



# Delhi Police Public School

B-4, Safdarjung Enclave, New Delhi-110029  
Ph.: +91-11-26177094 E-mail: dppschoo@gmail.com

**Subject: Tender for Primary Staff Room at DPPS, Safdarjung Enclave, New Delhi-110029.**

Sealed tender are invited under two bid system i.e. technical and financial bids from reputed and experienced contractors for **“Primary Staff Room”** in the Delhi Police Public School, Safdarjung Enclave, New Delhi-110029. Tender will be accepted on the prescribed proforma. The tender form having specifications, unit, quantity and terms and conditions etc. for **“Primary Staff Room”** can be purchased from the office of Delhi Police Public School, Safdarjung Enclave, New Delhi-110029, on all working days, from 9:00 am to 01:00 pm on cash payment of Rs. 500/- (Rs. Five hundred only) (non-refundable) upto 10-02-2017 till 01:00 pm. The last date for submission of duly filled, sealed tenders (both technical as well as financial bids) 14-02-2014 upto 11:00 am. The Technical Bid will be opened on 14-02-2014 at 11:30 am and Financial Bid will be opened at 12:00 noon, in the school, in the presence of duly constituted committee and bidder/representative of the bidder.

Encl. As above.

(Manager/ Principal)



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Tender Form No. : \_\_\_\_\_/DPPS-SJE/2016-17

30-Dec-16

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Sir/Madam,

**Subject: Tender for "Tender for Primary Staff Room at Delhi Police Public School, Safdarjung Enclave, New Delhi-110029.**

Sealed tender are invited under two bid system i.e. technical and financial bids from reputed and experienced contractors for **Primary Staff Room** in the Delhi Police Public School, Safdarjung Enclave, New Delhi-110029. Tender will be accepted on the prescribed proforma. The tender form having specifications, unit, quantity and terms and conditions etc. for **Primary Staff Room** can be purchased from the office of Delhi Police Public School, Safdarjung Enclave, New Delhi-110029, on all working days, from 9:00 am to 01:00 pm on cash payment of Rs. 500/- (Rs. Five hundred only) (non-refundable) upto 10-02-2017 till 01:00 pm. The last date for submission of duly filled, sealed tenders (both technical as well as financial bids) 14-02-2014 upto 11:00 am. The Technical Bid will be opened on 14-02-2014 at 11:30 am and Financial Bid will be opened at 12:00 noon, in the school, in the presence of duly constituted committee and bidder/representative of the bidder.

Encl.: As above.



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1. Contractor capable of completing the job within stick/given time schedule may submit their offer in two bid separate sealed covers, marked Technical Bid and Financial Bid clearly, indication the opening date and time of the tender.
2. Contractor should be registered with Delhi Value Added Tax (VAT) Act 2004 and must produce along with the application the self attested copy of such registration and acknowledgement of up to date filed returns submitted to the department of Trade and Taxes Delhi.
3. If the office happens to close on the last date, the tender will be received on the next working day the same time.
4. The earnest money of Rs. 10500/- (Rs. Ten thousand Five Hundred only) in the form of Demand Draft/Banker's Cheque in favour of the Delhi Police Public School, Safdarjung Enclave, New Delhi-110029 must be enclosed with the Technical Bid.
5. The Competent Authority of D.P.P.S./SJE reserves the right to reject any or all the tenders/tender process, without assigning any clarification/reason.
6. The bidder should not be under a declaration in eligibility/black listed for corrupt and fraudulent practices issued by any agency.
7. The validity of the bid shall be 60 days, after the date of Financial Bid opening. A bid valid for shorter period will be rejected as non responsive.
8. The Technical bid prepared by the bidder should be sealed in a envelope duly marking the envelope as "Technical Bid" and addressed to the D.P.P.S./SJE and statement on the envelope indicating **Due For opening On 14-02-17 and Do Not Open Before 14-02-17** and shall comprise of following documents.
  - a. Complete Bid form, duly filled, signed and stamped.
  - b. Trade Identification Number (TIN), Pan Number.
  - c. E.M.D. of Rs. 10500/- (Rs. Ten thousand Five Hundred only) in the form Demand Draft/ Banker's Cheque of a Scheduled Bank in favour of Delhi Police Public School, Safdarjung Enclave, New Delhi-110029 for the requisite amount.
9. Mode of payment
  - i. 80% after supply of material in School Premises.
  - ii. 15% after completion of job to the satisfaction of DPPS/SJE.
  - iii. 5% after 6 month.
10. The earnest money will be forfeited:
  - i. If the bidder withdraws its bid during the period of bid validity.

- ii. In case of successful bidder fails to complete the job the within a period of 7 days after award of letter.
  - iii. If the successful bidder submits any false information in their bid.
11. Any bid received after the deadline for submission of bids prescribed, will not be entertained any at any cost and will be rejected or returned unopened to the bidder.
12. The evaluation and comparison will be made on the basis of lowest total rates offered by the bidder.
13. Payment of work carried out to satisfaction of DPPS/SJE shall be made at the earliest possible, as per completion of work.
14. Any disputes are subject to the jurisdiction of Delhi Courts only.
15. DPPS/SJE reserves the right to cancel the tendering process without assigning any reason. No claims will be entertained in this regard by participating vendors.
16. The tender shall remain valid and open for acceptance for a period of 30 days from the last date of submission of tender.
17. Bid must be received in the DPPS/SJE, ND (as the address specified) not later than the date and time stipulated in the tender for. The DPPS/SJE may, at its discretion, extend the dead line for submission of bids in which case all right and obligations of DPPS/SJE and bidder will be the same.
18. Except for any such written clarification by the DPPS/SJE, which is expressly stated to be an addendum to the tender document issued by the office of the DPPS/SJE, no written or oral communication, presentation of explanation by any other employee of the DPPS/SJE shall be taken to bind or fetter the DPPS/SJE under the contract.
19. The bidder the required to and advised to visit and acquaint himself with the area. The cost of visiting shall be borne by the bidder.
20. One copy of the tender document and addenda, if any, there to with each page signed and stamped shall be attested to acknowledge the acceptance of the same.
21. Conditional bid/offers will be summarily rejected.
22. Any tender not accompanied by bid security shall be rejected.
23. Bid securities of unsuccessful bidders will be returned to them at the earliest after expiry of the final bid validity and latest on or before the 60<sup>th</sup> day after the award of the contract.
24. Financial bids of only the technically qualified bidders will be opened for evaluation in the presence of qualified bidders.
25. Subsequently, the technically bid will be evaluated as per the mythology given in the annexure-c of the tender document.

26. The successful bidder will be required to execute a contract agreement in the form specified in the Annexure, within a period of 7 days from the date of issue of letter of offer.
27. Failure of the successful bidder to comply with the requirement of above clause shall constitute sufficient ground of the annulment of the award and forfeiture of bid security.
28. The bid security will be forfeited, if bidder withdraws its bid during the period of bid validity in case of successful bidder if he fails to sign the contract.
29. The validity of tender should be six months and rates quoted shall remain unchanged till the completion of work. Any stoppage of work by any agency etc. for any unforeseen circumstances will have to be borne with by the awardee and rates will not be changed.
30. The management committee reserves the right to reject any tender assigned or to any reason negotiate with L-1 form.



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Sl. No. : \_\_\_\_\_.

Cost of Tender Form : Rs. 500/-

## TECHNICAL BID

Subject: Primary Staff Room at Delhi Police Public School, Safdarjung Enclave, New Delhi-110029.

S. No.	Details	
1.	Name & Address of the firm with telephone no.(s)	
2.	Firm's Registration Proof, if any.	
3.	Name, designation and telephone no.(s) contact person, if authorized person of firm then provide address & phone no.(s) also	
4.	Constitution and profile of the firm, whether Proprietorship, partnership or Limited firm. Provide name and telephone no.(s) of Director/ Partner/ Proprietor of the firm (Attach proof)	
5.	Photocopies of Documents indicating the Registration with DVAT department (TIN No.)	
6.	Details of earnest money enclosed i.e. DD No./ Amount and date with the Banks Name and branch address	
7.	Declaration/ Certificate to the fact that firm is not black listed with any agency.	
8.	Validity of tender being	

	<b>submitted in days.</b>	
<b>11.</b>	<b>Any other information</b>	

Enclosures: Give details of supporting documents enclosed.

**Signature and stamp  
of the bidder  
with address**



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## ANNEXURE-B

### SCOPE OF WORK

The contractor shall Primary Staff Room in Delhi Police Public School, B-4, Safdarjung Enclave, New Delhi-110029 by using requisite material from the approved list of items enclosed with the tender form and to ensure their functional utility.

The contractor is to quote the rates those should include all expenditure involved, including any hidden cost involved in Primary Staff Room in Delhi Police Public. No extra payment for any claim related to the work awarded will be made under any circumstances.





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**ANNEXURE - G**

## **Non-Blacklisting declaration**

To,

Delhi Police Public School,  
B-4, Safdarjung Enclave,  
New Delhi-110029.

Subject: **Non-Blacklisting declaration in connection with tender for Primary Staff Room in Delhi Police Public School, Safdarjung Enclave, New Delhi-110029 dated**

Dear Sir,

This is to notify you that our Firm/ Company/ Organization is submitting a proposal in response to tender for Primary Staff Room in Delhi Police Public School, Safdarjung Enclave, New Delhi-110029 dated

In accordance with the above we declare that:

1. We are not involved in any major litigation that may have an impact of affecting or compromising the delivery of product(s) and/or service(s) as required under this assignment.
2. We are not blacklisted by any Central/ State Government/ agency of Central/ State Government of India or any other country in the world/ Public Sector Undertaking/ any Regulatory Authorities in India or any other country in the world for any kind of fraudulent activities.

Sincerely,

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Capacity in which signed: \_\_\_\_\_

Name & Address of the Firm: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**DELHI POLICE PUBLIC SCHOOL**  
**B-4, Safdarjung Enclave, New Delhi-110029**

**Annexure-A**

**Sub.: Prefabricated Portacabin Size 3.6 mts. X 4.5 mtr. = 11.9 ft. X 15 ft. (OD)**  
**WITH FLOOR Height 2.7mtr. X 3.0 mtr. =9' – 10' (OD) (DOUBLE – SLOPE)**

Sr. No.	ITEM	QTY.	RATE	AMOUNT
1.	Walls:- Sandwitched wall Panels of 50 mm thick made our of both sides 6 mm thick Cement Fibre board in between thermocole of 38 mm thick Roof:- The roof shall be made out of MS hollow pipes grid of 2 ft. X 4 ft. With insulation thermocole, covered by 6 mm thick MDF board underneath and hangover to be covered 6 mm thick bison board and pre-painted galvanized steel sheets on top.			
2.	Structure & Hardware:- trusses, principles + hardware & 90 dig., 112 dig of walls & roof supports + C, H, Z, sections & fasteners for fixing the panels with floor.			
3.	False ceiling:- Plain Gypsum board false ceiling. (Any kind of design ceiling charge extra)			
4.	Door:- Cost of ms door frames with water proof flush door & mortise lock for locking arrangements.			
5.	Window:- Cost of plain aluminium sliding 5mm glass window with locking arrangements.			
6.	Finishing & Paint work:- Outside texture coating inside OBD paint make Nerolac/Shalimar/Berger of desired colour.			
7.	Modular Floor:- Make out of MS pipe sections resting on ISMB/C and mounting with			

	16mm bison board to provide sturdy portable floor 6"8" above ground level.			
8.	PVC:- Cost of PVC on floor 1.5mm thick branded makes in rooms.			
9.	Electrical:- Cost of concealed electrical points Anchor Roma make including pvc pipe with internal wiring (wire use Finolex) external is out of scope.			
10.	Erection / Installation charges at your site in Delhi.			
11.	Transportation charges from our Delhi workshop to your site in Delhi			
12.	Roof:- The roof shall be made our of MS hollow pipes grid of 2ftX4ft with insulation thermocole, covered by 6mm thick MDF board underneath and hangover to be covered 6mm thick bison board and pre-painted galvanized steel sheets on top.			
13	Structure & Hardware:- Trusses, principles + hardware & 90 dig., 112 dig for walls & roof supports +C,H,Z sections & fasteners for fixing the panels with EXISTING ROOF STRUCTURE.			
14.	Finishing & Paint work:- Outside texture coating inside OBD paint make Nerolac/Shalimar/Berger of desired colour UNDER ROOF.			
15.	Erection / Installation charges at your site in Delhi.			
16.	Transportation charges from our Delhi workshop to your site in Delhi			

PRODUCED BY AN AUTODESK EDUCATIONAL PRODUCT

PROPOSED LAYOUT OF PORTACABIN  
SIZE-11.9' x 15' HT -10' - 9.5' (OD)  
SINGLE SLOPE ROOF

