



**NATIONAL ACADEMY OF CUSTOMS, INDIRECT TAXES & NARCOTICS
NACIN COMPLEX, SECTOR-29, FARIDABAD-121 008, HARYANA**

Limited Tender

F.No. IX/Admn/4/77/2018

Date: 18/06/2018

Sealed tenders are invited from reputed/established Civil contractors for carrying out work of PVC Wall Paneling in Officers Mess in National Academy of Customs, Indirect Taxes & Narcotics, Faridabad-121008 under Two-Bid System from reputed agencies for following work:

Sr. no.	Description	Details
1.	Title of work	Providing and fixing of PVC Panel on Wall of Officer Mess at NACIN Complex Sector-29, Faridabad-121 008
2.	Last date for submission of bid	02.08.2018 up to 04.00 pm in NACIN, Faridabad. Bids received after due date shall be rejected.
3.	Opening of Technical bid	03.08.2018 on 02.00 pm
4.	Earnest money deposit (EMD)	₹ 5000/- in the form of DD in favor of PAO,CBEC payable at New Delhi
5.	Tender form available on	www.cbec.gov.in www.nacen.gov.in

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Addl. Director (Admn)/DG
NACIN

TERMS & CONDITIONS

➤ **General Terms & Conditions**

1. The bidder should be a reputed/established civil contractor and should have experience of at least 01 year in the field of Providing & Fixing of PVC Wall Paneling in Govt./ Public/Private organization.
2. The bidder should be registered with the jurisdictional Government offices required as per the existing Laws relating to his business.
3. The bidder should provide all the details along with copies of the relevant documents as listed at Annexure-III of this tender document.
4. Incomplete and conditional tenders shall be summarily rejected.
5. Rates are to be quoted in words and figures without any cutting/overwriting. In case if there is any cutting/ overwriting anywhere then it must be duly attested by the authorized signatory. The bid will be rejected in case of non-attestation of cutting/overwriting.
6. The bidder may visit the site on any working day during 10.00 am to 04.00 pm for the survey of the work to be carried out.
7. The agency shall quote the rates after visiting the site and proper assessment of the work.
8. The bid should be accompanied with an EMD of Rs 5,000/- in the form of DD in favor of PAO, CBEC payable at New Delhi. Technical Bid received without EMD of Rs 5,000/- (in the form of DD) shall be summarily rejected. EMD of the unsuccessful bidders will be returned within 15 days of the finalization of the tender. The EMD of the successful bidder will be returned on successful completion of the project.
9. Technical Bid and Price Bid should be signed by the same authorized signatory.
10. Any additional information required by NACIN in respect of the work experience shall be submitted by the tenderers within three days, failing which the offer shall not be entertained.
11. The documents furnished by the tenderer will be subjected to verification subsequently by the Department. If found not meeting the requirement, such offers will be rejected.

➤ **TECHNICAL REQUIREMENTS/CONDITIONS:**

1. Tenders should be submitted in three sealed cloth lined covers as below:

Cover i. Containing Earnest Money Deposit- This cover shall be super-scribed with 'Earnest money Deposit' and also the **name of the work and name of Tenderer**. Tenderer without requisite EMD will be summarily rejected.

Cover ii. Containing Technical bid (Part-I) –This shall be super-scribed with 'Technical Bid' and also the **name of the work and name of tenderer**. This cover shall contain the full set of Tender documents (except the Financial bid-which should be in cover iii), duly filled in and signed. The technical bid should cover all the technical specifications of the work they will be undertaking in the Officer Mess of NACIN, Faridabad along with relevant drawings.

Cover iii. Containing Financial bid- (Part-II) –This shall be super-scribed with 'Financial Bid' and also the **name of the work and name of tenderer**. The tenderer shall quote rates in figure as well as in words and in the event of any difference in the two rates, the rates quoted in words will prevail. The financial bid should cover the pricing of the project indicating tax factor separately. The pricing should include all materials and labour charges which should be shown separately in the bid. The price quoted shall be on per square foot basis only. Any conditions in the financial bid will make the financial bid invalid and liable for rejection.

❖ *All the three covers mentioned above shall be put in another sealed cloth lined cover super-scribing the name of work and Name of Tenderer. Tenderer submitted in any other manner will be rejected.*

2. On the due date of opening, the Cover (i) will be opened initially. Subsequently, on the same day Cover (ii) of those tenderers who furnished valid EMD only will be opened. On opening of cover (ii), Technical bid, further detailed scrutiny/evaluation will be carried out. During the evaluation of the Technical bids, the documents furnished by the tenderers will be scrutinized in detail. Any tender, found as not fulfilling the eligibility criteria will be rejected at this stage and such offers will not be considered for further processing. The price bid/financial bid (cover iii) of only those bidders who qualified in the technical bid will be opened either on the same day or on a specified date as per tender procedure.

3. The work should be completed within 20 days. In case of delay, a penalty of 1% of contract value per day shall be deducted.

4. Payment will be made to the bidder in full only on successful completion of the project and on due certification of the officer In-charge at NACIN for monitoring the project. The payment will be made directly into the account of the contractor via NEFT. The DG, NACIN shall be at liberty to withhold any payments in full or in part for any default in supply or installation of the project.

5. DG, NACIN, Faridabad reserves the right to reject any tender without assigning any reasons thereof.

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Addl. Director (Admn)/DG
NACIN

Annexure-II

1. NACIN is a prestigious institute of Government of India for training of IRS Probationers and apart from it, it is also a training center for In-service officers of the department and imparts training in the field of Enforcement, Drug laws & Environmental protection to officers of various countries. All these officers during their training are served food in the Officers Mess. Currently Officers Mess has 02 rooms, 02 washrooms, dining hall & a kitchen. The existing walls of the Officers Mess has seepage problem and has old electrical fittings on the wall which gives a very bad look to it and whitewash on regular basis does not prevent the walls from seepage. Therefore we need to fix PVC panels on the walls of the dining hall, 02 rooms, washrooms and arena area (while entering the Officer Mess) hence preventing the walls from Seepage and giving a beautiful look to the Officers Mess. The total area required to be covered is 4300 sq. ft.(Approx). Also a false ceiling wherever required needs to be done to give an aesthetic look to the roof.
2. The PVC Panels used for the work should have following dimensions:
 - Thickness of the panel: 07 mm
 - Width of the panel: 10 inches
 - Edges of the panel should be interlocked
 - Panel fixing on the wall with nail & adhesive and with clipping.
3. The sample of the materials to be provided should be shown and approval taken is must be tasken before the work is executed. The colour, dimension, shape of the material to be used and all other items/material to be used in the project will be decided in consultation with the Evaluation team at NACIN before execution of the project.
4. The price bid shall be on per square foot basis only.
5. Any other technical requirements beyond the scope of the above referred specifications may be brought to the notice of NACIN at the time of opening of bid and NACIN reserves the right to accept or reject the same.

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Addl. Director (Admn)/DG
NACIN

ANNEXURE –III

Sr. no.	Details
1	Name of the firm
2	Office Address of the firm
3	Telephone no of the firm
4	Contact person with Mobile no.
5	PAN No. of the firm
6	GST registration No.
7	Any other information considered necessary