



TENDER DOCUMENT

OF

LIGHTING 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: Lighting 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. 7,00,000/- (Inclusive of GST)**

The other Particulars are as below:-

1. Tender Processing fee: Rs. 3,304/- (Rs. 2,800 + GST @ 18% Rs. 504/-)
2. Earnest Money Deposit: Rs. 14,000/-
3. Date of Submission of Tender Document: From 17.11.2020 to 01.12.2020
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 reason 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.	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.
10.	The work will be carried out without disturbing classes, laboratories when they are in session.
11.	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.
12.	The contractor shall be responsible for injuries to persons, animals and damage to material and properties of the Institute.
13.	All the passages, shall be kept clean every day after completion of work that day.
14.	No labour hutment will be allowed in the institute.
15.	Please note that the contractor will not be given Ladder.
16.	The items shown in Bill of quantity are indicative only. Any item may be cancelled partially or wholly by the competent authority. Only actual measured and executed quantities shall be paid in bills.
17.	Contractors have to take prior approval in writing from Chairperson, VJTI-TBI before executing extra items and excess quantity.

18.	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.
19.	Defects Liability Period shall be one year from the date of successful installation and commissioning, and handover of Lighting System.
20.	Contractor shall quote their offer in prescribed format only given in tender document on letterhead. Tender in any other form will be rejected.
21.	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. 14,000/- 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 Honouring 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) 70% of Tender value released on delivery and inspection of Lighting Materials system and beginning of lighting work.2) 30% of Tender value on completion of installation, testing 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. 3,304/- 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. 14,000/- 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.)

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, 26th November 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. Site mobilization is expected to start within 7 days of signing the Work Order.
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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 Lighting Works for VJTI-TBI CO-WORKING SPACE								
Client: VJTI TECHNOLOGY BUSINESS INCUBATOR, MUMBAI								
Project: VJTI-TBI CO-WORKING SPACE								
S.No	PARTICULARS	GENERIC NOMENCLATURE	BRAND	UNIT	QTY.	PRICE WITH GST	AMOUNT WITH GST	REMARKS
1.	RECESSED CIRCULAR CEILING LIGHT WITH DIA 3"-4"(75MM-100MM) WITHOUT TRIM 15W TUNABLE WHITE FROM 2200K-6500K WITH WIRELESS CONTROL, POWDER COATED - WHITE COMPLETE WITH ALL ACCESSORIES	DOWNLIGHT	LUXTONE/PHILIPS/BAJAJ/EQUIVALENT	NOS	25			
2.	SUSPENDED CIRCULAR DONUT LIGHT MAX. SYSTEM POWER 30W, DIA 4'(1200MM)-OD AND LIGHT EXPOSURE OF MAX.2.75"(70MM) WITH 3.70'(1130MM)-ID TUNABLE WHITE FROM 2200K-6500K WITH WIRELESS CONTROL, POWDER COATED BLACK COMPLETE WITH ALL SUSPENSION/MOUNTING ACCESSORIES	CIRCULAR PENDENT DONUT LIGHT	LUXTONE/PHILIPS/BAJAJ/EQUIVALENT	NOS	8			
3.	RECESSED LINEAR LIGHT PROFILE MAX. SYTEM POWER 28W PER METER PROFILE W*H(70mm*90mm) TUNABLE WHITE FROM 2200K-6500K WITH WIRELESS CONTROL, POWDER COATED WHITE COMPLETE	RECESSED LINEAR LIGHT	LUXTONE/PHILIPS/BAJAJ/EQUIVALENT	3 MTR	2			

	WITH ALL RECESSED/MOUNTING ACCESSORIES							
4.	RECESSED LINEAR LIGHT PROFILE MAX. SYTEM POWER 28W PER METER WITH RECTANGULAR FORMATION, PROFILE W*H(70mm*90mm) TUNABLE WHITE FROM 2200K-6500K WITH WIRELESS CONTROL, POWDER COATED WHITE COMPLETE WITH ALL RECESSED/MOUNTING ACCESSORIES	RECESSED LINEAR LIGHT	LUXTONE/PHILIPS/BAJAJ/EQUIVALENT	MTR 4M x 2M	1			
5.	TRACK ACCENT SPOT LIGHTS MAX. SYSTEM POWER 30W TUNABLE WHITE 2200K-6500K WITH BEAM ANGLE 40° WITH WIRELESS CONTROL POWDER COATED BLACK WITH TRACK ACCESSORIES	TRACK ACCENT SPOT LIGHTS	LUXTONE/PHILIPS/BAJAJ/EQUIVALENT	NOS	36			
6.	3 WIRE TRACK 220-240V FOR MOUNTING SPOTS	TRACK PROFILE	LUXTONE/PHILIPS/BAJAJ/EQUIVALENT	MTR	25			
7.	FLEXIBLE STRIP LIGHT IP20 WITH ALUMINIUM MOUNTING PROFILE 8W/M TUNABLE WHITE FROM 2200K-6500K WITH WIRELESS CONTROL COMPLETE WITH SMPS AND CONTROLLERS	FLEXIBLE STRIP LIGHT	LUXTONE/PHILIPS/BAJAJ/EQUIVALENT	MTR	60			
8.	RECESSED CIRCULAR CEILING LIGHT WITH DIA 3"-4"(75MM-100MM) WITHOUT TRIM MAX. SYSTEM POWER10W TUNABLE WHITE FROM 2200K-6500K WITH WIRELESS CONTROL, POWDER COATED -WHITE COMPLETE WITH ALL ACCESSORIES	DOWNLIGHT	LUXTONE/PHILIPS/BAJAJ/EQUIVALENT	NOS	15			

9.	ARTISTIC PENDENT DOME LIGHTS WITH MAX. SYSTEM POWER 27W AND DIA OF APPROX. 2'(600MM) IN AQUA BLUE AND YELLOW FINISH WITH SMART LED INSIDE CAP TYPE B22/E27 TUNABLE WHITE 2200K-6500K	DECORATIVE PENDENT DOME AS PER SPECS	LUXTONE/PHILIPS/BAJAJ/EQUIVALENT	NOS	3				
10	SUSPENDED TREE LIGHT FOR THE PANTRY AREA ABOVE THE COUNTER. TO BE MADE IN MS COATED WITH BLACK POWDER COATING. LIGHT YO BE 40W AND TUNABLE BULBS TO BE ADDED TO CONTROL THE LIGHT INTENSITY	DECORATIVE SUSPENDED LIGHT AS PER SPECS	LUXTONE/PHILIPS/BAJAJ/EQUIVALENT	NOS	1				
11	P&F ELECTRICAL CONTRACTOR FOR INSTALLATION OF ALL THE ABOVE MENTIONED LIGHT FIXTURES. THE INSTALLATION SCOPE TO INCLUDE PROVIDING SUPPORT FOR POSITIONING THE LIGHTS, LASER LIGHT LOCATIONING AND ESSENTIAL TOOLS TO PUT LIGHTS IN PLACE, AS PER ARCHITECTS DRAWINGS AND APPROVAL	LABOR			LUM P SUM				
12.	SCAFFOLDING MAY BE REQUIRED	LABOR							
TOTAL COST OF LIGHTING WORKS									

Signature of the Contractor
Seal and Stamp

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

FORMAT 1
LIST OF CLIENTS FOR PAST EXPERIENCE

List of Clients other than VJTI-TBI for verifying the quality of Lighting System being supplied and after sales service rendered by the Contractor

Sr. No.	Name and address of Client	P.O. Number and Date	Contact Person	Amount	Remark (Please attach service reports of the Contractor)

Signature of the Contractor
Seal and Stamp

FORMAT 2
PERFORMANCE OF BIDDER

List of Copies of Completion Certificates for Lighting System projects executed 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