

**NAME OF WORK: Repair and painting of furniture of Provident Fund Section,  
P.U.**

Tender amount: ₹ 27,727/-

Cost of tender paper: ₹ 250/-,

paid by D.D. No.....Date ....../....../20..... & Name of Bank .....

Name of Agency : \_\_\_\_\_

**OFFICE OF THE UNIVERSITY ENGINEER  
PATNA UNIVERSITY  
(NOTICE OF INVITING TENDER)**

1. Sealed tenders on plain paper to be eventually drawn in U.E. Form 61 No. F2/K2/H will be received upto **15:00 hours on Saturday the 07/09/2019**. By the undersigned for the work of and will be opened in presence of the tenderers of their authorized agents.
2. The bill of quantity will be sold **upto 17:00 hrs on 06/09/2019**. There will be no sale on the date of receiving tender.
3. The tender documents downloaded from the website will be submitted with cost of B.O.Q in the form of Demand Draft in favour of University Engineer. Tenders submitted without cost of B.O.Q. in the form of demand draft will be summarily rejected .
4. Tenderers are required to deposit Earnest money at the rate of ₹ 100/- for every 5000/- or part thereof on the amount of the Estimate. Earnest Money can be deposited in shape of Demand Draft, N.S.C., N.D.C., Post Office Saving Bank Deposit, Post Office Time Deposit duly pledged to the University Engineer, Patna University. The tenderers shall have to attach a copy of N.P.S.C., N.D.C., N.S.C., D.D., or Pass Book with their quotations otherwise these tenders may outright be rejected. N.S.C., N.D.C. D.D., of Pass Book furnished after the receipt of tender on specified date and time will in no case be entertained.
5. Tenderers shall quote their rates both in figures and words and amount worked out against each item of work and initial all corrections, over writings interpolations. Indefinite forms like estimated rates etc. should not be considered.
6. The rate quoted by the contractors should be inclusive of all taxes royalties and other incidental charges (i.e. Labour Cess etc.)
7. This tender shall be covered by the following minimum eligibility criteria:
  - (i) The intending tenderer in his own name and style should have completed at least one same/similar nature of work for a minimum value of 35% of the advertised value of the work for the last three financial years(i.e. the current year and three previous years)
  - (ii) The intending the tenderer in his own name and style should have received a minimum of 150% of the advertised value of the work as Contractor amount during the last three financial year i.e. the current year and three previous year which may be an attested certificate from the employer/client, audited balance sheet duly certified by the Chartered Accountant.
  - (iii) Credentials from private individuals/firms will not be acceptable. Tenders without above documents shall be summarily rejected.
8. The Contractor should quote in their quotations:
  - a. Period within which they can complete the work commencing from the date of written orders to commence the work.
  - b. The plants and machinery they possess for execution of works.
  - c. Experience, they have with details of works and its locations.
  - d. Certificate, if any about the capacity of doing work.
  - e. Technical staff, if they possess.
9. The Contractor should satisfy themselves fully about the nature and site of works before offering their tenders and plea of any ignorance afterwards shall not be considered.

10. Tender without Earnest Money or insufficient Earnest Money will be outright rejected and there will be no position on the body of C.S.

11. Contractors are required to furnish upto date Tax Clearance Certificate in respect of I.T. and S.T. along with their tenders for values of works or ₹ 10,000/- or, over ₹ 10,000/- in each every tender. In absence of these documents along with their tender they will have to submit the same or certificates of No. outstanding Liabilities of I.T. and S.T. from the respective department within 10 days from the date of requisition in a registered letter with A.D. failing which their tenders shall be outright rejected and their Earnest Money furnished with the tenders shall stands forfeited with out any further intimation.

**12. Amount of Estimate: ₹ 27,727/-  
Earnest Money: ₹ 600/-  
Time of Completion: 15 Days**

13. Conditional tenders may be outright rejected.

14. After approval of rates by the competent authority the contractor shall have to deposit the initial Security money in shape of D.D. or N.S.C. with days of the receipt of the written orders from Engineer I/C and execute agreement failing which his tender shall be rejected and Earnest Money forfeited.

15. Authority shall reserve the right to reject any or all the tenders or distribute the work to more than one contractor without assigning any reasons.

16. No. claim for idle labours due to stoppage of work non supply of materials, drawing and designs or delay due to any other feasons shall be entertained.

17. The Contractor shall arrange necessary site for accommodation and other facilities like medical aid etc. for this labours at his own cost and initiative as well as will comply with all labours rules prevalent in the locality.

18. The specification of work mentioned in B.O.Q. where not mentioned in that case S.B.C., P.W.D., will be followed during the progress of the work. In case of any difference of things not being clear the instructions of the University Engineer shall be followed.

19. No claim shall be entertained due to fluctuation of rates of labour and materials at any time during completion of work.

20. Materials recoverable of non-recoverable(direction issued to work) shall be issued to the contractor on proper H/R. Recovery of the cost of materials shall be made for the gross quantity issued and not for the quantity consumed in the portion of the work billed for. If materials are obtained in excess of precise requirement, the recovery of the cost of such materials will be made at double the issue rate stipulated in agreement.

21. The contractor employing trucks for carriage of materials or other works shall comply with the rules of Motor Vehicles Act.

22. In the case of L.S. Tenders contractors should clearly write both in figures and words.

23. It will be obligatory on the part of the tenders to keep his tender open for a period of 6 months(180 days) from the date of opening of tender for acceptance.

**24. Special terms & Condition:**

- (a) The contractor should have submit details of Plant & Machineries with tender along with ownership documents. If the same will be outsourced then valid agreement or authorization certificate for use of plant & machineries should be submitted along with tender.
- (b) The contractor should maintain the road during the defect liability period from the date of completion of work.
- (c) The contractor shall do the routine maintenance of road, including pavements, road side and cross drain if any to the requires standards and keep the entire road surface and structure in defect free condition during defect liability period.

25. "SITE ORDER BOOK":- with numbered pages and bearing the certificates of the E/I of containing so much pages shall have to maintained by the contractor at the site of work, and it will have to be produced, if the E.I. or Inspecting officers desire for any instructions concerning the work. This shall be the property of the Department after completion of work.
26. No. work beyond agreement shall be executed by the contractor unless specifically ordered by the E/I in writing on "SITE ORDER BOOK" and the claim for such work shall be submitted regularly in every month. If the claim is not received in the month to which it relates it will be treated as time barred and may be disallowed.
27. Registered contractors of appropriate category of the P.W.D (R.C.D. & B.C.D.)/B.I.A.D.A./Bihar M.E.S./Bihar Rajya Pul Negam/CPWD and P.U. having satisfactory records of work will be allowed to tender for the work.

Sd/-  
University Engineer  
Patna University, Patna

## BILL OF QUANTITIES

### NAME OF WORK : REPAIR AND PAINTING OF FURNITURES OF PROVIDEND FUND SECTION, P.U.

Estimated cost : Rs.27727

Date of Receiving Tender : 07/09/19

Earnest Money Required : Rs.600

Time of completion : 15 days

Cost of B.O.Q. : Rs.250

M.R. No and date

S.N.	Code No	Description	Quantity		Unit	Rate	Amount
						(Rs.)	(Rs.)
1		Providing following materials and workers for repair and painting of wooden tables, chairs etc. as per direction of engineer in charge.					
a	2413	12 mm commercial ply	10.00	Sqm	Sqm	716.66	7167
b	2414	18 mm thick block board with commercial ply veneering on both side	2.00	Sqm	Sqm	806.75	1614
d	8726	1.5 mm thick decorative laminated sheets	10.00	Sqm	Sqm	511.9	5119
e	1247	Adhesive (rubber base)	5	Kg	Kg	163.81	819
f	o111	Carpenter 1st class	10	Day	Day	335.50	3355
g	8647	Stainless steel screws 30mmx4mm	200	No	%No	32.76	66
h	P.M.R.	wooden beat	104	Rft	Rft	16.50	1716
l		Nails for beat					100
j		Shallow tape					100
2	13.101.1	French spirit polishing:Two or more coats on works including a coat of wood filler	10	Sqm	Sqm	346.90	3469
3	13.93.2	Painting with synthetic enamel paint of approved brand and manufacture One or more coats on old work. to give an even shade:	93	Sqm	Sqm	45.20	4204
<b>Total Amount of Estimate</b>							<b>27727</b>

Sd/-  
UNIVERSITY ENGINEER  
PATNA UNIVERSITY

I do agree to do the work on

- (a).....or estimated rate
- (b)..... % below on estimated rate
- (c)..... % above on estimated rate

Name and address of contractor

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.....

### **N.I.T. SPECIAL CONDITIONS**

1. Rates quoted should be inclusive of all taxes, royalties carriage and all other incidental charges what so ever.
2. The contractor shall not stipulate any additional conditions in their tender for increase of rates due to increase in rate of taxation. Rly. Freight and etc.
3. The rates should be written in figures as well as in words in such a way that inrerpolation is not possible and total amount of each item should be written both in figures and words and total amount of each page will also indicate both in figures and words.
4. Taxes, Rly. Freight and incidental charges on materials and labour in respect of the contractor shall be payable by the contractor and University shall not entertain any claim whatsoever in this respect.
5. Tender specifying certain percentage above or below the tender amount and other conditions in connection with the tender will not be given any consideration. Only tenders put in the prescribed form will be considered. Tenders containing percentage above or below the total tendered amount or estimated amount will be summarily rejected.
6. The tenderers should acquaint themselves with the work and working conditions of the site locality and no claim will be entertained on this issue.
7. Site of execution of the work will be available as soon as work is awarded. In case, it is not possible for the department to take the entire site available on the award of the work, the contractor will have to arrange his working programme accordingly.
8. The contractor's responsibility for the construction shall commence from the date of issue of work order.
9. The contractor shall study the specification, drawings and design carefully before submitting the tender.
10. The work will be executed according to the approved and sanctioned design and drawing from time to time which will be binding on the contractor. No claim for the changes or modification in drawing and design will be tenable.
11. The contractor will be issued departmental materials as per actual requirement in stock length and size available with the department. Material taken by the contractor in excess of the calculated requirement will be charged to panel rates which will be double the issue rates of the materials.
12. Contractor shall have to keep in upto date account of materials at site and his stores shall be inspected and stock taking will be done as and when required by the supervising staff of the department. The contractor should arrange for such inspection and free access should be given to the Supervising staff for such check up.
13. Quantities mentioned in the bill of quantity are approximate and the same may increase or decrease. Nothing extra bill be paid for such increase or decrease in quantity of various item of works.
14. No claim shall be entertained on the grounds of fluctuation of rate in labour and materials etc. in the market during the period of filling the tender and completion of work.
15. The contractor shall arrange for necessary site accommodation and other facilities for the labour and no claim for medical aid to labour or any other incidental charges shall be entertained.
16. No claim for idle labour due to non supply or delayed supply of materials machinery. design etc. by the department will be entertained.
17. The contractor shall strictly follow the conditions laid down in the minimum wages act. He shall also comply with the labour laws as may be current and furnish informations as required from time to time.
18. All materials brought to site by the motor vehicle, other than vehicles belonging to the contractor for this work, should be by public carriages vehicles. The carriage of such materials by Private carrier would be illegal and contractor will accordingly be responsible for employing private carrier instead of public carrier.
19. The motor vehicles rules should be followed by the contractor will also be responsible for infringement of traffic rules accident, damages to roads and culverts etc. No responsibility for all or any of the above things will rest with department.
20. The work shall be done according to the University specification. In respect of such items of work which is not covered by the University specification the specification laid down by the Superintending Engineer, South Bihar Circle shall be allowed which will be final and conclusive.
21. All R.C.C. as well as plain cement concrete work shall be machine mixed and vibrated properly and submerged with 2" constant head of water over horizontally laid concrete component and constant spray curing on verticals concrete complete as directed by Engineer Incharge.
22. Lime concrete intended for terrace work over R.C.C. slab roof shall also machine mixed.
23. All shuttering and centering materials shall be arranged and procured by the contractor at his own cost and shall consist of rigid and sound work and steel works not to deform or disturb as a sequel to the working of vibrator. A scaffolding materials shall also be procured and arranged by the contractor at his cost. In case of centering and shuttering of R.C.C. column only steel plates of requisite thickness shall be used in centering and shuttering and not the wooden planks, so as to give smooth surface.
24. No claim shall be entertained for cleaning and scaping rusts and normal elements from steel issued by the department.
25. All R.C.C. works shall be designed as per latest I.S. code of practice.
26. If during execution of work, any item which is provided in the bill of quantities, is not required to be executed due to change of specification etc. the contractor will have no claim whatsoever if that item is not done through them.
27. The contractor shall get the samples of bricks, sand stone chips etc. approved by the University Engineer before undertaking mass collection of the same. Sample of the approved quality of materials shall be kept in the custody for comparison later on when the contractor's supply is made during progress of the work.

28. For overall structural works except plastering clean and coarse sone, sand shall be used. For plastering, clean and medium sone sans shall be used and should be screened to 256 mash in one squire inch before use in work.
29. Flat iron, for making grills for window, hand rails for stair case etc. shall be procured by the tenderer himself.
30. All points of welding in grills etc. must be clean smooth and strong. The sameples of grill shall be got approved by the University Engineer I/C before taking up mass manufacture.
31. After completion of work the building floor shall be throurly washed and cleaned. The ugly marks on glass panes shutters etc. shall be removed and damages made good. The works of paint cement etc. shall be removed and cleaned nicely at the contractor's cost.
32. The contractor shall removed all his surplus materials rubbis etc. and leave the site clean and tidy after leveling and dressing the premises of the works as directed by the Engineer Incharge and then the work shall be considered as complete.
33. The site should be cleaned of all rubbishes, leveled and dressing as directed by the Engineer In-charge and shall prepare for layout works. Engineer weeds stumps of trees if any shall be removed by the contractor at his cost before layout is taken up as directed by the Engineer I/C. The cost of masonary pages stradingsa labours and etc. are incidental expenditures in layout of the work and shall not constitute a claim for the some.
34. The arrangements and the cost of all the store shed, labour shed vate, tools scaffolding water supply arrangement electric supply and building accessories shall be born by the contractor at his cost and noting will rest with the depart. The contractor shall also provide all facilities and medical aid to the labours employed, at his cost.
35. Concrete mixer/vibrator (subject to their availability with the department at the time otherwise the contractor will mark his own arrangements thereof) will be issued on the following terms and conditions.
  - (a) Concrete mixer rent ₹ 9/-(Nine only) per day or part thereof for the number of days it works with the contractor.
  - (b) Vibrator rent ₹ 5.50(Rupees five and paise fifty) only per day or part thereof for the number of days it remains with the contractor including idle days i.e. from the date of issue to the date of return to the Patna University Godown by the contractor.
36.
  - (a) Cost of running and cleaning the plants and machineries and other incidental charges in carriages from Patna University Godown to the site of the work and their return to Patna University Godown from site of work shall born by the contractor at his own cost.
  - (b) Pay and allowance of the driver and khalasi @ 15/- per day working on the machineries will be born by the contractor for the period machine remains with the contractor and necessary recovery will be made from the contractors bill.
  - (c) Cost of materials such as lubricants, oil, greases, petrol, diesel, jute, etc. required during the work for the mixer. Bibration and other departmental machineries if issued from Patna University stock will be recovered from the contractor at the rate fixed by the Engineer I/C and shall be binding on the contractor.
37. The contractor is liable to pay security deposit for concrete mixer, vibrator and other department, Machineries issued to him at the rate fixed by the University Engineer, Patna University, Patna. The amount is refundable as soon as the machinery is returned in the Patna University Godown in good and running condition after full completion of the job.
38. The contractor shall be responsible for apperup keep of the machinery under his charge and shall return the same to P.U. Godown in good and sound condition. In event of loss or damage to any part, the valuable of the same is assessed by the Engineer Incharge shall be recovered by the contractor.
39. The power roller may be supplied free of cost but all cost of running and cleaning will be met by the contractor and the pay and allowances of the driver and khalasi will be recovered from the contractor @ ₹ 15/- (₹ Fifteen only) per day. A penalty of ₹ 30/- (₹ Thirteen ) only per day will be imposed on the contractor for keeping the roller idle.
40. any approach road necessary for carriage of building materials to site of work, will have to be constructed by the contractor at his own cost and no claim for the same will be entertained by the department.
41. The contractor shall keep at site such implements ao to cost the soundness of material etc. at site. Moulds for making concrete cubes, steel comes for slump test etc. shall be kept at site and the cost of making them shall be born by the contractor and no claim for the same will be tenable. He shall also provide and mark all arraignmentts at his cost for collecting, preparing and forwarding required number of samples for test and analysis at such time and such places or places as directed by the Engineer I/C and full payment of R.C.C. work shall be made only on satisfactory test result.
42. The department will not hold itself responsible if the work has be stopped at any stage of progress due to reasons beyond the control of the department and no claim will be entertained for the same.
43. The Government materials issued to the contractor for the work shall be properly looked after and guarded against theft, pilferage and losses due to fire etc. and for such any loss, the responsibility shall entirely rest with the contractor.
44. The contractor shall employ sufficient number of skilled and experienced labours to the job in order to achieve proportionate time given for the work during, execution of work, if his any mason or labour is found avoiding instructions to follow, shall be turn out at once from the work site.
45. Good and approved quality of lime should be used and samples may be got approved before use in works.

46. In all R.C.C. and R.C.C. works, pakur or Manpur stone chips and sore sand of specified size grade and quality confirming to the Indian standard specification no. 456-964 shall be used. The bricks to be used in all brick works shall confirm requirement of relevant I.S. Code.
47. In case of T.L. Inverted or Rectangular beams, only the rib portion projecting or below the slab shall be insured for payment purpose.
48. The jamb and soffit of the door and windows openings should be smooth, true to plumb and suitable speaces will have to be left for receiving W.I. clamps as per direction of Engineer In- Charge for which no claim shall be entertained.
49. Procurement of water in all seasons with all leads and liftz will rest with the contractor at his cost.
50. The N.I.T. special conditions and other condition attached with the bill quantity will form intergral part of the contract document and should be dully signed by the tendered on each page as taken of acceptance while submitting the tender for the work.
51. The contractor will be responsible for accident etc. if any during execution of work and nothing will rest with the department.
52. Suitable recess for fixing claps for doors and window, Jali work and railings whenever required, shall have to be provided by the contractor in brick walls, R.C.C. columns and R.C.C. roof as per direction of Engineer I/C without any cost.
53. The Engineer incharge will have full powers to inquire the removal, from the premises of the site, of all materials which in his opening are not in accordance with, specification and in case of default the Engineer. I/C is at liberty to sell such inferior material at the contractor's cost and risks.
54. For purpose of payment of brick works; 19 on thick walls done with new size of bricks as per latest I.S.I specification shall be measured as 8"(Eighth inchs) thick.
55. The teak wood and salwood shall be well seasoned and free from dead knots and other timber defects for the manufacture of frames and shutters and should be got approved before use in the works.
56. Fittings and fixtures for doors and windows etc, shall be got approved by the University Engineer well in advance before use in work. The approved fittings and fising fixtures shall be mounted on a wooden board and always kept at site of work open or inspection and one such mounted board will be deposited in the office of the University Engineer at the contractors cost.
57. Where not otherwise specified 1/8" thick plain glass panes weighting 2400 per fit (now 7.5 Kg per sqm only) shall be used in all glazed shutte₹
58. The contractor shall offer all facilities to the departmental officers for supervision, taking measurements, checking of bills etc. and any damage so occurred in the process will be made good by the contractor at his own cost.
59. Where joints in re-inforcements in all R.C.C. works can not be avoided due to required length of steel bars, whether mild or for steel, they will be formed by over lapping to a ledgth of 45 times the diameter and tied with 16.5 annaled soft iron wire.
60. during casting R.C.C. foundation, the foundation trenches shall be kept free from water and if necessary the water shall be pumped out for which no extra payment to contractor shall be paid.
61. In on account bills of the contractors, the maximum rate of any item of work for payment not included in the agreement, will be the P.U. Schedule rates of work fixed time to time. In case P.U. not having their own schedule of rates, the schedule rate of work of S.B./C., P.W.D. may be followed.
62. Om case any item of work not covered by Patna University or P.W.D. schedule of rates may be paid as per actual analysis of rates obtained from the local market.

Sd/-  
University Engineer  
Patna University, Patna