

# e-Notice Inviting Tender for

## **Provision of Wardrobe and Nursing Station in Gastroenterology OPD and Ward in Hospital Building, AIIMS, Bhubaneswar.**

( E office File No. : MGAST-20/1/2025-MEDGASRTO DEPT refers)  
( File No. : AIIMS/BBSR /Engg /Civil-2024/ HOSP/802 refers)



अखिल भारतीय आयुर्विज्ञान संस्थान ,  
All India Institute of Medical Sciences  
Engineering Branch, Bhubaneswar(Odisha)-751019  
[www.aiimsbhubaneswar.nic.in](http://www.aiimsbhubaneswar.nic.in)

e-NIT No. : **AIIMS/BBSR/Engg./ 032 /2024-25**  
e-NIT Issue Date : 28/03/2025  
Last Date of Submission : 19/04/2025 (By 1230 Hours)

“Certified that, this tender document contains **39 (Thirty-Nine)** pages only”.

**Executive Engineer (Civil)  
AIIMS, Bhubaneswar**

Name of Work : **Provision of Wardrobe and Nursing Station in Gastroenterology OPD and Ward in Hospital Building, AIIMS, Bhubaneswar.**

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**ALL INDIA INSTITUTE OF MEDICAL SCIENCE, BHUBANESWAR**  
**NOTICE INVITING e-TENDER**

(a)	Name of Work	<b>Provision of Wardrobe and Nursing Station in Gastroenterology OPD and Ward in Hospital Building, AIIMS, Bhubaneswar.</b>
(b)	Tender (e-NIT) No.	<b><u>AIIMS/BBSR/Engg./ 032/2024-25</u></b>
(c)	Contract Period	<b>03(Three) Months</b>
(d)	Estimated Cost including all taxes	<b>Rs.9,98,471/- (Rupees Nine Lakh Ninety-Eight Thousand Four Hundred Seventy-one only)</b>
(e)	Earnest Money Deposit (EMD)	<b>2% of Estimated cost</b>
(f)	Performance Security	<b>5% of Tendered cost</b>
(g)	Security Deposit	<b>2.5% of the gross amount of each running and final bill till the sum deducted will amount to security deposit of 2.5 % of tendered amount of the work.</b>
(h)	Tender documents will be Issued From	<b>Download from Institute Website.</b> (i.e. <a href="http://www.aiimsbhubaneswar.nic.in">www.aiimsbhubaneswar.nic.in</a> , <a href="http://www.eprocure.gov.in">www.eprocure.gov.in</a> ).
(i)	For queries related to the tender	Email to <b><u><a href="mailto:eeci@aiimsbhubaneswar.edu.in">eeci@aiimsbhubaneswar.edu.in</a></u></b>
(j)	Last Date and Time of Submission	<b>By 19/04/2025 at 1230 Hours.</b>
(k)	Date, Time for opening of Technical Bid	<b>On 21/04/2025 at 1600 Hours.</b>
(l)	Time and date of opening of Online Financial Bids	<b>To be intimated later through website</b>

1. The indenting Bidder must read the Terms & conditions of AIIMS, Bhubaneswar carefully. He/They should only submit his/her/their bid if he/she/they consider himself/themselves eligible and he/she/they is/are in possession of all the documents required.

2. Information and Instructions for bidders posted on website shall form part of bid document.

3. The Bid documents consisting of plans, specifications, the schedule of quantities of various types of items to be executed and the set of terms & conditions of the contract to be complied with and other necessary documents can be seen and downloaded from website [www.aiimsbhubaneswar.nic.in](http://www.aiimsbhubaneswar.nic.in) Or <https://eprocure.gov.in/eprocure/app>.

***Executive Engineer (Civil)***  
***AIIMS, Bhubaneswar***

## **INFORMATION AND INSTRUCTIONS FOR BIDDERS FOR e-TENDERING**

The Executive Engineer (Civil), AIIMS, Bhubaneswar invites on behalf of Executive Director, AIIMS, Bhubaneswar, Percentage Rate Tender from firms/contractor of repute in Two (02) Bid system (Technical & Financial respectively) from approved/registered and eligible contractors of CPWD, State PWD like and other eligible firms having successfully completed works of similar nature as per eligibility condition and for the Work as per the details as follows: -

(a)	Name of Work	<b>Provision of Wardrobe and Nursing Station in Gastroenterology OPD and Ward in Hospital Building, AIIMS, Bhubaneswar.</b>
(b)	Tender (e-NIT) No.	<b><u>AIIMS/BBSR/Engg./ 032/2024-25</u></b>
(c)	Contract Period	<b>03(Three) Months</b>
(d)	Estimated Cost including all taxes	<b>Rs.9,98,471/- (Rupees Nine Lakh Ninety-Eight Thousand Four Hundred Seventy-one only)</b>
(e)	Earnest Money Deposit (EMD)	<b>2% of Estimated cost</b>
(f)	Performance Security	<b>5% of Tendered Cost.</b>
(g)	Security Deposit	<b>2.5% of the gross amount of each running and final bill till the sum deducted will amount to security deposit of 2.5 % of tendered amount of the work.</b>
(h)	Tender documents will be Issued From	<b>Download from Institute Website.</b> (i.e. <a href="http://www.aiimsbhubaneswar.nic.in">www.aiimsbhubaneswar.nic.in</a> , <a href="http://www.eprocure.gov.in">www.eprocure.gov.in</a> ).
(i)	For queries related to the tender	Email to <b><u>eeeci@aiimsbhubaneswar.edu.in</u></b>
(j)	Last Date and Time of Submission	<b>By 19/04/2025 at 1230 Hours.</b>
(k)	Date, Time for opening of Technical Bid	<b>On 21/04/2025 at 1600 Hours.</b>
(l)	Time and date of opening of Online Financial Bids	<b>To be intimated later through website</b>

1. The intending bidder must read the terms and conditions of Tender document carefully. He should submit his bid if he considers himself eligible and he is in possession of all the certificates / documents required.

2. Information and Instructions for bidders for e-tendering posted on website shall form part of bid document.

3. The bid document consisting of e-NIT, 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 <https://eprocure.gov.in/eprocure/app> or [www.aiimsbhubaneswar.nic.in](http://www.aiimsbhubaneswar.nic.in) free of cost.

4. **For e-Tendering of this Tender, kindly visit E-Tendering Portal website: <https://eprocure.gov.in/eprocure/app> . For E-tendering Queries contact CPPP Help Desk.**

5. The intending bidders must have valid class-III digital signature to submit the bid.

6. The bid can be submitted through CPP portal and uploading the mandatory scanned documents as specified within the period of bid submission.

7. Copies of eligibility documents as specified in the notice inviting tender shall be scanned and uploaded on the e-tendering website within the period of tender submission. Bidders can upload documents in the form of JPG format, PDF format and any other format as permissible by the e-tendering portal.

8. Contractor must ensure to quote the percentage rate in Performa of quoting rates. 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).

However, if a tenderer does not quote any percentage above/below on the total amount of the tender or any section/sub head in percentage rate tender or each item in item rate tender, the tender shall be treated as invalid and will not be considered as lowest tenderer.

9. GST on all materials as well as GST on Work Contract etc., or any other taxes applicable in respect of this contract shall be payable by the Contractor. Percentage rate quoted by him shall be inclusive of such taxes, levies etc and Government will not entertain any claim for reimbursement whatsoever in respect of the same. The percentage rates

of the contract shall be inclusive of all taxes and levies and nothing extra shall be paid. Further the percentage rate quoted by the contractor shall be inclusive of labor welfare cess, water charges (if applicable), electricity charges (if applicable) and the same shall be recovered from the contractors' bills and will be remitted by the department.

10. After submission of bid online, it can be revised any number of times before specified time on last date of submission of bid. While submitting the revised bid, bidder can revise the rate of one or more item(s) any number of times (he need not re-enter rate of all the items) but before last time and date of submission of bid as notified.

11. Financial bids shall be opened online only for bidders for whom EMD and other documents are found in order and who are found to be eligible to bid for work. On opening date, the bidder can login and see the bid opening process. After opening of bids he will receive the competitor bid sheets.

12. If the contractor is found ineligible after opening of bids, his bid shall become invalid.

13. **FRAUD AND CORRUPTION:**

13.1 The Engineer-in-Charge will reject a proposal for award if he determines that the bidder recommended for award has been engaged in corrupt or fraudulent practices in competing for the contract in question. He will report to the Officer Inviting Bid / next higher authority.

13.2 Canvassing whether directly or indirectly, in connection with tenders is strictly prohibited & the tenders submitted by the contractors who resort to canvassing will be liable for rejection.

13.3 The Contractor shall be debarred for any period of time as decided by the AIIMS, Bhubaneswar Authority for the following reason-

- (i) If the contractors submit false experience/completion certificates, **as mentioned in Ser. No. - 4(a), Page No. - 6 (refer under Eligibility Criteria)**. The department reserves the right to verify the particulars furnished by the applicant independently.
- (ii) If the contractor fails to commence the work on or before the scheduled date stated in the work order.
- (iii) Violates any important condition of contract.

14. **List of Eligibility Documents to be uploaded within the period of bid submission else the bid will be rejected:**

-

- (a) All the bidders shall upload scanned copy of original EMD in the form Demand Draft (DD) in favor of **AIIMS Bhubaneswar** payable at **Bhubaneswar**. However, only the L-1 bidder shall submit the hard copy of the original EMD to the office of EE(Civil) after the opening of Financial bid within 7 days failing which the bid shall be rejected.
- (b) Certificates of Work Experience & Completion Certificate during last **07 (Seven) Years** of Similar work from Client not below the Rank of Executive Engineer, as mentioned in Ser. No. - 4(a), Page No. - 6 (refer under Eligibility Criteria).
- (c) Certificate of Registration for GST.
- (d) Copies of Contractor's License (Civil License)/NSIC/MSME/any registration from state/central Govt./Govt. Organisation for civil work.
- (e) Copies of ESI Registration.
- (f) Copies of EPF Registration.
- (g) Declarations to be given by the Tenderers (Annexure 'A') (as per Page 25).
- (h) Detailed Information of Bidder (Annexure 'B') and details of work completed during last 07 (seven) years (Annexure 'C') signed by the Bidder. (Page-26 and 27).
- (i) All the bidders shall upload Notarized Affidavit at Annexure D and E (Page- 28 and 29) to be given by Tenderers. However, only the L-1 bidder shall submit the hard copy of the original Notarized Affidavit at Annexure D and E to the office of EE(Civil) after the opening of Financial bid within 7 days failing which the bid shall be rejected.
- (j) Performa for Earnest Money Declaration at Annexure F(as per Page 30).
- (k) Signed (in all pages) e-NIT document.

Failing to upload documents in online (from a to k) will be straight away rejected.

15. The Technical Bid(s) shall be opened first by the Committee **on 21/04/2025 at 1600 Hours. The Financial Bid(s), whose Technical Bid(s) found to be eligible, will be opened later for which intimation will be given through Website. After the evaluation of the Bid(s) AIIMS, Bhubaneswar will award the contract to the Lowest Evaluated Responsive Tenderer. Conditional Bid(s) will be treated as unresponsive and will be rejected.**

16. Information & Instruction for Contractor will form Part of e-NIT.

**Executive Engineer (Civil),  
AIIMS, Bhubaneswar**

## **GENERAL RULES & DIRECTIONS**

Executive Engineer (Civil), AIIMS, Bhubaneswar invites on behalf of Executive Director, AIIMS, Bhubaneswar Percentage Rate Tender from Firms/Contractor of reputed/experienced Registered Contractors/Firms and other eligible firms having successfully completed works of similar nature as per eligibility conditions.

1. **Name of Work: Provision of Wardrobe and Nursing Station in Gastroenterology OPD and Ward in Hospital Building, AIIMS, Bhubaneswar.**
2. The work is estimated **Rs.9,98,471/- (Rupees Nine Lakh Ninety-Eight Thousand Four Hundred Seventy-one only)**. The estimate, however, is given merely as a rough guide.
3. Intending Bidder is eligible to submit the bid provided he has definite proof from the appropriate authority, which shall be to the satisfaction of the competent authority of having satisfactorily completed similar works. Bidders are instructed to visit the site before participating the tender. The Bidders are instructed to visit the site to know the nature of work before participating in the tender.
4. **Eligibility Criteria.** Contractor who fulfill following requirement shall be eligible to apply: -
  - (a) Three (03) similar works, each of value **not less than 40%** of estimated cost put to tender or Two (02) similar works each of value **not less than 60%** of estimated cost put to tender or one (01) similar (**Civil**) work of value **not less than 80%** of estimated cost put to tender in **last 07 (Seven) Years** ending **28<sup>th</sup> Feb 2025**.  
Similar work means” **General Civil Engineering works**”.
  - (b) The Bidder should have registration with **Employee Provident Fund (EPF) Commissioner** and **Employee State Insurance (ESI) Corporation**.
  - (c) The experience of similar work should be from Central Govt., State Govt., PSU and Autonomous Body.
  - (d) Agreements shall be drawn with the successful bidders for item/items on prescribed format. Bidders shall quote their percentage rates as per various terms and conditions of the said form which will form part of the agreement.
  - (e) The site for the work is available.
  - (f) The bid document consisting of plans, specifications, the schedule of quantities of the various type of items to be executed and the set of terms & conditions of the contract to be complied with and other necessary documents.
  - (g) Conditional Bids shall not be considered and will be out-rightly rejected at the very first instance.
5. **Preparation & Submission of Tender through Online.** The tender should be submitted in 02(Two) Bids i.e Technical Bid and Financial Bid respectively. The Technical Bid & Financial Bid should be uploaded by the Bidder through Online.
6. **Earnest Money Deposit.** The bidder shall be required to submit the Earnest Money Deposit (EMD) for an amount of **2% of Estimated** cost by way of Demand Draft only in favour of **AIIMS Bhubaneswar** payable at **Bhubaneswar**. Scanned copy of the Original Demand Draft must be uploaded/attached with the technical Bid. However, only the L-1 bidder shall submit the hard copy of the original EMD to the office of EE(Civil) after the opening of the financial bid within 7 days failing which the bid shall be rejected. The EMD of the Successful Bidder shall be returned after the successful submission of Performance Security. Bid's received without Demand Draft of EMD will be rejected.
  - (i) As per SOP No.5/1 & Clause No.6 of CPWD Manual-2022 the MSME firms registered in NSIC under PP policy are exempted from payment of EMD for supply of Goods & Services only.
  - (ii) Micro and small Enterprises if registered with any government bodies specified by Ministry of Micro, Small & Medium Enterprises (M/o MSME) with valid certificate duly issued by GOI are exempted for submitting earnest money deposit (EMD).



- (iii) Other Firms, registered with MSME/NSIC with valid certificate duly issued by GOI are also exempted for submitting EMD. No other type of certificate is acceptable.
- (iv) The exemption and relaxation in EMD is subject to the validity & acceptance of their registration certificate on the date of opening of tender.

7. **Performance Guarantee.** The successful contractor will be required to furnish a **Performance guarantee of 05% (five Percent) of Contract Value** after receiving notification of award *in the form of Fixed Deposit Receipt or Bank Guarantee from any Nationalized/Scheduled Bank duly pledged in the name of the "All India Institute of Medical Sciences, Bhubaneswar"* which shall be kept valid for a period of 180 days beyond completion of all the contractual obligations. The Performance Guarantee can be forfeited by order of this Institute in the event of any breach or negligence or non-observance of any condition of contract or for unsatisfactory performance or non-observance of any condition of the contract. ***PG will be released after full and final settlement of Bill, without any interest.*** In case the contractor fails to deposit the said Performance Guarantee within the period including the extension period if any, EMD will be forfeited automatically without any notice.

8. Intending Bidders are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their bids, 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 bid. A bidder shall be deemed to have full knowledge of the site whether he inspects it or not and no extra charge consequent on any misunderstanding or otherwise shall be allowed. The bidders shall be responsible for arranging and maintaining at his own cost, all materials, tools & 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 bid by a bidder 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.

9. The Tender paper/documents can be seen/ downloaded from Official website & submitted through Online or Site. For any query, Executive Engineer (Civil), AIIMS, Bhubaneswar, may be contacted.

10. The competent authority on behalf of the Executive Director, AIIMS, Bhubaneswar does not bind itself to accept the lowest or any other bid and reserves to itself the authority to reject any or all the bids received without the assignment of any reason. All bids in which any of the prescribed condition is not fulfilled or any condition including that of conditional rebate is put forth by the bidder shall be summarily rejected.

11. Canvassing whether directly or indirectly, in connection with bidders is strictly prohibited and the bids submitted by the contractors who resort to canvassing will be liable to rejection.

12. The Competent Authority, The Executive Director, AIIMS, Bhubaneswar reserves to himself the right of accepting the whole or any part of the bid and the bidder shall be bound to perform the same at the rate quoted. Some of the items of the Schedule of Quantities may be executed partially or may not be executed at all depending upon the site requirement which will be decided by Engineer in charge.

13. The contractor shall not be permitted to bid for works in the AIIMS, Bhubaneswar responsible for award and execution of contracts, in which his near relative is posted as an officer in any capacity between the grades of Superintending Engineer and Junior Engineer (both inclusive). He shall also intimate the names of persons who are working with him in any capacity or are subsequently employed by him and who are near relatives to any gazette officer in the AIIMS, Bhubaneswar. Any breach of this condition by the contractor would render him liable to be removed from the approved list of contractors of this Department.

14. No Engineer of Gazetted Rank or other Gazetted Officer employed in Engineering or Administrative duties in an Engineering Department of the Government of India is allowed to work as a contractor for a period of one year after his retirement from Government service, without the prior permission of the Government of India in writing. This contract is liable to be cancelled if either the contractor or any of his employees is found any time to be such a person who had not obtained the permission of the Government of India as aforesaid before submission of the bid or engagement in the contractor's service.

15. The bid for the works shall remain open for acceptance for a period of 75 days from the date of opening of bids.

16. ***The Agency shall submit Post Card size Coloured Photographs showing different stages of construction activities at his own Cost.***

17. This notice inviting bid shall form a part of the contract document. The successful bidder/ contractor, on acceptance of his bid by the Accepting Authority shall within 15 days from the stipulated date of start of the work, sign the contract

consisting of “The Notice Inviting bid, all the documents including additional conditions, specifications and drawings, if any, forming part of the bid as uploaded at the time of invitation of bid and rate quoted online at the time of submission of bid and acceptance thereof together with any correspondence leading thereto.

**18. Standard deduction from the bill:**

- (a) **Security Deposit at 2.5% of the gross amount of each running and final bill till the sum deducted will amount to security deposit of 2.5 % of tendered amount of the work.**
- (b) *The Income Tax & GST as applicable shall be deducted from the Bill unless exempted by the Income Tax Department.*
- (c) *The quoted Rates shall be inclusive of GST.*
- (d) *Labour CESS @ 01% will be deducted from the Bill.*
- (e) *Electrical charges as per actual meter reading shall be deducted from the bill. If connection is taken directly without installation of meter with prior permission from Executive Engineer (Electrical), then amount as per the usage shall be deducted from the gross bill amount as suggested by Executive Engineer (Electrical).*
- (f) *Water Charges @ 1% of the Gross Bill Amount will be deducted, if water Supply is taken from, AIIMS, BBSR*

**19. All the work shall be completed within 03(Three) Months from the date of issue of work Order by the Institute. All the aspects of safe installation shall be the exclusive responsibility of the Contractor. If the contractor fails to complete the work on or before the stipulated date, then a penalty at the Rate of 03% per month of delay to be computed on per day basis based on quantum of damage suffered due to stated delay on the part of the contractor (as per GCC Maintenance– 2023) shall be levied subject to maximum of 10% of the accepted tendered valued of the work.**

**20.** List of Documents to be submitted along with the Technical Bid as per P-5, SL no- 14(a) to (k).

**21.** The condition of the contract shall be governed by CPWD GCC Maintenance -2023 and corrected upto latest correction slip.

**22. Goods & Service Tax (GST).**

(a) **General remarks on Taxes & Duties. In view of GST Implementation from 01<sup>st</sup> Jul 2017, all Taxes and Duties including Excise Duty, GST/VAT, Service Tax, Entry Tax and other indirect Taxes and Duties have been submerged in GST. Accordingly, reference of Excise Duty, Service Tax, VAT, Entry or any other form of Indirect Tax except of GST mentioned in the Bidding Documents shall be ignored.**

(b) **Bidders are required to submit copies of the GST Registration Certificate while Submitting the Bids wherever GST (CGST & SGST/UGST or IGST) is applicable.**

(c) **Quoted Price/Rate(s) should be inclusive of All Taxes and GST (i.e. IGST or CGST and SGST/UTGST applicable in case of Inter-State supply or Intra State Supply Respectively and CESS on GST if applicable) on the Final Service. Please note that the Responsibility of Payment of GST (CGST, SGST, IGST or UTGST) lies with the supplier of Goods/Services (Service Provider) only. Supplier of Goods/Service (Service Provider) providing Taxable Service shall submit an Invoice/Bill, as the case may be as per Rules/Regulations of GST. Further, Returns and details required to be filled under GST Laws & Rules should be timely filled by Supplier of Goods/Service (Service Provider) with requisite details.**

(d) **The supplier/Contractor/Firm is advised to comply all the GST Norms as per Rules. Accordingly, Supplier/Contractor/Firm is to submit the Original Challan/Voucher justifying that it has been actually and genuinely paid to the Govt. at the time of submission of Bills to Finance Wing for release of Payments.**

**23.** The Agency shall be solely responsible for compliance to the provisions of various Labour and industrial laws, such as, wages, allowances, compensations, EPF, Bonus, Gratuity, ESI etc. relating to personnel deployed by it at AIIMS, Bhubaneswar site or for any accident caused to them and the institute shall not be liable to bear any expense in this regard. The Agency shall make payment of wages to workers engaged by it by the stipulated date irrespective of any delay in settlement of its bill by AIIMS, Bhubaneswar for whatever reason. The Agency shall also be responsible for the insurance of its personnel. The Agency shall specifically ensure compliance of various Laws / Acts, including but not limited to with the following and their re-enactments / amendments / modifications: -

- (a) The Payment of Wages Act 1936.
- (b) The Employees Provident Fund & MP Act, 1952.
- (c) The Contract Labour (Regulation) Act, 1970.
- (d) The Payment of Bonus Act, 1965.
- (e) The Payment of Gratuity Act, 1972.
- (f) The Employees State Insurance Act, 1948.
- (g) The Employment of Children Act, 1938.
- (h) The Motor Vehicle Act, 1988.
- (j) Minimum Wages Act, 1948.

**24. Termination of Contract.**

AIIMS, Bhubaneswar would have the right to terminate the contract, in case the work performance is not up to the standard, or in case there is any violation of AIIMS, Bhubaneswar rules & regulations, or if there is any lapse in compliance of any labour legislation, or if there is any incident of indiscipline on the part of the Tenderer or his staff



and the agreement may be terminated. The decision of AIIMS, Bhubaneswar's management in this regard would be final and binding on the Tenderer. In such an event, AIIMS, Bhubaneswar shall have the right to engage any other tenderer to carry out the task.

**25. Arbitration.**

The Arbitration shall be held in accordance with the provision of the Arbitration and conciliations Act, 1996 and the venue of arbitration shall be at Bhubaneswar. The decision of the Arbitrator shall be final and binding on the both parties.

**26. Dispute Settlement.**

It is mutually agreed that all differences and disputes arising out of or in connection with this agreement shall be settled by mutual discussions and negotiations if such disputes and differences cannot be settled and resolved by discussions and negotiations then the same shall be referred to the sole Arbitrator appointed by the Executive Director, AIIMS, BHUBANESWAR whose decision shall be final and binding on both the parties. The contract shall be governed by laws and procedures established by Govt. of India, within the framework of applicable legislation and enactment made from time to time concerning such commercial dealings/ processing.

27. The eligible bidders shall quote percentage rates after considering all the major as well as minor components. The Lowest Bidder will be decided as per the percentage quoted.

**28. Payment:**

(a) 100% payment will be released after due verification of final bill by Engineering-in-Charge or his representative after completion of work. The deduction of 2.5% towards security deposit and other deduction towards taxes as per Government of India/AIIMS rule will be made from the bill. RA bill may be released as per CPWD guidelines to the agency.

(b) It will be mandatory for the bidders to indicate their bank account number and other relevant epayment details so that payment could be made through RTGS/ Other mechanism.

29. GST and other Taxes as applicable shall be recovered/ paid from the contractor's bill as per Govt. of India/AIIMS Rules.

**30. Defect Liability Period:**

The DLP for this work is **12 months**. During this period the agency is responsible for rectifying any defects or faults that may arise without any extra cost.

**31. Vendor shall submit the following documents after execution of given work:**

- (a). Work Completion Certificate (Final Bill)
- (b). Testing & Commissioning Certificate
- (c). Material Test Certificate
- (d). Warranty/Guarantee Certificate
- (e). Colour Photos for executed work on glossary paper
- (f). Non-Claim Certificate (NCC) regarding work
- (d). GST return up to date Voucher
- (e). Bank Account Details
- (f). 36(i) Certificate for engagement of Technical Staff

**Executive Engineer (Civil)**  
**AIIMS, Bhubaneswar**

## **SPECIAL CONDITIONS OF CONTRACT**

Name of Work : **Provision of Wardrobe and Nursing Station in Gastroenterology OPD and Ward in Hospital Building, AIIMS, Bhubaneswar.**

1. **Discrepancy between Specifications.** In case of discrepancy in the specifications or any other matter, the matter shall be brought by the contractor to the notice of the Engineer-in-Charge for further decision.
2. **Contractor to employ Qualified Supervisor.** The contractor shall employ Skilled Engineer/Supervisor to supervise and execute the work.
3. **Inconvenience to the Public.** The Contractor shall not deposit or store any materials at any site without permission of the Engineer in charge. The materials will be stored at such places only with prior approval of the Engineer in charge as there is no obstruction in Traffic or other Agencies.
4. **The provision against Accident & Safety Measures.**
  - (a) The Contractor will take all necessary precautions against a Fire during the course of his work and will ensure the work against Fire at his own cost.
  - (b) He will also take all care against likely damage of Floor, Walls, Doors, Windows or any part of the Building. In case of any damage or loss, the contractor has to make good at his own cost.
5. **Specifications.** The work shall be carried out as per CPWD Specifications Volume I & II 2019 with up to date correction slips. The contractor should be well aware of these specifications before quoting the rates in Financial Bid for the subject tender. In the absence of specifications for any work or material, relevant Indian Standard (ISI) Specification shall be applicable.
6. **Cleaning the Site.** The site described and shown on the plans, shall be cleared off all the rubbish of all kinds etc. complete. After completion of the work and the site shall be handed over in neat and clean condition.
7. **Secrecy.** In a view to safeguard the Secrets & Confidential information relating to All India Institute of Medical Science, Bhubaneswar, the Tenderer binds himself and his successors to secrecy & contracts to bind to secrecy of his Officials, Managers, Technical Senior Staff & all other staff directly or indirectly concerned in or whom have to acquire information relation to the AIIMS, Bhubaneswar equipment and the Tenderer shall access to any such information.
8. **Security Rules.** The Contractor shall follow at Site Security rules regarding removal of materials from site, issue of materials from site, issue of materials from stores, issue of Identity Card etc., as may be framed from time to time by the Engineer. It is to note that the Security Section is empowered to carry out the checks.
9. **Care in case of occupied buildings.** Tenderer may also note that when the subject work is to be carried out in the premises of occupied residential and other buildings which are already under occupation, all care shall be taken to protect personal and/or Government materials fixtures, appliances, equipment's etc. In case of any damage to any of the existing arrangements, contractor is liable to do such work to its original and/or shall be liable to pay the cost of such damages/losses. The work shall be carried in close co-ordination with occupants of these buildings without any hindrance and interruption.
10. **Supply of Tools, Tackles & other materials.** For full completion of the work, Contractor shall at his own expense arrange and furnish all necessary work tools, tackles, scaffolding, tagaries, mugs, scrappers, wire brushes etc., that may be required to complete the work under contract.
11. **Inspection of Work.** Engineer or any person appointed by them shall have access and right to inspect the work, or any part thereof at all times and places during the progress of the work. The inspection and supervision is for the purpose of assuring owner and/or Engineer in charge and their representative will extend to contractor all desired assistance in interpreting the plans and specifications, all such assistance shall not relieve contractor from any responsibility for the work. Contractor without delay shall correct any work, which proves faulty.
12. **Wastage.** The contractor should note that wastage of any items shall not be paid extra. The items shall be paid based on the executed work at site. All coefficients shall be as per relevant IS code.
13. Contractor shall take all precautionary measures to avoid any damages to adjoining property. All necessary arrangement shall be made at his own cost.
14. The contractor shall take instructions from the Engineer-in-Charge regarding collection and stacking of materials at any place. No excavated earth or building rubbish shall be stacked on areas where other buildings, roads, services and compound walls are to be constructed.
15. Normally, Contractors shall not be allowed to work at night. Work at night shall, however, be allowed if the site condition/circumstances so demand. However, if the work is carried out in more than one shift or at night, no claim on this account shall be entertained. In such situations, the Contractor shall make available to the department in proper means of transport such as vehicle at his own cost.
16. The contractor shall be responsible for the procurement of all the materials required to complete the work.
17. The contractor shall be deemed to have examined the Contract documents, to have generally obtained his information in all matters whatsoever that might affect the carrying out the works at the quoted rates and to have satisfied himself to the sufficiency of the tender. Any error in description or quantity or any other aspect in quoted rates or

omission there from shall not vitiate the contract or release the contractor from executing the work comprised in the contract as per drawing and specification at the scheduled rates. He is deemed as an experienced contractor to know the scope, nature and magnitude of works and the requirements of material and labour and the type of work involved, etc. and as to what all work he has to complete in accordance with contract document whatever be the defects, omissions or errors that may be found in the contract document. The contractor shall be deemed to have visited the site and its surroundings to have satisfied himself as to the nature of all existing structures, if any and also to the nature and means of transport and communication to have access to and regress from the site.

18. All materials issued in the works shall be subjected to inspection and tests if required by Engineer in charge. Samples required for approval and testing must be supplied with sufficient time allowed for testing and approval. Materials shall be tested on site if required by Engineer in Charge and they may be rejected if found not suitable or not in accordance with the specification or Test certificate or any approval given earlier. The contractor shall carry out necessary test as per the direction of Engineer in charge in approved NABL/ Govt. laboratories. **The expenses towards all such tests are to be borne by the contractor at his own cost.** Tests shall be conducted as per relevant Indian Standard Specifications.

19. All manufacturer's certificates of tests showing that the material have been tested in accordance with the requirement of the appropriate Indian standard, other relevant specification are to be supplied free of charge.

20. All Electrical Connections/Wirings etc. (if required) for the work shall have to be taken from the nearest source with prior permission from Executive Engineer (Electrical). All expenses on this account shall be borne by the contractor. The electrical expenses shall be charged based on the meter reading. If connection is taken directly without installation of meter, then then amount as per the usage of electrical equipment shall be deducted from the gross bill amount as suggested by Executive Engineer (Electrical).

21. Water if available may be supplied to the contractor by the department subject to the following conditions: -

(i) **The water charges @ 1 % of the gross bill amount shall be recovered on gross amount of the work done if it is taken departmentally.**

(ii) The contractor(s) shall make his/their own arrangement of water connection and laying of pipelines from existing main of source of supply at his own cost.

(iii) The Department do not guarantee to maintain uninterrupted supply of water and it will be incumbent on the contractor(s) to make alternative arrangements for water at his/ their own cost in the event of any temporary break down in the Government water main so that the progress of his/their work is not held up for want of water. No claim of damage or refund of water charges will be entertained on account of such break down.

22. The contractor shall engage necessary staffs/ technical person as per Clause 32 of schedule 'F' as per this tender document. The name, qualification and technical experience of the contractor representative shall be submitted to the Engineer in charge before start of the work. Violation of this clause will lead to non-compliance and recovery will be made as per Clause 32 of schedule 'F'

23. Required safety measures is to be adopted before starting chipping/scaffolding works so that any inconvenience may not be faced.

#### 24. **LIST OF APPROVED MAKE OF MATERIALS**

Specification/brands names of materials (Refer materials, whichever are applicable for the scope of work) and finishes approved by the Engineer-in-Charge are listed below. However, approved equivalent material and finishes of any other specialized firms may be used, in case it is established that the brands specified below are not available in the market but only after approval of the alternate brand by the Engineer-in-Charge.

SL.NO.	<u>MATERIAL</u>	<u>MANUFACTURER</u>
<b>1.</b>	<b>ANTI TERMITE TREATMENT</b>	
1.1	CHLORPYRIPHOS / LINDANE	SRCHLORO, DURSBAN, GIBRALTOR, TERRASHIELD
<b>2.</b>	<b>STRUCTURAL BUILDING MATERIALS</b>	
2.1	ORDINARY PORTLAND CEMENT /POZZOLONA PORTLAND CEMENT	ACC, ULTRATECH, AMBUJA, JAYPEE
2.2	WHITE CEMENT	BIRLA WHITE, JK WHITE, ACC
2.3	REINFORCEMENT BAR (THERMO MECHANICALLY TREATED) /STRUCTURAL (AS PER IS:1786, IS:226)	TATA, SAIL, RASTRIYA ISPAT NIGAM LTD., JINDAL STEEL & POWER LTD., JSW STEEL LTD.
2.4	STRUCTURAL STEEL SUCHAS MS FLATS, SQ. BARS ANGLES,ETC. INCLUDING TUBES	SAIL,TATA STEEL,RINL, JINDAL STEEL & POWER LTD. AND JSW STEEL LTD.
2.5	HOLLOW STEEL SECTIONS	JINDAL INDUSTRIES HISAR, TATA STEEL, SAIL
2.6	PARALLEL THREADED	DEXTRA, HALFEN, MOMENT, G-TECH

	COUPLERS AS PER IS:16172: 2014	
2.7	MONOLITHIC ALUMINUM FORM WORK	S-FORM, KUMKANG, MAINI SCAFFOLD SYSTEM, MFE FORM SYSTEM
2.8	SS CRAMPS	HILTI, FISCHER, BOSCH, EJOT
2.9	REBARRING CHEMICAL	BOSCH, 3M INDIA, BIRLA, HILTI
2.10	CURING COMPOUND	FOSROC, SIKA, CICO, BASF, PIDILITE, STP
2.11	MICRO CONCRETE	FOSROC, SIKA, DUBOND, BUILTECH
2.12	READYMIX CONCRETE	ULTRATECH, RMC, ACC.
2.12	HIGH PERFORMANCE EPOXY BASED RESIN ANCHOR SYSTEM	BASF, MYK SCHOMBURG, FOSROC, CICO
2.13	DAMP PROOF MATERIAL	DR. FIXIT, FOSROC, CICO, MYK, CIKA, PIDILITE
2.14	PT STRANDS	DP, TATA, USHA MARTIN.
2.15	STRUCTURAL GLAZING	MODI, SAINT GOBAIN, ASAHI
<b>3.</b>	<b>AAC BLOCK MASONRY</b>	
3.1	AAC BLOCK	ULTRATECH, BILTECH, AEROCON, BIRLA
3.2	POLYMER MODIFIED ADHESIVE FOR AAC BLOCKS	FERROUSCRETE, WEBER, ULTRATECH, JK, MODCRETE, MYK LATICRETE
3.3	GROUT COMPOUND / EPOXY GROUT	FOSROC, CICO, DR.FIXIT, SIKA.
<b>4.</b>	<b>FINISHING</b>	
4.1	PREMIUM ACRYLIC EMULSION PAINTS	BERGER PAINT(SILK), ASIAN PAINT(ROYAL), ICI DULEX(VELVET TOUCH), NEROLAC (IMPRESSION)
4.2	OIL BOUND WASHABLE DISTEMPER	ASIAN PAINTS DULUX, NEROLAC, BERGER
4.3	ACRYLIC DISTEMPER	ASIAN PAINTS, DULUX (SUPERCLEAN), BERGER
4.4	CEMENT PRIMER (EXTERIOR)	WEATHERCOAT EXTERIOR PRIMER WITH ALKALI GUARD (BERGER), PRIMERO (ASIAN), DULUX, AKZONOBEL, ICI.
4.5	CEMENT PRIMER (INTERIOR)	BP WHITE (BERGER), DECOPRIME WT (ASIAN), NEROLAC
4.6	STEEL PRIMER	ICI, NEROLAC, ASIAN PAINTS, DULUX, NEROLAC, ASIAN PAINTS, BERGER, JENSON & NICHOLSON
4.7	WOOD PRIMER	ICI, NEROLAC, ASIAN PAINTS (WHITE)
4.8	TEXTURED EXTERIOR PAINT	BAKELITE HYLAM LTD, ICI (WEATHER SHIELD WITH HONEY COMB ROLLER FINISH, KANSAI, AKZONOBEL, UTRATECH PAINTS, HERITAGE, LEXTURE, SPECTRUM, ULTRATECH, SKK SAMKEN
4.9	PERFORMANCE COATING FOR FIRE PROTECTION	AKZO NOBEL COATINGS INDIA LTD., PROMAT, JOTUN, ASIAN PAINTS
4.10	FIRE SEALANT	SIKA, 3M INDIA, WACKER, HILTI
4.11	WATER PROOFING CEMENT PAINT	ASIAN PAINTS, BERGER(DUROCEM EXTRA), NEROLAC(NEROSEM WITH TITANIUM)
4.12	SYNTHETIC ENAMEL PAINT	BERGER, ASIAN PAINTS, ICI, J&N, NEROLAC
4.13	EPOXY PAINT	KANSAI NEROLAC, FOSROC, ASIAN, AKZONOBEL (DULUX)
4.14	FIRE INTUMESCENT PAINT	JOTUN, ASIAN, AKZONOBEL, BERGER
4.15	FRENCH SPIRIT / MELAMINE POLISH	ASIAN PAINTS, WUDFIN OF PIDILITE, BERGER, NIPPON, POLYCURE.
4.16	WALL PUTTY	BIRLA WALL CARE, JK WHITE, BISON WALL PUTTY BY BERGER, ASIAN WALL PUTTY
4.17	POLYMER MODIFIED READY MIX PLASTER	GYPROC INDIA (WEBER SET), FERROUSCRETE (INSTA PLAST), ULTRATECH (RADIO MIX),
4.19	POLYMER MODIFIED SELF CURING PLASTER	FERROUSCRETE, ULTRATECH, SAINT GOBAIN, MYK
4.20	RED OXIDE ZINC CROMATE PRIMER &	DULUX, ASIAN, BERGER, NEROLAC,

	ZINC RICH PRIMER	
4.21	ACRYLIC SMOOTH EXTERIOR PAINT	ASIAN, DULUX, NEROLAC, BERGER,
<b>5.</b>	<b>FLOORING</b>	
5.1	VITRIFIED TILES	SOMANY, JOHNSON, KAJARIA
5.2	FULL BODY VITRIFIED	KAJARIA, JOHNSON,SOMANY
5.3	CERAMIC FLOOR TILES/WALL TILES	SOMANY, JOHNSON, KAJARIA
5.4	WHITE GLAZED TILES	SOMANY, JOHNSON, KAJARIA
5.5	EPOXY FLOORING	FLOWCRETE, BASF, FOSROC
5.6	HEAT RESISTANT TILES	SOMANY, KAJARIA, JOHNSON
5.7	WOODEN LAMINATE FLOORING	ARM STRONG, PERGO, MIKASA
5.8	PVC VINYL FLOORING	TARKETT, POLYFLOR, GERFLOR ARMSTRONG, FORBO, ARMSTRONG, LG
5.9	ANTI STATIC VINYL FLOORING	TARKETT, POLYFLOR, GERFLOR ARMSTRONG, FORBO, ARMSTRONG, LG
5.10	CARPET FLOORING	OCEANZ ACOUSTICS/ WELSPUN/ INTERFACE FLOOR/ FLOTEX / MOHAWK/ UNITEX ARCHEX, BVG INDUSTRIES, PUNEET INDIA PVT LTD, TUNTEX
5.11	HARDWOOD FLOORING	IFS, PUNEET INDIA, PIXEL
5.12	TACTILE TILES	SOMANY, KAJARIA, JOHNSON
5.13	TACTILE TILES (STEEL)	KICH, KONCEPT STEEL, JINDAL STEEL
5.14	PAVING TILE	SOMANY, KAJARIA, JOHNSON, ULTRA
5.15	FALSE FLOOR	UNIFLOOR, UNITILE, CAMFLOR
5.16	MOSAIC / CHEQUERED TILES	BISAZA, BIRLA WHITE, JK WHITE.
5.17	CEMENT CONCRETE TILES (DESIGNER TILES)	GICO (ISI), ULTRA, EUROCON, HINDUSTAN TILES.
5.18	WOOD POLYMER FLOOR (WPC)	EUROWOODS WONDER FLOOR ACTION TESA PERGO
5.19	NON METALLIC FLOOR HARDENER (DRY SHAKE TOPPING)	MC BAUCHEMIE (INDIA), FOSROC, HUNTSMAN, BASF
5.20	GRASS PAVER	UNISTONE, ULTRA,
<b>6.</b>	<b>FALSE CEILING</b>	
6.1	GYPSUM BOARD /GLASS REINFORCED GYPSUM BOARD FALSE CEILING	ST. GOBAIN, USG BORAL, ARMSTRONG, DIAMOND CEILING, AEROLITE.
6.2	SALON SLATS PLUS FALSE CEILING	ANUTONE, ARMSTRONG OR EQUIVALENT
6.3	METAL FALSE CEILING, METAL PANEL WITH TECHNICAL PANEL FALSE CEILING, ACOUSTICAL CLOUDS FALSE CEILING, WOODWORK CEILING PANELS FALSE CEILING, MINERAL FIBRE CEILING SYSTEM	ARMSTRONG, DURLUM, LINDNER
6.4	FALSE CEILING- GYPSUM	USG BORAL, GYPROC , SAINT GOBAIN,USG- BORAL
6.5	FALSE CEILING- ALUMINIUM METAL TILES & PLANKS	ARMSTRONG, DURLUM, LINDNER
6.6	FALSE CEILING- CALCIUM SILICATE	USG BORAL,AEROLITE,ARMSTRONG,HILUX EVEREST, SAINT GOBAIN - GYPROC
6.7	FALSE CEILING-MINERAL FIBRE	USG BORAL ,AEROLITE ,ARMSTRONG,SAINT GOBAIN, HILUX, GYPROC
6.8	ACCOUSTIC: GLASS FIBRE FALSE CEILING AND WOODEN/ FABRIC WALL LINING	ARMSTRONG/ ANUTONE/ HUNTER DOUGLAS / CREDENCE
6.9	ACOUSTIC PANELS, ACOUSTICAL TILE FALSE CEILING	SAINT GOBAIN, ECOPHON, PARMEPHON ,HUNTER DOUGLAS, USG BORAL
6.10	ACOUSTIC INSULATION	TWIGA, SAINTGOBAIN, LLOYD, ANUTONE,



6.11	OPEN CELL CEILING	DURLUM, HARSONS GREEN, HUNTER DOUGLAS,LINDNER
6.12	FALSE CEILING GRID SYSTEM	GYPROC, BORAL, DEXUNE, SAINT GOBAIN
6.13	BAFFLE CEILING	HARSONS GREEN, DURLUM, HUNTER DOUGLAS, LINDNER
6.14	TUBULAR FALSE CEILING SYSTEM ALONG WITH SUPPORTING GRID AND METALLIC TILES	DURLUM, HUNTER DOUGLAS, HARSONS GREEN, LINDNER, ARMSTRONG
6.15	ACOUSTIC CEILING WITH FRAME	AEROLITE, ARMSTRONG, ANUTONE.
<b>7.</b>	<b>WOOD WORK</b>	
7.1	COMMERCIAL BOARD, PLY, TEAK PLY, COMMERCIAL PLY,MDF	GREENPLY, GREENLAM, CENTURYPLY
7.2	VENEERED PARTICLE BOARD	MERINO, GREEN (DECOWOOD), DURO, ARCHIDPLY
7.3	LAMINATED PARTICLE BOARD	MERINO, GREENLAM, CENTURY, ARCHIDLAM, STYLAM, KITPLY
7.4	SHUTTERING PLY	ARCHIDPLY, CENTURY, GREENPLY, MERINO,DURO
7.5	HIGH PRESSURE LAMINATES	MERINO, GREENLAM, CENTURY
<b>8.</b>	<b>DOORS</b>	
8.1	FACTORY MADE FLUSH DOOR SHUTTER, PANEL DOOR SHUTTER	CENTURY, KIT PLY DURO, ARCHID PLY, GREENLAM.
8.2	AUTOMATIC SLIDING DOORS	SCHUCO, SAPA BUILDING SYSTEMS, EUROPEAN FAÇADE PRODUCT (EPF), REYNERS
8.3	REVOLVING DOORS	DORMA BOON EDAM, DORMA KABA
8.4	FACTORY HOT PRESSED LAMINATED DOOR	MERINO, CENTURY, DURO, ARCHID
8.5	WOOD PLASTIC COMPOSITE (WPC) DOORS	RAJSHRI, CENTURYALSTONE, ARCHIDPLY
8.6	ACOUSTIC DOOR	ANUTONE, OCEANZ, ICA ACOUSTIC
8.9	FRP DOOR FRAME & SHUTTERS	DUROPLAST, JAIN DOORS, RAJSHREE
<b>9.</b>	<b>ACCESSORIES FOR DOORS AND WINDOWS</b>	
9.1	ANODIZED ALUMINUM HARDWARE FITTINGS	EVERITE, KINLONG, ALUALPHA BY LGF SYSMAC, EDCO
9.2	SS FITTINGS	GODREJ, DORMA, KENZ, BARAHI, DORSET, HAFELE, KICH, GEZE, REHASA, SKOAA, ASSAABLOY
9.3	FRICTION STAY HINGES, SS BUTT HINGES WITH BALL BEARING, SLIDING DOOR BOLTS, LEVER HANDLE, MAGIC EYE, PULL HANDLE OTHER S.S. HARDWARE LIKE MORTICE LOCK WITH PAIR OF HANDLES, RECESS HANDLE FITTINGS, FLOOR SPRING, DOOR CLOSER, TOWER BOLT, FLOOR DOOR STOPPER	GEZE, KICH, DORMA, HAFELE, HETTICH, SKOAA
9.4	FAÇADE GLASS OPENABLE FITTINGS	SAVIO/ HOPPE/ LGF-ALU ALPHA / GEZE/ ROTO/ SECURE STYLE
9.5	HARDWARE, PATCH FITTINGS AND FRICTION HINGES	HETTICH, DEFINE, REHASA, DORMA, KENZ, ALUALPHA BY LGF SYSMAC, DORSET, EDCO
9.6	EPDM GASKET	HANU, OSAKA, ALPS
9.7	POLYESTER POWDER COATING SHADES	NEROLAC, BERGER, J & N
9.8	SPIDER FITTINGS	DORMA, HAFELE, DEFINE
9.9	WIDOWS ROLLER BLINDS	VISTA, MAC, HUNTER DOUGLAS, DE-DÉCOR, AREOLUX PHIFFER
9.10	CURTAIN TRACK AND CURTAIN FABRIC	VISTA, TECHNOMED, WINDOWTECH
<b>10.</b>	<b>ALUMINUM WORK</b>	
10.1	ALUMINUM SECTION	HINDALCO, INDALCO, JINDAL

10.2	HYDRAULIC DOOR CLOSER / FLOOR SPRING	GODREJ, DORMA, DORSET, HARDWYN
10.3	ACP ALUMINIUM COMPOSITE PANELS	ALUDECOR, ALCOBOND, ALSTRONG ALSTONE
10.4	ALUMINIUM ALLOY SHEET	KALZIP OR EQUIVALENT
10.5	ZINCALUME PROFILE SHEET	TATA BLUE SCOPE, PENNAR, CRIL (COLOR ROOF INDIA LTD).
10.6	ANODISED ALUMINUM HARDWARE (HEAVY DUTY)	SCHUCO, SAPA BUILDING SYSTEMS, EUROPEAN FAÇADE PRODUCT (EPF), RAYNERS, EDCO
10.7	ALUMINUM STRUCTURAL MEMBERS – WINDOWS, GLAZING AND PARTITIONS	SCHUCO, SAPA BUILDING SYSTEMS, EUROPEAN FAÇADE PRODUCT (EPF), RAYNERS
10.8	ALUMINIUM EXTRUDED FINS	DURLUM, HUNTER DOUGLAS, LINDNER
10.9	POWDER COATING	ZOTUN, AKZONOBLE, BERGER,
<b>11</b>	<b>UPVC WINDOWS</b>	
11.1	UPVC DOORS AND WINDOWS	DUROPLAST, FENESTA, ALUPLAST, ENCRAFT, SAINT GOBAIN
11.2	HARDWARE FOR UPVC DOORS AND WINDOWS	COTSWOLD, DORSET, DNV GLOBAL, EDCO
<b>12.</b>	<b>GLASS</b>	
12.1	HERMITICALLY SEALED PERFORMANCE GLASS TOUGHENED GLASS	MODI GUARD, SAINT GOBAIN, TATA-ASHAI
12.2	FLOAT GLASS, REFLECTIVE GLASS, MIRROR GLASS	MODI GUARD, SAINT GOBAIN, TATA-ASHAI, HNG
12.3	FLOAT ANNEALED GLASS	SAINT GOBAIN, GUARDIAN GLASS (SUNGUARD), HNG, MODI GUARD
12.4	REFLECTIVE SOFT COATED / LOW E GLASS	SAINT GOBAIN, EMIRATE GLASS, GUARDIAN GLASS (SUNGUARD)
12.5	GLASS DOOR HARDWARE	DORMA, HAFELE, OZONE, DORSET
<b>13.</b>	<b>FIRE DOORS</b>	
13.1	FIRE PROOF STEEL DOORS AND GENERAL PURPOSE STEEL DOORS	METAFLEX, SHAKTI HORMANN, PROMAT, ROMAT, TUFWOOD, TATA PRAVESH, SAINT GOBAIN
13.2	FIRE CHECK DOOR (120 MIN. RATINGS)	SHAKTI HORMANN, PROMAT, SAINT GOBAIN
13.3	HARDWARE FOR FIRE CHECK DOOR	KICH, ASSAABLOY, BECKER FS, DORMA, NAVAIR, SAINT GOBAIN
13.4	SILICONE SEALANT / SEALANT	G.E, DOW CORNING, WACKER, SIKA, BECKER, WURTH, STP, PIDILITE
13.5	FIRE RATED VISION PANELS	SAINT GOBAIN, PILKINGTON, SCHOTT, FERILITE, SAINT GOBAIN
13.6	CALCIUM SILICATE BOARD	STARPAN, HILUX, AEROLITE, PROMAT
13.7	HINGES FOR FIRE RATED DOORS	DORMA, I.R (INGERSOLL RAND), ASSA ABLOY, YALE, HAFELE, GEZE, HORMANN, SAINT GOBAIN
13.8	INTUMESCENT STRIPS	PROMAT, PEMKO, INTUMEX, ASTROFLAME
13.9	FIRE RATED GLASS	SAINT GOBAIN, MODI SCHOTT, PILKINTON, SAINT GOBAIN, SEZAL
<b>14.</b>	<b>FAÇADE</b>	
14.1	FAÇADE SYSTEMS	SCHUCO, SAPA BUILDING SYSTEMS, EUROPEAN FAÇADE PRODUCT (EPF), REYNERS
14.2	SS CLAMPS (STONE CLADDING)	HILTI, DORMA, FISCHER
14.3	GFRC/GRC	UNISTONE, KFPL
14.4	FAÇADE ACCESS	SECALT, COX GOMYL, MANNTech
14.5	SS FRICTION HINGES, MULTIPOINT LOCKING SETS, HANDLE, ROLLERS FOR SLIDING, WOOL PILE WITH SILENT FILM, WINDOWS HINGES, DOORS HINGES	HITECH, HAFELE, GODREJ

14.6	STONE SEALER / ADHESIVE / ENHANCER	LATICRETE / MYK LATICRETE, FOSROC ,CHOKSEY CHEMICALS, ASIAN PAINTS, FEVICOL
<b>15.</b>	<b>PLUMBING, SANITARY &amp; SEWARAGE</b>	
15.1	G.I. FITTINGS	TATA, UNIK, AVR, ZOLOTO
15.2	UPVC/ CPVC/ PVC PIPE, FITTINGS AND FIXTURE	FINOLEX, ASTRAL, SUPREME
15.3	HDPE PIPES	RELIANCE, ORIPLAST , DUTRON, SUPREME
15.4	CI FITTINGS	RBA FERRO, WALTZER, KAJECO, NECO, SKF
15.5	CI DOUBLE FLANGED SLUICE VALVE	KIRLOSKAR, SONDHI, KEJRIWAL
15.6	FLOAT VALVE	LK, LEADER, ZOLOTO, KRANTI, HANT
15.7	CENTRIFUGALLY CAST (SPUN/HUBLESS) IRON PIPES & FITTINGS OR HUBLESS	NECO, ELECTROSTEEL, SKF
15.8	CENTRIFUGALLY CAST (SPUN/HUBLESS) IRON (CLASS LA) PIPES	NECO, ELECTROSTEEL, BIC RPMF
15.9	C.I. MANHOLE COVERS, FRAMES AND GI GRATINGS	NECO, SKF, BIC (BENGAL IRON CORP.), HEPCO,
15.10	SFRC MANHOLE COVERS AND GRATINGS	KK, JAIN, PARGATI
15.11	GUN METAL VALVES ,GLOBES	LEADER, ZOLOTO, LK, KRANTI, SANT
15.12	CP BRASS FITTINGS, SANITARY FITTINGS AND ACCESSORIES	JAQUAR, KOHLER, GROHE, ROCA
15.13	WATER METER	LEADER, ZOLOTO, LK, KRANTI, SANT
15.14	BRASS STOP AND BIB COCK	LEADER, ZOLOTO, LK, KRANTI, SANT
15.15	NON RETURN VALVE (CHECK VALVE)H" TO 1 1/4"	LEADER, ZOLOTO, LK, KRANTI, SANT
15.16	INSULATION FOR HOT WATER PIPES	KAIFLEX , ARMAFLEX, CAREFLEX
15.17	EUROPEAN WC, INDIAN WC, WASHBASIN, URINALS	JAQUAR, KOHLER, ROCA, HINDWARE, PARRYWARE
15.18	GULLY TRAPS	PERFECT, PARRY, JAYASWAL-NECO, MOLI CERAMICS, BIKANER CLAY PRODUCTS
15.19	BALL VALVES /IN BUILT FILTER	RAPID CONTROL, CIM, SKS, L&T VALVES, ZOLOTO, ARCO
15.20	BUTTERFLY VALVE	KIRLOSKAR, CASTLE, KSB, LEADER, ZOLOTO
15.21	FLOOR GRATING	NEER, GMGR
15.22	PVC CISTERN	JAQUAR, HINDWARE, KOHLER
15.23	PRESSURE REDUCING VALVE	ZOLOTO, LEADER, CIM
15.24	FIRE CLAY SINK	HINDWARE, PARRYWARE, CERA.
15.25	STAINLESS STEEL SINK	JAQUAR, KOHLER, GROHE, AMERICAN STANDARD, CERA, NEELKANTH, NIRALI, JAYNA
15.26	DI PIPES AND FITTINGS	ELECTRO STEEL, JINDAL, TATA DUCTURA,
15.27	RCC PIPES	INDIAN HUME PIPE, JAIN & CO, MADURAI SPUN PIPE,
15.28	WATER STOPS	DR.FIXIT, ARDEX, ENDURA, HYDROSWELL, ALSTRONG,
15.29	STRUCTURAL SEALANT	SMART CARE, FOSROC, GE
15.30	PVC WATER TANK	SINTEX, SPL, SFMC
15.31	PTMT FITTINGS	PRAYAG POLYMER PVT. LTD, PRINCE
<b>16.</b>	<b>WATER PROOFING</b>	
16.1	WATERPROOFING COMPOUND AS ADMIXTURES IN CONCRETE, PLASTICIZERS, OTHER CONSTRUCTION CHEMICALS	FOSROC, CICO, SIKA, PIDILITE, WEBER, HUNTSMAN, BASF, STP MYK, SCHOMBURG, DR FIXIT, ASIAN SMART CARE
16.2	WATERPROOFING SELF ADHESIVE(HDPE) MEMBRANE	MYK, DBS, BASF, FOSROC, PIDILITE, SUPREME, ASIAN SMART CARE
16.3	PU ELASTOMERIC MEMBRANE	FIRE STONE, DBS, PIDILITE, CICO, BERGER , ASIAN

		SMART CARE, STP
16.4	EPDM WATERPROOFING MEMBRANE	CARLISLE, PIDILITE, FIRESTONE, DBS, ASIAN SMART CARE
16.5	FLEECE TPO	CARLISLE, FIRESTONE, SOPREMA, ASIAN SMARTCARE
16.6	SWELLABLE BAR	PIDILITE, FOSROC, MYK SCHOMBURG, ASIAN SMART CARE
16.7	CRYSTALLINE WATER PROOFING ADMIXTURE	PENETRON, KRYTON, PIDILITE, FOSROC ,ASIAN SMART CARE
16.8	APP POLYMERIC POLYETHYLENE FELT	BITUMAT, STP, BENGAL BITUMEN
16.9	SANDWICH PUF PANELLED ROOFING SHEET.	LLOYD, JINDAL, GESILICON
16.10	EPDM GASKET	ANAND, AMEE, HANU
16.11	MASKING TAPES	3M, WONDER, SUN
<b>17.</b>	<b>THERMAL INSULATION</b>	
17.1	PIR INSULATION BOARD	CARLISLE, FIRESTONE, LLOYDS INSULATION
17.2	GLASS WOOL INSULATION	UP TWIGA, ROCKWOOL INDIA, LLOYD INDIA, OWEN CORNING
17.3	ROCK WOOL INSULATION	LLOYD, ROXUL, ROCKWOOL INDIA, OWEN CORNING
17.4	UNDERDECK INSULATION	UP TWIGA, LLOYD, ROXUL, INSUBOARD
17.5	EXTRUDED POLYSTYRENE BOARD INSULATION (XPS BOARD)	DOW BUILDING SOLUTIONS, OWENS CORNING, ISOFOAM, STYLAM, SUPREME PETROCHEM INDUSTRIES LTD, TEXSA
18.	ANTITERMITE TREATMENT	PEST CONTROL INDIA LTD, GODREJ, CAPITAL
19.	UPVC HARDWARE	DNBHOPPE, COAR
<b>18.</b>	<b>DECKING</b>	
18.1	SKYLIGHT/POLYCARBONATE SHEET	DANPAL, GE, ALCOX.
18.2	POWDER COATED GI SHEET	TATA, ESSAR, JSW STEEL LTD, JSPL, LLOYDS, BHUSAN
<b>19.</b>	<b>ROAD WORK</b>	
19.1	BITUMEN	INDIAN OIL/ HINDUSTAN PETROLEUM/ BHARAT PETROLEUM
19.2	INTERLOCKING PAVER BLOCK	SHARDA TILES, HELIX
<b>20.</b>	<b>OTHER ITEMS</b>	
20.1	STAINLESS STEEL	SALEM STEEL (SAIL), JINDAL ALLOYS
20.2	STAINLESS STEEL RAILING	KICH, OZONE, REHASA, JINDAL (COMPLETE RAILING SYSTEM)
20.3	STAINLESS STEEL SCREW	NETTLEFOLD, JKW ALLOY
20.4	STAINLESS STEEL HINGES	DORMA, OZONE, GEZE
20.3	POLY-SULPHIDE SEALANT	FOSROC, SIKA, PIDILITE, AKZONOBEL, LATICRETE, WACKER, DOW CORNING
20.5	TILE AND STONE ADHESIVE, GROUTING COMPOUND , MORTAR REPAIR COMPOUND, STRUCTURE GROUTING	PIDILITE, BAL ENDURA, FOSROC, FERROUSCRETE, TEEMAX, TEEMAX TETRA POLYMORTAR 44, LATICRRETE / MYK LATICRETE
20.6	WOOD ADHESIVE	FEVICOL, 3M, SIKA, THERMOSHIELD
20.7	DASH AND ANCHORING FASTENERS	HILTI, FISCHER, BOSCH, WUERTH
20.8	FLOOR HARDENER	IRONITE, FERROK, HARDONATE
20.9	MODULAR EXPANSION JOINT	HERCULUS, VEXCOLT, DEVIN, CS, Z-TECH, SAINFIELD
20.10	S S MESS	GKD, WMW, JINDAL
20.11	WIRE MESH	STERLING ENTERPRISES, TRIMURTY WELDED MESH
20.12	TOILET MODULAR CUBICALS	MERINO BY BESCO, MATRIXCUBICLE SYSTEM, JAGUAR, GREENLAM STURDO
20.13	PRE-CAST GRC JALI	UNISTONE, DALAL TILES, BIRLA, DELHI GRC
20.14	TERRA COTTA TILES	CITADEL, TEMPPIO, AGROB BUCHTAL, UNISTONE

20.15	WELDING ELECTRODES	ADVANI, L & T, ESAB
20.16	PVC STRIPS	FIXOPAN , ALOK PACKAGING
20.17	PVC GUARD RAIL AND PVC CORNER GUARD	WINDOWTECH, TSI, TECHNOMED, JDV
20.18	BUILDING SIGNAGE	SIGNSUTRA, PR GRAPHICS, MOTIVATTE SOLUTION
20.18	SELF-LEVELING COMPOUND	BASF, FOSROC, SIKA, MYKLATICRETE
20.19	PRECAST DRAIN COVER/KERB CHANNEL	S&S, HPL, KK, NITCO, KERAKROME, TERRAFIRMA
20.20	CHEQUERED PRECAST CC TILES	NTC, SWASTIC, GTC
20.21	G.I. STEEL DOOR FRAME	SYNERGY THRISLINGTON ,SHAKTI HORMANN, BHAWANI FIRE
20.22	POLYETHYLENE BACK UP ROD	SUPREME IND, SYSTRANS POLYMERS
20.23	SMOKE SEAL INTUMESCENT	HILTI, SIKA, 3M
20.24	BACKER ROD	SUPREME, SYSTRANS POLYMERS, BACKERROD
20.25	PVB LAMINATION	DUPONT, SAFLEX, EVERLAM
20.26	SGP LAMINATION	DUPONT, SAFLEX, EVERLAM
20.27	PVDF COATING	AKZONOBEL, VALSPAR, EVERFLON POLYMER
20.28	SPACER TAPE (OPEN PU CELL)	NORTON, BOW, 3M
20.29	ANCHOR CHANNELS (CAST IN CHANNEL)	HAFAL ,HILTI, SCHUCO, SAPA BUILDING SYSTEMS, EUROPEAN FAÇADE PRODUCT (EPF)

25. The work included in this Contract consists of “**Provision of Wardrobe and Nursing Station in Gastroenterology OPD and Ward in Hospital Building, AIIMS, Bhubaneswar.**”

**Executive Engineer (Civil)**  
**AIIMS, Bhubaneswar**



## **PROFORMA OF SCHEDULES**

(Separate Performa for Works in case of Composite Tenders)  
(Operative Schedules to be supplied separately to each intending tenderer)

### **SCHEDULE 'A'**

Schedule of quantities: - (ENCLOSED)

### **SCHEDULE 'D'**

Additional Condition and specifications: Enclosed.

### **SCHEDULE 'E'**

(Reference to General conditions of Contract.)

Name of Work : "Provision of Wardrobe and Nursing Station in Gastroenterology OPD and Ward in Hospital Building, AIIMS, Bhubaneswar."

Estimated Cost of Work: **Rs.9,98,471/- (Rupees Nine Lakh Ninety-Eight Thousand Four Hundred Seventy-one only).**

- |     |                       |   |  |
|-----|-----------------------|---|--|
| (a) | Earnest Money         | = | 2% of Estimated cost   |
| (b) | Security Deposit      | = | 2.5% of the gross amount of each running and final bill till the sum deducted will amount to security deposit of 2.5 % of tendered amount of the work. |
| (c) | Performance Guarantee | = | 05% of Tendered Cost   |

### **SCHEDULE 'F'**

GENERAL RULES & DIRECTIONS:

**Officer Inviting Tender :- Executive Engineer (Civil), AIIMS, Bhubaneswar**

Maximum percentage for quantity of items of work to be executed beyond which rates are to be determined:-

in accordance with Clause -12.2 &12.3 = **See below**

#### **Definitions**

2 (v)	Engineer-in-Charge	<b>Executive Engineer (Civil), AIIMS, Bhubaneswar</b>
2(viii)	Accepting Authority	<b>Executive Director AIIMS, Bhubaneswar</b>
2(x)	Percentage on cost of materials and labor to cover all over heads and profit	15%
2(xi)	Standard Schedule of Rates	Central Public Works Department Schedule of Rates - 2023 at Delhi with up to date correction slips

**Clause – 1.**

- (i) Time allowed for submission of Performance guarantee, : 07 Days  
Program Chart (Time & Progress) and applicable Labor Licenses, Registration with EPFO, ESIC & BOCW Welfare Board or proof of applying thereof from the date of issue of letter of acceptance
- (ii) Maximum allowable Extension with late fee @ 0.1% per day : 01 to 15 days.  
of Performance guarantee amount beyond the period provided in (i) above.

**Clause – 1A**

: Yes

**Clause – 2.**

Authority for fixing compensation under Clause 2

: **Executive Director,** AIIMS,  
Bhubaneswar**Clause – 3.**

Whether Clause 3 shall be applicable

: Yes

**Clause-4.**

: Yes

**Clause – 5.**

Time allowed for execution of work

: **03(Three) Months**

Number of days from the date of issue of work order for reckoning date of start

: **07 Days.**

Authority to decide fair &amp; reasonable extension of time for completion of work

: **Superintending Engineer**  
**AIIMS, Bhubaneswar****Clause – 6.**

Computerized Measurement book

: Yes

**Clause – 7.**

Payment on intermediate certificate to be regarded as Advances

: No

**Clause – 7A.**

Whether clause 7A shall be applicable

: YES.

**Clause – 7B.**

: NO

**Clause – 8 & 8A.**

: YES

**Clause – 9.**

: YES

**Clause – 9A.**

: NO

**Clause – 10A.**

: YES

**Clause – 10B.**

Whether Clause 10B(ii) shall be applicable

: No.

**Clause – 10C.**

: Not applicable.

**Clause – 10CC.**

: Not applicable.

**Clause – 10D.**

: YES

**Clause – 11.**

Specification to be followed for Execution of work as on the date of opening of the tender.

: **CPWD Specifications Volume I & II 2019 with up to date correction slips****Clause – 12.**

Deviation Limit beyond which clauses 12.2 shall apply

: As per CPWD GCC Maintenance - 2023

**Clause – 13.**

: YES

**Clause – 14.**

: YES

**Clause – 15.**

: YES

**Clause – 16.**

Competent Authority for deciding reduced rates

: **Superintending Engineer** AIIMS,  
Bhubaneswar**Clause – 17.**

: YES

**Clause – 18 to 24.**

: YES

**Clause – 25.**

**Clause – 32.**

Requirement of Technical Staff and rate of recovery in case of non-compliance shall be as per the following table :-

Value of Work	Ser. No	Minimum qualification of Technical Representative	Discipline	Designation (Principal Technical/ Technical representative)	Minimum Experience in years	Number	Rate at which recovery shall be made from the contractor in the event of not fulfilling provision of clause 32	
							(Figures)	(Words)
For Cost of work between Rs 15 Lakhs to Rs 1.50 Crores	(a)	Graduate Engineer OR Diploma Engineer	Civil	Principal Technical representative	02 years for Graduate Engineer/ 05 years for Diploma Engineer	1	Rs 15,000/- per month	Rs Fifteen Thousand only
	(b)	Graduate Engineer OR Diploma Engineer	Civil	Technical representative	02 years for Graduate Engineer/ 05 years for Diploma Engineer	1	Rs 15,000/- per month	Rs Fifteen Thousand only
For Cost of work amount between Rs 1.50 Crores to Rs 5 Crores	(a)	Graduate Engineer	Civil	Principal Technical representative	5years	1	Rs 25,000/- per month	Rs Twenty-Five Thousand only
	(b)	Graduate Engineer OR Diploma Engineer	Civil	Technical representative	02 years for Graduate Engineer/ 05 years for Diploma Engineer	1	Rs 15,000/- per month	Rs Fifteen Thousand only

**Schedule of Quantities****e-NIT No.: AIIMS/BBSR/Engg./ 032/2024-25****Name of Work: - “Provision of Wardrobe and Nursing Station in Gastroenterology OPD and Ward in Hospital Building, AIIMS, Bhubaneswar.”**

SI No.	Description Of Item	QTY.	Unit	Rate	Amount
1	Providing and fixing cupboard shutter with 19mm thick one side decorative (1mm thick mica) and other side balancing lamination (0.8mm thick mica) BWP grade block board as per IS 710 of approved brand including 2mm thick PVC edge banding tape with hot glue by edge bending machine etc. with auto closing spring loaded hinges (hydraulic type) etc. complete as per direction of Engineer-in-charge. (Payment of providing and fixing auto closing hinges shall be paid separately).	39.00	sqm	4184.00	163176.00
2	Providing and fixing 19mm thick one side decorative (1mm thick mica) and one side balancing lamination (0.8mm thick mica) BWP grade ply as per IS 710 of approved brand for workstation(straight/curve), table, boxes, shelves, racks, almirah, cupboard and drawer etc. including necessary nails, screws etc. complete as per direction of Engineer-in-charge.	168.00	sqm	4135.00	694680.00
3	Providing and fixing 12 mm thick one side balancing lamination(0.8mm thick mica) BWP grade ply as per IS 710 of approved brand and shade with suitable full threaded steel screws etc. on the backing of kitchen cabinet under kitchen counter, workstation(straight/curve), table, boxes, shelves, racks, almirah, cupboard and drawer etc. all complete as per direction of Engineer-in charge.	6.00	sqm	2261.00	13566.00
4	Providing and fixing stainless steel fancy handle of approved make fixed with SS screws etc. complete as per direction of Engineer-in-charge. (200 mm)	190.00	each	181.61	34505.90
5	Providing and fixing special quality bright finished brass cupboard or ward robe locks with four levers of approved quality	25.00	each	347.12	8678.00

	including necessary screws etc. complete.50 mm				
6	Providing and fixing 75mm stainless steel L hinges of approved make/brand to cupboard shutters with full threaded steel screws including making necessary recess in board and finished etc. complete as per direction of Engineer-in-charge.	350.00	each	119.00	41650.00
7	Providing and fixing stainless steel soft closing heavy type telescopic drawer channels of approved make 500 mm long with screws etc. complete as per directions of Engineer- in-charge.	14.00	set (pair)	861.20	12056.80
8	Providing and fixing magnetic catcher of approved quality in cupboard/ ward robe shutters, including fixing with necessary screws etc. complete: Double strip (horizontal type)	165.00	each	38.63	6373.95
9	Providing and fixing 18 mm thick gang saw cut, mirror polished, premoulded and prepolished, machine cut for kitchen platforms, vanity counters of required size, approved shade, colour and texture, including rubbing, curing, moulding and polishing of edges to give high gloss finish etc. all complete at all levels. Granite stone slab of colour black, Cherry/Ruby red. Area of slab over 0.50 sqm.	6.00	sqm	3964.00	23784.00
				<b>Total =</b>	<b>9,98,470.65</b>
				<b>Say =</b>	<b>9,98,471.00</b>



### PERFORMA FOR QUOTING RATES

<b>Name of Work: - “Provision of Wardrobe and Nursing Station in Gastroenterology OPD and Ward in Hospital Building, AIIMS, Bhubaneswar.”</b>					
<b>E NIT No- <u>AIIMS/BBSR/Engg./ 032/2024-25</u></b>					
<b>ESTIMATE COST PUT TO TENDER- Rs.9,98,471/- (Rupees Nine Lakh Ninety-Eight Thousand Four Hundred Seventy-one only).</b>					
<b>NAME OF CONTRACTOR-</b>					
<b>Sr. No.</b>	<b>Name of component</b>	<b>Estimated cost (Rs.)</b>	<b>Percentage above/ below the Total Estimated Cost</b>	<b>% in figures</b>	<b>Total Cost (Rs.)</b>
<b>1.</b>	<b>“Provision of Wardrobe and Nursing Station in Gastroenterology OPD and Ward in Hospital Building, AIIMS, Bhubaneswar.”</b>	<b>Rs 9,98,471.00</b>			
<b>Contractor’s Quoted Rate in words</b>					

**NOTE: -**

1. LMR = To be read as Local Market Rate.
2. The Bidder must submit Financial Bid in On-Line Mode.
3. I/We have gone through the terms & conditions as stipulated in the tender and confirm to accept and abide the same before quoting the rate.
4. No other charges would be payable by the Institute
5. Quantity mentioned above is tentative, it may increase or decrease as per site requirement.
6. Contractor has to bring samples as per above preferred brands only and Engineer-In-Charge shall approve one sample out of the samples brought by the contractor. The contractor has to use material of that approved sample only. No claim in this regard shall be entertained.
7. In case of non-availability of material of approved make, prior approval from Engineer-In-Charge shall be obtained for other make.
8. The rates quoted should be inclusive of GST as applicable.

I, the contractor certify that I am filling this template after understanding all the items of Schedule of Quantity of e NIT Page No- **22 to 23**.

Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

Date : \_\_\_\_\_

Place: Bhubaneswar

Signature of the Bidder: -

Seal of the Bidder \_\_\_\_\_

**DECLARATIONS**  
**(TO BE GIVEN BY THE TENDERERS)**

**It is to certify that :-**

(a) I /We have gone through GCC Maintenance of CPWD up to latest correction as available on website of CPWD/ <https://eprocure.gov.in/eprocure/app/> / [www.aiimsbhubaneswar.nic.in](http://www.aiimsbhubaneswar.nic.in) or in the office of Superintendent Engineer and I/We agree with the terms and conditions of it and understood that it will form part of the agreement.

(b) “I, .....S/o Shri ..... resident of ..... hereby certify that none of my Relative(s) is/are employed in AIIMS Civil Zone, Odisha. In case at any stage, it is found that the information given by me is false/incorrect, AIIMS shall have the absolute right to take any action as deemed fit without any prior intimation to me”.

(c) “I/We undertake and confirm that eligible similar Work(s) has/have not been got executed through another contractor on back to back basis. Further, it is stated that, if such a violation comes to the notice of Department, than I/We shall be debarred for bidding in AIIMS in future forever. Also, if such a violation comes to the notice of AIIMS, Bhubaneswar before date of start of work, the Executive Engineer (Civil) shall be free to forfeit the entire amount of Performance Guarantee”.

**Date :** \_\_\_\_\_

**Signature of the Tenderer**

**NOTE** : - (To be certified by all the partners in case of partnership firms, by all the directors in case of companies).

**FORM FOR DETAILED INFORMATION BY BIDDER**

Name of Firm/Contractor/Supplier	:
Complete Address and Telephone Number	:
Name of Proprietor/Partner/Managing Director/Director	:
Phone Number	:
Mobile Number	:
e-Mail ID	:
Name and address of service center nearby Bhubaneswar	:
Whether the firm is a registered Firm (Yes/No. Attach Copy of Certificate)	:
PAN Number. (enclose the attested copy of PAN Card)	:
Service Tax Number. (enclose the attested copy of VAT Certificate)	:
GST Number (enclose the attested copy of VAT Certificate)	:
Whether the firm has Uploaded the Bank Draft/Pay Order/ Banker's Cheque of Earnest Money Deposit (EMD).	:
EPF No. (Enclose the attested copy of EPF Registration Certificate)	:
ESI Code.	:
Any other information, if necessary.	:

(Authorized Signature of the Bidder with Seal)

**FORM FOR DETAILS OF ALL WORKS OF SIMILAR CLASS COMPLETED DURING THE LAST 07 (SEVEN) YEAR**

Ser. No.	Name of Work/ Project	Location	Owner or Sponsoring Organization	Cost of Work in Lakhs	Date of Commencement as per Contract	Stipulated date of Completion	Actual date of Completion	Litigation/ Arbitration pending/ In progress with details	Remarks
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(j)	(k)
1.									
2.									
3.									
4.									
5.									
6.									
7.									

(Authorized Signature of the Bidder with Seal)

**AFFIDAVIT**

**(To be Submitted on Notarized Non Judicial Stamp Paper of Rs 10/- or above)**

**e-Tender for the Work of “Provision of Wardrobe and Nursing Station in Gastroenterology OPD and Ward in Hospital Building, AIIMS, Bhubaneswar.”**

**To be submitted online by :**

- (a) Time and date of online Opening of Technical Bids. : **21/04/2025 at 1600 Hours.**
- (b) Time and date of opening of Online Financial Bids. : **To be intimated later through website.**

**T E N D E R**

I/We have read and examined the notice inviting tender, schedule along with Annexure 'A' to 'G' as per Specifications applicable, Drawings & Designs, General Rules and Directions, Conditions of Contract, Clauses of Contract, Special Conditions, Schedule of Rate & other documents and Rules referred to in the conditions of contract and all other contents in the tender document for the work.

If I/We, fail to furnish the prescribed Performance Guarantee within prescribed period, I/We agree that the said Executive Director, AIIMS, Bhubaneswar or his successors, in office shall without prejudice to any other right or remedy, be at liberty to debar me for 01 (One) year. Further, if I/We fail to commence work as specified, I/We agree that Executive Director, AIIMS, Bhubaneswar or the successors in office shall without prejudice to any other right or remedy available in law, be at liberty to suspend me for one year. The said performance guarantee shall be a guarantee to execute all the works referred to in the tender documents upon the terms and conditions contained or referred to those in excess of that limit at the rates to be determined in accordance with the provision contained in the tender form. Further, I/We agree that in case of non-submission of Performance Guarantee as aforesaid, I/We shall be debarred for participation for one year in the tendering process of the work and EMD will be forfeited.

I/We undertake and confirm that eligible similar work(s) has/have not been got executed through another contractor on back to back basis. Further that, if such a violation comes to the notice of AIIMS, Bhubaneswar, then I/We shall be debarred for tendering in AIIMS, Bhubaneswar in future forever. Also, if such a violation comes to the notice of AIIMS, Bhubaneswar before date of start of work, the Administrative Officer shall be free to forfeit the entire amount of Performance Guarantee.

I/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 safety of the State.

Dated: \* \_\_\_\_\_

Signature of Contractor  
with full Postal Address

Witness: \*

**Address: \***  
**(\* To be filled in by the Contractor.)**

Occupation: \*

**AFFIDAVIT**

*(To be Submitted on Notarized Non Judicial Stamp Paper of Rs 10/- or above)*

I/We hereby certify that, the above firm has not been ever blacklisted by any Central/State Government/Public Undertaking/Institute on any account.

I/We also certify that, Firm will supply the item(s) as per the specification given by Institution and also abide all the Terms & Conditions stipulated in Tender.

I/We also certify that, the information given in Bid is true and correct in all aspects and in any case at a later date, it is found that any details provided are false and incorrect, any contract given to the concerned firm or participation may be summarily terminated at any state, the firm will be blacklisted and Institute may imposed any action as per e-NIT Rules.

Business Address :-

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Place : \_\_\_\_\_

Name :

(Signature of Bidder with Firm's Seal)

Dated : \_\_\_\_\_



**PERFORMA FOR EARNEST MONEY DEPOSIT DECLARATION**

Whereas, I/We..... (Name of Agency) .....  
have submitted bids for.....

I/We hereby submit following declaration in lieu of submitting Earnest Money Deposit-

1. If after opening of the tender, I/We withdraw or modify my/our bid during the period of validity of tender (including extended validity of the tender) specified in the tender documents.

Or

2. If I/we are L-1 after opening of the bid, I/We fail to submit original EMD, original Notarized Affidavit at Annexure D and E mentioned in this e-NIT before the deadline defined in the tender document.

My/Our bid shall be rejected and I/We shall be suspended for One year and shall not be eligible to bid for AIIMS Tender from the date of issue of the suspension order till the completion of suspension period.

Name:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(Full signature of the bidder with Firm's seal)

Place:\_\_\_\_\_

Dated:\_\_\_\_\_

**FORM OF PERFORMANCE SECURITY (GUARANTEE)**

1. In consideration of the Executive Director, AIIMS, Bhubaneswar (hereinafter called “ the Government “) having offered to accept the terms and conditions of the proposed agreement between \_\_\_\_\_ and \_\_\_\_\_ (hereinafter called “ the said Contractor(s)”) for the work \_\_\_\_\_ (hereinafter called “ the said agreement”) having agreed to production of a irrevocable Bank Guarantee for Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only) as a security/ guarantee from the contractor(s) for compliance of his obligation in accordance with the terms and conditions in the said agreement.

I/We \_\_\_\_\_ (hereinafter referred to as Bank) hereby (Indicate the name of the Bank) undertake to pay to the Government an amount not exceeding Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only) on demand by Government .

2. I/We \_\_\_\_\_ do hereby undertake to pay the (Indicate the name of the Bank) amount due and payable under this Guarantee without any demur, merely on a demand from the Government stating that the amount claimed is required to meet the recoveries due or likely to be due from the said contractor (s). Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the bank under this Guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs . \_\_\_\_\_ (Rupees \_\_\_\_\_ only).

3. I/We the said bank undertake to pay to the Government any money so demanded notwithstanding any dispute or disputes raised by the contractor (s) in any suit or proceeding pending before any court or Tribunal relating thereto, our liability under this present being absolute and unequivocal.

4. The payment so made by us under this bond shall be valid discharge of our liability for payment there under and the contractor (s) shall have no claim against us for making such payment.

5. I/ We \_\_\_\_\_ further agree that the guarantee herein contained (Indicate the name of Bank) shall remain in full force and effect during the period that would be taken for the performance of the said agreement and it shall continue to be enforceable till all the dues of the Government under or by virtue of the said agreement have been fully paid, and its claims satisfied or discharged, or till Engineer-in- charge on behalf of the Government, certifies that the terms and conditions of the said Agreement have been fully and properly carried out by the said contractor (s) accordingly discharges this guarantee.

6. I/We \_\_\_\_\_ further agree with the Government that the (Indicate the name of Bank) Government shall have the fullest liberty without our consent, and without affecting in any manner our obligations hereunder, to vary any of the terms and conditions of the said agreement or to extend time of performance by the said contractor (s) from time to time or to postpone for any time or from time to time any of the powers exercisable by the Government against the said contractor (s) and to forebear or enforce any of the terms and conditions relating to the said agreement & we shall not be relieved from our liability by reasons of any such variation or extension being granted to the said contractor (s) or for any forbearance, act of omission on that part of the Government or any indulgence by the Government to the said contractor (s) or by any such matter or thing whatsoever which under the law relating to sureties would , but for this provision, have effect of so relieving us.

7. The guarantee will not be discharged due to the change in the constitution of the Bank or the contractor (s).

8. We \_\_\_\_\_ lastly undertake not to revoke this (Indicate the name of Bank) guarantee except with the previous consent of the Government in writing.

9. This Guarantee shall valid up to \_\_\_\_\_ unless extended on demand by Government, notwithstanding anything mentioned above, our liability against this Guarantee is restricted to Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only) and unless a claim in writing is lodged with us within six months of the date of expiry or the extended date of expiry of this Guarantee all our liabilities under the Guarantee shall stand discharged.

Dated the \_\_\_\_\_ day of \_\_\_\_\_ for \_\_\_\_\_

(Indicate the name of Bank)

**AGREEMENT** (Specimen)**(To be Submitted on Non Judicial Stamp Paper of Rs 100/- or above)**

This Agreement is made at **Bhubaneswar** on this ..... (day) of .....(Month) **20**\_\_\_\_.

**BETWEEN**

Executive Director, AIIMS, Bhubaneswar represented through Executive Engineer(civil), AIIMS, BHUBANESWAR (hereinafter referred as the) (Address) “**Principal/Owner**”, which expression shall unless repugnant to the meaning or context hereof include its success or sand permitted as signs)

**AND**

..... (Name and Address of the Individual/firm/Company) through ..... (Hereinafter referred to as the (Details of duly authorized signatory) “**Bidder/Contractor**” and which expression shall unless repugnant to the meaning or context hereof include its success or sand permitted as signs)

**Preamble**

WHEREAS, the Principal/Owner has floated the Tender (e-NIT No. **AIIMS/BBSR/Engg./ 032/2024-25** (herein after refer red to as “**Tender/Bid**”) and intends to award, under laid down organizational procedure, contract for “**Provision of Wardrobe and Nursing Station in Gastroenterology OPD and Ward in Hospital Building, AIIMS, Bhubaneswar.**” hereinafter referred to as the “**Contract**”.

**AND** WHEREAS the Principal/Owner values full compliance with all relevant laws of the Land, Rules & Regulations, Economic use of resources and of fairness/ transparency in its relation with its Bidder(s) and Contractor(s).

**AND** WHEREAS to meet the purpose afore said both the parties have agreed to enter to this Agreement (hereinafter referred to as “**Pact**”), the terms and conditions of which shall also be read as integral part and parcel of the Tender/Bid documents and Contract between the parties.

The Tendered Value which has been accepted by Competent Authority for “**Provision of Wardrobe and Nursing Station in Gastroenterology OPD and Ward in Hospital Building, AIIMS, Bhubaneswar.**”

”is **Rs** \_\_\_\_\_/- (Rupees \_\_\_\_\_ only).

NOW, THEREFORE, inconsideration of mutual covenants contained in this Pact, the parties hereby agree as follows and this Pact witnesses as under: -

**Article - 1 : Commitment of the Principal/Owner.**

1. The Principal/Owner commit itself to take all measures necessary to prevent corruption and to observe the following principles:

(a) No employee of the Principal/Owner, personally or through any of his/her family members, will in connection with the Tender, or the execution of the Contract, demand, take a promise for or accept, for self or third person, any material or immaterial benefit which the person is not legally entitled to.

(b) The Principal/Owner will, during the Tender process, treat all Bidder(s) with equity and reason. The Principal/Owner will, in particular, before and during the Tender process, provide to all Bidder(s) the same information and will not provide to any Bidder(s) confidential/additional

information through which the Bidder(s) could obtain an advantage in relation to the Tender processor the Contract execution.

(c) The Principal/Owner shall endeavor to exclude from the Tender process any person, whose conduct in the past has been of biased nature.

2. If the Principal/Owner obtains information on the conduct of any of its employees which is a criminal offence under the Indian Penal Code (IPC)/Prevention of Corruption Act, 1988 (P C Act) or is in violation of the principles herein mentioned or if there be a substantive suspicion in this regard, the Principal/Owner will inform the Chief Vigilance Officer and in addition can also initiate disciplinary actions as per its internal laid down policies and procedures.

## **Article - 2 : Commitment of the Bidder(s)/Contractor(s)**

1. It is required that each Bidder/Contractor (including their respective officers, employees and agents) adhere to the highest ethical standard and makes, and report to the Government/Department all suspected acts of **fraud or corruption or Coercion or Collusion** of which it has knowledge or becomes aware, during the tendering process and throughout the negotiation or award of a contract.

2. The Bidder(s)/Contractor(s) commit himself to take all measures necessary to prevent corruption. He commits himself to observe the following principles during his participation in the Tender process and during the Contract execution: -

(a) The Bidder(s)/Contractor(s) will not, directly or through any other person or firm, offer, promise or give to any of the Principal/Owner's employees involved in the Tender process or execution of the Contract or to any third person any material or other benefit which he/she is not legally entitled to, in order to obtain in exchange any advantage of any kind what so ever during the Tender process or during the execution of the Contract.

(b) The Bidder(s)/Contractor(s) will not enter with other Bidder(s) into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to cartelize in the bidding process.

(c) The Bidder(s)/Contractor(s) will not commit any offence under the relevant IPC/PC Act. Further the Bidder(s)/Contractor(s) will not use improperly, (for the purpose of competition or personal gain), or pass on to others, any information or documents provided by the Principal/Owner as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.

(d) The Bidder(s)/Contractor(s) of foreign origin shall disclose the names and addresses of agents/representatives in India, if any. Similarly, Bidder(s)/Contractor(s) of Indian Nationality shall disclose names and addresses of foreign agents/representatives, if any. Either the Indian agent on behalf of the foreign principal or the foreign principal directly could bid in a tender but not both. Further, in cases where an agent participates in a tender on behalf of one manufacturer, he shall not be allowed to quote on behalf of another manufacturer along with the first manufacturer in a subsequent/parallel tender for the same item.

(e) The Bidder(s)/Contractor(s) will, when presenting his bid, disclose any and all payments he has made, is committed to, or intends to make to agents, brokers or any other intermediaries in connection with the award of the Contract.

3. The Bidder(s)/Contractor(s) will not instigate third persons to commit offences outlined above or be an accessory to such offences.

4. The Bidder(s)/Contractor(s) will not, directly or through any other person or firm indulge in fraudulent practice **means a willful misrepresentation or omission of facts or submission of fake/forged documents in order to induce public official to act in reliance thereof, with the purpose of obtaining unjust advantage by or causing damage to justified interest of others and/or to influence the procurement process to the detriment of the Government interests.**

5. The Bidder(s)/Contractor(s) will not, directly or through any other person or firm use Coercive Practices (means the act of obtaining something, compelling an action or influencing a decision through

intimidation, threat or the use of force directly or indirectly, where potential or actual injury may be fall upon a person, his/her reputation or property to influence their participation in the tendering process).

### **Article - 3 : Consequences of Breach.**

*Without prejudice to any rights that may be available to the Principal/Owner under law or the Contract or its established policies and laid down procedures, the Principal/Owner shall have the following rights in case of breach of this Integrity Pact by the Bidder(s)/Contractor(s) and the Bidder/Contractor accepts and undertakes to respect and uphold the Principal/Owner's absolute right :-*

1. If the Bidder(s)/Contractor(s), either before award or during execution of Contract has committed a transgression through a violation of Article-2 above or in any other form, such as to put his reliability or credibility in question, the Principal/Owner after giving 14 days' notice to the contractor shall have powers to disqualify the Bidder(s)/Contractor(s) from the Tender process or terminate/determine the Contract, if already executed or exclude the Bidder/Contractor from future contract award processes. The imposition and duration of the exclusion will be determined by the severity of transgression and determined by the Principal/Owner. **Such exclusion may before vigor for a limited period as decided by the Principal/Owner.**
2. **Forfeiture of EMD/Performance Guarantee/Security Deposit :** If the Principal/Owner has disqualified the Bidder(s) from the Tender process prior to the award of the Contract or terminated/determined the Contractor has accrued the right to terminate/determine the Contract according to Article-3(1), the Principal/Owner apart from exercising any legal rights that may have accrued to the Principal/Owner, may in its considered opinion forfeit the entire amount of Performance Guarantee and Security Deposit of the Bidder/Contractor.
3. **Criminal Liability:** If the Principal/Owner obtains knowledge of conduct of a Bidder or Contractor, or of an employee or a representative or an associate of a Bidder or Contractor which constitutes corruption within the meaning of IPC Act, or if the Principal/Owner has substantive suspicion in this regard, the Principal/Owner will inform the same to law enforcing agencies for further investigation.

### **Article - 4 : Previous Transgression.**

1. The Bidder declares that no previous transgressions occurred in the last 05 years with any other Company in any country confirming to the anticorruption approach or with Central Government or State Government or any other Central/State Public Sector Enterprises in India that could justify his exclusion from the Tender process.
2. If the Bidder makes incorrect statement on this subject, he can be disqualified from the Tender processor action can be taken for banning of business dealings/holiday listing of the Bidder/Contractor as deemed fit by the Principal/Owner.
3. If the Bidder/Contractor can prove that he has resorted/recouped the damage caused by him and has installed a suitable corruption prevention system, the Principal/ Owner may, at its own discretion, revoke the exclusion prematurely.

### **Article - 5 : Equal Treatment of all Bidders/Contractors/Sub-contractors.**

1. The Bidder(s)/Contractor(s) undertake(s) to demand from all sub-contractors a commitment in conformity with this Pact. The Bidder/Contractor shall be responsible for any violation(s) of the principles laid down in this agreement/Pact by any of its Sub-contractors/sub-vendors.
2. The Principal/Owner will enter in to Pacts on identical terms as this one with all Bidders and Contractors.

3. The Principal/Owner will disqualify Bidders, who do not submit, the duly signed Pact between the Principal/Owner and the bidder, along with the Tender or violate its provisions at any stage of the Tender process, from the Tender process.

#### **Article - 6 : Duration of the Pact.**

1. This Pact begins when both the parties have legally sign edit. It expires for the Contractor/Vendor 12 months after the completion of work under the contractor till the continuation of defect liability period, whichever is more and for all other bidders, till the Contract has been awarded.

2. If any claim is made/lodged during the time, the same shall be binding and continue to be valid despite the lapse of this Pacts as specified above, unless it is discharged/determined by the Competent Authority, AIIMS, Bhubaneswar.

#### **Article – 7: Term & Conditions of Payment.**

- a. 100% payment will be released after due certification of Final Bill by Engineering-in-charge or his representative after completion of work. RA bill may be released as per CPWD guidelines to the agency.
- b. Security Deposit at 2.5% of the gross amount of each running and final bill till the sum deducted will amount to security deposit of 2.5 % of tendered amount of the work deducted from the bills of the Contractor.
- c. The Income Tax as application shall be deducted from the bills unless exempted by the Income Tax Department.
- e. Labour CESS @ 01% will be deducted from the Bill.
- f. If water is used from the AIIMS, Bhubaneswar, then water charges will be deducted @1% of the bill amount.
- f. Electrical charges as per actual meter reading shall be deducted from the bill. If connection is taken directly without installation of meter with prior permission from Executive Engineer (Electrical), then amount as per the usage shall be deducted from the gross bill amount as suggested by Executive Engineer (Electrical).
- g. All the work shall be completed within **03(Three) Months** from the date of issue of work Order by the Institute from Date-\_\_\_\_to Date-\_\_\_\_. All the aspects of safe installation shall be the exclusive responsibility of the Contractor. If the contractor fails to complete the work on or before the stipulated date, then a penalty at the Rate of 03% per month of delay to be computed on per day basis based on quantum of damage suffered due to stated delay on the part of the contractor (as per GCC Maintenance – 2023) shall be levied subject to maximum of 10% of the accepted tendered valued of the work.
- h. It will be mandatory for the bidders to indicate their bank account number and over relevant e-payment details so that payment could be made through RTGS/Other mechanism.
- i. GST and other taxes as applicable shall be recovered/paid from the contractor's bill as per Govt. of India/AIIMS Rules.

#### **Article - 8 : Other Provisions.**

1. This Pact is subject to Indian Law, place of performance and jurisdiction is the **Bhubaneswar** of the Principal/Owner, who has floated the Tender.
2. Changes and supplements need to be made in writing. Side agreements have not been made.
3. If the Contractor is a partnership or a consortium, this Pact must be signed by all the partners or by one or more partner holding power of attorney signed by all partners and consortium members. In case of a Company, the Pact must be signed by a representative duly authorized by board resolution.
4. Should one or several provisions of this Pact turnout to be invalid; the remainder of this Pact remains valid. In this case, the parties will strive to come to an agreement to their original intensions.



5. It is agreed term and condition that any dispute or difference arising between the parties with regard to the terms of this Agreement/Pact, any action taken by the Owner/Principal in accordance with this **Agreement/Pact or interpretation thereof shall not be subject to arbitration.**

**Article - 9 : LEGAL AND PRIOR RIGHTS.**

All rights and remedies of the parties hereto shall be in addition to all the other legal rights and remedies belonging to such parties under the Contract and/or law and the same shall be deemed to be cumulative and not alternative to such legal rights and remedies aforesaid. For the sake of brevity, both the Parties agree that this Integrity Pact will have precedence over the Tender/Contact documents with regard any of the provisions covered under this Pact.

IN WITNESS WHEREOF the parties have signed and executed this Pact at the place and date first above mentioned in the presence of following witnesses: -

.....  
(For and on behalf of Principal/Owner)

.....  
(For and on behalf of Bidder/Contractor)

WITNESSES:

.....  
(Signature, Name and address)

.....  
(Signature, Name and address)

Dated :

Dated :

Place : Bhubaneswar

Place : Bhubaneswar

## ***E-TENDERING INSTRUCTIONS TO BIDDERS***

### **Instructions for Online Bid Submission:**

The bidders are required to submit soft copies of their bids electronically on the CPP Portal, 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.

More information useful for submitting online bids on the CPP Portal may be obtained at: <https://eprocure.gov.in/eprocure/app>.

### **REGISTRATION ON CPP PORTAL:**

Bidders are required to enrol on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link “Online bidder Enrolment” on the CPP Portal which is free of charge.

As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.

Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.

Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify /nCode / eMudhra etc.), with their profile.

Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC’s to others which may lead to misuse.

Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

### **SEARCHING FOR TENDER ENQUIRY DOCUMENT**

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.

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.

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**

Bidder should take into account any corrigendum published on the tender document before submitting their bids.

Please go through the tender advertisement and the Tender Enquiry Document carefully to understand the documents required to be submitted as part of the bid. Please 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.

Bidder, in advance, should get ready the documents/BoQ to be uploaded as indicated in the Tender Enquiry Document and generally, they can be in PDF / XLS / RAR / DWF/JPG formats. Scanned documents to be uploaded may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document and resulting in fast uploading. It is the responsibility of the bidder to ensure that uploaded scanned documents are legible.

To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents has been provided to the bidders. Bidders can use “My Space” or „Other Important Documents” area available to them to upload such documents. These documents may be directly submitted from the “My Space” area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

## **SUBMISSION OF BIDS**

### **Submission of Bids**

Bidder should log into the site well in advance for bid submission so that they can 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.

The bidder has to digitally sign and upload the required bid documents one by one as indicated in the Tender Enquiry document.

Bidder has to select the payment option as “offline” to pay the Bid Security/ EMD as applicable and enter details of the instrument.

Bidder should prepare the Bid Security/EMD as per the instructions specified in the Tender Enquiry Document. The original should be posted/couriered/given in person to the concerned official, latest by the last date of bid submission or as specified in the Tender Enquiry Document. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.

Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BoQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BoQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.

The server time (which is displayed on the bidders’ dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.

All the documents being submitted by the bidders would be encrypted using PKI 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. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid openers' public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.

The uploaded Tender/Bid shall become readable only after the tender opening by the authorized bid openers.

Upon the successful and timely submission of bids (ie after Clicking "Freeze Bid Submission" in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.

The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

## **ASSISTANCE TO BIDDERS**

Any queries relating to the Tender Enquiry 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 NIT.

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