



# राष्ट्रीय मत्स्य आनुवंशिक संसाधन ब्यूरो

कैनाल रिंग रोड, तेलीबाग, पो.आ. दिलकुशा, लखनऊ - 226 002, उ०प्र०  
**NATIONAL BUREAU OF FISH GENETIC RESOURCES**  
Canal Ring Road, P.O. Dilkusha, Lucknow-226 002, U.P., India



Ref: 6-10/2011-2012/Repairing B partition Works/

Dated: 03.02.2012

To : M/s .....  
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**Subject: Quotation for undertaking the work of repairing work of Lab ,A/B wing at NBFGR - regarding**

Sir,

Please quote your lowest rates for undertaking the work of repairing work of Lab, A/B wing at NBFGR Campus .The quotation should be submitted in sealed cover super scribed with the name of the work and closing date written on the envelope. The quotations should be dropped in the Tender/Quotation box kept in the Room No A 210 of the Administrative Block on or before the **closing date – (17.02.2012)**. In case these are sent by post these should be sent by Regd. Post/ Speed Post addressed to Head of Office, National Bureau of Fish Genetic Resources, Lucknow- 226 002. You are to ensure that the quotation is posted well in advance so as to reach before the closing date indicated above.

## **Other Provisions-**

- 1. Duration of rendering the work will be within 30days from date of issue of award letter/ acceptance of contract.**
- 2. All rates quoted should be net in inclusive all taxes/duties etc and written both in figures and words.**
- No trade tax/ sales tax or any other form will be issued by the department. The contractors quoted rates shall include all taxes, Octroi, excise duty etc. as applicable and issued by State Govt./ Central Govt.
- You shall also work out the amount for each item of work and write in both figures and words.
- Before quoting you are requested to inspect the site to fully acquaint yourself about the conditions with regard to accessibility of site, nature and extent of ground, working condition of site and locality including stocking of materials, installations of tools and plants (T&P) etc, conditions affecting accommodations and movement of labourer etc. required for the satisfactory execution of the work contracted. No claim whatsoever on such account shall be entertained by the Director NBFGR in any circumstances.
- Quotation submitted should strictly comply with the following requirement:-  
(a) Quotation should be signed in ink and duly stamped.

(b) Correction if any, in the entire documents should not be done by applying whitener (white correcting fluid) but by clear cutting and which must bear the initial of the signatory to the quotation.

(c) If the quotation is submitted on behalf of the firm of partners of a limited concern it must be signed either by all partners or some person holding a valid power of attorney from the partners constituting the firm. The person signing the quotation on behalf of partner or on behalf of firm, shall attach with the quotation power of attorney or partnership deed or memorandum of article as the case may be and bound such other person or the firm as the case may be in all matters pertaining to the contract including the arbitration clause. Even in case of firm which have already granted power of attorney to an individual authorizing him to sign Tender/Quotation and contract documents on behalf of the firm and in pursuance which Tender/Quotations are being signed by such power as a routine a fresh power of attorney duly executed in his favour by all the partners of the firm stating specifically that person have authority of binding such partners as the case may be, including condition relating to arbitration clause should be submitted with the Tender/Quotation, unless such authority already been given to the person(s) concerned by the firm.

© The registration details of the firm as under may also be furnished failing the quotation is liable to be cancelled:-

- PAN No.
- TIN No.

7. Attention is also invited that conditional Tender/Quotations are liable to be rejected. As such attachment of own conditions is not congenial in case of competitive Tender/Quotations. It is therefore informed that your quote/Tender/Quotation should be based solely on the conditions of the contract and other parts of the documents issued by Director, NBFGR. Any quotation/Tender/Quotation which does not fulfill these essential requirements shall be considered "NON BONAFIDE" and will not be considered for acceptance.
8. An Earnest Money amounting to ₹3300.00/- (Rs. three thousand three hundred only) for others & it is exempted for the empanelled firm of NBFGR, in form of demand draft in favor of **ICAR Unit, National Bureau of Fish Genetic Resources, Lucknow** is to be enclosed with the Tender/Quotation. If the quotation/Tender/Quotation is not accompanied by valid Earnest Money (where required) in the prescribed form, the Tender/Quotation shall be treated as NON BONAFIDE and shall not be considered.
9. The security deposit of 10% of estimated value by means of a demand draft in favour of **ICAR Unit, National Bureau of Fish Genetic Resources, Lucknow** will have to be deposited by the selected contractor before commencement of work. The security money will be forfeited in case of default in fulfilling any of the conditions at the discretion of the Director, National Bureau of Fish Genetic Resources, Lucknow.

10. The security money will be refunded after six (06) months of completion of the contract without any interest.
11. Tender/Quotation submitted shall remain valid for 30 days from the date of opening for purpose of acceptance and award of work, validity beyond 30 days from the date of opening shall be by mutual consent.
12. Payments: One payment according to the measurement & satisfactory completion of the work.. Any running payment shall not be admissible.
  - Minimum value of work for the intermediate certificate:
  - Compensation: In case of failure to provide services efficiently as per contract, the contractor shall pay/ authorize the Director NBFGR to deduct the sum equivalent to the actual expenditure incurred/ should have incurred on job not done or not properly done, plus 10% as liquidated damages, from any payment due to the contract.
13. TDS and statutory taxes will be deducted as applicable.
- 14. In addition to the above you are requested to return the Annexure A containing the General Conditions and Special Conditions duly accepted along with the Annexure B- Financial Quote.**
15. Director, NBFGR reserves the right to relax any conditions of the Tender/ Quotation OR accepts OR reject any OR all the Tender/Quotations without assigning any reason.
16. As also Director NBFGR reserves the right of accepting the whole or any part of the Tender/Quotation and you shall be bound of perform the same at the rates quoted.

Yours faithfully,

**Sunil Kumar**  
**(Administrative Officer)**

# National Bureau of Fish Genetic Resources

Canal Ring Road, Telibagh, P.O.Dilkusha  
Lucknow 226002

## Annexure A

**(To be returned duly accepted and signed)**

### **GENERAL CONDITIONS**

1. The services envisaged under the present contract shall be rendered by the contractor under the continuous monitoring and supervision of one or more specifically designated officials of National Bureau of Fish Genetic Resources, Lucknow.
2. The decision of the Director, National Bureau of Fish Genetic Resources, Lucknow on the workmanship shall be final and binding in the contractor.
3. The Director, National Bureau of Fish Genetic Resources, Lucknow reserves to himself the right of altering the schedule of work and of adding to or omitting any items of work or having portions of the same carried out departmentally or otherwise and such alterations or variations shall not vitiate this contract.
4. Efficiency is the essence of this contract. The contractor undertakes to provide the services set out above efficiently and maintain the standard of workmanship required from him under the contract. In case of failure to provide such services the contractor shall pay/ authorizes the Director NBFGR to deduct the sum equivalent to the actual expenditure which should have uncured on job not-done or not properly done plus 10% as liquidated damages, from any payment due to the contractor.
5. The contractor shall be wholly responsible for any loss damages to the properties belonging to National Bureau of Fish Genetic Resources, Lucknow caused by the contractor or by his employees and will pay to the Director, NBFGR or allow the amount of loss sustained by the Director, NBFGR to be deducted from any sum found due to the contractor.
6. No other costs, charges, wages dues and compensation whatsoever to staff, employees or other persons engaged by the contractor shall be payable by National Bureau of Fish Genetic Resources, Lucknow or shall be claimed by the contractor from National Bureau of Fish Genetic Resources Lucknow for the services required to be rendered by the contractor over and above the said contractual payment.
7. The contractor will present the bill which will be verified and certified for the payment by the officer(s) nominated by Director as in clause no. 1 of general condition and payment of the bill shall be made within 15 days of the receipt of completed bills.
8. In case of delay in attributable to the contracting firm/contractor a penalty of 0.25% per week or part thereof shall be leviable.

Signature of contractor with Seal & Date

## **SPECIAL CONDITION**

1. All the materials used for the work shall be of approved quality and as per CPWD specifications and National Bureau of Fish Genetic Resources. Lucknow reserves the right to check the materials brought for the work at any time and reject them if not found suitable.
2. The staff employed by the contractor for rendering the services as contracted will be the employees of the contractor and will be of his pay rolls and they shall receive instructions from the contractor for their duties to be carried out by them and for effective discharge of the aforesaid duties National Bureau of Fish Genetic Resources. Lucknow will in no way be responsible for these labourers deployed by the contractor.
3. The contractor shall comply with the provisions of all labour laws including employees State Insurance Act, Workmen's Compensation Act, payment of Minimum Wages Act, 1948. Employees P.F. Act, and timely payment of all their dues in respect of the employees engaged by him for rendering the aforesaid services and shall keep National Bureau of Fish Genetic Resources. Lucknow absolved from all acts and omissions, faults breaches and/ or claims, demands, loss, injury and expenses, to which National Bureau of Fish Genetic Resources. Lucknow may be put of or involved as a result of contractor's failure to fulfill any of the above obligations and National Bureau of Fish Genetic Resources. Lucknow shall be entitled to recover any such losses or expenses which it may have to suffer on account of such claims, demands, loss or injury, from the contractor's monthly bill or from security deposit or from any money due to contractor without prejudice to its any other rights under the law.
4. The Security Money deposited by the contractor may be forfeited in the event of contractor's failure to fulfill any of the obligations under the agreement and unless so forfeited it shall be refunded to contractor on the expiration of 3 months of completion of the work or earlier determination of agreement. The Security Money shall not carry any interest whatsoever. All Statuary deductions as applicable shall be deducted at source from the contractor's bill.
5. That except as provided above, all disputes and questions arising out of this agreement whether during the currency of contract of thereafter shall be referred to the Sole Arbitration of Secretary ICAR or any other person appointed by him and the decision of the Arbitrator shall be final, conclusive and binding of the parties to this contract.
6. **WORK CAN BE INCREASED OR DECREASED TO ANY EXTENT**

General conditions and special conditions accepted

- Signature
- Name of the firm
- Date
- Seal

## **Other conditions:**

1. The work required to be completed under said Tender/Quotation is all as described above and all as specified in particular specification.
2. The quantities as shown in column No 5 are approximate and are inserted for guidance only.
3. The Tenderers are required to fill their rates in column No. 6 in words and figures and extend the amount in column No. 7.
4. Total in Column no 7 is not firm but will be treated as contract sum.
5. Measurements of work done shall be as per items and units as in the form B.
6. Unless otherwise specified rates quoted by the contractor shall include for all incidental and additional labour and materials to cover all the works enumerated and described under the heading 'Item of work.' It is an express condition of this Tender/Quotation that the rates quoted by the contractor in the Tender/Quotation for various items of work shall be deemed to include for full, entire and final completion of items of work in accordance with the provisions of the Tender/Quotation. The NBFGR will not entertain any claim whatsoever on account of inaccuracy, misunderstanding if any in the aforesaid rates.
7. Unit rates quoted by the contractor will be deemed to include for minor accessories, which are not specially, mentioned in the document or given in particular specification of the execution of work/services in the workman like manner and sound engineering practice. In case of difference of opinion the decision of Director NBFGR shall be final and binding.
8. The entire work under this contract shall be completed within a period of 15 days from the date of handing over the site.
9. Unless otherwise specified rates per unit for items in this schedule include for material and labour and/or supplying and fixing/laying complete.
10. The rates quoted by the Tenderers shall not be corrected by fluid/whitener; it shall be cut and initialed wherever required.
11. No trade tax/ sales tax or any other form will be issued by the department. The contractors quoted rates shall include all taxes, Octroi, excise duty etc. as applicable and issued by State Govt./ Central Govt.

Signature of contractor with Seal & Date

### Renovation/repairing work of laboratory A/B wing

Sl. No	DSR No. (2007)	Particulars	Unit	Quantity	Rate/unit	Amount (Rs.)
1.	15.57	Dismantling aluminium / Gypsum partitions, doors, windows, fixed glazing and false ceiling including disposal of unserviceable surplus material and stacking of serviceable material with in 50 meters lead as directed by Engineer-in- charge	-sqm	247.80		
2.	6.4 6.4.1 6.4.2	Brick work with bricks of class designation 75 in superstructure above plinth level upto floor V level. with, Cement mortar 1:4 (1 cement : 4 coarse sand) Cement mortar 1:6 (1 cement : 6 coarse sand)	-  CUM	1.00		
3.	6.13 6.13.1	Half brick masonry with brick of class destination 75 in above plinth level upto floor V level with Cement mortar 1:4 (1 cement : 4 coarse sand) ABOVE exiting wall at 7 feet height	Sqm.	96.85		
4.	13.4 13.4.1	12 mm cement plaster finished 1:4 (1 cement : 4 coarse sand)	Sqm.	100.00		
5.	13.2 13.2.7	15 mm cement plaster on the rough side of single or half brick wall of mix: 1:4 (1 cement : 4 coarse sand)	Sqm.	125.00		
6.		Wall Putty of approved brand and manufacture	Sqm.	558.89		
7.	13.60	<b>Wall painting with plastic emulsion paint of approved brand and manufacture to give an even shade.</b> <b>13.60.1 Two or more coats on new work</b>	sqm	1.00		
8.		fabricated aluminum Doors from old dismantled sections and providing and fixing simaraly nova pan board 10mm thick 5mm thick plain glass	sqm	252		
9.		Repairing of aluminium Door including steel hinges ISI door closer	NO	2.0		
10.		TOTAL				

Signature of contractor with Seal & Date