

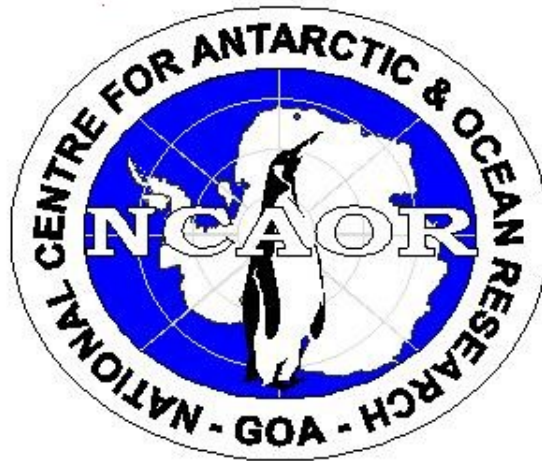
Tender No:-NCAOR/EST/CE/14/12-13

Name of the work: - “Preparation and Installation of Signages” at NCAOR, Goa

National Centre for Antarctic & Ocean Research

(An Autonomous Society under the Ministry of Earth Sciences)

Headland Sada, Vasco-da-Gama, Goa-403804



Tender Document

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NCAOR, Goa**

**National Centre for Antarctic & Ocean Research
Headland, Sada, Vasco-da-Gama, Goa 403 804**

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National Centre for Antarctic & Ocean Research
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Headland Sada, Vasco-da-Gama, Goa-403804

NOTICE INVITING TENDER

Tender No: NCAOR/EST/CE/14/12-13

The Director, NCAOR, Goa invites sealed tenders in one cover system, for the below mentioned work, from contractors of Government/PSU/Reputed Organizations, on turnkey basis who have carried out at least one similar work of Rs. 2.00 lakh or above during last 5 years ending as on 31/12/2012.

Description of work	Tender Cost (Rs.)	EMD (Rs.)
Preparation and Installation of Signages at NCAOR, Goa	500/-	17,500/-

The tender documents & other details may be obtained from the Estate Division, NCAOR on all working days between 10.00hrs to 16.00 hrs on or before 26.02.2013 by a written request along with tender cost by DD drawn on NCAOR, Vasco-da-Gama. Tender form can also be downloaded from NCAOR website www.ncaor.gov.in and submitted along with cost of the tender form by DD drawn on NCAOR, Vasco-da-Gama. Tenders duly completed in all respect should be dropped in the tender box kept in the office of Estate section on or before 27.02.2013, 11.00 hrs. Date of opening of tender is **27.02.2013** at 11.30 hrs in presence of the tenderers, if any.

Director, NCAOR

Tender Terms & Conditions

1. The Director, NCAOR, Goa invites sealed tenders in one cover system, for the below mentioned work, from contractors of Government/PSU/Reputed Organizations, on turnkey basis who have carried out at least one similar work of Rs. 2.00 lakh or above during last 5 years ending as on 31/12/2012.
2. Time period for completion of work is **30** days from the date of work order.
3. Tenders should be obtained from the office of Estate section, NCAOR during the office hours between 10.00 hrs to 16.00 hrs. on or before **26.02.2013**, by a written request , on payment of Rs. **500/-** by DD drawn in favour of NCAOR, payable at Vasco-da-Gama, Goa. Those who are submitting tender after downloading from the website should invariably enclose DD for Rs. **500/-** as cost of tender document, drawn in favour of NCAOR, payable at Vasco-Da-Gama, only. Tenders received without Form Fee will be rejected.
4. Entire tender document (signed and Stamped on all pages) should be submitted in a sealed cover, superscribed with the name of the work, date and time of opening. Tenders will be received upto 11.00 am on **27.02.2013** and will be opened at 11.30 am on the same day. Tenders should be dropped in the tender box kept in the Estate section before the closing date and time indicated. If the tender opening day happens to be a holiday then tenders will be opened on the next working day on the same timings.
5. The Earnest Money Deposit (EMD) of **Rs. 17,500 (Rupees Seventeen thousand five hundred only)** in the form of a demand draft from a scheduled bank, drawn in favour of NCAOR, payable at Vasco-da-Gama only, should accompany the tender documents. Tenders received without EMD will be rejected.
6. NCAOR does not bind to accept the lowest or any tender and reserves the right of accepting the whole or any part of the tender and the tenderer shall be bound to perform the same at the rates quoted.
7. Tender submitted shall remain valid for 90 days from the date of opening for the purpose of acceptance and award of work. The extension of validity beyond 90 days from the date of opening shall be by mutual consent.
8. The tenderer shall quote RATES both in figures and words. He shall also workout the amount for each item of work and write in figures. On checking if there are differences between the rates quoted by the tenderer in words and figures or in the amount worked out by him, the following procedure shall be followed:
 - When there is a difference between the rates in figures and in words, the rates, which correspond to the amounts worked out by the tenderer, shall be taken as correct.
 - When the amount of an item is not worked out by the tenderer or it does not correspond with the rate written either in figure or in words, the rate quoted by the tenderer in words shall be taken as correct.
 - When the rate quoted by the tenderer in figure and in words tallies but the amount is not worked out correctly the rate quoted by the tenderer shall be taken as correct and not the amount.
9. Before submission of tender, tenderer may inspect the site to acquaint himself about the condition in regard to accessibility of site, nature and extent of ground, working condition of site and locality including stacking of materials, installations of tools and plants (T&P) etc., conditions affecting movement of labour etc. required for the satisfactory execution of work contract. No claim whatsoever on such account shall be entertained by NCAOR under any circumstance.

10. The bidder should have valid PAN/TAN number.

11. Tenders with conditional prices / discounts will be rejected.

12. Successful bidder should commence the work within one week from the date of work order. Failure of which the earnest money will be forfeited.

13. Except writing rates and amount, the tenderer should not write any conditions or make any changes, additions, alterations and modifications in the Price Schedule of tender.

14. Defects Liability Period (DLP) : For the entire signages system DLP is **ONE YEAR** from the date of completion of work as certified by NCAOR and for LED lights DLP is FIVE YEARS.

15 (a) Security Deposit (SD): It is 10% amount of the total bill value. EMD of the successful bidder will be converted into SD. The balance SD amount will be deducted from the final bill amount of the contractor. SD will be released only after successful completion of defect liability period.

(b) W.r.t. DLP clause above, 90% amount of the total SD will be released after One Year & balance 10% SD amount will be released after Five Years, if no defects are found during DLP.

16. All authentic warranty/guarantee cards/papers, operation manuals drawings etc of the supplied and installed instruments/ equipments/ fixtures and fittings should be handed over to NCAOR after completion of defect liability period.

17. In case of termination of contract, the security deposit shall be forfeited and amount necessary to make up this amount shall be recovered from the contractor under this contract, or any other contract with the Employer.

18. The Employer does not bind himself to accept the lowest or any tender and reserves himself the right of accepting the whole or any part of the tender and the tenderer shall be bound to perform the same at the rates quoted.

19. The job must be completed within the stipulated time period. Otherwise 2% of the total bill value will be deducted from the final bill for a delay of each week, subject to a maximum of 10% of total work value. If work is not completed within 90 days the contract will be terminated without any liability.

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Standard Terms and Conditions of the Contract

1. INTERPRETATION:

- a. In construing these conditions the Specifications , the Schedule of Quantities, additional Conditions and Agreement, the following words shall have the meanings herein assigned to them except where the subject or context otherwise requires.
- b. This contract shall comprise of the Articles of Agreement, General Conditions of Contract, Additional Conditions, Scope of Work, the Schedule of Quantities , Specifications, drawings , letter of acceptance of tender and other documents mentioned in the contents sheet attached hereto and including those to which only reference is made herein.

WORK OR WORKS: shall mean all work or works defined in schedule of quantities. Specifications and such other work or works as the contractor may be entrusted with for carrying out under this contract.

EMPLOYER: shall mean the Director, NCAOR (National Centre for Antarctic & Ocean Research) or any Officer authorized by the Director for the purpose.

ENGINEER: shall mean the Engineer designated by the Employer to superintend and perform other duties as indicated in the contract.

CONTRACTOR: shall mean the individual or Firm or Company , whether incorporated or not, undertaking the work and shall include the legal personal representative or such individual or the persons composing such Firm or Company or the successors of such Firm or Company and the permitted assignees of such individual or Firm or Firms or Company.

SITE: shall mean the site of the contract works including any buildings and erections thereon and any other land adjoining thereto (inclusive) as aforesaid allotted by the Employer or the Engineer for the contractor's use.

COMPENSATION: shall mean all sums payable by way of compensation under any of the conditions shall be considered as reasonable compensation without reference to the actual loss or damage sustained and whether or not any damage sustained and whether or not any damage shall have sustained.

Words imputing persons include firms and corporations, words imputing the singular only also include the plural and vice versa where the context so required.

The headings are given to the clauses for convenience and they will not limit the meaning or scope of the clauses in any way.

2. CONTRACTOR TO PROVIDE EVERYTHING NECESSARY

- a. The contractor shall provide at his own cost all materials, (except such materials, if any as may in accordance with the contract, be supplied by the Employer). Plants , tools , appliances, implements, ladders, scaffolding, temporary works etc. requisite for the proper execution of the work whether original, altered or substituted and whether included in the specifications or other documents forming part of the contract or which may be necessary for the purpose of satisfying or complying to the requirements of Engineer, as to any manner as to which under these conditions he is entitled to be satisfied together with carriage therefore to and from the work. The contractor shall also supply without charge the requisite number of persons with means and materials necessary for the purpose of setting out works and counting, weighing and assisting in the measurement or examination at any time and from time to time of the work or materials. Failing his so doing, the same may be provided by the Engineer at the expense of the contractor and the expenses may be deducted from any money due to the contractor under the contract and /or from his Security Deposit.

- b. The Contractor should personally supervise each work till completion or may appoint a qualified Supervisor, pre-approved by the Engineer till the completion of work. No separate supervision charges will be paid.
- c. NCAOR shall provide requisite quantity of water, electricity for carrying out the work free of cost, subject to availability in the NCAOR campus.
- d. The Employer on no account shall be responsible for the expenses incurred by the contractor for anything hired, which the contractor needs to complete the ordered work.

3. DUTIES & TAXES :

Rates quoted by the contractor shall include all duties, octroi, toll tax, levies, royalties and all other taxes in respect of this contract. VAT & Service Tax as applicable to be stated specifically in the prescribed columns of the price bid. In absence of any such stipulation, it will be presumed that rates quoted are inclusive of VAT & Service Tax and the Employer shall not entertain any claim whatsoever in this respect.

4. MODE OF PAYMENT

NCAOR will release the payment to the party within 30 days upon submission of bill in duplicate after satisfactory completion of the entire work as per the actual quantity executed on site, as certified by the engineer after deduction of statutory taxes. No part payment / advance will be made.

5. TESTING OF MATERIALS

The contractor shall provide assistance, instruments, materials, labour and any other arrangement normally required for testing, checking of materials and workmanship as stipulated in the specifications and by statutory authority at his own cost. The Employer has the right to appoint the testing authorities. The contractor shall pay for the cost of test samples, its packing, transportation including testing fees. Failing his so doing the same shall be provided by the Engineer at the expense of the contractor and the expenses may be deducted from any money due to the contractor under the contract and/or from the Security Deposit or proceeds thereof or of a sufficient portion thereof.

6. CONTRACTOR'S ENGINEERS/FOREMAN & WORKMEN

- a. The contractor shall give all necessary personal superintendence during the execution of the work and as long thereafter as the Engineer may consider necessary until the expiration of the Defects Liability Period. The contractor shall employ competent Site-Engineer/Foreman as per CPWD norms and as approved by the Engineer whose qualification must conform to the requirement specified by the Engineer who shall be constantly in attendance of the work while the men are at work. Any directions, explanations, instructions or notices given by the Engineer to such Site-Engineer or Foreman or any other authorized agent shall be held to be given to the contractor.
- b. The contractor shall on the request of the Engineer immediately dismiss from the works any person employed thereon who may in the opinion of the Engineer be unsuitable or incompetent or who may in the opinion of the Employer misconduct himself.

7. ACCESS

- a. The Engineer and the Employer or its representative shall at all reasonable time have free access to the works and /or workshops, factories or other places the materials are being prepared or constructed for the contract and also to any place where the materials are lying or from which they are being obtained and the contractor shall give every facility to them for inspection. Except the representatives of statutory authorities and those mentioned above no other person shall be allowed on the works at any time without the permission of the Engineer.

- b. If any work is to be done at a place other than the site of works, contractor shall obtain written permission of the Engineer.

8. VALUATION & PRICE FOR VARIATION

- a. The Engineer with the approval of the Employer shall have power to make any alterations/omissions/additions and /or substitutions from the original specifications, drawings, designs and written instructions and such alterations, omissions, additions, substitutions shall not invalidate the contract and any altered , additional , or substituted work which the contractor may be directed to do, in the manner specified above as part of the work shall be carried out by the contractor on the same conditions in all respects on which he agreed to do the main work. The rates for such altered additional or substituted work under this clause shall be worked out in accordance with the following provisions in their respective order.
- b. If the rates for the altered, additional, or substituted work are specified in the contract for the work the contractor is bound to carry out the altered additional, or substituted work at the same rates as are specified in the contract for the work.
- c. If the rates for the altered, additional or substituted work are not specifically provided in the contract for the work the rates will be derived from the rates for a similar class of work as are specified in the contract for the work.
- d. Under no circumstances the contractor shall suspend the work on the plea of non-settlement of rates of items falling under the clause.

9. FAULTY MATERIALS, WORKMANSHIP & DEFECTS AFTER COMPLETION

- a. The Engineer shall have powers to require the removal from the site of all materials and work, which in his opinion are not in accordance with specifications and in case of default , the Engineer shall be at liberty to employ other persons to remove the same without being answerable or accountable for any loss or damage that may happen or arise to such materials to be substituted thereof and in case of default the Engineer may cause the same to be supplied and all costs which may attend such removal and/or substitution are to be borne by the contractor.
- b. If it shall appear to the Engineer or to the Estate In-charge that any work has been executed with unsound imperfect or unskillful workmanship or with materials of any inferior description or that any materials or articles provided by him for the execution of the work are unsound or of a quality inferior to that contracted for or otherwise not in accordance with the contract any defects , shrinkage or other faults which may appear within the defects liability period of Six months from the date of completion arising in the opinion of the Engineer, the contractor shall on demand in writing which shall be made within six months of the completion of the work from the Engineer specifying the work, materials , articles defects or other faults complained of not withstanding that the same may have been passed, certified and paid for forthwith rectify or remove and reconstruct the work so specified in whole or in part as the case may require or as the case may be removed the materials or articles so specified and provide other proper and Suitable materials or articles at his own cost. In case of any such failure, the Engineer may rectify or remove or re-execute the work or remove and replace with others, the material or articles complained of as the case may be at the risk and cost in all respects of the contractor.
- c. In lieu of rectifying the work not done in accordance with the contract, the Employer may, allow such work to remain, and in that case make allowance for the difference in value, together with such further reduction as in his opinion may be reasonable.
- d. Provided always that nothing in this clause shall relieve the contractor from his liability to execute the works in all respects in accordance with the terms and conditions of this contract, or from his liability to make good all defects.

10. WORKS TO BE OPEN FOR INSPECTION

- a. All work under or in course of execution or executed in pursuance of the contract shall at all times be open to the inspection and supervision of the Engineer and the contractor shall at all times during the usual working hours, and at all other times at which reasonable notice of the intention of the Engineer to visit the works shall have been given to the contractor, either

himself be present to receive order and instruction or have a responsible agent duly accredited in writing present for that purpose.

- b. The contractor shall give not less than seven days notice in writing to the Engineer before covering up or otherwise placing beyond the reach of measurement any work in order that the same may be measured and correct dimensions thereof be taken before the same is so covered up or placed beyond the reach of measurement and shall not cover up and place beyond the reach of measurement, any work without the consent in writing of the Engineer and the Engineer shall within the aforesaid period of seven days inspect the work, and if any work shall be covered up or placed beyond the reach of measurement without such which the same was executed.

11. INDEMNIFYING AGAINST DAMAGES TO PERSONS, PROPERTY & STATUTES

The contractor shall take all precautions to avoid all accidents by exhibiting necessary caution boards day and night, speed limit boards, red flags, red lights and providing barriers. He shall be responsible for all damages and accidents caused due to negligence on his part. No hindrance shall be caused to traffic during the execution of work.

- a. The contractor shall be responsible for all injury to persons, animals or things and for all damage whether such injury or damage arises from carelessness or accident in any way connected therewith. This clause shall be held to include interalia any damage due to causes as aforesaid to work, building(whether immediately adjacent or otherwise) and to roads, streets, foot paths, bridges or ways as well as all damage caused to the buildings and works forming the subject of this contract by inclemency of weather. The contractor indemnifies the Employer and holds him harmless in respect of all expenses arising from such injury or damages as aforesaid and also in respect of any award of compensation or damage consequent.
- b. The contractor shall reinstate all damage of every sort mentioned in this clause so as to deliver the whole of the contracted works complete and perfect in every respect and so as to make good and otherwise satisfy all claims for damage as aforesaid to the property of third Parties.
- c. The contractor also indemnifies the Employer against all claim which may be made upon the Employer for acts during the currency of this contract by any employee or representative of an employee of the contractor or any sub-contractors, employed by him for any injury to or loss of life of such employees or for compensation payable under any law for the time being in force to any workmen or to the representative of any deceased or incapacitated workmen.
- d. The Employer shall be at liberty and is hereby empowered to deduct the amount of any damages compensation costs charges and /or expenses arising or occurring from or in respect of any such claim and/or damages as aforesaid from any sum or sums due or to become due to the contractor or security deposit.
- e. The contractor shall indemnify the Employer against any action claim or proceedings relating to infringement or use of any patent or design or any alleged patent or design rights and shall pay any royalties which may be payable in respect of any article or part thereof included in the contract. In the event of any claims made under or action brought against the Employer in respect of any such matters as aforesaid the contractor shall be immediately notified thereof and the contractor shall be at liberty at his own expense to settle any dispute or to conduct any litigation that may arise there from provided that the contractor shall not be liable to

indemnify the Employer if the infringement of the : patent or design of any alleged patent or design right is the direct result of an order passed by the said Employer or his authorized representative .

12. IN CASE OF DEATH OF CONTRACTOR

Without prejudice to any of the rights or remedies under this contract, if the contractor dies the Employer shall have the option of terminating the contract without compensation to the contractor.

13. SUB. CONTRACTORS

The Employer reserves the right to use the premises and any portion of the site for the execution of any work not included in the contract. The contractor is to afford all reasonable facilities to all sub-contractors, specialists, merchants, tradesmen and others who may at any time be appointed by the Employer for executing any work or supplying any goods relating to the constructions, servicing, equipping or furnishing of the work under this contract.

14. COMPLIANCE TO LABOUR LAWS

The contractor shall comply with all the provisions of the Minimum Wages Act, 1948. Contract Labour (Regulation and Abolition) Act, 1970 and rules and orders framed there under and other labour laws affecting contract labour and the rules and orders framed there under that may be in force or brought into force from time to time. NCAOR will not take any responsibilities towards any injury or compensation etc.

15. EXTENSION OF TIME

- a. If the contractor shall desire an extension of time for the completion of the, work on the grounds of his having been unavoidably hindered in its execution or any other ground, he shall apply in writing to the employer within seven days of the date of hindrance on account of which he desires extension as aforesaid and the Employer shall if in his opinion (which shall be final) reasonable grounds shown therefore authorize such extension of time if any which may in his opinion be necessary or proper.
- b. In the event the value of work exceeds the value of the Bill of Quantities owing to variations the contractor shall be entitled to ask for extension of time in proportion to the increased value of work.

16. SETTLEMENT OF DISPUTES – The decision of the Director, NCAOR shall be final and binding for any dispute whatsoever.

17. RIGHT TO CANCEL TENDER / WORK ORDER (FORCE MAJEURE): In case of strike, accident or any other unforeseen conditions causing stoppage of work, NCAOR reserves the right to cancel and / or modify the tender / work order without any liability for any compensation and / or claim or any description.

General Terms and Conditions

Annexure-III

1. All materials used shall be as per specifications and ISI marked where ever applicable. ISI marking referred to latest BIS code as published by Bureau of Indian Standards upto 30 days before the date of opening of tender.
2. All measurements shall be at actuals and as per site condition. No allowances shall be permitted for rough cast surfaces or for any aesthetical paintings, design bands, etc. Joint measurement shall be recorded with the Engineer.
3. The safe custody and upkeep of various items/equipments/tools & plants of various categories of works brought to site is the sole responsibility of the contractor and he shall employ sufficient supervisory personnel to ensure the safety of these items.
4. While executing/ assembly of the work the contractor shall ensure that existing cables/pipe lines/structures/fittings are not damaged and if due to his negligence, these are damaged, the same shall be set right with no extra cost to the employer.
5. The contractor shall co-ordinate his work with other agencies employed by the employer and ensure that the works of other agencies are not hampered in any way during the duration of the contract.
6. After the work is completed, the contractor shall clean all the external surroundings, premise etc. to the satisfaction of the Engineer In-charge.
7. Materials shall be brought as supplied by the manufacturer and got approved before being used on the work after inspected and approved by engineer.
10. Time is the essence of the contract and the contractor has to perform as such the entire work shall be completed within the stipulated time.
11. The tenderer may visit the site and study the work involved vis-à-vis the quantity and specification before tendering the work. If any discrepancy is observed the same should be brought to the notice of the engineer.
12. Contractor shall provide all necessary tools and plants and safety devices etc. to the workmen as required.
13. The Contractor shall submit, at the expense of the Contractor, to the Engineer following samples and relevant information, found satisfactory by the Contractor as per the Contract, for pre-construction review and approval:
 - (a) Manufacturer's standard samples of Materials,
 - (b) Samples (if any) specified in the Contract, and
 - (c) Additional samples instructed by the Engineer.

Each sample shall be labeled showing Contractor's name, Project name, name of the item, manufacturer's name, brand name, model number, supplier's name and reference to the appropriate drawing number, technical specification section and paragraph number, intended use in the Works, all as applicable.

The Engineer, may, at his option, instruct the Contractor to submit samples of any one or two make among preferred makes stipulated in the Contract.

Such submittals shall be made prior to start of the work and that the materials represented by such samples are needed for the incorporation into the Work. Samples shall be subject to review and the materials represented by such sample shall not be manufactured, delivered to the jobsite or incorporation into the Work without such review.

Samples, which have been reviewed, may, at Engineer's option, be returned to Contractor for

incorporation into the Work.

14 .The Engineer shall make any variation of the form as specified below, be necessary and for that purpose, he shall have the authority to instruct the Contractor to do after taking necessary approval of the Employer and the Contractor shall do any of the following:

- (a) Increase or decrease the quantity of any work included in the Contract,
- (b) Omit any such work,
- (c) Change the character or quality or kind of any such work,
- (d) Change the levels, lines, position and dimensions of any part of the Works,
- (e) Execute additional work of any kind necessary for the completion of the Works, or
- (f) Change any specified sequence or timing of construction of any part of the Works.

However, that where the issue of an instruction to vary the Works is necessitated by some default of or breach of contract by the Contractor or for which he is responsible, any additional cost attributable to such defaults shall be borne by the Contractor.

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SCOPE OF WORK

Providing and fixing of Stainless Steel (SS) letters with 304 Grade, 22 gauge as per the given text format and design. The existing granite board will be covered with ACP 3mm black shade on which the SS letters will be screwed. The LED lights to be provided behind each letter.

The job involves removal of the existing letters and patching up the openings on the granite board as directed by the Engineer Incharge.

The LED lights of approved make with SMPS outdoor to be provided which includes total electrification works complete. The entire job involves providing, installation, testing, commissioning etc complete. The entire work will be executed as per the technical specifications and drawings provided.

TECHNICAL SPECIFICATIONS

The work involves providing and fixing of SS (304) grade hollow letters of 22 gauge and 35mm thick with side border thickness of 25mm both in Hindi and English as per the given format. The Hindi and English boards are separate each of size 24'X 6'. The ACP (black) of 3mm thickness of approved make to be provided. Care to be taken to provide ACP over the entire existing granite boards including all the existing offsets etc complete. Preferred make of ACP is Aludecor / Eurobond.

The letters to be provided with proper arrangements for fixing / screwing to the ACP board. The letters will be raised up by 10mm from the ACP board. LED lights of approved make to be provided in the hollow section of the letter in order to illuminate the letters uniformly along the edges. Care should be taken that the distance between the ACP and back of the letter is maintained uniformly.

The required dimensions of the text both in Hindi and English will be as per the drawing provided. The contractor should prepare and provide computerized design of signages and get it approved from the Estate Incharge before execution of work at site.

Lighting and Electrical requirement:

LED lights with modular strips, each containing 3-4 LED should be used across the border of the each letter as per the illumination required. All the larger size letters should consist of minimum of 6-7 modules and for smaller size letters its about 3-4 modules as per the requirement. The series wires to be connected from the back side of the ACP with proper routing of the cables to the SMPS. Life of the LED or warranty should be 30,000 hours. The color of the LED lights to be used should be white and to be connected uniformly and should not be seen from outside. Preferred make of LED is Laffit/Philips etc.

SMPS:

The AC to DC converter or SMPS(Switch Mode Power Supply) for powering the LED lights is to be installed. The input voltage 230 V AC and output voltage of 12V DC. The rating of the SMPS to be designed as per the number of LED modules used for the letter illumination. The SMPS used should be water proof / dust proof. All necessary cable termination to be carried out for completing the job.

Electrical cabling :

The underground electrical cabling work is to be done from the existing board to the SMPS location through proper conduits. All the cable termination work at both ends to be done for completing the job.

Preferred make of cable is Finolex / Polycab.

Note: The existing letters on the granite to be removed carefully and the openings to be properly finished to match the granite board. The existing removed letters to be handed over to the Engineer incharge.

The job will also include testing and commissioning of the LED lights .

The contractor has hand over additional quantity of LED to NCAOR once the work is completed and commissioned successfully.

The quoted rate shall include the cost of removing the existing letters and making good the existing granite board, Erection of ACP (black) over the existing granite board by appropriate means, providing and fixing of signages on ACP, additional quantity of LED as per the given drawing with necessary tools and machinery, etc complete.

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Annexure - V

LIST OF DRAWINGS

1. Drg. No. 1

SIGNAGE BOARD



LETTERS WILL BE RAISED UP BY 1 CM FROM ACP WITH LETTER SIDE BORDER OF 1 INCH
THICKNESS OF EACH LETTER 3.5 CM

DRG. NO. 1

**National Centre for Antarctic & Ocean Research
Headland ,Sada, Vasco-da-Gama, Goa 403 804**

EMD & Tender Cost details

I /we have enclosed,

1. A crossed DD No..... dated
of Rs. drawn in favour of NCAOR payable at Vasco-da-Gama
towards EMD.

2. (If applicable): Since tender form is downloaded from NCAOR website, A
crossed DD No..... dated of Rs.....
drawn in favour of NCAOR payable at Vasco-da-Gama towards Tender cost.

Name & Signature of the Tenderer with seal:

Date:

PARTICULARS OF THE TENDERER

(Providing the following details is mandatory. Enclose it with original copy of the tender)

Name of the Contractor : _____

Firm of Contractor : _____

Telephone No. (Office) : _____

Telephone No. (Residence) : _____

E-mail ID / website : _____

Permanent office Address : _____

: _____

Goa office Address : _____

: _____

Residential Address : _____

: _____

Mobile No : _____

*PAN /TAN No. of the quoted Firm : _____

*Service Tax No. : _____

*VAT No. : _____

*(*pl. enclose true copy of registration certificates)*

Name, Signature of the Tenderer with seal:

**National Centre for Antarctic & Ocean Research
Headland, Sada, Vasco-da-Gama, Goa 403 804**

Work Completion Proforma

Give details of the civil works contracts which were completed satisfactorily in the last five years, which are related to this tendered work. Enclose self certified copies of Work Orders /Work Completion Certificates.

Sr. No.	Name of work	Location of site	Value of work	Date of completion of work	Name of the Organization with whom work is done. Contact Person and contact numbers

**Name :
& Signature of the Tenderer with seal**

**National Centre for Antarctic & Ocean Research
Headland, Sada, Vasco-da-Gama, Goa 403 804**

Instructions to the Tenderers

Tenderers are advised to submit tender strictly as per conditions stipulated in the tender document. Please enclose the following with the tender & submit all in a **Single Sealed Cover**.

Cover (Sealed):

1. Covering letter from the Tenderer on his own letterhead.
2. Tender fee in the form of DD, if downloaded from NCAOR website.
3. EMD in the form of DD
4. Annexure –A (EMD & Tender Fee details)
5. Annexure-B (Particulars of the Tenderer)
6. True copy of PAN/TAN number.
7. Work Completion Proforma (Annexure-C) along with **self attested copies of work orders & work completion certificate**.
8. Price Bid (with signature & stamp on all pages) (Annexure-E)

All above documents should be submitted in one sealed envelope (Single BID System) superscribing Name of the Tender, Tender Number and address to Director, National Centre for Antarctic & Ocean Research, Headland Sada, Vasco-da-Gama ,Goa as per the date & time mentioned in the tender.

--Sd/---

Estate In-Charge

Schedule of Rates (Price Bid)*(Only RATE in words and figures. Amount in figures)*

Item. No.	Description	Qty	Unit	Rate	Amount (Rs.)
1	Providing and fixing of Signages as per the Scope of Work, Annexure – IV & drawings Including supply of additional LED modules 3 LED Module & 5 LED Module, 02 Nos. each. Total 04 Nos. only.	01	Job		
	RATE in words:				
A	Sub Total :				
B	VAT: % (if any):				
C	Service Tax: % (if any):				
D	Other Charges(if any):				
E	Grand Total :				

(E) Grand Total: Rs. _____

Grand Total in words: _____

- Discount offered if any, should be included in the quoted rates & should not be shown separately.
- Price Evaluation Criteria-Contractor should quote all items given in the price bid.

The Lowest Evaluated Bidder (L1) would be arrived from the Grand Total (E) above.

Certificate:

I _____ on behalf of
 _____ hereby accept all the

terms & conditions laid down in the tender.

Name & Signature of the tenderer:**With Date & Seal:**