No. 4/1463/2011-CW&M                         Date :    26 Sept., 2012

From:
The Director
National Physical Laboratory

To:

Sir,

Short term Item rate tenders are invited by the undersigned on behalf of Director, NPL for the work detailed below:-

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Name of work</th>
<th>Tender Cost (Non-refundable) Rs.</th>
<th>Estimated cost Rs.</th>
<th>Earnest Money Rs.</th>
<th>Completion time</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Round the clock operation of precision air-conditioning plants at NPL.</td>
<td>500/-</td>
<td>3,48,168/-</td>
<td>6963/-</td>
<td>12 Months</td>
</tr>
</tbody>
</table>

1. General Conditions of Contract can be seen in CW&M Section, Room no. 214, 2nd floor, Main Bldg., NPL.

2. The tenderers are required to produce credentials of having executed two or one similar works of 60% or 80% or above respectively of the estimated cost during last 5 years along with copies of latest Sales Tax Clearance Certificate and PAN No.

3. The tender document for the work can be purchased on all working days between 1000 Hrs. to 1600 Hrs. from 27.9.2012 to 10.10.2012 from the Office of Section Officer (Works), Room No. 214, 2nd Floor, Main Building, NPL, New Delhi.

4. Interested parties can also download complete tender document for the work from our website www.nplindia.org. The tenderers while submitting the downloaded tender document shall ensure submission of all requisite documents as mentioned in para 2 above alongwith separate pay orders towards non-refundable tender cost and EMD in favour of Director, NPL in a separate cover indicating "Pay Orders for Tender cost, EMD and credentials". Such tenders shall be opened only after the EMD, tender cost and credentials of the tenderer are found in order and satisfaction of the Tender Opening Committee.

5. The last date for submission of duly filled tender documents is 12.10.2012 upto 1430 Hrs. The tenders received will be opened on the same day at 1500 Hrs. in the presence of tenderers or their authorized representatives, who may like to be present.

Contd.. page 2/—
6. The rates quoted shall be valid for 90 days. The rates should be written both in figures as well as in words failing which the tender is liable to be rejected. **REBATE OFFERED, IF ANY SHOULD BE ON COVERING LETTER OF THE TENDERER.**

7. The date of issue of pay order/banker’s cheque in respect of tender cost and EMD should be after the date of issue of enquiry letter. Cheques will not be accepted.

8. Tenders with any condition including conditional rebate, shall be rejected. However, tenders with unconditional rebate will be accepted.

9. Earnest money is liable to be forfeited if the contractor selected for award of work fails to submit (i) acceptance, (ii) performance security @ 5% of award value, (iii) non judicial stamp paper, (iv) sign formal agreement; or (v) fails to start the work within ten days from the date of issue of award letter.

10. Director, NPL reserves the right to accept, in part or in full, any or all the tenders received or to reject all the tenders received without assigning any reasons thereof.

Yours faithfully,

(A K Handa)
Section Officer (Works)
Name of work: “Round the Clock Operation of Precision air-conditioning plants in NPL Campus.

<table>
<thead>
<tr>
<th>SI. NO.</th>
<th>DESCRIPTION</th>
<th>NO. OF PAGES</th>
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<td>Notice Inviting Tenders</td>
<td>2-4</td>
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<tr>
<td>3</td>
<td>Schedule of quantities &amp; summary</td>
<td>5-7</td>
</tr>
<tr>
<td>4</td>
<td>Special Conditions, Additional Conditions and latest General Conditions of contract with amendments: can be seen in the Office Section Officer (Works), Room No.214.</td>
<td></td>
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</tbody>
</table>

NOTE: Tenderer should confirm that they have received all the above papers. All the documents issued are to be returned duly signed by the tenderer while submitting his offer.

TENDER ISSUED TO:
M/s. / Sh.

TENDER FEE: vide P.O. No.

Dated for Rs. 500/-

Earnest Money Deposit:

Pay order No. ____________ dated ____________

For Rs. ______________

Issued by ________________________________

SIGNATURE OF THE OFFICER
ISSUING TENDER
1. Tenders are hereby invited for the work: "Round the Clock Operation of Precision air-conditioning plants in NPL Campus" from the contractors of appropriate class of CPWD, Railways, MES, Post & Telegraph Dept., State PWD’S, Semi Govt. Organizations or from those who have worked for CSIR or its Laboratories/Institutes or Central, State Govt/semi Govt/PSUs Organizations & successfully carried out preferably two or one similar works amounting to 60%, or 80% respectively of the estimated cost or above during last five years. The tenderers are required to produce proof of fulfilling these conditions along with copies of latest Sales Tax Clearance Certificate, PAN No. and EARNEST MONEY DEPOSIT PAY ORDER while making request for issue of tender document.

2. Estimated cost is Rs. 3,48,168/- (Rs. Three Lakh Forty Eight Thousand One Hundred and Sixty Eight only) based on Market Rates.

3. Time for carrying out the work will be 12 Months and the date of commencement shall be reckoned from the tenth day of issue of award letter.

4. Complete contract documents to be complied with by the tenderer whose tender may be accepted can be seen at the office of Section Officer (Works), NPL, Dr. K.S. Krishnan Marg, New Delhi - 110 012 on any working day.

5. Tenders should be on the specified form (Non-transferable) which may be obtained from the office of Section Officer (Works), Room No. 214, NPL during working hours on payment of Rs. 500/- (Five Hundred only) in the shape of Demand Draft/Pay order of a schedule Bank drawn in favour of Director, NPL (Non-refundable). Sale of tenders shall be from 27.9.2012 to 10.10.2012 (1000 Hrs to 1600 Hrs)

6. Tenders should be submitted in wax sealed cover subscribed with the name of the work, date of opening written on the envelope. Tender will be received upto 1430 Hrs on 12.10.2012 and will be opened on the same day at 1500 Hrs in the office of Section Officer (Works), CW&M Section Room No. 214, NPL, Dr. K. S. Krishnan Marg, New Delhi – 110 012. Tender should be dropped in the tender box before the closing date and time indicated above. In case these are sent by Post these should be sent Regd. Post / Speed Post addressed to Section Officer, CW&M Section Room No. 214, NPL Tenderers are to ensure that they post the tender well in advance so as to reach before the closing time and date indicated.

7. The Earnest Money amounting to Rs. 6,963/- (Six Thousand Nine Hundred and Sixty Three only) in the shape of pay order issued by a schedule Bank and drawn in favour of Director, NPL should accompany the request letter.

8. 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.

9. Canvassing in connection with the tenders is prohibited and the tenders submitted by the contractor who resort to canvassing are liable for rejection.

10. The tenderer shall not be permitted to tender for work 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 are relatives 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 & wife, or (c) the one is related to the other in the following manner: Father, Mother (including step mother), son (including step son), Son’s son’s son. Son’s
son’s wife, son’s daughter, son’s 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.

11. 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.

12. The tenderer shall quote rates both in figures and words failing which, tender is liable to be rejected. 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 a 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 the 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.

13. 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.

14. 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.

15. Earnest money will be forfeited if the contractor fails to commence the work as per letter of award.

16. 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 out separately in the covering letter and submitted along with the tender.

17. 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) DEFECT LIABILITY PERIOD: Twelve months from the date of completion as certified by the Employer.

b) MINIMUM VALUE OF WORK FOR THE INTERMEDIATE CERTIFICATE: Rs. 29,014/-

c) SECURITY DEPOSIT; A sum @ 10% of the gross amount of the bill shall be deducted from each running bill of the contractor till the sum along with the sum already deposited as earnest money will amount to security deposit of 5% of the tendered value of the work. In addition, the contractor shall be required to deposit an amount equal to 5% of the tendered value of the contract as Performance Security within the period prescribed for commencement of work in the letter of award 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 uncommented 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. Clauses No. 28 of conditions of contract i.e., “ESCALATION” will not be applicable in this contract.
19. The materials would be brought to site in one/two lots and would be used at site only after approval of Engineer-in-Charge.

20. Store to issue: NIL
   (Contractor has to arrange Cement & Steel of of the following brands:
   (i) JK/Vikram/Shree/Birla Uttam and approved brands:
   (ii) Steel-TMT/RANA/Rathi/Kamdhenu-TOR Steel or approved brand.

21. All tenderers should submit the proof of their registration with Sales Tax Department while tendering for works in N.C.T. of Delhi as per Works contract Act, 1999. Deduction of Sale Tax at the rate of 2% of payment will be made from their running/final bill on all works within N.C.T. of Delhi. It may be noted by the tenderers that the site of work is in restricted area and there will be curb on traffic movement in specified hours. This fact should be taken into account and no extra payment/claim in this regard shall be admissible.

22. If any tenderer withdraws his tender before expiry of the validity period, or before the issue of letter of acceptance, whichever is earlier, or makes any modification in the terms and conditions of the tender which are not acceptable to the department, then the Employer shall, without prejudice to any other right remedy, be at liberty to forfeit 50% of the earnest money absolutely. This provision would naturally apply only to the lowest tenderer once the earnest money of all the tenderers except that of the lowest is refunded.

23. In case of forfeiture of earnest money as prescribed above the tenderer shall not be allowed to participate in the retendering process of the work.

24. Tenders with any condition, including conditional rebates, shall be rejected. However, tenders with unconditional rebate will be acceptable.

Signature of the Contractor
with date
NATIONAL PHYSICAL LABORATORY

“Round the Clock Operation of Precision air-conditioning plants in Campus”.

SUMMARY SHEET

<table>
<thead>
<tr>
<th>Brought forward from Page No. 1</th>
<th>Rs.</th>
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<tbody>
<tr>
<td></td>
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<tr>
<td>TOTAL</td>
<td>Rs.</td>
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</table>

(In words Rupees__________________________)

SIGNATURE OF THE CONTRACTOR
Name of the work: Round the Clock Operation of Precision Air Conditioning Plants in NPL Campus.

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Description</th>
<th>Qty</th>
<th>Per Month</th>
<th>Rates in figure</th>
<th>Rates in words</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Round the clock operation of Emmerson make 05 nos. air conditioning plants 3x10 TR capacity installed in Electronic Standard Lab. and 2x11 TR capacity installed at Time and Frequency Lab. in NPL campus by deploying technically trained operator in each shift of eight hours duty on all working days &amp; holidays (or as an when required by the Users) and record temperature &amp; humidity of each rooms after every hour as per conditions enclosed.</td>
<td>12 Months</td>
<td>Per Month</td>
<td></td>
<td></td>
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</tbody>
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Rs in words: ________________________________

Signature of the contractor.
With date and seal.
NAME OF WORK: ROUND THE CLOCK OPERATION OF PRECISION AIR CONDITIONING PLANTS

CONDITIONS:-

1) Operation of 05 nos. Emerson make Air-Conditioning plants fitted at (1) Electronic Standard Lab (3x10 TR) and (2) Time and Frequency LAB (2x11 TR) in NPL Campus on all Working days and Holidays (24 hours, six days in a week) or as an when required during the month.
2) Providing one semiskilled operator in each shift.
3) Maintaining the temperature & humidity as per requirement of the laboratory.
4) Keeping an hourly record of temperature & humidity in log book.
5) Cleaning & Up-keeping of Air conditioning plant equipments.
6) All the consumables for cleaning & Up-keeping will be supplied by the contractor.
7) Payment will be made on quarterly basis subject to satisfactory services and production of proof of having deposited the statutory payments with the concerned authorities.
8) Registration of ESIC & PF is essentially required of the contractor.
9) The contractor is required to visit the site before quoting the rates.
10) Every operator should be PF & ESIC registered.

Signature of the contractor
With the date