

**NATIONAL AGRI-FOOD BIOTECHNOLOGY INSTITUTE
(NABI), MOHALI**



**Notice Inviting Quotations for the Dismantling and Reinstallation
work of Split type Tower Air-conditioning unit at
Gnd Floor, NABI interim facility, Mohali**

Ref No.: NABI/7(20)/2012-Works

**Department of Biotechnology,
Ministry of Science & Technology,
Govt. of India**

Notice Inviting Quotations (NIQ), NABI

Name of Work: Dismantling and Reinstallation work of 01no. Split type Tower
Air-conditioning unit at Gnd Floor, NABI interim facility, Mohali

Completion Period: 05 days

Estimated value of work: Rs.7400/-only

Date of issue of Call of Quotations document: 06-04-2015

Last Date of submission of Quotations: 09-04-2015 up to 3.00 pm

Date of Opening of Quotations : 09-04-2015 at 3.30pm

In the office of Assistant Engineer (Electrical), NABI

NOTICE INVITING QUOTATIONS (NIQ)/REQUEST FOR QUOTATIONS (RFQ)

1. Sealed quotations are invited on the behalf of Executive Director, NABI from the specialized agencies/firms including Original Equipment Manufacturers or their authorized agents/service providers for **the Dismantling and Reinstallation work of 01no. Split type Tower Air-conditioning unit at Gnd Floor, NABI interim facility, Mohali.**
 - 1.1 The work is estimated to cost Rs.7400/-only (inclusive of all taxes etc). This estimate, however, is given merely as a rough guide.
2. The time allowed for carrying out the work will be **05 days**.
3. The RFQ document consisting of specifications, schedule of quantities of the work to be done and the set of terms and conditions of work to be complied with by the firm can be downloaded from the NABI's website: - www.nabi.res.in.
4. Quotations, which shall be placed in sealed single packet envelope along with the Name of work and due date of submission written on the envelope, will be received in the office of Assistant Engineer (Electrical) up to 09-04-2015 at 3.00 PM. and will be opened on the same day at 03.30 PM.
5. **The site for the work is available.**
6. The description of the work is as follows:
Dismantling and Reinstallation work of 01no. Split type Tower Air-conditioning unit at Gnd Floor, NABI interim facility, Mohali.

Bidders are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their quotations as to the nature of the ground and sub soil (so far as is practicable) the form and nature of the site, the means of access to the site, the accommodation they may require and in general shall themselves obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect their quotation. A bidder

shall be deemed to have full knowledge of the site whether he inspects it or not and no extra charges consequent on any misunderstanding or otherwise shall be allowed.

The bidder shall be responsible for arranging and maintaining at his own costs all materials, tools and plants, water, electricity access, facilities for workers and all other services required for executing the work unless otherwise specifically provided for in the RFQ documents. Submission of quotation by a bidder implies that he has read this notice and all other contract documents and has made himself aware of the scope and specifications of the work to be done and of conditions and rates at which stores, tools and plant etc. will be issued to him by the Institute and any other local conditions and other factors having a bearing on the execution of the work.

7. The Competent Authority, NABI does not bind him to accept the lowest or any other quotation and reserves to him the authority to reject any or all of the quotations received without the assignment of a reason. All quotations, in which any of the prescribed conditions are not fulfilled or any condition including that of conditional rebate is put forth by the bidder shall be summarily rejected.

8. Canvassing whether directly or indirectly, in connection with quotations is strictly prohibited and the quotations submitted by the contractors who resort to canvassing will be liable to rejection.

9. The Competent Authority, NABI reserves to himself the right of accepting the whole or any part of the quotation and the bidder shall be bound to perform the same at the rate quoted.

10. The contractor shall not be permitted to bid for works in the Institute (responsible for award and execution of contracts) in which his near relative is posted a Divisional Accountant or as an officer in any capacity between the grades of Executive Engineer and Junior Engineer (both inclusive). He shall also intimate the names of persons who are working with him in any capacity or are subsequently employed by him and who are near relatives to any Group A & B officer in the Institute. Any breach of this condition by the contractor would render him liable to be debarred for further tendering in the Institute for at least 5 years.

11. No Engineer or other officers employed in Engineering or Administrative duties in the Institute is allowed to work as a contractor for a period of one year after his retirement from Institute's service without the previous permission of the Competent Authority in writing. This contract is liable to be cancelled if either the contractor or any of his employees is found at any time to be such a person who had not obtained the permission of the Competent Authority as aforesaid before submission of the tender or engagement in the contractor's service.
12. The quotation for the works shall remain open for acceptance for a period of **30 days** from the date of opening of quotations.
13. No price preference to any corporate society/Registered society, Govt. Public Sector undertakings / bodies shall be given and quotations shall be exclusively dealt with on merit.
14. The contractor shall comply with the provisions of the Apprentices Act 1961, minimum wages Act 1948, Workmen's compensation Act 1923, contract labour (Regulation and Abolition Act 1970), payment of wages Act 1938, Employer's liability Act 1938, Maternity Benefits Act 1961, Employee's State Insurance Act, 1948, Employees Provident Fund Act, 1952 and the Industrial disputes Act 1947 as applicable and the rules and regulations issued there under and by the local Administration/ Authorities from time to time as well all provisions of law applicable to workmen. Failure to do so shall amount to breach of the contract and the Competent Authority may at his discretion terminate the contract. The Contractor shall also be liable for any pecuniary liability arising on account of violation by him of any of the said Acts and shall indemnify the Institute on that account. Institute will not be liable for any act or omission on the part of the contractor in so far as any violation of any of the aforementioned acts.
15. Each bidder shall submit only one quotation; either by him or as partners in a joint venture. A bidder who submits or participates in more than one quotation will be disqualified.
16. The contractor/Firm shall be bound to complete the whole work as described in the schedule of items of works and the drawings, including additional items, if any, as per

drawings and notifications. The issuance of certificate of completion as issued by Assistant Engineer (Electrical) shall be mandatory and will be conclusive proof of completion of work.

17. Interpretations, corrections and changes to the Quotations Documents shall be made by Addendum, if required by the Institute.
18. Each Bidder shall ascertain prior to submitting his Quotation that he has received all Addenda Issued and he shall so acknowledge their receipt in his Quotation.
19. All pages of the quotation should be numbered.
20. It is the responsibility of bidder to go through the RFQ document to ensure furnishing all required documents in addition to above, if any.
21. The authorized signatory of the bidder must sign the quotation duly stamped at appropriate places and initial all the remaining pages of the quotation document.
22. A quotation, which does not fulfill any of the above requirements and/or gives evasive information/reply against any such requirement, shall be liable to be ignored and rejected.
23. Following documents shall accompany the quotation:
 - i) Duly signed/Stamped Request for Quotation/NIQ document along with quoted rates in the schedule of quantities.
24. The Provisions in the Quotation documents shall govern over the contents of the above paragraphs if in contradiction or variation.
25. Quotations sent by fax/telex/electronically shall not be considered.

Assistant Engineer (Electrical)
NABI, Mohali
(On behalf of Executive Director, NABI)

SCHEDULE OF QUANTITIES

S.No	Item description	Unit	Qty.	Rate (in Rs.)	Amount (in Rs.)
1	Dismantling and Reinstallation with complete testing & commissioning of 2Tr split type Tower Air-conditioning(AC) unit (including both Indoor and outdoor units)	Job	1		
2	Supply and installation of Copper piping of size-5/8" and 3/8" in the 2Tr split type Tower AC unit(Make: Totaline/Mandev tubes/Met tube)	feet	10		
3	Nitrogen testing, Vaccumization and Refrigerant(R 22) charging of 2Tr Split type Tower AC unit	Job	1		
4	Total Amount(in figures)				
5	Total Amount(in words)				

NOTE:

- a) *The rates shall be inclusive of all taxes & duties.*
- b) *The Total Amount shall be given in both figures and words.*

Terms & Conditions:-

1. The work shall be completed as per Manufacturer/Industry/CPWD specifications.
2. Rates quoted should be inclusive of all taxes, labour charges, Profit, duties etc.
3. Safety of workers/labour deployed at site shall be purely the responsibility of the bidder.
4. Bidders are advised to visit the site before quoting of bid.
5. Conditional/Incomplete quotations shall be rejected.
6. The Defect liability period shall be 15days after the completion of work.
7. The payment for the work shall be made within 21days after the receipt of First and Final bill from the contractor after the satisfactory completion of work.
8. Statutory deductions, if any as per rules of Govt. shall be made as applicable.

Address of the Bidder**Stamp & Signature of the
Bidder**