

**ANNASAHEB AWATE COLLEGE, MANCHAR**

**TENDER DOCUMENT**

**FOR**

**ACCOUNTING & TAXATION LAB.**

**OF**

**ANNASAHEB AWATE COLLEGE, MANCHAR**

**Last date for submission of Sealed Tender:  
at 4.00 PM on 22-03-2019**

**Opening of Sealed Tenders :  
at 11.30 AM on 23-03-2019**

Contractor has to **must provide** below their:

**E- MAIL id:**

**Contact No:**

Postal address: \_\_\_\_\_

\_\_\_\_\_

### **NOTICE INVITING TENDER (NIT)**

**NAME OF WORK : ACCOUNTING & TAXATION LAB. OF ANNASAHEB AWATE COLLEGE, MANCHAR**

**Sealed tenders are invited for the abovementioned work from eligible agencies/contractors/firms.**

<b>1</b>	<b>Name of the work</b>	<b>ACCOUNTING &amp; TAXATION LAB.</b>
<b>2</b>	<b>Where tender forms are available</b>	<b>Available on College website: www.aacmanchar.com</b>
<b>3</b>	<b>Time and last date of submission of Tender</b>	<b>Up to 4.00 PM on 22-03-2019</b>
<b>4</b>	<b>Place, Time&amp; Address for submission of tender/contact person /telephone no/email address.</b>	<b><u>Address:</u> The PRINCIPAL, ANNASAHEB AWATE COLLEGE, MANCHAR , DIST. PUNE 410 503 Tel : 02133 223160</b>
<b>5</b>	<b>Date, Time and Place of opening of tenders. Contact person details: Name – Prof.Fasale V.B. Contact no.9860458159</b>	<b>Opening on 23-03 -2019 At 11.30 a.m.</b>
<b>6</b>	<b>Terms of payment of Bills.</b>	<b>20% Advance, 80% after delivery.</b>
<b>7</b>	<b>(Penalty clause) Liquidated Damages</b>	<b>In case of delay a penalty @ the rate of 1% of the value of the work per week subject to a maximum of 10% (as per the value of work) would be strictly imposed.</b>
<b>8</b>	<b>Stipulated time for completion of the work/supply.</b>	<b>07 DAYS.</b>
<b>9</b>	<b>Validity period of the tender.</b>	<b>Up to 30-03-2019</b>
<b>10</b>	<b>Taxes</b>	<b>Rates quoted should include all Taxes.</b>

Dully filled-in Tender Document shall bear the **signature and seal of contractor on all pages** (otherwise the tender shall be summarily rejected) and such tender document shall be submitted in sealed cover addressed to The Principal ANNASAHEB AWATE COLLEGE, MANCHAR; on or before the Date & Time stipulated above.

Content/ paper/ sheet/ drawing should not be either altered or detached from the original tender document issued.

The tender shall be summarily rejected, if any one of the above said requirements has not been complied with.

The college reserves the right to cancel or postpone or modify the tenders at any stage without assigning any reason.

**PRINCIPAL,  
ANNASAHEB AWATE COLLEGE,  
MANCHAR, DIST. PUNE**

TENDER FOR INTERIOR WORKS OF  
ANNASAHEB AWATE COLLEGE, MANCHAR

1. Contract documents consist, detailed plans, technical specification, schedule of quantities of the various classes of work to be done, and the set of 'conditions of contract' to be compiled with by the person whose tender may be accepted.
2. The contractors should quote in figures as well as in the words the rates, and amount tenders by them. The amount for each item should be worked out and the requisite totals given. Rates quoted by the contractor in item rate tender in figures and words shall be accurately filled in so that there is no discrepancy in the rates, figures and words. However, if a discrepancy is found, the rates which correspond with the amount worked out by the contractor shall be taken as correct. If the contractor does not work out the amount of an item or it does not correspondent with the rate written either in figure or in words then the rates quoted by the contractor in words shall be taken as correct. Where the rates quoted by the contractor in figures and in words tally but the amount is not worked out correctly the rates quoted by the contractor will be taken as correct and not the amount.
3. The tender document must be filled in English and all the entries must be made by the hand and Written in ink. If any of the documents are missing or un-signed, the tender shall be considered invalid.
4. The acceptance of a tender will rest with the Competent Authority, who does not bind himself to accept the lowest tender and reserves to himself the authority to reject any or all of the tenders received, without assigning any reasons. All tenders in which any of the prescribed conditions are not fulfilled, or are incomplete in any respect are liable to be rejected.
5. Tender containing any condition leading to unknown / indefinite liability, are liable to be summarily rejected.
6. Canvassing in connection with tenders is strictly prohibited and the tenders submitted by the contractors who resort to canvassing will be liable to rejection.
7. The tenderer should quote their (own) rates for undertaking the work.
8. Time is the essence of the contract. The work should be completed in **07 DAYS** from the date of the work order issued to the contractor to commence the work.
9. It will be obligatory on the part of the tenderer to tender and sign the tender documents for all the component parts and that, after the work is awarded, he will have to enter into an agreement for each component with the competent authority in the College.
10. The tenderer should visit the site to ascertain the working conditions and local authority regulations / restrictions if any and other information required for the proper execution of the work.
11. The quantities of various items given in the schedule of quantities are approximate. The quantities of work may vary at time of allotment / execution of work. College reserves the right to omit / delete any item(s) of work from the schedule at the time of allotment / before. Contractor will be paid for the actual work done at the site duly verified by the concerned official of the College.

12. The unit price shall be deemed to be fixed price. In case of extra items where similar or comparable items are quoted in the tender, extra rates shall be based on tender rates.
13. The work has to be started immediately from the date of receipt of work order/ mark out at site; whichever is later. In case of work not being started within this stipulated period, the College reserves the right to cancel the work order.
14. Contractor should get approval of the samples of materials in advance with College authorities before use of the same in the work
15. College has the right to offer the contractor to modify the old material wherever/ whenever necessary instead of new supplies
16. The tenders shall summarily rejected, if any one of the above said requirements has not been complied with.
17. The College will not be bound to accept the lowest tender and reserves the right to accept or reject any or all the tenders without assigning any reason whatsoever.
18. Extra item may be included in interior and contractor will be paid separately for that as per market rates.

**PRINCIPAL  
ANNASAHEB AWATE COLLEGE, MANCHAR**

**READ, UNDERSTOOD AND ACCEPTED**

**SIGNATURE OF THE CONTRACTOR WITH SEAL**

**DATE:**

### **GENERAL SPECIFICATIONS**

Unless specified otherwise and whether specified in the schedule of quantity or not, the contractor shall adhere to following general specification/ guideline for the items of schedule of quantities.	
1	All plywood shall be conforming to MR GRADE. The plywood so manufactured shall stand guarantee for borer resistant, termite resistant, Moisture resistant and fungus resistant.
2	All laminate (provided on all exposed surface) shall be conforming to IS : 2046-1995 and shall be of 1mm in approved regular shade/ of 1.00 mm in approved premium shade and shall be fixed in combination of multiple color , shades as approved.
3	Provisions shall be made within the partitions/ Tables/counters/work places wherever necessary to enable conduit for electrical and LAN cabling.
4	Keyboards of approved quality to be used.
5	Aluminum partition in Jindal section.
6	For any type of deviation (to any of above or subsequent instructions), contractor has to procure/ obtain the written instruction of the College authorities for the purpose otherwise shall not do.
7	Any discrepancy in the site conditions shall be brought to the notice of the College authorities.
8	The contractors shall visit the site and understand themselves the site conditions, the possible working hours and the resources available, etc., before quoting for the tender.

**LIST OF APPROVED MANUFACTURERS / NATURAL SOURCES OF MATERIALS TO BE USED  
IN THE INTERIOR WORKS SUBJECT TO THE APPROVAL OF SAMPLES BY THE EMPLOYER**

**Furniture works**

APPROVED BRANDS / MAKES OF MATERIALS Brand are to be used in the sequence mentioned.		
SR NO.	MATERIALS	BRANDS
1	PLYWOOD	Greenply / True wood / Century / Archid
2	LAMINATES	Formica / Greenlam / Royal touch / Archid / Bloom / Century /
3	BINDING MATERIALS	Fevicol / Movico / Araldite / Jivanjhor / Micropure / Vamicol.
4	HARDWARE, LOCKS, CHANNELS,	Godrej / Europa/Euro, Hettich/, Haffle.
5	CHAIRS	Material made to order as per College. (Contractors should quote for regular computer chair and get it approved from college authority)
6	ALUMINUM PARTITION	Jindal

**NOTE :**

The contractor shall use only above mentioned material or the equivalent make of which Prior written approval is obtained from the College authorities. All materials shall confirm to Laid down specifications. The contractor shall take this into account while tendering rates / Prices.

**READ, UNDERSTOD AND ACCEPTED**

**SIGNATURE OF THE CONTRACTOR WITH SEAL**

**DATE:**

### **DECLARATION**

I/We have inspected the site of ANNASAHEB AWATE COLLEGE, MANCHAR, DIST. PUNE and I/We have made me/ us fully acquainted with the local conditions in and around the sites of works and Lay out drawings of works, drawings of each items etc. complete.

I/We hereby declare that I/ We have carefully gone through the conditions laid down in the Notice Inviting Tender, General notes, General Conditions of Contract, Special conditions, Schedule of approximate quantities and rates , Form of Agreement, General Specification, Approved manufacturers/ natural source of materials (i.e. all parts of Technical bid), Technical Specifications of schedule of quantities (i.e. all parts of Price bid), and clearly understood all the same and on the basis of the same I/ We have quoted our rates in the Schedule of Quantities (i.e. Price-Bid, Part-II Tender document) attached with the tender documents.

I/ We hereby declare that, in particular during execution of all works at site; it will be my/ our sole responsibility to strictly adhere to/ meticulously follow the General Specification, Approved manufacturers/ natural source of materials, Technical Specifications of schedule of quantities, all drawings of layout and items.

For any type of deviation (to any of above or subsequent instructions), it will be my/ our responsibility to obtain the written instruction of the College authorities for the same failing which it shall be deemed that I have carried out any such deviations at my own and I shall be duty bound to replace the all deviated material/ works from the site at my/ our cost as well as I shall be liable to penalized by the employer as deemed fit and for all such loses made thereof, I/ we shall not have any right to arbitrate in any manner.

Date:

Signature and seal of Contractor/ Tenderer

**Witness:**

- 1.
- 2.

ANY CLARIFICATIONS SOUGHT AFTER OPENING OF THE TENDERS WILL NOT BE ENTERTAINED AT ANY CASE.

Date :-

Place :-

Signature & Seal of the Contractor

Total Amount Put to Tender (In words) :-

S. NO.	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
1	<b>COMPUTER TABLE</b> as per drawings provided out of 18mm thick commercial ply for support, & all necessary frame work. 1 mm thick laminate of approved shade and make in multi-colours if any should be pasted over exposed ply surface.The accessories such as telescopic channel for tray, hardware shall be of approved make. All open edges of ply shall be covered with Laminate.	NOS	26		
2	<b>CHAIRS</b> , non adjustable s.s. with base and back rest leather cushion with resting arms.	NOS	27		
3	<b>ALUMINUM PARTITION</b> WITH DOORS, GLASS OF 1.2M WIDTH, INCLUDING FITTING, FIXING ON SITE COMPLETE. (height=3.20m)	SQM.	45.28		
4	<b>LECTURE HALL CHAIRS</b> ,. Non adjustable chairs with ply laminated writing flap, chairs in powder coated frame and plastic sitting.	NOS	54		
5	<b>ELECTRICAL WORK</b>	LUMSUM			
6	<b>TOTAL</b>				

Date :-

Place :-

Signature & Seal of the Contractor

Total Amount Put to Tender (In words) :-