

BOSE INSTITUTE
KOLKATA
P-1/12 C.I.T. Scheme - VIIM, Kolkata - 700054
An Autonomous Research Institute Funded by the Ministry of Science &
Technology
Government of India.

Tender No: - BI/T/OVR/16/2013 dated 13.05.2013

Sub: Demolition of Hostel Building (Part Portion) and Godown at CAPSS inconection with construction of Unified Campus, Salt Lake.

Bose Institute, Kolkata invites sealed quotation from reputed, resourceful & bonafide Govt. Regd. Agency for demolition of old two storied building & Godown at Salt Lake Campus of Bose Institute at Salt Lake, Kolkata - 700091.

For bid documents and detail services please visit the Institute web site <http://www.boseinst.ernet.in>. Last date of submission sealed quotation is 28.05.2013 upto 15:00hrs (I.S.T).

The Institute reserves the right to reject or accept any/all quotation without assigning any reasons whatsoever.

Registrar

REQUEST FOR QUOTATION

Tender No.: BI/T/OVR/16/2013

Date: 13.05.2013

Sub: Demolition of Hostel Building (Part Portion) and Godown at CAPSS in-connection with construction of Unified Campus, Salt Lake

Terms and conditions in brief are stated herein below

- I **Scope of work** Demolition of Hostel Building (Part Portion) and Godown at CAPSS in-connection with construction of Unified Campus, Salt Lake
- II **Completion Period** 15 days from the date of Letter of Acceptance, including 7 days for issuance of delivery order after receipt of full payment.
- III **Bid due date & time** At 15:00 hrs.(IST) & opening at 16:00 hrs.(IST) on 28.05.2013
- IV **Validity** 90 days from the bid due date.
- V **Address** Registrar
Bose Institute Kolkata
P – 1/12, C.I.T. Scheme VII –M
Kolkata – 700054.
- VI **Contact Person -** Sri Sumanta Ghosh, Jr. Overseer – Cum – Caretaker & Security – In – Charge at Salt Lake Campus.
- VII **EMD** 10% of quoted price in a separately sealed envelope duly super scribed as “EMD –, Tender Ref. No. ”with name & address of ` contact nos. of and the bidder EMD to be submitted in the form of demand draft drawn in favour of Bose Institute, Kolkata payable at Kolkata on any Nationalized Bank for each phase.

Bids complete in all respect should reach the office of the Registrar, Bose Institute, Kolkata in the above mentioned address on or before the due date and time.
- VIII **Inspection Schedule** On working days only from 11.00am to 3.00pm with prior intimation to the contact persons. The interest bidders must also bring with them supporting documents of carrying out similar nature of work in any Govt. organization.

INSTRUCTION TO BIDDERS & GENERAL TERMS AND CONDITIONS OF TENDER

MODE OF SUBMISSION OF TENDER

All tenders must be submitted in the prescribed form only and in the sealed covers. Every page of the downloaded tender documents should be signed by the bidders with official seal.

Tenderer should enclose inside the sealed cover containing the tender, the following documents:

Demand Draft towards Earnest Money deposit in favour of Bose Institute Kolkata payable at Kolkata on Nationalized Bank in Kolkata

Complete bid document including, Special as well as General Terms and Conditions of tender, Technical Specifications duly signed by the tenderer as token of having accepted the same in to.

Filled up Bid form and Price Schedule(s) duly filled in, signed & stamped by the tenderer (As per Annexure).

Tenderers sending their tenders by mail will do so, solely at their own risk and Bose Institute will not be responsible for any loss in transit or postal delay.

Incomplete tender or tenders submitted with qualifying conditions at variance with the Special as well as General Terms and conditions of tender are liable to be rejected summarily.

Unless and until specified in the special terms and conditions, enclosed herewith, the validity of the offers, submitted by tenderers, shall be kept open for 90 (ninety) days from the date of opening of tender (including date of tender opening).

Please refer to special terms and conditions for any change in general terms and conditions, since for any practical purposes the special terms and conditions shall supersede general terms and conditions.

EMD/ SECURITY DEPOSIT

The tender should be accompanied by Earnest Money deposit of 10% of the total quoted value by way of Demand Drafts (DD) drawn on any nationalized / Schedule bank in favour of Bose Institute Kolkata and payable at Kolkata.

Earnest Money in any other form, for example cheque. Bank Guarantee, Bid Bonds/ Call Deposits etc. will not be acceptable to BOSE INSTITUTE

In case of unsuccessful tenderer, the Earnest Money will be refunded after the expiry of the offer or earlier at the discretion of BOSE INSTITUTE.

Security Deposit

10% (ten percent) of quoted price for due and faithful performance of contract. In case of successful bidder, money deposited as EMD shall be automatically converted into Security Deposit and which shall be refunded, upon successful completion of the work upon due request from the bidder.

No interest is payable by BOSE INSTITUTE on the Security Deposit. The Security Deposit(s) is/are refundable to the buyer only on fulfillment of all contractual obligations of the buyer(s) to the satisfaction of the BOSE

INSTITUTE, and any amount due shall be deducted from this sum, and balance refunded.

PAYMENTS, TAXES & DUTIES

Buyer shall be required to pay the total sales value including 1% taxes & duties within 7 days of issuance of Letter of Acceptance by BOSE INSTITUTE or with late charges if payment delayed as per clause 8.0 herein below, by Demand Draft/Pay Order drawn on any Nationalized/ Schedule Bank in the following manner:

100% of total sale value which shall include, quoted price plus 100% taxes & duties. 2% of quoted price for per week of delay or part thereof, in case payment is delayed beyond stipulated period of Letter of Acceptance by buyer but within 30 days of issuance of Letter of Acceptance by BOSE INSTITUTE, through a Cross Demand Draft in favour of BOSE INSTITUTE and drawn on any Nationalized bank and payable at Kolkata

QUALITY, QUANTITY AND SECURITY OF SOLD MATERIAL

Tenderer must quote for the entire demolition job and different types of damaged materials as a whole and no quotation for part quantities of the materials will be accepted.

BOSE INSTITUTE reserves the right to accept or withdraw from sale the materials offered for sale in full or part thereof prior or after the acceptance of the tender without assigning any reason whatsoever. In such an event the payment, if any, deposited by tenderer/ purchaser shall be refunded by BOSE INSTITUTE in due course of time without interest, and thereafter no liability/ complaint whatsoever shall be entertained by BOSE INSTITUTE.

BOSE INSTITUTE reserves the right to accept or reject the highest tender without assigning any reason and the contract may be allotted by BOSE INSTITUTE to one or more than one tenderer as BOSE INSTITUTE may deem fit and no claim/complaint in this regard will be entertained by BOSE INSTITUTE.

INSPECTION

The materials quoted for may be inspected at the site by prior appointment with the contact persons and by observing the entry procedure. The discretion to allow any person to inspect the stores would rest solely with the BOSE INSTITUTE and the mere fact of producing the tender paper at the concerned site will not confer any such right on the person concerned. They should thoroughly satisfy themselves about the nature, conditions and quality of the materials.

PERIOD OF CONTRACT

The period of contract will be as specified in the Special Terms and Conditions of tender. Unless the materials are lifted within the stipulated time, the contract for the quantity not lifted within the stipulated time shall be deemed to have been cancelled and BOSE INSTITUTE shall be at liberty to dispose them off without prejudice to its rights against the buyer(s). If the material is left in the area allotted to the buyer(s) after the period of contract BOSE INSTITUTE may at its sole discretion give the extension of time to the buyer(s) to complete the contract in all respect and the buyer(s) shall remove the materials during the extended period also at the same contract rate as provided for.

DEFAULT IN PAYMENT BY THE BUYER

If payment is delayed beyond 17 days, 2% of quoted price extra for per week of delay or part thereof shall be

added. Beyond 30 days of issuance of letter by BOSE INSTITUTE, contract shall stand terminated and Security Deposit shall be forfeited and no claim of buyer for any reason shall be entertained by BOSE INSTITUTE in any circumstances.

DEFAULT IN LIFTING BY THE BUYER

1 Buyer shall lift the material within the stipulated period of issuance of Letter of Delivery by BOSE INSTITUTE and clear the site to the entire satisfaction of BOSE INSTITUTE, failing which 1% of quoted price per week of delay or part thereof, as ground charges shall be chargeable. However, combined ceiling for liquidated damages for delay in payment and delay in lifting material and clearing site shall not exceed 10% of quoted price.

SALES TAX/EXCISE DUTIES AND LEVIES

All taxes including sales tax or other levies, entailing on the transaction under any provincial, local or central taxes in force for the time being or enforced hereafter having its impact on the transaction, will be to tenderer's account and shall be deposited by him along with cost of the material.

DELIVERY

The buyer(s) shall lift the full materials by employing their own labour and transport at their own risk and cost from the area allotted to them within the time stipulated in the Special Terms and Conditions of Tender or within such time as may be prescribed in the delivery order. The buyer(s) shall lift the materials only from site space as may be earmarked/demarcated and working hours as may be fixed by BOSE INSTITUTE.

The buyer(s) shall follow the owner's procedure in regard to the issue of Gate Passes for taking the materials out of the stores. The buyer(s) shall use for the above purpose only trucks/ vehicles/ area passes and issued by the appropriate authority.

All the motor trucks of the buyer(s) shall be duly registered, taxes paid properly and otherwise properly maintained in accordance with Motor Vehicles Act or Rules or any other acts, rules in force.

BOSE INSTITUTE shall allow a reasonable number of the buyer(s) authorized representatives/workers/trucks at the sole discretion for entering into the works site for the purpose of removal and transportation of the materials. The BOSE INSTITUTE shall have the right to ban entry of the buyer's representatives/ workers/ trucks at the sole discretion without assigning any reason.

TERMINATION/BREACH OF CONTRACT / RISK PURCHASE

In the event of tenderer's failure to fulfill any of the tender obligation including not lifting the contracted materials under this agreement BOSE INSTITUTE's decisions in regard to tenderer failure being final and binding on the tenderer(s) BOSE INSTITUTE shall have the full liberty to do any or all of the following:-

Cancel the contract with immediate effect for the materials under the contract not taken delivery of by the buyer as on that date in which case the security deposit and or/ the Earnest Money (as the case may be) shall stand forfeited.

EVALUATION OF BID

Evaluation of bid shall be done on lot basis. Bidder quoting highest (H-1) against the lot shall consider further.

GENERAL

It should be noted by the tenderer's that by entering into this contract BOSE INSTITUTE is not precluded for entering into similar contracts with anyone else of their choice at any time during the subsistence of this contract.

BOSE INSTITUTE shall have the right to issue addendum to tender documents to clarify, amend, modify, supplement or delete any of the conditions, clauses or items stated. Addendum so issued shall form part of original invitation to tender.

In case offer is not accepted, the tenderer shall not be entitled to claim any cost, charges, expenses incidental to or incurred by the tenderers through or in connection with the submission of the offer even though BOSE INSTITUTE may elect to withdraw the invitation to tender. Should the invitation to tender be withdrawal or cancelled by BOSE INSTITUTE, for which BOSE INSTITUTE shall have the right to do so at any time, The Earnest Money paid by the tenderers with the tender, will be refunded to them in due course, without interest.

The tenderers shall have no right to issue addendum to tender documents to clarify, amend, supplement or delete any of the conditions, clause or items stated therein.

The tenderer are required to submit their quotations only in the space provided for the purpose i.e. in "Schedule of Rates/offer sheet" attached with the tender. BOSE INSTITUTE shall not be responsible for rates quoted by tenderers at any other place being missed out during tender opening. No representation in this regard shall be entertained by BOSE INSTITUTE from such tenderers.

Unless otherwise specified, all rates and prices in the tender form should be quoted both in figures and in words. Tender containing over riting without authentication or revised rates is liable to be rejected. however, the decision to accept/ reject such offer by BOSE INSTITUTE shall be final and including on the tenderer.

In case of a tie (same rate quoted by two or more tenderers) in quotations, the decision to accept/ reject any/ all of the quotation(s) shall be reserved with BOSE INSTITUTE.

The tenderer shall note that the above general terms and conditions are in additions to the special terms and conditions of tender which forms an integral part of the general terms and conditions of the tender in so far as the general terms and conditions of tender may be altered by the special terms and conditions of tender.

Intending tenderer(s) may obtain any clarification before tendering. Submission of tender implies that the tenderer(s) has obtained all the clarifications required and that he has agreed to all general terms and conditions herein specified as well as Special terms and Conditions of tender, if any.

The decision of BOSE INSTITUTE in the matter arising out of this sale shall be final in regard to all matters relating to the contract.

All kinds of legal proceedings in any matter arising out of the contract shall be triable only by appropriate Civil Court at Kolkata

Tenderer (s) must ensure the following while submitting the tender

THAT EVERY PAGE OF TENDER DOCUMENT IS DULY SIGNED BY THE TENDERER BEFORE SUBMITTING THE TENDER. THUS STIPULATING AND AGREEING EACH & EVERY TERM AND CONDITION OF TENDER DOCUMENT WITHOUT ANY DEVIATION.

ANY DEVIATION FROM THE STIPULATED TERMS & CONDITIONS OF TENDER DOCUMENT OR INCORPORATION OF FRESH/OWNER TERMS & CONDITIONS SHALL MAKE BID LIABLE TO BE REJECTED.

THAT IN ALL CASES, RATES QUOTED ARE INVARIABLY QUOTED IN FIGURES AS WELL AS IN WORDS.

THAT ALL ALTERATIONS, ERASURE(S) AND/OR OVER-WRITING, IF ANY, IN THE SCHEDULE OF RATE(S) ARE DULY AUTHENTICATED BY THE TENDERER'S SIGNATURE.

IF STIPULATING CONCESSIONAL TAX, TENDERER TO STATE CLEARLY ITS BASIS AND APPLICABLE CONCESSIONAL TAX. IT SHALL BE DULY CERTIFIED BY TAX AUTHORITIES IN THE EVENT OF ORDER PLACED ON BIDDER AND PAYMENT SHALL BE ACCORDINGLY MADE TO BOSE INSTITUTE ALONGWITH CERTIFICATION OF

AUTHORITIES, FAILING WHICH FULL TAXES & DUTIES WILL BE APPLICABLE.

SPECIAL TERMS & CONDITIONS OF THE TENDER & OTHER SPECIAL CLAUSES

The following terms supersede the relevant clauses of General terms and conditions.

1.0 ENGAGEMENT OF LABOUR:

- 1.1** The entry of the employees of the buyer shall be regulated through the valid gate passes issued by BOSE INSTITUTE. All rules enforced from time to time in this respect shall have to be followed by the buyer.
- 1.2** The buyer shall follow the labour rule as per the Govt. Rule during engagement of this labour.
- 1.3** During the period of engagement of labour any injury of his labour will be borne by the buyer.

BID FORM

To: (Name and Address of Tenderer)

Date:

Having examined the terms & conditions of the tender and specifications we, the undersigned, offer to buy and take delivery of the materials for the same (Total Bid Amount in Words and Figures) or such other sums as may be ascertained in accordance with the Schedule of Prices attached herewith and made part of this bid.

We undertake, if our bid is accepted, to take delivery within the stipulated period calculated from the date of issue of your letter of Acceptance.

We agree to abide by this bid for a period for a period of (90) days from the date fixed for bid opening under instructions to Bidders and it shall remain binding upon us and may be our offer accepted at any time before the expiration of the period.

This bid, together with your written acceptance thereof in your Letter of Acceptance shall constitute a binding Contract between us.

We understand that you are bound to accept the lowest or any bid, you may receive.

Dated this Day of year

Signature

.....

(In the capacity of)

Duly authorized to sign bid for and on behalf of

Encl: Filled up price schedule.

Witness

Address