

**Tender Cost: Rs 1000/-**

**TENDER DOCUMENT FOR SUPPLY AND INSTALLATION OF 60 MINUTE FIRE RATED DOORS SYSTEM WITH DOOR FRAME & SHUTTER WITH ALL NECESSARY HARDWARE FITTINGS AND ACCESSORIES FOR B+G+III STORIED IT/ITES BUILDING OF NIELIT, KOLKATA CENTRE AT BF- 267, SALT LAKE, KOLKATA -700064**

**Last Date of Submission (Due Date) -19.09.16 (upto- 3.00 P.M.)**



National Institute Of Electronics and Information Technology  
(NIELIT), Kolkata  
(An Autonomous Scientific Society of Department of Electronics and  
Information Technology (Deity), Ministry of Communications and  
Information Technology, Government of India)  
Jadavpur University Campus, Kolkata - 700032  
Phone - 91-33-2414-6081/6054/6682, Fax - 91-33-2414-6549  
Website: <http://nielit.gov.in/kolkata/>

**RELEVANT INFORMATION**

1.	NAME OF WORK	SUPPLY AND INSTALLATION OF 60 MINUTE FIRE RATED DOORS SYSTEM WITH DOOR FRAME & SHUTTER WITH ALL NECESSARY HARDWARE FITTINGS AND ACCESSORIES OF B+G+III STORIED IT/ITES BUILDING OF NIELIT, KOLKATA CENTRE. AT BF- 267, SALT LAKE, KOLKATA -700064.	
2	COMPLETION OF WORK	30(Thirty) days from the date of issue of work order.	
3.	ESTIMATED VALUE	Rs. 747036.15/- (Rupees Seven Lakh fourty seven thousand thirty six and fifteen paise only) including all taxes and VAT but excluding Service Tax.	
4.	EARNEST MONEY DEPOSIT (EMD)	2% (two percent) of estimated cost, i.e. Rs. 14950/- (rounded off to nearest multiple of 10) (Rupees Fourteen thousand nine hundred and fifty only). Bids without EMD will be summarily rejected.	
5.	SECUTIRY DEPOSIT (SD)	7% of Work Order as below: a) EMD of 2% will be converted to Security Deposit. b) Balance SD will be recovered from 1 <sup>st</sup> & Final Bill.	
6	TENDER COST (Non refundable)	Rs. 1000/- (Rupees One thousand only) by Demand Draft in favour of 'NIELIT, KOLKATA' payable at Kolkata. Bids without cost of tender will be summarily rejected.	
7.	LAST DATE & TIME OF SUBMISSION OF TENDER	19.09.2016 upto 3.00 p.m.	
8.	DATE & TIME OF OPENING OF TENDER	19.09.2016 upto 3.30 p.m.	
9.	ENQUIRY DETAILS	Mr. Santu Bag Sukanya & Associates FD-224, Sec-III, Salt Lake, Kol - 106 PH- 033 23218763, 07890192443	NIELIT, Kolkata, JU Campus, Kol-32 Ph.-033-24146081, 9804996919
10.	DATE & TIME OF PRICE BID OPENING FOR TECHNICALLY QUALIFIED BIDDERS	Would be informed over phone/Email to all qualified bidders.	



**4. PURCHASE OF TENDER DOCUMENTS:**

The agencies/ contractors desirous to apply for the above tender work and meeting the eligibility criteria can purchase the tender document by paying Rs. 1000/- (Rupees One thousand only) in the shape of Demand Draft in favour of 'NIELIT KOLKATA' payable at Kolkata from NIELIT, KOLKATA, Jadavpur University Campus, Kolkata-700032. Copy of Money Receipt to be enclosed with the Technical Bid. Alternatively, the tender document may also be downloaded from our website [www.nielit.gov.in/kolkata/](http://www.nielit.gov.in/kolkata/) The cost of tender document if downloaded must be enclosed along with technical bid through a separate demand draft in favour of 'NIELIT KOLKATA' payable at Kolkata.

**5. SUBMISSION OF TENDER:**

Each agency/contractor must submit the tender in sealed envelope consisting of full set of documents, duly filled up and signed and drop the same in the tender box placed besides Room No-411 on 3<sup>rd</sup> floor at NIELIT Kolkata, as per time schedule mentioned in Pt - 8 of P9 - 2 of this document.

Encl:-

1. Instructions to Bidders (Annexure - I)
2. Terms & conditions (Annexure - II)
3. Technical bid (Annexure - III)
4. Price bid (Annexure - IV)
5. List of approved brands (Annexure - V)
6. Drawing (Annexure - VI)
7. Technical Specification (Annexure - VII)

**INSTRUCTIONS TO TENDERERS (Annexure - I)**

1. TWO BID SYSTEM:

Tenderers are instructed to submit their tender as follows:

1) **Technical Bid**: Detail of the firm/company with the address, phone and name of one responsible person who will look after this work and his mobile no. valid/ current trade license, I.T. clearance certificate, and all documents and credential as per format of technical bid as enclosed and along with EMD and cost of tender. If the contractor/agency furnishes any false information, the bid will be summarily rejected and EMD will be forfeited. **ALL THE ABOVE TO BE PUT IN ONE SEALED ENVELOPE (MARKED A) AND NAMED 'TECHNICAL BID' (Annexure - III).**

2) **Price Bid** : Shall contain the tender documents duly signed and stamped on all pages as acceptance of all terms and conditions. Rates, amounts and total to be filled up in the schedule of works. (Rates to be filled in figures and words). **ALL THE ABOVE TO BE PUT IN ONE SEALED ENVELOPE (MARKED B) AND NAMED 'PRICE BID'**. Price bid will be opened only for the bidder whose Technical bids have been found to be acceptable and the date of opening of price bid will be intimated later on. (Annexure-IV)

3) **ENVELOPES 'A' AND 'B' TO BE PUT INSIDE ANOTHER BIG ENVELOPE AND SEALED AND ADDRESSED To The Director-in-Charge, NIELIT, Kolkata, J.U. Campus, Kolkata - 700032. With tender No. and date.**

2. LATE SUBMISSION : **Late submission due to any reason will not be accepted.**
  
3. REJECTION OF TENDER IN TECHNICAL BID : Employer reserves the right to reject any tender which does not qualify, in his opinion, in the Technical bid or which be incomplete or conditional, without E.M.D or unsigned and unstamped and/or with over writing or without tender fees. And in such case(s) their price bid(s) will not be opened. If the contractor furnishes any false information, the bid will be summarily rejected and EMD will be forfeited.

**Terms & Conditions (Annexure - II)**

- 1 **EMPLOYER:** The term employer shall mean **NIELIT, Kolkata** and its designated members/Officials, with its address as **Jadavpur University Campus, Kolkata - 700032.**
- 2 **ARCHITECT:** The term architect shall mean **Sukanya & Associates** and its designated representatives, with its address at FD 224, salt Lake, Kolkata-700106.
- 3 **CONTRACTOR:** The term contractor shall mean the person firm or company who shall be awarded the work.
- 4 **SCOPE OF WORK:** Supply and installation of 60 minute fire rated doors system with door frame & shutter with all necessary hardware fittings and accessories of B+G+III storied IT/ITES building of NIELIT, Kolkata centre at BF- 267, Salt lake, Kolkata.
- 5 **TIME OF COMPLETION :** 30 (Thirty) days from the date of issue of work order.
- 6 **EARNEST MONEY DEPOSIT (EMD):** 2.0% of the estimated cost i.e. Rs. 14950/- (Rupees Fourteen thousand nine hundred and fifty only) to be deposited in the form of Demand draft in favour of 'NIELIT, KOLKATA' payable at Kolkata. EMD of successful bidder will be converted as part of Security Deposit. EMD of unsuccessful bidder will be released within one month of award of contract without any interest.
- 7 **SECURITY DEPOSIT (SD) :** Security deposit @ 7%of work order value will be deducted as below: (a) 2% EMD of successful bidder will be converted to SD (b) Balance SD to be recovered from Bill. (c) SD shall be released after the expiry of the defect liability period of 12 (Twelve) months from the date of completion in all respects.
- 8 **DEFECT LIABILITY PERIOD:** 12 (Twelve) calendar months from the date of certified completion in all respects. During this period the contractor shall remain liable to rectify, replace, change any & all

defective work, parts, fittings finishes as may be, in the opinion of the Architect/Engineer/ Employer. If however the contractor fails to do the same **within 15 days**, the employer reserves the full rights of getting the said rectification / replacement done through any other agency at the cost & the risk of the contractor & the cost to be adjusted from the S.D.

- 9 LIQUIDATED DAMAGES: Unless by force majeure like earth quake, fire, riot, floods, war and such other incidents which are beyond the control of the contractor/agency, if the work is delayed beyond schedule completion time the contractor shall be penalized @ **Rs 5,000/- per week or part thereof**, subject to a **maximum of Rs.20,000/-**. This amount shall be realized from bill.
- 10 RATES: The contractor is advised to visit the site of the work to understand the nature of the work & difficulties, and any local condition that may affect his rates, before quoting. Rates must be quoted in figures & words. The quoted rates should include all taxes, levies, insurance premium & other expenses.(i.e, inclusive all) but service tax will be exclusive.
- 11 MEASUREMENT: The measurement will be done as per the prevailing norms of practice. Payments will be done on the actual site measurements on measurement book certified by Architect and taken as per quoted rates. Defective & incorrect work shall not be measured.
- 12 AGREEMENT: The Contractor has to execute an agreement in a non-judicial stamp paper of Rs.100/-within 1 week of the work order, and submit the same in original to the employer. The draft of the agreement will be provided to the contractor along with the work order.
- 13 INSURANCE : The contractor has to indemnify the employer of all damages/ loss to life or property in executing the said work & for the same shall make an insurance policy as may be required with any Nationalized Insurance Company to cover all such damages/ loss of property & life and submit the policy to the employer after receiving of work order and agreement without which the agency/contractor will not be allowed to start the work. Any delay on this account will be contractor's liability.



- 14 SUPERVISOR: The contractor shall depute a competent & qualified supervisor at all times to the site to supervise the work at all levels. Any written instruction given to the supervisor shall be deemed to be the instruction to the contractor.
- 15 SUB-CONTRACT : The contractor shall not sublet or employ any sub-contractor to execute any part of the work, unless the item of work requires specialized skill, and that must be with the approval of Employer.
- 16 CORRECTION/RECTIFICATION WORK: If any work is found to be defective or not compliance with the drawings/specifications, the same shall be demolished / replaced/rectified as per the direction of the architect & at the cost of the contractor. No payment for such work will be made.
- 17 STACKING STORAGE & SECURITY OF MATERIAL : The Contractor shall stack & store all his materials, tools, tackles & machinery in a specified area. He will be responsible for the security of the same & will also ensure that his materials are not littered around in different places at any time.
- 18 USING OF LOWER FLOORS AS PASSAGE: The contractor may use the stair case(s) from lower floor for lifting of materials, provided that the stair & passage etc. are cleaned every day after use. If any damage is found that should be immediately repaired by the Contractor at his cost.
- 19 VIRTUAL COMPLETION & HANDING OVER: After completion of all the work the contractor will clean the site, clear all debris & then make a completion letter to the architect. Only in the event that the Architect is satisfied with the completion of all the works & cleaning of the site, the work will be deemed to be virtually completed.
- 20 ACCEPTENCE OF TENDER: The employer reserves the right to accept or reject any or all the tenders without assigning any reason. Also the employer is not bound to accept the lowest tender offer.
- 21 QUANTITY: The quantity specified in the schedule are approximate & may vary up to 10%, moreover the employer reserves the right to reduce or cancel any item of work & also to introduce new items of work as per the advice of the Architect. Rates of new items of work will be as per cost analysis of the Architect.

- 22 PAYMENT: The contractor shall submit full and final bill of the work done for checking & certification to the Architect. After receiving the bills, duly certified by the Architect, payment will be made within 10 working days. All deductions like TDS, STDS, etc. will be applicable. Service Tax at applicable rate will be paid extra.
- 23 WORKING HOUR: Work may be carried out during all weekdays & holidays (except National Holidays). Between 7 a.m & 7 p.m. If works needs to be carried out after 7 p.m necessary permissions from the employer and all concerned authorities will be taken in advance.
- 24 ADVANCE: No mobilization advance or any other advance will be paid. Only works executed and the accepted will be measured and paid for.
- 25 DISPUTE & DIFFERENCE: In case there be any dispute regarding the work, this tender notice, drawings & instructions, measurement & payment, the decision of an independent arbitrator appointed by Client/Architect & Contractor will be final and binding upon all parties. In all matters and disputes arising hereunder, the appropriate courts in Kolkata alone shall have jurisdiction to entertain and try them under Indian Law.
- 26 COMMENCEMENT OF WORK: Within 10 days from the date of receipt of work order. If the contractor fails to start the work within the stipulated time of 10 days from receipt of the work order, the employer will be at liberty to cancel the work order and forfeit the EMD. Work will be awarded to the next lowest bidder. However the contractor will have all liberty to intimate the employer in advance of any such delay in starting the work due to valid reasons.
- 27 VALIDITY OF QUOTATION : The price quoted by the contractor will remain valid for the entire tenure of the work until completion, if the work order is issued within 2 (two) months from the date of submission.

Sd/-  
National Institute of Electronics & Information Technology, Kolkata

**TECHNICAL BID ( Annexure - III)**

**Submission of technical bid for supply and installation of 60 minute fire rated doors system with door frame & shutter with all necessary hardware fittings and accessories of B+G+III storied IT/ITES building of NIELIT, Kolkata centre at BF- 267, Salt lake, Kolkata-700064.**

Sr.No.	DOCUMENTS NEED TO BE SUBMITTED	WHETHER SUBMITTED		REF. PAGE NO.	RELEVANT DETAILS	REMARKS
		YES	NO			
01.	Tender Document fee	Yes	No		DD No: Date: Bank Name: Amount: In Favour of "NIELIT Kolkata" Payable at : Kolkata	
02.	Earnest Money Deposit (EMD)	Yes	No		DD No: Date: Bank Name: Amount: Rs. 14950/- In Favour of "NIELIT Kolkata" Payable at : Kolkata	
03.	Certificate of Registration of firms or Partnership	Yes	No			
04.	Proof of office address (telephone bill, electricity bill etc.)	Yes	No			
05.	Trade License	Yes	No			
06.	PAN Card	Yes	No			
07.	VAT Registration No.	Yes	No			
08.	Average annual financial Turnover during the last 3	Yes	No			

	(three) years ending 31 <sup>st</sup> March of the previous financial year should be a least 30% of the estimated cost (Copies of Annual Turnover Certificate duly certified by a Chartered Accountant / self to be enclosed)					
09.	Service Tax Registration No.	Yes	No			
10.	Experience of having successfully completed One similar works, costing not less than the amount equal to 80% of the estimated cost, or two similar works costing not less than the amount equal to 70% of the estimated cost or three similar work costing not less than the amount equal to 60% of the estimated cost, all in last 3 financial years.	Yes	No			
11.	Income Tax Return and Audited Balance Sheet of the last 3 years.	Yes	No			
12.	List of Clients at Kolkata Region along with copies of relevant work orders and timely completion certificates for last 3 (three) years	Yes	No			
13.	Bidders who are blacklisted or debarred from participating in any such tender in any Govt. Dept, Universities or Autonomous bodies are not allowed to participate in the tender. Bidders have to give self declarations in this respect that they are not black listed as mentioned above and if under any circumstances the	Yes	No			

	declarations are found false their bids will be out rightly rejected and EMD will be forfeited.					
14.	Affidavit/power of Attorney stating the capacity and the authority of the person signing on behalf of the firm	Yes	No			
15.	An undertaking by the agency for Acceptance & Compliance of all terms & conditions mentioned in this tender above which should be clearly mentioned that the agency/services provider will be fully liable for all statutory obligations to the principal employer and for all obligations during and after the period of contract	Yes	No			
16.	Whether signed by authorized signatory on all pages of the tender	Yes	No			

The above terms and conditions accepted.  
Date & Signature, Name and Address of the Contractor with seal

**PRICE BID (Annexure - IV)**

SL.NO.	DESCRIPTION	UNIT	QUANTITY	RATE IN Rs	AMOUNT in Rs (in figure and in words)
1	Supply and installation of 60 minute Fire rated doors system with door frame & shutter and all necessary fittings, duly tested for - Integrity, Insulation and Stability Criteria as per the IS: 3614 Part 2 and BS: 476 part 22 at National Test House, Govt of India laboratory and/or with Central Building Research Institute, Govt of India undertaking with standard heating conditions as specified in IS:3614 Part II 1992 and BS: 476 part 20 & 22 1987 to achieve the required integrity, insulation and stability (i.e. to restrict the heat radiation, temperature rise on the non fire side to the maximum of 140° C above the ambient temperature on the exposed surface of the shutter. The fire doors are tested with NCBN technology ("Non Combustible by Nature").				
1.a	<b>Door Frame:</b> Providing 1st class Malaysian Hardwood Frame densified and pressure treated with fire retardant chemicals in vacuum impregnation vessel under 160 PSI pressure as per IS: 401 and kiln seasoned to moisture below 15% as per IS: 1141 of section 120 X 60 mm spray quoted with 2 coats of Intumescent paint of minimum 200 micron, with 1 row of Brush- Type Astroflame® intumescent strip (imported) of size 10mmx4mm concealed in the groove of the Frame for fire and smoke sealing.				

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<p>1.b</p>	<p><b>Doorshutter:</b> Supply, fitting and fixing of 45mm thick asbestos free composite - 3 criteria - fire, heat and smoke check Door Shutter(Double leaf)with flame guard of 60 minutes IS3614 part -II comprising of 2x6mm Calcium Silicate boards, Chemical treated internal timber with Fire retardant chemicals in pressure impregnation vessels under 160 PSI pressure as per IS:401and kiln seasoned to moisture below 15% as per IS:1141 frame work of 100x27 mm with 37mm thick infill of ceramic fiber, vermaculite mix faced with 3mm Fire retardant High Density Fibreboard, internally lipped with hardwood beading, and pasted in Hydraulic Press under 50 tonnes pressure, spray quoted with 2 coats of Intumescent paint of minimum 200 micron, and with 1 row of Brush- Type Astroflame® intumescent strip (imported) of size 10mmx4mm concealed for fire and smoke sealing in the grooves in the shutter on all edges except bottom, with any external lipping, 100mm length 8 nos. SS hinges, Mechanism door closer, dead lock, 200 mm length Tower bolt and 300 mm length both side handle on each shutter etc.</p>	<p><i>Do not write here</i></p>			
<p>1.c</p>	<p><b>VisionPanel:</b> 1 HR rated E Class clear high stress fire rated glass (size-200x300) is pre fabricated strategically inside the shutter structure with 12 mm inside the shutter on all sides with U-glazing. An additional insulated powder coated 'Z' channel of 16 swg MS sheet to be fixed for reinforcement of the joints.</p>				
	<p>Door size-2000(W)X2100(H)</p>	<p>Nos.</p>	<p>11</p>		
	<p>Door size-1200(W)X2100(H)</p>	<p>Nos.</p>	<p>3</p>		
	<p><b>TOTAL IN FIGURE</b></p>				
	<p><b>TOTAL IN WORDS</b></p>				

Note:-

1. Warranty period will be minimum 2(Two) years.
  2. Door will be checked for minimum three criteria - Flame, Smoke, Heat insulated.
- N.B. In case there is any dispute, bids quoted in words will be final.

Date and signature, Name and address of the contractor with seal

**Annexure - V**

**PROJECT: SUPPLY AND INSTALLATION OF 60 MINUTE FIRE RATED DOORS SYSTEM WITH DOOR FRAME & SHUTTER WITH ALL NECESSARY HARDWARE FITTINGS AND ACCESSORIES OF B+G+III STORIED IT/ITES BUILDING OF NIELIT, KOLKATA CENTRE**

**LIST OF APPROVED BRANDS FOR HARDWARE & ACCESSORIES**

<b><u>SL. NO.</u></b>	<b><u>MATERIALS</u></b>	<b><u>BRANDS</u></b>	
		<b><u>HAFELE</u></b>	<b><u>DORMA</u></b>
1	S.S. Hinges(Fire Rated)	SS Grade 304 - 92613003	BB3090F
2	Mechanism door closer	93184629	TS 71
3	Dead Lock	91102164	706
4	Tower Bolt	91181081	-----
5	S.S Handles	90392556	TG DID

**Annexure – VI- Attached separately.**



**TECHNICAL SPECIFICATION FOR FIRE CHECK DOOR (Annexure-VII)**

60 (Sixty) minute Fire rated doors system with door frame & shutter and all necessary fittings, duly tested for - Integrity, Insulation and Stability Criteria as per the IS: 3614 Part 2 and BS: 476 part 22 at National Test House, Govt of India laboratory and/or with Central Building Research Institute, Govt of India undertaking with standard heating conditions as specified in IS:3614 Part II 1992 and BS: 476 part 20 & 22 1987 to achieve the required integrity, insulation and stability (i.e. to restrict the heat radiation, temperature rise on the non fire side to the maximum of 140° C above the ambient temperature on the exposed surface of the shutter. The fire doors are tested with NCBN technology ("Non Combustible by Nature").