



Indian Council of World Affairs

Sapru House, Barakhamba Road

New Delhi

E-NOTICE

Inviting tender for Supply and Installation of Carpet at Lecture
Hall/Conference room of the Council

Tender No.

ICWA/BLDG/885/02/2018

Dated: 04.10.2021

<u>Important Dates</u>	
Published date	04.10.2021
Bid document download start date	07.10.2021
Clarification start date	09.10.2021
Clarification end date	17.10.2021
Bid submission start date	18.10.2021
Bid submission end date	28.10.2021
Date of Technical Bid opening	29.10.2021

The bids shall be submitted online only at Central Public Procurement
Website:

<https://eprocure.gov.in/eprocure/app>

Interested parties may contact Deputy Director General via email
ddgoffice@icwa.in with cc to us@icwa.in for further guidance.

(Sagar Maitra)
Under Secretary
Indian Council of World Affairs
Sapru House, New Delhi- 110001
Tel: 23753615
E-mail ID: us@icwa.in

Introduction

- (A) 1. The Indian Council of World Affairs (ICWA), an institution of national importance, is one the foremost think tanks of India specializing in foreign policy & security issues and international relations. The Council's primary objective is to promote India's relations with other countries through study, research, discussions and lectures. The Council is widely known for research and conferences on current and relevant international issues with institutional partners world-wide.
2. The offers, in the prescribed format, shall be submitted on the CPP Portal <https://eprocure.gov.in/eprocure/app>

Inviting tender for Supply and Installation of Carpet at Lecture Hall of the Council

Sealed tenders are invited, on the proformas attached herewith as Annexures-A, B and C for supply and fixing (approx. 2800 sq. ft.) Wall to wall carpet made by quality of Pile Yarn – Poly Propylene with the height of Pile 11mm C+ 0.5mm having minimum weight of 2900 gm/sq.mtr. with the system of Weaving 1/2 incorporated per sq. mtr. points 7,80,000 reed capacity 500 Minimum width of Carpet will be 4 mtr. Yarn Dtex 1700 Condition quality of Carpet will be approved by the Department and fixing of carpet with approved brand adhesive. Qty-2800 sq. ft. approx. (800 sq. ft. Royal Blue and 2000 sq. ft. Red colour) with customize flowers as per sample. Tentative sample / format attached (scan copy) in tender document

A. TENDER

1. Three separate sealed envelopes should be used for submitting (i) Tender document, (ii) Samples and (iii) Earnest Money superscribing on the respective envelopes (a) Tender for awarding the contract of providing & fixing of carpet, (b) Sample of carpet as per above mentioned specification (measuring 6"X6")

and (c) Earnest Money for awarding the contract of providing & fixing of carpet.

2. The hard copy of tender may be drop in the tender box (available at main gate) within the stipulated date and time.

3. The bidder is expected to examine all the instructions, Proformas' terms & conditions and specifications in the bidding documents. Failing to furnish all information required by the bidding document in every respect will be at the bidder's risk and may result in rejection of the bid.

4. The bid must be received not later than the date & time specified for submitting the same. In case the date of submitting the tender is declared a holiday by the Govt. of India then next day will be treated as due date of the tender.

5. The rates quoted in the tender will remain unchanged during the contractual period. Under no circumstances rate revision will be allowed.

B. TERMS AND CONDITIONS OF TENDER

6. The tenderers are required to quote their lowest rates, GST (with percentage).

7. The tenderers are required to send their tender along with a **Demand Draft of Rs.25,000/- (Rupees Twenty Five Thousand Only) drawn in favour of "Indian Council of World Affairs" payable at New Delhi as Earnest Money**, which will be refunded to the unsuccessful tenderers after awarding of the contract. **Name of the firm and telephone number** may be written on the reverse side of Demand Draft. If EMD is exempted, Certificate has to be submitted alongwith the tender documents.

8. Earnest Money Deposit of tenderers would be returned after the contract has been finally awarded to the successful tender.

9. The rates will be valid for 12 months from the date of opening of tender. The tenderer shall not be entitled during the said period of 12 months to revoke or cancel its tender or to vary terms thereof.

10. Hypothetical or conditional Tenders will not be entertained. Tender once submitted shall not be allowed to be withdrawn or altered. If the tender is withdrawn or altered by the concerned party at any time after it is submitted, the tenderer may be debarred to participate in the tender process of the Council.

11. The Council will deal with the tenderer directly and no middlemen/ commission agents etc. should be asked by the tenderer to represent the cause and they will not be entertained by the Council. The tender form is not transferable and agency shall not be permitted to transfer their rights and obligations to any other person/organisation or otherwise.

12. It is made clear that if the services rendered by the firm are not found satisfactory at any time during the period of contract, the contract is liable to be cancelled without any notice subject to the terms and conditions of the tender.

13. Rates for supply and fixing **with labour and cartage charges** of carpet are required to be submitted in the format as per Annexures-'A' and 'B' for two years. The rates shall remain in force for the entire period of contract unless it is terminated.

14. Over-writing/over-typing or erasing of the figures which render it doubtful or ambiguous are not allowed and shall render the tender invalid.

15. The Council, in its discretion, reserves the right to make any change, at any time, in the terms and conditions of the NIT and accept or reject any or all tenders, partly or completely, at any time without assigning any reason therefor.

16. All the pages of quotations including the documents submitted therein must be duly signed and stamped, failing which, the offer shall be liable for rejection.

17. Bidders shall not be permitted to withdraw their offer or modify the terms and conditions thereof. In case the bidder fails to observe and comply with the stipulations made herein or backs out after quoting the rates, the aforesaid bid security shall be forfeited.

18. During the subsistence of contract, in case of breach of any conditions or deficiency in services, the Council have a right to terminate the contract and to entrust the work to another contractor. The loss, if any, sustained by the Council on that account will be recovered from the tenderer.

C. TERMS AND CONDITIONS FOR SUCCESSFUL TENDERER

19. The successful tenderer shall have to deposit Performance Security amount of **Rs.50,000/- (Rupees Fifty Thousand Only) by way of Bank Guarantee** drawn in favour of "Indian Council of World Affairs," which will be refunded after two months of the successful completion of the contractual period or payment of the last bill, whichever occurs later, on written request of the tenderer.

20. The rates should be valid for a period of **One Year** from the date of approval of rates.

21. The successful tenderer will have to abide by the terms and conditions as may be fixed from time to time by the Council.

22. The successful tenderer to whom contract is awarded shall be required to attend the job within 24 hours either on call basis or after the receipt of work order by post, through e-mail or fax, whichever is communicated earlier.

23. In case the supply is not found in conformity with the approved sample, the same will be liable to be rejected and will be required to be replaced with the supply exactly commensurate with the approved sample. The decision of the Competent Authority of the Council in this regard will be final, unassailable and binding on the contractor.

24. Any loss or damage caused to any of the Council's item by the successful tenderer while doing/performing the job will be recovered from the successful tenderer and the decision of the Council in this regard will be final and unassailable.

25. The Council shall have no liability, financial or otherwise, for any harm/damage/injury incurred by the manpower deployed by the contractor in the course of performing of the work. Neither the Contractor nor his workers shall have any claim on this Council for compensation or financial assistance on this account.

26. The work executed by the firm should be to the satisfaction of the Council's Competent Authority where work was executed. If the same is not found satisfactory, the firm will have to do the job again at its own cost. The decision of the Competent Authority (ICWA) in this regard will be final and unassailable and binding on the tenderer.

27. Payment of the work done shall be made on bill basis generally within 30 days from the date of the presentation of proper bill with satisfactory reports from the users.

28. The tenderer shall give an undertaking (as per annexure 'C') that the Firm/ Partners/ Director/ Proprietor has not been blacklisted and their business dealings with Central/ State Government/ Public Sector Units/ Autonomous Bodies have not been banned/ terminated on the account of poor performance.

D. PENALTIES

29. In case the successful bidder backs out and/or fails to take up the job, under the contract, the Earnest Money/Performance Security will be forfeited by the Competent Authority.

30. Even after awarding the said contract, the Council reserves the right to terminate the same, if the services of the Contractor are not found satisfactory and to entrust the work to another, and to recover from the Contractor, the loss if any, sustained to the Council.

31. If the work is not done by the Contractor within stipulated period and the Registry is forced to get it done at higher rates, the difference will be deducted from the bill of the successful Tenderer.

32. If at any stage, it is found that the performance, quality of the material is not satisfactory, the contract will be liable to be terminated without any notice and performance security shall be forfeited.

33. The successful tenderer will be obliged to attend to the work as per the requirement and the Performance Security shall stand forfeited in case of breach of any of the conditions mentioned herein and if the services of the contractor are found unsatisfactory.

E. INVITATION OF TENDER

Interested parties may send their Tenders in two separate sealed envelopes containing (i) Tender Document with Samples and (ii) Earnest Money superscribing on the respected envelopes (a) "Tender for awarding the contract of carpet with "Sample as per mentioned in the Tender and (b) "Earnest Money for awarding the contract of providing & fixing of carpet", addressed by name to the undersigned as to reach on or before **28.10.2021** till 3:00 P.M. which will be opened on 29.10.2021 at 3:30 P.M. in the Council by the Purchase Committee Members of the Council in the presence of the tenderers or their authorized representatives who may wish to remain present there at that time. The tenders received after due date and/or time and/or without earnest money will not be entertained. In the first instance, envelopes containing Earnest Money and thereafter, Envelopes containing Samples, then tenders respectively will be opened.

-sd-

(Sagar Maitra)
Under Secretary
Indian Council of World Affairs,
Sapru House, New Delhi
Tel. 23753615
Email : us@icwa.in

Encl.: Annexures-'A', 'B' and 'C'

**Indian Council of World Affairs,
Sapru House, Barakhamba Road,
New Delhi**

F.No.....

Dated: 04.10.2021

Last date: 28.10.2021

PROFORMA

(To be filled in by the tenderers with reference to Notice Inviting Tender dated 01/10/2021 for Awarding of Contract for supply and fixing (approx. 2800 sq. ft.) Wall to wall carpet made by quality of Pile Yarn – Poly Propylene with the height of Pile 11mm C+ 0.5mm having minimum weight of 2900 gm/sq.mtr. with the system of Weaving 1/2 incorporated per sq. mtr. points 7,80,000 reed capacity 500 Minimum width of Carpet will be 4 mtr. Yarn Dtex 1700 Condition quality of Carpet will be approved by the Department and fixing of carpet with approved brand adhesive. Qty-2800 sq. ft. approx. (800 sq. ft. Royal Blue and 2000 sq. ft.) Red colour with customize flowers as per sample. Tentative sample / format attached (scan copy) in tender document

1. Name of the tenderer with address :

2. Name of the contact person with
Mobile / Fax / Telephone No. (s) :
3. Fax No./E-mail ID :
4. GST No. (with copy) :
5. Pan Card No. (with copy) :
6. Whether all the terms & conditions of
the N.I.T. Are agreeable :
7. Details of past experience in the field:

8. Details of important clients with Contact Nos. of available:
9. Declaration regarding black listing or otherwise:

Signature with date and
Rubber Stamp of the tenderer

Annexure-'B'

**Indian Council of World Affairs,
Sapru House, Barakhamba Road,
New Delhi**

ICWA/BLDG/885/2/2018

Dated: 04.10.2021

Last date: 28.10.2021

PROFORMA

(To be filled in by the tenderer with reference to Notice Inviting Tender dated 01.10.2021 for Awarding of Contract for supply and fixing of Carpet as per specifications mentioned in the Tender Document

Sr. No.	Description of Items	Rates
1	supply and fixing of Carpet as per specifications mentioned in the Tender Document	

*Note: All rates should be inclusive tax & labour/cartage charges.

Period of Warranty/Guarantee :

**Signature with date and
Rubber Stamp of the tenderer**

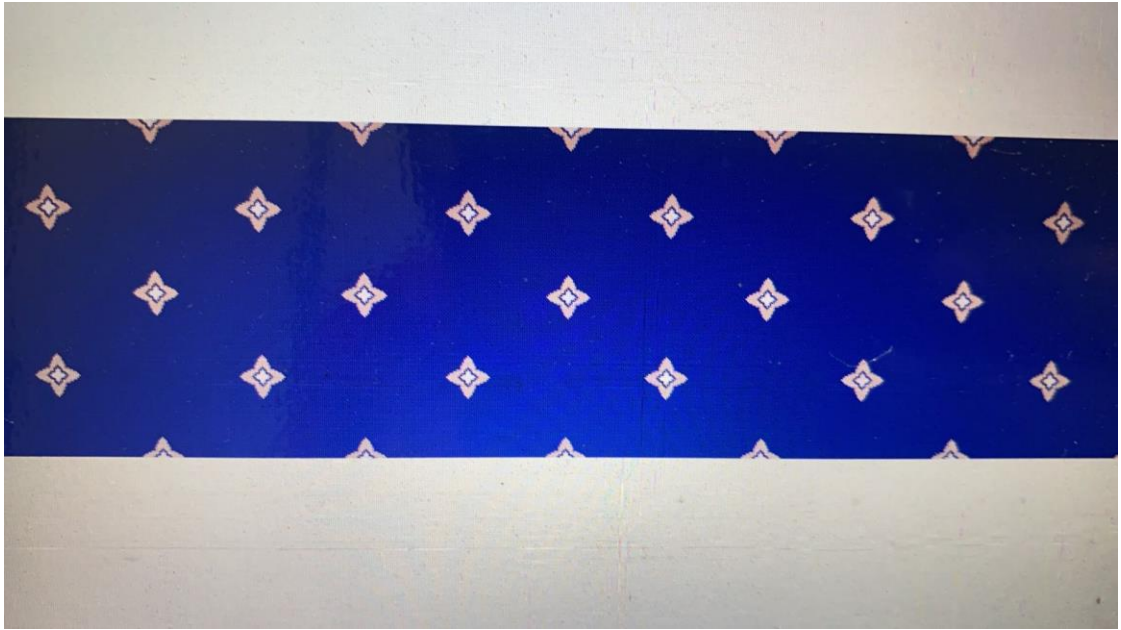
UNDERTAKING

I/ We undertake that (Name of the Proprietor/ Firm/ Company) has not been blacklisted/ banned by any Government Department/ Public Sector undertaking / Autonomous Body.

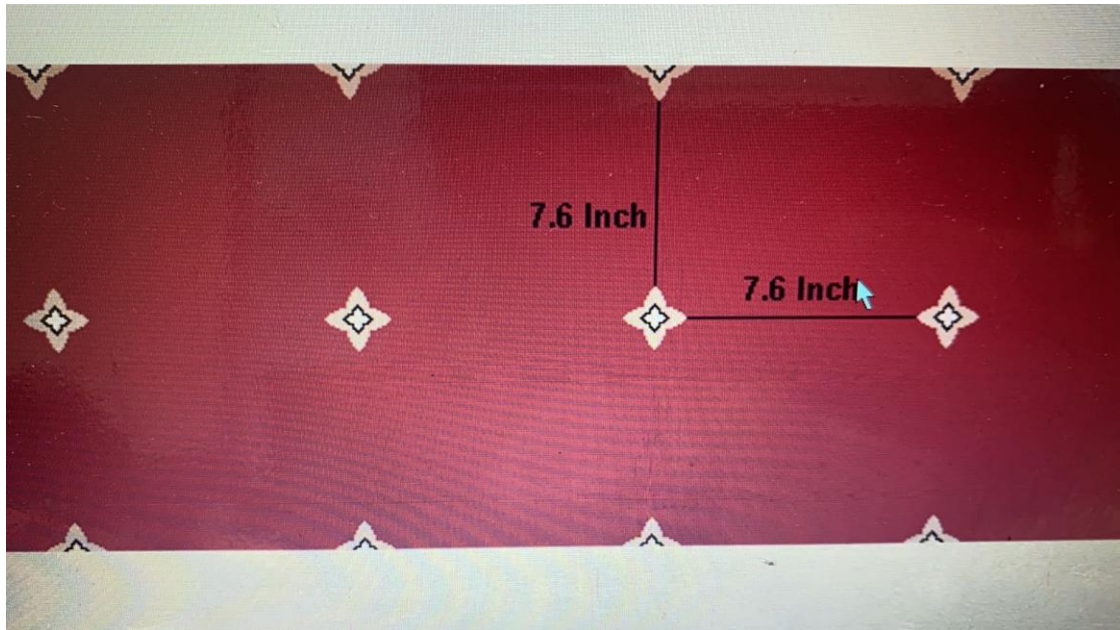
**Signature of the authorized
signatory of the Firm/ Company/
Organization/ Official stamp/ seal**

Date:

Place:



***Note:- This picture is only for the reference. The actual approved sample is available in the Maintenance Section of the Council. Tenderers can see the sample on their arrival. Flower size would be 1 inch with red color and distance between 2 flowers approx. 7-8 inches.**



***Note:- This picture is only for the reference. The actual approved sample is available in the Maintenance Section of the Council. Tenderers can see the sample on their arrival. Flower size would be 1 inch with Royal blue color and distance between 2 flowers approx. 7-8 inches.**