



The Institution of Engineers (India)

AN ISO 9001 : 2015 CERTIFIED ORGANISATION
(ESTABLISHED 1920, INCORPORATED BY ROYAL CHARTER 1935)
8 Gokhale Road, Kolkata-700 020

A Century of Service to the Nation

Date: 24.09.2021

Tender no. T-1722

Notice Inviting Tender

Tender for renovation of office space at 5th Floor of IEI

Sealed Tender is invited for renovation of office space at 5th floor of The Institution of Engineers (India) at 8, Gokhale Road, Kolkata -700020 as per enclosed BOQ.

The sealed tender is to be submitted in prescribed format duly stamped and signed and dated as their unconditional acceptance to the terms prescribed by The Institution of Engineers (India). Details/supporting documents wherever applicable, if attached with the tender should be duly authenticated by the vendor/s. No over-writings shall be accepted unless authenticated with full signature of the vendor/s.

The sealed tender envelope duly superscribed, "Tender renovation of office space at 5th floor of IEI." with Tender No. should be addressed to Director (Administration), The Institution of Engineers (India), 8 Gokhale Road, Kolkata-700020 sent at the Institution's address either by post/courier or by hand. Postal/couriered tender must reach to this office within time and date i.e. upto 4:00 PM of 08.10.2021.

Tender received after the stipulated date and time shall not be entertained. The Institution shall not be liable for any postal delays what so ever and tender received after the stipulated time/date is liable to be rejected.

Terms and Conditions:

- 1) IEI reserves the right to accept or reject the tender in part or full without assigning any reason whatsoever.
- 2) Payment will be made on actual basis after successful completion of the work.
- 3) Standard LD clause @2% per week or part thereof subject to maximum 10% will be charged for delay in completion of the work.
- 4) All disputes shall be subject to Kolkata Jurisdiction only.

Thanking you,

Yours faithfully,


(Shukla Das)
Director (Administration)

Terms & Conditions

- i) The measurement and quantity mentioned in the list is as per description. Final payment will be made as per actual physical measurement taken in consideration with the rates and after satisfactory completion of the job.
- ii) The rate is fixed and firm including all taxes as mentioned in the quotation and the work order. No other taxes other than those mentioned in the quotation and in the work order will be admissible.
- iii) The job has to be completed within 30 days from the date of receipt of work order.
- iv) The job has to be done as per satisfaction of IEI authority. Before taking up the job, specific instruction is required to be obtained from the concerned IEI authority;
- v) Cleaning of the work area, including removal of debris, will be the responsibility of the Contractor. All debris will require to be taken out of IEI premises at the cost of the Contractor;
- vi) The Contractor shall be liable to repair / replace / compensate against any damage caused to the property of IEI during execution of the job. In case of unsatisfactory job progress and supply of inferior quality of materials, IEI deserves the right to partly / fully cancel the work order and any loss or damage will stand as the liability of the Contractor;
- vii) You will hereby indemnify and will keep us indemnified against all acts of omission or negligence, dishonesty or misconduct of the workmen / staff engaged by you for work at our office / premises and we shall not be liable to pay for any contribution, damages or compensation to such person or to third party. You shall at all times indemnify us against any claim whatsoever which would arise under ESI / PF/Workmen Compensation Act, 1953 and / or under any statutory notification thereof or otherwise in respect of any damages or compensation payable in consequence of any accident, death or injury sustained to your workmen / employees engaged by you, which may arise and in the course of their duties in our premises, IEI shall not be liable to pay contribution, damages or compensation to such persons or to third parties.
- viii) **Performance Guarantee:-** The Contractor will be liable for performance guarantee for a period of one year from the date of completion of the job for satisfactory workmanship and the material as supplied for which 5% of the total value of the work order will be deducted from the bill and the amount will be refunded after one year of completion of the job. Any defect arising within the guarantee period will be repaired by the Contractor satisfactorily free of cost.
- ix) Standard LD Clause will be applicable for delay in completion of work @ 2% of Order Value per week subject to maximum 10% of this Order Value.
- x) In case of any dispute, the decision of IEI is final and binding.

We hereby accept the above stated terms & conditions.

Signature of the bidder with date & seal

BOQ for Renovation of Office Work at 5th Floor

Sl. No.	Particulars	Unit	Qty	Rate (₹)	Amount (₹)
1	Material and Labour for providing of 'L' shaped 4'-0" high (10'-0"x10'-0") length & width cubicle 3'-0" door opening wooden partition with wooden Frame work will be provided with 1 st class sal wood (2"x2") horizontally 3 nos. and vertically 4 nos. as per site requirement on the frame work providing 6mm plywood on both side with fixing of 1mm thick Century/Sunmica lamination pasting (selected by IEI authority), Teak wood lipping (3"x1.5") size to be fixed and polish on the top, all fixed on the floor and wall, all finish complete. Size @ 30'-0"x4'-0")x1=120.00 Sq.ft. Size @ 10'-0"x4'-0")x3=120.00 Sq.ft.	Sq.ft.	240.00		
2	Providing, supplying and fixing PVC floor mat being 1.5mm thick (Indian make) Size: (30'-0"x20'-0")= 600 Sq.ft.	Sq.ft.	1887.00		
3	Providing, supplying and fixing floor tiles Kajaria make including base preparation joint grouting and all complete in all respect ,Size: (20'-0"x4'-0")x1= 80.00 Sq.ft.	Sq.ft.	80.00		
4	Being preparation of wall & ceiling of 03 nos. toilets by scrubbing and rubbing cleaning thoroughly, applying 2 coats(double coat) Royal Emulsion painting on wall and ceiling using Asian paints/Berger after applying one coat of primer (Asian paints) to give smooth surface finish	Sq.ft.	550.00		
5	Computer CPU trolley	No.	15		
6	Notice Pin-up board (2'x2')	No.	4		
7	Whiteboard Desktop Stand for Table	No.	1		
8	One Glass shelf for Ladies toilet	No.	1		

We accept all the terms & conditions and submitting the quotation after visiting the site.

Amount:

GST:

Total:

(Amount in words _____)

Name of the Company:

Address:

Contact No.:

E-mail:

Signature with date & seal