

THE INSTITUTE OF CHARTERED ACCOUNTANTS OF INDIA

PUNE BRANCH OF WIRC

**TENDER DOCUMENT FOR PAINTING WORK OF ICAI, PUNE BRANCH
(PAINTING WORK)**

NAME OF THE TENDERER: _____

ADDRESS OF THE TENDERER: _____

OFFERED PRICE: _____

DATE OF SUBMISSION OF TENDER: _____

DATE OF OPENING OF THE TENDER: 22 MAY 2021 (11:00 AM)

PLACE OF SUBMISSION OF TENDER:

Pune Branch of WIRC of ICAI
'ICAI Bhawan', Plot No. 8,
Near Mahavir Electronics,
Parshwanath Nagar, Bibwewadi,
Pune - 411 037, Maharashtra, India.

NOTICE OF INVITATION TO TENDER FOR INTERNAL PAINTING & REPAIR WORKS.

Sealed Tender from our institute for the painting works to be carried out at ICAI PUNE Branch, as per the details below:

1.	Estimated Cost of the works (Including GST) :	998500/- (Nine Lakhs Ninety Eight Thousand Five Hundred Only)
2.	Tender Fee (Nonrefundable)	RS 1000/- + 18% GST (NON-REFUNDABLE)
3.	EMD/BID Security	RS 20000/- Refundable to all applicants except appointed contractor. Appointed contractor will be refunded once the work is completed. EMD DD shall be drawn in the name of: Pune Branch of WIRC of ICAI.
4.	Time for Completion :	30 working days from the date of the work order.
5.	Submission of tenders :	Two separate tenders should be submitted as follows: <ol style="list-style-type: none">Technical Bid: A sealed cover containing contractor's detailed profile, experience along with documentary evidences (samples), preferably in the field of educational institutes along with 3 references.Financial Bid: A sealed cover containing Tender book with the signature of the contractor wherever required & the seal of the contractor with initial on every page.
6.	Date of Issue :	15.05.2021 during institute working days between 9.30 AM To 5.30 PM.
7.	Date of Submission :	Sealed quotations to be submitted on or before 21.05.2021 up to 05.00 P.M.
8.	Date of Opening :	Will be opened on 22.05.2021 at 11.00 A.M. or any subsequent date as intimated by the institute.

The institute will not be bound to accept the lowest tender and reserves the right to accept or reject any or all the tenders without assigning any reasons whatsoever.

Note:

Financial bid will be open only for those bidder whose Technical bid will find satisfactory by the institute.

Institute keeps all rights reserved.

GENERAL RULES, INSTRUCTIONS AND CONDITIONS

1. Sealed OFFERS are invited for the work of:

“PAINTING WORKS FOR OUR INSTITUTE BUILDING; PUNE BRANCH.

2. Offer shall be worked out from layout and requirement provided by institute or on site dimensions (preferred), Premises Section as detailed in Notice Inviting offer and are not eligible to be transferred.

3. The works are carried out under the supervision of appointed Architect of institute. The work shall be carried out strictly according to the specification as specified in the tender. Any ambiguity in the specifications / drawings shall be brought to the notice of the institute & the decision in such matters will be final & the same is binding on the contractor.

4. **TIME PERIOD:** The total time allowed for carrying out of the work shall not exceed the period of **30 days. (Unless any technical issues)**

5. The offerers should quote in figures as well as in words the rate, and amount tendered by them. The rates quoted shall be all inclusive rates for the item of work described, including materials, labour, tools, carriage & transport, lift charges, supervision, overheads & profits, mobilizing and other charges whatsoever including any anticipated or un-anticipated difficulties, any formality etc. complete for proper execution of the work as per specifications and no claim whatsoever for any extra payment shall be maintainable.

6. Sales tax, work contract tax, or any other tax, any royalties, duties, levies, cess, entry tax, Octroi, profession tax, Sales Tax, purchase tax, turnover tax, or any other tax on material or finished work in respect of this contract shall be payable by the OFFERER and the Employer will not entertain any claim whatsoever in respect of the same, and nothing extra shall be paid/reimbursed for the same subsequently. The contractors shall clearly mention in the offer documents about the orders placed towards supply & installation and bills to be raised accordingly.

7. The Employer does not bind itself to accept the lowest or any tender and reserves to itself the right of accepting the whole or any part of the offer and offerer shall be bound to perform the same at the rate quoted.

8. The rate shall hold good for any upward or down ward variation in quantities and no claim on this account will be admissible.

9. Offerers are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their offers as to the nature of the site and dimensions, the means of access to the site, and obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect their offer.

10. The offerer shall note that the work is to be carried out in a running branch premises and hence, contractor should use extra manpower for utilizing the available time. The necessary permission to carry out the works with statutory authorities in night times is within the scope of the contractor and institute will not pay any additional charges.

11. Any accident of the labour/workers working on site during the progress of work, shall be taken care by the contractor.

12. **PAYMENT TERMS:** The interim payment shall be based on the progress of the works after getting the certification from the institute authority. While considering interim payment the value of materials at site shall not be considered. The bills for interim payment shall be on a format similar to the tender or as prescribed by the institute.

13. The final bill for the works shall be submitted within one month from the date of completion of works, failing which the institute reserves its right to treat the bill for the last interim payment itself as the final bill for the work and the contractor has no right to claim any amount against the work.

14. **DEFECT LIABILITY PERIOD:** 10% of the tender amount will be retained as DLP.

The DLP is 12 months from the date of completion of works ascertified by the institute authority. The works shall be guaranteed for a period of one year from the date of virtual completion of work. Any defect arising during this period due to bad workmanship, quality of materials and others shall be rectified at no extra cost, failing which the institute shall have liberty to engage other agency and recover the cost from the contractor.

15. **PENALTY CLAUSE:** Below Penalty Clause will be applicable to the contractor in case of delay in effecting delivery of goods/service:

(i) ½ per cent of total value of contract, for each day of delay, in case of services expected to be delivered within 30 days.

(ii) 1 per cent of total value of contract, for each day of delay, in case of services expected to be delivered beyond 30 days but up to 45 days.

(iii) 2 per cent of total value of contract, for each day of delay, in case of services expected to be delivered beyond 45 days.

16. The contractors shall make their own arrangement for the storage of the materials, without causing inconvenience to the normal working of the office and the security of the material stored shall be at the sole responsibility of the contractors/agency.

17. The contractors can make use of the available facilities at site like electricity; water etc, with the prior approval of the institute.

18. Any damage caused to the equipment, furniture, fixtures, decor of the office etc shall be rectified by the contractor at their own cost or the cost of the damages, as decided by the institute, will be recovered from the contractor.

19. Contractor shall note that no additional work is to be carried out without the written order from the Institute.

20. All makes/brands of materials to be used in the works shall be as per the list of approved makes enclosed to the quotation offer. Any make of material not listed shall be got approved by institute before us in works. Institute reserves the right to insist on the makes of materials given in the list and the decision of the institute in choosing the make shall be final and binding on the contractor.

21. **LIQUIDATED DAMAGES:** Time is the essence of the contract. If the contractor fails to maintain the required progress in terms of the contract or to complete the work and clear the site on or before the contract or approved extended date of completion, he shall, without prejudice to any other right or remedy of the Institute on account of such breach, pay as agreed compensation the amount calculated at 1 percent per week or such smaller amount as may be fixed by the institute on the contract value of the work for every week of delay. The Institute shall have the right to adjust, / set-off their claim, if any against any sum payable to the contractor under this or any other contract with the institute anywhere in India/outside India.

22. **ARBITRATION:** In the event of any disputes, the parties have agreed to settle the same amicably between them, failing which the same will be referred to an independent Arbitrator as may be mutually agreed between the institute and contractor as per the Indian Arbitration Act.

23. Note: Any discount offered in percentage by the contractors should be clearly mentioned in figures and as well as word. The offerer should arrive at the discounted amount and the Same should be deducted from the quoted rate and Grand total should be arrived at. Any Tenderer not adhering this condition, will be liable for rejection.

SCOPE OF WORK/ CERTIFIED MEASUREMENTS AND PAYMENT STAGES:

MEASUREMENT SUMMARY OF INTERNAL PAINTING WORK AT ICAI BHAVAN, PUNE. (R0)

**PAINTING WORK
WARRANTY FOR 5 YEARS**

DISCRIPTION	QTY.	UNIT	RATE	AMOUNT
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NOTE: ALL DIMENSIONS ARE ROUNDED OFF TO HIGHER SIDE CONSIDERING CONTINGENCY OF 5-10% DEPENDING UPON ITEM.

LUSTER PAINT

Interior walls of entire building

PROCEDURE:

1. Sanding and cleaning of wall surface
2. Filling of cracks and holes with putty or chemical wherever necessary
4. Applying wall putty and sanding
5. Applying primer coat
6. Applying 2 coats of paint

9500.00	sf	INR	-	INR	-
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SPECIFICATION:

Paint: Asian paint
Putty: Asian or similar make
Primer: Asian or similar make

PLASTIC PAINT

Internal ceiling of entire building

PROCEDURE:

1. Sanding and cleaning of wall surface
2. Filling of cracks and holes with putty
3. Applying of primer coat
4. Applying 2 coats of paint

5520.00	sf	INR	-	INR	-
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SPECIFICATION:

Paint: Asian paint
Putty: Asian or similar make JK OR ALPHA
Primer: Asian or similar make

MELAMINE POLISH

Paneling in auditorium and 1st floor veneer surfaces

PROCEDURE:

1. Sanding
2. Touch up and crack filling
3. Sealer Asian or
4. Sanding
5. Touch ups if any
6. French polish
7. Melamine coat

3550.00	sf	INR	-	INR	-
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SPECIFICATION:

Sealer: Asian or Essdee

Polish: Melamine

MELAMINE POLISH

Paneling in auditorium and 1st floor veneer surfaces

PROCEDURE:

1. Sanding
2. Touch up and crack filling
3. Sealer Asian or
4. Sanding
5. Touch ups if any
6. French polish
7. Melamine coat

6700.00	rf	INR	-	INR	-
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SPECIFICATION:

Sealer: Asian or Essdee

Polish: Melamine

MELAMINE POLISH

Handle of chairs in auditorium

PROCEDURE:

1. Sanding
2. Touch up and crack filling
3. Sealer Asian or
4. Sanding
5. Touch ups if any
6. French polish
7. Melamine coat

	176.00	nos	INR	-	INR	-
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SPECIFICATION:

Sealer: Asian or Essdee

Polish: Melamine

MELAMINE POLISH

Chairs in auditorium

PROCEDURE:

1. Sanding
2. Touch up and crack filling
3. Sealer Asian or
4. Sanding
5. Touch ups if any
6. French polish
7. Melamine coat

	10.00	nos	INR	-	INR	-
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SPECIFICATION:

Sealer: Asian or Essdee

Polish: Melamine

BUFFING OF CORIAN

Reception table, chairman cabin and conference room at 1st Floor

	170.00	sf	INR	-	INR	-
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Cleaning and acid wash of entire building	1.00	lump sum	INR	-	INR	-
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NET COST OF PAINTING WORK	INR	-
GST	INR	-
TOTAL COST OF THE PAINTING WORK	INR	-

PAYMENT STAGES

ADVANCE 20%	
RUNNING BILL Max. upto 40% (As per work progress)	
VIRTUAL COMPLITION 30%	
RETETION AMOUNT (AFTER ONE YEAR 10%)	

I/We have read the offer document, its terms & conditions including clauses, aware of the scope of work, site conditions and specifications and quoted accordingly.

Signature of the Contractor (with Seal)

Place:

Date: