



Engineering & Maintenance Department
Hamdard Institute of Medical Sciences & Research
& Associated HAH Centenary Hospital

Hamdard Nagar, New Delhi-110062

TENDER DOCUMENT

Regarding the execution of renovation & upgradation of the IT Room/Data Centre of the HAHC Hospital Block-A.



Dated: 19/08/2026

NOTICE INVITING TENDER

Sealed tenders in one bid system are hereby invited on behalf of HAHC Hospital & HIMSR from experienced and interested authorized agencies.

Name of the work : Regarding the execution of renovation & upgradation of the IT Room/Data Centre of the HAHC Hospital Block-A.

Tender Fee : Rs. 1000/- (Rupees One Thousand only)

EMD : 2% of estimated cost

Completion Time : 25-30 days after the issue of service order.

Issue of Tender Document : 21/08/2026

Last Date of Submission : 31/08/2026

1. The Contractors having relevant experience in such field may download tender documents from the institute's official website www.himsr.co.in. The filled tender along with the prescribed Tender Fee should be submitted in the tender box at 9th floor of HAHC Hospital 'B' Block on or before 31/08/2026 up to 2 PM. The bid will be opened on the same day at 3:00 PM.
2. HIMSR reserves the right to reject any or all the tenders without assigning any reason thereof and also not bound to accept lowest tender. Tenders in whom any of the prescribed conditions are not fulfilled or found incomplete in any respect are liable to be rejected.
3. Canvassing whether directly or indirectly in connection with tender is strictly prohibited and the tender submitted by the contractors who resort canvassing will be liable to be rejected.

Dean/Principal
HIMSR & HAHC Hospital



GENERAL TERMS & CONDITIONS

Job Description: Regarding the execution of renovation & upgradation of the IT Room/Data Centre of the HAHC Hospital Block-A.

ELIGIBILITY CRITERIA

A. Bidders must have Registered contractor at Govt./ Semi Govt. /State Govt./Departments/Educational institutes or Working/worked Agencies at HIMSR worked with Semi/State Govt. departments/Higher Educational Institution. Bidders have to submit the related copies of the documents and other registration certificates, Work orders and completion certificates. The original will have to be produced when asked for verification.

B. The Bidders must have current PAN, GST Registration Certificates

Tender type: ONE BID

(i) Technical Specification: As per Annexure-I and the bidder can also submitted supporting documents/leaflet/catalogue etc.

(ii) Price Bid : As per Annexure-II

1. Tender Fee : Rs. 1000/- (**Name of “HIMSR”**)
2. Earnest Money Deposit (EMD): 2% of estimated cost only DDs accept.
3. Validity: 90 days from the date of opening of the tender, offer valid for a shorter period shall be treated as unresponsive & rejected.
4. F.O.R.: HAH Centenary Hospital, HIMSR, Hamdard Nagar, New Delhi-110062, Door Delivery duly unloading.
5. Completion Time: Within 25-30 days from the date of issue of Service Order.
6. All Sections & pages of the tender documents strictly should be signed, name and sealed by bidder firm.
7. Tenderers/Bidders are advised to inspect the proposed site of HAHC Hospital Block-A, B & HIMSR and understand the work scope and from the concerned in charge.
8. The specification of items should be strictly followed as mentioned in BOQ & Price bid.
9. A warranty of two years should be valid against the manufacturing defect from the date of satisfactory supply of all items.
10. The quoted price must be inclusive of all charges like freight/cartage, loading, unloading charges, et

SEAL & SIGNATURE OF BIDDER



11. Details of similar works executed in Higher Educational Institutions, hospitals, or Working agencies at HIMSR. Please attached the copy of purchase /work orders.
12. The successful firm shall have to undertake the job after getting Work orders from the HIMSR.
13. The HIMSR reserves the right to reject any or all tenders without assigning any reason thereof.
14. 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 finalize the agency based on the criteria which deemed to be fit as per HIMSR requirements
15. Direct or indirect canvassing in any form is strictly prohibited.
16. Jurisdiction of Delhi Courts only shall be for all legal disputes.

SEAL & SIGNATURE OF BIDDER



Annexure – I

TECHNICAL BID (Tenderer may use separate sheet wherever required)

SN	Details	
1	Name & Address of the Agency	
2	Whether the Firm is located in Delhi. (Yes/No)	
3	State clearly whether it is Sole proprietor or Partnership firm or a company or a Government Department or a Public Sector Organization	
4	Details of the cost of the Tender documents	DD No.: Dated: Drawn on Bank: Amount Rs.
5	List of Major Customer may be given on a separate sheet and proof of satisfactory supply, if any and also provide an undertaking that you have not quoted the price higher than previously supplied in Institutions.	
6	Dealership/Stockiest Certificate, if any	
7	Copy of SGST/CGST/ST Registration	
8	Permanent Account Number	
9	Name and Mobile Number of a Key person, who can be contacted at any time. The person should be capable of taking orders and making arrangement for supply of the desired items.	
10	Any other information important in the opinion of the tenderer	

- Page number/serial number may be given to each and every page of Tender Documents and photocopies of the documents attached. Mention Page number, wherever the copies of the document(s) are kept.
- In case of non-fulfilment of any of the above information/ document(s), the Tender will be summarily rejected without giving any notice.

Date:

Time:

Name of the bidder:

Seal & Authorized Signatory of the Firm



Annexure - II

Financial Bid

(To be submitted on the letterhead of the company / firm)

Subject: Repair, Renovation & Upgradation work at IT Room ,Basement Block A.					
BOQ					
SN	Description	Qty	Unit	Rate	Amount
1	Providing and fixing tiled false ceiling of specified materials of size 595x595 mm in true horizontal level, suspended on inter locking metal grid of hot dipped galvanized steel sections (galvanized @ 120 grams/ Sqm, both side inclusive) consisting of main "T" runner with suitably spaced joints to get required length and of size 24x38 mm made from 0.30 mm thick (minimum) sheet, spaced in the grid including, required cutting/making, opening for services like diffusers, grills, light fittings, fixtures, smoke detectors etc. Main "T" runners to be suspended from ceiling using GI slotted cleats of size 27 x 37 x 25 x1.6 mm fixed to ceiling with 12.5 mm dia and 50 mm long dash fasteners, 4 mm GI adjustable rods with galvanised butterfly level clips of size 85 x 30 x 0.8 mm spaced at 1200 mm centre to centre along main T, bottom exposed width of 24 mm of all T-sections shall be pre-painted with polyester paint, all complete for all heights as per specifications, drawings and as directed by Engineer-in-charge				
	12.5 mm thick square edge PVC Laminated Gypsum Tile of size 595x595 mm, made of Gypsum plasterboard, manufactured from natural gypsum as per IS 2095 part I and laminated with white 0.16mm thick fire retardant PVC film on the face side and 12micron metalized polyester on the back side with all edges sealed with the face side PVC film which goes around and wraps the edges and is bonded to the edges and the back side metalized polyester film so as to make the tile a completely sealed unit.	35	Sqm		
2	Removing dry or oil bound distemper, water proofing cement paint and the like by scrapping, sand papering and preparing the surface smooth including necessary repairs to scratches etc. complete.	40.00	Sqm		
3	Providing and applying white cement based putty of average thickness 1 mm, of approved brand and manufacturer, over the plastered wall surface to prepare the surface even and smooth complete	10.00	Sqm		
4	Wall painting with acrylic emulsion paint, having VOC (Volatile Organic Compound) content less than 50 grams/ litre, of approved brand and manufacture, including applying additional coats wherever required, to achieve even shade and colour.				
	Two coats	75.00	Sqm		
5	Repair to plaster of thickness 12 mm to 20 mm in patches of area 2.5 Sqm and under, including cutting the patch in proper shape, raking out joints and preparing plastering the wall surface with white cement based polymer modified self-curing mortar, including disposal of rubbish, all complete as per the direction of Engineer-In-Charge.	20	Sqm		



6	Dismantling aluminium/ Gypsum partitions, doors, windows, fixed glazing and false ceiling including disposal of unserviceable material and stacking of serviceable material within 50 meters lead as directed by Engineering- charge.	35	Sqm		
7	Demolishing R.C.C. work by mechanical means and stockpiling at designated locations and disposal of dismantled materials up to a lead of 1 kilometre, stacking serviceable and unserviceable material separately including cutting reinforcement bars.	3	Cum		
8	Disposal of building rubbish / malba / similar unserviceable, dismantled or waste materials by mechanical means, including loading, transporting, unloading to approved municipal dumping ground or as approved by Engineer-in-charge, beyond 50 m initial lead, for all leads including all lifts involved.	3	Cum		
9	Supplying, making & installing wooden counter & hanging type wooden cabinets making of wooden cupboard by using 19 mm water proof boards & 1mm mica sheet with necessary fitting & fixtures of godrej/ozone make.	92.00	Sqft		
				Total	
				Add GST@18%	
				Total	-

1. I/We have gone through the terms & conditions as stipulated in the tender inquiry document and the same has been accepted.
2. Price must be inclusive of all charges like Fright/cartage, loading, unloading charges etc.

SEAL & SIGNATURE OF BIDDER