



**MDI**  
MURSHIDABAD

**Management  
Development  
Institute**

**Notice Inviting Tender**

**Ref. No.: MDIM/Estate/2020/71**

**Date: 17-03-2020**

**Tender document for "Renovation of 2 (two) numbers classrooms and other ancillary works at Management Development Institute Murshidabad Campus."**

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**Management Development Institute Murshidabad  
Jangipur Mega Food Park  
Sakim-Katnai, kulori, PO-Uttar Ramna  
PS-Raghunathganj  
District-Murshidabad  
Pin-742235  
West Bengal**

## Notice Inviting Tender

**Ref. No.: MDIM/Estate/2020/71**

**Date: 17-03-2020**

**Sub: Open Tender (2 bid system) for "Renovation of 2 (Two) numbers classrooms and other ancillary works at Management Development Institute Murshidabad Campus."**

Management Development Institute Murshidabad invites bids under (2 bid system) from reputed agencies for "Renovation of 2 (Two) numbers classrooms and other ancillary works at Management Development Institute Murshidabad Campus."

### **Important information:**

- (1) Every bid should contain 3 envelopes. Envelope – 1 should contain Technical Bid documents, catalogues, leaflets and EMD and should be super scribed as "Technical Bid". Envelope – 2 should contain financial bid and should be super scribed as "Financial Bid". Envelope – 3 should contain Envelope-1 & 2 and should be super scribed as "Bid for Renovation of 2 (TWO) numbers classrooms and ancillary works at Management Development Institute Murshidabad Campus."
- (2) Estimated cost of the work: Rs. 23.60 lakhs.
- (3) EMD: Rs. 47,200/- (Forty Seven thousand and two hundred) through Demand Draft from any scheduled bank in favor of MDI Murshidabad, payable at Jangipur/Omarpur/Raghunathganj.
- (4) Tender document can be viewed from the institute website: [www.mdim.ac.in](http://www.mdim.ac.in)
- (5) Tender document should be purchased from Registrar's Office, Management Development Institute Murshidabad. Price of Tender document: Rs. 1000/- (Rupees One thousand only) per document per agency. The price of tender document should be in the form of Cash/DD: drawn in favour of "MDI Murshidabad" and payable at Jangipur / Omarpur/ Raghunathganj.  
  
(Bidder/Agency should contact: Mr. Anupam Karmakar, Estate Engineer, Phone No.: 8768408450 on any working day between (10:00 AM to 5:00 PM).
- (6) Last date of submission of duly filled tender document: 31-Mar-2020 (by 3:00 p.m.)
- (7) Opening of Technical Bids: 31-Mar-2020 (3:30 p.m.)
- (8) Tender document should be submitted to "The Registrar, MDI Murshidabad, Kulori, P.O. Uttar ramna, PS- Raghunathganj, Dist – Murshidabad, West Bengal, Pin: 742235 through Speed Post/Registry Post/ Hand delivery.
- (9) Project completion Time: 60 days from the date of issuance of Work Order.

*Anupam*  
*17/3/2020*  
**Registrar**  
**MDI Murshidabad**  
**Registrar**  
**MDI Murshidabad**

**Annexure-I (to be submitted along with Technical Bid, Envelope-1)**

**Format of Tender submission covering letter**

**To,  
The Registrar  
MDI Murshidabad**

**Subject:** Submission of Tender for Renovation of 2 (TWO) numbers classrooms and other ancillary works at Management Development Institute Murshidabad Campus.

Sir,

I/We hereby offer our bid as per terms and conditions mentioned in this tender document. I/We agree to keep our offer valid for 90 days from the date of opening of the bid, and shall be bound by a communication of acceptance within that time to provide OWC system for MDIM in accordance with the tender.

- a) I / We \_\_\_\_\_ have read the general guidelines and tender document attached hereto containing the Terms and Conditions and agree to abide by such conditions. I / We offer for the subject supply & installation in the attached schedules and hereby bind myself / ourselves to complete all the formalities from time to time as required after the award of contract.
- b) I / We hereby understand that the submission of tenders / bids does not guarantee allotment of Contract. I / We further understand that in case of any information submitted by me / us being found to be incorrect, MDI MURSHIDABAD will have the right to summarily reject the tender, cancel the Contract or revoke the same at any time without assigning any reason whatsoever.
- c) I / We further agree to execute an agreement to abide by the standard and special conditions of Contract if any, for the subjected project. In case of acceptance of tender by the MDI MURSHIDABAD, I / We bind myself / ourselves to execute the Contract agreement awarded to me / us and to commence the supply/services as per the conditions of the Contract failing which, I / We shall have no objection to the forfeiture of full Security Deposit, deposited by us with MDI MURSHIDABAD in addition to other penalties specified under the terms of Contract.
- d) MDI MURSHIDABAD and its representatives are hereby authorized to conduct any inquiries or investigations or seek clarifications or verify any statements, documents and information submitted in connection with this tender.
- e) On account of non-acceptance of award or on account of not fulfilling tender conditions within the prescribed time, I/We shall be debarred by MDI-MURSHIDABAD for further participation in the future tenders of MDI MURSHIDABAD for a period of 2 years. In addition, MDI MURSHIDABAD can forfeit my/our Earnest Money Deposit (EMD).
- f) It is certified that rate(s) of the product(s) mentioned in the Financial Bid is not higher compared to as it is in the market. In case of any discrepancy noticed on this account, MDI MURSHIDABAD can take actions as may be deemed fit by MDI MURSHIDABAD.

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I/We do hereby confirm that I/We have the necessary authority and approval to submit this bid for Renovation of 2 (TWO) numbers classrooms and other ancillary works at Management Development Institute Murshidabad Campus.

A notice, E-mail or letter of communication addressed to me /us at the given address as mentioned in the Bid, even by ordinary post will be deemed to be valid and proper notice of intimation to me/us.

With Kind regards.

For \_\_\_\_\_ (Name of the Company/Organization)

**Signature of the Authorized signatory and Company/Organization seal**

**(Name of the Authorized Signatory)**

**Date:**

**Place:**

**Email Id:**

**Contact Number:**

*Signature*

**Annexure-II (To be submitted along with Technical Bid, Envelope-1)**

**Terms & Conditions applicable for this tender are as under:**

1. (1)All the pages of the tender document should be submitted duly signed by the authorized person.
2. The financial bid shall be valid for at least 90 days. Institute will not entertain any request in respect of escalation of price due to any reason whatsoever.
3. Financial Bids of only those firms will be opened, whose Technical Bids are found compliant/ suitable after technical evaluation done by the MDIM.
4. The items will be supplied and installed at MDIM Campus, Raghunathganj, nothing extra shall be paid towards the transportation, Octroi etc.
5. In case any item is found to be defective /substandard, the same shall be rejected. Institute shall not make any payment for such items and shall be removed from the site immediately.
6. MDIM reserves the right to accept or reject any or all the bids without assigning any reason whatsoever.
7. MDIM reserves the right to terminate the contract by giving seven days' notice in writing without assigning any reason whatsoever.
8. Before tendering, the bidder/Agency has inspect the site to fully acquaint himself about the conditions in regard to accessibility of site, nature and area/extent of ground, working conditions of site and locality including stacking of materials, installations of tools & plants etc. No claim whatsoever on such account shall be entertained by the MDIM under any circumstances.
9. Before inspection the site, Bidder/Agency should contact: Mr. Anupam Karmakar, Estate Engineer, Phone: 8768408450 on any working day between (10:00 AM to 5:00 PM).
10. Project completion time: 60 days from the date of issue of work order.
11. Termination for Default: MDIM may, without prejudice to any other remedy, for breach of work order/contract in whole or part, terminate the contract. The contract will be terminated if bidder/agency fails to provide any or all of the services for which it has been recognized within the period(s) specified in the work order, or within any extension period thereof if granted by the MDIM pursuant to conditions of the work order. In the judgment of the MDIM, it is engaged in corrupt or fraudulent practices in competing for or in executing the work order.
12. If a bid is not substantially responsive, it will be rejected by MDIM and may not subsequently be made responsive by the service provider by correction of the nonconformity. MDIM's determination of bid responsiveness will be based on the contents of bid itself and any written clarifications sought by MDIM in writing the response to which shall also be in writing and no change in rates shall be permitted in response.
13. Offers shall be deemed to be under consideration immediately after they are opened and until such time the official intimation of award of contract/work order is made by MDIM to the bidder/agency. While the offers are under such consideration, bidder or their representatives or other interested parties are

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advised to refrain from contacting MDIM by any means. If necessary, MDIM will obtain clarifications on the offers by requesting for such information from any or any other agencies, in writing, as may be considered necessary. Bidders will not be permitted to change the substance of their offers after the offers have been opened.

14. Bidders are invited to quote their rates on the enclosed format provided in accordance with the above instructions and all the conditions of Tender.
15. Any failure on the part of bidder/agency to observe the prescribed procedure and any attempt to canvass for the work shall render their bids liable for rejection.
16. MDIM reserves the right to allot/cancel the tender invited as it may consider/deem fit and proper and to reject the tenders/applications without assigning any reasons at any stage.
17. During tender evaluation, MDIM may, at its discretion, ask the bidder for any clarification of its tender. The request for clarification and response shall be in writing, and no change in the price or substance of the tender shall be permitted in response. The tenders received will be evaluated by MDIM to ascertain the technical suitability and lowest acceptable tender in the interest of MDIM, as specified in the specification and tender documents.
18. MDIM reserves the right to reject any / all bids including the lowest bid or withdraw the tender at any stage without assigning any reasons. Nothing contained herein shall confer right upon a bidder or any obligation upon MDIM.
19. AMENDMENT of Tender Document: At any time before the scheduled submission of bid, MDIM may, for any reasons, whether at its own initiative or in response to a clarification requested by a prospective Bidder, modify the Tender Document by issuing addendum. The amendment in the form of Addendum uploaded on the MDIM website will be binding on the bidders.
20. MDIM may, at its discretion, extend the date for submission and/or opening of the bid. In order to allow prospective bidder, MDIM may, at its discretion shall, extend the deadline for the submission of bids for a reasonable time to take the amendment into account in preparing their bid.
21. ACCEPTANCE AND WITHDRAWAL: The final acceptance of the tender would entirely vest with MDIM, who reserves the right to accept or reject any tender, without assigning any reason whatsoever. There is no obligation on the part of MDIM to communicate in any way with rejected bidders. After acceptance of the tender by MDIM, the bidder shall have no right to withdraw his tender or claim higher price.
22. Bids received with incomplete information are liable for rejection.
23. Bid received after the deadline for submission of bids will be summarily rejected.
24. Any dispute/ difference arising out or relating to this Tender: Matters regarding any dispute shall be referred for arbitration to any Officer appointed by the Director of Management Development Institute Murshidabad, whose decision shall be binding and final.
25. Laws of the Republic of India are applicable to this tender.
26. Defect liability period: 6 months from the date of completion of work.
27. Performance Security Deposit: Successful bidder is required to deposit @ 10% of the work order value as

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performance security deposit in the form of term deposit/ bank guarantee within one month from the date of work order. Performance security deposit shall be valid for a period of 6 months from the date of successful completion of the work.

28. Payment terms:

- No advance payment would be made to the agency/contractor.
- No Running account bills can be raised by the agency/contractor.
- Payment would be made as per the actual quantity executed and measured at site.
- Payment will be made after satisfactory completion of the work.
- Income tax and other statutory payments as applicable will be deducted from the bill of the bidder/agency//contractor at applicable rates as per the rules in force.

29. Liquidated damages: 1.00% (ONE PERCENT) per week or part thereof of the work order value.

30. The MDIM Engineer shall have powers to require the removal from the site of all materials and work which in his opinion are not in accordance with specifications and in case of default, the Engineer shall be at liberty to employ other persons to remove the same without being answerable or accountable for any loss or damage that may happen or arise to such materials to be substituted thereof and in case of default the Engineer may cause the same to be supplied and all costs which may attend such removal and / or substitution are to be borne by the contractor.

31. The bidder/agency shall take all precautions to avoid all accidents by exhibiting necessary red flags, red lights, and providing barriers. He shall be responsible for all damages and accidents caused due to negligence on his part. No hindrance shall be caused to traffic during the execution of work.

32. MDIM shall be at liberty and is hereby empowered to deduct the amount of any damages, compensation costs, charges and / or expenses arising or accruing from or in respect of any such claim and / or damages as aforesaid from any sum or sums due to become due to the bidder/agency.

**Agreed & accepted the above**

**(Signature of the authorized person of the Bidder with official seal)**

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**Annexure-III (To be submitted along with Technical Bid, Envelope-1)**

**Procedure for Evaluation of Technical Bids & Financial Bids:**

- 1) Bidders, fulfilling the following minimum criteria, will be considered as technically qualified:
  - a) Bidder should have minimum average annual turnover of Rs 12 Lacs (average) in last 3 financial years [Please produce 3CA & 3CD form – Income Tax Return along with Technical Bid or Turnover for last three financial years may be submitted in certificate form duly signed by registered CA].
  - b) Intending tenderers should produce credentials of completion of a 'similar nature of work'\* having minimum value of 40% of the estimated amount put to tender during last 5(five) years prior to the date of issue of the tender notice from Municipal corporations / councils /Panchayats / Government Organizations / PSUs /private organization/academic institutions etc. [Please produce work order and completion certificate along with Technical Bid].  
  
\* **Note:** 'Similar nature work' shall mean construction/renovation of all types of building works.
  - c) The work quoted should meet the specification as mentioned in Annexure-V.
  - d) Bidder should have valid PAN/GST (as applicable) [Please submit copies of PAN & GST registration document along with Technical Bid].
  - e) Bidder should submit EMD of Rs. 47,200/-(Forty Seven thousand and two hundred) (Demand Draft) along with Technical Bid.
- 2) Financial bids of the technically qualified bidders will be opened. Lowest bidder in financial bids will be considered for award of the work order subject to fulfilling other terms & conditions.
- 3) MDIM decision will be final for the evaluation of Technical Bids & Financial Bids.

**Agreed & accepted the above**

**(Signature of the authorized person of the Bidder)**





**Annexure-IV (To be submitted along with Technical Bid, Envelope-1)**

**Technical Bid**

Sl. No.	Description	Bidder response
1.	Name of the Bidder/Agency	
2.	Address & Email Id.	Address:  Email Id.:
3	Status of the Bidder (company/proprietary/partnership)	
4.	Name, Email & Mobile of the contact person	
5.	Annual Turnover in last 3 Financial years (submit 3CA & 3CD form – Income Tax Return along with Technical Bid or Turnover for last three financial years may be submitted in certificate form duly signed by registered CA].)	
6.	Credentials of completion of a 'similar nature of work'* having minimum value of 40% of the estimated amount put to tender during last 5(five) years prior to the date of issue of the tender notice from Municipal corporations / councils /Panchayats / Government Organizations / PSUs /private organization/academic institutions etc. (submit evidence)	
7.	Whether the quotation meets the technical specification as mentioned in Annexure-V.	Yes/No.
8.	PAN/GST (as applicable) (Submit copies)	PAN:  GST:
9.	EMD details	D.D. No. /date of issue/amount:
10.	Bidder should have signed all the pages of the bid documents.	Yes/No

(Name & Signature of the authorized person of the Bidder)

*[Handwritten Signature]*

**Annexure-V (To be submitted along with Financial Bid, Envelope-2)**

**Financial Bid**

<b>BILL OF QUANTITIES</b>					
<b>Sl. No.</b>	<b>Description of items</b>	<b>Quantity</b>	<b>Unit</b>	<b>Rate</b>	<b>Amount</b>
1	26.24.1 <b>False Ceiling:</b> Providing and fixing in position wall panelling at all heights with integral densified calcium silicate panels/tiles of size 595 x 595mm, having NRC (Noise Reduction coefficient) of 0.50 (minimum) as per IS 8225:1987, Light reflectance of 85% (minimum). Non-combustible as per BS:476 (part-4), fire performance as per BS:476 (part 6 &7), humidity resistance of 100%, thermal conductivity <0.043 W/m K as per ASTM 518:1991, comprising of a frame made from especially fabricated galvanised mild steel sheet 0.50 mm thick pressed section (galvanizing @120 grams per sqm including both sides) i.e. Vertical studs of size 48 x 34 x 36 mm are placed at 600mm centre to centre in a floor and ceiling channel section of size 50 x 32mm fixed to the floor and soffit at 600mm centres using 12mm dia,50mm long wedge type expanded zinc alloy dash fastener with 10mm bolt. This same channel is then to be fixed in horizontal direction at 600mm centre to centre so as to form a grid of 600mm x 600mm. Finally calcium silicate non-combustible panels/tiles are to be screw fixed with self-tapping pan head nickel coated mild steel screws of size 13 x 3.2mm on to this grid leaving an even groove of 1 mm between the panels. The joints between the panels are to be duly jointed and finished using recommended jointing calcium silicate based compound and fibre joint tape roll 50mm wide (90 metre ) roll and two coats of primer suitable for panelling as per manufacturer's specification as per direction of Engineer-in-Charge all complete. 26.24.1 With 15 mm thick fully perforated square/butt edge light weight calcium silicate panels/tiles.	348.75	SQM		
2	13.85 Applying <b>priming coats</b> with primer of approved brand and manufacture, having low VOC (Volatile Organic Compound) content. 13.85.3 With water thinnable cement primer on wall surface having VOC content less than 50 grams/litre	490	SQM		
3	13.60 <b>Wall painting with acrylic emulsion paint</b> of approved brand and manufacture to give an even shade. 13.60.1 Two or more coats.	490	SQM		

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4	21.1 Providing and fixing <b>aluminium work for doors, windows, ventilators and partitions</b> with extruded built up standard tubular sections/ appropriate Z sections and other sections of approved make conforming to IS: 733 and IS:1285, fixing with dash fasteners of required dia and size, including necessary filling up the gaps at junctions, i.e. at top, bottom and sides with required EPDM rubber/ neoprene gasket etc. Aluminium sections shall be smooth, rust free, straight, mitred and jointed mechanically wherever required including cleat angle, Aluminium snap beading for glazing / panelling, C.P. brass / stainless steel screws, all complete as per architectural drawings and the directions of Engineer-in-charge. (Glazing, panelling and dash fasteners to be paid for separately) : 21.1.1 For fixed portion 21.1.1.1 Anodised aluminium (anodised transparent or dyed to required shade according to IS: 1868, Minimum anodic coating of grade AC 15)	805	Kg		
5	8.32 Designing, fabricating, testing, installing and fixing in position Curtain Wall with <b>Aluminium Composite Panel Cladding</b> , with open grooves for linear as well as curvilinear portions of the building, for all heights and all levels etc. including: (a) Structural analysis & design and preparation of shop drawings for pressure equalisation or rain screen principle as required, proper drainage of water to make it watertight including checking of all the structural and functional design. (b) Providing, fabricating and supplying and fixing panels of aluminium composite panel cladding in pan shape in metallic colour of approved shades made out of 4mm thick aluminium composite panel material consisting of 3mm thick FR grade mineral core sandwiched between two Aluminium sheets (each 0.5mm thick).	106	SQM		
6	21.1.2 For <b>shutters of doors, windows &amp; ventilators</b> including providing and fixing hinges/ pivots and making provision for fixing of fittings wherever required including the cost of EPDM rubber / neoprene gasket required (Fittings shall be paid for separately) 21.1.2.1 Anodised aluminium (anodised transparent or dyed to required shade according to IS: 1868, Minimum anodic coating of grade AC 15)	98.19	Kg		
7	21.3 Providing and fixing <b>glazing in aluminium door, window, ventilator shutters and partitions</b> etc. with EPDM rubber / neoprene gasket etc. complete as per the architectural drawings and the directions of engineer-in-charge. (Cost of aluminium snap beading shall be paid in basic item):21.3.2 With float glass panes of 5 mm thickness (weight not less than 12.50 kg/sqm)	6	SQM		
8	13.2 15 mm <b>cement plaster</b> on the rough side of single or half brick wall of mix : 13.2.2 1:6 (1 cement: 6 fine sand)	21	SQM		

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9	6.35 <b>Brick work</b> with modular calcium silicate bricks machine moulded conforming to IS:4139, class designation 10 average compressive strength in super structure above plinth level up to floor V level in : 6.35.1 Cement mortar 1:4 (1 cement : 4 coarse sand)	7.25	CUM		
10	4.2 Providing and laying <b>cement concrete</b> in retaining walls, return walls, walls (any thickness) including attached pilasters, columns, piers, abutments, pillars, posts, struts, buttresses, string or lacing courses, parapets, coping, bed blocks, anchor blocks, plain window sills, fillets, sunken floor etc., up to floor five level, excluding the cost of centring, shuttering and finishing: 4.2.3 1:2:4 (1 Cement : 2 coarse sand (zone-III) : 4 graded stone aggregate 20 mm nominal size)	3.9	CUM		
11	13.26 Providing and <b>applying plaster of paris putty</b> of 2 mm thickness over plastered surface to prepare the surface even and smooth complete.	21	SQM		
12	11.41 Providing and laying <b>vitrified floor tiles</b> in different sizes (thickness to be specified by the manufacturer) with water absorption less than 0.08% and conforming to IS: 15622, of approved make, in all colours and shades, laid on 20mm thick cement mortar 1:4 (1 cement : 4 coarse sand), jointing with grey cement slurry @ 3.3 kg/ sqm including grouting the joints with white cement and matching pigments etc., complete.11.41.2 Size of Tile 600x600 mm	6.32	SQM		
13	Supplying, fitting & installation of false ceiling mounted LED panel (50 watt: 2'x 2') with accessories. Including wiring and labour costing. Philips make	60	Pcs		
<b>Total amount inclusive of all incidental charges=</b>					
<b>GST (If Any)=</b>					
<b>Total quoted amount=</b>					

**Total Cost (Quoted) Summary:-**

1. Quoted Total Cost Rs. (In Figures) \_\_\_\_\_

2. Quoted Total Cost (in words)

(Rupees \_\_\_\_\_

\_\_\_\_\_ only)

Signature of Tenderer's with date & Official seal

