



TENDER DOCUMENT

OF

AIR-CONDITIONING WORKS

FOR

M/s. VJTI TECHNOLOGY BUSINESS INCUBATOR

IN

CO-WORKING SPACE & INCUBATOR CENTER

Veermata Jijabai Technological Institute - Technology Business Incubator

(Established under DST-NIDHI Initiative of Government of India)

H R Mahajani Road, Matunga (E), Mumbai-400019

LETTER OF INVITATION TO TENDERING PARTIES:

Name of the Work: Air-Conditioning Works

Sealed Tenders are invited for the proposed works to be carried out for the Co-Working Space and Incubator Center located at Technology Business Incubator in Veermata Jijabai Technological Institute, Matunga, Mumbai. Only those contractors should submit the Tender who have PAN number and Goods and Service Tax Registration Certificate. Submit Photocopy of PAN number and GST certificate along with the Tender.

The estimated amount of the entire work is **Rs. 13,50,000/- (Inclusive of GST)**

The other Particulars are as below:-

1. Tender Processing fee: Rs. 4,368/- (Rs. 3,900 + GST @ 12% Rs. 468/-)
2. Earnest Money Deposit: Rs. 65,000/-
3. Date of Submission of Tender Document: From 31.01.2020 to 10.02.2020
4. Completion Period: 45 days from date of Commencement

You are invited to quote for the work as per the above mentioned schedule

CHAIRPERSON

VJTI-TECHNOLOGY BUSINESS INCUBATOR

General Conditions

(Note: Contractor, please read the general conditions carefully before giving offer)

1.	Good Service Taxes (GST) should be included in the rates quoted by the contractor. Any other Government (State / Center) Taxes as applicable shall be done. Deduction towards TDS shall also be done as per existing rules. The details of the Pan Card, GST Company details shall be submitted along with tender document, failing which the tender shall be rejected.
2.	The contractor shall see the site personally before quoting the rates & submitting offer.
3.	The contractor will be disqualified if tender becomes unbalanced due to his quoted rates.
4.	The Chairperson of VJTI-TBI reserves the right to reject any one or all the tenders without assigning any reserve there for.
5.	The EMD of unsuccessful bidder will be refunded after 30-60 days.
6.	Contractor to give complete Bank Details.
7.	The contractor shall mention below the BOQ the GST assumed in his rates.
8.	The Earnest Money Deposit & Tender processing fee in the form of Demand Draft. (2 Nos D.D. made separately) shall be put in the same envelope of tender; If the said D.D. are not found in the envelope the tender will be rejected. EMD and Tender Fee shall be made in the name of VJTI TECHNOLOGY BUSINESS INCUBATOR , payable at Mumbai.
9.	A Work Agreement shall be made between successful contractors and the Chairperson, VJTI-TBI on stamp paper of Rs. 100/- and notary shall be done.
10.	Contractor has to start the work within 7 days after acceptance of the work order. If the work is not started within the stipulated period after placing the order with the successful bidder, the EMD will be forfeited by the Institute.
11.	The contractor to have a qualified Architect in his team having a minimum of Diploma in Architecture as his/her qualification.
12.	The work will be carried out without disturbing classes, laboratories when they are in session.
13.	The work may be carried out on all days from 9.00 AM to 7.00 PM. Necessary prior permissions for working during late hours shall be obtained from competent authority.
14.	The contractor shall be responsible for injuries to persons, animals and damage to material and properties of the Institute.
15.	All the passages, shall be kept clean every day after completion of work that day.
16.	No labour hutment will be allowed in the institute.
17.	Please note that the contractor will not be given Ladder.

18.	The items shown in Bill of quantity are indicative only. Any item may be cancelled partially or wholly by the competent authority. Actual measured and executed quantities shall only be paid in bills.
19.	Contractors have to take prior approval in writing from Chairperson, VJTI-TBI before executing extra items and excess quantity.
20.	If the contractor has failed to complete the work within stipulated period mentioned in work order then 0.5% of tender amount per day will be deducted as a penalty from Final RA Bill, subject to 5% of total executed project value.
21.	Defects Liability Period shall be one year from the date of successful installation and commissioning, and handover of Air-conditioning System.
22.	Contractor shall quote their offer in prescribed format only given in tender document on letterhead. Tender in any other form will be rejected.
23.	Contractor's own conditions will not be accepted.

I accept the above conditions.

Signature of the Contractor
Seal and Stamp

SPECIAL CONDITIONS OF CONTRACT

1.	Earnest Money Deposit	Rs. 65,000/- D.D. favouring ' VJTI TECHNOLOGY BUSINESS INCUBATOR ', payable at Mumbai.
2.	Security Deposit/Retention Money	2% of Total contract value amount put to tender as Bank Guarantee to be returned after completion of Defects Liability Period
3	Refund of Earnest Money Deposit	To be adjusted against RA Bills
4.	Refund of Security Deposit	After completion of Defects Liability Period
5.	Advance Payment	Nil
6.	Date of Commencement	Maximum 7 days from the issue of work order
7.	Completion period	45 days from Date of Commencement
8.	Period of Honoring Certificates	30 days
9.	Final bill Certification	60 days
10.	Tender validity	60 days
11.	Extra work	If found necessary, approval of competent authority to be taken before executing extra items.
12.	Payment Stages	<ol style="list-style-type: none">1) 50% of Tender value released on delivery and inspection of Air-conditioning system and beginning of ducting work.2) 30% of Tender value released on completion of ducting work and installation of Air-conditioning system.3) 20% of Tender value on completion and handover of works.

I accept the above conditions.

Signature of the Contractor
Seal and Stamp

A. Submission of Tender and its accompaniments

The bidder shall submit the Tender and documents as follows:

(It shall contain strictly the following documents duly numbered, signed and stamped by the bidder or his representative and in the serial order given below)

1.	Covering Letter for Enclosure	A covering letter stating the list of enclosures should be attached in the offer along with the checklist. Complete Address, contact details, email address, website address etc must be there on the letterhead for easy and fast communication.
2.	Payment of the Tender Fees	Demand Draft on nationalized/scheduled bank drawn in favour of: VJTI TECHNOLOGY BUSINESS INCUBATOR , payable at Mumbai For the value of Rs. 4,368/- as a Tender Fee MUST be attached. Name of the firm and tender number should be written on the back side of the Demand Draft/ Pay Order has validity of 3 months. ** If the tender fee is not submitted, the offer of the bidder will be rejected.
3.	Earnest Money Deposit	Demand Draft on nationalized/scheduled bank drawn in favour of: VJTI TECHNOLOGY BUSINESS INCUBATOR , payable at Mumbai For the value of Rs. 65,000/- as an Earnest Money Deposit MUST be attached. Name of the firm and tender number should be written on the back side of the Demand Draft/ Pay Order has validity of 3 months. ** If the EMD is not submitted, the offer of the bidder will be rejected.
4.	Goods & Service Tax registration certificate	A photocopy of the GST Registration Certificate duly signed and attested, by the owner or his representative
5.	PAN Copy	A photocopy of the PAN Card duly signed and attested, by the owner
6.	Income Tax Returns/Balance Sheet	Self-attested copies of Income Tax Returns of the firm for last Three consecutive years or Balance sheets of last Three consecutive years duly certified by a chartered accountant required as a proof to establish the financial capacity of the Contractor.
7.	List of Clients for past experience (Please See Format 1)	List of Clients other than this institute for verifying the quality of the equipment being supplied and after sales service rendered by the Contractor. This list will help the purchaser to ensure good performance of the make and model which is offered by the bidder.
8.	Performance of Bidder (Please see Format 2)	Past experience of bidder with other Clients or elsewhere regarding equipment supplied to this Department (Information to be submitted in giving Order No., date, name of equipment, name of consignee.)

9.	Architect's Registration Certificate	Qualification Certificate of the Architect who would be working on this project full time along with the Contractor's team. Photocopy of the B.Arch or Diploma Certificate to be attached signed by the Architect with COA Registration number
----	--------------------------------------	--

1. The full name and address of the bidder delivering the sealed cover containing tender shall be written on the bottom left hand corner.
2. The bidder should ensure that their tender is received by **05:00 pm at VJTI Technology Business Incubator, CoE-CNDS Lab, Veermata Jijabai Technological Institute, Matunga, Mumbai -400019** before the last date & time of the closing the tender.
3. The tender received after closing date and time will not be accepted at all. All the bidders should submit their tender to **VJTI Technology Business Incubator, CoE-CNDS Lab, Veermata Jijabai Technological Institute, Matunga, Mumbai -400019.**

B. Pre-Bid Meeting

A Pre-Bid meeting will be held on Thursday, 6th February 2020 to clarify and offer comments on any items mentioned in the Tender. Bidders should make sure to attend the meeting for any clarifications.

The meeting will be held in VJTI Technology Business Incubator, CoE-CNDS Lab, Veermata Jijabai Technological Institute, Matunga, Mumbai -400019 at 05:00 pm.

C. Acceptance of Tender

Award of contract (Acceptance of Tender)	The Contractor awarded the tender is required to sign the work order as acceptance. The Ducting, Low site and Site mobilization is expected to start within 7 days of Signing the Work Order.
---	---

Mandatory form for NEFT / RTGS Payment to Party / Contractor

Name of the Party / Contractor As written on Passbook	
Address of Party / Contractor for Communication	
Party / Contractor Permanent Account No. (PAN No.)	
Party / Contractor Goods and services Tax (GST No.)	
Mobile No.	
Email ID	
Name of the Bank where NEFT / RTGS to be done	
Bank Branch Name	
Address of the Branch	
Bank IFSC Code	
Bank Account Number	
I declare that all the information provided by me is true in all respect.	

Note: Cancelled cheque (Photocopy Copy) attached with this form.

PRICE STRUCTURE
(To be submitted on letter head of Bidder only)

BOQ of Interior & Allied Works for TBI CO-WORKING SPACE					
Client: TECHNOLOGY BUSINESS INCUBATOR, MUMBAI					
Project: TBI Co-Working Space					
Sr. No.	Description	Qty.	Unit	Rate with GST	Amount with GST
A	HVAC				
1	Supply of Ac High Static Air conditioning Unit Scroll Compressor Comprising of Air cooled condensing unit wall mounted indoor unit including Remote Controller.				
a	1.5 Ton Inverter 3 star Split AC. Make - Daikin / Mitsubishi / Ogeneral	5.00	Nos		
b	2 Ton Inverter 3 star Split AC. Make - Daikin / Mitsubishi / Ogeneral	3.00	Nos		
c	11 Ton Ductable AC R410 - Make Daikin / Ogeneral / Carrier	1.00	Nos		
d	8.5 Ton Ductable AC R410 - Make Daikin / Ogeneral / Carrier	1.00	Nos		
	INSTALLATION FOR SPLIT AC				
2	Std Installation, Testing, Commissioning for Split A/c machines including Indoor & Outdoor refrigerant following capacity with one year free service				
a	Split Unit	8.00	Nos		
b	Refrigerant Piping consisting of Suction line, Liquid line Piping & Fittings, Refrigerant piping for the air-conditioning system upto 19.1 mm dia shall be of soft seamless copper tubes & for above 19.1 mm dia the pipe material shall be of hard seamless copper tubes with pipes material being hard drawn copper pipe. The thickness of copper piping shall not be less than 18 SWG for pipes upto 19.1 mm and 16 SWG for larger dia. All refrigerant pipes shall be properly supported and anchored to the building/structure using steel hangers, fasteners, brackets and supports which shall be fixed to the building/structure by means of inserts or expansion shields or anchor fasteners of adequate size and number to support the load imposed thereon. Make: HARI OM, NIPPON, OHTC	425.00	Rft		

c	The drain-pipe should be heavy duty PVC pipe ISI marked. complete with fitting as required whereas the connection of Split to the PVC pipe should be with U trap & flexible braided pipe. The drain piping should be insulated with 6 mm thick tubular nitrile rubber insulation or Heatload. Complete with all pipe supports, hangers, adhesive etc. MAKE:KISAN, PRINCE, POLYPACK				
d	Std Cabling from Indoor unit to Outdoor unit with supports, earthing, terminations & testing. (Quantity shall be measured one way & considering single circuit per machines. Separate rates/ measurement shall not be considered for suction/ liquid pipes/ cables. MAKE: FINOLEX, POLYCAB, KRISHNA				
3	Providing Stand For Split AC Outdoor Unit With Nut Bolt & Vibration Pads	8.00	Nos		
4a	Core Cutting for Copper pipe & Drain Pipe.(Upto12" Dept)	0.00	Nos		
4b	Chisling work to hide Copper & Drain Pipe.	0.00	Nos		
INSTALLATION FOR DUCTABLE AC					
5	Refrigerant Piping consisting of Suction line, Liquid line Piping & Fittings, Refrigerant piping for the air-conditioning system upto 19.1 mm dia shall be of soft seamless copper tubes & for above 19.1 mm dia the pipe material shall be of hard seamless copper tubes with pipes material being hard drawn copper pipe. The thickness of copper piping shall not be less than 18 SWG for pipes upto 19.1 mm and 16 SWG for larger dia. All refrigerant pipes shall be properly supported and anchored to the building/structure using steel hangers, fasteners, brackets and supports which shall be fixed to the building/structure by means of inserts or expansion shields or anchor fasteners of adequate size and number to support the load imposed thereon. MAKE: HARI OM, NIPPON, OHTC	150	Per Mtr		
6	Std Cabling from Indoor unit to Outdoor unit with supports, earthing, terminations & testing. (Quantity shall be measured one way & considering single circuit per machines. Separate rates/ measurement shall not be considered for suction/ liquid pipes/ cables For. MAKE: FINOLEX, POLYCAB, KRISHNA (ISI MARK 7 Core wire)	250	Per Mtr		

7	The drain-pipe should be heavy duty PVC pipe ISI marked. complete with fitting as required whereas the connection of Ductable ac to the PVC pipe should be with U trap & flexible braided pipe. The drain piping should be insulated with 6 mm thick tubular nitrile rubber insulation or Heatloan. Complete with all pipe supports, hangers, adhessive etc. MAKE: KISAN, PRINCE, POLYPACK	75	Per Mtr		
8	Factory made Oval G.I Ducting: The ducts shall be fabricated from galvanized steel sheets of 22G. The ducts fabrications shall conform to SMACNA Standard. Complete with all hangers supports, guides, vanes etc. MAKE:JINDAL, SAIL, TATA	1,250	Per Sqft		
	Duct Joint Clamps for Joinf the Duct. Make: JINDAL, SAIL, TATA	32	Per Sqft		
	Supply and installation of Thermal insulation material for Duct insulation shall be Closed Cell 13mm thick Nitrile Rubber. MAKE: ARMAFLEX, VISARIO, BRP	1,000	Per Sqft		
	Supply and installation of Thermal insulation material for Duct insulation shall be open Cell 9mm thick Nitrile Rubber. MAKE: ARMAFLEX, VISARIO, BRP	400	Per Sqft		
	Extruded aluminium 6" grilles. Make: COSMOS / RAVISTOR	28	Per Sqft		
	Collar Dampers. Make: COSMOS / RAVISTOR	28	Per Sqft		
	Canvas Connection. Make - RAXIN	2	Nos		
	Ducting Transportation	1	Lum sum		
9	Ductable Ac R410 Gas Charging With Vacumissing, Flashing, n2 Leack Check, MAKE:FLORON	21	kg		
10	Liquied Drier For Flushing & Moisture Of Condenser Unit	2	Nos		
11	New Air Filter For Indoor Unit (ViscoCity Cloth Side Filter)	2	Nos		
12	Providing Hanging Rod For Indoor Unit With Vibration Pads & Nut Bolts	2	Set		
13	M.S. Balcony Type Stand With Vibration Pads & Nut Bolts For Condensing Unit	0	Nos		
14	Carring Loading Charges Of I/D & O/D Unit's At Actual Place	0	Nos		

15	Civil & Miscellaneous Work For Piping & Drain Pipe (If Required)	1	Lum sum		
16	Standard Installation Charges With Commissioning & Testing For High Static DAC				
a	11.0 Ton High Static Ductable Ac	1	Nos		
b	8.0 Ton High Static Ductable Ac	1	Nos		
17	AMC Charges For 3 years, considering 3 annual service				
a	For 3 annual service for the Splits AC	8	Nos		
b	For 3 annual service for the Ductable system	2	Nos		
18	Drain Pump for Hi-Wall Units	4	Nos		
19	Two Coat of Matte Finished Enamel paint on the entire lengths of the Duct. Color and texture as per architects description. Make - ASIAN PAINTS, BERGER, JOTUN	1,500	Sq ft		
TOTAL OF HVAC WORKS		A			

Signature of the Contractor
Seal and Stamp

(Note: Each page of PRICE STRUCTURE document should have Bidders signature and seal)

FORMAT 2
PERFORMANCE OF BIDDER

List of Copies of Completion Certificates of s execution of Air-conditioning System projects within stipulated Period

Sr. No.	Name and address of Client	P.O. Number and Date	Amount	Remark (Please attach service reports of atleast three P.O's of similar amount)

Signature of the Contractor
Seal and Stamp