

BIDDING DOCUMENT

**Renovation & Modernisation of
Museum Galleries in the
Forest Research Institute, Dehradun
Tender ID: 2018_icfre_298985_1**

APPROX. AMOUNT: Rs 404 LAKH



**FOREST RESEARCH INSTITUTE
(Indian Council of Forestry Research & Education)
DEHRA DUN - 248006
Uttarakhand**

FOREST RESEARCH INSTITUTE, DEHRADUN

Ph. No. :0135-2224000

Email: fri@icfre.org

PRESS NOTICE

**FOREST RESEARCH INSTITUTE, DEHRADUN
NOTICE INVITING e-TENDERS**

No. 6-12/RES/AS(G)

Dated: 31/01/2018

Tender ID: 2018_icfre_298985_1

Bids/Tenders are invited from eligible bidders through ONLINE BIDS through website: CPP Portal site <https://eprocure.gov.in/eprocure/app> for the work detailed in the table.

SN	Name Of The Work	Estimated Cost And time of completion	Earnest Money (Rs.)	Tender Document Fee (In Rs.)	Publication of Bid	Pre-Bid Date & Time	Bid Submission Start date & Time	End Date & Time of Bid Submission
1.	Renovation & Modernisation of Museum Galleries in the Forest Research Institute, Dehradun	Rs. 404 Lakh (2 years)	Rs. 8 Lakh or exemption certificate	Rs.5000/- or exemption certificate	29/01/2018 18:00 PM	15/02/2018 11:00AM	16/02/2018 03:00PM	22/02/2018 3:00PM

- (i) Cost of Bid document (to be paid in the form of DD in favour of Director, Forest Research Institute, Dehradun) is Rs. 5,000/ (non refundable) for each bid
- (ii) The further details and e-tendering schedule, please visit FRI web site www.fri.res.in (for reference only) and CPPP site <https://eprocure.gov.in/eprocure/app>

(Head, Silviculture & FM Division)
Forest Research Institute
Dehradun

**INVITATION FOR BID
(IFB)**

FOREST RESEARCH INSTITUTE, DEHRADUN

Check List

Item	Qualifying documents	Yes/No	Page
1.	Signed and scanned copy of proof of experience (Specific experience in Establishment/Renovation of Agricultural/Forest/Science Theme Museum) during last 7 years ending last day of the month i.e. Dec'2017 in similar works.		
2.	Tender fee /Exemption certificate		
3.	Earnest Money Deposit (EMD)/ Exemption certificate		
4.	Signed and scanned copy of Enlistment/Registration Order of the Contractor/Bidder (e.g. CPWD, MES, Railways, P & T, State PWD & other Govt. Department etc.) of appropriate category		
5.	Signed and scanned copy of PAN Number..		
6.	Signed and scanned copy of Tender Acceptance Letter.		
7.	Signed and scanned copy of GST certificate if applicable.		
8.	Signed and scanned copy of Affidavit of partnership deed, if required.		
9.	Signed and scanned copy of audited Balance sheet of last three years.		
10.	Signed and Scanned copy of affidavit in non-judicial stamp paper of Rs 10/- by the firm that it has NEVER BEEN BLACK-LISTED/DEBARRED/BANNED by any Govt. Department/ Public sector must be attached along with the Bid, failing which the Bid shall be rejected.		
11.	Signed and scanned copy of the proof that the bidder should have minimum Average Annual Financial Turnover during the last 3 years i.e. 2014-15, 2015-16 and 2016-17, which is equal 100% or more; of the estimated cost. This should be duly audited by a Chartered Accountant (10% compounded value per year to be added). Financial reports for the last three years i.e. 2014-15, 2015-		
12.	Signed and scanned copy of the proof that bidder should have not incurred any loss in more than two years during the last five years ending last day of tender duly certified by Chartered Accountant.		

13.	Signed and scanned copy of the proof that bidder should further demonstrate availability for this work of personnel adequate liquid assets and/or availability of credit facilities of at least 25% of the total contract value. Evidence of access to financial resources to meet the qualification requirements: Cash in		
14.	Name, Address, and Telephone and Fax Numbers of Bidders' Bankers who may provide references, if contacted by the FRI, Dehradun.		
15.	Proposed work method and schedule. The Bidder should attach descriptions, methodology, drawings etc. as necessary to comply with the requirements of the Bidding documents as per DPR		
16.	Signed and scanned copy of the proof competent human resource to execute the		
17.	Bidders should provide additional information required to fulfill the requirements in accordance with the Instructions to Bidders, if applicable		

Note:

1. It is compulsory to fill the above check list.
2. The document should be submitted/uploaded online in CPP portal in the above order of the check list and place the check list as cover page with pagination of documents.
3. In the absence of any of the qualifying documents, the bid will be rejected.

DETAIL NOTICE INVITING TENDER (DNIT)

e-Tender is invited for procurement of special services for execution of below mentioned item in **SINGLE STAGE TWO BID/COVER SYSTEM** i.e. Request for Pre-Qualification/ Technical Bid (Online Bid under PQQ/Technical Envelope) and Request for Financial Bid (Comprising of Price Bid Proposal under Online Available Commercial Envelope):

Name Of The Work	Estimated Cost And time of completion	Earnest Money (Rs.)	Tender Document Fee (In Rs.)	Publication of Bid	Pre-Bid Date & Time	Bid Submission Start date & Time	End Date & Time of Bid Submission
Renovation & Modernisation of Museum Galleries in the Forest Research Institute, Dehradun	Rs. 404 Lakh (2 years)	Rs. 8 Lakh or exemption certificate	Rs.5000/- or exemption certificate	29/01/2018 18:00PM	15/02/2018 11:00AM	16/02/2018 03:00PM	22/02/2018 3:00PM


Under this process, the Pre-qualification/Technical online bid Application as well as the online Price Bid shall be invited at SINGLE STAGE UNDER TWO BID/COVERS i.e. QUALIFYING / TECHNICAL COVER; AND COMMERCIAL (FINANCIAL) COVER. Considering the specific requirement of creativity in the work to be executed; **contract shall be awarded on the basis of L1 (lowest financial bid among the responsive bids).**

The Price Bid under the second cover shall be opened for only those Applicants whose Qualifying / Technical documents are responsive to eligibility/qualifications and technical competence requirements as per Tender document.

- The payment for Tender Document Fee shall be made by eligible bidders through DD in favour of Director FRI payable at**

Dehradun the payment for EMD can be made through FDR or Bank Guarantee on account of Director FRI payable at Dehradun.

2. *The signed and scanned copy of Tender fee (DD) and EMD must be uploaded as qualifying document in CPP portal and hard copy must be submitted in Engineering & Services Divison, FRI on and before the last date and time of bid.*

3. Intending bidders will be mandatorily required to online submission of bid on the website  *CPPPortal site* <https://eprocure.gov.in/eprocure/app> to be eligible to participate in the e-Tender.

The Bidders can submit their tender documents (Online) as per dates mentioned in the following key dates:

KEY DATES

1. Online bids are invited on single stage two bid systems for the Renovation & Modernization of Museum Galleries in the Forest Research Institute, Dehradun.
2. Manual bids are also essentially to be submitted on or before the end date & time of online submission of the bid with all the uploaded documents at the Office of head, Silviculture Division, FRI, Dehradun.
3. Bid/Tender documents may be downloaded from FRI web site www.fri.res.in (for reference only) and CPPP site <https://eprocure.gov.in/eprocure/app> as per the tender critical date sheet given below :

Events	Important date/ time	Venue
Published Date	29.01.2018, 18.00 PM	Newspaper/FRI and CPP portal
Bid document download	29.01.2018, 18.05 PM	Central Public Procurement Portal (CPPP)
Due date for pre-bid conference	15.02.2018, 11.00 AM	Head, Silviculture & FM Divison, FRI
Bid submission start date	16.02.2018, 3.00 P.M	CPP portal
Bid submission end date	22.02.2018, 3:00 PM	CPP portal
Opening date of technical bids	23.02.2018, 3.00 PM	CPP portal / Head, Silviculture & FM Divison, FRI
Opening date for financial bids	It will be decided after technical evaluation	CPP portal

Important Note:

- 1) The Bidders have to complete 'Application/Bid Preparation & Submission' stage on scheduled time as mentioned above. If any Applicant/bidder failed to complete the aforesaid stage within the stipulated online time schedule, the Application/bid status will be considered as 'Applications/Bids not submitted'.

- 2) Bidders must confirm and check their Bid Status after completion of all activities for e-bidding.
- 3) Bidders can rework on their bids even after completion of 'Bid Preparation & Submission Stage' (Bidder Stage), subject to the condition that the rework must take place during the stipulated time frame of the Applicant/Bidder Stage.
- 4) In the first instance, the online payment details of tender document fee, e-Service and EMD & PQQ/Technical cover shall be opened. Henceforth financial bid quoted against each of the item by the shortlisted bidders, wherever required shall be opened online in the presence of such bidders who either themselves or through their representatives choose to be present. The bidders can submit online their bids as per the dates mentioned in the schedule/Key Dates above.

The bids shall be submitted online in two separate covers:

COVER 1: TECHNICAL BID

The Bidders shall upload the required eligibility & technical documents online in the Technical Bid.

COVER2: COMMERCIAL/FINANCIAL BID

The Bidders shall quote the prices **ONLINE only** in price bid format (BoQ) under Commercial Bid in CPP portal.

CONDITONS:

- 1) APPROVED DNIT & Prequalification documents can be seen on any working day during office hours in office of the undersigned. Though proper care has been taken to upload approved DNIT. However, there may be some discrepancy. In case of discrepancy between approved DNIT and uploaded DNIT. The approved DNIT will be applicable. The approved DNIT will be made part of agreement.
- 2) Conditional tenders will not be entertained & are liable to be rejected.
- 3) In case the day of opening of tenders happens to be holiday, the tenders will be opened on the next working day. The time and place of receipt of tenders and other conditions will remain unchanged.
- 4) The undersigned reserve the right to reject any tender or all the tenders without assigning any reason.
- 5) The Societies shall produce an attested copy of the resolution of the Co-Operative department.
- 6) The tenders without earnest money/bid security will not be opened.

- 7) The jurisdiction of court will be at Dehradun.
- 8) The tender of the bidder who does not satisfy the qualification criteria in the bid documents are liable to be rejected summarily without assigning any reason and no claim whatsoever on this account will be considered. The bid for the work shall remain open for acceptance during the bid validity period to be reckoned from the last date of '**online submission of (Technical) documents and sign & scan copy of tender fee and Bid Security/EMD (BS)**'. If any bidder withdraws bid/tender before the aforesaid period or; makes any modifications in the terms and conditions of the bid, the said earnest money shall stand forfeited. Bids would be required to be valid for 120 days from the date of bid closing i.e. from last date of **online submission of (Technical) documents & Bid Security (BS)**. In case the last day to accept the tender happens to be holiday, validity to accept tender will be the next working day.

Important: Signed **HARD COPIES** of Tender fee and bid security (EMD) along with all the bid documents which were submitted online in CPP Portal must also be submitted to the Office of undersigned on or before the last date and time of online bid submission.

(Head, Silviculture & FM Division, FRI)
Forest Research Institute
Dehradun

Dehradun
Dated 31/01/2018

**INSTRUCTIONS TO BIDDER
ON ELECTRONIC TENDERING SYSTEM**

These conditions will over-rule the conditions stated in the tender documents, wherever relevant and applicable.

1. Registration of bidders on e-Procurement Portal:

(iii) All the bidders intending to participate in the tenders process online are required to get registered on centralized e-Procurement Portal i.e. CPPP site <https://eprocure.gov.in/eprocure/app>

Please visit the website for more details.

2. Obtaining a Digital Certificate:

2.1 The Bids submitted online should be encrypted and signed electronically with a Digital Certificate to establish the identity of the bidder bidding online. These Digital Certificates are issued by an Approved Certifying Authority, by the Controller of Certifying Authorities, Government of India.

2.2 A Digital Certificate is issued upon receipt of mandatory identity (i.e. Applicant's PAN Card) and Address proofs and verification form duly attested by the Bank Manager/Post Master/Gazetted Officer. Only upon the receipt of the required documents, a digital certificate can be issued. For more details please visit the website CPPP site <https://eprocure.gov.in/eprocure/app>

2.3 The bidders may obtain Class-II or III digital signature (whichever is applicable) certificate from any Certifying Authority or Sub-certifying Authority authorized by the Controller of Certifying Authorities or may obtain information and application format and documents required for the issue of digital certificate from.

2.4 The bidder must ensure that he/she comply by the online available important guidelines at the portal <https://eprocure.gov.in/eprocure/app> for Digital Signature Certificate (DSC) including the e-Token carrying DSCs.

2.5 Bid for a particular tender must be submitted online using the digital certificate (Encryption & Signing), which is used to encrypt and sign the data during the stage of bid preparation. In case, during the process of a particular tender, the user loses his digital certificate (due to virus attack, hardware problem, operating system or any other problem) he will not be able to submit the bid

online. Hence, the users are advised to keep a backup of the certificate and also keep the copies at safe place under proper security (for its use in case of emergencies).

- 2.6 In case of online tendering, if the digital certificate issued to the authorized user of a firm is used for signing and submitting a bid, it will be considered equivalent to a no-objection certificate/power of attorney/lawful authorization to that User. The firm has to authorize a specific individual through an authorization certificate signed by all partners to use the digital certificate as per Indian Information Technology Act 2000. Unless the certificates are revoked, it will be assumed to represent adequate authority of the user to bid on behalf of the firm in the department tenders as per Information Technology Act 2000. The digital signature of this authorized user will be binding on the firm.
- 2.7 In case of any change in the authorization, it shall be the responsibility of management/partners of the firm to inform the certifying authority about the change and to obtain the digital signatures of the new person/user on behalf of the firm/company. The procedure for application of a digital certificate however will remain the same for the new user.
- 2.8 The same procedure holds true for the authorized users in a private/Public limited company. In this case, the authorization certificate will have to be signed by the directors of the company.
- 3. Online Viewing of Detailed Notice Inviting Tenders:**

The bidders can view the detailed N.I.T and the time schedule (Key Dates) for all the tenders floated through the single portal e-Procurement system on the Home Page at CPPP site <https://eprocure.gov.in/eprocure/app>

4. Download of Tender Documents:

The tender documents can be downloaded free of cost from the e-Procurement portal CPPP site <https://eprocure.gov.in/eprocure/app> or FRI website

5. Key Dates:

The bidders are strictly advised to follow dates and times as indicated in the online Notice Inviting Tenders. The date and time shall be binding on all bidders. All online activities are time tracked and the system enforces time locks that ensure that no activity or transaction can take place outside the start and end dates and the time of the stage as defined in the online Notice Inviting Tenders.

6. Payment of Tender Document Fee, EMD fees & Bid Preparation & Submission (Qualifying/ Technical & Commercial/Price Bid):

6.1 PREPARATION & SUBMISSION Of online APPLICATIONS/BIDS:

Detailed Tender documents may be downloaded from (FRI web site www.fri.res.in (for reference only) and e-procurement CPPP website <https://eprocure.gov.in/eprocure/app>) and tender mandatorily be submitted online.

Signed and Scan copy of Documents to be submitted/uploaded for Qualification or Technical bid under online Qualifying/Technical Cover: The required documents (refer to DNIT) shall be prepared, scanned and uploaded in CPP Portal during the on-line submission of PQQ or Technical Cover.

FINANCIAL or Price Bid Proposal shall be submitted mandatorily online under Commercial Envelope in BoQ in CPP Portal and; original not to be submitted manually.

NOTE: Bidders participating in online tenders shall check the validity of his/her Digital Signature Certificate before participating in the online Tenders at portal <https://haryanaeprocurement.gov.in>.

SECTION-1
INSTRUCTIONS TO BIDDERS
(ITB)

A. GENERAL

1 SCOPE OF BID

1.1 The work pertains to “Renovation & Modernization of Museum Galleries in the Forest Research Institute, Dehradun”. The work would involve interalia; comprehensive overhauling of the existing display profile of museum products so as to enhance their overall viewer worthiness; including carrying out minor civil and electrical works where ever necessary; of the following functional galleries in FRI as per DPR:

- i) SILVICULTURE GALLERY
- ii) NON-WOOD FOREST PRODUCTS GALLERY
- iii) ENTOMOLOGY GALLERY

Broad outline of the work components is contained in the Bill of Quantity (BOQ) enclosed in the Bid Document.

2 All bidders shall be required; in addition to the Forms of Bid and Qualification Information; bidders shall be required to enclose broad description of the proposed **execution methodology, execution schedule and creative contents** as per DPR of the display (including drawing/charts etc, as necessary).

3 SITE INSPECTION & PRE-BID MEETING

A pre-bid conference will be arranged with the end users for finalization/clarification of technical specifications of the work. Bidders are requested to take part in the Pre-Bid Conference at scheduled date and time. The suggestions given by the bidders in the form of phone, email, FAX, etc. will not be entertained. The bidder must be present in Pre-Bid Conference, if bidder requires any change/modification in Bid Document. The change/modification will be incorporated in the Bid Document suggested by the bidder in writing after the open discussion among the end users, other interested bidders and the committee members. The modified specifications, if any, after Pre-bid conference will be available at the cpp portal. After Pre-bid conference no changes will be accepted in the desired specifications. If no party attends the Pre-bid conference then listed specifications will be considered as final.

3.1 Bidders are advised to inspect the site of work and consult DPR prior and/or during pre-bid meeting; to ascertain the location specifications of the galleries, firm up creative ideas for execution and assess the quantum of work. They can visit FRI, Dehradun for this

purpose on any working day during the week (Between 1000-1500 Hours, preferably with prior intimation. The costs of visiting the Site shall be at the Bidder's own expense.

3.2 A Pre-Bid Meeting shall be held on 15/02/2018 at 11.00 Hours in the Chamber of Head Silviculture Division of the Institute to clarify issues related to the Bid Document. No query will be entertained after per bid meeting.

4 ELIGIBLE BIDDERS

4.1 This invitation for Bids is open to all bidders who fulfill qualification criteria. Each bidder shall submit only one bid. Bids from Joint ventures are not acceptable.

5 ELIGIBILITY & QUALIFICATION CRITERIA

5.1 To qualify for the award of contract, each bidder in its name; should meet the following requirements satisfactorily; in the last three years:

Qualifying documents:

- i) Signed and scanned copy of proof of experience (Specific experience in Establishment/Renovation of Agricultural/Forest/Science Theme Museum) during last 7 years ending last day of the month i.e. Dec'2017; in similar works e.g. Establishment/Renovation of Museums:

Three similar works each costing not less than the amount equal to 40% of the estimated cost.

OR

Two similar works each costing not less than the amount equal to 60% of the estimated cost.

OR

One similar work costing not less than the amount equal to 80% of the estimated cost.

NOTE: Cost of work shall mean gross value of the completed work including the cost of materials supplied by the Govt./Client, but excluding those supplied free of cost. This should be certified by an officer not below the rank of Project Manager or equivalent (calculated on the basis of 10% value added compounded per year).

- ii) **Tender fee:-The tender form downloaded from above web sites must include Rs.5000/- (including 18% GST) by crossed Demand Draft in favour of Director, FRI** as tender fee submitted by post/hand to Head, Silviculture, Division, Forest Research Institute, Dehradun-248006 on and before the end date of bid submission, and the scanned copy of the same should be uploaded in the Portal.
- iii) **Earnest Money Deposit (EMD) of Rs. 8 lakhs** should be submitted as **FDR** pledged to Director, Forest Research Institute, Dehradun by post/hand to Head, Silviculture Division, Forest Research Institute, Dehradun-248006 on and before the end date of bid submission, and the scanned copy of the same should be uploaded in the Portal.
- iv) Signed and scanned copy of Enlistment/Registration Order of the Contractor/Bidder (**e.g. CPWD, MES, Railways, P & T, State PWD & other Govt. Departments, etc.**).
- v) Signed and scanned copy of PAN Number.
- vi) Signed and scanned copy of Tender Acceptance Letter.
- vii) Signed and scanned copy of GST certificate if applicable.
- viii) Signed and scanned copy of Affidavit of partnership deed, if required.
- ix) Signed and scanned copy of audited Balance sheet of last three years.
- x) Signed and scanned copy of affidavit in non-judicial stamp paper of Rs 10/- by the firm that it has never been black-listed / debarred / banned by any Govt. Department / Public sector must be attached along with the Bid, failing which the Bid shall be rejected.
- xi) The bidder should have minimum Average Annual Financial Turnover during the **last 3 years** i.e. 2014-15, 2015-16 and 2016-17, which is equal 100% or more; of the estimated cost. This should be duly audited by a Chartered Accountant (10% compounded value per year to be added).
- xii) The bidder should have not incurred any loss in more than two years during the last five years ending last day of tender duly certified by Chartered Accountant.
- xiii) Each bidder should further demonstrate availability for this work of personnel with adequate experience as required; and adequate liquid assets and/or availability of credit facilities of at least 25% of the total contract value.
- xiv) Name, Address, and Telephone and Fax Numbers of Bidders' Bankers who may provide references, if contacted by the FRI, Dehradun.
- xv) Proposed work method and schedule. The Bidder should attach descriptions, methodology, drawings etc. as necessary to comply with the requirements of the Bidding documents as per DPR
- xvi) Signed and scanned copy of the proof competent human resource to execute the work

xvii) Bidders should provide additional information required to fulfill the requirements in accordance with the Instructions to Bidders, if applicable

Note: Sub-contractors' experience and resources shall not be taken into account in determining the bidder's compliance with the qualifying criteria.

B. BIDDING DOCUMENTS

6 QUALIFICATION & OTHER DOCUMENTS TO BE SUBMITTED

All bidders shall include all the documents pertaining to ELIGIBILITY & QUALIFICATION CRITERIA (Qualifying documents) and other documents mentioned in the bid.

7 AMENDMENT OF BIDDING DOCUMENTS

7.1 Before the deadline for submission of bids, FRI may modify bidding documents by issuing suitable addenda.

7.2 Any addendum thus issued shall be part of the bidding documents and shall be communicated in writing or by e-mail to all the purchasers of the bidding documents.

7.3 To give prospective bidders reasonable time in which to take an addendum into account in preparing their bids, the Employer may, at his discretion, extend as necessary the deadline for submission of bids.

C. PREPARATION OF BIDS

8 LANGUAGE OF THE BID

All documents relating to the bid shall be in the English Language.

9 DOCUMENTS COMPRISING THE BID

8.1 The bid to be submitted by the bidder shall be in two separate covers:

PART-I: TECHNICAL BID (To be submitted online in CPP Portal).

It will comprise the following:

- i) For bidding documents downloaded from website (refer IFB), the cost of bidding document will be submitted offline.
- ii) Bid Security/EMD in the form specified.
- iii) Qualification Information & supporting documents as specified.
- iv) Certificate, undertakings, affidavits as specified.
- v) Undertaking that the bid shall remain valid for the period specified.

PART-II: FINANCIAL BID (To be submitted online).It will comprise the following:

- i) Form of Bid as specified in Section 3 (Form of Bid).
- ii) Priced Bill of Quantities (BoQ) for items specified in Section 4 (Bill of Quantity).

10 BID PRICES

- 10.1 The contract shall be for the whole works as described in Bill of Quantities (BoQ) submitted by the Bidder.
- 10.2 The Bidders shall fill in Item rate at its appropriate places in figures. Items for which no rate or price is entered by the bidder will not be paid for by the Employer and considered as NIL rate.
- 10.3 All taxes, duties, cess, other levies and surcharge as applicable from time to time payable by the bidder under the contract, or for any other cause shall be included in the rates, prices and total Bid Price submitted by the Bidder.
- 10.4 100% GST shall be paid by the contractor/bidder and TDS as per rules shall be deducted from the payment due to the contractor.

11 CURRENCIES OF THE BID AND PAYMENT

- 11.1 The unit rates and the price shall be considered in Indian Rupees. All payments shall be made in Indian Rupees.

12 BID VALIDITY

- 12.1 Bids shall remain valid for a period not less than 120 days after the deadline date for bid submission. A bid valid for a shorter period shall be rejected as non-responsive. In exceptional circumstances, prior to expiry of original time limit, FRI may request that the bidder may extend the period of validity for a specified additional period.
- 12.2 In exceptional circumstances, prior to expiry of the original time limit, FRI may request that the bidders may extend the period of validity for a specified additional period. The request and the bidders' responses shall be made in writing or by cable. A bidder may however, refuse the request without forfeiting his bid security.
- 12.3 In the case of contracts in which the successful Bidder has been selected and Contract Price is fixed (not subject to price adjustment); if at the behest of FRI; the Bidder agrees to an extension of the validity period, the Contract Price shall be increased by the factor of 0.2% for each week or part of a week that has elapsed from expiration of the initial bid validity to the date of issue of Letter of Acceptance to the successful Bidder.

13 BID SECURITY/EMD

- 13.1 The Bidder shall furnish, as part of his Bid, a Bid security in the amount as shown in column 4 of the table of IFB for this work. The bid security / EMD is to be submitted at the Office of Head, Silviculture Division, FRI, Dehradun offline on or before the last date and time of the bid submission and signed and scanned copy must be uploaded in CPP Portal in the form of FDR pledge to Director, Forest Research Institute payable at Dehradun.
- 13.2 Any bid not accompanied by Bid Security/EMD shall be rejected as non-responsive.
- 13.3 The Bid Security of unsuccessful bidders will be returned after the completion of bid process.
- 13.4 The Bid Security of the successful bidder will be discharged when the bidder has signed the Agreement and furnishing of the required Performance Security. **Performance Bank Guarantee:** The supplier will have to submit a PBG or Performance security in the form of Bank Guarantee or FDR @ 5% of total order value from a commercial bank in an acceptable form within 21 days of issue of work order. Performance security should remain valid for a period of 24 months beyond the date of completion of all contractual obligations of the supplier including the warranty obligations. Failure to abide by the contractual obligation will be liable to forfeit the Performance Bank Guarantee.
- 13.5 The Bid Security may be forfeited in case of successful Bidder, if the Bidder fails within the specified time limit to:
- a) Sign the Agreement; OR
 - b) Furnish the required performance Security

14 ALTERNATIVE PROPOSALS BY BIDDERS

- 14.1. Bidders shall submit offers that fully comply with the requirements of the bidding documents, including the conditions of contract, basic technical design as indicated in the drawing and specifications. Conditional offer or alternative offers will not be considered further in the process of tender evaluation.

D. SUBMISSION OF BIDS

15 SUBMISSION

15.1 The bid shall be submitted online in CPP Portal as per prescribed schedule. **The hard copies of the bid uploaded in CPP Portal (except financial bid) shall also be submitted offline on and last date of bid submission in the Office of Head, Silviculture Division, FRI, Dehradun . If any discrepancies, the preference shall be given to uploaded Bid documents in CPP Portal during evaluation.**

16 DEADLINE FOR SUBMISSION OF THE BIDS

16.1 FRI may extend the deadline for submission of bids by issuing an amendment, in which case all right and obligations of FRI and the bidders previously subject to the original deadline will then be subject to the new deadline.

17 LATE BIDS

17.1 Any Bid received after the deadline prescribed will be rejected.

E. BIDS OPENING & EVALUATION

18 BID OPENING

18.1 All bids received will be opened (except those received late), including modifications made pursuant, in the presence of the Bidders or their representatives who choose to attend at time, date and the place specified in Appendix in the manner specified. In the event of the specified date of Bid opening being declared a holiday, Bids will be opened at the appointed time and location on the next working day.

18.2 The “Technical Bid” shall be opened first.

18.3 The amount of earnest money, forms and validity shall be announced. Thereafter, the bidders’ names and such other details as the FRI, Dehradun may consider appropriate, will be announced at the opening.

- 18.4 Evaluation of the technical bids with respect to bid security, qualification information and other information furnished; shall be taken up after Technical Bids are opened; and evaluated on the basis of submission of qualifying documents, a list will be drawn up of the responsive bids for financial evaluation.
- 18.5 The Financial Bids of only those bidders shall be opened who qualified on the basis of **Qualifying Documents**.

19 PROCESS TO BE CONFIDENTIAL

- 19.1 Information relating to the examination, clarification, evaluation, and comparison of Bids and recommendations for the award of a contract shall be confidential. It shall not be disclosed to Bidders or any other persons not officially concerned with such process until the award to the successful Bidder has been announced,

Any efforts by a Bidder to influence the FRI authorities during the processing of Bids or award decision may result in the rejection of his Bid.

20 CLARIFICATION OF FINANCIAL BIDS

- 20.1 The Financial Bid shall be quoted a for the items in BoQ of entire work of Renovation & Modernization of Museum Galleries in FRI, Dehradun in accordance with the requirements indicated for each individual gallery. However, the Financial Bid shall also include; Unit Wise Rates, Quantity and Prices for various constituent items of work involved based on which the **total consolidated price** has been arrived at; as per Bill of Quantity (BOQ), which is a part of the Bid Document. **The bid will be evaluated on the basis of total consolidated price of the work.**
- 20.2 To assist in the examination, evaluation, and comparison of Bids, FRI Authorities may, at their discretion, ask any Bidder for clarification on the Bid, including breakdowns of unit rates. The request for clarification and the response shall be in writing, but no change in the price or substance of the Bid shall be sought, offered, or permitted; except as required to confirm the correction of arithmetic errors discovered by the Competent Authority in the evaluation of the Bid.

21 EXAMINATION OF BIDS AND DETERMINATION OF RESPONSIVENESS

- 21.1 During the detailed evaluation of "Technical Bids", it will be determined whether each Bid (a) meets the eligibility criteria defined in the tender; (b) has been properly signed; (c) is accompanied by required securities and; (d) is substantially responsive to the

requirements of the Bidding Documents. During the detailed evaluation of the “Financial Bid”, responsiveness of the bids will be further determined with respect to the remaining bid conditions, i.e. priced bill of quantities, technical specifications etc.

22.2 A substantially responsive “Financial Bid” is one which conforms to all the terms, conditions, and specifications of the Bidding documents, without material deviation or reservation. A material deviation/reservation is one (a) which effects in any substantial way the scope, quality, or performance of works; (b) which is inconsistent with the Bidding documents/Employer’s right/Bidder’s obligations under the Contract; or (c) which would affect unfairly the competitive position of other Bidders presenting substantially responsive Bids.

22 EVALUATION AND COMPARISON OF FINANCIAL BIDS

22.1 The Tendering Authority will evaluate and compare only the Bids determined to be substantially responsive on the basis of qualifying documents. In the absence of qualifying documents, the bid shall be treated as non-responsive and not be evaluated further

22.2 FRI, Dehradun reserves the right to accept or reject any variation or deviation, and other factors, which are in excess of the requirements of the Bidding documents or otherwise result in unsolicited benefits for the Employer shall not be taken into account in Bid evaluation.

22.3 A bid which contains several items in the Bill of Quantities (BoQ) which are unrealistically priced low and which cannot be substantiated satisfactorily by the bidder, may be rejected as non-expensive.

F. BID EVALUATION CRITERIA & PROCEDURE

Clarification of Bids

To assist in the examination, evaluation, comparison of the bids, and qualification of the Bidders, the Purchaser, at its discretion, may ask any Bidder for a clarification of its Bid. The Purchaser's request for clarification and the response shall be in writing by post/email/fax etc. Any clarification submitted by a Bidder in respect to its Bid and that is not in response to a request by the Purchaser shall not be considered. No change, including any voluntary increase or decrease, in the prices or substance of the Bid shall be sought, offered, or permitted, except to confirm the correction of arithmetic errors noticed by the Purchaser in the Evaluation of the bids.

If a Bidder does not provide clarifications of its bid by the date and time set in the Purchaser's request for clarification, its bid may be rejected.

Unresponsive bids

The bids will be scrutinized to determine whether they are complete and meet the essential and important requirements, conditions, etc. as prescribed in the Bid Document. The bids are liable to be treated as non-responsive and will be rejected if bidder does not upload qualifying and technical documents as required in the Bid Document.

Minor Informality/Irregularity/Non-Conformity

If during the preliminary examination, the purchaser find any minor informality and/or irregularity and/or non-conformity in a bid, **the purchaser may waive the same provided it does not constitute any material deviation and financial impact and, also, does not prejudice or affect the ranking order of the bidders.** Wherever necessary, the purchaser will convey its observation on such 'minor' issues to the bidder asking the bidder to respond by a specified date. If the bidder does not reply by the specified date or gives evasive reply without clarifying the point at issue in clear terms, that bid may be ignored.

23 EVALUATION CRITERIA

- 23.1 Considering the specific requirement of creativity in the work to be executed as given in DPR; the **contract shall be awarded on the basis of lowest price bid (L1) among the all qualified responsive bids on the basis of qualifying and technical documents.**

24 TECHNICAL EVALUATION PROCEDURE

Evaluation of Qualifying Documents: Tenders shall be scrutinized and evaluated by the Technical Committee or a Committee constituted by competent authority with reference to parameters prescribed in the Bid document. First of all, the qualifying documents of the bid will be checked and in absence of any of qualifying documents, the bid will be rejected.

25 OPENING OF FINANCIAL BIDS

- 25.1 Financial Bids of only those bidders shall be opened who qualified on the basis of qualifying and technical documents. Financial bid shall be opened online in CPP Portal after the evaluation of technical bid.

Financial evaluation: Financial bids of only technically qualified bidders shall be opened online for further scrutiny and evaluation on a date notified.

The purchaser shall evaluate the technically qualified financial bids for deciding lowest bidder (L1) on the basis of ultimate landing cost.

G. AWARD OF CONTRACT

26 EMPLOYER'S RIGHT TO ACCEPT ANY BID AND TO REJECT ANY OR ALL BIDS

- 26.1 FRI, Dehradun reserves the right to accept/reject any Bid, and to summarily cancel the Bidding Process, at any time prior to the award of Contract, without thereby incurring any liability to effected Bidder/Bidders or any obligation to inform the affected Bidder/Bidders of the grounds for the aforesaid action.

27 NOTIFICATION OF AWARD OF CONTRACT

27.1 The Bidder whose Bid has been accepted will be notified of the award by a “Letter of Acceptance”, which will state the Total Contract Value for the work and directions for submission of the Performance Guarantee.

27.2 If the bidder securing the lowest bidding price (L-1) backs out, his/her earnest money shall be forfeited, the agency will be de-barred for giving tenders for one year. Retender process will be initiated.

28. PERFORMANCE SECURITY

28.1 Within 21 days of receipt of the Letter of Acceptance, the successful Bidder shall deliver a Performance Security in any of the forms given below; for an amount equivalent to 5% of the Contract price to be kept as a surety for satisfactory execution and shall remain valid up to the end of Defect Liability Period + 45 days.

- A bank guarantee in the specific format, which is part of the Bid Document from a Nationalized/Scheduled Indian Bank; or Foreign Bank having branches in India.

28.2 Failure of the successful Bidder to submit Performance Guarantee shall constitute sufficient grounds for cancellation of the award, forfeiture of the Bid Security and de-barring the agency for giving tenders for one year.

29. CORRUPT OR FRAUDULENT PRACTICES

29.1 FRI shall reject a proposal for award if the Bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question and will declare the firm ineligible, either indefinitely or for a stated period of time.

30. DEBARRING

30.1 If the agency submits Financial Bid through e-tendering but fails to submit either bid security or the Technical bid or both, then the agency will be debarred from further tendering in the CCSHAU, Hisar for minimum one year.

31. PAYMENT SYSTEM

31.1 The agency/bidder to whom the work is allotted shall be paid as per details given below in the running/final bills:

- 1st installment - 35% of the contract amount on completion of basic structure.
- 2nd installment - 30% of the contract amount on completion 75% work and

- 3rd & Final installment - 35% of the contract amount after satisfactory completion of the work.

32. COMPLETION OF WORK

32.1 The agency to whom the work is allotted shall complete the entire work as per direction of committee irrespective of items/quantities in the DNIT.

33. WITHDRAWAL OF ITEMS

33.1 The Employer can withdraw any item of DNIT at any stage. No claim on account of withdrawal will be entertained.

SECTION-2
QUALIFICATION INFORMATION

QUALIFICATION INFORMATION (Qualifying Documents)

The information to be filled by the Bidder in the following pages will be used for purposes of post qualification as provided for in the Instructions to Bidders.

- i. Signed and scanned copy of proof of experience (Specific experience in Establishment/Renovation of Agricultural/Forest/Science Theme Museum) during last 7 years ending last day of the month i.e. Dec'2017; in similar works e.g. Establishment/Renovation of Museums.

Three similar works each costing not less than the amount equal to 40% of the estimated cost.

OR

Two similar works each costing not less than the amount equal to 60% of the estimated cost.

OR

One similar work costing not less than the amount equal to 80% of the estimated cost.

NOTE: Cost of work shall mean gross value of the completed work including the cost of materials supplied by the Govt./Client, but excluding those supplied free of cost. This should be certified by an officer not below the rank of Project Manager or equivalent (calculated on the basis of 10% value added compounded per year).

- ia. Total Value of Works related to Establishment/Renovation of Museums performed in the last 7 years:

PROJECT NAME	NAME OF THE EMPLOYER	DESCRIPTION OF WORK	CONTRACT NO.	VALUE OF CONTRACT (RS. LAKH) @	DATE OF ISSUE OF WORK ORDER	STIPULATED PERIOD OF COMPLETION	ACTUAL DATE OF COMPLETION*	REMARKS EXPLAINING REASONS FOR DELAY & WORK COMPLETED

* Attach certificate(s) from the Project Manager/Engineer(s)-in-Charge @ Attach certificate from chartered Accountant.								
NOTE: Work performed in past as Prime Contractor and; work performed as a Nominated Sub-Contractor will also be considered provided the sub-contract involved execution of all main items of work described in the bid document, provided further that all other qualification criteria are satisfied (in the same name) on works of a similar nature over the last three years.								

i b. Total Value of Works related to Establishment/Renovation of Agricultural/Forest/ Science Theme Museums in last 7 years:

PROJECT NAME	NAME OF THE EMPLOYER	DESCRIPTION OF WORK	CONTRACT NO.	VALUE OF CONTRACT (RS. LAKH) @	DATE OF ISSUE OF WORK ORDER	STIPULATED PERIOD OF COMPLETION	ACTUAL DATE OF COMPLETION*	REMARKS EXPLAINING REASONS FOR DELAY & WORK COMPLETED
* Attach certificate(s) from the Project Manager/Engineer(s)-in-Charge @ Attach certificate from chartered Accountant.								
NOTE: Work performed in past as Prime Contractor and; work performed as a Nominated Sub-Contractor will also be considered provided the sub-contract involved execution of all main items of work described in the bid document, provided further that all other qualification criteria are satisfied (in the same name) on works of a similar nature over the last three years.								

- ii. **Tender fee:-The tender form downloaded from above web sites must include Rs.5000/- (including 18% GST) by crossed Demand Draft in favour of Director, FRI** as tender fee submitted by post/hand to Head, Silviculture Division, Forest Research Institute, Dehradun-248006 on and before the end date of bid submission, and the scanned copy of the same should be uploaded in the Portal.
- iii. **Earnest Money Deposit (EMD) of Rs. 8 lakhs** should be submitted as **FDR** pledged to Director, Forest Research Institute, Dehradun by post/hand to Head, Silviculture Division, Forest Research Institute, Dehradun-248006 on and before the end date of bid submission, and the scanned copy of the same should be uploaded in the Portal.
- iv. Signed and scanned copy of Enlistment/Registration Order of the Contractor/Bidder (**e.g. CPWD, MES, Railways, P & T, State PWD & other Govt. Department etc.**).
- v. Signed and scanned copy of PAN Number.
- vi. Signed and scanned copy of Tender Acceptance Letter.
- vii. Signed and scanned copy of GST certificate if applicable.
- viii. Signed and scanned copy of Affidavit of partnership deed, if required.
- ix. Signed and scanned copy of audited Balance sheet of last three years.
- x. Signed and scanned copy of affidavit in non-judicial stamp paper of Rs 10/- by the firm that it has never been black-listed / debarred / banned by any Govt. Department / Public sector must be attached along with the Bid, failing which the Bid shall be rejected.
- xi. Signed and scanned copy of the proof The bidder should have minimum Average Annual Financial Turnover during the last 3 years i.e. 2014-15, 2015-16 and 2016-17, which is equal 100% or more; of the estimated cost. This should be duly audited by a Chartered Accountant (10% compounded value per year to be added). Financial reports for the last three years i.e. 2014-15, 2015-16 and 2016-17: Balance Sheets, Profit & Loss Statements, Auditors' Reports etc. List them and attach copies.

- xii. Signed and scanned copy of the proof that bidder should have not incurred any loss in more than two years during the last five years ending last day of tender duly certified by Chartered Accountant.
- xiii. Signed and scanned copy of the proof that bidder should further demonstrate availability for this work of personnel adequate liquid assets and/or availability of credit facilities of at least 25% of the total contract value. Evidence of access to financial resources to meet the qualification requirements: Cash in Hand, Lines of Credit, etc. List them and attach copies of support documents.
- xiv. Name, Address, and Telephone and Fax Numbers of Bidders' Bankers who may provide references, if contacted by the FRI, Dehradun.
- xv. Proposed work method and schedule. The Bidder should attach descriptions, methodology, drawings, etc. as necessary to comply with the requirements of the Bidding documents as per DPR.
- xvi. Signed and scanned copy of the proof competent human resource to execute the work
- xvii. Bidders should provide additional information required to fulfill the requirements in accordance with the Instructions to Bidders, if applicable.

General Terms & Conditions

The offer will be subject to the following terms and conditions:

1. The bidder also submit technical and financial bid physically with EMD and Tender Fee and must be reached physically on or before the end date/time of the tender by hand/post to the Officer, Head Silviculture Division, FRI Dehradun otherwise bid will not be entertained.
2. The penalty will be imposed on the delay of the work as per the contract @ 0.5% per week or 2% per month up to the maximum of 10% of the bidding cost in the extension period. It may be waived in unavoidable circumstances with the approval of competent authority.
3. No bid should be withdrawn after the deadline for submission of tender and before expiry of the tender validity period. If a tenderer withdraws the tender during this period, it will result in forfeiture of the earnest money furnished by the bidder.
4. The tender should accompany a DEMAND DRAFT/FDR of value as indicated in tender as Earnest Money (EMD), payable to the Director, Forest Research Institute, Dehradun, which will be refunded, without interest, if the offer is not accepted. In case the offer is accepted but not honored by the tendered; the Earnest Money will be forfeited. The Earnest Money will also be forfeited, if wrong information is given in the tender to influence the tender cost.

5. The tenderer should quote on their printed letter-head paper, indicating thereon Sales GST/Trade Tax No., Registration No., Fax No., Telex No., Telephone No., E-mail, etc.
6. Variation in quantity is limited to 25% with the approval of competent authority. The reduction in the cost of the additional quantity of the goods/services will be 1% of the tender value.
7. **Performance Bank Guarantee:** The supplier will have to submit a PBG or Performance security in the form of Bank Guarantee or FDR @ 5% of total order value from a commercial bank in an acceptable form within 21 days of issue of supply order. Performance security should remain valid for a period of 24 months beyond the date of completion of all contractual obligations of the supplier including the warranty obligations. Failure to abide by the contractual obligation will be liable to forfeit the Performance Bank Guarantee.
8. Any or all Bidder can be rejected by the Director, FRI without assigning any reason. It cannot be challenged in any court. Disputes, if any, will be under the jurisdiction of Dehradun Court, Utrakhnad, India.
9. In case the opening dates of bid and pre bid conference is declared holiday, the dates will be shifted to next working day.
10. False declarations will be in breach of the Code of Integrity under Rule 175(1)(i)(h) of the General Financial Rules for which a bidder or its successors can be debarred for upto 2 years as per rule 151 (iii) of the General Financial Rules along with such other actions as may be permissible under law.

**Head,
Silviculture & FM Division**

**SAMPLE FORMAT FOR EVIDENCE OF ACCESS TO OR
AVAILABILITY OF CREDIT FACILITIES**

BANK CERTIFICATE

This is to certify that M/s. _____ is a reputed agency with a good financial standing.

If the contract for the work, namely _____ is awarded to the above firms, we shall be able to provide overdraft/credit facilities to the extent of Rs. _____ to meet their working capital requirements for executing the above contract during the contract period.

(Signature)

Name of Bank:

Senior Bank Manager:

Address of the Bank:

AFFIDAVIT

1. I, the undersigned, do hereby certify that all the statements made in the required attachments are true and correct.
2. The undersigned also hereby certifies that our firm M/s _____ have abandoned any work Govt. of India/or any State or Govt. undertakings nor any contract awarded to us for such works have been **rescinded/terminated** on account of our default, during last three years prior to the date of this bid.

OR

The following works have been abandoned/rescinded on account of our default during the last three years prior to the date of this bid.

- a.
- b.
- c.
3. The undersigned hereby authorize(s) and request(s) any bank, person, firm or corporation to furnish pertinent information deemed necessary and requested by the Department to verify this statement or regarding my (our) competence and general reputation.
4. The undersigned understand and agrees that further qualifying information may be requested, and agrees to furnish any such information at the request of the Department/ Project implementing agency.

(Signed by an Authorized Officer of the Firm)

(Title of Officer)

(Name of Firm)

DATE

UNDERTAKING

I, _____ the undersigned do hereby undertake that our firm M/s _____ would invest a minimum cash up to 25% of the value of the work during implementation of the Contract.

(Signed by an Authorized Officer of the Firm)

(Title of Officer)

(Name of Firm)

DATE

**SECTION-3
FORM OF BID**

FORM OF BID

Description of the Works: Renovation & Modernisation of Museum Galleries in the Forest Research Institute, Dehradun

To,
The Director
Forest Research Institute
Mason Rd, Indian Military Academy
Dehradun- 248003 (Uttarakhand)

:

1. We offer to execute the Works described above and remedy any defects therein in conformity with the conditions of Contract, specification, drawings and price quoted in Bill of Quantities (BoQQ) and Addenda for the sum(s) of
2. We undertake, if our Bid is accepted, to commence the Works as soon as is reasonably possible after the receipt of the Engineer-in-Charge's notice to commence, and to complete the whole of the Works comprised in the Contract within the time stated in the document.
3. We agree to abide by this Bid for the period of _____ days from the date fixed for receiving the same, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.
4. Unless and until a formal Agreement is prepared and executed this Bid, together with your written acceptance thereof, shall constitute a binding contract between us.
5. We understand that you are not bound to accept the lowest or any tender you may receive.

Dated this _____ day of _____ 2018.

SIGNATURE

_____ (Name) in the capacity of _____ duly authorized to sign bids for and on behalf of
_____ (in block capitals or types)

Address

WITNESS SIGNATURE

Address

Occupation

**SECTION- 4
FINANCIAL BID
(BILL OF QUANTITY)**

FINACIAL BID : BILL OF QUANTIY (BOQ)					
RENOVATION & MODERNISATION OF MUSEUM GALLERIES IN THE FOREST RESEARCH INSTITUTE (Rates and amount should be submitted online in BoQ not in this sheet)					
SN	DESCRIPTION OF ITEM	QTY	UNIT	AMOUNT	
CIVIL WORKS					
SN	DESCRIPTION OF ITEM	QTY	UNIT	RATE	AMOUNT
1 (a)	CAST-IN-SITU - Providing and laying in position specified grade of reinforced cement concrete, excluding the cost of centering, shuttering, finishing and reinforcement - All work up to plinth level 1:1.5:3 (1 cement : 1.5 coarse sand : 3 graded stone aggregate 20 mm nominal size)	50	Cubic Meter		
(b)	Repairing of hair cracks and other damages. Fixing of glass window's panels along with opaque sun films after cleaning of glass.				
(c)	FORM WORK - Centering and shuttering including strutting, propping etc. and removal of form for : Foundations, footings, bases of columns, etc. for mass concrete	100	Square Meter		
(d)	STEEL REINFORCEMENT - Steel reinforcement for R.C.C. work including straightening, cutting, bending, placing in position and binding all complete upto plinth level.	500	Kg.		

	Thermo-Mechanically Treated bars				
(e)	<p>Providing and fixing removable raised/false access flooring with system and its components of approved make for different plenum height with possible height adjustment upto 50 mm, comprising of modular load bearing floor panels supported on G.I. rectangular stinger frame work and G.I. Pedestal etc. all complete,</p> <p>a) Providing at required spacing to form modular framework, pedestals made out of GI tube of thickness minimum 2 mm and 25 mm outer diameter, fully welded on to the G.I. Base plate of size 100mm x 100mm x 3mm at the bottom of the pedestal tube, G.I. pedestal head of size 75mmx75mmx3.5 mm welded with GI fully threaded stud 16mm outer diameter with two GI Check nuts screwed on the stud for level adjustment up to 50mm, locking and stabilizing the pedestal head in position at the required level. The pedestals shall be fixed to the subfloor (base) through base plate using epoxy based adhesive of approved make or the machine screw with rawl plug.</p> <p>i b) Stringers system in all steel construction hot dipped galvanized of rectangular size 570x20x30x0.80mm thick having holes at both ends for securing the stringers on to the pedestal head using fully threaded screws ensuring maximum lateral stability in all directions, the grid formed by</p>	3000	sq. feet		

	the pedestal and stringer assembly shall receive the floor panel, this system shall provide adequate solid, rigid support for access floor panel, the system shall provide a minimum clear uninterrupted clearance between the bottom of the floor for electrical conduits and wiring etc 300 mm 300 m Finished Floor Height (FFH)				
INTERIORS					
2 (a)	Wall Paneling a. Providing, fitting and fixing 6mm/12mm waterproof plywood (Duro/Century/ Merino / Green/Archied/Kitply etc.) duly fitted on frame of 2"x1.5" wooden/ M.S. Tube @ 2' x 2' (centre to centre) complete with laminates	4000	Square Feet		
2(b)	b. Coloured anodised aluminium framed glazed doors with partition walls partly glass and partly pre laminated board with anodised aluminium frame (Jindal/Hindlco make aluminium section)	1000	Square Feet		
3.	False Ceiling Designer Islanded/ Parabolic/ Grid type made up of metallic/wooden frame clad with 6mm Water proof Ply board duly Laminated / ACP/Metallic panels/ 12 mm thick ceiling tiles (make as approved by Museum Experts)	8000	Square Feet		

4.	<p>Wall Painting High QUALITY FINISH PARTITION SYSTEM using high quality polyurethane paint finish or high quality veneers. Velvet finish(Three coats) with acrylic emulsion paint of approved brand and manufacture (Asian paint/ Berger paint/ ICI paint/ J & N paint/ Nerolac or any other make as approved by Engineer Incharge) on new surface to give to achieve even shade and colour after thoroughly brushing the surfaces complete with labour charges.</p> <p>PAINTING (WOOD WORK) - French spirit polishing : Two or more coats on new works including a coat of wood filler</p> <p>WAX POLISH - Polishing on wood work with ready mixed wax polish of approved brand and manufacture :</p>	15000	Square Feet		
5(a)	<p>Flooring(VITRIFIED FLOOR TILES) Providing and fixing vitrified tiles of size 1000x1000 mm / 800 mm x 800 mm of premium quality with water absorption less than 0.08% and conforming to IS : 15622, of approved make, in all colours and shades of approved make in flooring/ skirting laid in any patterns as specified over base of adhesive of reputed brands and jointed by using PVC spacers of required size and the space between tiles shall be filled up with cement based grout of approved make & colour. {NS}</p> <p>Providing and laying vitrified floor tiles in different sizes (thickness to be specified by the manufacturer)</p>	2500	Square Feet		

	<p>laid on 20mm thick cement mortar 1:4 (1 cement : 4 coarse sand), including grouting the joints with white cement and matching pigments etc., complete</p> <p>Notes:</p> <p>i) Tile shall be of premium first quality of reputed manufacturer like NITCO, KAJARIA, SOMANI & RAK.</p> <p>ii) Tiles shall be fixed by using PVC spacers of required size and the space between tiles shall be filled up with cement based grout of approved make & colour. Nothing extra shall be paid for this.</p>				
5(b)	<p>Flooring- Wooden Flooring Tiles Providing and fixing 8.30 mm thick wooden laminate flooring of Vista or any other make as approved by the Engineer In-charge laid over polythene sheet & 4 mm thick foam on the existing flooring complete in all respect as per manufacturer specifications/direction of Engineer In charge</p>	500	Square Feet		
6	<p>Electrical Works Conceal the exposed wiring on the walls and fixing of new conduit wiring as well as fixing of new switches with boards, bulbs, lights and tubes to facilitate the new design.</p> <p>Lighting Supplying including and fixing of Concealed / focus LED / halogen / general lighting (mixture of yellow/white lights reputed make Philips/ Bajaj/Crompton/C&S Electric/Havells/Wipro</p>	500	Points		

	complete with fittings/fixtures / wiring /labour/MCB Box Wires shall be of Grandlay/Ecko/Polycab/Havells/RR Kabel or Equivalent. Make of Switches/MCB – Anchor/Havells/Legrand/North West/GE/L&T/C&S/Standard ABB- as approved by the Engineer In-charge.) LED Light - Providing and fixing in display stand 18 watts yellow LED Lights of approved quantity				
	Fans & exhausts Fans	20	Nos.		
7.	Showcase Centre/ Corner showcases need to provide a sturdy, secure environment as free as possible from dust, pests, pollution and heat. They must also be easy to open so that the displays can be maintained and modified with ease. High security conservation showcase with single mechanism pull & slide door Wall mounted high security conservation showcase – (wooden /Metallic) Table top high security conservation showcase- Lift off or Hinged canopy Made up of waterproof plywood (Duro/Century/Merino/Green/Arched/Kitply etc. laminated with teak/sunmica or Polyester powder coated Extruded Profiles with 8mm Clear, Toughened glass of Saint Gobain or equivalent complete with Stainless Steel fittings, fixtures and labour.	4000	Cubic Feet		
8.	Glass enclosure High security conservation showcase with single	1600	Cubic		

	mechanism pull & slide door Glazed on 5 sides , Customized one sided mirror glass may be used at one side for infinity effect, Adjustable suspended rod / cantilever system with 10mm toughened glass shelves.		Feet		
9.	Special Frames Customized/Designer Frames of different shapes and sizes made up of very high quality/Glass /Acrylic/ Wood/ FRP material. (6'Height) - Providing, placing and fixing of Toughened Glass Partition of 2'-6" high fixed with MS Channel of 100x50 mm size fixed with high anchor bolt in floor with Teakwood & Veneer fixing with Melamine polish including labour, material, hardware, complete.	1200	Cubic Feet		
10.	Fascia Gate Complete with Designing Conceptualization and fabrication of a suitable thematic gate at the entrance made of wood/ply/steel/acrylic complete with a FRP mural / design to match with the subject.	200	Square Feet		
11	Designer Façade/ Sign Post (Outside Museum) Guide Map stand - Providing and fixing in position Guide Map of size 9'x8' (LXH) made out of 3/4" thick toughened glass SS Tube of size (2"x2") vertical & horizontal frame fixed with 6"Ø circular SS plate of 12 gauge with Hettic Screw in existing floor including leg guard in round made of SS pipe 2"Ø with SS legs - end rounded all along 9'-0" length	1000	Square Feet		

	with 2'-0" high, fixed in existing floor including Labour, material, complete in all respect. Display cube stand - Providing and placing in position cube shape stand for Display of size (1'x1'x1') made out of Pre Laminate Partical Board of 19mm thick of approved colour & shade as p[er design, 3D View, complete (Thematic Artwork using FRP Models/ Metallic Frames/ Glass / POP , Lighting arrangement, Raised 2D type Logo & Name in Bilingual to be install on Roadside inside campus leading to Museum Building from entry Gates)				
	STAINLESS STEEL Railings - Providing and fixing stainless steel (Grade 304) railing made of Hollow tubes, channels, plates etc., including welding, grinding, buffing, polishing and making curvature (wherever required) and fitting the same with necessary stainless steel nuts and bolts complete, i/c fixing the railing with necessary accessories & stainless steel dash fasteners , stainless steel bolts etc., of required size, on the top of the floor or the side of waist slab with suitable arrangement including fixing accessories such as nuts, bolts, fasteners etc.)	200	Running Feet		
EXHIBITS					
12 (a)	Digital Printing including the cost of the concept planning, Scanning, designing, editing, system charge, material cost printing and lamination with mounting on sunboard	500	Square Feet		

	a.) Glossy Paper				
12 (b)	b.) Flux cloth	1000	Square Feet		
12 (c)	c.) Vinyl sheet	500	Square Feet		
13. (a)	Digital Translites with backlit arrangement including cost of designing, planning, Scanning, printing, lamination & mounting on a Polycarbonate 0.40 mm sheet fitted in box with lighting arrangement. a.) G.I Sheet Box made of 24 swg M.S. Angles frame	250	Square Feet		
13. (b)	b.) Box made of Anodized Aluminum Sections & Sheet	250	Square Feet		
13. (c)	c.) Wooden Box made of teak wood and ply	250	Square Feet		
14.	Digital Bromides Laminated display panels depicting Text, Photo & Graphic Digitally printed on vinyl mounted on Acrylic	250	Square Feet		
15.	Foldable Rollup Banner with 6 Color Digital Printing: Size of Poster 6' x 3'	20	Each		
16.	Press Button Information Board depict information pre printed on display board fitted with lights and indicators that glow with press of a button, complete with designing, cost of printing with mounting on plastic sheet, wooden box, lighting, Microprocessor based PCB control unit, electronic circuit /LCD Screens complete with commissioning and fittings	72	Square Feet		

17. (a)	Story Telling Board a.) Complete with photo or translite fitted in wooden/ metallic box Electronic board containing multiple image on LCD/ digital panels with shifting of light shall be synchronized with sound. Complete with commissioning and fittings	72	Square Feet		
17. (b)	b.) Audio Commentary with sound system and speakers for Above	04	Each		
18.	Rotoglow/Rotational Translites complete with designing charge, Rotating motor, 0.40 mm Poly Sheet digitally printed vinyl, wooden/aluminum box having widows for display & lighting arrangement. Size 6' x 3' x 3 sides	04	Each		
19.	Scrolling Translite LCD/LED Based display panels for continuous scrolling of pictures and graphics, having USB port complete with designing and smart circuit. Size 46"	5	Each		
20. (a)	Interactive Kiosk a.) Microprocessor controlled intelligent unit where display comes on monitor with touch of finger on screen duly fitted in a designer Wooden/ metallic console having a provision for CPU, Keyboard and UPS.	4	Each		
20. (b)	b.) Designing of interactive software for interactive kiosk	06	Each		
21.	LED Flow Sheets/Move Signs Display Customized Subject based LED flow sheets depicting Process/ Chain complete with circuit and graphic controller fixed on Printed Panels suitably framed in	250	Square Feet		

	extruded profiles				
22.	3-D Diorama Creating & transcending plain decor of photo to life like 3D effect using all required material with conceptualization, designing, drawing, fabrication, cost of material & labor inclusive of all electrical/mechanical fitting & Lighting arrangement & effects. Charges inclusive of all artwork, models, murals, theme & wooden Casing with glass enclosure	1250	Cubic Feet		
23.	Mural 2D Relief Model/Cut-out Artwork Made of FRP, Clay, Terracotta, Paint, POP, Wood, Paper mache, any other suitable material complete with base and frames	500	Square Feet		
24. (a)	Models a. Static Models made up of clay /sand/ pop/ wooden/metallic/ acrylic/Plastic/FRP depicting	80	Cubic Feet		
24. (b)	b. Working Models Miniatures - electro mechanical/smart technology/ implements and machines	35	Cubic Feet		

25.	<p>Audio Visual Room (Capacity 40 Audience)</p> <ul style="list-style-type: none"> • Interiors with Acoustic Panels and designer ceiling • Lighting Arrangement with controlled Dimmer facility • Branded High resolution Projection system with Dolby sound system <p>Bolster Seats (Standing) - Providing & fixing Bolster seat (standing) for Auditorium made with SS 304 grade 2"Ø pipes in U-shape with base plate of 16 gauge SS plate fixed with Hettic bolt and seat Bolster in 9"Ø wrapped around SS pipe with medium density foam and upholstered with approved quality fabric (thick) polyester or Leatherite of approved colour & shade complete in all respect.</p>	1	Each		
SOME EXTRA ITEMS AND FACILITIES					
26.	<p>Folding Exhibition cum Training kits complete with one no. 2x3 aluminum pipe powder coated collapsible structure, 06 nos. Velcro cladded panels, 04 no. product/ brochure shelves, 04 no. stands and 02 no. lights with focus bulbs duly packed in sturdy carry bags</p>	10	Each		
27.	<p>Quick Assembly Kit comprising of 04 no. Double side Display Velcro cladded Boards size 4'x3' framed in deluxe aluminum channel, 05 no. steel pipe stands with 05 no. sturdy base along with 04 no. lights with focus bulbs</p>	8	Each		
28.	Acrylic Seed/Sample Display Stands with name	100	Each		

	Header				
29.	Acrylic Foldable Sample/Fruit Display Bowl/Basket	50	Each		
30.	Cotton T-Shirt 100% cotton, with collar, and with Univ. logo and Name printed, different Colors and Size, Extra Large, Large, Medium, Small	500	Each		
31.	Cotton Caps with Logo Printed on Hood with adjuster 100% cotton, with collar, and with Univ. logo and Name printed	1000	Each		
32.	Key Rings Acrylic Key rings with logo Printed on both sides with approved matter	2000	Each		
33.	Fire Fighting Equipments 4.5 Kg DCP Extinguisher ABC type	10	Each		
34.	Installation of CCTV Camera System (3 Sets; each set comprising of 4 High Resolution Fixed Cameras and BDR)	04	Set		
35.	Library :Capacity 20- 25 Seats <ul style="list-style-type: none"> • Cupboards/ Almirah for approximate 500 publications/ Books/ Newsletters and Brochures • Revolving Brochure and Book stands • Furniture: Readable Desk and chairs, Sofa seating, centre table etc. • Lighting Arrangement 	1	Each		
36.	Products Display Counter/ area	1	Each		

SECTION- 5
SECURITIES AND OTHER FORMS

PERFORMANCE BANK GUARANTEE

To

_____ [Name of Employer]
_____ [Address of Employer]

WHEREAS _____ [name and address of Contractor] (hereafter called "the Contractor") has undertaken, in pursuance of Contract No. _____ dated _____ to execute _____ [name of Contract and brief description of Works] (hereinafter called " the Contract").

AND WHEREAS it has been stipulated by you in the said Contract that the Contractor shall furnish you with a Bank Guarantee by a recognized bank for the sum specified therein as security for compliance with his obligation in accordance with the Contract;

AND WHEREAS we have agreed to give the Contractor such a Bank Guarantee:

NOW THEREFORE we hereby affirm that we are the Guarantor and responsible to you on behalf of the Contractor, up to a total of _____ [amount of guarantee]* _____ (in words), such sum being payable in the types and proportions of currencies in which the Contract Price is payable, and we undertake to pay you, upon your first written demand and without cavil or argument, any sum or sums within the limits of _____ [amount of guarantee] as aforesaid without your needing to prove or to show grounds or reasons for your demand for the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the contractor before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the Contract or of the Works to be performed there under or of any of the Contract documents which may be made between your and the Contractor shall in any way release us from any liability under this guarantee, and we hereby waive notice of any such change, addition or modification.

This guarantee shall be valid until 28 days from the date of expiry of the Defect Liability Period.

Signature and Seal of the guarantor _____
Name of Bank _____
Address _____
Date _____

* An amount shall be inserted by the Guarantor, representing the percentage the Contract Price specified in the Contract including additional security for unbalanced Bids, if any and denominated in Indian Rupees.

Agreement/Contract Form
TENDER ACCEPTANCE LETTER
(To be given on Company Letter Head)

Date:

To,
Director
Forest Research Institute
Dehradun-248006

Sub: Acceptance of Terms & Conditions of Tender.

Tender Reference No:
Name of Tender / Work:

Dear Sir,

1. I/ We have downloaded / obtained the tender document(s) for the above mentioned 'Tender/Work' from the web site(s) name _____ as per your advertisement, given in the above mentioned website(s).
2. I / We hereby certify that I / we have read the entire terms and conditions of the tender documents from Page No. _____ to _____ (including all documents like annexure(s), schedule(s), etc .,), which form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein.
3. The corrigendum(s) issued from time to time by your department/organisation too have also been taken into consideration, while submitting this acceptance letter

4. I / We hereby unconditionally accept the tender conditions of above mentioned tender document(s) / corrigendum(s) in its totality / entirety.
5. I / We do hereby declare that our Firm has not been blacklisted/ debarred / banned by any Govt. Department/Public sector undertaking.
6. I / We certify that all information furnished by the our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/ organisation shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract , without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours Faithfully,
(Signature of the Bidder, with Official Seal)

Issue of Notice to Proceed with the Work
(Letterhead of the Employer)

_____ (Date)

To,
(Name and address of the Contractor)

Dear Sirs,

Pursuant to your furnishing the requisite security as stipulated in ITB Clause 34.1 and signing of the Contract for _____ at a Bid Price of Rs. _____.

You are hereby instructed to proceed with the execution of the said works in accordance with the contract documents.

Your faithfully,

(Signature, name and title of signatory authorized
to sign on behalf of Employer)

AGREEMENT FORM

Agreement

This agreement, made the _____ day of _____ between _____ (name and address of Employer) [hereinafter called "the Employer] and _____ (name and address of contractor) hereinafter called "the Contractor" of the other part.

Whereas the Employer is desirous that the Contractor execute _____ (name and identification number of Contract) (hereinafter called "the Works") and the Employer has accepted the Bid by the Contractor for the execution and completion of such Works and the remedying of any defects therein, at a cost of Rs. _____ .

NOW THIS AGREEMENT WITNESSETH as follows:

1. In this Agreement, words and expression shall have the same meanings as are respectively assigned to them in the conditions of contract hereinafter referred to and they shall be deemed to form and be read and construed as part of this Agreement.
2. In consideration of the payments to be made by the Employer to the Contractor as hereinafter mentioned, the Contractor hereby covenants with the Employer to execute and complete the Works and remedy any defects therein in conformity in all aspects with the provisions of the contract.
3. The Employer hereby covenants to pay the Contractor in consideration of the execution and completion of the Works and the remedying the defects wherein Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.
4. The following documents shall be deemed to form and be ready and construed as part of this Agreement viz.
 - i) Letter of Acceptance
 - ii) Notice to proceed with the works;
 - iii) Contractor's Bid

- iv) Condition of Contract: General and Special
- v) Contract Data
- vi) Additional condition
- vii) Drawings as per DPR
- viii) Bill of Quantities and
- ix) Any other documents listed in the Contract Data as forming part of the Contract.

In witnessed whereto the parties there to have caused this Agreement to be executed the day and year first before written.

The Common Seal of _____

Was hereunto affixed in the presence of:

Signed, Sealed and Delivered by the said _____

in the presence of:

Binding Signature of Employer _____

Binding Signature of Contractor _____

UNDERTAKING

I, _____ the undersigned do hereby undertake that our firm M/s _____ agree to abide by this bid for a period ____ days for the date fixed for receiving the same and it shall be binding on us and may be accepted at any time before the expiration of that period.

(Signed by an Authorised Officer of the Firm)

Title of Authorised Officer

Name of Firm

DATE

