



Agricultural Co-operative Staff Training Institute

An Autonomous Institution under Government of Kerala

Monvila, Kulathoor (P.O)
Thiruvananthapuram – 695583

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NOTICE INVITING TENDER

Ref No-ACSTI/CIVILWORKS/118(C)/35/2020-21

Date-08/08/2020

The Agricultural Co-operative Staff Training Institute invites competitive item rate open Tender from the registered bidders of State for PWD/CPWD/LSGD Experienced Tenderer/Contractors for the project “**Widening and Providing 20mm Thick Chipping Carpet on Entrance Road at Monvila Campus of ACSTI**”.

S.No	Name of work	Earnest Money Deposit (EMD)	Tender Submission Fee	Period of completion	bid submission closing date and time	Last date and time of receipt of a relevant document as mentioned (NIT) by speed post	Date and time of opening of the tender bid
1	Widening and Providing 20mm Thick Chipping Carpet on Entrance Road at Monvila Campus of ACSTI	Rs 10000/-	Rs 800/- +12% GST	10 days	19-08-2020 03:00pm	19-08-2020 03:00pm	21-08-2020 10:00am

The last date for submission of tenders will be at **3.00 pm on 19th August 2020**. Technical bid will be opened at **10.00 am on 21st August 2020** and the financial bid will

be opened on 21st August 2020 at 10.00 am. For more details regarding the tender for the work can be had from our **office/ Engineer (Ph: 0471 2547228/9946951643)** during working days. The Institute reserves the right to accept or reject any or all tenders without assigning any reason whatsoever.

1. A bid submission fee shall be remitted through **Pay order/DD Payable at Trivandrum in favour of Director ACSTI from** any of the Nationalized Bank or scheduled Bank having branches at Thiruvananthapuram during the time of bid submission.
2. Method of preparation of bids
 - a) Separate technical and financial bids should be submitted.
 - b) Envelope containing bid security shall be marked as technical bid and rates duly quoted shall be marked as financial bid.
 - c) Bidders shall clearly specify on the top of the envelope either “**Tender for Renovation of Conference hall at Monvila Campus of ACSTI**”. That cover should contain Technical and Financial bid separately. All envelopes should be addressed to The Director, ACSTI. The bidder's address shall be mentioned on the left-hand corner of all envelopes. All envelopes (Technical/Financial bid) shall be properly sealed with wax/PVC tape, enclosed in a covering envelope which shall also be properly sealed with wax/PVC tape. The ACSTI will summarily reject the bid, which is not submitted as mentioned above.
 - d) Tenders will not be opened if all envelopes are not properly sealed.
 - e) Bidder shall be bound by all the terms/conditions and specifications are detailed in the tender documents.
 - f) Conditional tenders are liable to be summarily rejected (Bidder should not add any condition)
 - g) Bid documents to be submitted on or before **19/08/2020 at 3:00 pm** at Monvila campus of ACSTI
3. Preliminary Agreement of Vendors in technical bid Registration and EMD Exemption Certificate (if any) shall be submitted. More details on EMD & Cost of Tender documents/bid submission fee are mentioned in this document. **The Preliminary agreement and Tender documents should be in the same as in Annexure.**
4. The bid shall be opened on **21/08/2020, 10:00am** at board room of ACSTI at Monvila ,Thiruvananthapuram in presence of bids /representatives who wishes

to attend at the above address, if tender opening date happens to be holiday or non –working day due to any other valid reason the tender opening process will be done on the next working day at the same time and same place.

5. Tenders/bids are to be accompanied with the preliminary agreement executed in Kerala stamp paper worth as per prevailing stamp paper rules in force. Tenders /bids received without a copy of vendor’s license, preliminary agreement shall be summarily rejected, and the EMD will be forfeited to the institute ACSTI. Further details can be had from our **Engineer (Ph: 0471 2547228/9946951643) during working days.**
6. Vendors should find the Bill of Quantity (BOQ), Preliminary Agreement, NIT and Tender Documents. The item rate BOQ record the agreed rate item –wise /rate-wise shall be submitted.
7. The rate of the quantity of any item executed excess of agreed quantity will be paid such that estimate rate or rate quoted by the Vendor whichever is less.
8. The Tenderer/Contractor should co-ordinate with other agencies viz., ELECTRICAL, INTERIOR, HVAC (Air- Conditioning), Civil, LAN cabling etc.,
9. Payment will be made only after the successful completion of the work and on the basis of bill submitted by our engineer by joint Measurement with the Tenderer/Contractor.

**Director
ACSTI**

FORM OF TENDER

Ref No.....

Place: Trivandrum

Date: 08.08.2020

To,

The Director

Agricultural staff training Institute (ACSTI)

kulathoor PO, Monvila, Trivandrum-695583

Sir,

Having Examined the conditions of contract ,specifications and schedule of quantities relating to the Project of [Widening and Providing 20mm Thick Chipping Carpet on Entrance Road at Monvila Campus of ACSTI](#) in the memorandum hereinafter set out and having acquired the requisite information relating thereto as affecting the tender, I/We hereby offer to execute the Project of [Widening and Providing 20mm Thick Chipping Carpet on Entrance Road at Monvila Campus of ACSTI](#) in the said memorandum within the time specified in the said memorandum at the rates mentioned in the attached schedule of quantities and in accordance in all respects with the specifications and instructions in writing referred to in conditions of tender.

MEMORANDUM

- 1
- Widening and Providing 20mm Thick Chipping Carpet on Entrance Road at Monvila Campus of ACSTI
- a) Description of works : Carpet on Entrance Road at Monvila Campus of ACSTI
- b) Earnest Money Deposit (EMD) : Rs 10000 / -
- c) Cost of Tender form : Rs 1000+ 12% GST
- d) Percentage to be deducted (Retention Amount) : 2.5% from running account bills from the bill.
- e) Initial Security Deposit : 2% (ISD + EMD)
- f) Time allowed for completion : 20 days from the date of written order to commence the work
2. Should this tender be accepted, I/We hereby agree to abide by and fulfil terms and provisions of the said Conditions of Contract annexed hereto so far as they may be applicable or in default thereof to forfeit and pay to the ACSTI, the amount mentioned in the said conditions.
3. I/We have deposited a sum of (Rupees.....)
Only as Earnest Money in favour of the Director, ACSTI Ltd, Thiruvananthapuram in the form of DD/Pay order issued by a nationalised / Scheduled Bank, payable at Trivandrum which amount not to bear any interest. Should I/We fail to execute the contract when called upon to do so I/We do hereby agree that this sum shall be forfeited by me/us to the ACSTI.

Yours Faithfully,

Signature of Tenderer/Contractor

(Signatures and addresses of witnesses)

(i)

ii)

GENERAL CONDITIONS

Name of Project: “Widening and Providing 20mm Thick Chipping Carpet on Entrance Road at Monvila Campus of ACSTI”.

1. Agricultural Co-operative Staff Training Institute **has right to accept or reject any or all Bids** at any time prior to the award of tender without assigning any reason what-so-ever and without they are by incurring any liability to the affected bidder or bidders on the grounds for the ACSTI's action.
2. The cost of tender forms once paid will not be refunded. Cost of the tender form mentioned should be remitted through Pay order/Demand Draft Payable at Trivandrum for participating in the tender. The rates quoted should be only in Indian currency. Tenders in any other currency are liable for rejection.
3. Intending Tenderer/Contractors should submit their tenders before the stipulated time on the due date and time. No tender received after the specified date and time will not be accepted on any account.
4. The tenders will be opened on the appointed day and time in the office of the undersigned. If tender opening dates happen to be a holiday or non working day due to any other valid reason the tender opening process will be done on the next working day at the same time and same place.
5. If any Tenderer/Contractor withdraws from his tender before the expiry of the period fixed for keeping the rates firm for acceptance, the earnest money, if any deposited by him will be forfeited to the institute ACSTI or such action was taken against him as the ACSTI thinks fit.
6. The final acceptance of the tenders exclusively with the Institute ACSTI – who do not bind themselves to accept the lowest (L1) then ACSTI can issue a work order to L2 tender.
7. Communications of acceptance of the tender normally constitute a concluded contract. Nevertheless, the successful Tenderer/Contractor shall execute an agreement for the due fulfilment of the contract within the period to be specified by the Institute. **Bidders should watch the website of the ACSTI regularly before submission date because any corrigendum related to the project will be uploaded only through the website, www.acstikerala.com.**

8. The successful Tenderer/Contractor shall, before signing the agreement and within the period specified by the institute, deposit a sum equivalent to 2 per cent of the value of the contract as security for the satisfactory fulfilment of the contract, less the amount of earnest money deposited by him along with his tender.
9. The security deposit shall, subject to the conditions specified herein, be returned to the vendor after the expiration of the contract, but in the event of any dispute arising between the institute ACSTI and the vendor. The Institute shall be entitled to deduct out of the deposits or the balance thereof until such dispute is determined the number of such damages, cost, charges and expenses as may be claimed. The same may also be deducted from any other sum which may be due at any time from the Institute to the vendor. In all cases where there is a guarantee for the goods supplied, the security deposit will be released only after the expiry of the guarantee period.
10. The Bidder is expected to examine all instruction, forms, terms, conditions and specification in the bid document. Failure to furnish to all information required as per the Bid Documents or submission of bids not substantially responsive to the Bid Documents in every respect will be at the bidder's risk and shall result in rejection of the bid.
11. **The signing of Bids:** The bidder shall submit with duly signed on each and every page at tender document establishing the conformity of bid to the bid documents to be executed by the bidder under the tender. The bidder is advised to keep a photocopy (at his own cost) of the bid documents for his own reference.

12. Scope, Location and Duration

Whereas the scope and location as per annexure I. Duration of the warranty for the project for one year from the date of signing the agreement by both parties.

13. Service Level Agreement/Warranty

A Service Level Agreement/Warranty shall be executed (one year), signed between the Institute and the selected vendors in stamp paper worth as per the prevailing stamp paper rules in force.

14. Method for Preparation of Bids

- (a) Separate Technical and Financial Bids should be submitted for the [Widening and Providing 20mm Thick Chipping Carpet on Entrance Road at Monvila Campus of ACSTI](#)

(b) Envelope containing Bid security shall be marked as Technical Bid and rates duly quoted shall be marked as Financial Bid as per tender policy.

15. The Bidder shall have to submit the following documents along with the Technical Bid.

(a) **Qualification Criteria's**-Recently get Similar kind of Performance/contract orders (**Minimum 3 Nos**) of similar work of value more than Lakhs form Govt/PSUs/Private etc.

(b) If the bidder is a registered Contractor, submit/CPWD/LSGD respective registration certificates.

(c) PWD/LSGD Tenderer/Contractor License/EMD / Tender Fee/ exemption certificate or the Correspondent DDs.

(d) PAN Card & GST Registration Certificate, if required

(e) Bidder's profile duly filled.

(f) Notice Inviting Tender.

(g) Duly filled Bid Form.

(h) Instruction to Bidders.

(i) Signed and sealed copy of Tender documents.

(j) Letter of Authorization for Authorized Signatory (if other than the Licence Holder) & attending the bid opening.

(k) Agreement in appended form duly executed and signed in stamp paper worth as per the prevailing stamp paper rules in force.

16. The Bidder shall have to submit the following documents along with the Commercial Bid:

(a) The schedule of Quantities as per the specifications and the most competitive prices offered in respect of the items therein as per Annexure.

17. All disputes arising out of or touching this agreement shall be subject to the exclusive jurisdiction of the courts at Thiruvananthapuram only.

18. Please read the 'GENERAL CONDITIONS TO TENDERER/CONTRACTORS' thoroughly before submitting the Tenders. Also note to verify the web-site www.acstikerala.com

19. *Corrigendum's* before the last date and confirm that 'CORRIGENDUM' to the Tender Notices issued (if any) has been read and / or complied with.

Note: This tender is an OFFLINE tender. There is NO online price bid submission for this tender.

Tenderer/Contractors are requested to submit the tender in two bid system (Technical & Price Bid)

Cover 1 : Technical Bid : Tenderer/Contractor should read, signed and submit what are the documents asked by the institute in the Technical cover for the [PROJECT “Widening and Providing 20mm Thick Chipping Carpet on Entrance Road at Monvila Campus of ACSTI”](#)

20. **Cover 2 : Price bid:** Tenderer/Contractor should read, signed and upload what are the documents asked by the institute in the Financial cover for the [PROJECT “Widening and Providing 20mm Thick Chipping Carpet on Entrance Road at Monvila Campus of ACSTI”](#)

21. If the Tenderer/Contractor fails to complete the work by the Scheduled date of completion or with- in any sanctioned extended time, he will have to pay liquidated damages at the rate of ½% of contract amount for each week of delay the work remains incomplete beyond the completion (Original/extended date), subject to maximum of 5% of the contract value (without extra items) as per clause of the General conditions of contract.

22. The unit prices shall be deemed to be fixed prices. In case of extra items, a record of labour charges paid shall be maintained and shall be presented every month for extra/substituted items regularly to the Engineers for checking. The settlement will be made based on figures arrived at jointly and taking into account unit prices of items of work mentioned in the contract assigned to the successful Tenderer/Contractors. In case, of extra items, where similar or comparable items are quoted in the tender, extra rates shall invariably be based on those tender rates to the extent reasonable. In case of extra items where similar items are not available in the tender, the rates for such items shall be derived as per CPWD analysis with taxes as applicable.

23. Mode of Payment

No advance payment will be made. Payment will be made only after successful completion of work based on the day to day assessment.

**Director
ACSTI**

Preliminary Agreement
(Stamp paper worth Rs 200/-)

Articles of agreement executed on this the.....day ofTwo Thousand Twenty between the Director, ACSTI of the one part and Shri..... (Name and address of the Tenderer/Contractor) hereinafter referred to as the “the bounden” of the other part.

WHEREAS in response to the Tender Notice No.dated the bounden has submitted to the ACSTI a tender for the project ““Widening and Providing 20mm Thick Chipping Carpet on Entrance Road at Monvila Campus of ACSTI””. specified therein subject to the terms and conditions contained in the said tender;

WHEREAS the bounden has also deposited with the ACSTI a sum of Rs..... as earnest money for execution of an agreement undertaking the due fulfilment of the contract in case his/their tender is accepted by the ACSTI.

Signed by Shri..... date.....

NOW IT IS HEREBY AGREED AS FOLLOWS:

In consideration of the said sum to be paid at the times and in the manner set forth in the said conditions, the Tenderer/Contractor shall upon and subject to the said conditions, execute and complete the work shown in the said drawings and described in the said specifications.

The Acsti shall pay the Tenderer/Contractor the said sum or such sums as shall become payable hereunder at the times and in the manner specified in the said conditions.

Tender documents containing work order Notice to the Tenderer/Contractor, Conditions of Contract, Appendix thereto, Special Conditions of Contract, Specifications and Schedule of Quantities with the rates entered therein, shall be read and studied as forming part of this agreement and the parties hereto shall respectively abide by and submit themselves to the conditions and stipulations and perform the agreement on their part respectively in such conditions contained.

The contract is neither a fixed lumpsum contract or a piece work contract, but is a contract to carry out work in respect of the entire works to be paid for according to actual measured quantities, including variations from BOQ at the rates contained in the Schedule of rates and Probable bill of quantities or as provided in the said conditions.

The ACSTI, reserves to himself the right of altering the drawings and natures of the work, of adding/substitution to or omitting any items of work or having portions of the same carried out through alternate agencies without prejudice to this contract.

Time shall be considered a the essence of this agreement and the Tenderer/Contractor hereby agrees to commence the work soon after the site is handed over to him but within 3 days reckoned from the date of issue of work order to execute the work, as provided for in the said conditions and complete the entire work in days subject to nevertheless to the provisions for extension of time.

This agreement and contract shall be deemed to have been made in Thiruvananthapuram and any questions or dispute rising out of or in any way connected with this Agreement and Contract shall be deemed to have arisen in Thiruvananthapuram and only the courts in Thiruvananthapuram shall have jurisdiction to determine the same. The limitation period will be 90 days from the date of dispute having arisen.

In case the tender submitted by the bounden is accepted by the Institute ACSTI and the contract foris awarded to the bounden, the bounden shall withindays of acceptance of his/ their tender execute an agreement with the Institute incorporating all the terms and conditions under which the ACSTI accepts his/ their tenders.

All sums found due to the ACSTI is under or by virtue of this agreement shall be recoverable from the bounden and his properties movable and immovable under the provisions of the Revenue Recovery Act for the time being in force as though such sums are arrears of land revenue and in such other manner as the ACSTI may deem fit.

In witness whereof Shri..... (Name and Designation) for and on behalf of the Director, ACSTI and..... The bounden have herein to set their hands the day, month and year shown against their respective signatures.

Signed by Shri.....Date.....

Widening and Providing 20mm Thick Chipping Carpet on Entrance Road at Monvila Campus of ACSTI

Date:

In the presence of witnesses:

- 1. Shri.....Date.....
- 2. Shri.....Date.....

Signed by Shri.....Date.....

In the presence of witnesses:

- 1. Shri.....Date.....
- 2. Shri.....Date.....

Signed by Shri.....Date.....

Bidders Profile

I/We hereby declare that the information furnished above is true and correct.

Place: Signature of the Bidder/ Authorized signatory

Date: Name of the Bidder: -

1	Name of the Bidder/firm	
2	Name and designation of the person submitting the tender	
3	Address of the Firm	
4	Mobile and Landline No.	
5	Registration & incorporation particulars of the firm: (Please attach attested copies of documents of registration/incorporation of the firm with the competent authority as required under business law)	
i	Proprietorship	
ii	Partnership	
iii	Private Limited	
iv	Public Limited	
6	Name of Proprietor/Partners/Directors	
7	Bidder's Bank & A/c Nos.	
8	Permanent Income Tax No & Income Tax Circle (Please attach a copy of PAN Card / valid NOC Certificate)	

**LIST OF APPROVED MANUFACTURERS / NATURAL SOURCES OF MATERIALS TO BE USED IN THE CIVIL
WORKS SUBJECT TO THE APPROVAL OF SAMPLES BY THE INSTITUTE.**

SI No	Particulars & Specifications	Approved Make
1	All the material used for the project should be a Standard products	ISO certified/BIS/CPWD/KERALA PWD/KERALA LSGD

NOTE :The Tenderer/Contractor shall use only above mentioned material or equivalent make to be approved by the ACSTI. All other materials shall confirm to the specifications laid down. The Tenderer/Contractor shall take this into account while tendering rates / prices. The INSTITUTE has got every right to select any of the above Makes for the Project. However the samples of every material including all fixing accessories shall be got approved by ACSTI before Execution.

**ALL MAKE SHALL BE CONFIRMING TO BIS ONLY. PLEASE TICK
THE MAKE OF MATERIALS CONSIDERED IN THE TENDER**

Annexure 1

PRICE BID/Bill of Quantities

Name of Project: Renovation of Conference hall at Monvila Campus of ACSTI

Sl No	Particulars	Quantity	Rate (Rs.) (Excl. GST)
1.1	Earth work in excavation by mechanical means (Hydraulic excavator)/manual means over areas (exceeding 30 cm in depth, 1.5 m in width as well as 10 sqm on plan) including getting out and disposal of excavated earth lead up to 50 m and lift up to 1.5 m, as directed by Engineer-in-charge. (All Kind of Soil)	42Cum	
1.2	Demolishing brick work manually/ by mechanical means including stacking of serviceable material and disposal of unserviceable material within 50 metres lead as per direction of Engineer-in-charge. In cement Mortar	1Cum	
1.3	Scarifying the existing bituminous road surface to a depth of 50 mm and disposal of scarified material within all lifts and leads up to 1000 metres by Mechanical Means	240Sqm	
1.4	Removal of unserviceable soil including excavation, loading and disposal up to 1000 metres lead but excluding replacement by suitable soil which shall be paid separately as per clause 305.	42Cum	
1.5	Supplying and stacking 36mm size hard broken stone in standard heaps for measurement.	20Cum	

1.6	Filling up pot holes (cut and formed to regular shapes and all loose and defective materials removed) after supplying a prime coat of hot bitumen using 36mm departmental broken stone and compacting with power roller to get a compact surface.	20Cum	
1.7	Construction of granular sub-base by providing graded material, spreading in uniform layers with motor grader on prepared surface, mixing by mix in place method with rotavator at OMC, and compacting with vibratory roller to achieve the desired density, complete as per clause 401.Grading-IV - For lower sub base - Mix in Place Method	21Cum	
1.8	Providing, laying, spreading and compacting graded stone aggregate to Wet Mix Macadam specification including premixing the Material with water at OMC in mechanical mix plant carriage of mixed Material by tipper to site, laying in uniform layers with paver in sub- base / base course on well prepared surface and compacting with vibratory roller to achieve the desired density.	14Cum	
1.9	Providing and applying primer coat with bitumen emulsion (SS) on prepared surface of granular Base including clearing of road surface and spraying primer at the rate of 0.70 - 1.0 kg/sqm using mechanical means.	140Sqm	
2.0	Providing and applying tack coat with bitumen emulsion (RS) using emulsion pressure distributor at the rate of 0.20 - 0.30 kg per sqm on the prepared bituminous surface cleaned with mechanical broom.	600Sqm	
2.1	Providing, laying and rolling of open - graded premix surfacing of 20 mm thickness composed of 13.2 mm to 5.6 mm aggregates using Viscosity Grade paving Bitumen(VG -30) to required line, grade and level to serve as		

Widening and Providing 20mm Thick Chipping Carpet on Entrance Road at Monvila Campus of ACSTI

	wearing course on a previously prepared base, including mixing in a suitable HMP of appropriate capacity not less than 75 tonnes/hour, laying and rolling with a smooth wheeled roller 8-10 tonne capacity, finished to required level and grades	600Sqm	
2.2	Providing and laying seal coat sealing the voids in a bituminous surface laid to the specified levels, grade and cross fall using crushed stone chipping of 6.7 mm size and bitumen (VG-30) @ 9.8 kg per 10 sqm	600Sqm	
		Sub Total (A)	
		GST@Work Contract Rate(B)	
		TOTAL(A+B)	

Place:

Name of the Bidder-----

Date:

Sign & Seal-----