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CHRISTIAN MEDICAL COLLEGE, IDA SCUDDER ROAD, VELLORE – 4.

TERMS AND CONDITIONS OF TENDER**NAME OF THE WORK: MODIFICATION OF EXISTING CARE SECTION (ACCOUNTS DEPT.) IN FIRST FLOOR OF ADMIN BLOCK @ CMC, TOWN CAMPUS, VELLORE....**

1.0 INSTRUCTIONS REGARDING SUBMISSION OF TENDER.**1.1 GENERAL**

- 1.1.1 The information found in this tender document comprising of all sections is given in good Faith and is meant to serve as a guide. It is, therefore, imperative that the **TENDERER** shall obtain and examine for himself all the data, information and Particulars required for the satisfactory execution of the work under this inquiry. The **WORK** shall be executed in accordance with the best modern practice and to the complete satisfaction of the **ADMINISTRATION**.
- 1.1.2 Tender forms for the above work will be issued from the Planning office on payment of **Rs. 300.00 (Rupees Three hundred only)** in the form of Demand Draft drawn from a Nationalized/Scheduled Bank in favor of '**CMC VELLORE ASSOCIATION**'.
- 1.1.3 Tenders for the above work should be submitted in a sealed envelope super scribed as **NAME OF THE WORK: MODIFICATION OF EXISTING CARE SECTION (ACCOUNTS DEPT.) IN FIRST FLOOR OF ADMIN BLOCK @ CMC, TOWN CAMPUS, VELLORE..**. The last date for receipt of completed tenders will be **19/01/2026 at 3.00.p.m.** and the Tenders will be opened on the same day at **3.15.p.m.**
- 1.1.4 Tenders should be deposited in the Tender Box available in the General Superintendent's Office.
- 1.1.5 The **ADMINISTRATION** reserves the right to reject any or all tenders without assigning any reason.
- 1.1.6 The **TENDERER** or their representative is allowed to be presented / represented during opening.
- 1.1.7 **TENDERS** received after the closing date and time will not be considered and will be returned unopened.
- 1.1.8 **TENDERS** by cable telegram, e-mail, fax or telex etc. will be rejected.
- 1.1.9 Transfer of Tender document purchased by one intending **TENDERER** to another is Not permissible.
- 1.1.10 Tenders and other accompanying documents shall be made out only in the English Language.
- 1.1.11 **TENDERERS** will not be entitled to claim any costs, charges, expenses of the tender, incidental to or incurred by them, through or in connection with the submission of this tender, even though the **ADMINISTRATION** may elect to withdraw the Tender Notice.

- 1.1.12 Amendments/ Addenda/Corrigenda to this tender document, if issued by the **ADMINISTRATION**, must be signed by the **TENDERER** and submitted along with the tender document. The **TENDERER** should write clearly the revised quantities in the schedule of items and rates / prices forming part of tender document and should price the work based on the revised quantities, when amendments for quantities are issued as directed.
- 1.1.13 **ADMINISTRATION** reserves the right to evaluate quotations containing deviations having financial implications after adding the cost for such deviations as determined by **ADMINISTRATION**.
- 1.1.14 Signatures in the **TENDER** shall be dated, as well as all the pages of the **TENDER DOCUMENT** shall be initialed or signed, by the **TENDERER** or by a person holding power of attorney authorizing him to sign on behalf of the **TENDERER** before submission of **TENDER**.
- 1.1.15 The **TENDERER** should inspect the site and satisfy himself about the quantities and other details. Any item over and above these which in the **TENDERER'S** opinion will be required, should be separately indicated and individual items quoted for in the same manner as in the schedule.
- 1.1.16 Cost of the stamp paper for the agreement should be borne by the **CONTRACTOR**.
- 1.1.17 Incomplete **Tenders** will be rejected.
- 1.1.18 The scope of **WORK** is generally defined but not limited to what is given in the bills of quantities. **WORKS** of similar nature, within the framework of this contract, shall also have to be executed by the **CONTRACTOR** as per quoted rates or as per other relevant conditions mentioned herein.
- 1.1.19 All documents including drawings issued to the **Tenderer** shall be returned duly signed.

2.0 **SPECIAL CONDITIONS OF CONTRACT.**

2.1.1 Cement and Steel will be supplied by the ADMINISTRATION and the CONTRACTOR should make his own arrangements to receive, and store the same. The basic cost considered shall be inclusive of loading, unloading and Transportation charges but exclusive of taxes. as mentioned below:

Cement: Rs.280.00(Excl.GST) per 50 kg bag

Reinforcement steel: Rs.70,000.00(Excl.GST)per MT

Structural Steel:Rs.82.00/Kg(Excl.GST)

2.1.2 The recovery for the same will be made accordingly from the running bills

2.1.3 The left-over cement in full unopened bags in good condition can be returned to the CMC store as per procedure at the CONTRACTOR'S cost and full credit will be given for the same.

2.1.4 The left-over usable steel above 3m in length can be weighed and returned to stores and full credit will be given for the same. Scraps and cut pieces below 3m in length will not be taken back and can be taken by the CONTRACTOR with the permission of the Engineer.

2.1.5 Upto 5% excess use of Cement will be recovered from the CONTRACTOR'S bill at issue rate.

2.1.6 Any excess or less consumption beyond 5% will be recovered at double the normal issue price.

2.1.7 In case of any revisions (either increase or decrease) in the prices of the above materials, during the execution of the WORK, including extended periods if any, the same shall be either reimbursed or recovered from the CONTRACTOR, based on the actual consumption of above materials in each item of work, calculated on the basis of certified quantity of work and theoretical value of consumption as stipulated by CPWD (except for cement consumed in RCC items where design mix is used, in which case the value of cement consumption stated in the design mix certificate shall be considered.) In order to determine the purchase price of cement and steel at various points in time, delivery challans /vouchers/invoices of procurement from the local dealer as well as bills for transportation of the above materials shall be maintained at SITE and one copy issued to the ENGINEER.

2.1.8 Water available in the Campus will be made available at one point by the **Administration Free of Cost**. In Every such case, however the Contractor shall, at his own cost, make arrangements for necessary connections, including additional pipe lines, pumping arrangements etc., Complete

2.1.9 Metered Electrical supply will be made available at one point by the **ADMINISTRATION** for the use of the **CONTRACTOR** exclusively for construction activities. In every such case, however, the **CONTRACTOR** shall at his cost, make arrangements for necessary connections, wiring etc, as per best practice with respect to safety, to the various locations of work.

The **Cost of Electricity** supplied shall be metered and recovered from the contractor at commercial tariff as applicable.

2.1.10 No advance/ Mobilization advance will be paid.

2.1.11 The rates quoted should be firm for the period of **CONTRACT** and no price escalation is applicable to this contract

2.1.12 SECURITY DEPOSIT AND RETENTION:

2.1.13 The total security deposit for this work will be 5% of the value of the work executed. The **EMD** and **ADDL EMD** paid by the **CONTRACTOR** will be retained as a part of the Security Deposit. The balance security deposit will be collected at 5% of the value of each running bill and the total amount collected as Security Deposit will be 5% of the total work executed. The security deposit will be released as stated below. 50% of the security deposit will be released with the final bill, subject to producing necessary approval/clearance from the electrical /inspectorate where applicable and satisfactory commissioning of electrical works. The remaining 50% will be retained during the maintenance period of **6 months** from the date of handing over of the total completed work. The retention money will be released after 6 months provided no defects are noticed during this period. If defects are noticed, the **CONTRACTOR** should rectify the defects at his own cost only after which the retention money will be refunded

2.1.14 TAX:

- a. The contractor must quote the contract rate exclusive of GST. The existing GST rate of 18% (CGST @ 9% and SGST @ 9%) will be paid to the contractor as per the composite supply of works contract as defined in Clause 119 of Section 2 of the CGST Act. In case the services are rendered outside Tamil Nadu IGST @ 18% will be paid to the contractor.
- b. Proper uploading of outward Supplies / Invoice made to CMC will have to be done by the contractor. In case of any discrepancy due to which any loss of input credit to CMC or any penalty and interest levied on CMC will be recovered from the contractor only.
- c. Contractor is required to pay the GST to the Government on time as prescribed in the law on monthly basis. Any loss that CMC would have to face due to non-compliance on the part of the contractor shall be recovered from him only.
- d. The Tax Invoice to be raised by the contractor should be in the name of "CMC Vellore Association" below which the name of the department may be specified. It is very much mandatory that the GST number of CMC should be mentioned in the invoice. (GST number of **CMC: 33AAATC1278N1ZN**)
- e. The contractor has to be submitting the Tax Invoice even for obtaining the material and mobilization advance from CMC.
- f. Any increase in taxes imposed by the Govt., during execution will be reimbursed on production of proof of such payment.

2.1.15 The contractor has to obtain entry token /photo pass for their Workers/supervisor from the administration and has to be renewed time to time. After completion of the work, all the tokens /pass should be returned to the security office by the contractor.

2.1.16 VARIATION IN QUANTITIES AND ADDITIONAL ITEMS OF WORK:

- 2.1.17 The items of work and quantities given in the schedule are only approximate.
- 2.1.18 The variations in quantities if any between the quantity required to be carried out and that given in the schedule of quantities shall not entitle the CONTRACTOR to any compensation or shall it be incumbent on the ADMINISTRATION to have these executed by the CONTRACTOR. The ADMINISTRATION has the right to have the excess quantities done by any other agency and the CONTRACTOR shall co-operate fully in the execution of the works in whatever manner decided by the ADMINISTRATION.
- 2.1.19 If any items not included in the schedule becomes necessary, the same shall be treated as additional items and the rate for the same shall be arrived as per the following procedure.
- 2.1.20 Wherever possible the rate shall be derived from the agreement items, in which case no other alternatives will be considered.
- 2.1.21 For additional items of work for which rates cannot be derived from the agreement rates, the CONTRACTOR shall prepare a detailed rate analysis including materials cost, labour cost and 15% of material and labour cost as margins and get the same approved by the Engineer before carrying out the work. The rate analysis shall be generally based on the CPWD method of rate analysis excluding contractor profit and overhead charges.
- 2.1.22 Sometimes according to site condition the work will have to be carried out during night hours, nonworking hours, holidays etc. Due to that no additional payment will be paid for the same.
- 2.1.23 Special caution should be taken to avoid dust enter in to the adjacent rooms. If necessary, the contractor has to cover the adjacent areas and wherever required with plastic sheets at their own cost without any additional payment.
- 2.1.24 The Contractor has to make his own shed for stocking the materials at site. The contractor is fully responsible for the material till taken over by the CMC after installation.
- 2.1.25 The existing doors, windows, Grill, GI/PVC Pipe and any other usable materials will be handed over the disposable store and the receipt for the same to be obtained for auditing purpose. The rate inclusive of transporting and shifting the materials from work site to stores.
- 2.1.26 The material which is to be reused in the project will be kept in the safe custody of the contractor and accounted in running bill as and when they are re-fixed.
- 2.1.27 All items in the tender schedule, quoted rates are inclusive of scaffolding charges and no additional payment will be paid for the same.

2.1.28 The **CONTRACTOR** shall erect at his cost, a suitable distance from the periphery of the building a barricade made of G.I. sheets on approved frame work to a height of 3.60 meters. The **CONTRACTOR** shall also install horizontal safety nets of adequate width and strength at two levels to prevent falling objects from causing injury (or) damage and necessary covering of windows in the lower floors with plastic sheets to prevent dust pollution.

2.1.29 The **CONTRACTOR** shall deploy skilled workers of the station for attending maintenance work during the period of maintenance/guarantee.

2.1.30 Necessary safety precautions should be taken by the Contractor during executing the works and all other related works. Entire Safety of the workers during working at site will be the Scope of Contractor.

3.0 Determination of variation of Rates quoted:

3.1.0 Certain items have been asked to be quoted against a basic cost for the principal component of the item, as given in the bills of quantity.

3.2.0 The basic rate of materials indicated is the cost of materials only, The rates are inclusive of loading , unloading and Transportation charges but exclusive of taxes as per invoices for supply at Vellore which shall be required to be submitted.

3.3.0 In the event that the cost of the items varies from the basic Rate Given, the difference between the invoiced rate and the basic Rate Indicated in the schedule will be directly deducted / added against the rate quoted without giving any margin.

3.4.0 The other areas near the site will be functional at the time of modification works/New Work The **CONTRACTOR** has to ensure that no disturbance occurs to the normal functioning of the premises due to construction activities.

3.5.0 Special caution should be taken to avoid scratches / damages to Newly laid granite / ceramic floor, using plaster of Paris / any other approved equivalent on top of that. No additional payment will be paid for the same.

3.6.0 Work has to be carried out during working /non working hours/Night time and holiday (if necessary).

3.7.0 The scope of work is generally defined but not limited to what is given in the bills of quantities. Works of similar nature within the frame work of this contract shall also have to be executed by the contractor as per quoted rates.

3.8.0 The tenderer should inspect the site and satisfy himself about the quantities and other details any item, one and above these which in the tenderer's opinion should be separately indicated and individual items quoted for in the same manner as in the Schedule.

3.9.0 All rates and prices in the tender covers freight and transport charges to site.

3.10.0 The payment will be made as per the actual work executed and as measured at site. For waste cables payment will not be made.

3.11.0 LIQUIDATED DAMAGES AND COMPENSATION FOR DELAY

- 3.11.1 If the **CONTRACTOR** fails either to maintain the stipulated time of completion or fails to maintain the stipulated rate of progress he will be liable to pay liquidated damages as per relevant clauses. It shall be clearly understood that failure to meet the interim completion periods shall also attract liquidated damages.
- 3.11.2 The **CONTRACTOR** shall be liable for any loss / damage caused to any person / property and the **ADMINISTRATION** shall have the power to pay or defend / compromise any claim thereof and charge to the **CONTRACTOR** any such amount paid and / or expenses incurred. The **CONTRACTOR** shall not ask any question into such action taken.
- 3.11.3 **CONTRACTOR** suffers delay, in the due execution of the contractual obligations due to delays caused by force majeure as defined above, the agreed time of completion of the work covered by this **CONTRACT** or the obligations of the **CONTRACTOR** shall be extended by a period of force majeure, provided that on the occurrence of any such contingency, the **CONTRACTOR** immediately within 15 days reports to the **ADMINISTRATION** in writing, the cause of delay with requisite documentary evidence.
- 3.11.4 In Case the **CONTRACTOR** fails to complete the works in the stipulated time, he shall be liable to pay to the **ADMINISTRATION** as compensation not in the form of penalty but as liquidated damages an amount equal to **Rs. 10,000.00 per week and subject to a maximum of Rs. 80,000.00/-** If the overall delay is more than 8 weeks, the **CONTRACT** is liable to be terminated as per the relevant clause.
- 3.11.5 In case the **CONTRACTOR** completes the works satisfactorily ahead of the stipulated time, the **ADMINISTRATION** shall pay to the contractor as bonus an amount equal to **Rs. 10,000.00/- per week and subject to a maximum of Rs.40,000.00/-**.
- 3.11.6 The **ADMINISTRATION** reserves to right to determine when the penalty/bonus clause should be enforced and the parties agree that the said amount will be payable on demand without there being any proof of the actual loss or damages caused by such delay / breach.

3.12.0 SETTLEMENT OF FINAL BILLS

- 3.12.1 The **CONTRACTOR** within a period of **two months on COMPLETION** and handing over of the **WORK**, shall prepare and submit the final bill to the **ENGINEER**. On the **ENGINEER'S CERTIFICATE** of **COMPLETION**, based on final measurements recorded, final payment due with reference to the finally measured quantities and the schedule of rates / accepted rates in the case of items not included in the schedule of rates, after making adjustments as may be necessary shall be made to the **CONTRACTOR**. This final payment shall be made only when the **CONTRACTOR** has a recorded '**No Claims**' Certificate on the final bill or has delivered a separate communication certifying "No claims". If the **CONTRACTOR** has made any claim(s) which he proposes to pursue and seek a decision thereon, he shall deliver to the **ENGINEER** at the time of submission of the final bill, a complete list of the claims made by him and certify that he has no other claims against the **ADMINISTRATION** except what has been listed.
- 3.12.2 After issue of the **COMPLETION CERTIFICATE** and at the time of payment of the final bill, the amount of Security Deposit may be refunded, less any amount of any claims(s) by the **ADMINISTRATION** against the **CONTRACTOR**, retaining an amount equal to two and a half percent of the gross amount as per the "final bill" to ensure due compliance with the stipulation for **PERIOD OF MAINTENANCE** as per the **CONTRACT**.

- 3.12.3 On the expiration of the **PERIOD OF MAINTENANCE** specified in the **CONTRACT**, the **ENGINEER** may arrange for refund of the **RETENTION MONEY** after adjusting any expenditure incurred by the **ADMINISTRATION** for any maintenance work which after being pointed out by the **ENGINEER** was not attended to by the **CONTRACTOR**.
- 3.12.4 **Period of completion** – work has to be completed within **3 Months** from the date of Handing over of site.
- 3.12.5 If any damage occurs, the cost incurred towards rectification/replacement should be borne by the Contractor

GENERAL SUPERINTENDENT

CONTRACTOR

ANNEXURE-III(A)

4.0 PRE-QUALIFICATION/ ELIGIBLE CRITERIA: -

- 4.1.1 Only those Contractor's Capable of handling similar type of project should apply and submit their Company Profile, description of similar assignments, technical capabilities, Staff profile, financial soundness and any other information if required that certifies their qualification to perform the above project.
- 4.1.2 In Case a Tenderer is already executing an ongoing process in CMC which is not complete, CMC reserves the right to reject this Tenderer's quote, even if it is lowest, if the tender is for a project which has strict time lines and if the tender Committee decides that a Tenderer executing two projects simultaneously may result in a delay of either of the projects.
- 4.1.3 Pre-qualification is open to all Civil and Structural Contractors performing similar types of works.
- 4.1.4 The firm should be registered under relevant statutory provisions and should be an Established organization.
- 4.1.5 The contractors should have experience in carrying out Civil and Structural Steel Works and only those Tenderer who has the capability for handling similar type of work should apply.
- 4.1.6 The Tender bids will be considered incomplete if not accompanied by Pre-qualification documents.asper Annexure-III A
- 4.1.7 The tenderer should have adequate infrastructure facilities.necessary for executing the Projects.
- 4.1.8 Only those tenderers with an average annual turnover of Rs. 70 lakhs & above for a minimum period of 3 (three) years shall be eligible to participate in the tender. Audited balance sheet and P&L account for the past five preceding financial years shall be furnished.
- 4.1.9 The list of clients, present and past should be enclosed. Contact person(s) and Phone No. of the client shall be enclosed
- 4.1.10 CMC reserves the right to reject any or all the bids at any time without assigning any reasons, whatsoever. The opinion / decision of CMC regarding the acceptance or rejection of the bid shall be final and conclusive.

ANEXURE III B

PRE-QUALIFICATION DOCUMENT

S.No	Description	Details
1	Name of the Firm	
2	Staff Details	
3	List of Project Completed with Value in Past 3 Years	
4	List of Ongoing Project Value of the Project	
5	Financial Turnover last 3 years	

I hereby declare that the information provided is true and correct.

4.0 Approved make of materials

1	Water proofing compound	Impermo/ appd. Equl
2	Ceramic/Vitrified tiles 600x600mm floor	Nitco/Somany/Kajaria / approved equivalent
3	Ceramic/Vitrified tiles 300x300mm floor	Nitco/Somany/Kajaria / approved equivalent
4	Ceramic tiles 300x300/450/600mm wall tile	Nitco/Somany/Kajaria / approved equivalent
5	Glass	Saintgobain(or) Approved equivalent
6	PVC pipe for internal drainage lines	Supreme / Finolex
7	PVC pipe for external drainage lines	Supreme / Finolex
8	PVC pipe SWR type B waste / Sewage water line	Supreme / Finolex
9	PVC pipe SWR type A rain water	Supreme / Finolex
10	PVC pipe fittings	Supreme/ approved equivalent
11	PVC Nahini trap	Supreme/ Finolex
12	PVC Multi floor trap	Supreme/ Finolex
13	G.I pipe (water line) 'B' class	APL APOLLO/ approved equl
14	G.I pipe fittings	'UNIK' brand
15	CP angle cock with CP wall Flange for WHB & Flush out tank	Plumber Catalog No.EC-507
16	CP bottle trap with CP wall Flange	Plumber Catalog No.UN-1730
17	CP two way bib cock with health faucet with CP wall Flange	Plumber Catalog No.EC-209 &IT-1904
18	CP short /long body tap with CP wall Flange	Plumber Catalog No.EC-202 &bEC-203
19	CP Long body	Plumber Catalog No.EC-202 &bEC-203
20	WHB 550x400mm white in colour	Parry ware / hind ware
21	Porcelain Sink	Parry ware / hind ware
22	Gate Valve heavy duty	Elco/appd. Equl
23	Butterfly Valve	Zolota / appd equivalent
24	Tile joint grout	Balendura/appd Equl
25	Mirror – Plastic frame with hard board	Philco make/appd. Equl
26	C P towel rod	Plumber/appd equivalent
27	MDF Board	Duratuff/appd equivalent
28	Plywood board	Kitply/century//appd equivalent
29	Furniture Fittings	Ozone/appd.equivalent
30	Plumbing fitting	Plumber (or) Approved equivalent
31	Aluminium Section	Jindal / approved equivalent
32	False Ceiling	Daiken
33	MS pipe ,Vertical Section medium class	APL – Apollo/JSW
34	M S. Angle, flat, plate, Box section	APL – Apollo/JSW

	The following are the accepted make of 1st quality Materials to be used on painting works.	
35	Enamel, Distemper & Emulsion paint	Asian /Jotun/ Nippon
36	Wall primer oil, water based	Asian /Jotun/ Nippon
37	Wood primer	Asian /Jotun/ Nippon
38	White cement	Birla / JK
39	Metal primer (Zinc chromate)	Asian /Jotun/ Shalimar
40	Wall care putty	Birla/JK/Ramco
41	Wood polish	Sheenlac/appd equivalent

5.0 DECLARATION FORM

1.I _____ aged _____ having address

_____ have gone through and understood BOQ specifications, drawings and terms & Conditions in the tender quotation dated _____. Based on that only, I have quoted my rates.

2.I have visited the site and location of all other criteria of the site before participating in the Tender.

3.I assure to inform that, I will execute the work within my Quoted rates after negotiation till the end of Contract Period.

4.I agree to execute the work within the time schedule specified in the Tender schedule.

5.During execution I will not request for revision in rates ,difference in cost pertaining to the item and the same will be executed within my quoted rate using with equivalent approved material after necessary approval obtaining from CMC.

6.In case of non availability of approved make during the contract period due to any reason alternate material will be used after obtaining approved from CMC administration and will be treated as additional item.

CONTRACTOR