

**TERNA PUBLIC CHARITABLE TRUST**  
NERUL, NAVI MUMBAI.

TENDER DOCUMENTS  
FOR

**FABRICATION OF FENCING WOK FOR**  
**PLOT NO-12A AND 12B, SECTOR-22,**  
NERUL (W), NAVI MUMBAI

- Last date of Submitting Tender: - **27/10/2015.** (On or before)
- PRICE : - **Rs.500/- (Non Refundable)**
- SL. NO. : -----
- ISSUED TO : -----  
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**FROM**  
**TERNA PUBLIC CHARITABLE TRUST,**  
**ROOM NO.203, 2<sup>ND</sup> FLOOR,**  
**TERNA ENGINEERING COLLEGE,**  
**PLOT NO. 12, SECTOR-22, NERUL (W), NAVI MUMBAI.400 706**  
**PH:- 022 61115452/ 61115449.**

**FABRICATION OF FENCING WORK**  
**PLOT NO-12A AND 12B, SECTOR-22,**  
NERUL (W), NAVI MUMBAI.

**I N D E X**

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## TENDER NOTICE (SHORT)

Terna Public Charitable Trust, Nerul, Navi Mumbai invite sealed item rate tender from fabricators those who have carried out similar type of works for **“Fabrication of fencing work for plot No.12A and 12B, Sec.-22, Nerul, Navi Mumbai”** The blank tender copies, specifications, drawings and tender conditions will be available from the following address from **19/10/2015 to 27/10/2015** between 10.00 a.m. to 5.00 p.m. except Sundays and holidays, on payment of **Rs. 500/-** (Rupees Five Hundred Only) in cash (non refundable) per set of the tender.

The tender forms duly filled in sealed and completed in all respects should be deposited in the office of the **Terna Public Charitable Trust** on or before **27/10/2015 up to 4:00 p.m.** along with EMD in the form of D.D. of **Rs. 4,000/- (Rupees Four Thousand Only)** and if possible tender shall be opened in the office of the **Trust** on **28/10/2015** at 5:00 p.m or as declared by the Project Engineer. The intending tenderers may remain present for opening of the sealed tenders.

Terna Public Charitable Trust reserves the rights to accept or reject any or all the tenders without assigning any reason or reasons.

This tender document is available on our web site <http://www.terna.org/tender.htm> you are required to download the tender, BOQ, Specifications, drawings sets and submit in hard copy format along with necessary tender fees.

**Project Engineer**  
**Terna Public Charitable Trust,**  
Office No. 204, 2nd Floor,  
Terna Engineering College, Nerul (W),  
Navi-Mumbai-400706  
Tel.- 022-61115452 / 49, Fax-022-61115440.

## DETAILED TENDER NOTICE

Terna Public Charitable Trust, invites sealed item rate tender, in two envelope system, from reputed civil contractors those who have executed similar type of civil works, minimum worth of Rs not less than 50 Lacks during last 3 years for **“Fabrication of fencing work for Plot No-12A and 12B”** on Sector-22, Nerul, Navi Mumbai.

1. Earnest Money Deposit : **Rs.4,000/-** D.D.in favor of **“Terna Public Charitable Trust”**
2. Completion period : **120 Days.**
3. Date of issue of blank tender forms : **19/10/2015 to 27/10/2015**
4. Place of submission of tender : **Terna Public Charitable Trust,**  
Room No.203,2<sup>nd</sup> floor,  
Terna Engineering College,  
Plot No. 12, Sector-22, Nerul (W),  
Navi Mumbai-400706  
Ph:- 022 61115452/ 61115449  
Fax-02261115440.
6. Date of submission of tenders : **28/10/2015 up to 4:00 p.m**
7. Tentative date of opening of tender : **28/10/2015 @ 5:00 p.m.**  
**or as declared by the Project Engineer.**
8. The Contractors should fill the rates, both in figures as well as in words in ink and in English. Any discrepancy or inaccuracy thereof may hold the tender liable for rejection.
9. Tender documents are required to be signed including the general conditions, specifications etc. as laid down and incorporated in the tender form. Tenderers are also presumed to have inspected the site of works, standing at site, availability of water and power, nearness to an important running road and any other conditions thereof.
10. Intending tenderers should keep their offer open up to a period of **60 days** from the date of submitting the tender.
11. Intending tenderers shall pay as Earnest Money Deposit a sum of **Rs. 4,000/- ( Rupees Four Thousand Only)** by Demand Draft in favor of **“Terna Public Charitable Trust”** Any tender unaccompanied by the E.M.D. will be rejected.  
  
The Earnest Money Deposit as paid above will be back to the unsuccessful renders within 60 days from the date of submission of the tender and to all tenderers in case any decision is not taken before this period.
11. Decision of issue of tender papers is at the discretion of Terna Public Charitable Trust.
12. Blank tender copies will be available from the office of the Project Engineer on the above address.
13. The right to reject any or all other tender is reserved, without assigning any reason thereof.

## NOTICE INVITING THE TENDER

From: **Terna Public Charitable Trust,**  
Room No.203, 2<sup>nd</sup> floor,  
Terna Engineering College building,  
Plot No.- 12, Sector-22, Nerul (W), Navi Mumbai.  
Ph:- 022 6111 5452 / 6111 5449.

Terna Public Charitable Trust invites item rate tenders for **“Fabrication of fencing work for Plot No-12A and 12B”** on Sec-22, Nerul, Navi Mumbai from contractors those who have carried out similar work worth above **Rs. 50,00,000/-** during last 3 years.

The blank tender copies, specifications, drawings and tender conditions will be available from the office of the undersigned on the following address on any working day from **19/10/2015 to 27/10/2015** between 10.00 a.m. to 5.00 p.m. except Sunday and holidays.

**TERNA PUBLIC CHARITABLE TRUST,  
ROOM NO.203, 2<sup>nd</sup>FLOOR, TERNA ENGINEERING COLLEGE,  
PLOT NO 12, SECTOR -22, NERUL, NAVI MUMBAI 400 706.  
PH – 022 – 61115452 / 61115449**

- 1) Last date for tender submission is **28/10/2015** up to 4 p.m.
- 2) If possible the tender will be opened on 28/10/2015 at 5.00 p.m.
- 3) The Project Engineers reserve their right to reject the lowest, any or all tenders without assigning any reason thereof.
- 4) The contractor should fill the rates, both in figures as well as in words.
- 5) Every page of tender documents should be signed by contractor.

## ELIGIBILITY CRITERIA & SUBMISSION OF TENDER

To be eligible for bidding, the applicants shall provide satisfactory evidence of their eligibility and of their capability and adequacy of resources to carry out the proposed projects effectively. To this end, tender submitted shall include all required information.

For this purpose, applicant should meet the following qualifying criteria as a minimum:

1. The applicant must be a well-established contractor with experience and capability in planning and construction of Civil Projects.
2. The applicant must give evidence of having adequate experience in mobilizing equipments and personnel for large value contract and in the deployment of equipments
3. Joint venture is not allowed.
4. To qualify, the applicant must fulfill minimum criteria for various items mentioned in Table

**TABLE NO -1**

<b>Sr. No.</b>	<b>Item</b>	<b>Minimum Criteria</b>
1	Minimum age of organization	<b>3 years</b>
2	Minimum number of civil projects executed in last 3 years <b>(Attach work orders and completion certificates of works completed for support)</b>	<b>50 Lacks.</b>
3	Balance sheet of two financial year	Mandatory
4	Income Tax Certificate of last financial year. <b>(Tenderers must not have incurred a loss in any of the last financial year)</b>	Mandatory
5	E.M.D. <b>(D.D. in favor of "Terna Public Charitable Trust")</b>	<b>4,000/-</b>
6	List of Machinery, Tools, Equipments available	Mandatory
7	List of Technical Manpower with qualifications / experience available in total and can be deployed for this project.	Mandatory

**The eligibility of the applicant with respect to criteria mentioned above shall be determined first and only if found eligible shall be considered for further evaluation.**

## TENDER FORM

To: **Terna Public Charitable Trust,**  
Room No.203,2<sup>nd</sup> floor,  
Terna Engineering College building,  
Plot No. 12, Sector-22, Nerul (W), Navi Mumbai.  
Ph:- 022 61115452/ 61115449.

Dear Sir,

This has reference to the inviting tenders sent to me/us for **“Fabrication of fencing work for plot No-12A and 12B”** on Sec-22, Nerul, Navi Mumbai.

- 1) I/we hereby offer to execute the works under contract at the respective rates mentioned in the schedule of quantities here in attached.
- 2) I/we have examined the drawings & technical specifications.
- 3) I/we have inspected the site of work / access to the work and local prevailing conditions.
- 4) I/we agree to complete the whole work within the **stipulated time of completion of 120 Days** immediately after the issue of work order.
- 5) I/we agree to keep my offer open for **60 days** from the date of submitting the tender.
- 6) I/we agree to carry out complete work as per technical specifications, drawings & instructions given by Terna Public Charitable Trust time to time.
- 7) **Rate quoted by us includes all applicable taxes (TDS, CESS/LBT, WCT etc), loading, Unloading, transportation, Octroi, Mathadi, Levis and other disturbances etc Complete.**

Yours truly,

Name of Contractor/ company: -----

Sign of proprietor : -----

Address : -----

-----

-----

Mob. No. : -----

Office No. : -----

## IMPORTANT INSTRUCTIONS

- 1) Terna Public Charitable Trust, Nerul, Navi Mumbai reserve the right of rejecting any or all tenders without assigning any reasons for doing so.
- 2) All applicable taxes will be deducted at the sources.
- 3) All erasures and alternations made while filling in the tender must be attested by initials of the tender. Over writing the figures is not permitted. Failure to comply with either of these conditions will render the tender void. In case of difference between the written rates in words and the amount derived by adding or subtracting the quoted figures, the amount written in words shall be taken as correct.
- 4) Submit xerox copy of following with submission of tender
  - a) Pan card.
  - c) PWD or any another license etc.
  - d) Previous work orders of completed projected Rs. 50,00,000/- in last three years.
  - e) VAT/ Cess certificate.
- 5) A separate covering letter attached herewith shall contain all the above information's desired in point No.04, on company letter head, Xerox copies of all related documents.
- 6) Scope of the work: - Proposed **“Fabrication of fencing work for plot No-12A and 12B”** on Sec-22, Nerul, Navi Mumbai as per specification, drawings and colour patterns approved by Terna Public Charitable Trust, Nerul, Navi Mumbai.



## SALIENT FEATURES OF WORK

Plot No.12A & 12B, Sector -22, Nerul (W), Navi Mumbai.

Name of work: - **"Fabrication of fencing work for plot No-12A and 12B"**.

- 1 Total value of work :
- 2 Earnest money deposit with tender : **Rs.4,000/-** D.D.in favor of  
**"Terna Public Charitable Trust"**
- 3 Mobilization advance : Nil.
- 4 Material advance : Nil.
- 5 Date of commencement of work :
- 6 Period of work : **120 Days** from issue of work order.
- 7 Date of completion of work :
- 8 Interim certificate for payment
  - a. Advance : 10% of work order amount.  
Recovery of advance from 1<sup>st</sup> two R.A.bills  
equally.
  - b. R.A.bill-I : After completion of 30 % work.
  - c. R.A.bill-II : After completion of 70 % work.
  - d. Final bill : After completion of 100 % work.
- 9 Period of honoring interim certificate : 15 days after submission of bill.
- 10 Retention percentage : 5%
- 11 Defects liability period : 12 Months.
- 12 Period of final measurements : 30 days after submission of final bill.
- 13 Final amount of retention till the defects  
Liability period is over after final payment : 50%
- 14 Period of honoring final certificate : 30 days after submission of final bill.
- 15 Liquidated damages : Rs. 500/- per day subject to maximum  
ceiling of 2% of work order value.
- 16 **Rates quoted in tender shall be includes of all taxes (TDS, WCT, CESS/LBT, loading,  
Unloading, transportation, Octroi, Mathadi, levis, other disturbances etc.) and which  
will be deducted from all bill.**

Name of Contractor / Company: \_\_\_\_\_

Sign of proprietor : \_\_\_\_\_

## **SUBMISSION OF TENDER**

The bidder shall submit the bid in two separate sealed envelopes marked **Envelope 1** and **Envelope 2** both enclosed in an outer sealed envelope.

### **ENVELOPE 1 –**

The bidder shall submit in Envelope 1, the following information:

- i. Earnest Money Deposit (EMD) of the amount of Rs.4,000/- (Rupees Four Thousand Only) in the form of demand draft from a Nationalized, Scheduled Bank payable to “M/s. Terna Public Charitable Trust ” payable at Mumbai. EMD exemption certificate shall not be accepted.**
- ii. Proof ( Xerox copies) of meeting the minimum criteria given in the above Table-1**

The contractor will have to sign the original copy of the tender papers according to which the work is to be carried out, he shall also have to give a declaration to the effect that he has fully studied the plans, specifications, drawings, local conditions, availability of water, labour and materials and that he has quoted his rates with due consideration to all these factors.

All documents shall be duly signed / initialed along with an official seal / rubber stamp of the firm. No conditions shall be proposed and enclosed with the bid. If so done, their bid may be disqualified immediately.

### **ENVELOPE 2- (FINANCIAL BID)**

The second envelope clearly marked as "ENVELOPE NO.2" shall contain the following:

1. Technical Specification, Bill of Quantities (duly filled up) & Drawings.

The Tenderers should quote his offer only in ENVELOPE NO.2. He should not quote this offer anywhere directly or indirectly in other Envelopes. The Tenderers shall quote for the work as per details given in the Bill of Quantities and also based on the detailed set of drawings and conditions issued / additional stipulations made by the Architect as informed to the tenderers. This tender shall be unconditional.

**The full name and address of the tenderers and the name of the authorized agent delivering the sealed cover containing the tender shall be written on the bottom left hand corner.**

# OPENING OF TENDER

**Terna Public Charitable Trust** shall open tender document located at in their office located at Room No. 204, 2 nd floor, Terna Engineering College, Nerul (W), Navi-Mumbai-400706 in the presence of all bidders, or their authorized representatives, who choose to remain present on **28/10/2015 @ 5:00 p.m.** or on a suitable date, which will be notified to the bidders at later date.

## **ENVELOPE NO.1 :**

Firstly, Envelope No.1 of the tender will be opened to verify its contents as per the requirements. Thereafter, after satisfying the conditions of Envelope 1, the Project Engineer will open Envelope 2 of the bidder.

## **ENVELOPE NO.2 :**

Envelope No. 2 shall be opened after opening of Envelope No.1 or on a suitable date which will be notified to the bidders at a later date only if the requirements of Envelope No.1 are met. The final tendered price of all tenderers shall be read out; however this tender price shall be reconfirmed by the Project Engineer in their detailed scrutiny reports. In the event of a discrepancy between the final tender price after scrutiny, all bidders will be informed accordingly.

## **Important Notes:**

1. Please note that omission to attach any documents is likely to invalidate the tender and disqualify the bid.
2. Envelopes No. 1 & 2 and the offer shall not contain any conditions. Any conditions included with this bid may result in disqualification of tender.
3. The Tenderers shall use only the forms issued by the Project Engineer to fill in the rates. They shall not make any changes in the tender documents. Conditional tenders are liable to be totally rejected.
4. The Project Engineer reserve the right of accepting or rejecting any or all tenders without assigning any reasons for doing so.
5. The Project Engineer reserves their right to reject all tenders and re-invite the tenders.
6. All erasures and alterations made while filling in the tender must be attested by initials of the tenderers. Over writing the figures is not permitted. Failure to comply with either of these conditions will render the tender void. In case of difference between the written rates in words and the amount derived by adding or subtracting the quoted figures, the amount written in words shall be taken as correct.
7. The bids shall be received in the office of **Terna Public Charitable Trust**, Office No. 204, 2 nd floor, Terna Engineering College, Nerul (W), Navi-Mumbai-400706. **Tel. 022-61115452, Fax-022-27713009.**

# PREAMBLE TO SPECIFICATIONS

## 1) LEAST COUNT FOR CALCULATING QUANTITIES:-

The least count for the purpose of calculating quantities shall be as under.

Linear dimensions shall be measured correct to the 0.01 m. Area shall be worked out correct to the 0.01 Sq.M., volume (Cubic contents) shall be worked out correct to the 0.01 cubic meter and weight shall be worked out correct to 0.001 Tonne or 1 Kg. as applicable, and thickness to 1.0 mm unless otherwise specified.

## 2) TRANSPORT: All rates are inclusive of transportation cost.

## 3) FULL PROVISIONS :

The rates inserted by Contractor/ tenderers against various items/amount of work detailed in various parts of schedule shall be deemed to include every allowance necessary, without extra measurement or charge for meeting the requirement of various components/parts of the contract documents viz. Particular Specifications. Standard Specifications of P.W.D. of Maharashtra, item wise specifications, Additional Special Conditions and Mandatory Instructions, Preambles and Notes to Schedule Items, description of Schedule items, which shall all be read together, and any or all of the following unless specifically provided for to the contrary.

A) Compliance with all the conditions of contract including General Conditions of Contract., Schedule of Quantities, Particular Specifications, drawings including notes thereon, Specifications in Standard Specifications and other Specification in this Contract of P.W.D. Maharashtra State, Relevant Indian Standard Specifications, and other Specification in this Contract. All India Standard Schedule of Rates 1986 "Standard Specifications" of Govt. of India as and where applicable.

B) All labour, materials, tools and plant, equipment and transport (which may be) required in preparation for and in the full and entire execution and completion of the Works, including waste in materials, carriage and cartage, carrying in, all leads and lifts. Hoisting, seating, fitting and fixing in position.

### C) Local Conditions :

Nature of works, local facilities for supply of labour and materials, accessibilities to site, and all other matters affecting the execution and completion of the works.

### D) Duties etc. :

Payment of any Octroi, Terminal Tax, Turnover Tax, Toll Tax, Contract Sales Tax, Ground Rent, Environmental Cass or any other duties and levies on materials obtained for the Works and any duties in respect of patent rights including Works contract sales tax etc.

E) Supervision :

Competent supervision of the Works.

F) Labour:

Reasonable terms and conditions of employment liabilities to pay compensation, pay wages in accordance with payment of wages Act wages as per statutory enactments, temporary accommodation, sanitation etc. compliance with Contract Labour Act.

G) Water and Power:

Provision of water and sufficient power required including temporary plumbing and electrical connections. No water and electricity will be provided.

H) Temporary work-shops, stores, office, labour camps foundation for crane etc.: Only open space as far as possible will be provided by Project Engineer. Provision of such structures as required for efficient execution of the work, removing and cleaning up site on completion of work along with paying temporary construction charges to authority as applicable of applicable rates.

I) Precautions against risk:

Precautions to prevent loss or damage from all or any risks, insurance of sheds or any temporary accommodation provided by Project Engineer, watching and lighting and provisions pertaining to these in General Conditions of Contract.

J) Notices, Fees etc.:

Compliance with statutory provisions of regulations and/or bye-laws of any local authority and/or any public service company or authority affected by the Works.

K) Setting out the Works including all apparatus required.

L) Site Drainage:

Removal at no extra cost of all water that may accumulate due to springs, sub-soil water, rains, flood/tides and any other causes on the site during the progress of the Works or in trenches and excavations, and for all items of work.

M) Execution of work in a workman like manner including providing facilities for inspection etc.

N) Responsibility for damages and loss of all construction materials etc. at the site until handed over to Project Engineer.

O) Removal of Rubbish: Removal of rubbish and debris and cleaning of any dirt before handing over to Project Engineer.

P) The site is in vicinity of residential area hence working hours as per local requirements shall be followed, for which no compensation of what so ever nature will be provided.

Q) The rates quoted are firm & fixed .No escalation of what so ever nature is allowed during or extended project completion period.

R) Cleaning site and Works:

Removal by the contractor, off the site any temporary structure any tools, plant and materials and sweeping, washing, cleaning joinery, removal of splashes of paint and lime wash and leaving the whole structure neat and tidy.

S) Completion:

Completion of the Works to the satisfaction of the Engineer on or before the stipulated date of completion.

T) Difficult Positions:

Accessibility or otherwise to site, easy or difficult positions in work. Co-ordination with PROJECT ENGINEER/ PWD/Any other statutory body for obtaining permission for diversion of traffic or any other facilities during execution of this project.

U) Errors:

Rectification of all errors to the satisfaction of Engineer (e.g. when excavation is carried out deeper than ordered or required level shall be made up with concrete as specified for the foundation at no extra cost.

V) Maker's instructions:

Compliance with maker's instructions in the case of proprietary articles.

W) Curved work etc.:

Work of any quantity, size or shape, whether level, inclined, curved, battered etc.

X) Waste:

All wastes, laps, seams, joints (rough or fair cutting) cutting, straight/raking, circular and making good.

Y) Artificial Lights:

To include for all lighting, kerosene or electric power as the case may be, when need arises for use of lighting out Works.

**Notes: - 1) Above rates are inclusive of all applicable taxes (TDS, Cess/LBT, WCT)  
2) Measurements shall be taken as per IS standards.**

**Conditions:**

- Time limit : 120 Days.
- Payment condition
  - 1) Advance : 10 % of work order amount.  
Recovery of advance from 1<sup>st</sup> two R.A.bills equally.
  - 2) R.A.bill-I : After completion of 30 % work.
  - 3) R.A.bill-II : After completion of 70 % work.
  - 4) Final bill : After completion of 100 % work.
- Retention money : 5 % for defect liability period of 01 year.
- Name of Company : \_\_\_\_\_
- Name of Contractor : \_\_\_\_\_
- Mobile number : \_\_\_\_\_
- Initial offer : Rs. \_\_\_\_\_
- Sign of Contractor : \_\_\_\_\_

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**A) Discount % and amount on initial offer : \_\_\_\_\_ % and Rs. \_\_\_\_\_**

- Amount after discount : Rs \_\_\_\_\_
- Date & sign of Contractor :Date: \_\_\_\_\_ Sign: \_\_\_\_\_

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**B) Final discount % and amount on initial offer : \_\_\_\_\_ % and Rs. \_\_\_\_\_**

- Final offer after final discount : \_\_\_\_\_
- Date & sign of contractor : Date \_\_\_\_\_ Sign: \_\_\_\_\_

## LIST OF APPROVED MAKES/BRAND OF VARIOUS BUILDING MATERIALS

Unless otherwise mentioned specifically, any one of the following approved makes or brands shall be allowed to use. Other makes or brands of the building materials bearing I.S.I. monogram on the material itself will also be allowed to be used.

The Contractors should distinctly understand that it will not be their prerogative to insist on using a particular make/brand from the following list. The final selection will have to be done with the approval of the Project Engineer.

SI. NO.	MATERIALS	SPECIFICATIONS
1	Water	Portable Water
2	Expansion Joint Sealant Polysulphide	Chocksey Chemicals, Roff, Pidilite, I.C.I Asian.
3	Metal Red oxide Primer	ASIAN, JENSON-NICHOLSON, GOODLASS NEROLAC.
4	Anchor Fastener	Fisher



**Company letter Head**  
(Address & Phone Number)

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To,

Date:

**Chief Executive Officer,**  
Terna Public Charitable Trust,  
Nerul (W), Navi Mumbai

- Office : Terna Engineering College  
2<sup>nd</sup> floor, Room No.203/204 , Plot No. 12, Sector-22 Nerul(W), Navi Mumbai.  
Office No: 022-6111542 / 022-61115449

**Sub: Quotation for fabrication of fencing work for plot No.-12A and  
12B, Sec-22, Nerul, Navi Mumbai.**

Dear sir,

We are submitting quotation for fabrication of fencing work for plot No.-12A and  
12B, Sec-22, Nerul, Navi Mumbai.

Please do the needful.

Thanking you,

Yours faithfully

- PAN Card No. : Sign: \_\_\_\_\_
- VAT No. : Stamp:
- CST No. : Stamp: