

## INDEX

**Name of Work: Providing and Fixing of Curtain rods and looking mirror in Ratan Planet flat**

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**NIT amounting to Rs. 1,11,691/- (Rupees One Lac Eleven Thousand Six Hundred Ninety One Only) is approved.**

[Certified that this N.I.T. contains **29** (Twenty Nine) pages only].

**Sr. Assistant Engineer(SG)  
I.W.D. Division-II  
I.I.T., Kanpur**

**Superintending Engineer  
I.W.D. Division-II  
I.I.T., Kanpur**

**INDIAN INSTITUTE OF TECHNOLOGY KANPUR  
INSTITUTE WORKS DEPARTMENT  
DIVISION-II  
Notice Inviting e-Tenders No. 37/C/D2/2021-22/01**

The Superintending Engineer, IWD, IIT Kanpur invites on behalf of Board of Governors of IIT Kanpur online percentage rate tenders on two envelope system from empanelled contractors for following works:-

1. NIT No. 37/C/D2/2021-22/01, Name of work: **Providing and Fixing of Curtain rods and looking mirror in Ratan Planet flat** , Estimated cost **Rs. 1,11,691/-**, Earnest money **Rs. 2234/-**, Period of completion **15 Days**, Last time and date of submission of bid 3.30 PM on **18.01.2022**.

The bid forms and other details are available on website [www.iitk.ac.in/iwd/tenderhall.htm](http://www.iitk.ac.in/iwd/tenderhall.htm), [www.eprocure.gov.in/eprocure/app](http://www.eprocure.gov.in/eprocure/app). But the bids can only be submitted online on [www.eprocure.gov.in/eprocure/app](http://www.eprocure.gov.in/eprocure/app).

No. IWD/Div-II/ 35      Dated:.10.01.2022

Superintending Engineer

**INFORMATION AND INSTRUCTIONS FOR CONTRACTORS FOR e-TENDERING FORMING PART OF CONTRACT AGREEMENT**

The Superintending Engineer, IWD Division-II, I.I.T., Kanpur on behalf of Board of Governors of IIT Kanpur invites online percentage rate tender from empanelled contractors of I.I.T. Kanpur for the following work(s):

S. No. 1	NIT NO.	Name of work and location	Estimated cost put to tender	Earnest Money	Period of Completion	Last date & time of submission of tender	Period during which EMD and other Documents shall be submitted	Time & date of opening of tender
1	<u>37/C/D2/2021-22/01</u>	<b>Providing and Fixing of Curtain rods and looking mirror in Ratan Planet flat</b>	<b>Rs. 1,11,691/-</b>	<b>2234.00</b>	<b>15 Days</b>	Upto 3.30 PM on <b>18.01.2022</b>	upto 3:30 PM on <b>19.01.2022</b>	At 3.30 PM on <b>20.01.2022</b>

**INSTRUCTIONS FOR ONLINE BID SUBMISSION**

This tender document has been published on the Central Public Procurement Portal (URL: <http://eprocure.gov.in/eprocure/app>) for inviting the tenders from the Empanelled contractors (upto 5.00 Lacs Only) of the Institute. The bidders are required to submit softcopies of their bids electronically on the CPP portal, using valid Digital Signature Certificates (DSC). The instructions given below are meant to assist the bidders in registering on the CPP portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP portal. More information useful for submitting online bids on the CPP portal may be obtained at <http://eprocure.gov.in/eprocure/app>

## **REGISTRATION**

1. Bidders are required to enrol on the e-procurement module of the Central Public Procurement portal (URL: <http://eprocure.gov.in/eprocure/app>) by clicking on the link, "click here to enrol". Enrolment on the CPP portal is free of charge.
2. As part of the enrolment process, the bidders will be required to choose a unique user name and assign a password for their accounts.
3. Bidders are advised to register their valid e-mail address and mobile number as part of the registration process. These would be used for any communication from the CPP Portal.
4. Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (class 2 or class 3 certificates with signing key usage) issued by any certifying authority recognised by CCA India (e.g. Sify / TCS / nCode / eMudhra etc.) with their profile.
5. Only one valid DSC should be registered by a bidder. Please note that bidders are responsible to ensure that they do not lend their DSCs to others which may lead to misuse.
6. Bidder then logs into the site through the secured log-in by entering their user ID / password and the password of the DSC / eToken.

## **SEARCHING FOR TENDER DOCUMENTS**

1. There are various search options built in the CPP portal to facilitate bidders to search active tenders by several parameters. These parameters could include tender ID, organisation name, location, date, value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as organisation name, form of contract, location, date, other keywords etc. to search for a tender published on the CPP portal.
2. Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. The tenders can be moved to the respective "My Tenders" folder. This would enable the CPP portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.

3. The bidder should make a note of the unique Tender ID assigned to each other, in case they want to obtain any clarification / help from the Helpdesk.

### **PREPARATION OF BIDS**

1. Bidder should take into account any corrigendum published on the tender document before submitting their bids.
2. Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bids. Please note the number of covers in which the bid documents have to be submitted. Any deviations from these may lead to rejection of the bids.
3. Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS formats. Bid documents may be scanned with 100 dpi with colour / black & white option.
4. **List of Documents to be scanned and uploaded within the period of tender submission:**
  - i) Copy of empanelment with the IIT Kanpur
  - ii) Scan copy of E.M.D.
  - iii) Registration certificate of GST No.

**The hard copies of the above documents have to be submitted on or before the due date & time in the office of the tender opening authority, failing which the tender shall be rejected.**

### **SUBMISSION OF BIDS**

1. Bidder should log into the site well in advance for bid submission so that he / she upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
2. The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
3. A standard BOQ Format has been provided with the tender document to be filled by all the bidders. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. Bidders are required to download the BOQ

file, open it and complete the blue coloured [unprotected] cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it online, without changing the filename. If the BOQ file is found to be modified by the bidder, the bid will be rejected.

4. The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
5. All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorised persons until the time of bid opening.
6. The uploaded tender documents become readable only after the tender opening by the authorised bid openers.
7. Upon the successful and timely submission of bids, the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.

#### **ASSISTANCE TO BIDDERS**

1. Any queries relating to tender document and the terms and conditions contained therein should be addressed to the tender inviting authority for a tender or the relevant contact person indicated in the tender.
2. Any queries relating to the process of online bid submission or queries relating to CPP portal in general may be directed to the 24 x 7 CPP Portal Help Desk.

## **GENERAL INSTRUCTIONS TO THE BIDDERS**

1. The tenders will be received online through portal <https://eprocure.gov.in/eprocure/app>. In the technical bids, the bidders are required to upload all the documents in PDF format.
2. Possession of a valid class III Digital Signature Certificate (DSC) in the form of smart card / e-token in the company's name is a prerequisite for registration and participating in the bid submission activities through <https://eprocure.gov.in/eprocure/app>. Digital Signature Certificates can be obtained from the authorised certifying agencies, details of which are available in the website <https://eprocure.gov.in/eprocure/app> under the link "Information about DSC".
3. Tenderers are advised to follow the instructions provided in the "Instructions to the tenderer" for the e-submission of the bids online through the Central Public Procurement Portal for e-procurement at <https://eprocure.gov.in/eprocure/app>.
4. The enlistment of the contractors should be valid on the last date of submission of tenders. In case the last date of submission of tender is extended, the enlistment of contractor should be valid on the original date of submission of tenders.
5. The intending tenderer must read the terms and conditions of FORM-6 for e-Tendering carefully. He should only submit his tender if he considers himself eligible and he is in possession of all the documents required.
6. Information and Instructions for tenderer posted on website shall form part of tender document.

## **FORM -6 FOR e-Tendering**

The Executive Engineer, IWD, I.I.T., Kanpur on behalf of Board of Governors of IIT Kanpur invites online percentage rate tender from approved and eligible\* contractors for the work of:  
**Providing and Fixing of Curtain rods and looking mirror in Ratan Planet flat**

### ***FORM -6 FOR e-Tendering***

1. The work is estimated to cost **Rs. 1,11,691.00**. This estimate, however, is given merely as a rough guide.
2. **Criteria of eligibility**  
**The empanelled contractors of IIT Kanpur are eligible to submit their tender.**
3. Agreement shall be drawn with the successful tenderers on prescribed Form No. CPWD 7 (or other Standard Form as mentioned) which is available as a Govt. of India Publication and also available on website [www.iitk.ac.in](http://www.iitk.ac.in) Tenderers shall quote his rates as per various terms and conditions of the said form which will form part of the agreement.
4. The time allowed for carrying out the work will be **15 days** from the date of start as defined in schedule 'F'.
5. The site for the work is available.
6. The bid document consisting of plans, specifications the schedule of quantities of varies types of items to be executed and set of terms and conditions of the contract to be complied with and other necessary documents can be seen and downloaded from website [www.iitk.ac.in/iwd/tenderhall.htm](http://www.iitk.ac.in/iwd/tenderhall.htm), and [www.eprocure.gov.in/eprocure/app](http://www.eprocure.gov.in/eprocure/app) free of cost and shall be submitted on line on website [www.eprocure.gov.in/eprocure/app](http://www.eprocure.gov.in/eprocure/app). other necessary documents also can be seen in the office of the Executive Engineer, IWD Division-III, IIT, Kanpur between hours of 10:00 AM to 5:00 PM from **10.01.2022 to 18.01.2022** every day except on Saturdays, Sundays and Public Holidays free of cost.
7. After submission of the tender the contractor can re-submit revised tender any number of times but before last time and date of submission of tender as notified.
8. While submitting the revised tender, contractor can revise the rate but before last time and date of submission of tender as notified.
9. Earnest Money can be paid in the form of Treasury Challan or Demand Draft or Pay order or Banker`s Cheque or Deposit at Call Receipt or Fixed Deposit Receipt (drawn in favour of **the Director, IIT, Kanpur**) along with Bank Guarantee of any Scheduled Bank wherever applicable.

A part of earnest money is acceptable in the form of bank guarantee also. In such case, 50% of earnest money or Rs. 20 lac, whichever is less, will have to be deposited in shape prescribed above, and balance in shape of Bank Guarantee of any scheduled bank.

Treasury Challan or Demand Draft or Pay Order or Banker`s Cheque or Deposit at Call Receipt or FDR or Bank Guarantee against EMD shall be placed in single sealed envelope



superscripted as "Earnest Money" with name of work and due date of opening of the tender also mentioned thereon.

The copy of work experience wherever applicable and other documents if required and specified in this bid document shall be scanned and uploaded to the e-Tendering website within the period of tender submission and certified copy of each shall be deposited in a separate envelop marked as "Other Documents" in the divisional office upto **3.30 PM on 19.01.2022.**

Both the envelopes shall be placed in another envelope with due mention of Name of work, date & time of opening of tenders and to be submitted in the office of Executive Engineer after last date & time of submission of tender and up to 03:00 PM **on 19.01.2022.**

Online tender documents submitted by intending tenderers shall be opened only of those tenderers, whose Earnest Money Deposit and other documents placed in the envelope are found in order.

The tender submitted shall be opened at 03.30 PM on **20.01.2022.**

10. The tender submitted shall become invalid if:

- (i) The tenderers is found ineligible.
- (ii) The tenderers does not upload all the documents as stipulated in the tender document.
- (iii) If any discrepancy is noticed between the documents as uploaded at the time of submission of tender and hard copies as submitted physically in the office of tender opening authority.

11. The contractor whose tender is accepted will be required to furnish performance guarantee of 3% (Three Percent) of the tendered amount within the period specified in Schedule F. This guarantee shall be in the form of cash (in case guarantee amount is less than 10000/-) or Deposit at Call receipt of any scheduled bank / Banker's cheque of any scheduled bank/Demand Draft of any scheduled bank/Pay order of any Scheduled Bank of any scheduled bank (in case guarantee amount is less than ` 1,00,000/-) or Government Securities or Fixed Deposit Receipts or Guarantee Bonds of any Scheduled Bank or the State Bank of India in accordance with the prescribed form. **In case the contractor fails to deposit the said performance guarantee within the period as indicated in Schedule 'F', including the extended period if any, the Earnest Money deposited by the contractor shall be forfeited automatically without any notice to the contractor.**

12. Intending Tenderers are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their tenders as to the nature of the ground and sub-soil (so far as is practicable), the form and nature of the site, the means of access to the site, the accommodation they may require and in general shall themselves obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect their tender. A tenderers shall be deemed to have full knowledge of the site whether he inspects it or not and no extra charge consequent on any misunderstanding or otherwise shall be allowed. The tenderers shall be responsible for arranging and maintaining at his own cost all materials, tools & plants, water, electricity access, facilities for workers and all other services required for executing the work unless otherwise specifically provided for in the contract documents. Submission of a tender by a tenderers implies that he has read this notice

and all other contract documents and has made himself aware of the scope and specifications of the work and local conditions and other factors having a bearing on the execution of the work.

13. The competent authority on behalf of the Board of Governors, IIT, Kanpur does not bind itself to accept the lowest or any other tender and reserves to itself the authority to reject any or all the tenders received without the assignment of any reason. All tenders in which any of the prescribed condition is not fulfilled or any condition including that of conditional rebate is put forth by the tenderers shall be summarily rejected.
14. Canvassing whether directly or indirectly, in connection with tenderers is strictly prohibited and the tenders submitted by the contractors who resort to canvassing will be liable for rejection.
15. The competent authority on behalf of Board of Governors, IIT, Kanpur reserves to himself the right of accepting the whole or any part of the tender and the tenderers shall be bound to perform the same at the rate quoted.
16. The contractor shall not be permitted to tender for works in the IIT Kanpur responsible for award and execution of contracts, in which his near relative is posted a Divisional Accountant or as an officer in any capacity between the grades of Superintending Engineer and Junior Engineer (both inclusive). He shall also intimate the names of persons who are working with him in any capacity or are subsequently employed by him and who are near relatives to any officer in the IIT Kanpur. Any breach of this condition by the contractor would render him liable to be removed from the approved list of contractors of this Department.
17. No Engineer of Gazetted Rank or other Gazetted Officer employed in Engineering or Administrative duties in an Engineering Department of the Government of India is allowed to work as a contractor for a period of one year after his retirement from Government service, without the prior permission of the Government of India in writing. This contract is liable to be cancelled if either the contractor or any of his employees is found any time to be such a person who had not obtained the permission of the Government of India as aforesaid before submission of the tender or engagement in the contractor's service.
18. The tender for the works shall remain open for acceptance for a period of **ninety (90) days** from the date of opening of tenders if any tenderer withdraws his tender before the said period or issue of letter of acceptance, whichever is earlier, or makes any modifications in the terms and conditions of the tender which are not acceptable to the department, then the Government shall, without prejudice to any other right or remedy, be at liberty to forfeit 50% of the said earnest money as aforesaid. Further the tenderers shall not be allowed to participate in the retendering process of the work.
19. This Notice Inviting Tender shall form a part of the contract document. The successful tenderers/contractor, on acceptance of his tender by the Accepting Authority shall within 15 days from the stipulated date of start of the work, sign the contract consisting of:-

- a) The Notice Inviting Tender, all the documents including additional conditions, specifications and drawings, if any, forming part of the tender as uploaded at the time of invitation of tender and the rates quoted online at the time of submission of tender and acceptance thereof together with any correspondence leading thereto.
- b) Standard C.P.W.D. Form 7 or other Standard C.P.W.D. Form as applicable.

**Superintending Engineer**  
**For & on behalf of the Board of Governors, IIT, Kanpur**

## PERCENTAGE RATE TENDER AND CONTRACT FOR WORKS

- |                             |  |
|-----------------------------|--|
| (A) Tender for the work of: | Providing and Fixing of Curtain rods and looking mirror in Ratan Planet flat |
|-----------------------------|--|

### TENDER

I/We have read and examined the Notice Inviting tender, schedule, A,B,C,D,E&F. Specifications applicable, Drawings & Designs, General Rules and Directions, Conditions of Contract, clauses of contract, Special conditions, Schedule of Rate & other documents and rules referred to in the conditions of contract and all other contents in the tender document for the work.

I/We hereby tender for the execution of the work specified for the Board of Governors, IIT, Kanpur within the time specified in Schedule 'F', viz., schedule of quantities and in accordance in all respects with the specifications, designs, drawings and instructions in writing referred to in Rule-1 of General Rules and Directions and in Clause 11 of the Conditions of contract and with such materials as are provided for, by, and in respects in accordance with, such conditions so far as applicable.

We agree to keep the tender **open for (90) ninety days from the date of opening of tender** and not to make any modifications in its terms and conditions.

A sum of Rs. **2234/-** is hereby forwarded in Cash/Receipt Treasury Challan/Deposit at call Receipt of a Scheduled Bank/Fixed deposit receipt of scheduled bank/demand draft of a scheduled bank/bank guarantee issued by scheduled bank as earnest money. If I/we, fail to furnish the prescribed performance guarantee or fail to commence the work within prescribed period I/we agree that the said Board of Governors, IIT, Kanpur or his successors in office shall without prejudice to any other right or remedy be at liberty to forfeit the said earnest money absolutely. Further, if I/we fail of commence work as specified, I/we agree that Board of Governors, IIT, Kanpur or his successors in office shall without prejudice to any other right or remedy available in law, be at liberty to forfeit the said earnest money and the performance guarantee absolutely, otherwise the said earnest money shall be retained by him towards security deposit to execute all the works referred to in the tender documents upon the terms and conditions contained or referred to therein and to carry out such deviations as may be ordered, up to maximum of the percentage mentioned in Schedule 'F' and those in excess of that limit at the rates to be determined in accordance with the provision contained in Clause 12.2 and 12.3 of the tender form.

Further, I/We agree that in case of forfeiture of earnest money or both Earnest Money & Performance Guarantee as aforesaid, I/We shall be debarred for participation in the re-tendering process of the work.

I/We undertake and confirm that eligible similar work(s) has/ have not been got executed through another contractor on back to back basis. Further that, if such a violation comes to the notice of Department, then I/we shall be debarred for tendering in IIT, Kanpur in future forever. Also, if such a violation comes to the notice of Department before date of start of work, the Engineer-in-Charge shall be free to forfeit the entire amount of Earnest Money Deposit/Performance Guarantee.

I/We hereby declare that I/we shall treat the tender documents drawings and other records connected with the work as secret/confidential documents and shall not communicate information derived therefrom to any person other than a person to whom I/we am/are authorized to communicate the same or use the information in any manner prejudicial to the safety of the State.

Dated \_\_\_\_\_ \*\* \_\_\_\_\_

Witness: \*\*  
Address: \*\*  
Occupation: \*\*

\*\*

Signature of contractor  
Postal Address \*\*

Operative schedules shall be supplied separately to each intending tenderer)

**SCHEDULE 'A'**

Schedule of Quantities: **Uploaded separately**

**SCHEDULE 'B'**

Schedule of materials to be issued to the contractor:

S. No.	Description of item	Quantity	Rates in figures & words at which the material will be charged to the contractor	Place of issue
1	2	3	4	5
<b>NIL</b>				

**SCHEDULE 'C'**

Schedule of Tools and Plants to be hired to the contractor

S. No.	Description	Hire charges per day	Place of issue
1	2	3	4
-----NIL -----			

**SCHEDULE 'D'**

Extra schedule for specific requirements/document for the work, if any: **As attached in tender form.**

**SCHEDULE 'E'**

Schedule of component of other Materials, Labour, POL etc. for price escalation : **N.A.**

**SCHEDULE 'F'**

Reference to General Conditions of contract.

<b>Name of Work:</b>	<b>Providing and Fixing of Curtain rods and looking mirror in Ratan Planet flat</b>	
<b>Estimated cost of the work:</b>	Civil Items of Work	<b>Rs. 1,11,691.00</b>
<b>Earnest money</b>	<b>Rs. 2234.00</b>	
	i) Work upto Rs. 5.00 Lac	All the contractors have to deposit 2% EMD with the tender.
	ii) Work above Rs. 5.00 Lac	All the contractors have to deposit 2% EMD with the tender.

<b>Performance Guarantee</b>	i) Work upto Rs. 5 Lac	3% of tendered value shall be required to be submitted at the time of agreement.
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<b>Security Deposit</b>	5% of the tendered value of the work in addition to 3% of the performance Guarantee.	
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**General rules and direction :**

Officer inviting tender	<b>Superintending Engineer, IWD, IIT, Kanpur</b>
Maximum percentage of quantity of items of work to be executed beyond which rates are to be determined in accordance with Clause 12.2.& 12.3	See at appropriate clause under definitions

**Definitions:**

2(v) **Engineer-in-Charge**

For Civil items of work

**Sr. Assistant Engineer,  
IWD, IIT, Kanpur  
Executive Engineer,  
IWD, IIT, Kanpur**

2(vi) Accepting Authority

2(vii) Percentage on cost of materials and labour to cover all overheads and profits

15%

2(viii) **Standard Schedule of Rates:**

Civil Items of Work:

D.S.R. 2018 with up to date correction slip

2(ix) Department:

Central Public Works Department

2(x) Standard CPWD contract Form:

GCC 2020 (Maintenance Work), CPWD **form-7** as modified & corrected up to **31.10.2021** (Whether correction vide latest circulars are incorporated or not in this document).

- Clause 1**
- i) Time allowed for submission of Performance Guarantee from the date of issue of letter of acceptance 15 Days
  - ii) Maximum allowable extension beyond the period as provided in i) above 7 Days

**Clause 2** Authority for fixing Compensation under Clause 2

**Superintending  
Engineer,  
IWD, IIT, Kanpur.  
Or successor thereof**

**Clause 2 A** Whether Clause 2A shall be applicable

No

**Clause 5** i) Number of days from the date of issue of letter of acceptance for reckoning date of start

**22 Days**

ii) Time allowed for execution of work **15 Days**

<b>Authority to decide</b>	<b>Extension of time</b>	<b>Sr. Assistant Engineer, IWD, IIT, Kanpur</b>
<b>Clause 6A</b>		<b>Applicable.</b>
<b>Clause 10A</b>	Material to be provided by the contractor.	<b>Applicable</b>
<b>Clause 10B (ii), (iii)</b>	Whether clause 10-B (ii) and 10-B (iii) shall be applicable.	<b>Not Applicable</b>
<b>Clause 10 C</b>	Component of labour expressed as percentage of value of work	<b>Not Applicable</b>
<b>Clause 10 CA</b>		<b>Not Applicable</b>
<b>Clause 10 CC</b>	Increase/Decrease in Price of materials/wages	<b>Not Applicable</b>
<b>Clause 11</b>	<b>Specification to be followed for execution of work:</b>	
For Civil items of work	CPWD Specifications 2009 Vol. 1 and Vol. 2 with up to date correction slips.(Hereinafter called CPWD specifications also)	
<b>Clause 12</b>	<b>Type of work</b>	<b>Maintenance work.</b>
12.2 & 12.3	Deviation limit beyond which clause 12.2 & 12.3 shall apply for building work	30%
	1. Deviation limit beyond which clause 12.2 & 12.3 shall apply for foundation work (except items mentioned in earth work sub head in DSR and related items)	30%
	2.Deviation limit for items in earth work sub head of DSR or related items	100%
<b>Clause 16</b>	<b>Competent Authority for Deciding reduced rates:</b>	
For Civil items of work	<b>Superintending Engineer, IWD, IIT, Kanpur</b>	



## **ADDITIONAL TERMS & CONDITIONS**

**The tenderer is advised to read and examine the tender documents for the work and the set of drawings available with Engineer-in-charge. He should inspect and examine the site and its surroundings by himself before submitting his tender.**

- 1 Unless otherwise provided in the Schedule of Quantities/Specifications, the rates tendered by the contractor shall be all inclusive and shall apply to all heights, lifts, leads and depths of the work and nothing extra shall be payable to him on account of the same. Extra payment for centering/shuttering, if required to be done for heights greater than 3.5 m shall however be admissible at the rates arrived at in accordance with clause 12 of the agreement, if not already specified.
- 2 Other agencies doing works related with this project may also simultaneously execute their works and the contractor shall afford necessary facilities for the same. The contractor shall leave such necessary holes, openings etc. for laying/burying in the work, pipes cables, conduits, clamps, boxes and hooks for fan clamps etc. as may be required for the other agencies. Nothing extra over the Agreement rates shall be paid for doing these.
- 3 The rates for all items of work shall unless clearly specialized otherwise include cost of all labour, material tools and plants and other inputs involved in the execution of the item. The contractor (s) shall quote all inclusive rates against the items in the schedule of quantities and nothing extra shall be payable for any of the conditions and specifications mentioned. In the tender documents unless specifically specified otherwise.
- 4 The building work shall be carried out in the manner complying in all respects with the requirements of the relevant bylaws and regulations of the local body under the jurisdiction of which the work is to be executed or as directed by the Engineer-in-charge and nothing extra shall be paid on this account.
- 5 Huts for labour are not to be erected at the site of work, the contractor shall be required to provide such accommodation at a place as is acceptable to the local body and nothing extra shall be paid on this account.
- 6 The structural and architectural drawings shall at all times be properly co-related before executing any work. However, in case of any discrepancy in the item given in the schedule of quantities appended with the tender and Architectural drawings relating to the relevant item, the former shall prevail unless otherwise given in writing by the Engineer-in-charge.
- 8 The contractor shall take instructions from the Engineer-in-charge for stacking of materials. No excavated earth or building materials etc. shall be stacked / collected in areas where other buildings, roads, services, compound walls etc. are to be constructed.
- 9 Any trenching and digging for laying sewer lines/water lines/cables etc. shall be commenced by the contractor only when all men, machinery's and materials have

been arranged and closing of the trench(s) thereafter shall be ensured within the least possible time.

- 10 It shall be ensured by the contractor that no electric live wire is left exposed or unattended to avoid any accidents in this regard.
- 11 In case the supply of timber/steel frames/shutters for doors, windows etc. is made by some other agency, the contractor shall make necessary arrangements for their safe custody on the direction of the Engineer-in-charge till the same are fixed in position by him & nothing extra shall be paid on this account.
- 12 The contractor shall maintain in perfect condition, all portions executed till completion of the entire work allotted to him. Where however phased delivery of work is contemplated these provisions shall apply separately to each phase.
- 13 The entire royalty at the prevalent rates shall have to be paid by the contractor on all the boulders, metals, shingle sand etc. collected by him for execution of the work, directly to the Revenue authority or authorized agents of the State Government concerned or the Central Government, as the case may be.
- 14 The contractor shall bear all incidental charges for cartage, storage and safe custody of materials issued by the departments and shall construct suitable godowns, yards at the site of work for storing all materials as to be safe against damage by sun, rain, dampness, fire, theft etc. at his own cost and also employ necessary watch and ward establishment for the purpose, at his own cost. Materials to be charged directly to work and stipulated for issue free of cost shall also be issued to the contractor as soon as those are received at site or at the stipulated place of issue. The provision of this para shall apply equally and fully to those as well.
- 15 Registers for the materials to be issued by the department shall be maintained as required by the Engineer-in-charge and these shall be signed by the contractor or his authorized agent and representative of Engineer-in-charge on each day of transactions.
- 16 Temporary Electric connection shall be issued as per request and the water charges shall be recovered as per rule.
- 17 The contractor shall procure all the materials in advance so that there is sufficient time to testing and approving of the materials and clearance of the same before use in work.
- 18 Contractor shall have to brought at least 50% quantity of total premium acrylic smooth exterior silicon additives paint and water proofing cement paint and shall deposit it in the custody of concerned site Engineer before start of work. The consumption shall be monitored by the Department. All empty drums shall have to be kept till completion of work.
- 19 Contractor has to make a sample of exterior painting on the surface of wall and after getting approval from the competent authority, he has to finish the rest of work accordingly as per satisfaction of Engineer-in- charge.
- 20 The tenderer shall see the approaches to the site. In case any approach from main road is required by the contractor, the same shall be provided, improved and maintained by the contractor at his own cost. No payment shall be made on this account.

- 21 The contractor shall take all precautions to avoid accidents by exhibiting necessary caution boards day and night speed limit boards red flags, red lights and providing barriers. He shall be responsible for all dangers and incidents caused to existing / new work due to negligence on his part. No hindrances shall be caused to traffic during the execution of the work.
- 22 The contractor shall provide at his own cost suitable weighing surveying and leveling and measuring arrangements as may be necessary at site for checking. All such equipments shall be got calibrated in advance from laboratory, approved by the Engineer-in-Charge. Nothing extra shall be payable on this account.
- 23 On completion of work, the contractor shall submit at his own cost four prints of "as built" drawings to the Engineer-in-Charge with in 30 days of completion of work. These drawings shall have the following information:
- a) Run of all piping and their diameters including soil waste pipes & vertical stacks.
  - b) Ground and invert levels of all drainage pipes together with locations of all manholes and connections upto outfall.
  - c) Run of all water supply lines with diameters, location of control valves, access panels etc.

**If above said drawings are not submitted by the contractor with in the above specified time then final bill will not be paid and Security Deposit shall not be released.**

- 24 Any cement slurry added over base surface for continuation of concreting for better bond is deemed to have been built in the items and nothing extra shall be payable for extra cement considered in consumption on this account.
- 25 The contractor shall bear all incidental charges for cartage, storage and safe custody of materials issued by department.
- 26 The works shall be carried out in accordance with the Architectural drawings and structural drawings, to be issued from time to time by the Engineer-in-Charge. Before commencement of any item of work, the contractor shall correlate all the relevant architectural and structural drawings issued for the work and satisfy himself that the information available there of is complete and unambiguous. The discrepancy, if any shall be brought to the notice of the Engineer-in-Charge before execution of the work. The contractor alone shall be responsible for any loss or damage executing by the commencement of work on the basis of any erroneous and or incomplete information.
- 27 Other agencies will also simultaneously execute and install the works of electrification, air conditioning, lifts, fire-fighting etc. for this work and the contractor shall provide necessary facilities for the same. The contractor shall leave such recesses, holes openings etc. as may be required for the electric, air-conditioning and other related works (for which inserts, sleeves, brackets, conduits base pinion, clamps etc. shall be supplied free of cost by the department unless otherwise specifically mentioned) and the contractor shall fix the same at time of casting of concrete, stone work & brick work, if required and nothing extra shall be payable on this account.

- 28 The contractor shall conduct work so as not to interfere with or hinder the progress or completion of the work being performed by other contractor(s) or by the Engineer-in-Charge and shall as far as possible arrange his work and shall place and dispose off the materials being used or removed so as not to interfere with the operations of other contractor or he shall arrange his work with that of the others in an acceptable and coordinated manner and shall perform it in proper sequence to the complete satisfaction of others.
- 29 All Architectural drawings given in the tender other than those indicated in nomenclature of items are only indicative of the nature of the work and materials/fixings involved unless and otherwise specifically mentioned. However, the work shall be executed in accordance with the drawings duly approved by the Engineer-in-Charge.
- 30 Existing drains, pipes, cables, over-head wires, sewer lines, water lines and similar services encountered in the course of the execution of work shall be protected against the damage by the contractor at his own expense. The contractor shall not store materials or otherwise occupy any part of the site in a manner likely to hinder the operation of such services.
- 31 The contractor shall be responsible for the watch and ward/guard of the buildings, safety of all fittings and fixtures including sanitary and water supply fittings and fixtures provided by him against pilferage and breakage during the period of installations and thereafter till the building is physically handed over to the department. No extra payment shall be made on this account.
- 32 The contractor shall be fully responsible for the safe custody of materials brought by him issued to him even though the materials are under double lock key system.
- 33 The rate of items of flooring is inclusive of providing sunk flooring at bath rooms kitchen etc. and nothing extra on this accounts is admissible.
- 34 No payment shall be made to the contractor for any damage caused by rain, snowfall, floods, earthquake or any other natural causes whatsoever during execution of work. The damages of the work will be made good by the contractor at his own cost and no claim on this account shall be entertained.
- 35 For construction works which are likely to generate malba/rubbish to the tune of more than a tempo/truck load, contractor shall dispose of malba, rubbish & other unserviceable materials and wastes at their own cost to the notified/specified dumping ground and under no circumstances these shall be stacked/dumped, even temporarily outside the construction premises.
- 36 The Plinth Level of Building is to be kept as per Architectural drawings. All the items of works such as PCC, RCC, Brickwork and shuttering etc. in foundation upto this plinth level will be measured and paid as the work done upto plinth level. Nothing extra due to higher plinth will be paid and contractors rates quoted for all these items shall, therefore, be deemed to cater for extra height of plinth.
- 37 The contractor has to follow all safety norms as laid down in National Building Code of India. All the workers shall be equipped with the required safety gadgets while working at site such as ISI marked helmets, Shoes and safety belts, gumboots, gloves etc.
- 38 The proposed building is a prestigious project and quality of work is paramount importance. Contractor shall have to engage well experienced skilled labour and deploy modern T&P and other equipment to execute the work. Many items like stone

masonry & stone cladding works, stone flooring, structural glazing, PVDF coating aluminium composite panel and other specialized flooring work, Wood work will specially require engagement of skilled workers having experience particularly in execution of such items.

- 39 Samples of all materials and fittings to be used in the work in respect of brand manufacturer and quality shall be got approved from the Engineer-in-Charge, well in advance of actual execution and shall be preserved till the completion of the work. Articles bearing BIS certifications mark shall only be used unless no manufacturer has got BIS mark for the particular material. Any material/fitting whose sample has not been approved in advance and any other unapproved material brought by the contractor shall be immediately removed as soon as directed.
- 40 Unless otherwise specified in the schedule of quantities the rates for all items shall be considered as inclusive of pumping/baling out water, if necessary, for which no extra payment shall be made. Those conditions shall be considered to include water from any source such as inflow of flood, surface and sub-soil water etc. and shall apply to the execution in any season.
- 41 The rate for all items in which the use of cement is involved is inclusive of charges for curing.
- 42 Being an individual work contract no other tax is payable other than GST.
- 43 The contractor shall give ten years guarantee in the prescribed proforma for water proofing items specified in the schedule of quantities. In addition to this, 10% of the executed cost of items shall be retained either in cash /fixed deposit or in the form of bank guarantee, which shall be released after the expiry of ten years from the date of completion if no defects is found in water proofing or the defects are made good. This amount shall be adjusted against the expenses incurred on making good the defects if the contractor commits breach of guarantee.
- 44 **All required protocol for Covid-19 issued by the Gov. of India time to time shall have to be followed by the contractor at the site, the contractors are advised to quote the rates accordingly.**

**Signature of contractor**

**Address:**

## **SCOPE OF WORK**

### **PROJECT OVERVIEW**

The project named as “**Providing and Fixing of Curtain rods and looking mirror in Ratan Planet flat**” contains following works to be done in order to upgrade the said house as per the latest Housing policy and norms set by the Hon'ble Board of Governors of Indian Institute of Technology, Kanpur.

1. Providing and Fixing of Curtain rods in Ratan Planet flat
2. Providing and Fixing looking mirror in Ratan Planet flat

### **MILESTONES & DELIVERABLES**

The contractor shall inform the Engineer in charge in advance, for verifying the measurement of the concealed items like reinforcement, PCC, Plaster, GI pipes, CI pipes laying etc., done by the contractor on the very day of the above said events.

### **SCOPE & TECHNICAL DETAILS**

The site mention above is an occupied house and thus the noise creation should be minimized to the extent possible. The performance of the instruments or tools to be used should be check precise before using them on site. The conventional methods of construction usually incorporated in vacant houses may be changed within limits by the Engineer in charge as per the requisition put forward by the resident.

The external painting has already been done for the said house recently (within four years), the contractor is advised to clean the external wall surface as early as the plaster, painting or any other work which is liable to make the external wall surface dirty.

**To be signed by the bidder and authorized signatory on behalf of IIT Kanpur**

**INTEGRITY AGREEMENT**

This Integrity Agreement is made at \_\_\_\_\_ on this \_\_\_\_\_ day of 2021.

**BETWEEN**

The Director IIT Kanpur represented through the Superintending Engineer, **IWD, IIT, KANPUR** (hereinafter referred as the Principal / Owner, which expression shall unless repugnant to the meaning or context hereof include its successors and Permitted assigns)

AND

.....  
(Name and Address of the Individual firm Company)  
through ..... (Hereinafter referred to as the  
(Details of duly authorized signatory)  
"Bidder/Contractor" and which expression shall unless repugnant to the meaning or Context hereof include its successors and permitted assigns)

Preamble

WHEREAS the Principal /Owner has floated the Tender (NIT No. **37/C/D2/2021-22/01**) (hereafter referred to as "Tender / Bid") and intends to award, under laid down Organization procedure, contract for "**Providing and Fixing of Curtain rods and looking mirror in Ratan Planet flat** " hereinafter referred to as the "Contract".

**AND WHEREAS the principal Owner values full compliance with all relevant laws Of the land, rules, regulations, economic use of resources and of fairness/transparency in its relation with its Bidder(s) and Contractor(s).**

AND WHEREAS to meet the purpose aforesaid both the parties have agreed to enter into this Integrity Agreement (hereinafter referred to as "Integrity Pact" or "Pact"). The terms and conditions of which shall also be read as integral part and parcel of the Tender/Bid documents and Contract between the parties. NOW, THEREFORE, in consideration of mutual covenants contained in this Pact, the parties hereby agree as follows and this Pact witnesses as under:

## **Article 1 : Commitment of the Principal /Owner**

- 1) The principal/Owner commits itself to take all measure necessary to prevent corruption and to observe the following principles:
  - (a) No employee of the Principal/Owner, personally or through any of his/her family members, will in connection with the tender, or the execution of the contract, demand, take a promise for or accept , for self or third person, any material or immaterial benefit which the person is not legally entitled to.
  - (b) The Principal/Owner will, during the tender process, treat all bidder(s) with equity and reason. The Principal/Owner will, in particular, before and during the Tender process, provide to all Bidder(s) the same information and will not provide to any Bidder(s) confidential additional information through which the Bidder(s) could obtain an advantage in relation to the Tender process of the Contract execution.
  - (c) The Principal/Owner shall endeavor to exclude from the tender process any person, whose conduct in the past has been of biased nature.
- 1) If the principal/owner obtains information on the conduct of any of its employees which is a criminal offence under the Indian Penal code (IPC)/Prevention of Corruption Act. 1988 (PC Act) or is in violation of the principles herein mentioned or if there be a substantive suspicion in this regard, the Principal/owner will inform the Chief Vigilance Officer and in addition can also initiate disciplinary actions as per its internal laid down policies and procedures .

## **Article 2 : Commitment of the Bidder(s) /Contractor(s)**

- 1) It is required that each Bidder/Contractor including their respective officers. Employees and agents) adhere to the highest ethical standards, and report to the Government/ Department all suspected acts of fraud or corruption or Coercion or Collusion of which it has knowledge or becomes aware, during the tendering process and throughout the negotiation or award of a contract.
- 2) The Bidder(s)/Contractor(s) commit himself to take measures necessary to prevent corruption, He commits himself to observe the following principles during his participation in the Tender process and during the Contract execution:
  - a) The Bidder(s)/Contractor(s) will not, directly or through any other person or firm, offer, promise or give to any of the Principal/Owner's employees involved in the Tender process or execution of the Contract or to any third



person any material or other benefit which he/she is not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever during the Tender process or during the execution of the Contract.

- b) The Bidder(s)/Contractor(s) will not enter with other Bidder(s) into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to cartelize in the bidding process.
  - c) The Bidder(s)/Contractor(s) will not commit any offence under the relevant IPC/PC Act. Further the Bidder(s)/Contractor(s) will not use improperly. (for the purpose of competition or personal gain), or pass on to others, any information or documents provided by the Principal/Owner as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.
  - d) The Bidder(s)/Contractor(s) of foreign origin shall disclose the names and address of agents representatives in India, if any. Similarly Bidder(s)/Contractor(s) of Indian Nationality shall disclose names and address of foreign agents representatives, if any. Either the Indian agent on behalf of the foreign principal or the foreign or principal directly could bid in a tender but not both. Further in cases where an agent participate in a tender on behalf of one manufacture, he shall not be allowed to quote on behalf of another manufacture along with the first manufacture in a subsequent/parallel tender for the same item.
  - e) The Bidder(s)/Contractor(s) will, when presenting his bid, disclose any and all payments he has made is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the Contract.
- 3) The Bidders(s)/Contractor(s) will not instigate third person to commit offences outlined above or be an accessory to such offences.
- 4) The Bidder(s)/Contractor(s) will not directly or through any other person or firm indulge in fraudulent practice means a willful misrepresentation or omission of facts or submission of fake /forged documents in order to induce public official to act in reliance thereof, with the purpose of obtaining unjust advantage by or causing damage to justified interest of others and or to influence the procurement process to the detriment of the government interests.

- 5) The Bidder(s)/Contractor(s) will not, directly or through any other person or firm use Coercive Practices (means the act of obtaining something, compelling an action or influencing a decision through intimidation, threat or the use of force directly or indirectly, where potential or actual injury may befall upon a person, his/her reputation or property to influence their participation in the tendering process).

### **Article 3: Consequences of Breach**

Without prejudice to any rights that may be available to the principle/Owner under law or the Contract or its established policies and laid down procedures, the Principle/Owner shall have the following rights in case of breach of this Integrity Pact by the Bidder(s)/Contractor(s) and the Bidder Contractor accepts and undertakes to respect and uphold Principal/Owner's absolute right:

- 1) If the Bidder(s)/Contractor(s), either before award or during execution of Contract has committed a transgression through a violation of Article 2 above or in any other form, such as to put his reliability or credibility in question, the Principal/Owner after giving 14 days notice to the contractor shall have powers to disqualify the Bidder(s)/Contractor(s) from the Tender process or terminate/determine the contract, if already executed or exclude the Bidder/contractor from contract, award process. The imposition and duration of the exclusion will be determined by the severity of transgression and determined by the Principal/Owner. Such exclusion may be forever or for a limited period as decided by the Principal/Owner.
- 2) Forfeiture of EMD/Performance Guarantee/security Deposit: If the Principal/Owner has disqualified the Bidder(s) From the Tender process prior to the Award of the contract or terminated/determined the contract or has accrued the right to terminate/determine the contract according to Article 3(1), the Principal/Owner apart from exercising any legal rights that may have accrued to the Principal/Owner, may in its considered opinion forfeit the entire amount of Earnest Money Deposit, Performance Guarantee and Security Deposit of the Bidder/Contractor.
- 3) Criminal Liability: If the Principal/Owner obtains knowledge of conduct of a Bidder or Contractor, or of an employee or a representative or an associate of a Bidder or Contractor which constitute corruption within the meaning of IPC Act, or if the Principal/Owner has substantive suspicion in this regard, the Principal/Owner will inform the same to law enforcing agencies for further investigation.

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#### **Article 4 : Previous Transgression**

- 1) The Bidder declares that no previous transgression occurred in the last 5 years with any other Company in any country confirming to the anticorruption approach or with Central Government or State Government or any other Central State Public Sector Enterprises in India that could justify his exclusion from the Tender process.
- 2) If the Bidder makes incorrect statement on this subject ,he can be disqualified from the Tender Process or action can be taken for banning of business dealing holiday listing of the Bidder/Contractor as deemed fit by the Principal/Owner.
- 3) If the Bidder Contractor can prove that he has resorted recouped the damage caused by him and has installed a suitable corruption prevention system, the Principal/Owner may, at its own discretion revoke the exclusion prematurely.

#### **Article 5 : Equal Treatment of all Bidders/Contractors/Subcontractors**

- 1) The Bidder(s)/Contractor(s) undertake(s) to demand from all subcontractors a commitment in conformity with this Integrity Pact. The Bidder/Contractor shall be responsible for any violation(s) of the principles laid down in this Agreement/Pact by any of its subcontractor's sub-vendors.
- 2) The Principal/Owner will enter into pacts on identical terms as this one with all bidders and Contactors.
- 3) The Principal/Owner will disqualify Bidders, who do not submit the duly signed Pact between the Principal/Owner and the Bidder, along with the Tender or violate its provisions at any stage of the Tender process, from the Tender process.

#### **Article 6 : Duration of the Pact**

This Pact begins when both the parties have legally signed it. It expires for the Contract/Vendor 12 months after the completion of work under the contract or till

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the continuation of defect liability period, whichever is more and for all other bidders, till the contract has been awarded.

If any claim is made / lodged during the time, the same shall be binding and continue to be valid despite the lapse of this Pacts as specified above, unless it is discharged / determined by the Competent Authority, IIT Kanpur.

**Article 7 : Other Provision**

- 1) This Pact is subject to Indian law, place of performance and jurisdiction is the Head quarters of the division of the Principal/Owner, who floated the Tender.
- 2) Changes and supplements need to be made in writing. Side agreements have not been made.
- 3) If the contractor is a partnership or a consortium, this Pact must be signed by all the partners or by one or more partner holding power of attorney signed by all partners and consortium members. In case of a company, the Pact must be signed by a representative duly authorized by board resolution.
- 4) Should one or several provisions of this Pact turn out to be invalid; the remainder of this pact remains valid. In this case, the parties will strive to come to an agreement to their original intension.
- 5) It is agreed term and condition that any dispute or difference arising between the parties with regard to the terms of this Integrity Agreement / Pact, any action taken by the Owner/Principal in accordance with this integrity agreement/Pact or interpretation thereof shall not be subject to arbitration.

**Article 8 : LEGAL AND PRIOR RIGHTS**

All right and remedies of the parties hereto shall be in addition to all the other legal rights and remedies belonging to such parties under the Contract and/or law and the same shall be deemed to be cumulative and not alternative to such legal rights and remedies aforesaid. For the sake of brevity, both the Parties agree that this Integrity Pact will have precedence over the Tender/Contract documents with regard any of the provision covered under this Integrity Pact.

IN WITNESS WHEREOF the parties have signed and executed this Integrity Pact at the place and date first above mentioned in the presences of following witness:

.....



**IITK**

**Indian Institute of Technology Kanpur**

***IWD/D3***

(For and behalf of Principle/Owner)

.....

(For and on behalf of Bidder/Contractor)

WITNESSES:

1. ....  
(Signature, name and  
address)

2. ....  
(Signature, name and  
address)

Place:

Dated: