



MANOHAR PARRIKAR INSTITUTE FOR
DEFENCE STUDIES AND ANALYSES
मनोहर पर्रिकर रक्षा अध्ययन एवं विश्लेषण संस्थान

No.1 Development Enclave, Rao Tula Ram Marg, Delhi Cantt, New Delhi – 110 010

Ph. No., 26717983 Ext:305/312

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IDSA/A/726/2009/VOL-I

Date: 25 July 2023

**ONLINE E-TENDER FOR PROVISION OF READING LOUNGE IN LIBRARY
AT MP-IDSA**

Online bids are invited under single bid system from bonafide and experienced Firm/ Contractor for "**Provision of reading lounge in Library**" at MP-IDSA premises located at No. 1 Development Enclave, Rao Tula Ram Marg, Delhi Cantt, New Delhi -110 010 as per details given in formats.

Detailed Tender Documents are available online from the date of tender publication at www.idsa.in and <https://eprocure.gov.in/epublish>. The bidders should upload duly signed tender form and their bids along with scanned copies of all the relevant certificates, documents etc. in support of their **bids on the GeM**, latest by **21 Aug 2023** by 1500 hrs also hard copies of the relevant documents to be submitted along with (1) Demand Draft for Rs. **10000/- (Rupees Ten thousand only)** in favour of "**MP-IDSA**" payable at New Delhi as Earnest Money Deposit and (2) all documents signed and stamped, which shall be submitted in sealed cover addressed to the **Assistant Director, MP-Institute for Defence Studies and Analyses**, may be sent at the Institute's address mentioned above either by Speed Post / By hand delivery at Tender Box kept at the reception office, should reach on or before **1500 hrs, 21 Aug 2023** duly mentioning on top right hand corner of the sealed envelope "**EMD and any other supporting documents for "Provision of reading lounge in Library"**".

All the tenders are to be submitted on the prescribed forms, as enclosed, duly signed, stamped and dated on each page of tender and Annexures as their unconditional and explicit concurrence to the terms and conditions laid down by the Institute.

The bids shall only be opened online in presence of the bidders or their authorized representative, not more than one person, may be present at the time of opening of the bids, if they desire. **All quotation should be submitted on the GeM portal.**

MP-IDSA reserves the right to accept or reject any or all quotations including the lowest bidder without assigning any reason at its sole discretion and the decision of the MP-IDSA will be final and binding to all concerned.

Critical Dates of Tender:

(i) Publish Date & Time	01/08/2023, 11:00 hrs
(ii) Document Download Start Date & Time	01/08/2023, 11:30 hrs
(iii) Bid Submission Start Date & Time	01/08/2023, 12:00 hrs
(iv) Bid Submission End Date & Time	21/08/2023, 15:00 hrs
(v) Offline submission, EMD, and other supporting documents	21/08/2023, 15:00 hrs
(vi) Bid Opening Date & Time	21/08/2023, 15:30 hrs
(vii) Cost of Tender	Free of cost

Note : : Contractor may inspect the Campus & assess its requirement before bidding the tender. Corrigendum / addendum / modification to this tender, if any, will be notified through GeM, www.idsa.in and <https://eprocure.gov.in/epublish> only.


**Col. Rajeev Agarwal (Retd.)
Assistant Director (Admin)**



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**PROVISION OF READING LOUNGE IN LIBRARY
MEMORANDUM OF WORK IN BRIEF**

1	Name of work	Provision of reading lounge in Library
2.	Cost of Document	Free of Cost
3	Estimated Cost	3.55 Lakhs including GST
4	Earnest Money	Rs.10,000/-
5.	Validity period	30 days
6.	Publish Date & Time	01.08.2023 by 1100 hrs
7.	Submission Start Date & Time	01.08.2023 by 1130 hrs
8.	Site visit	01.08.2023 on all working day between 1030 hrs to 1530 hrs till submission end date.
9.	Tender Submission End Date	21.08.2023 by 1500 hrs.
10.	Tender Opening Date	21.08.2023 by 1530 hrs.
11.	Mode of Sending	EMD and relevant documents of In sealed cover by Speed post/Hand Delivery in the tender box kept at reception.


Col. Rajeev Agarwal (Retd.)
Assistant Director (Admin)

Signature of bidder
Name :

Company seal
Date

SUBJECT: PROVISION OF READING LOUNGE IN LIBRARY

Online bids are invited for the work as mentioned above and scope of work and terms & Conditions of the order shall be as follows: -

1. **Time Schedule:** The work shall be completed within 60 days from the date of award. A sum of Rs 500 per day will be charged for delay in completion of work. Assistant Director, decision in this regard shall be final and binding.
2. **Execution of Work:** The work shall be executed in best workman like manner, to the entire satisfaction of the Institute.
3. **Unit Price:** Unit rates quoted for the work shall be deemed to include for all material, labour, tools 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 work shall be deemed to have been taken into account in the quoted rates. The rates shall also include for transportation including price escalations, contractor's overheads and profits except GST if any. Nothing extra shall be admissible on any such account.
4. **Approval of Material and Workmanship:** The materials which stand rejected shall be removed from the site forthwith and replaced with approved materials at no extra cost.
5. **Defect Liability:** The work completed shall have defect liability period of 12 months from the certified date of completion. The contractor shall re-do the work, wherein defects have developed during this period under the direction of the Estate cell, at no extra cost.
6. **Completion Of Work:** On completion of the work, the contractor shall inform the Estate cell in writing with the date of physical completion of work for final approval for issue of completion certificate. Inspection of the finished work will be carried out by the representative of MP-IDSA.
7. No material will be issued by the department. All materials for the work as per scope of work if required will be procured/arranged by the contractor at his own cost.
8. **Submission of Bid:** Bid shall be uploaded on GeM and Annexure I to the tender 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 "Tender for "Provision of reading lounge in Library" addressed to Assistant Director, MP-IDSA, so as to reach on or before 1500 hrs on **21 Aug 2023**.
9. Upon acceptance of the quote, no subletting/transfer would be allowed by the Contractor.
10. **Earnest Money Deposit:** Bidders shall deposit Earnest Money Deposit (EMD)

along with their bids. While submitting the bid, the vendor shall deposit Earnest Money of **Rs. 10000/-** by demand draft "**MP-IDSA**" payable at **New Delhi**. No other mode of remittance shall be accepted. EMD is to remain valid for a period of 90 days beyond the final bid is accepted. EMD of the unsuccessful bidders will be returned to them at the earliest latest on or before the 30th day after the award of the work. The EMD of the successful bidder would be returned, without any interest whatsoever, after the receipt of Performance Security from them as called for in the contract. EMD is not required to be deposited by those Bidders who are registered MSME, etc. The EMD will be forfeited if the bidder withdraws or amends, impairs or derogates from the tender in any respect within the validity period of their tender. The bidders found without EMD are liable for outright rejection.

11. Security Deposit : On receipt of the Letter of intent (LOI), the successful bidder shall furnish 10% of the contract value as security deposit in the form of Fixed Deposit Receipt from Nationalized Bank or Bank guarantee from Nationalised Bank. The Security deposit shall be valid for a period of fifteen days beyond the defect liability period.

12. Payment Terms: Payment will be made on actual measurement basis & 100% payment will be released after satisfactory completion of work. All statutory deductions like TDS GST as applicable rules shall be made from the due payment of the bidder.

13. Scope of work – The scope of work for **Provision of reading lounge in Library** is tabulate below:-

Sno	Description	Unit	Area
(a)	Demolishing brick work manually/ by mechanical means including stacking of serviceable material and disposal of unserviceable material away from MP-IDSA campus as directed by Engineer-in-charge (a) In cement mortar	CUM	4
(b)	Dismantling false ceiling of Gypsum including disposal of unserviceable material and stacking of unserviceable material away from MP-IDSA campus as directed by Engineer-in-charge	SQM	30
(c)	Providing and Fixing 15 mm thick densified tegular edged eco friendly light weight calcium silicate false ceiling tiles of	SQM	30

	<p>approved texture of size 595 x 595 mm in true horizontal level, suspended on inter locking metal grid of hot dipped galvanised steel sections (galvanising @ 120 grams per sqm including both side) consisting of main 'T' runner suitably spaced at joints to get required length and of size 24x38 mm made from 0.33 mm thick (minimum) sheet, spaced 1200 mm centre to centre, and cross "T" of size 24x28 mm made out of 0.33 mm (Minimum) sheet, 1200 mm long spaced between main'T' at 600 mm centre to centre to form a grid of 1200x600 mm and secondary cross 'T' of length 600 mm and size 24 x28 mm made of 0.33 mm thick (Minimum) sheet to be inter locked at middle of the 1200x 600 mm panel to form grid of size 600x600 mm, resting on periphery walls /partitions on a Perimeter wall angle pre-coated.</p>		
(d)	<p>Supply, Installation, Testing & Commissioning of the following LED Light Fixtures with driver , heat dissipating element all necessary accessories. (A) 12 W LED Recess Mounted Square Light(LCTLRN-36-FO-CDL crompton)</p>	Each	12
(e)	<p>Point Wiring for Light/ Fan/ exhaust fan/ 6 A Plug and socket with 2 runs of 1100V grade 1.5 Sq.mm & 1 run of 1.5 Sq.mm FRLS insulated multistranded Copper wires run in & including 25mm dia heavy duty FRLS PVC conduits concealed in wall after necessary chase cutting with finishing/surface on wall / ceiling</p>	Each	6

	conforming to IS 732 including all accessories such as junction boxes, conduit bends, elbows and ceiling rose, anodised GI Switch box with modular switch and the box covered with front plate and with all accessories etc., complete. One Light point controlled by one 6A switch.		
(f)	Supply and fixing of modular type single phase 6/16A 5pin Socket with 16A switch with front S S plate and anodized GI box including pvc conduite, wiring & all fixing accessories.	Each	4
(g)	25 mm wooden planking, tongued and grooved in flooring, including fixing with iron screws complete with : (a) Second class deodar wood	SQM	30
(h)	Removing white or colour wash by scrapping and sand papering and preparing the surface smooth including necessary repairs to scratches etc. all complete	SQM	100
(i)	Repair to plaster of thickness 12mm to 20 mm in patches of area 2.5 sqm and under, including cutting the patch in proper shape, raking out joints and preparing plastering the wall surface with white cement based polymer modified self curing mortar, including disposal of rubbish, all complete as per the direction of Engineer-In-Charge.	SQM	10
(j)	Providing and applying white cement based putty of average thickness 1 mm, of approved brand and manufacturer, over the plastered wall surface to prepare the surface even and smooth complete.	SQM	100
(k)	Wall painting with acrylic emulsion paint of approved brand	SQM	100

	and manufacture to give an even shade : Two or more coats on new work		
(l)	Cutting of aluminium door from bottom and fixing the same including all necessary accessories etc. all complete	SQM	2
(m)	Providing and fixing PVC paneling on wall of approved colour and shade as directed by user	SQM	25
(n)	Disposal of malba from campus to municipal dumping ground lead upto 25 km.	LS	1

Note:-

- (i) All fitting must be covered while performing work.
- (ii) Contractor needs to show the materials before start the work to representative of MP-IDSA.
- (iii) Contractor is expected to train his labour to carry out the work in peaceful manner without any disturbance to residents.
- (iv) The contractor has to make arrangements for cleaning the work site every day and on completion of the work from the work area at his cost.
- (v) The contractor shall be paid on the basis of the actual quantity of completed work as per the scope of work.
- (vi) Any minor work like applying cement based putty observe during painting required to be completed without any extra cost.
- (vii) The work includes crack repair of the wall with specialized chemicals wherever required.

14. Eligibility Criteria: -

- (i) Average Annual financial turnover during the last 3 years, ending 31st March of the previous financial year, should be at least Rs. 5 Lakhs per annum.
- ii) Experience of having successfully completed similar works during last 3 years ending last day of month previous financial year 2022-23 to the one in which applications are invited should be either of the following: -
 - a. Three similar completed works costing not less than the amount equal to 40% of the estimated cost.
 - or
 - b. Two similar completed works costing not less than the amount equal to 75% of the estimated cost.
 - or
 - c. One similar completed work costing not less than the amount equal to 100% of the estimated cost.

Note:-Definition of Similar Work: Experience of Civil & Electrical works in any Govt. office or large private sector company.

(iii) For MSME registered bidder: Declaration of Udyog Aadhaar Memorandum (UAM) number by the MSME vendors on GeM portal should be made. The MSE bidders who fail to submit UAM number will not be able to avail the benefits available to MSEs as contained in Public Procurement Policy for MSEs.

(iv) MSME bidders under relevant category need not to deposit EMD.

15. Pre-qualification sheet:-

Sno	Parameter	Page No.	Document attached (Yes/NO)
(a)	Work order		
(b)	Completion certificate		
(c)	ITR last 3 years		
(d)	PAN & GST Number		
(e)	EMD		


Additional Conditions

- (A) All the T & P is to be arranged by Contractor and nothing extra shall be paid on this account
- (B) The contractor shall make his own arrangement for making electric connections to equipment like drill machine etc. If any.
- (C) The Contractor shall be bound to follow the restrictions on the movement of labour, at MP-IDS A campus due to security or any other reason(s). No Claim shall be entertained on this account.
- (D) 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.
- (E) TDS & GST will be deducted as per applicable rules.
- (F) The contractor shall be fully responsible for safe custody of the material even if the materials are under double lock system.
- (G) Quantity can be increased or decreased depending upon the requirements.
- (H) Contractors are advised to visit the site and condition before quoting. After opening the bids no excuse will be entertained with regards to site conditions, security restrictions, etc.

Director General, MP-IDS A reserves the right to accept or reject the lowest or any offer or all offers without assigning any reasons thereto.

Please acknowledge.

Yours sincerely,


Col. Rajeev Agarwal (Retd.)
Assistant Director (Admin)

Form of Tender

To,

**MP-IDSA
No 1, Development Enclave
Rao Tularam Marg, New Delhi-110010.**

Sir,

Name of work: Renovation work for providing reading lounge in Library

1. Having visited the site condition and examined the conditions of contract, specifications and schedule of quantities for the above named work, we offer to undertake and complete the whole of subject work in conformity with the said conditions of the contract and schedule of quantities of this quotation.
2. We undertake to complete and deliver the whole of the work comprised in the contract within the time limit.
3. We have independently considered the amount of liquidated damages shown in the document hereto and agree that it represents fair estimates of loss likely to be suffered by you in the event of the works not being completed properly.
4. Unless and until a formal agreement is prepared and executed, this quotation together with your written acceptance thereof shall constitute a binding contract between us.
5. We understand that if our bid is accepted, we are to be jointly and severally responsible for the due performance of the contract.

Dated Day of

Signature.....In the capacity of
Duly authorized to sign for and on behalf of.....
Name and address of the tenderer.
(IN BLOCK CAPITALS)

Financial Bid –**Renovation work for providing reading lounge in Library**

To be filled properly, reasonably and upload on GeM. The rates should be filled in prescribed format inclusive of GST.

Sno	Description	Unit	Area (A)	Rate (Rs) (B)	Amount (Rs) (A) X (B)
(a)	Demolishing brick work manually/ by mechanical means including stacking of serviceable material and disposal of unserviceable material away from MP-IDSA campus as directed by Engineer-in-charge (a) In cement mortar	CUM	4		
(b)	Dismantling false ceiling of Gypsum including disposal of unserviceable material and stacking of unserviceable material away from MP-IDSA campus as directed by Engineer-in-charge	SQM	30		
(c)	Providing and Fixing 15 mm thick densified tegular edged eco friendly light weight calcium silicate false ceiling tiles of approved texture of size 595 x 595 mm in true horizontal level, suspended on inter locking metal grid of hot dipped galvanised steel sections (galvanising @ 120 grams per sqm including both side) consisting of main 'T' runner suitably spaced at joints to get required length and of size 24x38 mm made from 0.33 mm thick (minimum) sheet, spaced 1200 mm centre to centre, and cross "T" of size 24x28 mm made out of 0.33 mm (Minimum) sheet, 1200 mm long spaced between main 'T' at 600 mm centre to centre to form a grid of	SQM	30		

	1200x600 mm and secondary cross 'T' of length 600 mm and size 24 x28 mm made of 0.33 mm thick (Minimum) sheet to be inter locked at middle of the 1200x 600 mm panel to from grid of size 600x600 mm, resting on periphery walls /partitions on a Perimeter wall angle pre-coated.				
(d)	Supply, Installation, Testing & Commissioning of the following LED Light Fixtures with driver , heat dissipating element all necessary accessories. (A) 12 W LED Recess Mounted Square Light(LCTLRN-36-FO-CDL crompton)	Each	12		
(e)	Point Wiring for Light/ Fan/ exhaust fan/ 6 A Plug and socket with 2 runs of 1100V grade 1.5 Sq.mm & 1 run of 1.5 Sq.mm FRLS insulated multistranded Copper wires run in & including 25mm dia heavy duty FRLS PVC conduits concealed in wall after necessary chase cutting with finishing/surface on wall / ceiling conforming to IS 732 including all accessories such as junction boxes, conduit bends, elbows and ceiling rose, anodised GI Switch box with modular switch and the box covered with front plate and with all accessories etc., complete. One Light point controlled by one 6A switch.	Each	6		
(f)	Supply and fixing of modular type single phase 6/16A 5pin Socket with 16A switch with front S S plate and anodized GI box including pvc conduite, wiring & all fixing accessories.	Each	4		
(g)	25 mm wooden planking, tongued and grooved in flooring, including fixing with iron screws complete	SQM	30		

	with : (a) Second class deodar wood				
(h)	Removing white or colour wash by scrapping and sand papering and preparing the surface smooth including necessary repairs to scratches etc. all complete	SQM	100		
(i)	Repair to plaster of thickness 12mm to 20 mm in patches of area 2.5 sqm and under, including cutting the patch in proper shape, raking out joints and preparing plastering the wall surface with white cement based polymer modified self curing mortar, including disposal of rubbish, all complete as per the direction of Engineer-In-Charge.	SQM	10		
(j)	Providing and applying white cement based putty of average thickness 1 mm, of approved brand and manufacturer, over the plastered wall surface to prepare the surface even and smooth complete.	SQM	100		
(k)	Wall painting with acrylic emulsion paint of approved brand and manufacture to give an even shade : Two or more coats on new work	SQM	100		
(l)	Cutting of aluminium door from bottom and fixing the same including all necessary accessories etc. all complete	SQM	2		
(m)	Providing and fixing PVC paneling on wall of approved colour and shade as directed by user	SQM	25		
(n)	Disposal of malba from campus to municipal dumping ground lead upto 25 km.	LS	1		

Total amount in words: _____

Signature of Bidder with stamp

Note: -

1. **The amount quoted should be inclusive of GST.** Conditional Tenders will be rejected.
2. No Wastage shall be considered for measurement. The contractor shall include cost of supply & transportation of materials, labour, tools, etc. to the site.
3. If any discrepancy found in quoting the financial bid in words and figures, the higher quoted amount will be considered.
4. GST & TDS will be deducted as per rules from the quoted amount and may be catered for while quoting the rates.