

Price Rs.3000/-
(Non-refundable)



वाष्कोस लिमिटेड
WAPCOS LIMITED

(भारत सरकार का उपक्रम)
जल संसाधन, नदी विकास व गंगा संरक्षण मंत्रालय
(A Government of India Undertaking)
Ministry of Water Resources, River Development & Ganga Rejuvenation

ISO 9001: 2008

- Consultancy Services
- Engineering, Procurement & Construction (EPC)

NIT No.: WAP/H-3082/CSEZ/Admin/2017/24 dated November 8, 2017

NOTICE INVITING TENDER (NIT)

FOR

ADDITION AND ALTERATION WORKS OF ENTRANCE LOBBY OF CSEZ ADMINISTRATIVE BUILDING, KAKKANAD

WAPCOS Limited

(A Government of India Undertaking)

Project Office, Cochin Special Economic Zone,

CSEZ Administrative Building,

Kakkanad, Cochin – 682 037

Telephone: 0484-2413544

E-mail: cochincsez@wapcos.co.in

NIT No.: WAP/H-3082/CSEZ/Admin/2017/24 dated November 8, 2017

WAPCOS Limited
(A Government of India Undertaking)
Project Office, Cochin Special Economic Zone,
CSEZ Administrative Building,
Kakkanad, Cochin – 682 037

**NOTICE INVITING TENDER FOR SELECTION OF AGENCY FOR ADDITION
AND ALTERATION WORKS OF ENTRANCE LOBBY OF CSEZ
ADMINISTRATIVE BUILDING, KAKKANAD**

Cochin Special Economic Zone Authority (CSEZA), under the Ministry of Commerce and Industry, Government of India has appointed WAPCOS Limited, as '*Owner's Engineer*'. WAPCOS Limited, on behalf of CSEZA, invites Sealed Tenders from eligible firms for "Addition and Alteration Works of Entrance Lobby of Cochin Special Economic Zone Administrative Building, Kakkanad"

Interested firms/companies may submit their Tender with all necessary documents in sealed **two cover system** along with the covering letter duly signed by an authorized signatory, refundable EMD and non-refundable cost of the tender document as per NIT in the form of demand draft on or before **22.11.2017 by 15.00 Hrs** at the following address:

The Team Leader
WAPCOS Limited
(A Government of India Undertaking)
Cochin Special Economic Zone Project Office,
CSEZ Administrative Building,
Kakkanad,
Cochin – 682 037
Telephone: 0484-2413544
E-mail: wapcos.csez@gmail.com

(Sd/-)
Team Leader,
WAPCOS Limited,
CSEZ Project Office.

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SECTION – I

NOTICE INVITING TENDER (NIT)

NIT No.: WAP/H-3082/CSEZ/Admin/2017/24 dated November 8, 2017

Subject: NIT for Addition and Alteration Works of Entrance Lobby of Cochin Special Economic Zone Administrative Building, Kakkanad.

Sealed Tenders are invited by **The Team Leader, WAPCOS Limited, CSEZ Project Office on behalf of Chairperson, CSEZA Kakkanad** from eligible firms for Addition and Alteration Works of Entrance Lobby of Cochin Special Economic Zone Administrative Building, Kakkanad covering the scope of services specified/detailed herein in this NIT.

1	Name of work	Addition and Alteration Works of Entrance Lobby of Cochin Special Economic Zone Administrative Building, Kakkanad
2	Price to be quoted	Price should be quoted according to the BOQ attached (Conditional BOQ shall be summarily rejected)
3	Availability of Tender Document	The tender document can be downloaded from www.csezauthority.in , www.eprocure.gov.in & www.wapcos.co.in from 08.11.2017 onwards
4	Last date and time of Submission of Bid	22-11-2017 at 15.00 Hrs
5	Date and time of Opening of Technical Bid	22-11-2017 at 15.30 Hrs
6	Completion Period	2 months
7	Approximate Value of Work	Rs.10,00,000/-
8	Tender Cost (Non-refundable)	DD amounting to Rs.3000/- in favour of WAPCOS Ltd. Payable at Cochin
9	EMD	DD amounting to Rs.20,000/- in favour of WAPCOS Ltd. Payable at Cochin

For any queries, bidders may contact this office latest by 15.00 hours on 15-11-2017 at 0484-2413544 or E-mail at cochincsez@wapcos.co.in .

(Sd/-)
Team Leader,
WAPCOS Limited,
CSEZ Project Office

SECTION - II

1. INTRODUCTION

Cochin Special Economic Zone (CSEZ) is a Special Economic Zone functioning under the Administrative control of the Department of Commerce, Ministry of Commerce & Industry, Government of India. The Zone acts as an export hub for the industries whose products are marketed overseas.

Cochin Special Economic Zone Authority (CSEZA) is an authority created under Special Economic Zone Act, 2005. It functions as an infrastructure facilitator of the Zone by assuming the role of a Developer of the Zone. CSEZA distributes power and water required by the industries in the Zone. It also manages a common effluent treatment plant within the Zone. CSEZA has appointed WAPCOS Limited, A Government of India Undertaking under the Ministry of Water Resources, River Development and Ganga Rejuvenation as '*Owner's Engineer*'.

WAPCOS Limited on behalf of CSEZA invites Sealed Tenders in Two Cover system from eligible firms having relevant experience for Addition and Alteration Works of Entrance Lobby of Cochin Special Economic Zone Administrative Building, Kakkanad. The successful contractor should enter into an agreement with WAPCOS/CSEZA

2.0 ELIGIBILITY CRITERIA

While submitting the proposal, the applicant shall ensure that the applicant meets the conditions of eligibility as described below:

Sl. No.	Eligibility criteria	Documentary proof to be submitted
2.1	The Bidder should be a company/firm registered in India The bidder must have a valid Goods and Service Tax registration	Copy of Certificate of registration/ incorporation Copy of GST Registration Certificate
2.2	Annual Turnover for last three consecutive financial years (ending 31 March 2017) should be minimum of Rupees Ten Lakhs.	Profit and Loss Account, Balance sheet for 2014-15, 2015-16 and 2016-17 Declaration of annual turnover for last three consecutive years duly certified by auditor
2.3	Experience of having successfully completed similar works during last 5 years ending 31.10.2017 should be either of the following.	Work Orders and Completion Certificate from client with cost and time duration of project and brief description of the project mentioned in it.

Sl. No.	Eligibility criteria	Documentary proof to be submitted
	a) Three similar completed works costing not less than the amount equal to 40% of the estimated cost. <p style="text-align: center;">or</p> b) Two similar completed works costing not less than the amount equal to 50% of the estimated cost. <p style="text-align: center;">or</p> c) One similar completed work costing not less than the amount equal to 80% of the estimated cost.	<u>Note:</u> 1. Projects without proper completion certificate shall not be considered for eligibility 2. Certificates are liable for authentication from client

- **JV/Consortium bids will not be allowed.**

3.0 CONDITIONS OF CONTRACT

3.1 Validity of offer

The offer shall be valid for a period of **ninety (90) days** from the date of submission.

3.2 EMD and cost of Tender Document

Contractor shall submit an EMD and cost of Tender Document as specified in the Tender Notice by **Demand Draft from any Scheduled Bank drawn in favour of WAPCOS LTD payable at Cochin**. The EMD of unsuccessful bidder will be re-funded after evaluation and issue of work order to successful bidders or within 90 days from the date of submission of tender whichever is earlier.

3.3 Rates

The rates quoted shall also include cost of loading, transportation, unloading and stacking of items required for the construction in CSEZ. The rates shall be firm for the period from the date of the award of contract to the end of the work and no escalation whatsoever will be allowed during this period. SEZs are exempted from GST as per the GST act Section 16. Hence the rates quoted should be exclusive of GST as applicable. GST should be quoted separately in the prescribed format of price schedule.

3.4 Agreement

The selected contractor will have to sign an agreement with WAPCOS/CSEZA as per the format specified in Annexure B. The agreement is non-exclusive in nature. The agreement shall not restrict WAPCOS/CSEZA from contracting for identical or similar services from any other person/party.

Duration of agreement: This agreement shall initially be valid for a period of the contract which may be extended for an additional period unless as provided herein revoked earlier for whatever reasons. If at any stage during the tenure of this agreement, it comes to the notice of WAPCOS, directly or through some other complaint, that the contractor had misrepresented the facts or submitted any false information or hidden any information, which could have affected the signing of this agreement with the agency, this agreement shall stand terminated immediately upon intimation to the Contractor.

Suspension, Revocation or Termination of agreement: WAPCOS on behalf of CSEZA reserves the right to suspend the operation of this agreement, at any time, due to change in its own license conditions or upon directions from the competent government authorities without citing any reasons thereof. In such a situation, WAPCOS/CSEZA shall not be responsible for any damage or loss caused or arisen out of aforesaid action. Further, the suspension of the agreement will not be a cause or ground for extension of the period of the agreement and suspension period will be taken as period spent. During this period, no charges shall be payable by WAPCOS/CSEZA.

WAPCOS may, without prejudice to any other remedy available for the breach of any conditions of agreement, by a written notice of one month issued to the agency at its registered office, terminate or suspend this agreement under any of the following circumstances:

- a) The contractor failing to perform any obligation(s) under the agreement.
- b) The contractor failing to rectify, within the time prescribed, any defect as may be pointed out by WAPCOS/CSEZA.
- c) The contractor going into liquidation or ordered to be wound up by competent authority.

Either party may terminate the agreement, by giving notice of at least one month in advance. The effective date of surrender of agreement will be one month counted from the date of receipt of such notice by the other party or the authority that signed the agreement on behalf of other party.

It shall be the responsibility of the contractor to maintain the agreed quality of service, even during the period when the notice for surrender/termination of agreement is pending and if the quality of performance is not maintained, during the said notice period, it shall be treated as material breach liable for termination at risk and consequent of contractor and Security Deposit shall be forfeited, without any further notice.

Whenever breach of non-fulfilment of agreement conditions may come to the notice of WAPCOS through complaints or as a result of the regular monitoring, wherever considered appropriate WAPCOS may conduct an inquiry either suo-moto or on complaint to determine whether there has been any breach in compliance of the terms and conditions of the agreement by the contractor or not. The contractor shall extend all reasonable facilities and shall endeavor to remove the hindrance of every type upon such inquiry.

Actions pursuant to Termination of Agreement: Notwithstanding any other rights and remedies provided elsewhere in the agreement, upon termination of this agreement.

- a) Firm shall not represent the WAPCOS/CSEZA in any of its dealings.
- b) Firm shall not intentionally or otherwise commit any act(s) as would keep a third party to believe that it is still the WAPCOS/CSEZA's service provider.
- c) The expiration or termination of the Agreement for any reason whatsoever shall not affect any obligation of either Party having accrued under the Agreement prior to the expiration or termination of the Agreement and such expiration or termination shall be without prejudice to any liabilities of either Party to the other Party existing at the date of expiration or termination of the Agreement.

3.5 Security Deposit

The successful bidder has to submit an Initial Security Deposit of amount equal to the **2.5%** of the awarded value (including EMD) by way of DD from any Scheduled Bank in favor of WAPCOS Ltd, Cochin within 7 days of receipt of the work order and WAPCOS Ltd. shall deduct additional Security Deposit of **2.5%**. The same shall be deducted equally in the running bills, which will along with the amount of initial security deposit already deposited, amount to **5%** of the gross amount of the bill. The Security Deposit will be refunded after satisfactory completion of contract period.

3.6 Payment Terms

- a) Payment will be made on submission of certified RA bill when the approximate value of the work done is minimum 1/5 of the total awarded contract value.
- b) The minimum interval between two such bills shall be 15 days.
- c) WAPCOS will make the payment of Bills after receipt of the payment from CSEZA.
- d) Contractor should submit the bills in the prescribed format only after taking actual measurements for the completed work and properly recorded in the M-Books as per the direction of Engineer in Charge.
- e) No advance in any form shall be payable against any material brought to site.
- f) The final bill may be submitted with in a period of 15 days from the date of completion certified by WAPCOS in all respects.

3.7 Assignment

The rights and obligations arising out of this agreement shall not be assigned or transferred to a third party without prior written consent of either party.

3.8 Force Majeure

If performance by either party of its duties and obligation under this agreement is prevented or delayed by circumstances of force majeure including, but not limited to fire, flood, earthquakes, strike, war, riots, insurrection, any action undertaken or restriction imposed by authority of any Government agency of court, shortage of equipment or raw materials or any other act beyond its reasonable control, the time within which the affected party must perform shall be delayed for a period under such circumstances to a maximum of 120 days during which the parties shall use alternate methods, but after which period either party

shall have the right to terminate the agreement. Determination of this agreement shall not relieve either party from the payment of the sum or performance of other duties and obligations, which may be owing to the other, as a result of the operation of this agreement prior to such termination.

3.9 Termination

Notwithstanding anything contained herein, either party to this agreement shall have the right to terminate this contract by giving the other party 30 days notice in writing.

If the service of the Contractor is found to be not satisfactory, the contract will be terminated with one months notice and the Contractor will not be eligible for any compensation on this account.

3.10 Settlement of Disputes

In the event of any question, dispute or difference arising under this agreement or in connection there-with (except as to the matters, the decision to which is specifically provided under this agreement), the same shall be referred to the sole arbitration by a person appointed by WAPCOS/CSEZA. The arbitration will be in accordance with the Arbitration and Conciliation Act 1996 and subsequent amendments till date.

The award of the arbitrator shall be final and binding on both the parties to the agreement. In the event of such an arbitrator to whom the matter is originally referred, vacating his office or being unable to act for any reason whatsoever, WAPCOS/CSEZA shall appoint another person to act as an arbitrator in accordance with terms of the agreement and the person so appointed shall be entitled to proceed from the stage at which it was left out by his predecessors.

The arbitrator may from time to time with the consent of both the parties enlarge the time frame for making and publishing the award. Subject to the aforesaid, Arbitration and Conciliation Act, 1996 and the rules made there under, any modification thereof for the time being in force shall be deemed to apply to the arbitration proceeding under this clause. The venue of the arbitration proceeding shall be at Ernakulam or such other places as the arbitrator may decide. Courts at Ernakulam shall have exclusive jurisdiction with respect to any matter arising out of or in relation to such arbitration proceedings.

3.11 Jurisdiction

Any dispute connected with this contract shall fall within the jurisdiction of Courts at Ernakulam.

4.0 SPECIAL CONDITIONS OF THE CONTRACT

- Submission of a tender by a tenderer implies that he has read this notice and all other contract documents and has made himself aware of the scope and specifications and other factors having bearing on the execution of the work.

- Notification of award of contract will be made in writing to the successful Bidder by the Accepting Authority. The contract will normally be awarded to qualified and responsive Bidder offering the lowest evaluated bid. The Accepting Authority shall be the sole judge in this regard. The Accepting Authority does not bind himself to accept the lowest or any tender or to give any reason for his decision.
- Canvassing in any form is strictly prohibited and tenders submitted by the tenderers who resort to canvassing will be liable for rejection.
- On acceptance of the tender, the name of the accredited representative(s) of the Contractor who would be responsible for taking instructions shall be communicated to WAPCOS/CSEZA.
- The Bidder, at his own cost, responsibility and risk is requested to visit and examine the Site of Works and its surroundings and obtain all information that may be necessary for preparing the Bid and entering into a contract for the works.

5.0 INSTRUCTIONS TO BIDDERS

Submission of Application

The tender document can be downloaded from www.csezauthority.in, www.eprocure.gov.in & www.wapcos.co.in from 08.11.2017 onwards.

Separate Demand Drafts of Rs.3000/- (Cost of Tender document) and Rs.20,000/- (EMD) payable at Cochin, drawn on any nationalized /scheduled Bank, in favour of WAPCOS Limited should be submitted along with the Tender Document. The fee for the tender is neither transferable nor refundable. The details of the tender fee and EMD should be clearly mentioned in the application form.

All costs & expenses associated with submission of tender shall be borne by the company for submitting the application and WAPCOS shall have no liability in any manner in this regard or if it decides to terminate the process of short-listing for any reason whatsoever.

While submitting the bid, the bidder shall ensure that the bidder meets the conditions of eligibility described in the NIT. Failure to comply with the requirements spelt out in NIT shall make the proposal liable to be rejected.

WAPCOS/CSEZA reserves the right to verify all statements, information and documents submitted by the applicant in response to the NIT. Failure of the WAPCOS/CSEZA to undertake such verification shall not relieve the applicant of its obligations or liabilities hereunder nor will it affect any rights of WAPCOS/CSEZA thereunder.

The tender shall be submitted by the bidder duly signed on each page of the document. In case the proposal is submitted on the document downloaded from official website, the applicant shall be responsible for its accuracy and correctness as per the version uploaded

by WAPCOS/CSEZA and shall ensure that there are no changes caused in the content of the downloaded document. In case of any discrepancy between the downloaded or photocopied version of the NIT and the original NIT issued by the WAPCOS/CSEZA, the latter shall prevail.

The right to suspend the short-listing process or part of the process to accept or reject any or all applications at any stage of the process and / or to modify the process or any part thereof at any time without assigning any reason therefore is reserved by CSEZA without any obligation or liability whatsoever.

The technical and financial bid document should be separately sealed in two different envelopes marked with Qualification cum Technical Proposal/Financial proposal and sealed in an outer envelope which will bear the address of “Team Leader, WAPCOS”, Name of work and NIT No., Last Date and Time of submission, Date and time of opening, name and address of the applicant.

The tender should contain the following documents:

- ✓ **Tender and Checklist as per the Performa in Annexure A with specified documents attached as annexures**
- ✓ **Tender fee and EMD in the form of DD**
- ✓ **A copy of the NIT signed, in the bottom of all pages as a token of acceptance of all terms and conditions.**
- ✓ **Certificates as per NIT**

If the envelope is not sealed and marked as instructed above, WAPCOS/CSEZA assumes no responsibility for the misplacement or premature opening of the contents of the Proposal submitted. WAPCOS/CSEZA is not responsible for the non-receipt or delayed receipt of tender send through courier or post.

Note:

- (i) The aforesaid outer envelope will contain two separate sealed envelopes, one clearly marked ‘**Qualification cum Technical Proposal**’ and the other clearly marked ‘**Financial Proposal**’.
- (ii) The envelope marked “**Qualification cum technical Proposal**” shall contain tender fee, signed copy of NIT document and EMD along with Annexure-A, Annexure-B and Annexure-C in the prescribed format. The “**Qualification cum technical Proposal**” should not contain any details of financial proposal.
- (iii) The envelope marked “**Financial Proposal**” shall contain only the financial proposal in the prescribed format at Annexure-D.

The Proposal shall be made in the Forms specified in this NIT. Any attachment to such Forms must be provided on separate sheets of paper and only information that is directly

relevant should be provided. This may include photocopies of the relevant pages of printed documents.

The rates quoted shall be firm throughout the period of performance of the assignment and discharge of all obligations of the Agency under the Agreement.

Financial Proposal: Bidders shall submit the financial proposal in the Forms at Annexure–D clearly indicating the total cost of the assignment in both figures and words, in Indian Rupees, and signed by the Applicant. In the event of any difference between figures and words, the lower of the two shall be taken into account. In the event of a difference between the arithmetic total and the total shown in the Financial Proposal, the lower of the two shall be taken into account.

While submitting the Financial Proposal, the Bidder shall consider the following:

- (i) Financial Proposal should be in the prescribed format.
- (ii) The rates quoted shall also include all the costs associated with the assignment like cost of loading, transportation, unloading and stacking of items etc. required for the construction in CSEZ. SEZs are exempted from GST as per the GST act Section 16. Hence the item rates quoted rates should be exclusive of GST. GST should be quoted separately in the prescribed format of price schedule.
- (iii) The amount indicated in the Financial Proposal shall be without any condition attached or subject to any assumption, and shall be final and binding. Conditional bids shall be summarily rejected.
- (iv) The Financial Proposal shall take into account all liabilities. For the avoidance of doubt, it is clarified that all taxes shall be deemed to be included in the Financial Proposal, but GST should be quoted separately in the prescribed format of price schedule. Further, all payments shall be subject to deduction of taxes at source as per applicable laws. SEZs are exempted from GST as per the GST act Section 16. Hence the item rates quoted rates should be exclusive of GST.
- (v) The above is a **contract** and the successful bidder shall not be entitled to any additional payment whatsoever including reimbursement of expenses of whatsoever nature.
- (vi) No escalation **on any account will be** payable on the above amounts.
- (vii) All payments shall be made in Indian Rupees.

Bids received by WAPCOS after the specified time on the due date shall not eligible for consideration and shall be summarily rejected.

In exceptional circumstances, WAPCOS may request the bidder's consent for an extension to the period of bid validity. The request and the response thereto shall be made in writing. The bidder may refuse the request without forfeiting his bid security. A bidder accepting the request and granting extension will not be permitted to modify his bid.

WAPCOS is not bound to accept any NIT and reserve the right to accept or reject any NIT, and reserve the right to annul the selection process and reject all NITs at any time prior to the award of the selection without assigning any reason(s) whatever and without thereby incurring any liability towards the affected participant(s) on this ground.

6.0 Declaration

I/We have completely read and hereby accept the scope of work, requirements, terms & conditions.

I hereby enclose a DD no dated for Rs.3000/- drawn on..... in favor of "WAPCOS LIMITED" as Tender Cost and DD no dated for Rs.20,000/- drawn on..... in favor of "WAPCOS LIMITED" as Earnest Money Deposit (EMD)

Signature of Tenderer with seal:

Full address:

SECTION - III

ANNEXURE – A

CHECK LIST

Part A - General Information		
1	Name of the company	
2	Type of incorporation	
3	Address of the registered office of the company	
4	Year incorporated	
5	Address for communication	
6	Contact person	
7	Name	
8	Designation	
9	Phone No.	
10	Fax No.	
11	Mobile No.	
12	Email address	
Part B - Details of tender cost		
13	Amount	Rs.3000/-
14	Issue date	
15	D D No.	
16	Name of the bank	
17	Branch	
Part C - Details of EMD		
18	Amount	Rs.20,000/-
19	Issue date	
20	D.D. No.	
21	Name of the bank	
22	Branch	

AGREEMENT PROFORMA

(To be furnished on Rs.100/- stamp paper)

To be executed on non-judicial stamp worth Rs.100/- and continuation sheets on ledger papers and two copies on ordinary paper to be submitted neatly type-written sheets on one side of the paper in single line spacing.

AGREEMENT

THIS AGREEMENT IS MADE on this day of 2017 BETWEEN WAPCOS Limited, A Government of India Undertaking, having its office at 76-C, Sector-18, Gurgaon, Haryana – 122 015 represented by its Team Leader, S/o....., aged years residing at(hereinafter referred to as the ‘WAPCOS’ or ‘Client’ which expression shall, unless repugnant to the context or meaning thereof, includes its successors and assigns) of one part and M/s....., a company incorporated under the Indian Companies Act, 1956, having its registered office at represented by (Designation), agedyears, S/o..... residing at (hereinafter referred to as ‘Agency’ which expression shall, unless repugnant to the context or meaning thereof, includes its successors, administrators, liquidators and assigns or legal representatives) of the other part.

WHEREAS the Client invited NIT for “**Addition and Alteration Works of Entrance Lobby of Cochin Special Economic Zone Administrative Building, Kakkanad**” vide NIT No.: WAP/H-3082/CSEZ/Admin/2017/24 dated November 8, 2017 and the Agency submitted a bid for the same giving rates/amounts accepting the terms and conditions of the NIT document.

AND WHEREAS the said bid submitted by the Agency has been accepted by the Client vide Letter of Acceptance No..... dated issued to the Agency while accepting their offer.

NOW THIS AGREEMENT WITNESSETH and the parties hereby agree as follows:

1. The bid submitted by the Agency for the scope of services/work specified in the NIT at the rates/amounts specified in consideration of all the terms and conditions in the NIT is accepted.

2. It shall be valid for a period of three years from the date of signing unless revoked earlier. Further extensions will be considered as per the provisions of NIT.
3. The Agency agreed to abide by and fulfill all the terms and provisions of the said conditions of contract in default thereof forfeit and pay to WAPCOS the sum of money mentioned in the said conditions.
4. It is mutually agreed that the offer in its entirety shall form part of this agreement.

Apart from the offer, the following shall also form part of the agreement.

- a) M/s..... letter No. dated enclosing the offer, requisite details for satisfying the minimum qualification criteria. (Attachment – I)
- b) WAPCOS's Letter of Acceptance No..... dated (Attachment – II)
- c) Acceptance of Letter of Acceptance by M/s..... letter No. (Attachment – III)

QUALIFICATION CUM TECHNICAL PROPOSAL

(Form-1)

Abstract of Completed Assignments of the Firm and areas of experience

Sl. No.	Name of Work	Name of client	Cost of project (Rs. in lakhs)
1			
2			
3			

Note:

- The Firm should provide details of only those assignments that have been completed successfully by own firm.
- Satisfactory completion certificate from client should be enclosed.

(Form-2)

Eligible Assignments of Firm

Name of Client (End User) :	
Name of the Work :	
Nature of Work :	
Description of services performed by the company :	
Project Location :	
Name, e-mail ID, telephone no. and fax no. of client's	
Project Cost (Rs. in lakh)	
Start date and finish date of the services (month and year):	
Brief description of the Work:	

Notes:

- Use separate sheet for each Eligible Assignment.

(Form-3)

Statement of Annual Turn Over

Sl. No.	Financial Year	Annual Turnover (Rs. in crore)
1	2014-15	
2	2015-16	
3	2016-17	

Note:

- Please do not attach any printed Annual Financial Statement.
- This form should be duly signed by the auditor of the company with his registration number
- Attach audited Profit and Loss Account, Balance sheet for 2014-15, 2015-16 and 2016-17

FINANCIAL PROPOSAL

Description	Total Amount in INR	
	In Figures	In Words
Addition and Alteration works of Admin Entrance at CSEZA Admin Building, Kakkanad		
Total Amount*		
GST *		

Notes:

* The GST shall be extra at the rate of% on the total quoted price if applicable, which amounts to total Rs..... (Rupees Only)

Bill of Quantities

Item No.	Description of item	Qty	Unit	Unit Rate	Amount (INR)
1	PARTITION				
a)	Providing and fixing fully glazed to detail as per drawing Full height partition - Glazed partition comprising of 12mm thick toughened edge polished glass to be fixed on U channel (MS powder coated 12mm x 19mm) in floor with normal rubber gasket. Cost of framework to hold glass above false ceiling will be measured separately. Cost to include openable teak wood beading at false ceiling level to hold glass. Also include cost of 3M crystalline etching film (35 area) of glass. size of beading shall be 12mm thick x 35mm finished with paint to match ceiling color. Size of glass panel to be minimum 1000mm Length. Cost to include filling joints with silicon sealant where ever applicable. Glass height upto 2500 / 2650 mm based on location in single piece.	18.00	Sqm		
2	Doors				
a)	Providing and fixing automated Double Glazed Door shutter (1000mm wide each shutter), for closing/opening structure to restrict access to an entrance through the use of automated technology by proximity sensors. Shutter made with 12 mm thick toughened glass with mirror polished edges, 3M frosted film 33 (crystal quality). The rate should be inclusive of all hardware viz floor spring, etc complete & thickness as per manufacturer recommendation) for both leaves of shutter internal & external.	2.00	No		
3	TABLE				
a)	Providing & fixing table having an overall size of (2400x900x750) with top made of 19 mm plywood with 12 mm thick corian top & edges of the table also with corian. The base of the table shall be made out of 18 mm and	1.00	No		

Item No.	Description of item	Qty	Unit	Unit Rate	Amount (INR)
	12 mm thick MR grade plywood with 4mm thick veneer as approved by the architect, including melamine polish in three coats of sealer and two coats of melamine. The polish shall be complete with staged sanding, filling etc. complete to give a perfectly smooth finish to the satisfaction of the architect. Item to be completed in all respects as per drawings & instructions including all hardware, legs, studs etc.				
b)	Side Unit: Providing & Fixing Side Unit having overall size 1800x450x750 with top made of 12 mm thick 'corian' & edges of the table also with corian. Side Unit shall have under structure having verticals made of 18 mm thick plywood finished in veneer and melamine polish on all exposed surfaces. The side unit shall have a provision for keyboard Openable space for CPU and a printer shelf and an openable shutter in 18mm thick plywood with veneer finish as per Drawing	1.00	No		
4	FALSE CEILING				
a)	GRID CEILING: Providing & fixing in position false ceiling in Armstrong 600x600 mm x15/16 mm Dune Supreme RH 99 Prima tile with Regular edge framework as specified by Armstrong Co. with suspenders wherever required. Making necessary framework for A.C. ducting, if any and necessary cutouts for diffusers and light fittings, taping and finishing to proper line & level, including making grooves and trap doors for A.C. unit in 18mm thick M.R. Grade Plywood with with stainless Steel hinges & locks with moulding 1"x1" for edges including finishing with White Plastic Emulsion Paint etc. complete in all respects. (Note:- Only the plan area will be measured for payment. No extra payment will be made for cutout, grooves, mouldings etc.)	60.00	Sqm		

Item No.	Description of item	Qty	Unit	Unit Rate	Amount (INR)
5	WALL FINISHES				
a)	Clay Tile Cladding - Providing and fixing clay tiles as per the selection of the architect at locations as indicated on the drawings using Bal Endura Grout to fix tiles on the wall surface.	20.00	Sqm		
b)	Providing & applying in position 3M crystal film on glazing. Or Colored Transparent film of Lumar or equivalent make	5.00	Sqm		
c)	4mm veneer panelling out of selected approved veneer duly melamine polished to approval. The cost of veneer panelling to be inclusive of 8mm plies backing to the veneer.	10.00	Sqm		
d)	Silicone sealant at all areas where partitions abutt external glass wall.	5.00	RM		
e)	Signages	1.00	LS		
6	Providing and applying two or more coats of paints as mentioned below at locations wherever required conforming of approved make(Berger/Asian/equivalent) and shade including cleaning and preparation of surface consisting of application of Plaster of Paris punning over entire surface, filling all holes and depression with plaster of Paris, applying a coat of cement primer, two or more coats of oil based putty, scaffoldings etc, as per Site condition and instructions from the Engineer In Charge				
a)	Plastic emulsion paint conforming to IS:5411	125.00	Sqm		
b)	Finishing walls with TEXTURED EXTERIOR paint of approved make and required shade for new works (two or more coats applied @ 3.28 ltr/10sqm) over and including a base coat of water proofing cement paint of approved make applied @ 2.2kg/10sqm	5.00	Sqm		
7	Plumbing	1.00	LS		

Item No.	Description of item	Qty	Unit	Unit Rate	Amount (INR)
8	Electrical Arrangements	1.00	LS		
9	Civil Works including construction of lintels, planter box, plastering etc.	1.00	LS		
10	Green Wall with accessories	2.00	Nos.		
11	Landscape - artificial shrub and bushes	2.00	Nos.		
12	Pebbles	1.00	LS		
13	Demolition/dismantling of existing walls, floors etc, including disposal of demolished items, cleaning and preparation of the surface etc, all as per the condition of the Site condition and instruction from Engineer In Charge.	50.00	Sqm		
TOTAL					

Notes:

** Actual quantities may vary according to the Site Conditions.

** All the quoted unit rate should be exclusive of GST, as applicable

** **The GST shall be extra at the rate of% on the quoted price if applicable**
