b>  Earnest Money : ₹630.00 (Rupees Six hundred and thirty only)  Subsequent retention : A sum @ <b>5%</b> of the gross amount of the bill shall be deducted from each running bill of the contractor, This is in addition to the Performance Guarantee that the contractor shall be required to deposit an amount equal to <b>3%</b> of the tendered and accepted value of the work (without limit) as in the form of BC/DD/ PO, Bank Guarantee or Fixed Deposit Receipt of a Scheduled bank, with in the prescribed period of ten days for commencement of the work as per award letter issued to him.	
Period of submitting final bill by the contractor	<b>One Month from the date of virtual completion.</b>
Materials to be issued	----- Nil -----

## **TENDER ACCEPTANCE / UNDERTAKING LETTER**

(To be given on **Company Letter Head** /not to be filled in this form and upload the same. This is a sample format User may download the format and type the same in their letter head and upload the signed copy with company seal as per Tender Conditions)

Date: .....

To,

Tender Inviting Authority / Sr.S.E Civil,  
Engineering works and Services Section,  
CSIR-SERC, CSIR-Campus, Chennai-600113.

Sub: Acceptance of Terms & Conditions of Tender / Undertaking letter.

**Details of the tender:**

File no               :- \_\_\_\_\_

Tender ID           :- \_\_\_\_\_

Name of Tender / Work: -

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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 website(s) <https://etenders.gov.in/eprocure/app> and <https://serc.res.in/tender>.

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 which is uploaded in the tender like annexure(s), schedule(s), drawings 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/ organisation 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. I / We do hereby declare that our Firm has not been blacklisted / debarred by any Govt. Department / Public sector undertaking.

6. I / We enclosed the necessary registration certificate / PAN / GST / IT-returns / Copy of DD for EMD / Previous work experience certificate as per tender document for Estimated value of works respectively.

7. I / We certify that all information furnished by the our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/ organisation shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights.

Yours Faithfully,

(Signature of the Bidder,with Official Seal)



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**Check List for uploading tender documents**

(to be uploaded duly filled-in along with scanned copy of documents)

<b><u>Sl.No:</u></b>	<b><u>Description</u></b>	<b><u>Check List</u> <u>Pls Tick (Yes or No)</u></b>
1	Copy of DD for Earnest money deposit	Enclosed : Yes/No
2	Enlistment / Registration Certificate of Appropriate Class	Enclosed : Yes/No
3	Work Experience / Performance Certificate during last seven years for Civil works	Enclosed : Yes/No
4	PAN CARD	Enclosed : Yes/No
5	Certificate of GST Registration	Enclosed : Yes/No
6	Income tax returns for 3 years	Enclosed : Yes/No
7	Tender Acceptance / Undertaking letter	Enclosed : Yes/No
8	Valid Electrical License and Electrical Experience certificate from associated electrical contractor wherever necessary.	Enclosed : Yes/No

Name and address of the contractor

Signature of the contractor with date





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**CONTENTS SHEET**

No. 402(19)/2022-2023/CW/SE

दि. Dated: 27.01.2023

Name of work	Removing and Laying the delaminated tiles and laying of new tiles for damaged tiles in first floor of Dining hall near Auditorium building at CSIR-SERC, Taramani, Chennai – 600113.
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Sl.No.	Description	Page No.
1.	Notice Inviting Tender with attachment	4 Pages
2.	Abstract of Cost	1 Page
3.	Appendix	1 Page
4.	Conditions of contract for works	37 Pages
5.	Tender Acceptance / Undertaking letter	1 Page
6.	Check list for uploading tender documents	1 Page
7.	Schedule of Quantities	2 Pages

The Tenderer has confirmed that he has received all the above documents and that he has quoted the rates after satisfying the requirements as covered in the terms and conditions of the tender document.

Signature of the Tenderer :

Name and Address :

Date :

**Note: Tenderers are requested to inspect the site before quoting.**