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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-IX/08

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.

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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 Qtr No-40, Type III.

Tender Enquiry No. STARI/Maint/D-11019/21/Vol-IX/08,Date: 11.02.2022

Opening date: 11:00 am on 24.02.2022

SCOPE OF WORK

Annexure – ‘A’

Sub: - Repair & renovation of Qtr No-40, Type III.

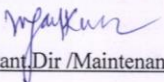
The above work is to be done consisting of the following:-

Sl No	Description	Quantity
Qtr No- 40,Type-III		
1	Dismantling, plastering & putty of damaged plaster of toilet/bathroom and Cupboard wall & ceiling, Different location of each wall & same location in balcony.	292 sq. ft. area. (approx.)
2	Dismantling of kitchen table top.	25.5 sq. ft.(approx.)
3	Supply and fixing granite marble on Kitchen & sink table top.	25.5 sq. ft.(approx.)
4	Dismantling old and damaged sink, fixing of new SS sink with necessary water connection as per CPWD norms.	1 no (18"x24")
5	Construct a base (7' x 2') with black stone for fixing sink.	14 sq. ft.(approx.)
6	Dismantling of old & damaged plaster of kitchen walls.	375 sq. ft.(approx.)
7	Rough plastering to be done as a base work for fixing tiles on kitchen walls. (Ratio - sand : cement = 4:1)	375 sq. ft.(approx.)
8	Supply and fixing glaze tiles with cement mortar on kitchen walls (size- 8" x 12")	375 sq. ft.(approx.)
9	The joints are to be filled with white cement mixing with color as per wall tiles.	
10	The damaged floor of kitchen area to be chipped out for firm gripping.	105 sq. ft.(approx.)
11	Rough plastering to be done as a base work for fixing floor tiles.(Ratio - sand : cement = 4:1)	105 sq. ft.(approx.)
12	Supply and fixing matt finish tiles with cement mortar on floor.(Tiles – 1' x 1' for floor)	105 sq. ft.(approx.)
13	The joints are to be filled with white cement mixing with color as per wall tiles.	
14	Dismantling of old & damaged plaster of toilet walls and floor.	136 sq. ft.(approx.)
15	Rough plastering to be done as a base work for fixing tiles. (Ratio - sand : cement = 4:1)	136 sq. ft.(approx.)
16	Supply and fixing glaze tiles for wall and mat finished tiles for floor with cement mortar on wall. (tile size- 8" x 12"for wall) floor (tiles size- 1' X 1' for floor)	Wall - 120 sq. ft.(approx.) Floor -16 sq. ft.(approx.)
17	The joints are to be filled with white cement mixing with color as per wall tiles.	
18	Dismantling old and damage Indian pan.	1 no.
19	Supply and fixing a new Western type pan (W.C) with wash line and hand spray two in one water tap connection as per CPWD norms. Total Complete Work	1 no.
20	Old and damaged windows sides are to be dismantled and repaired & finished by cement plastering.	07 nos
21	1. Supply and fixing of aluminium 3 Track (Bedroom & Drawing room) & 2 Track (Dinning and kitchen) sliding windows and wire-mesh window for ventilation with (6mm) sun shade glass and aluminium frame (93mm x 30mm x 1.5mm). 2. Supply and fixing of M.S square bar Grill – (½" x ½") Design as per officers requirement. Size- 2nos (5' x 4'6"), 3 nos (3'6" x 4'6"), 2 nos - (2' x 3'6").	3 track - 2nos (5' x 4'6") – Bed Room 3 track - 2 nos (3'6" x 4'6") – Dinning and drawing Room 2 track - 1no (3'6" x 4'6") – kitchen 2 nos - (2' x 3'6") – Bathroom & toilet
22	All the Internal walls and ceiling are to be cleaned by scrapping and rubbing with the emery paper.	3800 sq. ft.(approx.)
23	All the internal walls and ceiling are to be applied with two coats of the cement primer of high quality. (Asian paint/ Berger/ or equivalent)	3800 sq. ft.(approx.)

24	All the Internal walls and ceiling are to be emulsion painted with the paint of high quality.(Asian paint/ Berger/ or equivalent)	3800 sq. ft.(approx.)
25	06 nos Doors, 07 nos windows grills, 01 no balcony grill and 01 no cub board are to be Enamel painted with the paint of high quality. (Asian paint/ Berger/ or equivalent)	Window - 2nos (5' x 4'6") Window - 2 nos (3'6" x 4'6") window - 1nos (3'6" x 4'6") . Window -2 nos - (2' x 3'6") Door - 5 nos - (7' x 3'6") Door - 1 no - (7' x 3') Cup-board - 1no (60 sq ft)approx. Balcony Grill - (7'6" x 3') 1nos.
26	Dismantling of old & damaged all entire aluminum wooden batten of electrical wrings.	One job
27	<ol style="list-style-type: none"> Total surface wiring inside the quarter to be replaced by supplying and laying 3/4" casing capping with 3x1.5 sq mm copper wire (Havells/Phenolex/Mescab),to each point including switch board/power board circuits (light point, fan point, call bell point -21 nos). Onboard plug points- 4 nos and 02 nos 15amps power plug also 01 no 5 amps plug. Switch board top covers to be replaced at different location (06 nos) (i.e. drawing room, bed room, dining room/kitchen & toilet) and including supplying, fixing & connection to be made of switches, plug sockets, regulators etc. Earth connection of total wiring to be done approx. 540 ft. from energy meter to MCBDB and from MCBDB to switch boards and power plug points. <p>Distribution wiring in PVC casing by 2 x4 sq. mm. + 1 x 4 sq. mm. PVC insulated copper wire and supplying & fixing 6 modular and 3 modular PVC box along with 25 amps modular socket, 15 amps modular socket & Switch, modular starter and MCB including 20 Amps indicating 3 pin plug top for AC connection and water heater connection.</p>	One job
Total Complete work		
The Work done and materials supplied for doing the complete work should be as per CPWD norms.		

TERMS & CONDITIONS:-

- 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.
- All dismantled defective scrap materials to be returned to the store through maintenance section.
- 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.
- No tools/working gears will be provided by CSTARI Kolkata & will not be responsible in case of any damage/loss of tools etc.
- 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.
- TDS is applicable for all bill amounts as per Rules.
- Bills to be submitted in triplicate duly pre-receipted with Revenue Stamp.
- The rate quoted for the above work should be including all the taxes. The quotations without all taxes will be summarily rejected.
- 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.


 Assistant Dir / Maintenance