

TENDER FORM

For

**LABOUR COMPONENT OF CONSTRUCTION OF STAFF
QUARTERS AT PEACOCK & CHINKARA BREEDING CENTRE
JHABUA DISTT. REWARI**

Government of Haryana.
O/O Divisional Wildlife Officer, Gurgaon.
Near Court- Complex, Gurgaon-Sohna Road,
Gurgaon (Haryana).

Forest Department (Wildlife Wing) **Short Term Tender Notice**

Sealed tenders are invited from eligible bidders for labour component only for the construction of residences at Peacock and Chinkara Breeding Centre Jhabua district Rewari from the contractor preferably enlisted with Public Health / PWD / HUDA / any other Govt. Department or contractor having suitable experience. Tender form can be obtained from the office of the undersigned during office hours on any working day at a cost of Rs 500/- (Rupees five hundred only) each. The detail of the work to be carried out is mentioned below:-

Sr. No.	ITEM	QUANTITY	Period of Completion	Earnest Money
1.	Construction of Staff Quarters. Tender are invited for labour component only.(detail of work is given in tender form)	4 No.	60 days	10,000/-

Note : All the material required in construction will be provided by Forest department. The interested person/parties may visit the site and for more details may contact **Inspector Wildlife Rewari Ph. No. 09467736868** or **Divisional Wildlife Officer, Gurgaon, Ph.No.0124-.222272.**

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|------------------------------------|--|
| 1. Sale of Tender Form | 20/12/11 to 28/12/11 |
| 2. Receipt of Tender Form | 28/12/11 up to 12.00 Noon |
| 3. Opening of Tender | 28/12/11 at 1.00 P.M |
| 4. Venue of opening
Tender Form | O/o Divisional Wildlife Officer,
Forest-Complex, Sohna Road,
Gurgaon. |

The detailed terms and conditions of the tender are given in the tender form. Form and details can also be downloaded from www.haryanaforest.gov.in and should be submitted along with a fees of Rs 500/-. The earnest money in the shape of bank Demand Draft in favour of **Divisional Wildlife Officer Gurgaon** payable at **Gurgaon** must be attached with the tender. Incomplete tender forms and the tender without earnest money will not be accepted.

- Note:**
1. Cash will not be accepted as earnest money.
 2. The quantity of work may be increased or decreased as per actual requirement.

Section –I

INVITATION FOR BIDS

Tenders are invited for the following works:-

Sr. No.	ITEM	QUANTITY	Period of Completion	Earnest Money
1.	Construction of Staff Quarters. Tender are invited for labour component only.(detail of work is given in tender form)	4 No.	60 days	10,000/-

- 1 Tenderers are advised to study the Tender Documents carefully. Submission of Tender shall be deemed to have been done after careful study and examination of the Tender Documents with full understanding of its implications.
- 2 Sealed offers prepared in accordance with the procedures enumerated in Section II should be submitted to the Divisional Wildlife Office, Gurgaon not later than the date and time laid down, at the address given in the **Schedule for invitation to Tender under Clause 5.**
- 3 Bids may be made for of the items described at Sr.No.1 must be accompanied by earnest money as asked for in the tender notice in the form of Bank Draft in favour of **Divisional Wildlife Officer, Gurgaon.** Bids not accompanied with requisite earnest money will be rejected.
- 4 The Tender documents are not transferable.

5 Schedule for Invitation to Tender:

- a) Name of the Client:

**Divisional Wildlife Officer,
Gurgaon, Haryana.**

- b) Addressee and Address at which Tenders are to be submitted:

**Divisional Wildlife Officer,
Forest Complex, Gurgaon- Sohna Road,
Near Court-complex, Gurgaon (Haryana).**

c) Last time and date for submission of Tender complete in all respect.

Upto 12.00 Noon on 28th of December, 2011.

d) Place, Time and Date of opening of bids:

**Divisional Wildlife Officer,
Forest Complex, Gurgaon- Sohna Road,
Near Court-Complex, Gurgaon (Haryana).
1:00 P.M. 28th of December , 2011**

e) Time period of validity of Tender **31st March, 2012.**

Note: **The client shall not be responsible for any postal delay about non-receipt / non delivery of the documents.**

Section –II

Part-I

Instruction to Tenderers

- 1 Quotation must be enclosed in a properly sealed envelope addressed to the **Divisional Wildlife Officer, Gurgaon** by designation and not by name. The quotations must be super scribed “Quotations for construction of residences at Jhabua Rewari.”
- 2 **Qualification of the Tenderer.**

. Contractor preferably enlisted with Public Health / PWD / HUDA / any other Govt. Department or contractor having suitable experience. Tenderer must have adequate mechanical as well as men power to complete the work in stipulated time
- 3 In the event of the quotations being submitted by a firm it must be signed separately by each member thereof, or in the event of the absence of any partner it must be signed on his behalf by a persons holding a Power-of-Attorney authorizing him to do so or in the case of a Company the quotations should be executed in the manner laid down in the said company’s Articles of Association. The signatures on the quotations would be deemed to be of the authorized signatory.
- 4 All the columns of the quotation form shall be duly, properly and exhaustively filled in. The rates and units shall not be over- written. Quotations shall always be both in the figures and words. The words “No quotation” should be written across any or all of the items in the schedule for which a tenderer does not wish to tender. All the corrections must be signed by the tenderers.
- 5 Any omission in filling the columns of “units” and “rates” shall altogether debar a quotation from being considered.
- 6 Earnest money deposit as asked for in the tender notice in form of a Bank Draft in favour of **Divisional Wildlife Officer, Gurgaon** payable at **Gurgaon** must accompany the tender document, without which it will not be considered. The said amount shall stand forfeited to Government, if any successful tenderer fails within the time given either to sign the contract on the terms given in tender, its tender form and quotation form or conditions of contract referred to in the invitation of tenders.
- 7 10% of all the payment made will be retained as security which will be released only after successful completion of the tender.

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- 8 Divisional Wildlife Officer, Gurgaon reserves the right to reject any or all the quotations without assigning any reason whatsoever.
 - 9 No tender will be considered unless and until all the required documents are properly signed.
 - 10 The quotation will be regarded as constituting an offer or offers open to acceptance in whole or in part or parts at the discretion of Divisional Wildlife Officer, Gurgaon.
 - 11 In the event of tender being accepted the quotations shall be converted into a contract which will be governed by the conditions as laid in these instruction & those in Part –II of section-II of the tender documents.

Read and accepted

Signature of the Tenderer/s

I / We hereby quote to work specified in the under written schedule in the manner in which and within the time specified as set forth in the conditions of contract at the rates given in the schedule below. The conditions will be binding upon me/ us in the event of the acceptance of my/ our tender.

- 12 I / We herewith enclose earnest money for a sum of Rs_____/- (Rupees _____) vide DD No _____ Dated _____ as security money and should I / We fail to execute an agreement embodying the said conditions and deposit security as laid down in the form within 5 days of the acceptance of my/ our tender, I/ We hereby agree that the above sum of earnest money shall be forfeited to Divisional Wildlife Officer, Gurgaon.

Signature of the Tenderer/s

Section- II

Part-II- Conditions

1. **F.O.R.: Peacock & Chinkara Breeding Centre Jhabua Distt. Rewari.**
2. **Documents comprising the Bid.**

The tender document must be accompanied with the following original documents. Photocopies if any should be attested from a Gazetted Officer/ Oath Commissioner.

 - 1 Bid proposal duly filled & signed as given in Schedule A & B.
 - 2 Qualification of the tenderer- certificate of registration with Govt. Department if required
 - 3 Copy of PAN card.
 - 4 Earnest money in the shape of Bank Draft
3. **Price Quotations**
 - i) Price quoted must be on firm basis for the period of the contract without price escalation. Rates of taxes if any must be specified in the original offer. The offer may be converted into a contract for future work during the financial year.
 - ii) Price quoted must include site clearance
4. Completion - Total completion time will be Two months from the date of issue of order which may be further extended to a maximum of ten days but at the sole discretion of competent authority
5. If due to any natural condition which must be certified by Inspector , Wild Life / Divisional wild life Officer , Gurgaon work can not be carried out the remaining work can be carried out as and when officer mentioned above think fit.
6. **Payment**

Payment will be made as follows:

 - 1 90% of payment will be made on the completion of work as per the satisfaction of the Inspector Wildlife, Rewari.
 - 2 If due to certain condition as mentioned at serial No. 5 work have to be stopped 90% payment of the work completed till that time will be made. Work should be calculated by Inspector Wildlife, Rewari. Remaining 10% will be made with final payment after completion of work.
 - 3 10% of payment will be retained as security and will be released within one month of successful completion of the tender.

- 4 Earnest money will be released within 30 days of completion of all the work and successful completion of the tender.
7. **Validity:**
The tender will be valid up to 31st March, 2012. The accepted bid may be converted into a contract for the validity period.
8. **Penalty:**
Penalty may be levied upto 2% per week of total value of the tender for non- completion of work with in stipulated time as mentioned at serial No. 4 for the first two week after that a penalty of 5% per week will be levied
9. **Jurisdiction:**
All the legal matters are the jurisdiction of appropriate courts at Gurgaon for this tender.

Read & accepted

Signature of the Tenderer/s

Section III

Technical Specifications

HSR item	General Description of Work	Quantity	Quantity	Tender Rates	Unit
7.1	Site levelling	424.81 cum			Per cum
6.6	Earth work of foundation	122.70 cum.			Per cum.
10.26	C:C 1:8:16 in foundation.	24.54 Cum.			Per Cum.
11.1	Ist. Class Brick work in foundation.	75.27 Cum.			Per Cum.
15.7	Wall Plaster 1:6	656.74 Sqm			Per Sqm.
10.114	D P C 1:2:4	57.35 Sqm.			Per Sqm.
10.86	Beam on Door windows	2.98 Cum			Per Cum.
10.81	RCC for shelves	2.15 Cum			Per Cum
10.82	RCC Slab for roofing	26.41 Cum			Per Cum
11.7	Ist. Class Brick work above PL	126.67 Cum.			Per Cum
15.61	Cement Pointing	190.85 Sqm.			Per Sqm.
13.13	Tile Tracing	222.77 Sqm			Per Sqm.
11.47	Half Brick work	26.28 Sqm			Per Sqm
14.12	Conglomerate flooring	161.34 Sqm			Per Sqm
15.52	Ceiling Plaster	195.17 Sqm			Per Sqm.
15.48	12 mm thick plaster on floor	161.34 Sqm			P. Sqm
16.61	Two coat of terracota	190.85 Sqm			P. Sqm
16.48	Three coat of white-wash	656.74 Sqm			P. Sqm
14.92	Tiles in skirting & dados	98.14 Sqm			P. Sqm
14.89	Tile flooring	161.34 Sqm			P. Sqm
16.2+	Three coat of painting	449.53 Sqm.			Per Sqm.
16.3					
18.21	Steel enforcement	28.49 Qtl			P. Qtl.

Section –IV

SCHEDULE “A” OF RATES

S No.	General Description of Work	Tender Rate	Unit	Name of the executing agency

E. & O.E

All rates are F.O.R as per Section II Part II.

Dated the _____ day of _____ 2011.

Signature _____

Address _____

Schedule B

Terms and conditions for the work to be executed to the Divisional Wildlife Officer, Gurgaon.

- 1 Earnest money:- Tender should be accompanied with earnest money in form of Demand Draft in favour of the **Divisional Wildlife Officer, Gurgaon** payable at Gurgaon. Tender not accompanied by desired Earnest Money will be rejected. Earnest money is liable to be forfeited to Govt. if the tenderer fails to comply with any of the stipulated conditions. The earnest money of all the tenderers not required by this office shall be returned immediately. No interest on earnest money will be paid.
- 2 The work also include site clearance
- 3 10% of all the payment made to tenderers will be retained as security deposit which will only be released after the successful completion of the contract.
- 4 The period of the contract will be upto **31st March, 2012.**
- 5 The rates so quoted will remain the same during the period of contract i.e. upto 31st March, 2012. No increase in price of any item shall be allowed under any circumstances during the period of contract. However, during the validity of tender, if the tenderer work to any other Govt. Deptt or Agency at lesser rates, the lower rates will be chargeable from the Forest Deptt. (Wildlife Wing), Haryana as well.
- 6 The quantity of the work is liable to be increased or decreased according to the circumstances/requirement of the Department.
- 7 The tenderer will be responsible to work as per the detail given in part- II of section-II.
- 8 The work will be inspected by the committee/ authorised representative (Gazetted Officer or any other officer not below the rank of Inspector Wildlife/Sub Inspector Wildlife) and in case of non completion of work the work shall be rejected.
- 9 In case of breach of the terms and conditions the tenderer is liable to loose his claim over the earnest money deposit which will be forfeited to Govt.
- 10 **Divisional Wildlife Officer, Gurgaon** reserves the right to accept or reject any tender without assigning any reason whatsoever.
- 11 Work should be carried out as per sanctioned drawing In the event of work not conforming to proper quality the **Divisional Wildlife Officer, Gurgaon** may at his sole discretion reject or accept the work subject to such reduction in the prices as he may consider appropriate .

- 12 This offer shall be valid for acceptance **upto 30 December, 2011**. Any successful tenderer if fail to comply with this condition than his earnest money will be forfeited and his firm will be blacklisted
- 13 One copy of these terms and conditions duly signed at the place specified by the authorized representative of the firm/ supplier must be returned along with the Tender Document.
- 14 Conditional tenders shall not be accepted.
- 15 Quotations may be accepted in part or in full.
- 16 In case of any dispute the decision of the Chief Wildlife Warden, Haryana Panchkula, Shall be final and binding.
- 17 These conditions will form and be considered as part of the agreement.

I/ We have gone through the above terms and conditions and these terms and conditions are acceptable to me/us

**Divisional Wildlife Officer,
Forest Complex, Gurgaon- Sohna Road,
Near Court- complex, Gurgaon (Haryana)**

(Signature of tenderers/

Suppliers/Firms)

