

Subsidiary Intelligence Bureau
Ministry of Home Affairs
Government of India
Mumbai

TENDER NOTICE

This office under Ministry of Home Affairs requires to undertake modernisation work of canteen including Plumbing, Electrical, sliding window work, furniture, crockery, construction etc., for our office canteen in SIBMumbai.

2. The tender document floated for the purpose can be obtained from the Security Counter SIB, Block-E, Plot C-23. BandraKurlaComplex, Bandra (E), Mumbai 400051 from 23/03/2017 to 27/03/2017 (10:30 a.m. to 12:30 p.m.) on payment of Rs. 500/- (Rupees five hundred only) (Non – Refundable) in the form of Demand Draft/Bankers Cheque drawn on any commercial Bank in favour of “**SO, SIB Mumbai**”, payable at Mumbai.

3. Sealed quotations, duly super scribed “**Quotations for Modernisation of Canteen**’ addressed to the undersigned, may be deposited in the Tender Box kept at Security Counter SIB, Block-E, Plot C – 23. BandraKurla Complex, Bandra (E), Mumbai 400051, not later than 1300 Hrs. on March27, 2017. The quotations can also be sent by post so as to reach the undersigned before the stipulated time & date. Quotations received after the due date/time shall not be entertained in any case.

-sd-
Assistant Director/E

TENDER DOCUMENT

(Tender for Modernisation of SIB Canteen)

(No. GA/3(2)/2014(2) – GIA Canteen-11994

dated : 23/03/2017)

**SUBSIDIARY INTELLIGENCE BUREAU
MINISTRY OF HOME AFFAIRS
Government of India
Block – E, Plot- C, BandraKurla Complex,
Bandra (E), Mumbai 400051.**

Tender for Modernisation of Canteen

DETAILED INFORMATION/TERMS & CONDITIONS

Sealed bids are invited by this department under Ministry of Home Affairs, for procurement of items & works as mentioned in Annexure-I. Supply of items/works to be completed within three days from the date of issue of award letter. The time schedule is as under :-

Cost of Tender Document : Rs. 500/- (Non-refundable) in the form of Banker's cheque, issued by any bank, payable at Mumbai in favour of "**SO SIB Mumbai**".

Date of Sale of Tender Document : 23/03/2017 to 27/03/2017
(10:30 a.m. to 12:30 p.m.)

Place of Sale of Tender Document : Security Counter, SIB, Block – E, Plot – C, BandraKurla Complex, Bandra (E), Mumbai – 400051.

Closing Date & Time for receipt of the Tender Bids : 27/03/2017 (1300 Hrs.)

Place for submitting of Tender Bids : Tender box kept at Security Counter, SIB, Block – E, Plot – C, BandraKurla Complex, Bandra (E), Mumbai – 400051.

Tender Opening : 27/03/2017 at 1400 Hrs. at Security Counter, SIB, Block – E, Plot – C, BandraKurla Complex, Bandra (E), Mumbai – 400051.

2. Submission of Bids : The bids, in a sealed cover, duly super-scribed "**Quotation for Modernisation of Canteen**" and addressed to the undersigned and should be sent by post or may be deposited in the Tender Box kept at Security Counter, SIB, Block – E, Plot – C, BandraKurla Complex, Bandra (E), Mumbai – 400051 **not later than 1300 Hrs. on 27/03/2017.**

3. BID: "Bid for Modernisation of Canteen" should contain the following documents :-

- i) VAT/Sales Tax/Service Tax Registration Certificate.
- ii) Copy of latest VAT/Sales Tax/Service Tax Return.
- iii) Earnest Money Deposit of Rs. 30,000/-, as mentioned in Tender Document.
- iv) Documents regarding Annual Turnover/Balance Sheets/IT Returns of the firm for the last 3 years.
- v) A list of Owner/Partners of the firm and their contact number & copy of the PAN Card.
- vi) A certificate to the effect that the firm is neither blacklisted by any Government Deptt., nor any criminal case is registered/pending against the firm or its owner/partner anywhere in India.
- vii) A copy of these terms and conditions duly signed with seal of the firm, in token of acceptance of terms and conditions.

- viii) Authorisation letter for the person signing the tender document on behalf of the firm (if signed by other than Partner / Proprietor / Director of the firm) and his signature should be attested by the owner / Partner / Director of the tendering firm also.
- ix) Total cost of the modernisation of canteen as mentioned in Annexure-I should be quoted. Total cost should be inclusive of all i.e., Cost of item/works, packaging, delivery, installation or any other charges **except VAT & Service Tax**. VAT/ST will be reimbursed as per bill at the existing Govt. rates. Financial quotation will be considered only if other conditions as mentioned above are fulfilled.

4. **OPENING OF THE BIDS**

Bids will be opened on the date indicated at Para – 1 above in office of the undersigned. in the presence of the bidders or their representatives who may like to be present.

Late Bids : Bids received after the specified date and time, as indicated in para – 1 above, will not be considered in any case.

5. **EARNEST MONEY DEPOSIT (EMD) / BID SECURITY**

(i) EMD of Rs. 30,000/- (Rupee Thirty thousand only) in the form of Bank Guarantee (BG)/FDR/DD/Bankers Cheque from any of the commercial banks, payable in favour of SO, SIB Mumbai, must accompany the Bid. **Tenders without EMD will not be considered.** The bid security should be valid for 90 days. The tenders received without bid security will be summarily rejected.

(ii) In case of successful tenderers, the bid security may be adjusted towards the performance security deposit to be payable, on request. In the case of unsuccessful tenderers, the bid security will be returned after finalization of the tender.

(iii) The amount of BG or amount remitted towards bid security is liable to be forfeited if the tenderer resiles from the offer after submission of the tender or after the acceptance of the offer by the department or fails to sign the contract or to remit the Performance Security Deposit.

(iv) No interest will be payable by the department on the bid / performance security deposited / remitted.

6. **PERFORMANCE SECURITY**

(i) The successful bidder will have to furnish Performance Security @ 5% of the total contract in the form of F.D.R. from any of the commercial banks, in the name of the firm/ Agency, but hypothecated in the name of the SO, SIB Mumbai, or in the form of Bank Guarantee from any of the commercial banks, in favour of SO, SIB Mumbai, within three days from the date of the award of the contract.

(ii) Performance Security will be refunded to the supplier without any interest, after 90 days from the date of supply of all goods/completion of work. Performance Security will be forfeited if the firm fails to fulfil any of the terms or conditions of the contract.

7. **PERIOD OF VALIDITY OF TENDER** : The tender will remain valid for 90 days from the date of opening as prescribed by the department. A tender valid for a shorter period shall be rejected by Deptt., being non – responsive.

8. **DISPLAY & SUBMISSION OF SAMPLES** : The interested tenderers, before quoting their rates are required to visit the SO/GA SIB Mumbai and Committee of this office for inspecting samples of items and works as mentioned in Annexure I from **24/03/2017 & 25/03/2017 (from 11:00 a.m. to 04:00 p.m.)**.

OTHER GENERAL CONDITIONS :

9. If requirement of additional quantity of one or more item is found later and also within next six months, the department reserves the right for placing order for additional quantity (upto 100%) of one or all the items listed at Annexure – I, on approved rates of tender.

10. In case of any dispute regarding rejection of quality of material, the decision of the competent authority shall be final and binding upon the supplier.

11. Bills in triplicate should be sent later and the payment shall be released only after it is ensured that the items/quality of items supplied are of entire satisfaction of the department and as per samples. If any item is found to be defective, or not of the desired quality/specifications etc., the same shall be replaced by the firm(s) immediately for which no extra payment shall be made.

12. In case, the bidders / successful bidder(s) are found in breach of any condition(s) at any stage of the tender, legal action as per extant rules / laws shall be initiated against the agency concerned. In that case, Earnest Money / Performance Security Money, deposited shall be forfeited after giving proper opportunity through show cause notice.

13. Conditional tender shall not be considered.

14. This department, at any stage of the tender process, reserves the right to accept or reject any or all the tenders in part or in full, without assigning any reason thereof.

15. The department reserves the right to amend/withdraw any of the terms and conditions contained in the Tender Document without assigning any reason thereof. Any inquiry after submission of the quotation will not be entertained.

16. The competent authority of the department reserves the right to terminate the contract at any time without assigning any reason. Canvassing in any form is strictly prohibited and tenders of firms reportedly indulging in canvassing are liable to be rejected.

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Assistant Director/E

Signature and Seal of Tenderer

Name in Block Letters

Full Address

SPECIFICATIONS OF MODERNISATION OF CANTEEN AT SIB MUMBAI

Sr. No.	DESCRIPTION OF ITEMS	Unit	Qty
1	DISMENTALING WORK		
1.1	Necessary propping, shoring and/or underpinning shall be provided for the safety of the adjoining work or property, which is to be left in tact, before dismantling and demolishing is taken up and the work shall be carried out in such a way that no damage is caused to the adjoining work or property.	----	----
1.2	Removing of OLD wash basin & old furniture, grill , old sliding windows from the site	LS	LS
2	Providing ceramic wash basin admeasuring. (Bell and Polyware make)	1.5'X2'	3
2.1	Providing wash basin angle cock (Jaguar/equivalent to Jaguar)	---	3
3	Providing and fixing 5 mm mirror glass (Sangobin or equivalent) with frame of 12 mm ISI mark, Marine water proof ply.	---	55* sqft
4	Providing and fixing shutter with proper hardware below wash basin area with 19 mm Marin Waterproof ply (ISI Mark) with both side laminate.	---	35* Sqft
5	SLIDING WINDOW WORK		
5.1	Granite frame for sliding window	--	136* RFt
5.2	Aluminum sliding window with 4 track 18 gauge with 5mm clear glass	---	136* RFt
6	SLIDING PARATION WORK		
6.1	Providing and fixing sliding partition with 18 mm ply with both side laminate and necessary hardware	Sqft	77*
7	PERFORATED 2X2 SHEET CEILING		
7.1	Providing and fixing 2 X 2 feet ceiling sheet	Sqft	800*
8	Providing and applying 3 coats of Plastic paint of approved colour and shade to ceiling after thoroughly sand papering surfaces to remove dust, dirt etc. and repairing dents, cracks, holes to achieve level surface and finishing with two coats of primer, putty and three coats of paint including cost of material, labour, scaffolding etc. all complete as directed by the Engineer in charge.	Sqft	800*
9	ACP WALL PANEELING		
9.1	Providing and fiing of Approved ACP aluminiumcompsitepanel with Aluminium section framing and joints fill with silcon complete	Sqft	1,000*
10	ELECTRICAL WORK		
10.1	Providing and fixing 8"x8" led light (Syska make or equivalent)	No	10
10.2	Providing and fixing 2'x2' led light (Syska make or equivalent)	No	6
10.3	Providing and fixing 18"X 18" EXAUST FAN (Crompton creaves make)	NO	2

11	2-Split A/c of 2-ton each	---	2
12	CARPENTRY WORKS		
12.1	Wooden Storage in wall (size 33X30X120 inch) with approved finish and design	---	1
12.2	L-shape sitting table for cash counter for two(size 4X6X2 ft)with approved finish and design	---	1
13	Polishing work		
13.1	Exiting kota polishing work	LS	LS
14	4' x 2 ' table with PU coated on the Top with SS leg finished (Six persons capacity of at a time on each table) with approved finish and design	---	12
15	Stainless steel bench with back rest(Three persons sitting capacity) with approved finish and design	---	48
	*-----Approximate measurement LS---Lump sum		