

# Management Development Institute Murshidabad

## Request for Quotation (RFQ)

Ref. No: MDIM/Admin./Estate Department/Quotation/Exterior painting/2025/01, 12th March, 2025

To,  
The Registrar,  
Management Development Institute Murshidabad (MDIM)

SL No.	Description	Details (Blank Columns To be filled by Bidder)
1.	Name & address of the Company with Phone No/ Fax/ E-mail	
2.	Name of authorized person with phone/ mobile no.	
3.	Income Tax PAN number (Attach copy of PAN Card)	
4.	GST Registration No. (Attach copy of the registration certificate)	
5.	Material Brand Name to be used: a) Paint ( <b>Acrylic Aliphatic PU based paint</b> ): b) Damp proof Primer: c) Water Proof Putty: d) Paint (for balcony steel railings exterior) Product Information Sheets(PIS) to be supplied	a) b) c) d)
6.	INDEMNITY	The Bidder will defend, indemnify, hold harmless and keep MDIM, its directors, officers, employees, representatives, agents indemnified from and against all losses, damages, claims, suits, legal proceedings including but not limited to claim for any infringement of any intellectual property rights or any third party rights, arising out of or related to (i) breach of any of the bidder's warranties, representations or nonperformance of any of its obligations/ terms & conditions of this contract, (ii) breach of any applicable laws by the Bidder (iii) loss of or damage caused to any property, material or injury caused to any person in the course of or in connection with the execution of this contract, (v) negligence and misconduct of the Bidder

		or its agents, employees, invitees or by any other person acting on its behalf.
7.	STATUTORY COMPLIANCES	The Successful Bidder shall comply all the statutory laws applicable for this job.
8.	Safety & Security	The successful bidder will ensure proper safety, security of the labours engaged in the job. Adequate insurance coverage should be obtained prior to commencement of the job.
9.	Completion Time	21 days from the date of issuance of Work Order.
10.	Unconditional Guarantee of the executed work	<b>Minimum 10 (TEN) years from the date of completion.</b> In case of any defects (other than physical damage) noticed by the employer during the Defect Liability Period, the agency has to address the issue within 7 workings days from the date of issuance of letter to the agency. (This performance guarantee has to be submitted to Employer in Rs. 100.00 stamp paper by the successful bidder).
11.	Compensation for delay:	If the successful bidder fails to complete the work within stipulated time period and clear the site on or before the date of completion, the agency shall without prejudice have to pay as compensation (Liquidated Damages) @ Two percent (2%) of the tender awarded value per week of delay. The aggregate of such compensation/ compensations shall not exceed 10 (ten) percent of the total value as shown in the issued Work order.
12.	Measurement of work	Measurement of the work done may be done by the Assistant Engineer Civil of MDIM or his authorized representative in the presence of successful bidder in order to ensure that the quantity of the work done is as per the bills raised. The work has to be executed as per instruction of Assistant Engineer Civil (MDIM). In case of any mismatch, MDIM may take appropriate action against the successful bidder including levying penalty on the billed amount. Joint measurement procedure would be followed. The successful bidder is expected to follow all instruction of the Engineer (MDIM), terms and conditions and specifications as furnished. Complete in all respects as per satisfaction of the employer.
13.	PAYMENT TERMS	The successful bidder shall not be paid any advance on any account. The successful bidder shall be paid upon completion of the work. The Bidder shall submit the original invoice/bill along with the proof like photo with date, location of the work done etc. MDIM may cross check the same and the payment will be made

		<p>within 15 working days after the bills are approved in every aspect through NEFT/RTGS/UPI online payment mode. The payment shall be subject to deduction of TDS as per applicable laws. No interest shall be payable on the amounts withheld, under the terms of the work order.</p> <p>Payment would be made in parity with the site measurement sheet and in accordance with the work actually executed at site.</p>
14.	Date & time & method for submission of Quotation	<p><b><u>The last date of submission of bid is 17/03/2025 up to 5:00 PM.</u></b></p> <p>The quotation along with other required documents to be created in a single PDF file format and the said file must be password protected and to be sent <b><u>at etender@mdim.ac.in along with password on or before 17/03/2025 up to 5:00 PM.</u></b></p> <p><b><u>OR</u></b></p> <p>The duly filled Bid Document should be submitted in a single envelope address to: <b>The Registrar, Management Development Institute Murshidabad, Kullori, Post- Uttar Ramna, PS- Raghunathganj, Dist- Murshidabad, Pin742235.</b> Please mention "<b>Quotation for exterior painting works at MDI Murshidabad</b>" on the envelope. <b><u>The last date of submission of bid is 17/03/2025 up to 5:00 PM. The bid can be submitted through speed post/courier/hand delivery.</u></b></p>
15.	<p>Detailed Scope of work (Campus Exterior Painting):</p> <ul style="list-style-type: none"> <li>• <b>Cleaning:</b> Thoroughly clean the surfaces to be painted, removing dirt, dust, mildew, and loose paint.</li> <li>• <b>Repair and Patching:</b> Address any cracks, holes, or damaged areas by patching, caulking, or sanding as needed.</li> <li>• <b>Sanding:</b> Smooth the surfaces with sandpaper to create a proper surface for priming and painting.</li> <li>• <b>Removal of Old Coatings:</b> Remove existing paint, wallpaper, or other surface treatments using appropriate methods.</li> <li>• <b>Repair surface with water proof putty in patches as per site requirement.</b></li> <li>• <b>Priming:</b> Apply a suitable water proof/damp proof primer (one coat) to ensure proper adhesion of the paint to the surface.</li> <li>• <b>Painting:</b> Apply the specified number of coats (two or more as per site requirement to obtain uniformity) of paint (<b>two Acrylic Aliphatic PU based paint: Air Drying, Excellent finish with high gloss, Excellent color &amp; gloss retention</b>), ensuring a smooth and even finish. The duration between two consecutive coats should be minimum of 3 (three) hrs.</li> </ul>	

Before bringing any material for painting at site, the approval needs to take from the Asst. Engineer Civil (MDIM) for shade.

**Broad Scope of work:**

SL. NO.	PARTICULARS	DETAILS OF SERVICES TO BE PROVIDED BY THE AGENCY
01	Exterior Painting of Boys' hostel Building	The Agency will conduct Exterior Paintings of Boys' hostel Building at MDI Murshidabad Campus. The Total area shall be approx. 53864 Square Feet with the variation allowed +/- 20%.
02	Exterior Painting of Girls' hostel Building	The Agency will conduct Exterior Paintings of Boys' hostel Building at MDI Murshidabad Campus. The Total area shall be approx. 23176 Square Feet with the variation allowed +/- 20%.
03	Exterior Painting of Academic Building	The Agency will conduct Exterior Paintings of Boys' hostel Building at MDI Murshidabad Campus.
04	Peripheral Estate Boundary wall	The Agency will conduct Exterior Paintings of Boys' hostel Building at MDI Murshidabad Campus. The Total area shall be approx. 74392 Square Feet with the variation allowed +/- 20%.

**Financial Bid:**

Description	Quote Rate per Sqft	Quote rate In words
Quote Comprehensive rate in parity with the Detailed Scope of work (point 14.) inclusive of all (Materials, painters, labours, scaffolding, transportation, painting accessories, GST and other applicable charges). Complete in all respects. (For any shade as per instruction of the employer)		

**Instruction to Bidders:**

- a) Bids are to be submitted in the following manner: The quotation along with other required documents to be created in a single PDF file format and the said file must be password protected and to be sent **at [etender@mdim.ac.in](mailto:etender@mdim.ac.in) along with password on or before 17/03/2025 up to 5:00 PM.** While submitting, the bid documents must be signed and stamped as a token of acceptance of all terms and conditions.

**OR**

The duly filled Bid Document should be submitted in a single envelope address to: **The Registrar, Management Development Institute Murshidabad, Kullori, Post- Uttar Ramna, PS- Raghunathganj, Dist- Murshidabad, Pin742235.** Please mention "**Quotation for exterior painting works at MDI Murshidabad**" on the envelope. **The last date of submission**

**of bid is 17/03/2025 up to 5:00 PM. The bid can be submitted through speed post/courier/hand delivery.**

- b) While submitting, the quotation must be signed and stamped as a token of acceptance of all terms and conditions.
- c) The bidders are requested to read the BID document carefully and ensure compliance with all Scope of work, terms & conditions and specifications herein. Non-compliance with specifications and terms & conditions in this document may disqualify the bidders from the bidding process.
- d) Quotations received after the due date and time will not be considered or accepted and no request or appeal will be entertained in this regard. MDIM authority reserves the right to accept or reject any or all the quotations without assigning any reason whatsoever.
- e) The Bidders may visit work site before submitting quotation.

We confirm that We have carefully read the terms and conditions of the bid document and that the information furnished above are correct to the best of our knowledge. In the event of our selection, I/we agree to comply with all the conditions stipulated in the Bid documents.

Name of Authorized Representative:

Signature with Date:

Official Stamp:

Place: