



# **Hamdard Institute of Medical Sciences & Research & Associated HAH Centenary Hospital**

Hamdard Nagar, New Delhi-110 062

Website: [www.himsr.co.in](http://www.himsr.co.in)

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## **SHORT TERM TENDER NOTICE**

**FOR**

**MAKING OF WOODEN CABINETS UNDER THE R.C.C. COUNTER  
IN HAEMATOLOGY LAB, HIMSR, HAMDARD NAGAR,  
NEW DELHI-110062**

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Ref No. NIL

Date: 24.08.2022

## NOTICE INVITING TENDER

Sealed tenders are invited on behalf of HIMSIR under Single-Bid System from the established, reputed and experienced agencies for **“Making of wooden cabinets under the R.C.C. counter in Haematology Lab, HIMSIR”**, Hamdard Nagar, New Delhi-110062, as per schedule, specifications and as per the terms and conditions mentioned in this tender document. Tender documents can be downloaded from institute’s official website [www.himsr.co.in](http://www.himsr.co.in).

Name of Work : Making of wooden cabinets under the R.C.C. counter in Haematology Lab, HIMSIR, Guru Ravidas Marg, Hamdard Nagar, New Delhi-110062

Estimated cost : 5.63 Lakh inclusive of GST

Tender Fee : Rs. 1,000.00 (Non-refundable)

Issue of Tender Document : 24th August 2022

Last Date of Submission : 1st September 2022

Duly filled tender along with Tender Fee in the form of Banker’s Demand Draft drawn in favor of **“HIMSIR”** payable at New Delhi duly super scribed as **“Making of wooden cabinets under the R.C.C. counter in Haematology Lab, HIMSIR”** should dropped in the tender box kept at 9<sup>th</sup> Floor of HAH Centenary Hospital ‘B’ Block, **on or before 1st September 2022 by 03.00 p.m.** The Bids will be opened on same day at 03.30 p.m. in the presence of HIMSIR committee only.

HIMSIR reserves the right to reject one or all tenders without assigning any reasons.

Sd/-  
Medical Superintendent  
HAH Centenary Hospital, HIMSIR  
New Delhi – 110062



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## **Instructions to Bidders**

1. The agency shall visit the site to understand the nature and type of works prior to submitting the tender.
2. The agency should have valid License / Registrations whichever are applicable by law and required for providing services mentioned in this tender.
3. The tender is not transferable.
4. The agency must bid for whole quantity. Partial bidding will not be accepted and will not be considered for further process.
5. Assigning or Subletting full or any portion of the contract shall not be allowed under any circumstances.
6. The bidder must quote the prices strictly in the matter as indicated in the document, failing which tender is liable for rejection. Conditional tender will be rejected.
7. The Prices quoted should be having inclusive of all applicable taxes and all other applicable charges related with providing services mentioned in tender.
8. Tenders offer shall be valid for a period of 90 days from the date of opening of tender.
9. HIMSR does not bind to accept the lowest or any tender and reserves the right to accept or reject any or all the tenders, either in whole or in part, without assigning any reasons thereof. HIMSR may finalise the agency based on the criteria which deemed to be fit as per HIMSR requirements.
10. Direct or indirect canvassing in any form is strictly prohibited.



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## General Term & Conditions

The work shall be executed strictly in accordance with the specifications given in schedule of quantities and instruction of in-charge of works. The items not covered or clarified by these specifications the same shall be carried out as per instruction of In charge of work.

### 1. Name of work

Sealed item rate quotations are for the work of “Making of wooden cabinets under the R.C.C. counter in Haematology Lab, HIMSR.”

### 2. Proprietary of tender

If the tender/quotation is made by or on behalf of a Company incorporated under the companies Act it shall be signed by the Managing Director or by one of the Directors duly authorized on that behalf. If it is made by a partnership firm it shall be signed with the Co-partnership name by a member of the firm who shall sign his own name and give the name and address of each partner of their firm and attach copy of Power of Attorney with the Tender/quotation/authorizing him to sign on behalf of the other partners. A certified copy of the registered partnership deed shall also be submitted along with the tender.

The work shall be executed as per specification entered in quotation/tender document and instruction of in-charge. Contractor is presumed to have studied the tender document & its specification, nothing extra will be paid for any item on account of its shape, size, location or other difficult circumstances even if the schedule makes no distinction, as long as entered in the quotation/tender.

### 3. Site inspection

Every tenderer is expected to inspect the site of the proposed work before quoting his rates. He must also go through and see the site of construction.

### 4. Contractors' rates

The contractors rates must include the cost of transportation of material to the site, all taxes such as Sales Tax, Excise and Octroi etc. and the fixing or placing in position for which the items of work is intended to be operated. The rates shall be inclusive of all height, lead, lift and scaffolding etc. complete, no extra payment shall be made except specified in the item.

### 5. Quality

The competent authority of the HIMSR decision regarding the quality of the material and workmanship will be final and binding. The in-charge of work shall during the progress of the work have power to order in writing form time to time the removal of the work, within such reasonable time or times as may be specified in the order, of any



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material which in the opinion of In-charge of works is not in accordance with specification or instructions. The substitution or proper re-execution of any work or replacement of bad material shall be borne by the contractor.

## 6. Dismissal of work

The Contractor shall on the instruction of competent authority of the HIMSR immediately dismiss from work any person employed thereon by him, who way in the opinion of the owner be unsuitable or in competent or who may misconduct himself. Such discharges shall not be the basis of any claim for compensation of damages against the owner or any of their officers or employee.

## 7. Commencement of work

The Contractor shall commence the work on site within 3 days from the date of receipt of work order/Letter of Intent.

## 8. Completion Period

The work shall be completed in all respect within 30 days from the date of receipt of the work order/Letter of Intent.

## 9. Defects liability period

Any defects developed within 'Defect Liability period' of 6 months from the date of COMPLETION will have to be rectified by the contractor. The rectification of such defects shall be taken immediately on receipt of written notice from the Owner and such defects may extend 'liability period. In case of failure to do so the owner shall get the rectification work done by any other agency at the risk and cost of the contractor.

## 10. Security money

The security money @ 10% of each running bill shall be deducted. The 5% security money shall be refunded along with final bill. Balance 5% security money shall be retained up to 1 year against defect liability period that may be release after completion of successful defect liability period without any interest.

## 11. Supply of materials tools and plant

The contractor shall arrange all the material and tools required for the work.

## 12. Payments

The payment shall be made against the bill submitted by the contractor and prepared by the engineer in-charge, based upon the joint measurement by the Contractor. Contractor shall submit 3 copies of the bill and 3 copies of the measurement sheets. Payment can be released within 30 days after submitting the bill to competent authority of HIMSR.



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## **13. Liquidated damages**

Entire work will be completed and handed over within stipulated period as mentioned in work order/letter of intent. Employers/Owners shall levy liquidated damages at the rate of 1% of the total contract value, per day week of delay, up to a maximum of 5% of the total value of the work.

## **14. Extra items**

(a) The rates of all authorized extra items or additional, altered or substituted work shall be worked out as follows:

- (i) The rates shall be based on or derived from the existing rates in the contract as far as and to the maximum extent possible from the same class & nature of work.
- (ii) Where the rates cannot be derived in the manner of (i) above, the same shall be worked out on the basis of market rates or actual expenditure incurred in the execution of the items inclusive of taxes. Octroi etc. plus 15% for contractor's profit and overheads and supervision charges etc.

(b) The rates of extra item as decided by the competent authority of HIMSR shall be binding to both the parties and shall not be subject to Arbitration.

## **15. Water and electricity**

The contractor will arrange at his own expense, HIMSR shall not take any responsibility for the same.

## **16. Safe storage or materials**

The contractor shall be responsible for the safe storage of material use in the work. The HIMSR is not responsible for any damage or loss of the contractor material bring for the work by the contractor.

## **17. Transport of materials**

Unless otherwise specified, all the materials supplied by the employer shall be transported by the contractor from the Employers' store/yard, to the site of work at no extra cost.

## **18. Site to be kept clear**

The surplus soil and dismantled debris shall be removed to a place as directed by the Architect and stacked, leveled and dressed as directed.

## **19. Age limit of labour**

The age limit for employment of labour shall be in strict accordance with the existing labour Legislations.



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## **20. Cost of samples**

The Contractor at his own cost shall supply all samples.

## **21. Quality of materials, workmanship and tests**

All materials and workmanship shall be of the respective kinds described in the contract and in accordance with In-charge of works or his Representative may direct at the place of manufacture of fabrication or on the site or at all or any of such places. The Contractor shall provide such assistance instruments, machines, labour and materials, as are normally required for examining, measuring, and testing any work and the quality, weight or quantity of any material used and shall supply samples of materials be-fore in corporation in the works for approval as maybe required by the Architect or his Representatives.

## **22. Cost of tests**

The cost of making any test except in respect of the materials supplied by the Employer shall be borne by the Contractor, if such test is intended by or provided for in the contract.



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## LIST OF APPROVED MATERIALS

1	Wood	First class seasoned Mirandy wood with properly anti termite treated.
2	Commercial Block Board (19 mm to 25 mm, 6mm to 12mm)	National, Duro, Century or ISI Mark or approved brand, approved by engineer in-charge.
3	Laminates/Mica	Century plywood, Greenlame, Merino, approved by engineer in-charge
4	Other accessories	Godrej, Link, Harrison Lock or equivalent as approved by engineer-in- charge.





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## Annexure-I

### PROFILE BID

Sr. No.	Particulars	Please fill the details and enclose documents wherever required
1	Name of the firm	
2	Full address	
3	Date of Establishment of the Firm	
4	Type of the Firm	
5	Name of the Proprietor/Director of/ Contact Persons of the Firm	
i)	Mobile Number	
ii)	Telephone Number	
iii)	Email: (if any)	
6	PAN Number	
7	GST Number	
8	Any other information which you consider necessary to furnish:	



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Annexure-II

## PRICE BID

Sr. No.	Specifications	Qty	Rate	Amount
1	Making and fixing wooden cupboards under the RCC counter made of 19mm thick commercial board with 6mm thick ply, having middle self with shutters in front pasting with 0.8mm thick laminate of approved colour beading, margin painting polishing complete.	450 sqft		
	<b>GST (as applicable)</b>			
	<b>Grand Total</b>			