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
Email: pktiwari.idsa@gov.in

MP-IDSA/EM/2026-27/CIVILWORK Date: Nov 2026

ONLINE BOQ TENDER ON GeM FOR SPECIAL REPAIR OF WOODEN STRUCTURE AT MP-IDSA

Online bids are invited under single bid system from bonafide and experienced Firm/ Contractor for "**Special Repair of Wooden Structure**" 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.** 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 **18 Dec 2026** by 1500 hrs also hard copies of the relevant documents to be submitted along with (1) Demand Draft for Rs. **12000/- (Rupees Twelve 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, 18 Dec 2026** duly mentioning on top right hand corner of the sealed envelope **"EMD and any other supporting documents for "Special Repair of Wooden Structure"**.

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	27/11/2026, 11:00 hrs
(ii) Document Download Start Date &Time	27/11/2026, 11:30 hrs
(iii) Bid Submission Start Date & Time	27/11/2026, 12:00 **hrs**
(iv) Start date of seeking clarification	27/11/2026, 12:00 hrs
(v) End date of seeking clarification	**18/12/2026**, 14:00 hrs
(vi) Bid Submission End Date & Time	**18/12/2026, 15:00 hrs**
(vii) Offline submission,EMD, and other supporting documents	**18/12/2026**, 15:00 hrs
(viii) Bid Opening Date & Time	**As per GeM**
(ix) Cost of Tender	Free of cost
(x) Pre bid meeting	10 Dec 2026 , 15:00 hrs

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 only.

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

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SPECIAL REPAIR OF WOODEN STRUCTURE.
MEMORANDOM OF WORK IN BRIEF

1	**Name of work**	Special Repair of Wooden Structure.
2.	Cost of Document	Free of Cost
3	Estimated Cost	5,66,500/-including GST
4	Earnest Money	Rs.12,000/-
5.	Validity period	90 days
6.	Publish Date & Time	27.11.2026 by 1100 hrs
7.	Submission Start Date & Time	27.11.2026 by 1130 hrs
8.	Pre bid meeting	The pre-bid meeting is mandatory and must be conducted on 10 Dec 2026 at 1500 hrs . Bidders are requested to attend the pre-bid meeting if they are interested; otherwise, they may be disqualified from the bidding process.
9.	Tender Submission End Date	18.12.2026 by 1500 hrs.
10.	Tender Opening Date	As per GeM.
11.	Mode of Sending	On GeM portal uploading.

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

Signature of bidder
Name :

Company seal
Date

SUBJECT: SPECIAL REPAIR OF WOODEN STRUCTURE.

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 30 days from the date of award. A suitable penalty shall 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 including 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:** In case of any delay in completion of the work beyond the time schedule, the Institute shall be entitled to charge Liquidated Damages from the Contractor. The liquidated damages shall be initially at the rate of 0.5% (half percent) of the total contract value for per day of the delay subject to a maximum of 5% of the total contract value. The liquidated damages shall be recovered by the institute out of the amounts payable to the Contractor or from any Bank Guarantees or Deposits furnished by the Contractor or the Retention Money retained from the Bills of the Contractor, either under this contract or any other contract. The work completed shall have defect **liability period of 60 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:** The technical Bid and the Financial Bid shall have to be submitted online at GeM, tenders will be opened electronically on specified date and

time as given in the NIT. All entries in the tender should be entered in online formats without any ambiguity.

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. 12000/-** 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 3% 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 "Special Repair of Wooden Structure" is tabulate below:-

Sno	Description of work	Unit	Qty
(i)	Dismantling & disposal of debris	LS	1
(ii)	Termite treatment anf paint work back side of old storage after removal	LS	1
(iii)	providing & fixing on wall new kitchen Storage Unit, in water proof, fireproof 18mm action tesa bolie board wherever required with sides, vertical partition of average depth and soft closed hinged shutter of with 18mm thick action tesa bolieo board with 1mm thick laminate suede, glossy, Matt, Greenlam, advance,	Sqft	135

	Laminate on all Complete. All edges are finished with 2mm PVC edge binding for better impact resistance, as per existing design Wood work in frames as per existing section and fixed in position with hold fast lugs or with dash fasteners of required Dia & length Complete		
(iv)	providing & fixing under side new kitchen Storage Unit, 24-inch depth in water proof, fireproof 18mm action tesa bolieo board wherever required with sides, vertical partition of average depth and soft closed telescopic Chanel with shutter of with 18mm thick action tesa bolie board with 1mm thick laminate suede, glossy, Matt, Greenlam, advance, Laminate on all Complete. With ss 304 premium quality basket All edges are finished with 2mm PVC edge binding for better impact resistance, as per existing design Wood work in frames as per existing section and fixed in position with hold fast lugs or with dash fasteners of required Dia & length Complete	Sqft	55
(v)	providing & fixing back side stand wall new kitchen Storage Unit, in water proof, fireproof 18mm action tesa bolie board wherever required with sides, vertical partition of average depth and soft closed hinged shutter of with 18mm thick action tesa bolieo board with 1mm thick laminate suede, glossy, Matt, Greenlam, advance, Laminate on all Complete. All edges are finished with 2mm PVC edge binding for better impact resistance, as per existing design Wood work in frames as per existing section and fixed in position with hold fast lugs or with dash fasteners of required Dia & length Complete	Sqft	16

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/primer/paint observe during painting required to be completed without any extra cost.
(vii) The contractor shall produce 2-3 makes as the case may be for approval, before using the same in the works. Material approved by the institute shall only be used in the work.

13.1 **Specification of Work**

The scope of work covers 'Fabrication, Supply & Installation of Modular Kitchen, in accordance with specifications prepared to the satisfaction of the Institute. The following specifications shall form part of the contract, and these shall deem to be supplemental to the specifications and not in derogation thereof except to the extent specifically provided herein.

13.1.2 Materials shall be of the best-approved quality obtainable, and they shall comply with the respective IS specifications. Plywood used in the work shall be of IS710 waterproof marine grade. Mica used in the as inner laminate shall be of 0.72 mm thickness and outer laminate shall be of 1 mm thickness. Under slab part shall have profile handles whereas overhead unit shall have 4" SS handle. Channels used in kitchen unit shall be of soft close mechanism. Samples of all materials shall be got approved before using and the approved sample shall be deposited in the Institute.

13.1.2 Damaged surface of walls/floor/skirting etc., surface shall be made good to the original condition with appropriate tile/plastering/painting etc., as per the direction, without any extra cost.

13.1.3 List of Materials of Approved Brand and/or Manufacturer

1.	Plywood	a) b) c) d)	Green Ply Anchor Kitply Century
2.	Laminates	a) b) c) d)	Merino Greenlam Green Ply Century
	Channels	a)	Hettich

3.		b) c)	Ebco Godrej
4.	Basket	a) b)	Ebco Godrej
5.	Lock	a) b) c)	Godrej Link Harrison
6.	Glue/adhesive	a) b) c)	Fevicol Araldite

13.1.3 Minor alterations if required (of the order of a few centimetres) as per site conc

13.1.4 **Scope of contract:** The contractor shall carry out and complete the said work in every respect in accordance with this contract and with the directions of and to the satisfaction of the institute. The institute may in its absolute discretion and from time to time issue further drawings and/or written instructions, details, direction and explanations which are hereafter collectively referred to as "institute instruction in regard to":

(i). The variations or modifications of the design, quality or works or the addition or omission or substitutions of any work.

(ii) Any discrepancy in the specification or between the Schedule of Quantities and specification.

(iii) The removal from the site of any materials brought thereon by the contractor and the substitution of any other material therefor.

(iv) The removal and/or re-execution of any works executed by the contractor.

(v) The dismissal from the works of any persons employed thereupon.

(vi) The opening up for inspections of any work covered up.

(vii) The amending and making good of any defects.

The contractor shall forthwith comply with and duly execute any work comprised in such institute's instructions provided always that verbal instructions, directions and explanations given to the Contractor or his representative upon the works by the Institute shall, if involving a variation, be confirmed in writing by the Contractor within seven days, such shall be deemed to be institute's instructions within the scope of the Contract.

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 works in any Govt. office or large private sector company preferably soundproofing work .**

Sno	Parameter	For General Bidder	For MSME/MII registered bidder
(a)	Work Experience	03 Years	01 Years
(b)	Average Annual Turnover last 03 years	5 Lakhs	2 lakhs
(c)	PAN & GST Number	Required	Required
(d)	One similar nature of supply	Required	Required
(e)	ITR last 03 years	Required	1 year
(f)	Non blacklisted declaration on firm`s letter head	Required	Required
(g)	Address proof of Delhi NCR (Only valid latest lease agreement/Electric bill/Telephone bill/water bill)	Required	Required

(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. **Evaluation & Award of work**: The bids will be evaluated as per the Eligibility criteria given at Clause 14 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 our correctly, the rate quoted by the contractor shall be taken as correct and not the amount.

16. **Force Majeure:**

a) In the event of any unforeseen circumstances directly interfering with the supply of goods/work/service arising during the execution of order such as war, hostilities, acts of the public enemy, civil commotion, sabotage, fires, floods, earthquakes, explosions, epidemics, quarantine restrictions, strikes, lockouts, or acts of God, the Bidder shall, within a week from the commencement thereof, notify the same in writing to the Purchaser with reasonable evidence thereof. Either party shall have the option to terminate the contract on expiry of 90 days of commencement of such force majeure by giving 14 days "notice to the other party in writing. In case of such termination, no damages shall be claimed by either party against the other.

17. **Code of Ethics**:

a) The Purchaser as well as the Bidder shall observe the highest standard of ethics including laws against fraud and corruption in force in India namely "Prevention of Corruption Act 1988", during the procurement or execution of such contracts. If the bidders are found in Bid pooling or against law against fraud and corruption then their firms may be blacklisted.

18. **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-IDSA campus due to security or any other reason(s). No Claim shall be entertained on this account.

(D) The contractor shall be 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-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,

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

Form of Tender

To,

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

Sir,

Name of work: Special Repair of Wooden Structure

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)

Annexure I

Financial Bid –

Special Repair of Wooden Structure

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

Sno	Description of work	Unit	Qty	Rate	Amount
(i)	Dismantling & disposal of debris	LS	1		
(ii)	Termite treatment anf paint work back side of old storage after removal	LS	1		
(iii)	providing & fixing on wall new kitchen Storage Unit, in water proof, fireproof 18mm action tesa bolie board wherever required with sides, vertical partition of average depth and soft closed hinged shutter of with 18mm thick action tesa bolieo board with 1mm thick laminate suede, glossy, Matt, Greenlam, advance, Laminate on all Complete. All edges are finished with 2mm PVC edge binding for better impact resistance, as per existing design Wood work in frames as per existing section and fixed in position with hold fast lugs or with dash fasteners of required Dia & length Complete	Sqft	135		
(iv)	providing & fixing under side new kitchen Storage Unit, 24-inch depth in water proof, fireproof 18mm action tesa bolieo board wherever required with sides, vertical partition of average depth and soft closed telescopic Chanel with shutter of with 18mm thick action tesa bolie board with 1mm thick laminate suede, glossy, Matt, Greenlam, advance, Laminate on all Complete. With ss 304 premium quality basket All edges are finished with 2mm PVC edge binding for better impact resistance, as per existing design Wood work in frames as per existing section and fixed in position with hold fast lugs or with dash fasteners of required Dia & length Complete	Sqft	55		

(v)	providing & fixing back side stand wall new kitchen Storage Unit, in water proof, fireproof 18mm action tesa bolie board wherever required with sides, vertical partition of average depth and soft closed hinged shutter of with 18mm thick action tesa bolieo board with 1mm thick laminate suede, glossy, Matt, Greenlam, advance, Laminate on all Complete. All edges are finished with 2mm PVC edge binding for better impact resistance, as per existing design Wood work in frames as per existing section and fixed in position with hold fast lugs or with dash fasteners of required Dia & length Complete	Sqft	16		
Grand Total					

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.