



सरदार वल्लभभाई राष्ट्रीय प्रौद्योगिकी संस्थान, सुरत
Sardar Vallabhbhai National Institute of Technology, Surat



ESTATE SECTION

PERCENTAGE RATE TENDER PAPER



ENQUIRY TENDER

Name of work : **Supplying of Manpower through service provider for Grass Cutting and De-weeding in academic zone in SVNIT, Surat.**

Name of Contractor :

Receipt of tender : 30/06/2017 upto 5:00 p.m.

The Director, S. V. National Institute of Technology, Ichchhanath, Surat – 395 007.
☎ 2259571, 2259582-84 (4 LINES)

Name of Work: Supplying of Manpower through service provider for Grass Cutting and De-weeding in academic zone in SVNIT, Surat.

I N D E X

This enquiry tender documents contains 10 pages.

CONTAINS	PAGE NO.
A. Tender Notice	3
B. Form of Tender for Garden Works	4
C. Schedule – B	5
D. Draft Agreement	6 – 9
E. Declaration Form	10

ISSUED TO : M/S _____

**Dean,
Planning & Development**



**SARDAR VALLABHBHAI NATIONAL INSTITUTE OF TECHNOLOGY,
ICHCHHANATH, SURAT- 395 007
Ph. 91- 0261- 2259571, 2259582-84**

A. SHORT TERM ENQUIRY TENDER NOTICE

The Director, Sardar Vallabhbhai National Institute of Technology, Surat invites sealed Enquiry Tender from Contractors registered in various categories engaged in Public Work Department (PWD), Municipal Corporation, Semi Government Organization and Public Sectors for the following :

Sr. No.	Name of Work	Estimated Cost (in Rupees)	Time limit
1	Supplying of Manpower through service provider for Grass Cutting and De-weeding in academic zone in SVNIT, Surat.	1,72,722/-	03 Months

1. The enquiry tender form can be submitted on or before office hours **30/06/2017** in the office of Institute through post or in person. The Institute is not responsible for loss or postal delay of enquiry tender forms. The enquiry tenders may be opened on **03/07/2017** at 3:00 p.m. in Estate Building. The tender copy can be obtained from the Institute web site also <http://www.svnit.ac.in>.
2. All rights are reserved by the Director to reject any enquiry tenders or all without specifying the reasons.

Special Notes:-

All Interested bidders are instructed to note that date of submission of enquiry tender from be extended upto **19/07/2017** during office hours and the received enquiry tenders may be opened on **21/07/2017** at 3:00 p.m. in Estate & Store Section Building.

**Dean,
Planning & Development**

SARDAR VALLABHBHAI NATIONAL INSTITUTE OF TECHNOLOGY,
DEEMED UNIVERSITY
SURAT-395 007.

**B. ENQUIRY TENDER
COPY**

1. Name of the Work : Supplying of Manpower through service provider for Grass Cutting and De-weeding in academic zone in SVNIT, Surat.
2. Estimated Cost : Rs.1,72,722/-
3. Last Date of Receipt of Sealed Tender : 30/06/2017 upto 5:00 p.m. in Administrative Building
4. Date of Opening of the Tender : 03/07/2017 at 3:00 p.m. in the Estate Building.
5. Security Deposit : 10% i.e. Rs.17,300=00 on Tender Amount.
5% of the S.D. i.e. Rs.8,650=00 by cash or Demand Draft only.
Remaining 5% shall be deducted from the Running bills.
6. Time Limit : 03 Months.
7. An agreement shall be executed on Sixty Rupees stamp paper as per prevailing rules and regulations at the cost of the contractor after giving work order for starting the work.
8. PLEASE NOTE THAT THE NEGOTIATION IF NECESSARY FOR THIS TENDER IS ALSO ON THE SAME DAY. HENCE YOU ARE REQUESTED TO BE REMAIN PRESENT ON 03/07/2017 AT 3:00 P.M. IN ESTATE SECTION OF THE INSTITUTE.
9. S.D. shall be paid in "Account Section" on working days between 10.00 a.m. to 3.00 p.m. hours which may please be noted.

Name of the work: Supplying of Manpower through service provider for Grass Cutting and De-weeding in academic zone in SVNIT, Surat.

SCHEDULE- B

Sr. No.	Description	Qty	Wages/manday		Total Amount	
			Rs.	Ps.	Rs.	Ps.
1.	Mandays for Grass Cutting and De-weeding in academic zone	400	380=50		152200=00	
Total Amount Rs...					152200=00	
+ Add 12.36% Service Tax					18812=00	
Total Rs...					171012=00	
Labour Cess 1%...					1710=00	
Total Rs...					172722=00	
Say Total Rs...					172722=00	

I/ We am/ are willing to carry out the work at _____ % above/below percent (should be written in figures and words) of the estimated rates mentioned above. Amount of my/our tender works out as under.

Estimated amount

Put to tender Rs. _____

Deduct _____% below Rs. _____

Net Rs. _____

In words _____

Estimated amount

Put to tender Rs. _____

Add _____% above Rs. _____

Total Rs. _____

In words _____

Note:

1. All work shall be carried out as per Public Works Department Handbook and other specifications of PWD/CPWD/SVNIT or as directed.
2. All the columns is Scheduled be filled in ink and the total of the entries in the last column should be struck by the contractor under his signature.
3. Rates quoted include clearance of site (prior commencement of work and at its close) in all respects and hold good for work under all conditions, site, moisture, weather etc.
4. To be continued on additional sheets, if found necessary.

POSTAL ADDRESS OF CONTRACTOR

SIGNATURE OF CONTRACTOR

DATE:

**SARDAR VALLABHBHAI NATIONAL INSTITUTE
OF TECHNOLOGY, SURAT- 395 007.
PART – C**

D. AGREEMENT OF WORK

I/We hereby undertake to execute for the Sardar Vallabhbhai National Institute of Technology, Surat-7, (Here in after referred to as the Institute) **Supplying of Manpower through service provider for Grass Cutting and De-weeding in academic zone in SVNIT, Surat** specified in the underwritten memorandum within time specified in such Schedule-B (Memorandum showing items of works to be carried out) in accordance in all respects, with specifications designs, and terms and conditions as specified in this tender.

: MEMORANDUM :

1. Name of Work : Supplying of Manpower through service provider for Grass Cutting and De-weeding in academic zone in SVNIT, Surat.
2. Estimated Cost : Rs.1,72,722/-
3. Validity of tender : The tender for work shall remain open for a period of 60 days from the date of opening of the tender for this works and that the tenderer shall not be allowed to withdraws or modify the offer on his own during this period. If any tenderer withdraws or makes any modifications or additions in the terms and conditions of his tender, not acceptable to the Institute , then the Institute shall without prejudice to any right on remedy be at liberty in full the said earnest money be forfeited absolutely.
4. Security Deposit : 10% of the total of the estimated cost, of which 5% i.e. Rs.8,650/- is to be deposited before the commencement of the work and remaining 5% will be deducted from the R.A. bills.
5. Time Limit : 03 Months from the date of issue of the work order.
6. Labour Cess : As per Government rules the Institute has deduct the labour cess 1.0% of tender cost to be recovered from the R.A. Bill/Final Bill.
7. Sales-Tax and any other taxes leviable by the Govt. : As per Govt. rules.
8. The contract shall be terminated without any prior notice in case the work is not found satisfactory by the In-charge/Supervisor.
9. The agency (Contractor) shall deposit Security Deposit @ 5% of the amount put to tender at the time of award of work.

10. Security deposit amount shall be refunded after the completion of One month from the date of final bill.
11. The contractor shall procure at his expenses all permits and licenses and pay all charges and fees for law full execution of the work.
12. The contractor shall ensure the disbursement of wages to the contract labours engaged by him as per the provisions of the payment of wages Act 1936. the payment of wages to the workers employed by the contractor shall pay not less than minimum wages as may be announced by the Government from time to time. The contractor must pay the wages and other dues to workers employed by him on the specified date in the presence of Institute's authorized representative.
13. The contractor shall be responsible for its employees observing all security and safety rules, regulations and instructions as may be issued by the Institute from time to time. In case of Institute suffers any losses etc. of what so ever in nature on account of the contractor's employees not following the above said norms, the contractor shall be liable to made good all such losses as may be determined by the Institute and Institute shall have the right to recover all such losses etc. from the dues payable to the contractor.
14. The work will be executed under the direct supervision of Estate Section. The same will be taken on shift bases and/ or as per instruction of the Prof. In-Charge.
15. The Quantities indicated in the Schedule – B are approximate only and may vary to any extent. The rates/ prices quoted by the contractor shall remain firm, throughout the contract period.
16. The contractor shall ensure disciplined behaviour and good conduct as well as satisfaction through its staff/ workers. If any found violating the norms of discipline and good conduct as well as un satisfaction of work, the contractor shall be liable to take disciplinary action for the same. Also replace the same workers with good one.
17. Right is reserved to reject any or all tender (s) without assigning any reasons thereof.
18. Not with standing that all proper precautions may have been taken by contractor at all the times during progress of the work, the contractor shall be held responsible for all damages whether to the work under execution or to any other property or to likes of persons during the progress of work and the period of maintenance.
19. The acceptance of tenders will rest with competent authority (The Director) who

does not bind himself to accept the lowest one and reserves the right to accept or reject any or all the tenders without giving any reasons thereof.

20. The contractor shall comply with all statutory requirements in force during currency of the contract.
21. All the works are to be carried out using your instruments/equipments, water, labours etc. at your cost.
22. The contractor has to take separate labour licence from central government for the contract of SVNIT within 1 month after commencement of the contract if employees more than 15 labours.
23. Safety of the labours and supervisors is sole responsibility of the contractor. Institute will not entertain any claim(s) regarding accident(s) of any kind during the duty hours and inside the campus. The contractor has to follow general environmental safety and health guidelines issued by the central government of India.

Moreover, no staff employed by the contractor should be 18 years or below old and 58 years or above old.

24. Space for labour camps will **not** be provided by the Institute inside or outside the Institute campus.

I/We, hereby agree to abide by and fulfill all the terms and provisions of the conditions of contract annexed in the tender and mentioned as above including the terms and conditions laid down in the form B-1 & B-2, of the Gujarat State Public Works Department, so far as applicable and in default thereof to forfeit and to pay to the Institute office, the sum of the money mentioned in the said condition from the Security Deposit. In case of any terms, conditions & specifications laid down in the above all document are contradictory, the decision of the Director in this regards shall be final and binding on me/us for which no reasons will be assigned or asked for from the Director.

In case of dispute, the decision of the Director shall be final and will be binding on me/us. This agreement is subject to Surat Jurisdiction only.

Name and Address : _____

Witness by : 1. _____

2. _____

Place : SURAT.

Date :

The above agreement is hereby accepted by me on behalf Sardar Vallabhbhai National Institute of Technology, Surat.

Place : SURAT.

Signature of Contractor

**DIRECTOR
SVNIT, Surat**

E. **DECLARATION FORM**

1. I/We hereby declare that I/We have visited the site and fully acquainted myself / ourselves with the local situation regarding materials, labour and other factors pertaining to the work before submitting this tender.
2. I/We hereby declare that I/We have carefully studied the conditions of contract, specifications and other tender documents of this work and agree to execute the same accordingly.

SIGNATURE OF THE CONTRACTOR:-

ADDRESS :-

DATE :-

PLACE :-

**DIRECTOR
SVNIT, Surat**