



दूरभाष/Phone: 2367-2233/8358

फैक्स/Fax: 033-2367-1005

ई-मेल/E-mail: cstarikol-wb@nic.in

भारत सरकार/Government of India

कौशल विकास एवं उद्यमिता मंत्रालय (डीजीटी)

Ministry of Skill Development and Entrepreneurship (DGT)

केंद्रीय कर्मचारी प्रशिक्षण एवं अनुसंधान संस्थान

CENTRAL STAFF TRAINING AND RESEARCH INSTITUTE

ई एन-81, सॉल्ट लेक सिटी, कोलकाता- 700091

EN- 81, Sector -V, Salt Lake City, Kolkata – 700091

Ref. No. STARI/Maint/D-11019/21/Vol-XII/03

Date: 11.02.2022

Sub: Tender Enquiry

Sir,

Your lowest quotations for the work shown in the attached list (Annexure-A) may kindly be submitted to the Director, CSTARI, EN -81, Sector-V, Salt Lake City, Kolkata-700 091, West Bengal, so as to reach him not later than **24.02.2022 (up to 11:00 am)**.

While submitting your Quotations, the following may kindly be observed and other points borne in mind: -

1. The tenders should be submitted in a sealed cover marked **"QUOTATIONS"** on the outside of the envelop.
2. The cover is to be clearly **marked with the reference number and date** of this Memorandum/Enquiry.
3. The tenders will be opened at **11:00 am on 24.02.2022**. If desired by you, you may depute an authorized representative with a letter of authority, to be present at the time opening of the tenders in this office (with company seal).
4. Your offered quotation should be valid for a minimum of 30 days from date of opening.
5. Quotations received after the date and time of opening will not be considered.
6. Items tendered should conform to the specifications shown against items in the list. Kindly furnish your full specifications in accordance with accepted standards against each item tendered. Where reference to Catalogue is made, the relevant Catalogues should accompany the tenders.
7. All quotations should be for new items and not for second-hand.
8. Please state whether the items will be available ex-stock, if not, the minimum period required for supplying the stores.
9. Tenders may be rejected without assigning any reasons.
10. It should clearly be stated whether GST and any other taxes & duties leviable.
11. It is practiced of this Directorate to ask for Income-Tax Clearance from the supplier on whom supply/work order would be placed.
12. The Stores/Work in the attached list for which tenders are invited, are to be supplied to the Director, CSTARI, EN-81, Sector-V, Salt Lake City, Kolkata-700091, West Bengal. The suppliers/Contractors on whom the order will be placed by this office will have to present their bills in triplicate to the Director, CSTARI, and Kolkata-91, who will make the payments. This Directorate General will not accept any responsibility in regard to settlement of party's bill in case of any incomplete and faulty work.

Continued to page 2.

13. For convenience, kindly adopt, while quoting, same sl. nos. as given in the attached bill.
14. Payment will be made on receipt of the stores in good condition & satisfactory completion of the work.
15. The work done and materials supplied for doing the work should be as per CPWD norms.
16. All the related supporting documents to be attached with Tender Quotation.
17. **Tendering process will be in two bid system. i.e. Technical Bid & Financial Bid.** Financial bid will be open only for those renderer's who will qualify in Technical bid. Technical Bid envelope will consist all expect check list from financial bid in terms of (Agency should provide Income Tax Clearance Certificate, GST Registration Certificate, PAN Card, etc. The agency must submit a certificate of doing similar type of work and credential certificate of work done order if any. Civil Works contractor license must be attached.)



(ISHWAR SINGH)
Director

Copy To: 1. One copy for General Notice Board.
2. One copy for CSTARI, Website.

Enclosed:
The Scope of Work and Terms & Conditions in Annexure –'A'

Repair & renovation of CSTARI main entrance Gate No- 1 and Gate No-2 along with security Posts 1 and 2.

Tender Enquiry No. STARI/Maint/D-11019/21/Vol-XII/03,Date: 11.02.2022

Opening date: 11:00 am on 24.02.2022

Annexure – ‘A’

SCOPE OF WORK

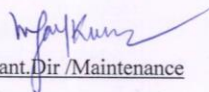
Sub: - Repair & renovation of CSTARI main entrance Gate No- 1 and Gate No-2 along with security Posts 1 and 2.

The above work to be done consisting of the following works:-

Sl. No.	Description of Jobs	Qty.
<u>CSTARI main entrance Gate No- 1 & Gate-2</u>		
1.	Dismantling of old and damaged granite where ever required. (Gate No- 1)	(20" X 14")=65 nos
2.	Supplying and re-fixing of new granite & steel letter (T of CSTARI board on tile) of similar quality and texture. (Gate No- 1)	Supplying - (20" X 14")=20 nos Re-fixing- (20" X 14")=45 nos
3.	Fixing of steel letter ("T" of CSTARI board on tile) (Gate No- 1)	1 nos
4.	Levelling and filling of damaged entrance road with bricks and cement concrete. (sand :cement : stone = 2:1:3)in front of (Gate No- 1)	2400 sq. ft
5.	Repair & 2 coat red oxide primer and enamel paint. (Gate No- 1 and Gate-2)	474 sq. ft
<u>CSTARI security post-1 & 2</u>		
1.	Demolition and disposal of shutter opposite to the gate No-2.	
2.	Base of the tie-beam to be prepared by 5/8" stone chip, sand, cement (4:3:1) and 10mm rods (Branded company) after brick piling below ground 4 ft.	(Length X Width X Depth =10' X 10" X1') -1no
3.	Construction of 2nos concrete column and Lintel. To be prepared by 5/8" stone chip, sand, cement (4:3:1) and 10mm rods & rings to be prepared by 8mm rods (Branded company).	Column- 20' X 10"-2 nos Linton - 10' X 10"- 1 no
4.	One sides Brick wall, both side plaster (ratio- sand: cement=5:1), primer and weather coat paint along with middle area WPVC door (size- 7' X 3.5') and locking arrangement 1nos. Total Complete work	16' X 10' = 160sq.ft
5.	The security post damaged roof of approx. 68 sq. ft. (Post-1) 25 sq. ft. (Post-2), area digging by chipping for firm gripping to be done. Finished by cement concrete (Cement: Sand: ¼ Stone =1:1.5:2 Ratio) with net cement.	Roof - 93 sq. ft
6.	The damaged Ceiling & walls window side area to be plastered and repaired with water proof chemical, after that 2 coat cement primer then apply emulation paint of inside wall. Also enamel painting of door, window and grills (Security post 1 & 2)	Inside wall & ceiling - 510 sq.ft
7.	Dismantling, plastering, with net cementing, exterior primer & weather coat paint of old crack and damaged outside wall. (Security post 1 & 2)	Outside walls - 413 sq.ft
8.	Entrance damaged boundary walls at CSTARI gate no-01 has to apply 2 coat cement primer then apply exterior paint.	230 sq.ft

TERMS & CONDITIONS:-

1. All necessary raw materials required for the work will be supplied by the agency and the total allotted work is to be completed within 30 days from the date of issue of work order.
2. All dismantled defective scrap materials to be returned to the store through maintenance section.
3. Adequate safety precautions have to be taken by the agency while working. At the event of any accident happens during executing the work, CSTARI Kolkata will not be responsible.
4. No tools/working gears will be provided by CSTARI Kolkata & will not be responsible in case of any damage/loss of tools etc.
5. Rate/Contract value to be quoted for one time Job assuming value of services to be provided. Please mention whether the rate of raw materials, delivery charges, labour charges etc. include all taxes and service charges (if any) also.
6. TDS is applicable for all bill amounts as per Rules.
7. Bills to be submitted in triplicate duly pre-receipted with Revenue Stamp.
8. The rate quoted for the above work should be including all the taxes. The quotations without all taxes will be summarily rejected.
9. Agency should provide Income Tax Clearance Certificate, GST Registration Certificate, PAN Card, etc.
10. The agency must submit a certificate of doing similar type of work and credential certificate of work done order if any.
11. Civil Works contractor license must be attached.


Assistant Dir / Maintenance