

**INDIAN INSTITUTE OF TECHNOLOGY GUWAHATI**  
**GUWAHATI – 781039, ASSAM**

Phone : (0361) 2582064, 2582065 : : Fax : (0361) 2692771



# **QUOTATION DOCUMENT**

No. IITG/MAIN/NIQ/FY19-20/31 Dtd. 09-01-2020

**NAME OF WORK**

**Providing and fixing FRP gratings for gully traps and road  
signage in the internal road**



# INDIAN INSTITUTE OF TECHNOLOGY GUWAHATI

Guwahati - 781 039, Assam (India)

Phone: (0361) 2582064, 2582065 Fax: (0361) 2690762

Date :.....

Detailed NOTICE INVITING QUOTATION for the work “**Providing and fixing FRP gratings for gully traps and road signage in the internal road**” vide NIQ No. IITG/MAIN/NIQ/FY19-20/31; Dtd. 09-01-2020

Submitted by-

Shri / M/s .....

Address .....

.....

.....



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Guwahati – 781039, Assam

Phone : (0361) 2582064, 2692065 : : Fax : (0361) 2692771 , 2690762

## NOTICE INVITING QUOTATION

NIQ No. IITG/MAIN/NIQ/FY19-20/31 Dtd. 09-01-2020

Sealed quotations in single bid system are invited from experienced & competent contractors for following works at IIT Guwahati campus:

1.	Name of works	Providing and fixing FRP gratings for gully traps and road signage in the internal road
2.	Earnest Money (to be submitted with sealed quotation document)	Rs. 12,000.00 (Rupees twelve thousand) only
3.	Date of availability of quotation document in IITG website <a href="http://www.iitg.ac.in/">http://www.iitg.ac.in/</a>	From 30-01-2020 to 12-02-2020
4.	Last Date & time of submission of quotation	13-02-2020 up to 3:00 PM
5.	Time of Completion	30 (thirty) days
6.	Cost of Quotation Paper (to be submitted with sealed quotation)	Rs. 500.00 (Rupees five hundred) only
7.	Quotation Opening Date & Time	13-02-2020 at 4:00 PM

### 8. Qualifying criteria for bidders :

(a) Registered with Govt. / Semi Govt. Dept. / Autonomous Body (copy of registration certificate to be submitted)
(b) Shall have experience in execution of similar works of (a) Value not less than Rs. 4.80 Lakhs in single work order or (b) Two works of value not less than Rs. 3.60 Lakhs each or (c) Three works of value not less than Rs. 2.40 Lakhs each; under Govt./ Semi Govt. Dept. / Autonomous Body during last 5 years. (Work order and completion certificate must be submitted along with the quotation)
(c) PAN card and GST Registration Certificate (copies to be submitted)
(d) Annual financial Turn over from construction works in any one year during the last 3(three) consecutive financial years should not be less than Rs. 1.80 Lakhs (Supporting turn over certificate must be submitted along with the quotation)

**Note:** Financial turn over and values of completed works of previous years shall be given weightage of 7% per year and part thereof to bring them to the present price level. Qualifying documents for experience shall be issued by the Engineer-in-Charge not below the rank of Assistant Executive Engineer of the concerned Departments.

### 9. Download of Quotation Document:

- Quotation document shall be downloaded from IIT website ([www.iitg.ac.in](http://www.iitg.ac.in)) only from 30-01-2020 to 12-02-2020

- (ii) Any further clarification including corrigendum, addendum, amendments, time extension etc. to the above quotation will be posted in the website only. Bidders should therefore regularly visit the website [www.iitg.ac.in](http://www.iitg.ac.in)

**10. Submission of Completed Quotation:**

Duly completed quotation shall be submitted along with the following documents:

- (i) Self-attested copies of all the qualifying documents as mentioned in sl. no. 8.
  - (ii) Demand draft/ Banker's cheque of **Rs. 500.00 (Five hundred only) as a cost of quotation paper** (non-refundable) in favour of "IIT Guwahati" payable at 'Guwahati'.
  - (iii) **Earnest money** in the form of **Demand draft / Banker's cheque** in favour of 'IIT Guwahati' payable at 'Guwahati'.
  - (iv) Any quotation without the above documents shall be considered incomplete and shall be rejected without any further communication.
- 11.** IIT Guwahati reserves the right to reject quotation papers of any contractor engaged in one or more ongoing works in the IITG Campus, if in the opinion of the Institute, the progress of the ongoing works of the contractor has not been found satisfactory and they will not be able to handle a new work till the completion of their ongoing work(s). IITG also reserves the right to accept or reject any or all submitted quotations without assigning any reason thereof.
- 12.** The issue of quotation paper to a contractor does not automatically mean the bidder is considered qualified for the price part of the bid. Price bids of only those bidders who fulfill all the requirements given here in above shall be considered.
- 13.** The acceptance of quotation will rest with the authority of IIT Guwahati who does not bind itself to accept the lowest quotation and reserves in itself the right to reject any or all the quotations received without assigning any reason thereof. The work may be allotted in part or whole at the discretion of competent authority of the Institute.
- 14.** For all clarifications regarding site conditions, items of works or any other related matters to the quotation, HOS (Maintenance) may be contacted during office hours on all working days.
- 15.** In case, the day of submission of the quotation happens to be a holiday on account of Govt. notification and quotation cannot be received or opened; the quotation shall be received and opened on the next working day at the same times for which no separate communication will be made.
- 16.** The quotation document shall be submitted at the designated place before the last date and time as per NIQ. IIT Guwahati is not responsible for any delay on the part of postal department or Shipping agencies.

**Head, Maintenance Section**

## **Special Terms & Conditions**

1. Rates shall be quoted in the Bill of Quantity (BOQ) furnished in figures and in words. If there is any variation between the rates quoted in figures and rates quoted in words, the rates quoted in words shall be considered.
2. The rates shall be firm up to the completion of work. No price escalation will be paid on any account.
3. The work shall be completed within 30 (Thirty) days from the date of issue of the formal work order.
4. The rate shall be inclusive of all taxes including GST, Royalty, loading, unloading and transportation etc. of all the materials to work site at IITG campus, Guwahati-39. All taxes as applicable to the work as per state/central government shall be deducted from the bills.
5. All the pages of the quotation document shall be signed and dated at the lower right hand corner by the bidder. If the quotation is signed by a person holding power of attorney, power of attorney authorizing him to sign on behalf of the bidder should be submitted along with the quotation.
6. The documents submitted along with the application for quotation in respect of Experience, registration will be verified by the Institute with respect to that stated in the NIQ for qualifying for the quotation. If after verification any such data/ information are not found true or has attempted to conceal any unfavorable data/ information, his/her quotation shall be summarily rejected.
7. The owner reserves the right to take inputs regarding performance of a bidder on any similar work (on-going or completed) from a client whether disclosed in the quotation or not. If any such report from the client is found to be unsatisfactory, the quotation is liable to be rejected.
8. Any quotation submitted without the qualifying documents mentioned in the relevant clause of NIQ, it shall be considered as incomplete quotation and the quotation will be rejected for which no communication will be made.
9. The contractor shall arrange all the plants, equipment, machineries etc. required for the works for which no extra charges will be paid.
10. The contractor will arrange for water and electricity at his own. However, the institute may provide electricity on the request of the contractor on payment basis under the terms and conditions fixed by the institute.
11. Care shall be taken by the contractor to avoid damage to any part of the building or its finishing. He/they shall be responsible for repairing all damages and resorting the same to their original finish at his own cost. He / they shall also remove at his own cost all unwanted wastage and materials arising out of his work from the site.
12. Any abnormal rate quoted in the quotation will summarily be rejected for which no communication will be made.
13. The Earnest Money shall be paid in the form of Demand Draft/ Banker's cheque drawn in favour of "IIT Guwahati" payable at 'Guwahati'. EMD submitted in the form of Bank Guarantee or any other form except as stated above will NOT be accepted and quotation will be summarily rejected. No interest shall be paid by the Institute on the Earnest Money deposited by the bidder. The Earnest Money of the unsuccessful bidder will be refunded.

14. 10% of the Bill Value will be deducted as Security Deposit and will be released after 12(twelve) months from completion of the work. Any damage or defect in the work during this period due to materials supplied by you or bad workmanship shall be rectified or replaced by you at your own cost or the Engineer –in-charge may cause the same to be made good by other workman and deduct the expenses from the security deposit. No interest will be paid on security deposit.
15. All other terms & conditions shall be as per provision of General Conditions of Contract followed by the institute.
16. All legal disputes will be subjected to jurisdiction of Gauhati High Court only.
17. All Specification of the work will be followed as per CPWD manuals.
18. If the lowest bid is below 10% of the estimate, additional initial security deposit of value by which the quote is below 10% of the estimate will have to be submitted by the bidder along with the specified initial security deposit within 15 days from the date of issue of Letter of Intent offering the work. The additional security deposit shall be refunded immediately after completion of the work. In case the lowest bidder is not able to complete the work, the security deposit and the additional security deposit will be forfeited and the contractor will be debarred for 2 years from participating in the quotations floated by the Institute after issuing a show case notice.
20. The initial and additional security deposit will be in the form as specified in the quotation. In case the lowest bidder fails to submit the initial security deposit and the additional security deposit within the stipulated time, the offer will be cancelled and their EMD will be forfeited. In such case, the work will then be offered to the next lowest bidder (L2) at L2's rate and so on.

**Head, Maintenance Section**

**Date:**

**To,**

The Head, Maintenance Section  
Indian Institute of Technology Guwahati  
Guwahati – 39

**Sub :** Submission of quotation for the “Providing and fixing FRP gratings for gully traps and road signage in the internal road.”

**Sir,**

I/we do hereby submit our quotation for “Providing and fixing FRP gratings for gully traps and road signage in the internal road”, as per Notice Inviting Quotation No. IITG/MAIN/NIQ/FY19-20/31, dtd. 09-01-2020 The rates quoted by me / us are for the whole work in accordance with Notice Inviting Quotation and Terms & Conditions.

Name of Firm/ Contractor :

Address for correspondence :

Signature of Contractor with seal :

Date :

Contact Phone No –

email id :

**Enclosure :**

- 1.
- 2.
- 3.
- 4.
- 5.

**Seal & Signature of Contractor**

## **ANEXURE-I**

### **Compliance to requirement of quotation documents**

We confirm that our quotation complies with the total techno-commercial requirements of bidding document without any deviation.

**Signature of Company / Contractor**



## **ANEXURE-II**

### **QUOTATION VALIDITY**

Quotation shall remain valid for acceptance for a period of 120 (One hundred twenty) days from the date of opening of the quotation. The bidder shall not be entitled during the said period to revoke or cancel his quotation or to vary the quotation given or any term thereof. In case of bidder revoking or cancelling his quotation or varying any term in regard thereof, the OWNER shall forfeit the earnest money paid by him along with the quotation. Quotation shall be revalidated for extended period as required by OWNER in writing.

**Signature of Company / Contractor**

**BILL OF QUANTITIES**

**Bill of Quantities**

**Name of Work: Providing and fixing FRP gratings for gully traps and road signage in the internal road**

Sl no.	Description of Items	UNIQ	Quantity	Rate in Rs.		Amount (Rs.)
				in figure	in words	
1	Providing and fixing FRP gratings 450 x 500 MM (18" x 20") 2.5 ton	PC	113.00			
2	Providing and fixing FRP pultruded profiles "Y" ABGLES 38 x 25 x 5 (mm) (for frames)	RM	226.00			

Sl no.	Description of Items	UNIQ	Quantity	Rate in Rs.		Amount (Rs.)
				in figure	in words	
3	'Providing and erecting of Retro-Reflectorisred cautionary, mandatory & informatory sign as per IRC: 67 made of high intensity encapsulated lens type reflective sheeting vide clause 801.3, fixed over aluminium sheeting, 2 mm thick fixed on an angle iron of 25x25x4mm supported on a mild steel angle iron post 75mm x 75mm x 6mm firmly fixed to the ground by means of properly design foundation with M-15 grade Cement concrete 45cm x 45cm x 60cm, 60cm below ground level as per approved drawing and sign. (All the Steel work must be Tata/Sail/or any other approved brand) 60 cm circular	each	20.00			
<b>Total =</b>						
<b>Rebate if any=</b>						
<b>Total after rebate=</b>						

In Words- Rupees..

**Seal**

**(Signature of the bidder)**