



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

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MP-IDSA/EM/ 2026-27/ COURTYARD

Date: 17 Jul 2026

**BOQ BID ON GEM PORTAL FOR REPLACEMENT OF FIBER SHEET 8 MM THICK
GREEN SHADE AND ALLIED WORK**

Online bids are invited under single bid system on GeM from bonafide and experienced Firm/ Contractor for **“Replacement Of Fiber Sheet 8 Mm thick (Green shade) and allied work”** at MP-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 GeM Portal. The bidders should download and then 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 **07th Aug 2026** by 1500 hrs.

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 on GeM 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. **No manual bids will be accepted. All quotation should be submitted on the GeM.**

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	17/07/2026, 11:00 hrs
(ii) Document Download Start Date & Time	17/07/2026, 11:30 hrs
(iii) Bid Submission Start Date & Time	17/07/2026, 12:00 hrs
(iv) Start date of seeking clarification	17/07/2026, 12:00 hrs

(v) End date of seeking clarification	07/08/2026, 14:00 hrs
(vi) Bid Submission End Date & Time	07/08/2026, 15:00 hrs
(vii) EMD	As per GeM
(viii) Bid Opening Date & Time	07/08/2026, 15:30 hrs
(ix) 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 GeM portal only.

(Sd xxxx)

**Col. Chetan Gurbax (Retd.)
Assistant Director (Admin)**

**TENDER REPLACEMENT OF FIBER SHEET 8 MM THICK (GREEN SHADE) AND
ALLIED WORK**

MEMORANDUM OF WORK IN BRIEF

1	Name of work	Replacement Of Fiber Sheet 8 Mm thick (Green shade) and allied work”
2.	Cost of Document	Free of Cost
3	Earnest Money	As per GeM
4.	Validity period	90 days
7.	Publish Date & Time	17.08.2026 by 1500 hrs
8.	Submission Start Date & Time	As per GeM
9.	Site visit	17.08.2026 on all working day between 1030 hrs to 1530 hrs till submission end date.
10.	Tender Submission End Date	07.08.2026 by 1500 hrs.
11.	Tender Opening Date	07.08.2026 by 1530 hrs.
12.	Estimated Value	Rs.339663/- including GST

Signature of bidder
Name :

Company seal
Date

Replacement Of Fiber Sheet 8 Mm thick (Green shade) and allied work

Online bids on GeM, 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 45 days from the date of award. A sum of Rs 500/- per day will be charged for delay in completion of work. Director General, 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 including GST. 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 materials & work of the contractor shall be under two years Defect Liability Period (DLP). Defect/s noticed during the defect liability period shall be rectified by the contractor without any cost to MP-IDSA, failing which the Security Deposit of the Contractor shall be forfeited. The contractor may also be debarred from any future tendering in the Institute. 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. **Delivery of Materials/Items and Completion:** Inspection of the finished work will be carried out by the representative of MP-IDSA. On completion, items/materials supplied shall be delivered to the Institute as indicated at Annexure I'. These shall be accompanied with delivery challans, if required indicating description of items/materials, their sizes and quantity. Delivery challans shall be got signed by the user's/Unit's representative(s) in token of having received the item/material and submitted to Estate cell , along with claims for payments/bills by the suppliers/agencies. The work shall be completed to the entire satisfaction of the Institute. 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.

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 quotation:** Quotation shall be uploaded on or before 1500 hrs on **17th Jan 2023**, on GeM and Annexure II 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

9. Upon acceptance of the quote, no subletting/transfer would be allowed by the Institute.

10. **Earnest Money Deposit:** As per GeM

11. **Security Deposit:** After deduction of 3% of contract value, which shall be kept as performance security deposit to cover the defects liability for a period of two years from the date of completion which shall be return back on completion of defects liability period. During this period, If any defect is found the same shall be got rectified immediately by the contractor. No extra payment will be made.

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 “**Replacement Of Fiber Sheet 8 Mm thick(Green shade) and allied work** ” is placed at **Annexure I** .

- Note:- (i) Any minor work observe during work required to be completed without any extra cost.
(ii) Cleaning of area before start fresh work.
(iii) All fitting must be covered while performing work.
(iv) Contractor is expected to train his labour to carry out the work in peaceful manner without any disturbance to employees of the Institute.
(vi) 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.
(ix) The contractor shall be paid on the basis of the actual quantity of completed work as per the scope of work.

14. **Eligibility:**

- (i) Average Annual financial turnover for civil works during the last three financial years, ending 31st March, 2026 should be at least Rs. 2 lakhs. For MSME, average turnover should be exempted. Necessary supporting document i.e. Balance Sheet, Profit & Loss Accounts for last three Financial Years to be provided with the tender.
(ii) Experience of having successfully completed similar works during the last three years ending 31st Mar, 2026 should be either of the following.

a) Three similar completed works each costing not less than the amount equal to Rs. 5 lakhs each.

Or

b) Two similar completed works each costing not less than the amount equal to Rs. 3 lakhs each.

Or

c) One similar completed work costing not less than the amount equal to Rs. 1 lakh.

(iii) Firm should produce completion certificate of such works from organization /Autonomous body.

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

Or,

Firm should have registered with Govt. departments like MES,DRDO & CPWD/P&T etc. under civil or electrical category & must have capable to undertake the work for up to 6 lakhs.

15. Pre-qualification sheet:-

Sno	Parameter	For General Bidder	For MSME/MII registered bidder
(a)	Work Experience	03 Years	Exempted
(b)	Average Annual Turnover last 03 years	20 Lakhs	Exempted
(c)	PAN & GST Number	Required	Required
(d)	One similar nature of work	Required	Exempted
(e)	ITR last 03 years	Required	1 Year

16. Liability to Damage: Contractor shall be fully responsible for safety & security to his workers. Contractor has to give written undertaking that he will be fully responsible for any accident/misshaping occurred during the work & he will indemnify MP-IDSA in case of any accident.

17. Evaluation & Award of work: The bids will be evaluated as per the Eligibility criteria given at Clause 14 & 15 above. The bids which are found to be fulfilling the eligibility criteria shall only be considered for opening of Price-Bids. MP-IDSA may seek clarifications in the bids from the bidders during the evaluation process. The work will be awarded to the lowest responsive (L-1), evaluated bidder and Work- order will be issued to the firm. MP-IDSA may like to visit the similar completed works of the successful bidder before considering their bid/ award of work. Substantially responsive financial bids will be checked for any arithmetic errors. Arithmetic errors are to be rectified on the basis of the standard procedure as follows: -

a) If there is a difference between the amount of rate in figure and in words of an item, and the total amount is worked out, then the rate which corresponds to the amount worked by the bidder shall be taken as correct.

b) If the bidder has not worked out the amount of an item, or the same does not correspond with the rates written either in figures or in words, then the rate quoted by him in words shall be taken as correct.

c) If the rate quoted by the bidder in figures and in words tallies, but the amount is not worked out correctly, the rate quoted by the contractor shall be taken as correct and not the amount.

d) If the selected bidder refuse to execute the work after award of work, his EMD will be forfeited.

18. Time of Completion and Extension for delay:

- i) The work shall be completed within 45 days from the date of receipt of work order from MP-IDSA.
- ii) Due to an event, not attributable to the contractor, causing delay, occurs or a variation order is issued, which makes it impossible to complete the work by scheduled completion date, MP-IDSA may consider extending the completion date on the specific request of the contractor.

19. Dispute Resolution.

(a) Any dispute and or difference arising out of or relating to this contract will be resolved through joint discussion of the authorities' representatives of the concerned parties. However, if the disputes are not resolved by joint discussions, then the matter will be referred for adjudication to a sole Arbitrator appointed by the Director General, MP-IDSA.

(b) The award of the sole Arbitrator shall be final and binding on all the parties. The arbitration proceeding's shall be governed by Indian Arbitration and Conciliation Act 1996 as amended from time to time.

(c) The cost of Arbitration shall be borne by the respective parties in equal proportions. During the pendency of the arbitration proceeding and currency of contract, neither party shall be entitled to suspend the work/service to which the dispute relates on account of the arbitration and payment to the contractor shall continue to be made in terms of the contract. Arbitration proceedings will be held at Delhi/New Delhi only.

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-MP-IDSA 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 request will be entertained with regards to site conditions, security restrictions, etc.
- (I) It is purely responsibility of contractor to lift debris from the site. Payment of contractor shall only be cleared, if the work place found neat & clean.

Director General, MP-MP-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,

(sdxxxx)
Col. Chetan Gurbax (Retd.)
Assistant Director (Admin)

Form of Quotation

(Note: the appendix forms the part of the Quotation)

To,

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

Sir,

Name of work: Replacement Of Fiber Sheet 8 Mm thick(Green shade) and allied work

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 appendix 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 quotation is accepted, we are to be jointly and severally responsible for the due performance of the contract.
6. We understand that the offered work includes work on height & we will use suitable precautions like Helmet (ISI Mark),ropes etc. Institute has full right to stop the work in case of non-availability of safety gadgets. No compensation shall be provided to us in case of any accident/ mishappening occurred.

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)

Scope of work**Replacement of Fiber Sheet 8 Mm thick (Green shade) and allied work**

Sl. No.	Description of works/Items	Unit	Qty
1	Dismantling of existing toughened glass. The functional glasses shall be handed over to institute	Job	01
2	Supply and installation of 8 mm thick fiber sheet green shade.	Sqft	505
3	Making Openable arrangement	Job	01
4	Applying silicon sealant for proper joint filling to avoid any water seeping	Job	01
5	Supply and installation of suitable Nut Bolt/Washer/washer	Lot	01
6	Disposal of Debris	Job	01

Financial Bid –**Replacement of Fiber Sheet 8 Mm thick (Green shade) and allied work**

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

Sl. No.	Description of works/Items	Unit	Qty	Rate(Rs)	Total Amount (Rs)
1	Dismantling of existing toughened glass. The functional glasses shall be handed over to institute	Job	01		
2	Supply and installation of 8 mm thick fiber sheet green shade.	Sqft	505		
3	Making Openable arrangement	Job	01		
4	Applying silicon silent for proper joint filling to avoid any water seeping	Job	01		
5	Supply and installation of suitable Nut Bolt/Revit/washer	Lot	01		
6	Disposal of Debris	Job	01		
Grand Total					

Total amount in words: _____

Signature of Bidder with stamp

Note: -

1. **The amount quoted should be including 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.