

**Institute for Defence Studies and Analyses**  
**No. 1 Development Enclave, New Delhi-110010**

No. IDSA/A/388//08  
Dated: 26<sup>th</sup> May, 2017

To,

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**Subject: Repair of Existing Washed stone grit plaster on exterior walls .**

Dear Sir(s),

Quotations are invited for the work as per scope/specifications of works given in Appendix-‘A’ enclosed. Conditions of the order shall be as follows: -

**1. Time Schedule**

The work shall be completed within 60 days from the date of placing of order. A sum of Rs 500 per day will be charged for delay in completion of work. Estate Manager IDSA’s decision in this regard shall be final and binding.

**2. Execution of Work**

The materials used and /or incorporated into the work shall be best available and strictly conforming to specifications, as mentioned in Appendix A and DSR 2014. The job work shall be executed in best workman like manner according to standard engineering practices to the entire satisfaction of the Estate Manager .

**3. Unit Price**

Unit rates quoted for the work shall be deemed to include for all material , labour, tools & plants and accessories, as required for proper execution of work complete in all respects. Any missing minor details which are not spelt out in the description of items but are required for proper completion of job work, shall be deemed to have been taken into account in the quoted rates. The rates shall also include for all taxes ( except Service tax ) , octroi, excise duty, transportation etc. including price escalations, contractor’s overheads and profits. Nothing extra shall be admissible on any such account.

#### **4. Approval of Material and Workmanship**

All the material and workmanship shall be subject to the Estate Manager's, approval. The materials which stand rejected shall be removed from the site forthwith and replaced with approved materials at no extra cost. The site of work shall be cleared of all debris and un-used materials.

#### **5. Delivery of Materials/Items and Completion**

Pre-delivery inspection of the finished product will be carried out by the representative of IDSA. On completion, items/materials supplied shall be delivered to the Unit/User as indicated in Appendix 'A'. These shall be accompanied with delivery challans, indicating description of items/materials, their sizes and quantity. Delivery challans shall be got signed by the user's/Unit's representatives in token of having received the item/material and submitted to Estate Manager along with claims for payments/bills by the suppliers/agencies. The work shall be completed to the entire satisfaction of the Estate Manager and shall be considered as complete only when certified as such by the Estate Manager. On completion of the work, the contractor shall inform the Estate Manager in writing with the date of physical completion of work for final approval and issues of completion certificate.

#### **6. Defect Liability**

The work completed shall have defect liability period of 12 months from the certified date of completion. The contractor shall rectify, re-do and/or replace all the components/item of works wherein defects have developed during this period under the direction of the Director General at no extra cost.

#### **7. Submission of quotation**

Appendix 'A' to the quotation duly quoted and signed on all pages along with this letter in token of the acceptance of terms and conditions mentioned herein-before, should be submitted in sealed covers duly marked "quotation for Repair of Existing washed grit Plaster" addressed to Estate Manager, IDSA, so as to reach on or before 1500 hrs on 20<sup>th</sup> June 2017. No late quotation shall be entertained.

**8. Earnest Money** : Bidders are required to deposit Rs 10000/- ( Rupees Ten thousand only ) in form of Demand draft . The demand draft shall be payable to IDSA new Delhi. No Interest will be paid on Earnest money .

9. **Security Deposit** : \_The Bidder shall deposit 10% of quoted amount as performance security in form of bank Guarantee . The performance security will be released after Completion of defect liability period (12 months from the date of completion) . The Earnest Money deposit of successful bidder shall be adjusted in security Deposit .

10 Payment shall be made on satisfactory completion of work.

11 Upon acceptance of bid , no sub letting/transfer would be allowed by the Contractor

Additional Conditions

- (a) All the T& P is to be arranged by Contractor and nothing extra shall be paid on this account .
- (b) All the labour bye laws & regulations are to be followed by the contractor .The contractor shall make his own arrangement electric connections to equipment like drill machine etc.
- (c) The Contractor shall be bound to follow the restrictions on the movement of labour , material imposed by IDSA or any other authority connected with site due to security or any other reason(s) . No Claim shall be entertained on this account .
- (d) The Contractor shall take all precautions to avoid accidents by exhibiting necessary cautions boards, lights flags etc . He shall be responsible for all the damages , accidents , caused due to negligence.
- (e) The building rubbish shall not be thrown to the ground from upper floors and shall be carried out through stair case to the ground and collected daily at the authorized collection point of IDSA by rickshaw or wheel cart . Thereafter it should be disposed off within 10 days before the completion of work failing which the same shall be removed and disposed off by the IDSA at the risk and cost of the contractor and amount incurred shall be recovered from the bill
- (f) The contractor shall personally responsible for violation of any guidelines and shall have to pay the fine /penalty imposed by appropriate authority . No claim on this account shall be entertained .The rate quoted by the contractor shall be include with all lead lift and height and nothing extra shall be paid .
- (g) TDS and WCT will be deducted as per applicable rules .
- (h) The contractor shall be fully responsible for safe custody of the material even if the material are under double lock system.
- (i) Standard force-majeure conditions would be apply.
- (j) Contractors are advised to Visit the site before quoting . After opening the bids no excuse will be entertained with regards to site conditions , height , arrangement of scaffolding, security restrictions etc.

*Director General, IDSA reserves the right to accept or reject the lowest or any offer or all offers without assigning any reasons thereto.*

Please acknowledge.

Yours sincerely,

(Hemant Kumar)  
Estate Manager

S. No	Description	Qty	Rate	Amount
1	<p>Washed stone grit plaster on exterior walls in two layers under layer 12mm cement plaster 1:4(1 cement 4 coarse sand). Furrowing the under layer with scratching tool , applying cement slurry on the under layer @2kg of cement per sq. metre top layer 15 mm cement plaster 1:1/2 :2( 1 cement 1/2 coarse sand : 2 stone chipping 10 mm nominal size ) , In panels with groove all around as per existing pattern , including scrubbing and washing the top layer with brushes and water to expose the stone chipping . Complete in all respect as per direction of Engineering Incharge.</p> <p>Rates include dismantling old grit washed stone plaster, forming grooves of uniform size of 15mm deep in the top layer of washed stone grit plaster as per approved patten , disposal of Malba , use of white cement and scaffolding etc as required</p>	145 Sq Metre. (as per details given in Appendix 'B')		

Rates should be excluding of service tax .

Amount in words :

**Details of Location**

(A)	Library Wing towards DG set AT HEIGHT OF 22 FEET APPROX AREA 15 SQ M.
(B)	LIBRARY ROOF SIDE AT HEIGHT OF 10 FEET APPROX AREA 25 SQ M.
(C)	GENERATOR ROOM BACK SIDE GROUND FLOOR APPROX AREA 10 SQ M
(D)	COURTYARD GROUND FLOOR APPROX AREA 7 SQ M
(E)	B BLOCK 104 AT HEIGHT OF 10 FEET APPROX AREA 3 SQ M
(F)	B BLOCK 103 AT HEIGHT OF 10 FEET APPROX AREA 5 SQ M
(G)	INSTITUTIONAL BLDG B WING FACING MAIN LAWN AT 50 FEET AREA APPROX 25 SQ M
(h)	INSTITUTIONAL BLDG B WING FACING MAIN LAWN AT 40 FEET AREA APPROX 30 SQ M
(K)	COURTYARD A WING OUTSIDE STAIRCASE AT 30 FT AND AREA APPROX 15 SQM
(L)	COURTYARD A WING OUTSIDE STAIRCASE AT 40 FT AND AREA APPROX 4 SQM
(M)	COURTYARD COMMON WING OUTSIDE ACCOUNT SECTION AT 40 FT AND AREA APPROX 6 SQM