

HOMI BHABHA CENTRE FOR SCIENCE EDUCATION

Tata Institute of Fundamental Research
National Centre of the Government of India for Nuclear Science & Mathematics
(A Deemed University)

V. N. Purav Marg, Mankhurd, Mumbai – 400 088.

Telephone: 022-25072100/25580036

E-mail: purchase@hbcse.tifr.res.in

Website: www.hbcse.tifr.res.in



NIT cum Tender Document for

**SUPPLY, INSTALLATION, TESTING AND COMMISSIONING OF 40A KEY CARD
HOLDER ENERGY SAVER SWITCHES IN NIUS HOSTEL AND OLD GUEST HOUSE
AT HOMI BHABHA CENTRE FOR SCIENCE EDUCATION,
TIFR, MANKHURD, MUMBAI – 400088.**

Date: September 03, 2024
(TENDER NO: HBC/PUR/LIMITED TENDER 09/2024-25)

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SECTION 1: NOTICE INVITING TENDER

Ref : HBC/PUR/LIMITED TENDER 09/2024-25

Date : September 3, 2024

Supply, Installation, Testing and Commissioning of 40A Key card holder Energy saver switches in NIUS Hostel and Old Guest House at Homi Bhabha Centre for Science Education - TIFR, Mankhurd, Mumbai – 400088.	Estimated Cost = Rs. 2,54,290/- (Incl. GST)
Earnest Money Deposit (EMD): Rs. 5,086/- (Rupees Five Thousand Eighty-Six only) by way of Demand Draft in favour of “HBCSE” payable at Mumbai. Alternatively, this amount can be remitted by bank transfer. The details are as follows: HBCSE-TIFR Non Plan A/C, Account No.:1038019943 Bank Address: Central Bank of India Jigna Apartment, Sion-Trombay Road, Mankhurd, Mumbai – 400 088 IFSC Code: CBIN 0282523.	

Tender documents can be downloaded from HBCSE website: www.hbcse.tifr.res.in/tenders or Central Public Procurement Portal (CPMP) <https://eprocure.gov.in/epublish/app>

Tender should reach us before or on **September 23, 2024 by 14.30 PM (BID DUE DATE)**

Tender will be opened on **September 23, 2024 at 15.30 PM.**

Contract Period: **Thirty (30) Days** after the date of issue of Work Order/ Letter of Intent/ Purchase Order or date of completion of Handing Over taking over process whichever is latest.

Bids under **Single Bid System** are invited on behalf of Centre Director, HBCSE Mumbai for award of contract for **Supply, installation, testing and commissioning of 40A Key card holder Energy saver switches in NIUS Hostel and Old Guest House at HBCSE**. The details of the tender including the scope of work, technical specification, etc. is given in this tender document. All the prospective bidders are requested to go through the tender document before submitting their bids.

The tender should be submitted sealed envelopes duly super scribed with our Tender Enquiry No .and Due date and with the heading “**Supply, installation, testing and commissioning of 40A Key card holder Energy saver switches in NIUS Hostel and Old Guest House at HBCSE**” in bold letters.

Quotation sent by hand delivery/ courier are to be deposited in the Tender Box kept at the Main Gate after obtaining stamp, date and signature of the Security Officer. To assess the nature of job, bidder must visit the HBCSE site before bidding. Bidder may seek prior appointment for site visit. The contact person is Shri. Banda Srikanth (Tel No. 25072121/ 25072300, Email: banda@hbcse.tifr.res.in).

Tenders to be addressed to:

Head, Administrative Operations

Homi Bhabha Centre for Science Education

V. N. Purav Marg, Near Anushakti Nagar Bus Depot, Mumbai – 400 088.

Bids sent by Fax/ email shall be rejected straightway. The Centre reserves the right to accept/ reject the proposal either in part or in full without assigning any reasons.

Sd/-
Head Administrative Operations
For and on behalf of Centre Director, HBCSE

SECTION 2: PRE-QUALIFICATION/ELIGIBILITY CRITERIA

- **Bidders are required to comply with the following eligibility criteria:**
 - a. Registration/ empanelment/ worked in past with Government organizations like CPWD, MES, Railways, State PWDs etc. /Semi Government organizations, PSUs etc. / reputed private organizations in appropriate class and having experience in execution of similar nature of works.
 - b. The contractor should have **registered / branch/ functional office** in **Mumbai/ Navi Mumbai/ Thane region**.
 - c. The contractor should have Valid Electrical Contractor Licenses.
 - d. Average annual turnover for the last 3 financial years should be at least Rs **2,54,290** /- not having incurred any loss in more than 2 years during last 5 years ending 31st March,2024.
 - e. Experience of having successfully completed the following works (during last **Five** years ending 31st March, 2024):
 - i. **One** similar order not less than Rs.**2,03,432**/-; Or
 - ii. **Two** similar works completed costing not less than Rs.**1,52,574**/- each; Or
 - iii. **Three** similar works completed costing not less than Rs.**1,01,716**/- each
- **Similar works** shall mean SITC of Energy savers at Hotels and Hostel rooms etc. of BOQ mentioned magnitude of quantities of work. The quality & satisfactory performance of the submitted work will be verified by HBCSE technical team if required by inspecting the said work.
- **Notes:**
 - i) The above (Pre-qualification criteria) should be supported by relevant documentary evidence like copies of work orders and completion certificates issued by clients indicating the detailed scope of work covering the above aspects, value of work, completion/ commissioning dates etc., in support of meeting all the qualification criteria given as above.
 - ii) The offers of the Bidders not meeting the pre-qualifying requirements and not producing supportive documents are likely to be rejected.
 - iii) HBCSE reserves the right to verify the documents/ information submitted or inspect the installation done. The Bidder shall provide necessary facilities for this purpose.
 - iv) Even though the Bidders meet the above qualifying criteria, they are subject to be disqualified if they have made misleading or false representations in the forms, statements and attachments submitted in proof of qualification requirements; and/or record of poor performance such as abandoning the works, not properly completing the contract, inordinate delays in completion, in case of blacklisting by any PSU/Govt. body, or financial failures etc.
 - v) The Contractor must confirm in writing that the spares supplied & installed by them shall be as per specification of goods and in case of any variation, the contract shall be liable to cancel immediately.

SECTION 3: INSTRUCTIONS TO BIDDERS

A) General Instructions:

1. The Prospective bidder shall carefully examine and understand the specifications/ conditions of the tender document/ RFP and seek clarifications in writing if required, to ensure that they have understood all specifications/ conditions of tender. These clarifications should be sought before submission of bids. If no such clarifications are sought in writing, it will be taken that the Bidder has read, understood and accepted all the terms, conditions and specifications in the tender document.
2. The Bidder is required to submit a copy of this tender document, with all pages signed by the authorized person, to confirm that Bidder has read and understood the conditions of this tender document and that the proposal is submitted in full understanding and agreement of the requirements of HBCSE.
3. The Bidder shall bear all costs associated with the preparation and submission of the Bid, and HBCSE will in no case be responsible for those costs, regardless of the conduct or outcome of the bidding process.
4. HBCSE reserves its rights to amend any of the terms and conditions of the tender document. All such changes can be made up to one week before the last date of submission of bid. The notice of such amendment will be published on **HBCSE website: www.hbcse.tifr.res.in/tenders or Central Public Procurement Portal (CPPP) <https://eprocure.gov.in/epublish/app>**. All the prospective bidders are therefore requested to regularly visit HBCSE website/ CPPP for any such updates.
5. The complete bid will be as per the specified formats only. The bids should be without alteration or erasures, except those to accord with instructions issued by the HBCSE or as necessary to correct errors made by the bidder, in which case such corrections shall be initialed by the person or persons signing the bid.
6. The bidder shall submit only one option, which is best suitable to meet HBCSE requirements. The bids submitted with more options shall be liable to be rejected.
7. The Bid prepared by the Bidder, as well as all correspondence and documents relating to the Bid exchanged by the Bidder and HBCSE, shall be in English only.
8. The Bidder shall explicitly indicate the non-compliance or deviation of the Solution offered in the Proposal to all the terms, clauses, conditions and specifications stipulated in this document. If non-compliance or deviation for any term, clause, condition or specification is not explicitly indicated, it will be construed as compliance and if successful in the bid, the bidder is obligated to comply with all the requirements (excluding those non-compliances explicitly accepted by HBCSE in writing).
9. Successful bidder shall perform all the obligations specified in accordance with the terms and conditions laid down in the tender document. All details provided by the Bidder should be specific to the requirements specified in this tender document. Detailed clarification may be provided by Bidder, if so desired by HBCSE. The Bidder shall specify the responsibilities of HBCSE, if any, separately for the successful implementation of the project.
10. **Bidder shall ensure that all documents are submitted with the bid. The bid should contain the following documents:**
 - i. Copy of PAN (Permanent Account Number) card.
 - ii. Certificate of Registration for GST
 - iii. Copy of Valid Electrical Contractor Licenses.
 - iv. Copy of Valid ISO -9001 -2015 Certificate
 - v. Proof of last 3 years Average Annual turnover supported by audited Balance Sheet by Chartered Accountant.

- vi. List of similar works in hand & works carried out by them for last 5 years indicating A) Agency for whom executed, B) Value of work, C) Completion time as stipulated and actual, or present position of the work
- vii. Experience testimonials along with work orders and completion certificates.
- viii. DD for EMD or in case of bank transfer the receipt for the same must be enclosed/ MSE Certificate

B) Earnest Money Deposit (EMD):

An earnest money for Rs. 5086/- i.e. 2% of the total estimated cost has to be deposited in the form of Demand Draft, Bankers cheque or through online transfer through bank in favour of 'Homi Bhabha Centre for Science Education, Mumbai'. After online transfer of EMD, the vendor should intimate us by email or proof of online transfer of EMD should be part of tender. The firms registered under MSMEs can be exempted from submission of EMD as per rule 170 of GFR 2017, provided they must submit a '**Bid Securing Declaration**' in prescribed form as per '**Annexure VII**'

EMD shall be interest free and it will be refunded to the unsuccessful bidders within 15 days after acceptance of Work Order by the awarded bidder without any interest. EMD of the successful bidder shall be returned/refunded on receipt of Performance Guarantee. However, in case Performance Guarantee is in the form of Bank Guarantee, EMD will be released subsequent to confirmation of verification of Bank Guarantee from the issuing Bank.

EMD will be forfeited if the bidder withdraws or amend impairs or derogates from the tender in any respect. **Kindly submit your bank details along with the tender like Cancelled Cheque/ NEFT/ Bank A/C details for ease in repayment of EMD.**

C) Performance Guarantee:

The tenderer, whose tender is accepted, will be required to furnish a **Performance Guarantee of 5%** of the value (of '**Bill of quantities**) within **7 (seven) working days** from the date of intimation. This Guarantee shall be in the form Demand Draft / Pay Order / Banker's cheque issued by a Scheduled Bank in favour of '**Homi Bhabha Centre for Science Education, Mumbai**'. The performance guarantee shall be returned to the contractor, without any interest, after recording of the completion certificate for the work by the competent authority and submission of final bill by the contractor as per the joint measurement within Two months.

In case Performance Guarantee is not submitted within 7 days, an interest @ 12% per annum will be levied till the date you submit the Performance Guarantee. If the successful bidder fails to submit the Performance Guarantee/ Performance Bank Guarantee with interest or refuses to submit the Performance Guarantee even after reminders, the Centre reserves the right to cancel the order without notice and the EMD by the bidder shall be forfeited automatically.

D) Security Deposit:

The tenderer, whose tender is accepted, will also be required to furnish by way of Security Deposit for fulfillment of his contract, an amount equal to **2.5%** of the value of the work. The successful tenderer shall permit HBCSE at the time of making any payment to him for work done under the contract to deduct a sum at the rate of **2.5%** of the gross amount of each running bill. The Security Deposit shall be released after the successful completion of Defect Liability Period reckoned from the date of completion as certified by Engineer-in- Charge or Competent Authority.

E) Defect Liability period:

Two Years from the satisfactory completion of entire tendered work.

F) Acceptance of Tender:

The competent authority, on behalf of Centre Director, HBCSE, Mumbai, does not bind himself to accept the lowest or any other tender, and reserves to himself the authority to reject any or all the tenders received, without assignment of any reason. All tenders, in which any of the prescribed condition is not fulfilled or any condition, including that of conditional rebates is put forth by the tenderer, shall be summarily rejected. The Competent Authority, on behalf of HBCSE, Mumbai reserves to himself the right of accepting the whole or any part of the tender and the tenderer shall be bound to perform the same at the rates quoted. The officer inviting tenders shall have the right of rejecting all or any of the tenders and will not be bound to accept the lowest tender or any other tender.

G) Validity of Tender:

The tender for the work shall remain open for acceptance for a period of **180 days** from the last date of submission of tenders. If any tenderer withdraws his/ her tender before the said period, or before issue of Letter of Intent, whichever is earlier, or makes any modifications in the terms and conditions of the tender which are not acceptable to the Centre, then HBCSE, TIFR, Mumbai, without any prejudice, shall not allow the bidder to participate in the retendering process of the work.

H) Site visit by the bidder before tendering:

Bidders are advised to inspect and examine the site and its surroundings during working hours and satisfy themselves before submitting their tenders. The Bidder shall be deemed to have full knowledge of the site whether he/she inspects it or not and no extra charges consequent on any misunderstanding or otherwise shall be allowed.

I) Signing of Tender and receipts for payments:

In the event of the tender being submitted by a firm, it must be signed separately by each partner thereof or in the event of the absence of any partner, it must be signed on his behalf by a person holding a power-of-attorney authorizing him to do so, such power of attorney to be produced with the tender, and it must disclose that the firm is duly registered under the Indian Partnership Act-1952. Receipts for payments made on account of work, when executed by a firm, must also be signed by all the partners, except where contractors are described in their tender as a firm, in which case the receipts must be signed in the name of the firm by one of the partners, or by some other person having due authority to give effectual receipts for the firm.

SECTION 4: GENERAL RULES AND DIRECTIONS

A. NIT & its contents:

All works proposed for execution by contractor will be notified in a form of invitation to tender on HBCSE website/ CPPP Portal. This form will state the work to be carried out, as well as the date for submitting and opening tenders and the time allowed for carrying out the work, also the amount of Earnest Money Deposit, Security Deposit and Performance Guarantee to be deposited by the successful tenderer and the percentage, if any, to be deducted from the bills. Copies of the specifications, schedule of quantities of the various descriptions of work and any other documents required in connection with the work signed for the purpose of identifications by the officer inviting tender shall also be open for inspection by the contractor at the office of officer inviting tender during office hours.

B. Filling-up of tender:

Any person who submits a tender shall fill up the usual printed form, stating at what rate he is willing to undertake each item of the work. Tenders, which propose any alteration in the work specified in the said form of invitation to tender, or in the time allowed for carrying out the work, or which contain any other condition of any sort, including conditional rebates, will be summarily rejected. Tenders shall have the name and number of the works to which they refer, written on the envelopes. It will be obligatory on the part of the tenderer to sign all the pages of tender documents affixing his/her stamp. All rates shall be quoted on the proper form of the tender alone. All corrections shall be attested by the dated initials of the tenderer. Use of correcting fluid, anywhere in tender document is not permitted. Such tender is liable for rejection. If it is found that the tender is not submitted in proper manner or contains too much corrections and/or absurd rates or amount, it would be open for the Centre to take suitable disciplinary action against the Contractor. Bids prepared by the tenderer shall contain all requisite information along with self-attested supporting documents as per details in Technical Bid-Part I

C. Filling-up of the BOQ:

All rates shall be quoted on the tender form by the tenderers in figures and words shall be accurately filled in, so that there is no discrepancy in the rates written in figures and in words. The amount for each item should be worked out and requisite totals given. However,

- i) The rate(s) must be quoted in decimal coinage. The final amounts must be quoted in full rupees by ignoring fifty paise and considering more than fifty paise as rupee one.
- ii) If the amount of an item is not worked out by the tenderer, or it does not correspond with the rate written either in figures or in words, then the rates quoted by the tenderer in words shall be taken as correct.
- iii) Where the rate quoted by the tenderer in figures and in words tally but the amount is not worked out correctly, the rate quoted by the tenderer will, unless otherwise proved, be taken as correct and not the amount.
- iv) In event no rate has been quoted for any item(s), leaving space both in figure(s), word(s), and amount blank, it will be presumed that the contractor has included the cost of this / these item(s) in other items and rate for such item(s) will be considered as zero and work will be required to be executed accordingly.

D. Sealing of the Tender:

The tender must be placed in a properly sealed envelope addressed to the '**Head Administrative Operations, Homi Bhabha Centre for Science Education, V. N. Purav Marg, Mankhurd, Mumbai – 400088**'

E. Guidelines for quoting the rates:

All rates shall be quoted on the prescribed tender form. The amount for each item should be worked out and requisite totals should be given. Special care should be taken to write the rates in figures as well as in words, and the amount in figures only, in such a way that interpolation is not possible. The total amount should be written both in figures and in word. In case of figures, the words "Rs." should be written before the figures of rupees and word "P" after the decimal figures, e.g. "Rs. 2.15 P". and in case of words, the word, "Rupees" should precede and the word "Paise" should be written at the end. Unless the rate is in whole rupees followed by the word 'only' it should invariably be upto two decimal places. While quoting the rate in schedule of quantities, the word 'only' should be written closely following the amount and it should not be written in the next line.

F. Quoted rates to include all taxes (except GST):

Sales tax, VAT, Purchase tax or any other tax on materials in respect of this contract, including state Sales tax and Turnover tax on transfer of property as per Works Contract Act etc. if any, shall be payable by the contractor and HBCSE will not entertain any claim whatsoever in respect of the same. As per the directives of the Sales Tax Authorities, the tax due at the rates notified by the Central/ State Government from time to time, shall be deducted from the bills payable to the Contractors, for which TDS certificate shall be issued by the Department.

G. Opening of tenders:

The officer inviting tender or his duly authorised assistant will open tenders in the presence of any intending tenderers who may be present at the time, and will enter the amount of the several tenders in a comparative statement in a suitable form.

SECTION 5: GENERAL CLAUSES OF CONTRACT

A. Determination of contract:

Subject to other provisions contained in this clause, the Engineer-in- Charge or Competent Authority may, without prejudice to his/her any other right or remedy against the contractor in respect of any delay, inferior workmanship, any claim for damages and /or any other provisions of this contract or otherwise, and whether the date for completion has or has not elapsed, by notice in writing absolutely determine the contract in any of the following cases:

- i) If the contractor has, without reasonable cause, suspended the progress of the work or has failed to proceed with the work with due diligence so that in the opinion of the Engineer-In-Charge or Competent Authority (which shall be final and binding) he/she will be unable to secure completion of the work by the date for completion and continue to do so after a notice in writing of 7 days from the Engineer-In-Charge or Competent Authority.
- ii) If the contractor fails to complete the work within the stipulated date or items of work with individual date of completion, if any stipulated, on or before such date(s) of completion and does not complete them within the period specified in a notice given in writing in that behalf by the Engineer-In-Charge or Competent Authority.
 - a. To determine the contract as aforesaid (of which termination notice in writing to the contractor under the hand of the Engineer-In-Charge or Competent Authority shall be conclusive evidence) upon such determination, the Security Deposit already recovered and Performance Guarantee under the contract, shall be liable to be forfeited, and shall be absolutely at the disposal of HBCSE-TIFR.
 - b. After giving notice to the contractor to measure up the work of the contractor and to take such whole, or the balance or part thereof, as shall be unexecuted out of his/her hands and to give it to another contractor to complete the work. The contractor, whose contract is determined as above, shall not be allowed to participate in the tendering process for the balance work.
- iii) In the event of above courses being adopted by the Engineer-In-Charge or Competent Authority, the contractor shall have no claim to compensation for any loss sustained by him by reason of his having purchased or procured any materials or entered into any engagements or made any advances on account or with a view to the execution of the work or the performance of the contract. And in case action is taken under any of the provisions aforesaid, the contractor shall not be entitled to recover or be paid any sum for any work thereof or actually performed under this contract unless and until the Engineer-In-Charge or Competent Authority has certified in writing the performance of such work and the value payable in respect thereof and he/she shall only be entitled to be paid the value so certified.

B. Completion Certificate:

Within ten days of the completion of the work, the contractor shall give notice of such completion to the Engineer-in- Charge or Competent Authority and within fifteen days of the receipt of such notice, the Engineer-In-Charge or Competent Authority shall inspect the work, and if there is no defect in the work, shall furnish the contractor with a certificate of completion, otherwise a provisional certificate of physical completion indicating defects (a) to be rectified by the contractor and / or (b) for which payment will be made at reduced rates, shall be issued. But no final certificate of completion shall be issued, nor shall the work be considered to be complete until the contractor shall have removed from the premises on which the work shall be executed, all scaffolding, surplus materials, rubbish and all huts and sanitary arrangements, required for his/their work people on the site in connection with the execution of the works as shall have been erected or constructed by the contractor(s) and cleaned off the dirt from all wood work, doors, windows, walls, floors or other parts the building, in, upon, or about which the work is to be executed or of which he may have had possession for the purpose of the execution thereof, and not until the work shall have been measured by the Engineer-In-Charge or Competent Authority.

C. Payment of the Bill:

The payment will be released within 10-15 working days after the submission of the Running Account/ Final bills post corrections if any received from Engineer-In-Charge or Competent Authority.

The final bill shall be submitted by the contractor in the same manner as specified in interim bills **within two months** of physical completion of the work or within one month of the date of the final certificate of completion furnished by the Engineer-In-Charge or Competent Authority whichever is earlier. No further claims shall be made by the contractor after submission of the final bill and these shall be deemed to have been waived and extinguished. Payments of those items of the bill in respect of which there is no dispute and of items in dispute, for quantities and rates as approved by Engineer- in-Charge or Competent Authority, will, as far as possible be made within the period specified herein-under, the period being reckoned from the date of receipt of the bill by the Engineer-In-Charge or Competent Authority or his authorized representative, complete with account of materials issued by the Centre and dismantled materials. Penalty for any default will be deducted from the RA bills and Final bill as well.

D. Foreclosure of contract due to abandonment or reduction in scope of work:

If at any time after acceptance of the tender, HBCSE-TIFR shall decide to abandon or reduce the scope of the works for any reason whatsoever and hence not require the whole or any part of the works to be carried out, the Engineer- in- charge or competent authority shall give notice in writing to that effect to the contractor and the contractor shall act accordingly in the matter. The contractor shall have no claim to any payment of compensation or otherwise whatsoever, on account of any profit or advantage which he/she might have derived from the execution of the works in full but which he did not derive in consequence of the foreclosure of the whole or part of the works.

The contractor shall be paid at contract rates full amount for works executed at site and in addition, a reasonable amount as certified by the Engineer-In-Charge or Competent Authority for the items hereunder mentioned which could not be utilized on the work to the full extent in view of the foreclosure.

- a. HBCSE-TIFR shall have the option to take over contractor's materials or any part thereof either brought to site or of which the contractor is legally bound to accept delivery from suppliers (for incorporation in or incidental to the work) provided however, HBCSE-TIFR shall be bound to take over the materials or such portions thereof as the contractor does not desire to retain. For materials taken over or to be taken over by HBCSE-TIFR, cost of such materials as detailed by Engineer-in- charge or Competent Authority shall be paid. The cost shall, however, take into account purchase price, cost of transportation and deterioration or damage which may have been caused to materials whilst in the custody of the contractor.
- b. Reasonable compensation for repatriation of contractor's site staff and imported labour to the extent necessary. The contractor shall, if required by the Engineer-In-Charge or Competent Authority furnish to him/ her books of account, wage books, time sheets and other relevant documents and evidence as may be necessary to enable him to certify the reasonable amount payable under this condition.

E. Action in case of work not done as per specifications:

All works under or in course of execution or executed in pursuance of the contract, shall at all times be open and accessible to the inspection and supervision of the Engineer-in- charge or Competent Authority or his authorised subordinates in charge of the work and all the superior officers of the Centre or any organization engaged by the Centre for quality assurance and the contractor shall, at all times, during the usual working hours and at all other times at which reasonable notice of the visit of such officers has been given to the contractor, either himself be present to receive orders and instructions or have a responsible agent duly accredited in writing, present for that purpose. Orders given to the Contractor's agent shall be considered to have the same force as if they had been given to the contractor himself.

F. Contractor to supply tools & equipment, etc.:

The contractor shall provide at his own cost all materials (except such special materials, if any, as may in accordance with the contract be supplied from the Engineer- in-Charge's stores), machinery, tools & equipment's. in addition to this, appliances, implements, other accessories, ladders, cordage, tackle and temporary works required for the proper execution of the work, whether original, altered or substituted and whether included in the specification or other documents forming part of the contract or referred to in these conditions or not, or which may be necessary for the purpose of satisfying or complying with the requirements of the Engineer-In-Charge or Competent Authority as to any matter as to which under these conditions he is entitled to be satisfied, or which he is entitled to require together with carriage therefore to and from the work.

G. Recovery of compensation paid to workmen:

In every case in which by virtue of the provisions of section 12 sub-section (1) of the Workmen's Compensation Act. 1923, HBCSE- TIFR is obliged to pay compensation to a workman employed by the contractor, in execution of the works, HBCSE-TIFR will recover from the contractor the amount of the compensation so paid; and, without prejudice to the rights of HBCSE-TIFR under Section 12, sub-section (2) of the said Act, HBCSE shall be at liberty to recover such amount or any part thereof by deducting it from the security deposit or from any sum due by HBCSE to the contractor whether under this contract or otherwise. HBCSE shall not be bound to contest any claim made against it under section 12, sub-section (1) of the said Act, except on the written request of the contractor and upon his giving to HBCSE full security for all costs for which HBCSE might become liable in consequence of contesting such claim.

H. Fall Clause:

At any point of time if it is observed that the vendor is providing similar services BOQ mentioned work to other any organizations in similar Regions/ Zones with similar terms and conditions and status of work at a lower rate than offered to HBCSE, then the vendor shall have to compensate HBCSE by paying the difference amount and downward revise the rate of respective services with immediate effect.

ANNEXURE I

APPLICATION FORM
(On Company's Letterhead)

Date: _____

To,
The Centre Director,
Homi Bhabha Centre for Science Education, TIFR, V. N. Purav Road Mankhurd, Mumbai – 400088.

Sir,

1. Being duly authorized to represent and act on behalf of
(hereinafter referred to as “the Applicant”) and having reviewed and fully understood all the pre-qualification information provided, the undersigned hereby applies to be pre-qualified by yourselves as a tenderer for award of work(s) for **‘Supply, Installation, Testing and Commissioning of 40A Key card holder Energy saver switches in NIUS Hostel and Old Guest House at HBCSE-TIFR’** as per specification attached.

2. Attached to this letter are copies or original documents defining:

- (a) the applicant’s legal status
- (b) the principal place of business
- (c) the place of incorporation (for applicants who are corporations) or the place of registration and thenationality of the owners (for applicants who are partnerships or individually owned firms)
- (d) Annexure no. II to VIII

3. Your department and its authorized representatives are hereby authorized to conduct any inquiries or investigations to verify the statements, documents and information submitted in connection with this application, and to seek clarification from our bankers and clients regarding any financial and technical aspects. This letter of application will also serve as authorization to any individual or authorized representative or any institution referred to in the supporting information, to provide such information deemed necessary and requested by you to verify statements and information provided in this application, or with regard to the resources, experience, and competence of the Applicant.

4. Your department and its authorized representatives may contact the following persons for further information on general, personnel, technical and financial enquiries.

Details	Contact 1	Contact 2
Name		
Contact No.		
E-mail		

5. This application is made with the full understanding that:

- (a) Bids submitted by applicants will be subject to verification of all information submitted at the time of bidding
- (b) I have checked all terms & Conditions and all the clauses included in this contract document, I accept to abide and follow to conditions. I also understand that failing to satisfy the above the contract may lead to the cancellation of this contract and forfeiture of the Performance Guarantee with Security Deposit.
- (c) Your department reserves the right to:
 - i. Amend the scope and value of the contract / bid under this project; in such event, bids will only be called from pre-qualified bidders who meet the revised requirements; and
 - ii. Reject or accept any application, cancel the pre-qualification process, and reject all applications without assigning reasons or incurring any liability thereof; and
- (d) Your department shall not be liable for any such actions and shall be under no obligation to inform the applicant.

6. The undersigned declares that statements made and the information provided in the duly completed application are true and correct in every detail.

Signed and sealed, Name

For and on behalf of

ANNEXURE - II

CONTRACTOR DETAILS

(If any details are not relevant the bidder can write N.A. in front)

Sr.No	Description	Details
1.	Name of tendering company/ firm	
2.	Type of firm- Proprietary/ Partnership/ Pvt. Ltd/ Ltd/ Single Person Company	
3.	Full particulars of office	
A	Address	
B	Telephone no.	
C	E-mail address	
4.	Bank details	
A	Bank name & address:	
B	Account type:	
C	Account no:	
D	IFSC code:	
E	Email address:	
5.	Registration details:	
A	PAN NO. (attach copy of proof)	
B	GST REGISTRATION NO. (attach copy of proof)	
C	E.P.F. REGISTRATION NO. (attach copy of proof)	
D	E.S.I. REGISTRATION NO. – (attach copy of proof)	
6.	The Bidder should have the Registered /Branch Office in Mumbai/ Navi Mumbai/ Thane region. (attach copy of proof)	
7	Bidder should provide Valid Electrical License (attach copy of proof)	
8	Bidder should provide copy of the License under Contract Labour (Regulation and Abolition) Act for electrical services (attach copy of proof)	
9	The Bidder should possess valid ISO - 9001 certification. Copy of certificate has to be attached with the Technical Bid. (attach copy of proof)	

Signature and seal of Authorized Signatory of bidder

ANNEXURE – III
FINANCIAL CAPABILITIES

Financial Year	Annual Turn Over in Indian Rupees (or equivalent to Indian Rupees) as per Audited Balance Sheet
2021-2022	Rs.
2022-2023	Rs.
2023-2024	Rs.

NOTE: The above data is to be supported by audited balance sheets and to be submitted with tender documents.

(Attach copies of audited balance sheets duly certified by the chartered accountant for all three years. Audited Balance sheet should mention the membership number of chartered accountant issued by ICAI along with full address.)

Signature and seal of the Authorized Signatory of the bidder

ANNEXURE –IV

EXPERIENCE OF COMPLETION OF PROJECTS OF SIMILAR NATURE & COMPLEXITY

(During last **Five** years ending last day of month previous to the one in which applications are invited)

Sl. No.	Name of work / project and location	Owner or sponsoring organization	Cost of Work In Lakhs	Date of commencement as per contract	Date of completion	Name and address/ telephone number of officer to whom reference may be made	Remarks

NOTE: Please attach supporting documents (completion certificates along with order copies) for the above information.

Signature and seal of the Authorized Signatory of the bidder

ANNEXURE - V

LITIGATION DETAILS (COURT CASES/ARBITRATION)

Year	Name of the work	Name of the Client, with Address	Title of the court Case/ Arbitration	Detail of the Court/ Arbitrator	Status Pending/ Decided	Disputed Amount (Current Value, the equivalent) in case of Court Cases/ arbitration	Actual Awarded Amount (Rs) in decided Court Cases/ arbitration

Signature and seal of Authorized Signatory of bidder

ANNEXURE - VI

LIST OF WORKS IN HAND

Name of work	Name & address of the establishment under whom the work is being executed	Value of the work in Lakhs	Completion time as per the contract	Position of the works in progress	Remarks
1	2	3	4	5	6

Signature and seal of Authorized Signatory of bidder

ANNEXURE -VII

BID SECURITY DECLARATION (EMD)
(To be submitted on Company's Letterhead)

Date:

To,
Centre Director,
Homi Bhabha Centre for Science Education – TIFR,
V. N. Purav Marg,
Mankhurd, Mumbai - 400088.

Tender No. _____

I/we have gone through the tendering conditions pertaining to the Tender and General Conditions of Contract, Special Conditions of Contract and Additional Conditions of Contract, if any.

We, the undersigned, declare that:

I / We understand that, as per terms and conditions of tender, bids must be supported by a Bid Security Declaration In lieu of Earnest Money Deposit.

I / We hereby accept that I / We may be disqualified from bidding for any contract with you for a period of (03) Three years from the date of disqualification as may be notified by you if,

- I. I am /We are in a breach of any of the obligations under the bid conditions, or
- II. I/We have withdrawn or unilaterally modified/amended/revised, my/our Bid during the bid validity period specified in the form of Bid or extended period, if any.
- III. On acceptance of our bid by HBCSE, I/we failed to deposit the prescribed Performance Bank Guarantee or fails to execute the agreement or fails to commence the execution of the work in accordance with the terms and conditions and within the specified time.

Signature of bidder with Seal &Date

Name & designation of the authorized person signing the Bid-Securing Declaration Form:

Duly authorized to sign the bid for and on behalf of: _____ (complete name of Bidder firm)

Dated on _____ day of _____ month, _____ year.

(Note: In case of a Joint Venture, the Bid Security Declaration must be in the name of all partners to the Joint Venture that submits the bid)

ANNEXURE -VIII

BILL OF QUANTITY

Sr No.	Description of item	Unit	Qty	Rate	Amount
				(Rs.)	(Rs.)
1.0	Supply, installation, testing and commissioning of 40A key card holder Energy saver switches compatible with IC card, include surface box and RFID card. Specifications: Voltage: 180-250 V, 50Hz. Current rating: 40A. Card type: Only RFID cards can activate the power supply. Power cuts: off automatically when the card is removed for more than 10 to 20 seconds. Warranty: Three years onsite warranty. Color: White. Mounting Type: Wall mounted. Non-working condition: Light blue. Size: 86 × 86 mm x 35 mm with flush mounted box including drilling of holes, misc. material, tools, accessories & labour etc. complete check as per instructions and directions of EIC. Make: Godrej/Legrand/Schneider or approved equivalent.	Nos.	95.00		
2.0	Supply, laying and connection of power wiring of 4.0 Sq mm FRLSH using the copper wires of standard approved make by EIC and its laying through standard approved make PVC (hard or flexible) conduits / casing capping at any heights with proper connections on both ends including lugging drilling of holes, misc. material, tools, connectors, accessories & labour etc. complete check as per instructions and directions of EIC. Make: Havells/Polycab or standard approved equivalent. Note: Casing capping will be paid separately.	Rmtr.	700.00		
3.0	Supply and fixing of 32 mm PVC casing capping patti duly fixed with Stainless Steel screws and fixed firm on the wall /furniture (wherever required) at desirable height and location, including, transportation, cutting, drilling, tools of standard approved make as per site condition and as directed by EIC. Make: Precision/Legrand or standard approved equivalent.	Rmtr.	300.00		
				Total	
				GST 18%	
				Grand Total	

Amount (in words) – Rupees _____

_____ only.

NOTE: Any other material makes to be used will require a prior approval of Engineer-In-Charge or Competent Authority. In case the material delivered on site, gets rejected in terms of non-approved make and quality, no any payment will be made for the same.