

भारतीय प्रबन्ध संस्थान

प्रबन्ध नगर, ऑफ सीतापुर रोड,  
लखनऊ-226 013 (भारत)



Indian Institute of Management

Prabandh Nagar, Off Sitapur Road,  
Lucknow - 226 013 (U.P.) India

IIML/Proj./ /2019  
Dated: 26-02-2019

M/s

**SHORT NOTICE TENDER FOR PROVISION OF NEW SIGN BOARDS AND PAINTING ON EXISTING SIGN BOARDS ETC. IN IIM LUCKNOW.**

Dear Sir,

On behalf of the Director of Indian Institute of Management, Lucknow you are hereby invited to quote your rates for "Provision of new sign boards and painting on existing sign boards in IIM Campus", Prabandh Nagar, IIM Road, Lucknow as per details given below:

The Tender/quotation for "Provision of new sign boards and painting on existing sign boards in IIM Campus" should be written on the envelope. Tenders should be submitted in sealed cover so as to reach through Registered/Speed Post/Courier mode only to the OSD Office, Indian Institute of Management, Prabandh Nagar, IIM Road, Lucknow-226013 upto **3:00 PM on 05-03-19**. Tenders received after the specified time may not be considered.

**The tenders will be opened on the same day at 3.30 PM** by the tender opening committee in the presence of the representatives of the bidders, present at that time. An authority letter is must if any person other than who signed the tender document, attends the event.

The work shall have to be completed within 20 DAYS from the date of award of work / letter of intent. The tender document should be signed in ink on each page of the tender and any cutting or over writing should accordingly be signed. All the papers should be submitted duly signed by the tenderer.

The condition of this notice and that mentioned in General Conditions, Special Conditions and BOQ enclosed will be binding on the tenderer. The Director, Indian Institute of Management, Lucknow reserves the right to reject one or all the tenders without assigning any reason. No claim, whatsoever, shall be entertained on this account.

The validity of the tender shall be at least 60 days from the date of opening of tenderers. Tenderers incorporating additional conditions, discount, and rebate are liable to be rejected.

Tenderers are strictly advised to physically see the conditions of work and work place before quoting. No deviation of rates or conditions of contract will be accepted on account of ignorance of the work place conditions after the award of the work. They are specifically advised to see the approachability of material and working conditions at the working site.

Contractors will make his own security arrangement till the work is taken over by IIML.

Thanking you,

Yours faithfully,

(D.C. Goswami)  
Assistant Engineer (E)

Encls. Bill of Quantity

## **GENERAL TERMS AND CONDITIONS**

1. **NAME OF WORK**

Provision of new sign boards and painting on existing sign boards in IIM Campus, Prabandh Nagar, IIM Road, Lucknow.

2. **SCOPE OF WORK**

The scope of work as mentioned in the enclosed bill of quantity.

3. **OWNER**

Indian Institute of Management Lucknow, Prabandh Nagar, IIM Road, Lucknow-226 013.

4. **ENGINEER/ENGINEER-IN-CHARGE**

Executive Engineer, IIM or any person designated from time to time by owner and shall include those who are specially authorized by him to act for and on his behalf for operation of this contract.

5. **CONTRACT RATES**

The contract rates are for work to be done in IIM Campus, Lucknow and shall be firm throughout the currency of the contract including the extended period, if any, and shall not be subjected to any escalation due to any reason whatsoever it may be.

No escalation claim shall be entertained for any statutory increase by the Local Authorities, State/Central Government during the contract period.

The contract price shall be inclusive of cost of all materials, labor, plants, and sales tax for proper completion of jobs to the entire satisfaction of the owner and as per the technical specifications.

6. **COMMENCEMENT DATE**

The date of commencement of work shall be the date of issue of the Letter of Intent. The contractor shall have to start the execution of work within 3 days from the date of issue of Letter of Intent failing which the E.M.D. shall be forfeited.

7. **PERIOD OF COMPLETION**

The period of completion shall be 20 days from the date of L.O.I.

8. **RUNNING ACCOUNT BILL**

The contractor may prepare and submit the running account bill.

9. **SECURITY DEPOSIT**

A. The tender should be accompanied by an Earnest Money of Rs. 2000/- in the form of crossed Demand Draft, FDR or TDR in favor of Indian Institute of Management from any Nationalized Bank. Cheques will not be accepted. No interest will be payable on Earnest Money.

B. 5% of total amount shall be deducted from each running account bills or final bill of the contractor as retention money.

The retention money shall be released to the contractor after satisfactory completion of defect liability period.

The EMD shall be released to the contractor after satisfactory completion of work.

If successful tenderer fails to commence the work within 3 days from the date of issue of Letter of Intent, the Institute may reject the award of work and get the work done by engaging other agency and the earnest money shall be forfeited.

10. **TAX/DUTIES**

All GST, duties, Cess or any other taxes or levies etc. payable to any authorities whatsoever shall be borne by the contractor and owner accept no responsibilities or liability whatsoever on this account.

The rates shall remain firm and no enhancement/escalation on account of any statutory/other increases by Local Authorities, State/Central Government shall be entertained.

11. **TESTING OF MATERIALS**

Samples of various materials required for testing shall be provided free of charge by the Contractor. Testing charges if any shall be borne by the contractor. All other expenditure required to be incurred for taking the samples; conveyance, packing etc. shall be borne by the contractor himself.

12. **AWARD OF WORK**

IIM can split the work and hence award the work to two or more contractors. The contractors will not have any claim whatsoever it may be on this account.

13. **INSPECTION AND TESTING**

The owner or his authorized representatives shall have full power to inspect the work or examine the material. Acceptance of any material shall in no way relieve the contractor of his responsibility for meeting the requirements of the specifications. The contractor shall afford and procure for the owner every facility and assistance to carry out such inspection/tests. The cost of any special tests and/or analysis not called for in this specification shall be borne by the contractor.

14. **LABOUR CAMP**

The contractors at his own risk and cost shall establish the Labor Camps outside the Campus. No manpower of the contractor will be allowed to stay inside Campus. Contractor will have to make his own arrangement for staying/accommodation for his manpower outside the complex. Nothing extra shall be payable on this account.

15. **SAMPLES**

It shall be the responsibility of the contractor to submit samples of materials and any other items as decided by the owner.

16. **SUB-STANDARD MATERIALS**

Any material rejected by the owner shall be removed from the site within 48 hours of issue of instructions to this effect by the owner. Failing this, the owner shall have to rights to get these removed at the cost of the contractor and the contractor shall have no claim whatsoever in this regard.

17. **SPECIFICATION**

Contractor shall perform work in accordance with the latest CPWD Specifications and as per the direction of the Engineer in charge.

18. **DEFECT LIABILITY PERIOD**

Six months from the virtual date of completion.

19. **SECURED ADVANCE**

No secured advance shall be paid.

20. **PENALTY FOR NON-COMPLETION OF WORK**

Penalty for non-achievement of Date of Completion is made @ 1 % of value of work order on per week basis.

21. **CORRESPONDENCE**

All correspondence shall be addressed to:

The Office of Officer on Special Duty  
Indian Institute of Management Lucknow  
Prabandh Nagar, IIM Road,  
Lucknow.

22. **JURISDICTION**

The contractor shall be subject to the jurisdiction of courts of Lucknow only.



(D.C. Goswami)  
Assistant Engineer (E)

### SPECIAL CONDITIONS

21. Where the work is found substandard the contractor shall be liable to rectify them to the satisfaction of Engineer-in-Charge by either rectifying or replacing.
22. All signature in tender documents shall be dated as well as all the pages of all sections of tender document shall be initiated at the lower right hand corner and signed wherever required in the tender papers by the tenderer or by a person holding power of attorney authorizing him to sign on behalf of the tenderer before submission of tender.
23. No mobilization advance will be paid to the contractor.
24. If the altered/additional or substituted work or any additional work required to be as per owner's requirement for which there are no established rates in schedule of items and Delhi Schedule of Rates., the same shall be payable as per the provision stated hereunder.
25. For similar items the rates shall be derived from the nearest tender item.
26. If direct working out is not possible as mentioned in 4 & 5 above, the contractor shall be paid on the basis of actual cost of material and labor cost plus 15% towards profit, supervision, overheads establishment, plants, machinery etc.
27. The rates quoted by the contractor and accepted by the Institute shall be firm and fix for the above work and no escalation shall be paid to the contractor in this account.
28. In case Institute is not satisfied with the performance of contractor, the Institute is empowered to get the work completed by other agency and debit the expenditure on contractor's account. No objection or claim, what so ever on this account will be entertained.
29. Rates shall be deemed, inclusive of payments of dues by the contractor to the labour in accordance with the prevailing labour laws.
30. The work is to be executed in accordance with the latest Central Public Works Department (C.P.W.D.) specifications.
31. IIM, reserves the right to curtail or enhance the scope of work either by deletion of certain items entirely or by reducing/increasing the quantities of certain items as required reviewed by the Institute from time to time and therefore, the final value of the work shall be worked out and paid to the extent of work actually carried out.
32. In case of defective works the same shall be rectified by the Contractor at his cost.
33. IIM, Lucknow reserves the right to terminate the agreement even without giving notice in the event performance of the contractor is not found satisfactory.
34. Income Tax as per the rules will be deducted from the bill and the amount so deducted will be credited to the Income Tax authorities and a certificate of the amount credited will be issued by the account section of IIM, Lucknow.
35. Prevailing Turnover Tax will be recovered as per Government rules if applicable.
36. The dispute, if any, will be referred to the Director, IIM and his decision will be final and binding.
37. All disputes arising out of the order will fall under jurisdiction of Lucknow Court.

38. Prior intimation will have to be given to Engineer In-charge by the contractor if he proposes to work on Sundays or any other holidays. The additional cost of wages and any other cost by overtime or shift work shall be borne in full by the contractor.
39. The terms & conditions given in Quotation Inviting Notice are also the part of the General Terms and Condition.
40. The bidder must be registered in GST and should be mention his category (regular or composition scheme) alongwith his GST no. on BOQ enclosed.



(D.C. Goswami)  
Assistant Engineer (E)

**Bill of Quantity**

**Part-'A'**

Sl. No.	Description of Item	Unit	Qty	Rate in Rs.	Amount in Rs.
1.	Removing of 'all' existing reflective sticker letters and providing and fixing of all new reflective letters of 3M or equivalent brand as per all new writing matter, complete job.	Board	03		
2.	Removing of 'one line' existing reflective sticker letters and providing and fixing of new reflective letters of 3M or equivalent brand as per one line new writing matter, complete job.	Board	01		
3.	Painting on base and legs with white colour synthetic enamel paint two or more coats as required and writing of new matter with blue colour synthetic enamel paint and red colour direction indicator, complete job.	Board	02		
				Total Rs.=	
				Add GST @ ___ %	
				<b>Grand Total Rs.</b>	

**Part-'B'**

Sl. No.	Description of Item	Unit	Qty	Rate in Rs.	Amount in Rs.
1.	Provision of new boards fabricated with 40X40mm MS square pipe medium weight frame and ACP sheet base white colour and writing work with blue colour vinyl letters, complete job i/c fixing in ground and painting with primer and enamel paint. Size of one board would be 2.5ftX2ft, height of board would be 7 ft end to end.	Each Board	03		
				Total Rs.=	
				Add GST @ ___ %	
				<b>Grand Total Rs.</b>	

  
26/1/19

Signature with seal of Contractor

**Part-'C'**

Sl. No.	Description of Item	Unit	Qty	Rate in Rs.	Amount in Rs.
1.	Provision of new boards fabricated with 40X40mm MS square pipe medium weight frame and ACP sheet base white colour and writing work with blue colour vinyl letters, complete job i/c fixing in ground and painting with primer and enamel paint, of following size:				
A	Size of 2.5ftX2ft, height of board would be 7 ft end to end.	Each Board	7		
B	Size of 2ftX1.5ft, height of board would be 7 ft end to end.	Each Board	7		
Total Rs.=					
Add GST @ ___ %					
<b>Grand Total Rs.</b>					

**Part-'D'**

Sl. No.	Description of Item	Unit	Qty	Rate in Rs.	Amount in Rs.
1.	Painting on base and legs with white colour synthetic enamel paint two or more coats as required and writing of new matter with blue colour synthetic enamel paint and red colour direction indicator, complete job.	Sqft	617		
Total Rs.=					
Add GST @ ___ %					
<b>Grand Total Rs.</b>					

*[Handwritten Signature]*  
26/12/19

**Signature with seal of Contractor**



**Part-'E'**

Sl. No.	Description of Item	Unit	Qty	Rate in Rs.	Amount in Rs.
1.	Provision of new boards fabricated with 19X19mm MS square pipe heavy duty frame and ACP sheet of size 1.5ftX8" base white colour and writing work with blue colour vinyl letters, fabrication of foot with 2"X1" heavy duty MS pipe frame with cross bracing and 1"X1" dia center pipe 5ft height, complete job i/c painting with primer and enamel paint. Size of one board would be 2.5ftX2ft, height of board would be 7 ft end to end.	Each Board	19		
				Total Rs.=	
				Add GST @ ___ %	
				<b>Grand Total Rs.</b>	

Total Amount of Part-A, Part-B, Part-C, Part-D & Part-E =

Amount in Words: - \_\_\_\_\_

This is to certify that I have read all the terms & conditions mentioned in this tender document carefully and understood the provisions of tender document and all the information given by us in tender document is true to the best of my knowledge. I will abide by all the terms and conditions of this tender document and fully support in this event.

  
26-2-19

**Date:**

**Signature with seal of Contractor**