

INVITATION FOR QUOTATION

Date: 29.10.2024

You are invited to submit your most competitive quotation for the following works: -

Work No.	NAME OF THE WORK	EVC (Rs. In Lakhs approx. with Tax)
1	Renovation of Kasturba Gandhi Balikala Vidyalayam – Nyalkal Village, Zaheerabad Mandal, Sangareddy District, Telangana.	28.30

To assist you in the preparation of your quotation, we are enclosing the following:

- a) Layout Drawings of the works.
- b) Detailed Bill of Quantities.
- c) Instructions to Bidders.
- d) Draft Contract Agreement format which will be used for finalizing the agreement for this Contract.

You are requested to provide your offer latest by 05-11-2024 before 5:00 PM.

Quotations will be opened in the presence of Bidders or their representatives who choose to attend on **07-11-2024** at 11:00 AM in the office of **BAIF INSTITUTE FOR SUSTAINABLE LIVELIHOODS AND DEVELOPMENT, 17-1-382/SN/52, Srinivasa Nagar Colony, Near Sports Club, Champapet, Hyderabad 500059**. We look forward to receiving your quotations and thank you for your interest in this project.

For BAIF INSTITUTE FOR SUSTAINABLE LIVELIHOODS AND DEVELOPMENT.



Sri. B. Shivarudrappa
Regional Director

Instructions to Bidders

1. Scope of Works

**BAIF INSTITUTE FOR SUSTAINABLE LIVELIHOODS AND DEVELOPMENT,
Telangana (EMPLOYER)**

invites quotations for the works as detailed in the table given below.

Work No.	NAME OF THE WORK	EVC (Rs. In Lakhs approx. with Tax)
1	Renovation of Kasturba Gandhi Balikala Vidyalayam –Nyalkal Village, Zaheerabad Mandal, Sangareddy District, Telangana.	28.30

The successful bidder will be expected to complete the works by the intended completion period specified above.

2. Qualification of the bidder:

- a) Financial turnover not less than Rs.40 Lakh OR
- b) Satisfactorily completed as prime contractor (or as a sub-contractor duly certified by the employer/main contractor) at least one similar work of value not less than Rs.30 Lakh OR satisfactorily completed as prime contractor (or as a sub-contractor duly certified by the employer/main contractor) at least two similar works of value not less than Rs.15 Lakh.
- c) The following work will be considered as similar- Civil, structural works for RCC Frame Structures and Industrial Sheds. The bidders should produce latest valid GST & Income tax clearance certificate and contractor license valid as on date.

3. Bid Price

- a) The contract shall be for the whole works as described in the Bill of quantities, drawings and technical specifications. Corrections, if any, shall be made by crossing out, initialing, dating and re writing.
- b) All duties, taxes, and other levies payable by the contractor under the contract shall be included in the total price.
- c) The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
- d) The rates should be quoted in Indian Rupees only.

4. Submission of Quotations

- a) The bidder is advised to visit the site of works at his own expense and obtain all information that may be necessary for preparing the quotation.
- b) Each bidder shall submit only one quotation.
- c) The quotation submitted by the bidder shall comprise the following: -
 1. Quotation in the format given in Annexure I
 2. Signed Bill of Quantities as per Annexure II
 3. Audited financial statement and work completion report from the concerned

- Authorities as proof for items mentioned in clause 2(a) & 2(b) and
4. GST & Income tax clearance certificate and contractor license valid as on date

d) Quotations must be received in the office of **BAIF INSTITUTE FOR SUSTAINABLE LIVELIHOODS AND DEVELOPMENT, 17-1-382/SN/52, Srinivasa Nagar Colony, Near Sports Club, Champapet, Hyderabad 500059**, not later than the time and date given in the letter of invitation. If the specified date is declared a holiday, quotations shall be received up to the appointed time on the next working day.

e) Any quotation received by **BAIF INSTITUTE FOR SUSTAINABLE LIVELIHOODS AND DEVELOPMENT – 17-1-382/SN/52, Srinivasa Nagar Colony, Near Sports Club, Champapet, Hyderabad 500059**, after the deadline for submission of quotations will be rejected and returned unopened to the bidder.

5. Validity of Quotation

Quotation shall remain valid for a period not less than 15 days after the deadline date specified for submission.

6. Opening of Quotations

Quotations will be opened in the presence of bidders or their representatives who choose to attend on the date and time and at the place specified in the letter of invitation.

7. Information relating to evaluation of quotations and recommendations for the award of contract shall not be disclosed to bidders or any other persons not officially concerned with the process until the award to the successful bidder is announced.

8. Evaluation of Quotations

The Employer will evaluate and compare the quotations determined to be substantially responsive i.e. which

- a) Meet the qualification criteria specified in clause 2 above.
- b) Are properly signed; and
- c) Conform to the terms and conditions, specifications, and drawings without material deviations.

9. Award of contract

The Employer will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered among the lowest three evaluated quotation prices, who meets the specified qualification criteria and who agrees comprehensively to all the terms and conditions mentioned in this document and agrees to enter into an agreement as given below. NGST will reserve the rights for the finalization of bidders amongst the lowest three bidders.

- a. The party whose quotation is accepted will be notified of the award of the contract by the Employer prior to the expiry of the validity period of the quotation. The terms of the accepted offer shall be incorporated in the purchase order.
- b. The contract may be given to more than one bidder/s as found suitable if they agree to provide the material at the least price offered.
- c. The contract shall at any point of time be terminated if the quality of material delivered, the scope of work and specifications are not found to be satisfactory. The payment for work done till date shall be released in favour of the bidder, only after satisfactory inspection by NGST.
- d. Arrangement of water and electric power and any other machine and equipment (as cranes, excavators, etc.) necessarily required for installation, transportation and

handling, etc. will be within the scope of the bidder. Bidders are requested to provide all such costs.

- e. The bidder shall submit a work completion report mentioning the amount of work done.

10. Notwithstanding the above, the Employer reserves the right to accept or reject any quotation and to cancel the bidding process and reject all quotations any time prior to the award of contract.

11. The bidder whose bid is accepted will be notified of the award of contract by the Employer prior to expiry of the validity period of the quotation.

12. Bid security of unsuccessful bidders will be refunded prior to expiry of the validity period of the quotation.

13. Performance Security

Upon completion of the work by the successful bidder, **BAIF INSTITUTE FOR SUSTAINABLE LIVELIHOODS AND DEVELOPMENT, 17-1-382/SN/52, Srinivasa Nagar Colony, Near Sports Club, Champapet, Hyderabad 500059**, shall hold the performance security of 2% of the total cost of work or contract price from the payment to be processed **as per the shared Invoices from the contractor**. The Performance Security shall be valid till the expiry of the period of maintenance of the work, specified in clause 14.

14. Period of Maintenance:

The "Period of Maintenance" for the work is **Twelve months** from the date of taking over possession or one full monsoon season whichever occurs later. During the period of maintenance, the contractor will be responsible for rectifying any defects in construction free of cost to the Employer.

15. Purchase of all construction materials including cement and steel as per the specifications (ISI certification marked goods wherever available) shall be the responsibility of the contractor.

QUOTATION

Annexure I

To:

**BAIF INSTITUTE FOR SUSTAINABLE LIVELIHOODS AND DEVELOPMENT,
17-1-382/SN/52, Srinivasa Nagar Colony, Near Sports Club, Champapet, Hyderabad
500059**

Subject: **Quotation for** Renovation of Kasturba Gandhi Balikala Vidyalayam – Nyalkal Village, Zaheerabad Mandal, Sangareddy District, Telangana.

Reference: Request for quotation dated _____ from BAIF Institute for Sustainable Livelihood and Development – 17-1-382/SN/52, Srinivasa Nagar Colony, Champapet, Hyderabad 500059

Sir,

We offer to execute the Works described in your letter referred to above in accordance with the Conditions of Contract enclosed therewith for a total Contract Price of Rs. _____ (as per details of work specifications given in Annexure II attached herewith)

[in figures]

Rs. _____ [in words] including taxes.

This quotation and your written acceptance of it shall constitute a binding contract between us We understand that you are not bound to accept the lowest or any quotation you receive.

We hereby certify that we have taken steps to ensure that no person acting for us or on or behalf will engage in bribery.

We hereby confirm that this quotation is valid for 45 days as required in Clause 5 of the Instructions to Bidders.

Yours faithfully

Date: _____

Authorized Signature :

Name & Title of Signatory : _____

Name of Bidder : _____

Address : _____

**LETTER OF ACCEPTANCE (LETTER HEAD OF THE EMPLOYER) CUM-NOTICE
TO PROCEED WITH THE WORK**

To:

Date:

Name and Address of the Contractor

Dear Sirs,

This is to notify you that your Quotation dated _____ for execution of the _____ for the contract price of Rupees _____ [Amount in words and figures], is hereby accepted by us.

You are hereby informed that performance security for an amount of Rs. _____ (equivalent to 2% of the contract price) shall be kept on hold based upon receiving the final Invoice. The Performance Security shall be valid till the expiry of the period of maintenance i.e. first monsoon or the 12 months whichever is earlier.

You are also requested to sign the agreement form and proceed with the work not later than _____ under the instructions of the Engineer, _____ and ensure its completion within the contract period.

With the issuance of this acceptance letter, contract for the above said work stands concluded.

Yours faithfully

Authorized Signature
Name and title of Signatory

Work – 1: Repair & Renovation of the existing school building “Kasturba Gandhi Balika Vidyalaya” – Nyalkal Village

Project Name		Ekakrit Vikas: Integrated Water Resource and Education Development			
Structure		PUP School			
Village		Nyalkal			
Panchayat		Nyalkal			
BOQ Number		Infra- 01			
File Name		Detailed estimate			
Estimated Rates Reference		Mahindra and Mahindra ARC and Local rates			
S. No.	Description	UoM	Quantity	Rate	Amount
1	Providing & applying acrylic emulsion paint "APEX" of Asian Paints or approved equivalent as per manufacturer's instructions in approved shade & colour in 2 coats after one coat of primer as per manufacturer's instructions on external surface of walls including preparation of surface, scaffolding etc., complete	SQM	3365		
2	EXTERIOR PAINTING: Providing and Applying of 1 coat of Primer and 2 coats of Special type weather proof Exterior Emulsion including Surface preparation and Filling the Cracks with cement-based putty of approved make and shade including all required accessories, scaffoldings, transportation, labour, cleaning, etc. complete as directed by Engineer-In-charge	SQM	3810		
3	Painting the Name of the school on a board with the name of artist	LPSM	2		

4	Providing & applying external sand-faced cement plaster to sub-structure concrete surfaces, brick work, curved surfaces arches in its true line & level, plumb, right angles etc. for all leads and lifts, 20mm thick applied in two coats. First coat in cement mortar 8mm thick sand-faced curing, cleaning & excluding scaffolding & staging etc. complete as per instructions by Engineer-In-charge.	SQM	49		
5	Breaking the floor Kota stone as well as tiles with the help of mechanical machine of cutting and hacking the tiles	SQM	80		
6	Providing & fixing Kota ladi 25 to 35 MM thick complete with machine cut, machine polished including floor beading & filling joints etc. complete Quote basic Price. 60/ sq.ft.	SQM	80		
7	Providing & fixing ISI marked flush door shutters conforming to ISI:2202 (Part 1) non-decorative type, core of block board construction with frame of 1st class hard wood and well matched commercial 3 ply veneering with vertical grains or cross bands and face veneers on both faces of shutters 35mm thick including ISI marked stainless steel butt hinges with necessary screws.	SQM	42		
8	Providing and fixing ISI marked wpc door shutters with frame of 1st class material of shutters 35mm thick including ISI marked stainless steel butt hinges with necessary screws	SQF	756		
9	Supply and fixing hardware for doors	NO.	15		
10	Supply and fixing of ceiling rose make: Maru	NO.	220		
11	Supply and fixing of Holders	NO.	100		

12	Supply and fixing of round sheet	NO.	202		
13	Supply and fixing 2 pole MCB make: Maru	NO.	8		
14	Supply and fixing single pole mcb make: Maru	NO.	16		
15	Supply and fixing 5 pin socket make: Maru	NO.	22		
16	Supply and fixing of electrical tape	NO.	50		
17	Supply and fixing indicator make: Maru	NO.	25		
18	Supply and fixing 18 model ms box make: Maru	NO.	10		
19	Supply and fixing 18 model mcb make: Maru	NO.	18		
20	Supply and fixing 18 model cover plate make: Maru	NO.	10		
21	Supply and fixing of switches make: Maru	NO.	144		
22	Supply and fixing of bulbs make: Crompton	NO.	102		
23	Supply and fixing 18 model mcb box make: ESSVE	NO.	4		
24	Supply and fixing of 1' pvc electrical pipes Make: Sudhakar	RMT	170		
25	Supply and fixing of wiring which required for the tube lights, bulb, fans and other extensions. Make: Finolex Fold	RMT	1200		

26	Supply and fixing of casing strip	RMT	180		
27	Supply and fixing of electrical ceiling fan make: Crompton	NO.	28		
28	Supply and fixing of tube light Make: Gold Medal 20W	NO.	80		
29	Supply and fixing of 1'inch cpvc pipeline including bends, coupling, brass elbows, T, which required Make: Sudhakar	RMT	250		
30	Supply and fixing of 3/4 pipeline including bends, coupling elbows, T, brass elbows, plane elbows which required Make: Sudhakar	RMT	290		
31	Supply and fixing of 4' pipeline including bends, coupling elbows, T, brass elbows, plane elbows which required Make: Sudhakar	RMT	170		
32	Supply and fixing of ball wall which act as the stopper Make: Sudhakar	NO.	18		
33	Supply and fixing washbasin with all accessories Make: CERA Washbasin	NO.	4		
34	Supply and fixing of pvc taps Make: LEO or POLO	NO.	98		
35	Demolishing/breaking carefully existing brick masonry	CBM	4		
36	Supply and fixing of western commode including all the accessories which required make: CERA	NO.	2		
37	Supply and fixing floor jali 4 inch	NO.	42		
38	Supply and fixing bore motor 1.5 HP Motor make: CRI	NO.	1		
39	RO Water plant	LPSM	1		
40	Total Cost				
41	GST @18%				
42	Total Estimation including GST				