

Cost of Tender Document: Rs.500/-

Notice inviting Tender for “Renovation of Existing Mid Lab Computer room and Renovation of Existing Chemistry Lab into Senior Computer Lab” at Delhi Police Public School at Safdarjung Enclave, New Delhi-110029.

1. Sealed tender are invited under two bid system i.e technical and financial bids from reputed and experienced Interiors furnishing contractors for work of modernization of Existing Middle school and senior school Computer Labs at Delhi Police Public School, Safdarjung Enclave, New Delhi-110029. Tender will be accepted on the prescribed Performa. The tender form having specifications, unit, quantity and terms and conditions etc for modernization of Existing Middle school and senior school Computer Labs at Delhi Police Public School, Safdarjung Enclave, New Delhi can be purchased from Delhi Police Public School, Safdarjung Enclave, New Delhi-110029 on all working days, from 9:00am to 1:00pm on cash payment of Rs.500/- (Five hundred only) non refundable up to 01.08.2017. The last date for submission of duly filled sealed tenders (both technical and financial bids) 02.08.2017 up to 09:00am. The Technical bid will be opened on 02.08.2017 at 11:00am and financial bid will be opened on same after scrutiny of technical bid in the school in the presence of duly constituted committee and bidder/ representative of the bidder. The price bids of only those firms will be opened who will qualify in the technical bid. In case the due date is declared a holiday, tender shall be opened on next working day. Tender forms and other details are also available on school web-site (www.delhipolicepublicschool.com) for downloading. For downloading tender form, fee of Rs.500/- (Five Hundred Only.) in the form of Demand draft favouring Delhi Police Public School, Safdarjung Enclave and payable at New Delhi has to be enclosed with the Technical Bid, failing which the Tender will be rejected.

Encl:As Above

Principal

SCOPE OF WORKS

The Contractor shall modernize the existing middle school and senior school computer labs by replacing/modernizing, wherever required, existing furniture/ Computer work station/ Electricity connections with lights(if needed)/ Chairs and Stools/ Polishing of existing Chairs & Stool/ Minor modification of main door/ shifting and installation of projector from one room to another room/ replacing of Window Blinds/New flooring with new one from the approved list of items enclosed with the tender form and to ensure their function properly.

This includes right from removal of existing broken/ non functional items, fixing of existing functional equipment (if any), accessories & wiring to fully functional.

The contractor is to quote the rates those should includes all expenditure involved, including any hidden cost. Payment should be made on actual quantity basis and no extra payment for any claim related to the work awarded will be made under any circumstances except any change in items list.

Terms & conditions of the tender:-

1. Separate envelope should be used for TECHNICAL BID and PRICE BID. The words "TECHINCAL BID & PRICE BID" for the Renovation of Existing Middle School and Senior School Computer Labs at Delhi Police Public School, B-4, Safdarjang Enclave, New Delhi which will be opened on 02.08.2017 at 11 A.M., shall be prominently marked on the top of each envelope separately and both bids & main envelopes should be addressed to the Principal, Delhi Police Public School, B-4, Safdarjang Enclave, New Delhi. The sealed envelopes should further be put in a bigger envelope duly sealed and superscribed. Project estimated cost is Rs. 25,00,000/- (Including taxes).
2. The bids should reach this office by 9.00 A.M. on 02.08.2017.
3. The Technical Bids will be opened first on 02.08.2017 at 11 A.M. in office chamber of Principal, Delhi Police Public School, B-4, Safdarjang Enclave, New Delhi and the Price Bid will be opened only after scrutiny of technical bid. The price bids of only those firms will be opened who will qualify in the technical bid. In case the due date is declared a holiday, tender shall be opened on next working day.
4. Only total amount will be calculated/considered for the whole tender, rather than item wise rate for the above Tender.
5. Tenders received late will not be entertained.
6. Incomplete or Conditional bid(s) will not be entertained.
7. Only contractor who have experience with Interiors works and have at least qualified Architect (with COP from Council of Architects of India) in his pay roll/ as a Management staff/ as a consultant can participate in the tender. The bidders must have to submit Council of Architect certificate and no objection certificate from that Architect.
8. No representative shall be allowed to attend the meeting of the Tender Committee on behalf of more than one bidding firm.
9. The bidding firm must be registered with the Sales Tax/Service Tax/ GST and registration certificate for the same must be attached with the technical bid. More over bidder must submit their audited Balance Sheet, Profit & Loss account for the F.Y 2014-15, 2015-16 and 2016-17(if any/ Turnover Certificate from CA) along with Income Tax Returns , may also be attached with the technical bid.
10. The bidder firm must have average annual Turnover Rs.40,00.000/- for the period 01.04.2014 to 31.03.2017. If Audited balance Sheet for the Financial Year 2016-17 is not

ready with the bidder, then bidder may submit Turnover Certificate from CA for the F.Y 2016-17 and average Annual Turnover shall be calculated after consider value of business as mentioned in CA Certificates for the Financial year 2016-17.

11. The firms participating in the tender must attach a list of their directors/owners/partners etc. and a Certificate to the effect that the firm is neither blacklisted nor any criminal case/complaint is registered/pending against the firm or its director/owner/partner anywhere in India. Any firm found blacklisted by any Govt. Deptt. shall not be considered for this tender.
12. The bidder(s) should have to submit with Technical Bids at least one completed interiors project costing not less than Rs.25,00,000/- (Twenty Five Lacs Only) or at least two completed interiors project costing Rs.20,00,000/- each during the period 1st April 2014 to 31st March 2017.
13. Bidders shall not be permitted to alter or modify their bids after expiry of the deadline for receipt of bids.
14. Bidder(s) participating in the tender have to deposit application fee of Rs.500/- and Earnest Money amounting to Rs. 50,000/- in the shape of an Account Payee Demand Draft in favour of Delhi Police Public School, payable at Delhi with the Technical Bid. EMD may also be submitted in the form of Banker's Cheque, FDR or Bank Guarantee from any Commercial Bank in an acceptable form. No tender will be accepted without requisite Application Fees and EMD. EMD deposited with the bids shall bear no interest. The EMD should be valid for a period of 45 days beyond the date of bid validity.
- 15. The Application Fee is non-refundable.**
16. The Companies/firms registered with NSIC/DGS&D for the tendered items only are exempted from deposit of EMD. They have to enclose valid registration certificate/document with their tender.
17. Rates quoted shall be valid up to three months from the date of opening of price bids.
18. It should be clearly mentioned whether the rates are inclusive or taxes or not.
19. Payment will be made as per actual measurement.
20. The successful Bidder shall be submitting Design/ layout plan of each room before start of works.
21. The bidder/ Firm shall be at least one years old registration.

22. The purchase shall be on credit basis and no advance payment shall be given.

23. Bidder(s) shall specify the minimum period of time to complete the above renovation works in Technical Bid, otherwise time limit to complete the works has to be decided mutually. In case the firm fails to complete the works within stipulated period (as mutually decided by both the party), penalty of 1% per week on the total cost of project will be imposed on the firm. If even after, this works is not completed, legal action shall be initiated against the firm as per norms specified in the tender and proceeding for blacklisting will also be initiated. The penalty shall be recovered from the Earnest money deposit/outstanding dues/security deposits/final bill etc.

24. After evaluation of technical bids of all tendering firms, the Purchase Committee shall examine the documents of those firms, which are found complying with the tender terms and conditions in the technical Bid. Price Bids of only those firms will be opened, whose documents are found meeting with the required criteria.

25. The total defect liability period shall be 24 months from date of completion of works at site.

26. Bidder(s) shall indicate their rates in clear/visible figures as well as in words and shall not overwriting/make cutting in the quotation. If any alteration/overwriting etc. are noticed, the rates of such item shall not be considered.

27. In case the bidders/successful bidder(s) is noticed breaking of any condition(s) at any stage during the proceedings of tender warranty/guarantee period, the legal action as per rules/laws shall be initiated and Earnest money/security money as applicable can be forfeited. Proceedings for blacklisting will also be initiated.

28. Conditional bids shall not be accepted at any cost and shall be rejected straightway.

29. In case successful bidder(s) shows inability/incapability to complete the works after acceptance of the tender, legal action as enumerated above, difference of higher cost, if the works is got completed from other bidder(s), agency from market would be recovered from the earnest money/security deposits in the bids.

30. If there is any fault in the works during defective liability period, same should be intimated by the DPPS and should be rectified/repairs within seven days from the date of intimation.

31. All the material to be supplied should as per the technical specifications mentioned in the tender. If the supplied materials are not found as per technical specifications mentioned in the tender, the same should be changed within 07 days.
32. The committee decision will be final and the bidder(s) should not have any objection in this regard.
33. A copy of terms & conditions duly signed by the bidder(s) as a token of acceptance of the same should be attached along with the tender.
34. The Competent Authority reserves the right to reject any or all bids without assigning any reasons thereof on the recommendations of the Tender Committee.
35. All disputes are subject to the jurisdiction of the Courts in the NCT of Delhi.
36. The successful bidder whose bid is accepted will have to deposit Performance Security by A/C payee Demand Draft/FDR, Bank Guarantee @ 10% of the tendering amount in favour of Delhi Police Public School. The performance security should be valid for a period of 14 months beyond the date of completion of contractual obligations. No interest is payable on the performance security.
37. In case the firm, whose rates are accepted, fails to deposit requisite Performance Security, EMD deposited by the firm will be forfeited.
38. The security deposits shall be released only after the completion of warranty/guarantee period successfully.
39. In case any adverse report/information/complaint etc. before/after the opening of tender against the bidder(s) about any wrong information/pooling of tender, deceitful act, concealment of fact etc. is received/noticed, the EMD/Security Deposit of the firm(s) will be forfeited and the firm(s) will be blacklisted, besides strict legal action as per law will be taken separately.

THE FOLLOWING DOCUMENTS SHOULD BE SUBMITTED WITH THE ENVELOPE MARKED AS TECHNICAL BID AND DOCUMENTS SHOULD BE PROPERLY PAGED IN TENDER FORMAT:-

- a. APPLICATION FEES OF RS.500/- IN THE SHAPE OF AN ACCOUNT PAYEE DEMAND DRAFT IN FAVOUR OF DELHI POLICE PUBLIC SCHOOL.
- b. EARNEST MONEY OF RS. 50,000/- IN THE SHAPE OF BANK DRAFT IN FAVOUR OF DELHI POLICE PUBLIC SCHOOL.
- c. SALES TAX/VAT/SERVICE TAX/ GST REGISTRATION CERTIFICATE.
- d. AUDITED BALANCE SHEET FOR THE F.Y 2014-15, 2015-16 AND 2016-17(IF ANY/ TURNOVER CERTIFICATE FROM CA)
- e. REGISTRATION CERTIFICATES OF NSIC/DGS&D THE TENDERED ITEMS, IF REQUESTED FOR EMD EXEMPTION.
- f. COPY OF TERMS & CONDITIONS DULY SIGNED WITH SEAL OF THE FIRM, AS A TOKEN OF ACCEPTANCE OF TERMS AND CONDITIONS.
- g. CERTIFICATE OF BLACK LISTING / CRIMINAL CASE ETC.

- h. PRICE BID SHALL CONTAIN PRICE CLEARLY MENTIONING SALES TAX/VAT/SERVICE TAX /GST & OTHER LEVIES ONLY AND NO OTHER DOCUMENTS SHALL BE ENCLOSED WITH THE PRICE BID.
- i. WORKS EXPERIENCE CERTIFICATE IN SUPPORT OF EXPERIENCE OF WORKS AS MENTIONED IN SERIAL NO. 12.
- j. COMPANY'S REGISTRATION CERTIFICATE (IF ANY).
- k. COMPANY'S INCOME TAX PAN.
- l. REGISTRATION CERTIFICATE OF PF AND ESIC REGISTRATION (IF ANY).

**PRINCIPAL,
DELHI POLICE PUBLIC SCHOOL**

BOQ for modernization of existing middle school and senior school computer labs					
at Delhi Police Public School, Safdarjung Enclave, New Delhi					
ANNEXURE-"I"					
Sr.No	Description of Items	Unit	Qty.	Rate	Amount(Rs.)
1	Demolition of Existing Computer Work Station and providing and fixing of new computer work station with UPS stand, Key Board tray, Pin board for pinning with each work station with laminates finish(Make of Board & laminates - ISI mark), Width- 2ft) and all others accessories.	Nos.	68		
2	Removing of all existing Electric points , providing and fixing new electric points for each computer work station. New Electricity points should be consealed in conduit and fixing of lights as and where needed to work each computer work station properly.	sqft	1460		
3	Providing paints into all walla, ceiling etc with good quality of finishing.	sqft	4500		
4	Providing and fixing of Window Blinds to protect extra sunlight	sqft	320		
5	Providing and laying new DATA connection for each computer work station	sqft	1500		
6	Providing and fixing of Starage cabinet(including overhead cabinet) with laminated finish.	sqft	160		
7	Cost of Teacher table (Top with Board laminates finishing) with drawer etc. Size of Teacher table as per standard.	Nos.	4		
8	Cost of Mid back chair for Teacher seating(ISI make)	Nos.	4		
9	Polishing and repairing of main door(Change of Hing/ Locks etc)	Nos.	2		
10	Stool/ Small stool for student seating in computer class room	Nos.	14		
11	New Central Chairs(continuous) for common seating arrangment in Computer Lab.	Nos.	12		
12	Paint / Polishing of existing connon chairs	Nos.	49		
13	Paint / Polishing of existing stool with each computer work station	Nos.	45		
14	Providing and laying Tiles(Kajaria/ Somany/Johnson) in floor area	sqft	750		
15	Demotion work, wherever required.	sqft	750		
	Sub-Total				
	Add: Taxes, as applicable				
	Total Estimated Cost				

Delhi Police Public School

B-4, Safdarjung Enclave, New Delhi-110029

Ph.: +91-11-26177094 E-mail: dppschoo@gmail.com

CHECK-LIST OF TECHNICAL BID

Tender for “Modernization of existing middle school and senior school computer lab at Delhi Police Public School at Safdarjung Enclave, New Delhi-110029. ANNEXURE- “D”

1.	Attested Passport size, recent photograph of the prospective bidder with contact details	
2.	Registration Number of Firm	
3.	Name, address of Firm/Agency and telephone number(s)	
4.	Name, Designation, Address and Telephone No. of Firm/ Agency to deal with	
5.	Please specify as to whether Tenderer is sole proprietor/Partnership firm. Name and Address and Telephone number(s) of Directors/Partner should be specified.	

6.	Copy of PAN card issued by Income Tax Department and Copy of Previous 3 Financial years Income Tax Returns(if any)	
7.	Service Tax Registration Number/ GST Provisional Registration Number (Enclose self-attested Photocopy)	
8.	Annual Turnover (in Lacs) (enclose proof)	
9.	Experience of having executed similar works satisfactory as per terms & conditions of Tender.	
10.	Volume of work done during last three financial years as specified in (Enclose documents).	
11.	Details of Bid Security deposited.	
12.	Amount: (in figure) Rs.	
12.1	Amount in Words	

12.2	FDR/DD/BC No. or Bank Guarantee Detail with date of issue	
12.3	Name of Issuing Authority	
13.	If form is downloaded from web-site, a DD of Rs. 500/- in Favour of DPPS, SJE.	
14.	Undertaking that firm will submit a bond as per Annexure-"G".	
15.	Under taking (if any) as per Annexure "A/B/C/D "	
16.	Any other information.	

Declaration by the bidder:-

"This is to certify that I/We before signing this tender have read and fully understood all the terms and conditions contained herein and undertake myself/ourselves abide by them

**(Signature of the bidder)
Name & Address (with seal)**