



## Indian Institute of Management Lucknow

Prabandh Nagar, IIM Road, Lucknow-226 013 (U.P.) India

भारतीय प्रबन्ध संस्थान लखनऊ

प्रबन्ध नगर, आई आई एम रोड, लखनऊ-226 013

IIML/Proj./Misc/4213 /2018

Dated: 09-05-2019

M/s

### SHORT NOTICE TENDER FOR REPAIR OF NON-BRANDED FURNITURE IN LIBRARY AREA AT IIML CAMPUS.

Dear Sir,

On behalf of the Director of Indian Institute of Management, Lucknow you are hereby invited to quote your rates for Repair of non-branded furniture in library area at IIML Campus, Prabandh Nagar, Off. Sitapur road, Lucknow as per details given below:

Tenders should be submitted in sealed cover so as to reach the OSD Office, Samadhan Building, Indian Institute of Management, Prabandh Nagar, Off. Sitapur Road, Lucknow-226013 upto 3.00 p.m. on 17-05-2019. The quotation for Repair of non-branded furniture in library area at IIML Campus should be written on the envelope. Tenders received after the specified time may not be considered.

The work shall have to be completed within 20 DAYS from the date of award of work / letter of intent. The tender document should be signed in ink on each page of the tender and any cutting or over writing should accordingly be signed. All the papers should be submitted duly signed by the tenderer.

The condition of this notice and that mentioned in General Conditions and BOQ enclosed will be binding on the tenderer. The Director, Indian Institute of Management, Lucknow reserves the right to reject one or all the tenders without assigning any reason. No claim, whatsoever, shall be entertained on this account.

The validity of the tender shall be at least 60 days from the date of opening of tenderers. Tenderers incorporating additional conditions, discount, and rebate are liable to be rejected.

Tenderers are advised to physically see the conditions of work and work place before quoting. No deviation of rates or conditions of contract will be accepted on account of ignorance of the work place conditions after the award of the work. They are specifically advised to see the approachability of material and working conditions at the working site.

Contractors will make his own security arrangement till the work is taken over by IIML.

Yours faithfully,

(D.C Goswami)  
Engineer in-charge

Encls. Bill of Quantity

Tel : (+91-522) 2734101, 2734111-20, Tata Indicom : (0522) 6696001 (30 Lines), Fax : (+91-0522) 2734025

NOIDA Campus : B-1 Institutional Area, Sector 62, Noida-201307 (U.P.) India

[www.iiml.ac.in](http://www.iiml.ac.in)

## **GENERAL TERMS AND CONDITIONS**

1. **NAME OF WORK**

Repair of non-branded furniture in library area at IIML Campus, Prabandh Nagar, Off. Sitapur Road, Lucknow.

2. **SCOPE OF WORK**

The scope of work as mentioned in the enclosed bill of quantity.

3. **OWNER**

Indian Institute of Management, Prabandh Nagar, Off. Sitapur Road, Lucknow-226 013.

4. **ENGINEER/ENGINEER-IN-CHARGE**

Executive Engineer, IIM or any person designated from time to time by owner and shall include those who are specially authorized by him to act for and on his behalf for operation of this contract.

5. **CONTRACT RATES**

The contract price shall be inclusive of cost of all materials, labor, plants, and all applicable statutory taxes for proper completion of jobs to the entire satisfaction of the owner and as per the technical specifications.

6. **COMMENCEMENT DATE**

The date of commencement of work shall be the date of issue of the Letter of Intent. The contractor shall have to start the execution of work within 3 days from the date of issue of Letter of Intent.

7. **PERIOD OF COMPLETION**

The period of completion shall be 20 days from the date of L.O.I.

8. **EARNEST MONEY DEPOSIT**

The tender should be accompanied by an Earnest Money of Rs. 2,500/- in the form of crossed Demand Draft drawn in favour of Indian Institute of Management from any Nationalized Bank. Cheque will not be accepted. No interest will be payable on Earnest Money. The earnest money deposit shall be released to the successful contractor after satisfactory completion of work. Remaining EMD's shall be returned after the issue of LOI to the successful tenderer.

If successful tenderer fails to commence the work within 7 days from the date of issue of Letter of Intent, the Institute may reject the award of work and get the work done by engaging other agency and EMD of the tenderer shall be forfeited.

9. **SECURITY DEPOSIT**

5% of total amount shall be deducted from each running account bills or final bill of the contractor as retention money.

The retention money shall be released to the contractor after satisfactory completion of defect liability period.

If successful tenderer fails to commence the work within 3 days from the date of issue of Letter of Intent, the Institute may reject the award of work and get the work done by engaging other agency.

10. **TAX/DUTIES**

All sale tax/duties, service tax or any other taxes or levies etc. payable to any authorities whatsoever shall be borne by the contractor and owner accept no responsibilities or liability whatsoever on this account.

The rates shall remain firm and no enhancement/escalation on account of any statutory/other increases by Local Authorities, State/Central Government shall be entertained.

11. **TESTING OF MATERIALS**

Samples of various materials required for testing shall be provided free of charge by the Contractor. Testing charges if any shall be borne by the contractor. All other expenditure required to be incurred for taking the samples; conveyance, packing etc. shall be borne by the contractor himself.

12. **AWARD OF WORK**

IIM can split the work and hence award the work to two or more contractors. The contractors will not have any claim whatsoever it may be on this account.

13. **INSPECTION AND TESTING**

The owner or his authorized representatives shall have full power to inspect the work or examine the material. Acceptance of any material shall in no way relieve the contractor of his responsibility for meeting the requirements of the specifications. The contractor shall afford and procure for the owner every facility and assistance to carry out such inspection/tests. The cost of any special tests and/or analysis not called for in this specification shall be borne by the contractor.

14. **SAMPLES**

It shall be the responsibility of the contractor to submit samples of materials and any other items as decided by the owner.

15. **SUB-STANDARD MATERIALS**

Any material rejected by the owner shall be removed from the site within 48 hours of issue of instructions to this effect by the owner. Failing this, the owner shall have to rights to get these removed at the cost of the contractor and the contractor shall have no claim whatsoever in this regard.

16. **DEFECT LIABILITY PERIOD**

Six months from the virtual date of completion.

17. **CORRESPONDENCE**

All correspondence shall be addressed to:

The Officer On Special Duty,  
Indian Institute of Management  
Prabandh Nagar, Off. Sitapur Road,  
Lucknow.

18. **JURISDICTION**

The contractor shall be subject to the jurisdiction of courts of Lucknow only.



(D.C Goswami)  
Engineer in-charge

### **SPECIAL CONDITIONS**

1. Where the work is found substandard the contractor shall be liable to rectify them to the satisfaction of Engineer-in-Charge by either rectifying or replacing.
2. All signature in tender documents shall be dated as well as all the pages of all sections of tender document shall be initiated at the lower right hand corner and signed wherever required in the tender papers by the tenderer or by a person holding power of attorney authorizing him to sign on behalf of the tenderer before submission of tender.
3. No mobilization advance will be paid to the contractor.
4. If the altered/additional or substituted work or any additional work required to be as per owner's requirement for which there are no established rates in schedule of items and Delhi Schedule of Rates., the same shall be payable as per the provision stated hereunder.
5. For similar items the rates shall be derived from the nearest tender item.
6. If direct working out is not possible as mentioned in 4 & 5 above, the contractor shall be paid on the basis of actual cost of material and labor cost plus 15% towards profit, supervision, overheads establishment, plants, machinery etc.
7. The rates quoted by the contractor and accepted by the Institute shall be firm and fix for the above work and no escalation shall be paid to the contractor in this account.
8. In case Institute is not satisfied with the performance of contractor, the Institute is empowered to get the work completed by other agency and debit the expenditure on contractor's account. No objection or claim, what so ever on this account will be entertained.
9. Rates shall be deemed, inclusive of payments of dues by the contractor to the labour in accordance with the prevailing labour laws.
10. The work is to be executed in accordance with the latest Central Public Works Department (C.P.W.D.) specifications.
11. IIM, reserves the right to curtail or enhance the scope of work either by deletion of certain items entirely or by reducing/increasing the quantities of certain items as required reviewed by the Institute from time to time and therefore, the final value of the work shall be worked out and paid to the extent of work actually carried out.
12. In case of defective works the same shall be rectified by the Contractor at his cost.
13. IIM, Lucknow reserves the right to terminate the agreement even without giving notice in the event performance of the contractor is not found satisfactory.
14. Income Tax as per the rules will be deducted from the bill and the amount so deducted will be credited to the Income Tax authorities and a certificate of the amount credited will be issued by the account section of IIM, Lucknow.
15. Prevailing Turnover Tax will be recovered as per Government rules if applicable.
16. The dispute, if any, will be referred to the Director, IIM and his decision will be final and binding.
17. The bidder must be registered in GST and should mention his category (regular or composition scheme) along with his GST No on BOQ enclosed.

18. All disputes arising out of the order will fall under jurisdiction of Lucknow Court.
19. Prior intimation will have to be given to Engineer In-charge/AE by the contractor if he proposes to work on Sundays or any other holidays. The additional cost of wages and any other cost by overtime or shift work shall be borne in full by the contractor.
20. The terms & conditions given in Quotation Inviting Notice are also the part of the General Terms and Condition.



(D.C Goswami)  
Engineer in-charge

**BILL OF QUANTITY**

**For Repairing of furniture and miscellaneous repair works at Library.**

Sl. No.	Description of Item	Unit	Quantity	Rate in Rs	Amount in Rs.
1.	Repairing of fancy type wooden chair by providing additional support with MS flat and wooden plank etc, tighten all the screws and nut bolts, including finishing	Each	36		
2.	Replacement of fabric of fancy type wooden chairs complete job.	Each	36		
3.	Repairing of revolving chair (hydraulic & base plate replacement).	Each	11		
4.	Repairing of revolving chairs by removing of old fabric replacement of cushion seat and back and stitching new fabric and minor repairing etc complete job in all respect.	Each	31		
5.	Repairing of wooden chair including P/f of some wooden plank wherever is required.	Each	4		
6.	P/F of handles revolving chairs.	Each	13		
7.	P/F of wheels for revolving chairs	Each	15		
8.	Repairing of sofa set by stitching/fixing of new fabric, new cushion etc complete job in all respect. 3 seater sofa.	Each	1		
9.	Providing and fixing of 5mm thick glass in book shelves including new rubber beading.	Each	3		
				<b>Total =</b>	
				<b>GST @ 12%</b>	
				<b>Grand Total</b>	

GST No. of bidder:

GST Category of bidder:

Signature of Bidder