



**NATIONAL CENTRE FOR EARTH SCIENCE STUDIES**  
(Ministry of Earth Sciences, Govt. of India)  
P.B. No. 7250, Akkulam, Thiruvananthapuram -695011, Kerala.  
Website: <https://www.ncess.gov.in/>

NCESS/EAM/C/WRK/18/2024

12.08.2024

### Partition of Sitting Space in ASG Floor

Director, National Centre for Earth Science Studies, invites e-tenders from eligible contractors of CPWD and State PWDs, MES, Railways, Irrigation Department, KWA for the above work, in NCESS campus, Thiruvananthapuram.

Type of Tender	E-TENDER (OPEN)
E-Tender No.	NCESS/EAM/WRK/18/2024
Item Description	Partition of Sitting Space in ASG Floor
Tender Type	Two Bid System: Tender should be submitted on the schedule to tender. (i) Techno-Commercial Bid (ii) Financial Bid The Financial bid will be opened only of those firms, who will be found technically qualified after evaluation of their technical bids.
Mode of Submission	Online Mode
Last date of submission of E-Tender	21.09.2024(Saturday) before 6pm
Date & Time of Opening of Techno-Commercial bid	23.09.2024 (Monday) at 11.00am
Date & Time of Opening of Financial Bid	Will be announced later
Estimated Value	Rs.627634.89/- Rupees Six Lakhs Twenty-Seven Thousand Six Hundred Thirty-Four and Paise Eighty Nine only

#### TERMS AND CONDITIONS

1. The tenderer should see the document for details of the tender conditions and pre-qualification criteria in their own interest, in the website.
2. The Director, NCESS reserves the right to accept or reject all or any of the quotations.
3. All statutory dues compliance legal and labour requirements and remittance are to be remitted by the contractor. TDS will be deducted as per rules.
4. A copy of pan card and ID proof details of contractor should also be provided. The contractor to whom the work is awarded should have valid income tax PAN number. Statutory deduction of Income Tax will be made from the bill.
5. Payment will be made against the bills, duly verified and certified by NCESS. Payment will be made only for the executed quantity. Payment will be made only through PFMS/bank transfer.
6. No increase of rates or extension of time for work completion will be allowed.
7. No advance payment or part payment will be made.
8. It is mandatory to produce PAN and GST number.
9. The Estimated Value is inclusive of tax.

Senior Manager

**IMPORTANT NOTE:**

1. A copy of the CPWD/ PWD/ MES/ Railways/ Irrigation Department/ KWA valid license duly attested should be enclosed.
2. Detailed specifications are listed in the BoQ. The bid document can be seen and downloaded from website <https://www.ncess.gov.in/>
3. The tender form and schedule in excel (BOQ) format should be downloaded and submitted through the e-procurement website - <https://eprocure.gov.in/eprocure/app>.
4. The other required forms should be submitted in PDF format by 'logging on' in the website <https://eprocure.gov.in/eprocure/app>.

**Terms and conditions:**

1. Registered contractors of PWD/Kerala Water Authority / Kerala State Electricity Board or Central Public works Department or MES or Railway for the work may submit the tenders.
2. The rate should be quoted in the specified BOQ file in excel format. The quoted rate shall be inclusive of all the operations contemplated in the specifications and tender schedules including all incidental work necessary for such operations such as scaffolding, etc. "The rates quoted shall be inclusive of GST".
3. NCESS does not undertake to construct or make available any approach road or other means of approach to the proposed work site and the bidder shall get acquainted with the available means of approaches to the proposed site and quote for the various items. NCESS shall not be liable for any claim raised later on the plea of non-availability or non-access to the site.
4. The contractor will examine the site condition and satisfy themselves of the availability of materials at nearby places, difficulties which may arise during execution etc. before submitting bids for the work.
5. The period for execution of the work will be **60 days**. Both NCESS and the firm can cancel the contract by giving one-month notice. If the cancellation is done by the firm or it is done by NCESS due to lack of proper service or misconduct on the part of the firm, the performance guarantee/security deposit will be forfeited.
6. The Selected bidder shall remit a performance guarantee equal to 5% of the contract amount to NCESS account.
7. He/she shall execute an agreement for the work in NCESS. Execution of agreement for works shall be made within 21 days from the date of receipt of Work Order.
8. In case of failure to execute the agreement within the above period, the offer of contract shall be cancelled, and suitable action will be taken.
9. The Contractor shall take over charge of the site within 10 days after execution of agreement and commencement of the work. If any loss to NCESS results in as a result of such measure due to the default of the bidder to pay the requisite deposit, sign contracts or take possession of the work, the same will be recovered from him.
10. The conditions stated herein are binding upon the contractor and shall be constructed as a preliminary Agreement between the successful bidder and NCESS.
11. The acceptance of the tender vests with the NCESS who does not undertake to accept the lowest or any particular tender.
12. Tenders not submitted in specified forms or submitted incomplete in any respect will be rejected.
13. Any further information necessary can be obtained at the office of the undersigned on all working days during office hours.
14. Testing the quality of the materials will be done by the contractor at his cost.
15. The contractor will provide his own tools and store sheds to store his own materials and will be entirely responsible for the proper use and safe custody of the latter and also for any loss, damage, and theft, mishandling weathering or any cause whatsoever.
16. The responsibility for safe custody of materials at worksite and during transit will be vested with the contractor.
17. The contractor shall be responsible for the safety of the labour employed by him and he shall be liable to pay the necessary compensation in case of accidents.
18. The contractor will also be liable to abide by the fair wage clause condition.

19. The contractor shall be liable for all damages caused to public amenities such as Electric wires, Telephone cables, water mains and private property which should be repaired and restored with least delay.
20. The work should be executed with utmost caution and manholes, rainwater collecting pit, gully trap and sewage lines should not be damaged.
21. The contractor shall make his own arrangements to extricate himself from any legal action instructed against him by other agencies.
22. The entries in the tender schedule issued by the NCESS in no way to be corrected by the bidders and if the bidders have to note anything, they should note the same as a foot note in the bottom of the page. If any correction is made by the tenderer in the tender schedule, the tenders are likely to be rejected.

### **SPECIAL CONDITIONS**

- 1) The quantities shown in the schedule are only approximate and are subject to variations and the contractor is bound to do additional quantities of work if found necessary at his quoted rates.
- 2) The contractor should produce the declaration in the form attached.
- 3) The contractor is bound to carry out items of works which are not expressly or impliedly described in the tender schedule, plans, specifications and agreement but which are found necessary for the proper completion of the work during execution.
- 4) Sand supplied should be clean, sharp and gritty to the touch, free from clay and other impurities and obtained from running water courses.
- 5) The moulds, shuttering etc., required for the works should be made by the contractor and got approved by the NCESS officers at site before use.
- 6) The contractor alone is responsible for the safety of his labourers and damages.
- 7) It shall be the contractor's responsibility to protect the public and his employees against accident from any cause during execution of the work
- 8) The work shall be completed in all respects and also at the rate of progress within the time limit and stipulations in the Notice inviting tender, failing which the contractor is liable to be fined.
- 9) Defects, if any noticed within 12 months from the date of completion of the work, it will be got rectified by the contractor, in default of which this will be attended by the department and the cost made good from the contractor.
- 10) The contractor agrees that before final payment shall be made on the contract, he will sign and deliver to the Director, NCESS in the measurement book a valid release and discharge from any and all claims and demands whatsoever for all matters arising out or connected with the contract, provided that nothing in this clause shall discharge or release the contractor from his liabilities under the contract. The final measurements, if any, of NCESS shall be final, conclusive and binding on the contractor.
- 11) All other conditions and specifications of contract are the same as those current in NCESS.
- 12) From the bill, 2.5% of the bill amount will be deducted as security deposit. The security deposit of Contractors for work will be refunded after one year from the date of completion of works.
- 13) Conditional bids will be summarily rejected. Also, each bidder shall furnish a certificate to the effect that no condition is enclosed along with the bid.
- 14) Indian Standard Specifications shall be followed in case of all the materials used, workman ship and other condition and requirements of the contract.
- 15) Director, NCESS will have full powers to engage other workmen on the premises to execute fittings or carryout works not included in the contract and the contractor shall afford reasonable facility for the same.
- 16) No advance payment / part payment will be made, nor shall any loan from any bank or financial institution be recommended on the basis of the order of award of work.
- 17) The competent authority shall be at liberty to withhold any of the payments in full or in part subject to recovery of penalties mentioned in this tender.

- 18) No claim will be entertained by the NCESS on account of any increase in railway or road freight cost of all building materials and other materials like petrol, diesels, lubricants etc. and for any increase in the wages of labour increase in rates of sale tax etc. during the course of construction.
- 19) The dismantled materials if any should be disposed of to the site marked from the office in the presence of the staff of EA&M section of NCESS.
- 20) On completion of the work, the contractor shall clear away and remove from the site all construction surplus materials debris and temporary works of every kind and leave the whole of the site and working area in clear condition to the satisfaction of NCESS. In the event of the failure of the contractor to comply with those directions within seven days after receipt of a notice to that effect from NCESS, such clearness may be made by the NCESS at the expense of the contractor.
- 21) The work shall be executed only through licensed workers.

#### **FAIR WAGE**

1. The contractor shall pay not less than fair wages to labourers engaged by him on the work:
2. Director shall have the right to deduct from the moneys due to the contractor and any sum required of estimated to be required for making good the loss suffered by a worker or workers by reasons of nonfulfillment of the conditions of the contract for the benefit of the works, nonpayment of wages which are not justified by their terms of the contract or non-observance of the regulations.
3. On the occurrence of an accident which results in the death of any of the workmen employed by the contractor or which is so serious as to be likely to result in the death of any such workmen, the contractor shall within 24 hours of the happening of such accidents, intimate in writing to Director NCESS, the fact of such accident.
4. In the event of an accident in respect of which compensation needs to be paid, the contractor should pay the sum of money.

**Annexure-1****ACCEPTANCE OF TENDER TERMS AND CONDITIONS**

To

The Director  
National Centre for Earth Science Studies  
Thiruvananthapuram

Sir,

I/We do hereby agree to execute the works enumerated in the Schedule accompanying in accordance with the terms in your tender notification **dated 13.08.2024**, and specifications and conditions of contract in force in NCESS.

I/We further agree to complete the whole work in **60 days** from the date of execution of agreement and maintain the minimum rate of progress specified in the Tender Schedule.

I/We do agree to accept and carry out such portions of the work included in my/our tender as may be allotted to me/us if the work be not given to me / us.

I/We agree to keep the tender open for acceptance for **120 days** from the due date of submission thereof and not make my modifications in its items and conditions which are not acceptable to NCESS.

Yours faithfully,

(Usual Signature of Tenderer)

Full Name .....

Nationality .....

Place of Residence .....

Date of Submission .....

**Annexure-2****FORM OF DECLARATION**

I \_\_\_\_\_ do hereby declare that none of my relations as per the list given in Section 6 and Schedule 1A of the Companies Act, 1956 is in charge of the above work or are having control over it.

I \_\_\_\_\_ do hereby distinctly and expressly declares and acknowledge that I have read the specifications therein and the NIT and do hereby admit that those conditions are binding on me and I shall abide by the terms and conditions as stipulated therein in respect of work.....

I \_\_\_\_\_ do hereby certify that no conditions are enclosed with the tender.

Place

Signature

Date

**FORM OF NOMINATION**

I \_\_\_\_\_ do hereby nominate and authorize Sri./Smt. \_\_\_\_\_

aged \_\_\_\_\_ years of \_\_\_\_\_ village \_\_\_\_\_  
\_\_\_\_\_ Taluk \_\_\_\_\_

District residing at \_\_\_\_\_

\_\_\_\_\_ to receive all any sum found due to me under the terms of contract (Agreement No. \_\_\_\_\_ dated \_\_\_\_\_ and details of contract in the event of my death before the amount has become payable or having become payable but has not been paid.

Signature:

Name:

Address:

In the presence of witness:

1. Name &amp; Address

2. Name &amp; Address

Signature

Signature

## Annexure-3

**TENDER FORM**

No	Details	To Be Filled by the Bidder
1	Name of Bidder	
2	Address of the Bidder	
3	Mobile number Telephone Number	
4	E mail ID ( <b>mandatory</b> )	
5	PAN NO (copy should be enclosed)	
6	PWD/CPWD/BSNL/Railway/Irrigation/KWA Civil License Number (copy should be enclosed) Eligibility amount	
7	Experience of the Contractor (copy should be enclosed)	
8	Name of the Supervisor Mobile number of the supervisor	
9	GST no.	
10	Bank account no. IFSC code	

**DECLARATION**

1. The above facts are true to the best of my knowledge, and I shall be held fully responsible for any wrong statement.
2. I have read the tender notice and understood the terms and conditions for this work as laid down by National Centre for Earth Science Studies, Trivandrum and I agree to abide the terms and conditions of the contract and also agree to undertake the work as per the description and as per rates quoted by me if my quotation is accepted.
3. Copy of PAN Card & PWD /CPWD license duly attested is enclosed.

Date

Name &amp; Signature of the Tenderer