



DIVYASAMPARK IHUB ROORKEE FOR DMATF, Indian Institute of Technology, I.I.T ROORKEE, Haridwar, Uttarakhand.

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GSTIN- 05AAICD1084E1ZZ
PAN-AAICD1084E

Enquiry Letter

Ref. No.: 2021/TIH-IITR/97

10-May-22

Bids (As per our requirements) need to be sent through the mail (purchase.tih@iitr.ac.in) or through the post at DivyaSampark iHUB Roorkee, Old Hobbies Club, IIT Roorkee, Roorkee, Uttarakhand-247667

Details of Items

Sr. No	Name of item / Specifications/Requirement	QTY	UOM
1	RENOVATION WORK AT GNEC-IIT Roorkee, Plot No. 20, Knowledge Park II, BUILDING AT Greater Noida, Uttar Pradesh 201310	Please refer to the scope of work	
(For Detailed Requirements Please refer to the attachment)			
Note-1: Please quote the Rate & Taxes of the item separately.			
Note-2: The time line for the submission of the bid is 16th May and the contract completion time is 15 days from the date we assign the project.			
For Reasonability of Rates, the firm must enclose the last two supply orders for the same item with Bid.			

Instruction to bidders

1. Intending tenderers should have valid registration with Sales tax/Works Contract tax authorities.
2. Tenderers are advised to acquaint themselves fully with the description of work, scope of services, time schedule, and terms and conditions including all the provisions of the tender document before framing up their tender.
3. Tenderers are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their tenders as to nature of work, site conditions, means of access to the site, etc. Non-familiarity with the site conditions will not be considered a reason either for extra claims or for not carrying out the work in strict conformity with the specifications. For site visits and any clarification/information/ assistance, the intending tenderers may contact.....9719970216.
4. The tender complete in all respects shall be submitted along with Earnest Money as stipulated in the Notice / Letter Inviting Tender ONLY. Tenders without Earnest Money Deposit will be outrightly rejected.
5. Valid registration with Sales Tax department for Work Contract Tax/VAT.
6. The entire tender document except the price bid part with each page duly signed by the tenderer.
7. All the photocopies of the documents enclosed with the technical bid in support of technical eligibility criteria should be signed by the tenderer/ authorized person.
8. Tenderer should have experience in interior works i.e. aluminium partition work, wooden work, construction work, sanitary work & electricals work etc. to various organizations.
9. Certificate in support of experience for having undertaken this kind of business along with a list of organizations where the Contractor is currently working/carryout the work covered in the tender.
10. Service providers should furnish PAN, Service provider must have Service Tax Registration, VAT Registration & other statutory requirements if any as applicable.
11. All the communication with respect to the tender shall be addressed to:
12. Total security deposit shall be 5% of the accepted tender cost and shall be deposited/deducted by/from the contractor

Ranvir Singh

13. The contractor shall comply the labor laws in force. No labor below the age of eighteen years shall be employed on the works. The tenderer should make their own arrangement for the assign of all labor trained in the particular field of work preferably local.
14. Time is essence of the contract. In case the CONTRACTOR fails to complete the whole work within the stipulated period, and clear the site, he shall be liable to pay liquidated damages @ 0.5%.
15. PAYMENT TERMS AND CONDITIONS:

No escalation will be paid even in an extended period, if any.

All statutory deductions as applicable like TDS, sales tax/VAT, labor cess etc. shall be made from the due payment of the contractor.

No mobilization advance whatsoever shall be paid for carrying out this work.

Handwritten signature



Scope of Work:

1. Site Supervision and Monitoring
2. Interior Renovation Requirement:

Things to design and work on	
False ceiling + lightening	Training room+ start-up room
Reception area	Needs to design like the given picture of the existing reception
Carpet flooring	Training room+ start-up room + 2 glass door room
Start-up Room	Needs to design 4 cabinets + lockers + glass meeting room
2 glass door room	Needs to design cabinets for 3 people sitting in each

3. Selection of Raw Material for the construction of

- False Ceiling
- Flooring
- Woodwork
- Lighting Fixture
- Wallpapers, Paint Work, Artwork
- Furniture

4. Service in Terms of

- Site supervisor
- Skilled/Unskilled Labor

NOTE: Kindly refer to the PDF attached.

Rawal