



लोकप्रिय गोपीनाथ बरदलै क्षेत्रीय मानसिक स्वास्थ्य संस्थान
तेजपुर: असम: पिन: 784001
LGB REGIONAL INSTITUTE OF MENTAL HEALTH
(An Autonomous body under Ministry of Health and Family Welfare, Govt. of India)
Website: www.lgbrimh.gov.in, e - Mail: mail@lgbrimh.gov.in
Post Box No. 15:: FAX No. (03712) 233623
TEZPUR:: 784001 :: ASSAM

No. LGB/PE/636/2022/70

Dated: 04th January 2023

SHORT QUOTATION CALLING NOTICE

Sealed rate quotation are hereby invited from the registered contractors of APWD/PHE/Government Autonomous bodies/ MES/ PSU and equivalent class of CPWD Government approved contractors for Painting of Existing Wall in front of Administrative building at LGBRIMH, Tezpur. Rate to be quoted inclusive of all taxes.

Name of Work : Painting of Existing Wall in front of Administrative building at LGBRIMH, Tezpur.

To be written in Envelope

“Painting of Existing Wall in front of Administrative building at LGBRIMH, Tezpur.”

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Address to send the quotation

Director, LGBRIMH, Tezpur, Sonitpur-784001.

Terms and Condition:

The following relevant documents (photocopy) need to be submitted along with the quotation.

- PAN card GST certificate and Aadhaar card Xerox copy.
- Certificate of Valid Trade Licence.
- Appropriate valid registration certificate regarding contractors of APWD/PHE/ Government Autonomous bodies /MES/ PSU and equivalent class of CPWD.
- Duly filled annexure I,II and III should be submitted.
- EMD amount Rs.2600.00 in the form of DD/FDR/BG obtained from the scheduled bank towards Earnest Money Deposit (EMD) drawn in favour of

DIRECTOR,LGBRIMH,Tezpur-784001 and payable at Tezpur.

The sealed quotation with all necessary documents must reach Director, LGBRIMH Tezpur, Sonitpur, Assam 784001 in a bigger envelop super scribing “Quotation Painting of Existing Wall in front of Administrative building at LGBRIMH, Tezpur.” Last date of receiving quotations-within 07 days from the date of issue of this notification.

Scop of Work:

The scope of work for Painting of Existing Wall in front of Administrative building at LGBRIMH, Tezpur.

Sl. No.	Details of Work	Unit	Quantity
01	Painting with synthetic enamel paint of approved brand and manufacture of required colour to give an even shade 13.99.1 One or more coats on old work	SqM	200
02	13.109.1 Old work (one or more coats applied @ 2.20 kg/10 sqm) over priming coat of primer applied @ 0.80 litres/10 sqm complete including cost of Priming coat	SqM	450
03	Removing dry or oil bound distemper, water proofing cement paint and the like by scrapping, sand papering and preparing the surface smooth including necessary repairs to scratches etc. complete.	SqM	650
04	Repairs to plaster of thickness 12 mm to 20 mm in patches of area 2.5 sq.meters and under, including cutting the patch in proper shape, raking out joints and preparing and plastering the surface of the walls complete, including disposal of rubbish to the dumping ground, all complete as per direction of Engineer-in-Charge. 14.1.1 With cement mortar 1:4 (1 cement : 4 fine sand)	SqM	50

Note:

- GCC 1** Item and Quantity are based on the requirement of Institute which may increase or decrease. Institute will not provide any advance payments.
- GCC 2** The right to reject all or any of the quotation and to split up the requirements or relax any or all the above conditions without assigning any reason is reserved with the Institute. For any corrigendum and addendum please check the official website (www.lgbrimh.gov.in) regularly.
- GCC 3** Sub-letting/ sub-contract of work is not allowed. In case of any dispute the same shall be mitigated as per provision of the tender and territorial jurisdiction shall be within the limit of the Tezpur District Court.
- GCC 4** The rate quotations may be submitted to the Office of the undersigned within **07 days** from the date of issue of this notification along with the documents mentioned above addressed to the Director, LGBRIMH, Tezpur.
- GCC 5** Earnest money to be deposited along with tender documents amounting to 2% (1% for SC/OBC/ST) of the tender value which is a flat one in the form of DD/FDR/BG deposit to be drawn up in the name of the Director, LGBRIMH, Tezpur. Any tender without EMD will be rejected outright except MSME certificate holder.
- GCC 6.** The total Performance Guarantee (PG) 3 % of tendered value. And security deposit (SD) will be 2.5 % of contact price deducted from interim bills/Final bill. The Bid security furnished with bid will be discharged after furnishing the 3% Performance Guarantee. The Performance Guarantee money should be deposited as specified in the form of DD/FDR/BG duly placed in the name of the Director, LGBRIMH, Tezpur.
- GCC 7.** The department reserves the right to reject or accept all tenders in part or in full without assigning any reasons thereof. The acceptance of tender in part will not

affect the liability of tender/tender's for the performance of the contract. The department does not bind itself to accept the lowest tender.

- GCC 8.** The tender/tendered or their authorized agents may be present at the time of opening of tenders if he /they desire/desires.
- GCC 9.** Firm's submitting tender should enclose a copy of the firm's registration certificate.
- GCC 10.** Canvassing in any form with the tender strictly prohibited or makes him disqualify.
- GCC 11.** The tenderer are requested to inspect the site by themselves at their own cost and be conversant with site conditions, nature of the job etc before quoting the rates.
- GCC 12.** All rates must be quoted in figures and in words, in case there is any discrepancy between the rates in figure and words, the rates quoted in words will be considered as correct.
- GCC 13.** The tenderer should duly sign every page of the tender and every correction in their tender should bear the tenderer signature before submission. However no correction whatsoever be made on the rates quoted.
- GCC 14.** Tenderer must indicate clearly the permanent address to which correspondence should be made to the contractor.
- GCC 15.** The contractor must at his own expense makes good of any Machine or parts damaged during transportation. For any damage or loss caused as a result of commissioned or neglect on the part of the contractor or his present or workman, the contractor will solely have to pay the compensation that may arise on that account.
- GCC 16.** The contractor is to provide all tools and plants, labours and materials. The workmanship is to be the best of their respective fund.
- GCC 17.** Quoted rate shall be inclusive of all taxes, duties & levies and must be valid for minimum 01 (One) years from the date of submission of the bid.
- GCC 18.** If the contractor fails to comply with any of the conditions of the contact arrangement the department will be at liberty to cancel the work at any stage of progress of work and to get the work/works completed through other agency. In such eventually, besides forfeiting the security deposit and earnest money, the contractor may have to pay the extra amount involved in getting the work executed through other agency.
- GCC 19.** Firm's submitting tender should enclose a photocopy of the GST registration certificate.
- GCC 20.** A letter of acceptance shall intimate to successful tenderer by the Director, LGBRIMH, Tezpur. Till then no tenderer has the right to assume that his her tender has been accepted. There should be no claim whatsoever for compensation for any expenditure incurred by any tenderer in anticipation of letter.

- GCC 21.** In case contractor delay in works is liable to LD of 0.5% per week subject to a maximum of 4% of the tendered work value.
- GCC 22.** Any tender received by the Institute after last date and time will be rejected.
- GCC 23.** No mobilization payment will be made to the contractor.
- GCC 24.** Rate quoted by the tenderer shall be firm and inclusive of GST & all other applicable taxes, duties, cess, levies, Octroi etc. in respect of this contract and Government shall not entertain any claim whatsoever in this respect.
- GCC 25.** Payment shall be made by RTGS/NEFT only.
- GCC 26.** Firm's submitting tender should enclose a scanned clear photocopy of the all documents.
- GCC 27.** The rates quoted are subject to deduction of income tax and other taxes applicable under rules but EPF and ESI paid by the service provider to the concerned authorities shall be reimbursed on submission of actual receipt.
- GCC 28.** Lowest bidder shall furnish copy of registration or proof of applying for obtaining registration with EPFO and ESIC (if applicable)
- GCC 29.** Lowest bidder has to comply with the amendments issued by Ministry of Labour & Employment from time to time.
- GCC 30.** Contractors will have to furnish documents for royalty and monopoly payment made against materials collected for this job.
- GCC 31.** Contractor will have to arrange labour license himself.
- GCC 32.** All legal matter relating to this work will be within the Jurisdiction of Tezpur court only

Deputy Director
LGBRIMH

QUOTATION APPLICATION FORM

(Details to be enclosed on Firm's own letter head)

1.	Name of the Firm	:	
2.	Address of the Firm	:	
3.	Name of the proprietor and contact person	:	
4.	Email.	:	
5.	EMD amount Rs.2600.00 in the form of DD/FDR/BG obtained from the scheduled bank towards Earnest Money Deposit (EMD) drawn in favour of <u>DIRECTOR,LGBRIMH,Tezpur-784001</u> and payable at Tezpur.	:	
6.	Bank Details i. Bank Name ii. Branch Name iii. Bank Account Number iv. IFSC Code v. Any other information	:	
7.	PAN No. (Attach: Copy of PAN certificate)	:	
8.	GST Reg. No. (Attach: Copy of GST certificate)	:	
9.	Aadhar No. (Attach: Copy of Aadhar certificate)	:	
10.	List of Enclosures	:	

Financial Bid

Quotation for Painting of Existing Wall in front of Administrative building at LGBRIMH,
Tezpur.

Format of Financial Bid

Sl. No.	Details of Work	Unit	Quantity	Rate in Rs. (inclusive of GST)	Amount in Rs. (inclusive of GST)
01	Painting with synthetic enamel paint of approved brand and manufacture of required colour to give an even shade 13.99.1 One or more coats on old work	SqM	200		
02	13.109.1 Old work (one or more coats applied @ 2.20 kg/10 sqm) over priming coat of primer applied @ 0.80 litres/10 sqm complete including cost of Priming coat	SqM	450		
03	Removing dry or oil bound distemper, water proofing cement paint and the like by scrapping, sand papering and preparing the surface smooth including necessary repairs to scratches etc. complete.	SqM	650		
04	Repairs to plaster of thickness 12 mm to 20 mm in patches of area 2.5 sq.meters and under, including cutting the patch in proper shape, raking out joints and preparing and plastering the surface of the walls complete, including disposal of rubbish to the dumping ground, all complete as per direction of Engineer-in-Charge. 14.1.1 With cement mortar 1:4 (1 cement : 4 fine sand)	SqM	50		
Total Amount Inclusive of All taxes					

Date:

(Signature)

Name of Vendor

I have also enclosed all relevant documents in support of my claims, (as above) in the following pages.

Signature of Bidder Name: _____
 Designation: _____
 Organisation Name: _____
 Contact No.: _____

UNDERTAKING

To,

**The Director,
LGBRIMH, Tezpur****Sir,**

1. The undersigned certify that I/we have gone through the entire tender documents including terms and conditions mentioned in the tender document and undertake to comply with them. I/we have no objection for any of the content of the tender document and I/we undertake not to submit any complaint/ representation against the tender document after submission date and time of the tender. The rates quoted by me/us are valid and binding on me/us for acceptance till the validity of tender.
2. I/we undersigned hereby bind myself/ourselves to LGB Regional Institute of Mental Health, Tezpur, Assam- 784001 to supply the approved items in the approved prices to **LGBRIMH, Tezpur**. The product shall be of the best quality and of the kind as per the requirement of the Institution. The decision of the Director, LGBRIMH, Tezpur (herein after called the said officer) as regard to the quality and kind of article shall be final and binding on me/us.
3. If it is deemed necessary to change any article on being found inferior quality, it shall be replaced by me/us free of cost in time to prevent inconvenience.
4. I/we hereby undertake to supply the items during the validity of tender as per directions given in supply order within the stipulated period positively.
5. I/we declare that no legal/financial irregularities are pending against the proprietor/partners of the tendering firm or manufacturer.
6. I/we undertake to supply the ordered items within the stipulated period and if fail to supply during the stipulated period the necessary action can be taken by the Director, LGBRIMH, Tezpur, India.
7. I/we undertake that if the rates of any items are lowered due to any reason, I/we will charge the lower rates.
8. I/we undertake that the items supplied are as per Make/Model/ Catalogue/ technical literature description.
9. I/we do hereby confirm that the prices/rates quoted are fixed and are as per with the prices quoted by me/us to any other Govt. Office or Institute/ Govt. Hospitals/ Medical Institutions/PSUs. I/we also undertaking to complete the work at the same prices and rates not exceeding those mentioned in the Financial Bid.
10. I/we pledge and solemnly affirm that the information submitted in tender documents is true to the best of my knowledge and belief. I/we further pledge and solemnly affirm that nothing has been concealed by me/us and if anything adverse comes to the notice of purchaser during the validity of tender period, the Director, LGBRIMH, Tezpur will have full authority to take appropriate action as he/she may deem fit.

Signature of Bidder

With seal of Firm (Name of Bidder)

Place

Date