

Centre for Youth and Social Development
RLTC-Mundaguda, Boipariguda, Koaput, Odisha, Pin – 764 043

BID FORM

To

The Centre for Youth and Social Development
E-1, Institutional Area, Gangadhar Meher Marg
BHUBANESWAR – 751013

Attn. Associate Director, Programme Support Division.

Sub: Submission of Bid documents for undertaking external Plastering work of main building and external & internal plastering/repairing of Octagonal training centre at RLTC-Mundaguda, Boipariguda, Koraput.

Dear Sir,

With reference to the advertisement dated 20.11.2023 published in the Website of CYSD and followed by our site visit, I am enclosing herewith filled in Bid Documents including financial estimate for undertaking the external Plastering work of main building and external & internal plastering/repairing of Octagonal training centre at RLTC-Mundaguda, Boipariguda, Koraput.

I/We hereby express our willingness to execute the works specified in the said Bid form within the time specified, at the rates mentioned in the Price Bid and in accordance in all respects of the bid documents and with such materials as are provided for, by and in all other respects in accordance with such conditions so far as they may be applicable.

MEMORANDUM

- | | |
|---|---|
| a) Description of work: | External repairing works of Main building & External & Internal Octagonal training centre |
| b) Earnest Money (EMD): | ₹40,500.00 (Rupees Forty Thousand and five hundred only) |
| c) Time for completion of work: | 30 days |
| d) Percentage, if any, to be deducted from bills towards IT, GST, etc.: | As per Government Notifications |

We understand that the time for completion shown above shall be reckoned from the date of issue of the Work Order.

I/We hereby agree to abide by and fulfil the Terms and Conditions of the bid annexed hereto so far as they may be applicable or in default thereof to forfeit the EMD amount mentioned in the said bid conditions. **The EMD will not bear any interest.**

Firm/ Company/ Individual DETAILS

a. Name of the firm / Company / Individual:

b. Address of the firm / Company/ Individual:

c. Telephone No.:

Mobile No.

d. E-mail address

e) Type of firm; Proprietorship/Partnership:

f) PAN No:

g) GST No:

h) Copy of valid Registration Certificate:

i) Aadhaar No:

j) Experience in respective field of work:
(attached credential certificate)

k) Indicate any litigation, arbitration or any pending civil suit
against any work executed during last 5 years:

l). Bankers details:

Sl. No	Name of Bank and Branch address	A/c No.	IFSC code.	Nature of A/c. SB/CA/CC
i				
ii				

Name of the partner of the firm

Authorized to sign:

Yours faithfully,

Signature of Bidder with stamp

INSTRUCTIONS TO THE BIDDERS

1. The bidder shall sign/put the digital signature in each page of the application shall be digitally signed. Separate sheets shall be used for each part of application, if required, with due authentications.
2. The contractor must have qualified and experienced professionals in the respective discipline.
3. The applicant must have successfully completed the work according to the eligibility criteria mentioned.
4. The contractor shall deposit Earnest Money Deposit (EMD) for an amount of **₹40,500.00** (Rupees Forty Thousand five hundred Only) through NEFT/RTGS into our Bank Account as given below:

Payee Name : Centre for Youth and Social Development

Account No : 31676942090

Name of the Bank: State Bank of India

IFSC Code : SBIN0004414

Note: UTR number is to be indicated for payment made through NEFT/RTGS

5. In case of successful bidder, the EMD will be retained with CYSD, which will form part of the Security Deposit (SD) and will be refunded after successful completion of works. In case of unsuccessful bidders, the EMD will be refunded only on award of Contract to the successful bidder. The EMD / SD will not bear any interest. If the bidder withdraws his tender before expiry of the validity period of the bid or if the Contractor fails to execute / complete the works satisfactorily, CYSD reserves the right to forfeit the EMD / SD. Any bid application not accompanied by the EMD will be rejected.
6. The rates for each item as per scope of work shall be quoted by the applicant in the Price bid BoQ format to be submitted separately in Annexure-D & E.
7. CYSD takes no responsibility for delay / loss in post or non-receipt of Bid Documents.
8. Bidders are advised to visit the site at their cost, conduct survey of existing conditions so as to familiarize themselves with the site conditions, nature of works etc. and get all clarifications as necessary from CYSD before quoting the rates.
9. Rates should include for removal of debris out of premises to the safe limit, removing stains, cleaning the site thoroughly and unless the same is done to the satisfaction of the CYSD's Engineer/ representative, the Bill will not be accepted.
10. The Contractor shall make necessary arrangement for watch and ward of his materials, tools, and machines etc. stored for the execution of the work at his own risk and cost and CYSD will not be responsible on any account.

11. The Bidders should quote their rates strictly adhering to Terms and Conditions stipulated in the Bid Document. Unsolicited correspondence after opening of the Tender shall not be entertained. Conditional / deviational tenders may be rejected without making any reference to the Bidders.
12. Bidder will not be allowed to withdraw his Bid during the validity period. Subletting of the Contract is not permitted.
13. No advance shall be paid towards mobilization and cost of materials.
14. Any damages caused to the building / premises during the execution of the work shall be made good by the Contractor at his risk and cost and if necessary, through suitable Insurance cover.
15. The Contractor shall use necessary safety equipment and maintain all safety measures during the execution of works and ensure compliance of Safety Code as per Rules and Regulations in force.
16. The Contractor shall submit the bills along with the accepted and jointly recorded measurement sheets duly certified by the CYSD's Engineer/Designated representative.
17. Notwithstanding anything stated above, CYSD reserves the right to assess The Bidders capability and capacity to perform the contract.

Signature of Bidder with stamp

General Conditions of Contract

1. General Conditions of Contract shall be read in clearly, specification of work, Drawings and any other documents forming part of this Contract wherever the context so requires.
2. The materials, design, and workmanship shall satisfy the relevant Indian Standards. It will be the Contractor's responsibility to bring to the notice of CYSD representative any irreconcilable conflict in the contract documents before starting the work (s) or making the supply with reference which the conflict exists.
3. In the absence of any Specifications covering any material, design of work (s) the same shall be performed / supplies / executed in accordance with Standard Engineering Practice as per the instructions / directions of the CYSD representative, which will be binding on the Contractor.
4. Contractor shall be deemed to have visited site and familiarized himself thoroughly with site conditions before submitting the Bid.

5. SPECIFICATIONS

- i. If specification for an item of work is not covered by BoQ specifications or Technical Specifications, the same shall be decided by the CYSD/ Representative and shall be binding on the Contractor.
- ii. The CYSD/ Representative shall have the right to cause the Contractor to purchase and use such materials of particular make or from a particular source which may in his opinion be necessary for proper and reasonable compliance with the specifications and execution of work.

6. ROLE OF CYSD

The **CYSD** reserve the right to suspend the work or part thereof at any time for deviation and no claim whatsoever on this account shall be entertained. In case of any clarification the Contractor may appeal to the Associate Director-Programme Support Division of CYSD whose decision shall be final and binding thereupon.

7. CONTRACTOR'S GUARANTEE

- a) The Contractor agrees to give guarantee of his works in the following manner which shall remain valid till the validity of performance guarantee.
- b) All materials incorporated in the work shall be new and both workmanship and materials shall be of good quality.
- c) Should, at a subsequent date, any materials or fittings or workmanship or any element be detected as of sub-standard quality he shall either remove the same and shall re-do at his own cost or shall accept an equitable deduction in the contract price should the **CYSD** deemed it inexpedient to correct the work.

8. SUBMISSION OF FINAL BILL

The final bill in all respect shall be submitted after certified completion of work. The bill should be accompanied with the following documents:

1. Job completion certificate.
2. No claim certificate on CYSD's.
3. Site clearance certificate.
4. Performance guarantee duly amended to cover certified maintenance period.

Claim shall be entertained after receipt of final bill. In case any claim with regard to the wages of any labour employed by Contractor for the subject job is pending/ reported, CYSD shall be fully entitled to withhold payment of final bill pending finalization of such claims.

9. DEFECT LIABILITY PERIOD

Defect Liability Period shall be 1 years from the date of certified Final completion.

10. WORK AND WORKMANSHIP GUARANTEE

- i. Contractor shall make arrangements to provide at no extra charge all temporary approaches to and within the site, after obtaining prior approval of **CYSD** of the layout of such approaches.
- ii. If any defects are found due to bad workmanship during this period, the Contractor shall undertake to rectify the same at his cost. The workmanship guarantee for rectified portion of work shall commence from the date of rectification for a subsequent period of 6 months. The decision of **CYSD** regarding bad workmanship shall be final binding and conclusive.

11. QUALITY ASSURANCE / QUALITY CONTROL

- i. After the award of the contract detailed quality assurance programme shall be prepared by the Contractor for the execution of contract for various works which will be mutually discussed and agreed to.
- ii. The Contractor shall establish document and maintain an effective quality assurance system outlined in recognized codes.
- iii. The **CYSD** or their representative shall reserve the right to inspect/ witness, review any or all stages of work at shop/site as deemed necessary for quality assurance.
- v. In case Contractor fails to follow the instructions of CYSD Representative, next payment due to him shall not be released unless until he complies with the instructions to the full satisfaction of CYSD Representative.

12. SECURITIES OF MATERIALS

- i. Contractor shall be solely responsible for the security of the material at site and CYSD shall not be responsible for any loss/theft of the materials.
- ii. Materials required for the works, whether brought by the Contractor shall be stored by the Contractor only at places approved by CYSD, as storage and safe custody of material shall be responsibility of the Contractor.
- iii. Contractor shall be fully responsible for theft, burglary, fire or any mischievous deeds by his staff and any loss to CYSD shall be recovered from the immediate bill of the Contractor.

iv. Contractor shall provide all necessary tools and tackles, equipment, safety belt, wheel burrow, Scaffolding & Retrofitting/Repairs, ladders, drilling m/c & safety equipment etc. required to carry out job at his cost and material used by Contractor shall be of standard make and approval of CYSD Representative shall be taken for the same.

v. No other person except Contractor's authorized representative shall be allowed to enter RLTC premises Contractor shall also not entertain any outsider or extend any service beyond RLTC's premises.

vi. CYSD also reserves the right to ask the Contractor to remove particular person(s).

13. TERMINATION OF CONTRACT DUE TO SUBMISSION OF FALSE/FORGED DOCUMENT:

i. Bidder is required to furnish the complete and correct information / documents required for evaluation of their bids. If the information / documents forming basis of evaluation is found to be false / forged, the same shall be considered adequate ground for rejection of the Bids and forfeiture of Earnest Money Deposit.

ii. In case this issue of submission of false document comes to the notice after execution of work, CYSD shall have full right to forfeit any amount due to the contractor along with forfeiture of Security Deposit furnished by the contractor. Further, such contractor / bidder shall be blacklisted for future business with CYSD.

14. TERMS OF PAYMENT:

All payments against RA Bills, Final Bill etc., shall be released after submitting duly certified valid Tax Invoice. GST no should be mentioned on Invoice

- i. No advance, No price escalation and price adjustment shall be paid for the work. The rates shall remain firm throughout the agreement period.
- ii. Running on Account Bill will be released during the work
- iii. 90% against the value of actual work done shall be paid against running bills certified by CYSD representative after recovery of following payments.
- iv. Statutory deductions of all taxes & duties, as applicable.
- v. Balance 10% shall be released along with final bill.

Payment in RA bills shall be based on quantity of work executed at site (as per the item of work) & verified by CYSD as per the item rate in work orders. CYSD is authorized to allow part rate/ reduced rate for any item of work. The CYSD Representative shall specify the reason for the part rate payment in the RA bill. Payment made in RA bill for any item of work but later on some defect is noticed CYSD is authorized to disallow the payment in successive bill till rectification of the work.

- 15. Time Schedule-**The WORK shall be executed strictly as per the TIME SCHEDULE Given in the agreement.

16. PROGRESS OF WORK AND PENALTY

The Bidder will achieve the desired progress as per agreement. If the work fails to achieve the time schedule, 5% of penalty at the contract amount shall be imposed.

17. Completion Certificate:

a. APPLICATION FOR COMPLETION CERTIFICATE: The Contractor shall be eligible to apply for COMPLETION CERTIFICATE. The CYSD REPRESENTATIVE shall normally issue to the CONTRACTOR the COMPLETION CERTIFICATE after verifying from the completion documents and satisfying himself that the WORK has been completed in accordance with and as set out in the construction. The CONTRACTOR, after obtaining the COMPLETION CERTIFICATE, is eligible to present the final bill for the WORK executed by him under the terms of CONTRACT.

DECLARATION BY THE CONTRACTOR

We / I have read and understood all the instructions / conditions made above and we / I have taken into account the above Instructions / Terms and Conditions while quoting the rates. We / I accept all the above Terms and Conditions without any reservation, in all respects.

Place:

(Signature, Seal and Stamp of Bidder)

DATE:

ADDRESS: NAME and SEAL

SPECIAL CONDITIONS

1. The Bids is strictly on Item Rate basis.
2. All the pages of the Bid Document shall be digitally signed and duly stamped by the Bidder.
3. Rates should include for removal of debris out of premises to the safe limit, removing stains, cleaning the site thoroughly and unless the same is done to the satisfaction of the CYSD's Engineer, the Bill will not be accepted.
4. The Contractor shall make necessary arrangement for watch and ward of his materials, tools, machines etc. stored for the execution of the work at his own risk and cost and CYSD will not be responsible on any account.
5. The Bidders should quote their rates strictly adhering to Terms and Conditions stipulated in the Bid Document. Unsolicited correspondence after opening of the Bid shall not be entertained. Conditional / deviational bids may be rejected without making any reference to the Bidders.
6. No Bidder will be allowed to withdraw his Bid during the validity period. Subletting of the Contract is not permitted.
7. When the amount of an item is not worked out by the Contractor or it does not correspond with the rate written either in figures or in words, then the rate quoted by the Contractor in words shall be taken as correct.
8. No advance shall be paid towards mobilization and cost of materials.
9. Any damages caused to the building / premises during the execution of the work shall be made good by the Contractor at his risk and cost and if necessary, through suitable Insurance cover.
10. The Contractor shall use necessary safety equipment and maintain all safety measures during the execution of works and ensure compliance of Safety Code as per Rules and Regulations in force.
11. The Contractor shall engage necessary qualified and experienced supervisory staff at his cost during the execution of the work for attending to day to day affairs.
12. The Contractor shall submit the bills along with the accepted and jointly recorded measurement sheets duly certified by the CYSD's Engineer/Designated representative.
13. Notwithstanding anything stated above, CYSD reserves the right to assess The Bidders capability and capacity to perform the contract, should the circumstances

Signature of the Bidder with seal

VIRTUAL COMPLETION CERTIFICATE

Having executed the work in terms of the contract, we hereby certify and affirm that we have virtually completed the contracted works.

We hereby certify that the work has been executed wholly to our satisfaction and with materials and workmanship in accordance with the contract.

We do certify further that we have executed the work in accordance with the applicable laws and without any transgression of such laws.

Signature of the Bidder

Date:

Name:

Address:

Seal

SAFETY CONDITIONS OF THE CONTRACT**SAFETY CODE**

The contractor shall be responsible for all injury to persons, and for all structural and decorative damage to property which may arise from the operation or neglect of contractor or their staff or damages arising from carelessness, accident or any other cause whatsoever in any way connected with carrying out of the contractor. The contractor shall indemnify the Bank and hold it harmless in respect of all and any such injury or damages to persons or property as aforesaid and also in respect of any claim made in respect of injury or damages under Acts of Government or otherwise and also in respect of any Award of compensation of damages consequent upon such claims.

The Contractor shall maintain in a readily accessible place first aid appliances including adequate supply of sterilized dressings and cotton wool. An injured person shall be taken to a public hospital without loss of time, in cases where the injury necessitates hospitalization.

It is entirely the responsibility of the contractor to follow the safety procedures such as using safety belts, life lines, helmets, rubber gloves etc. depending upon the nature of works Contractor is free to approach CYSD for any suggestion in this regard. However, any lapse in this regard will be viewed seriously.

An adequate insurance coverage shall be arranged by the contractor for all employees/workmen against accident & the CYSD shall not be responsible for any liability arising out of any accident / injury caused to the employees/workmen while executing the work.

The CYSD shall be at liberty and is hereby empowered to deduct the amount of any damages compensation, cost charges and expenses arising or accruing from or in respect of any such claim for damages from any or all sums due or to become due to the contractor.

Smoking and chewing pan/ tobacco are prohibited in the RLTC Campus. As part of the contract, the contractor must satisfy the above mentioned safety requirements and must ensure at all the time that these are followed without any deviation.

Declaration by the Contractor

We / I have read and understood the Safety code for the entire RLTC premises and, we / I have taken into account the above while quoting the rates. We / I accept all the above points without any reservation from our / my side, in all respects.

Signature of the Bidder with seal

Name and Seal Place:

Date: Address

RLTC-Mundaguda, Koraput					
BoQs for Outside repairing works of main building					
Sl. No.	Particulars of Items	Quantity (approx.)	Unit	Rate	Amount
Part-A: Cleaning & Dismantling works					
1	Cleaning, scraping from the plastering wall of outside building areas including Toilet projections, front roof sloping portions, Parapet areas. All scrape off the moss and dirt by hand brush and wash all areas by water spray. All waste/ debris materials shall be completely disposed off and the site shall be fully cleaned before new plastering with T&P required for the work etc complete in all respect s as per the direction of the Engineer in charge. The scaffolding, labour cost and conveyance etc of dismantling areas shall be borne by the contractor.	7092	Sqft		
2	RCC slab/wall cleaning, Scraping of Roof projections including ground, first & second floor. removing unwanted substances, such as dirt, moss etc including debris material shall be suitably disposed off by the contractor.	270	Sqft		
	TOTAL : A	7362	Sqft		
Part-B: CIVIL works					
3	Plastering works (1:6, 12mm)				
	Breaking of the plastering area and to be doing new plaster as required areas with 1:6,12mm thick using Ultratec Super or Dalmia DSP, P.Sand, troweled smooth including curing, scaffolding, cost and conveyance of all materials and all labour charges etc. All waste/ debris materials shall be completely disposed off and the site shall be fully cleaned before handing over with T&P required for the work etc complete in all respects as per the direction of the Engineer in charge	5673	Sqft		
4	Exterior Colouring works :	7362	Sqft.		
	(i) Priming one coat with of approved quality of exterior primer of Asian paint make with exterior putty touch-up if required. (ii) Painting two coats with weather shield coat on wall surface approved shade Ultima - 7936 (Hasinda Clay) and border with sloping Ultima Teracota-0427 of asian paints including cost, scaffolding, conveyance and taxes of all materials & cost, conveyance taxes of all labour with T & P required etc complete in all respect as per the direction of the Engineer-in-charge.				
	TOTAL : B				
	TOTAL - A + B				

Note-

- 1 Rate quoted includes all costs including profit, taxes etc.
- 2 Any change in quantity the pro-rata will be considered.

Accepted all terms & conditions of Price bid

Place :

Date :

(Signature of the Bidder) :
Name, Address and
Seal

RLTC-Mundaguda, Koraput					
BoQs for Octagonal Training Centre Exterior & Interior repairing works					
Sl. No.	Particulars of Items	Quantity- Approx.	Unit	Rate	Amount
Part-A: Cleaning & Dismantling works					
1	Cleaning of creeds from the plastering				
	Cleaning, scraping from the plastering of outside building areas including Toilet projections, front roof sloping portions, Parapet areas. All scrape off the moss and dirt by hand and wash all areas by water spray. All waste/ debris materials shall be completely disposed off and the site shall be fully cleaned before new plastering with T&P required for the work etc complete in all respect s as per the direction of the Engineer in charge. The scaffolding, labour cost and conveyance etc of dismantling areas shall be borne by the contractor.	5228	Sqft		-
2	RCC cleaning & washing			.	
	RCC slab/wall cleaning, scraping of Roof projections including ground, first & second floor. removing unwanted substances, such as dirt, moss etc including debris material shall be suitably disposed off by the contractor.	496	Sqft		-
	TOTAL - A:	5724			-
Part-B: CIVIL Construction works					
3	Plastering works (1:6)				
	Breaking of the plastering area and to be doing new plaster as required areas with 1:6,12mm thick using Ultra Tec Super or Dalmia DSP, P.Sand, trowelled smooth including curing, scaffolding, cost and conveyance of all materials and all labour charges etc. All waste/ debris materials shall be completely disposed of and the site shall be fully cleaned before handing over with T&P required for the work etc complete in all respects as per the direction of the Engineer in charge	4182	Sqft		-
4	Exterior wall Colouring works :				
	(i) Priming one coat with of approved quality of exterior primer of Asian paint make with exterior putty touch-up if required. (ii) Painting two coats with weather shield coat on wall surface approved shade Ultima - 7936 (Hasinda Clay) and border with sloping Ultima Teracota-0427 of asian paints including cost, scaffolding, conveyance and taxes of all materials & cost, conveyance taxes of all labour with T & P required etc complete in all respect as per the direction of the Engineer-in-charge.	5724	Sq.ft.		-

RLTC-Mundaguda, Koraput					
BoQs for Octagonal Training Centre Exterior & Interior repairing works					
Sl. No.	Particulars of Items	Quantity-Approx.	Unit	Rate	Amount
5	Interior wall Colouring works: Scraping, cleaning, Putty touch-up, one coat interior primer & two coat colour (8459-Raw Cotton) premium quality of asian paints	7500	Sq.ft.		-
6	Enamel paint work:				
	Scraping, cleaning, one coat enamel primer & two coats enamel paint (Golden brown) of asian paints for window & door	LS	LS		
	TOTAL - B				-
Part-C: Electrical and PHED works					
6	Electrical Conduit wiring, Earthing, etc. Finolex /policab wire 1.5 sq mm with 20 nos LED 18watt surface Lamp of havells company in training hall and 2.5 sq mm wire for AC provisioning point including MCB with panel box	LS	LS		-
7	PHED works (cleaning of pipelines, both water and Sanitary lines, Inspection chamber and connect to Septic Tank and soakage pit. If materials required as actual basis	LS	LS		-
	TOTAL - C				-
	TOTAL - A + B + C				-

Note-

- 1 Rate quoted includes all costs including profit, taxes etc.
- 2 Any change in quantity the pro-rata will be considered.

Accepted all terms & conditions of Price bid

Place :

Date :

(Signature of the Bidder) :
Name, Address and Seal

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