



**Tender No.  
GERMI/SRWRES/2015/002**

**GUJARAT ENERGY RESEARCH &  
MANAGEMENT INSTITUTE (GERMI)**

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**GUJARAT ENERGY RESEARCH AND MANAGEMENT INSTITUTE INVITES  
QUOTATIONS FOR CARRYING OUT SOME MISCELLANEOUS CIVIL WORK  
AT ITS BHAT SITE IN GANDHINAGAR, GUJARAT**

Issue Date:  
**24<sup>th</sup> September, 2015**

Last date for submission of  
quotations:  
**12<sup>th</sup> October, 2015**

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# 1 Introduction

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## 1.1 Background of the GERMI and the Work

- 1.1.1 Gujarat Energy Research & Management Institute (hereinafter referred to as "GERMI"), promoted by Gujarat State Petroleum Corporation Ltd. (GSPC) is a fully integrated energy company.
- 1.1.2 GERMI is a centre of excellence in industry learning and has been set up to develop human resource assets to cater to the petroleum and allied energy sectors, improve knowledge base of policy makers and technologists and provide a competitive edge to leaders to compete in the global arena. GERMI has already established Pandit Deendayal Petroleum University (PDPU) which is actively pursuing initiatives in the areas of education and research in alternative energy resources.
- 1.1.3 GERMI plans to develop a World-Class Research Centre with all the high-tech state-of-the-art facilities. The research centre is currently at a very nascent stage and needs a long way to go.
- 1.1.4 GERMI has been allocated a land on lease at Bhat village beside Apollo Hospital wherein constructions work is yet to start. There is a small solar power plant constructed at the site and the site has been recently cleaned from all the bushes, herbs, shrubs etc.
- 1.1.5 Through this tender we are looking forward to invite quotations for carrying out some miscellaneous civil work at the site, the details of which are given in next section.

## 2 Detailed Scope of Work

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### 2.1 Detailed scope of work and bill of material

2.1.1 The Contract shall have to perform the following activities as its Scope of Work:

Sr. No.	Description	Length	Breadth	Height	Qty.
		(m)	(m)	(m)	(m <sup>3</sup> )
1.	Excavation for Road	51	1.6	0.15	12.24
2.	Providing, laying and compacting Morrum / Sand	51	1.6	0.15	12.24
3.	Providing and laying plain cement concrete of grade M20 (1:2:4) including shuttering etc.	51	1.5	0.125	9.563
4.	Providing and fixing chain link. Fencing shall have: <ul style="list-style-type: none"><li>Galvanized vertical post of 50 mm x 50 mm x 5 mm of 1.5 m height.</li><li>Foundation of the post shall be of size 150 mm x 150 mm x 200 mm deep with grade of M15 plain cement concrete.</li><li>Chain link of 50 mm x 50 mm diamond mesh of 18 gauge.</li><li>GI gate of 1.2 m width with lock and key arrangement</li></ul>	84	--	--	84
5.	Providing and laying 50 mm metal	21	21	0.2	88.2

2.1.2 After completion of work at site, the contractor should submit a certificate stating the technical completion of scope of work.

### 3 Instructions to Contractor

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#### 3.1 Submission of quotations

- 3.1.1 The quotation should clearly mention the scope of work that it is going to offer along with other terms and conditions, if any.
- 3.1.2 The quotations should be submitted before 12<sup>th</sup> October, 2015 latest by 1500 hrs.
- 3.1.3 The envelop should be properly sealed, clearly mentioning on the top of it "Quotations for carrying out civil work at GERMI's Bhat site - Tender No. GERMI/SRWRES/2015/002".
- 3.1.4 Quotations should be submitted to:
- The Director**  
**Gujarat Energy Research and Management Institute,**  
1<sup>st</sup> Floor, Energy Building, Pandit Deendayal Petroleum University Campus,  
Raisan Village, Gandhinagar, Gujarat – 382007, India  
Phone: +91 79 2327 5364  
Fax: +91 79 23275380  
Email: [madhu.c@germi.org](mailto:madhu.c@germi.org)
- 3.1.5 Any queries related to the scope of work may be addressed to Ms. Madhu Choudhary on above given contact details.
- 3.1.6 The envelop should also include signed and stamped copy of this tender.

#### 3.2 Earnest Money Deposit

- 3.2.1 Suppliers quoting their prices for the scope of work will be required to submit a Demand Draft along with their quotation as Earnest Money Deposit.
- 3.2.2 The Demand Draft should be on the name of Gujarat Energy Research and Management Institute, payable at Gandhinagar.
- 3.2.3 EMD amount should be of Rs. 3,000.00.
- 3.2.4 EMD of all the bidders shall be returned once the successful selected bidder accepts the work order unconditionally.

#### 3.3 Opening of quotations

- 3.3.1 The quotations shall be opened on the last date of submission only i.e. on 12.10.2015 at 1530 Hrs in the presence of all the available bidders.
- 3.3.2 All the bidders quoting their prices for this tender are invited to be present during the opening of quotations. Their absence during the opening shall mean that they have given their consent to open the same in the presence of other available bidders and GERMI Committee members.

#### 3.4 Evaluation of quotations

- 3.4.1 Quotations shall be evaluated based on the scope of work specified in the quotations and the quoted price for the same.

- 3.4.2 Price of all the qualified bidders and other terms and conditions of this tender will then be compared and thus, the lowest quoted bidder shall be selected.

**3.5 Negotiation and Award of Contract**

- 3.5.1 Director GERMI reserves the right to call the bidders for negotiation before award of contract and it could be financial or technical negotiation, based on the bids received.
- 3.5.2 Director GERMI reserves the right to select the final successful bidder.
- 3.5.3 The contract shall be then awarded to the successful bidder and a work order shall be issued immediately after completing the internal process.

## 4 General Terms and Conditions

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### 4.1 General Instructions

- 4.1.1 Director, GERMI reserves the right to reject any/all offers without assigning any reasons thereof.
- 4.1.2 The scope of work should be carried out in accordance with the directions of the GERMI representative available for this purpose.
- 4.1.3 The time allowed for completion of work shall be maximum **30 (thirty) days**, which shall be reckoned from the date of acceptance of Work Order by the successful contractor.
- 4.1.4 The quotation submitted in response to this tender should remain valid for **at least 60 days** from the date of opening of quotations.
- 4.1.5 Income tax and other statutory dues shall be deducted from the contractor's bill as per Govt. of India rules before making payment.
- 4.1.6 The contractor shall ensure compliance of all statutory laws and bylaws of the Central Govt./State Govt./Municipal authorities related to the employment of their staff and all such obligation under Wage Act, Workmen Compensation Act, ES-II Act, Provident Fund and Miscellaneous Provisions Act, Bonus Act, and Contract Labor Act, 1970 etc. and GERMI will not be responsible for such purposes in any way.
- 4.1.7 No escalation in any form either of materials or labor shall be payable by GERMI.
- 4.1.8 Time allowed for completion of work shall be strictly followed; otherwise the contractor shall be liable to pay compensation at the rate of 0.5 % of the work order value of the job undone per week of delay on the part of the contractor subject to a maximum of 5% of the total work order value.
- 4.1.9 No claim for any compensation during the extended period shall be entertained and GERMI's decision in this regard shall be final.
- 4.1.10 All or any Claim(s), dispute(s) or difference(s) arising out of or in with connection with this tender shall be subject to the jurisdiction of the Courts at Gandhinagar/Ahmedabad only.

### 4.2 Terms of Payment

- 4.2.1 The contractor is required to submit its invoice and after verification of which the payment process shall be initiated.
- 4.2.2 100% of the payment shall be made after completion of the work to the satisfaction of GERMI.
- 4.2.3 The payable amount shall be paid within 25 (twenty five) days time after receipt of invoice/bill through cheque.
- 4.2.4 Subject to any deduction which GERMI may be authorized to make, the contractor shall be entitled to payment as follows:
  - a) All payments shall be made in Indian Rupees.
  - b) The contractor shall submit the bill / invoice for the work executed showing separately VAT, Service Taxes and any other statutory levies in the bill / invoice.

## 5 Price Format

### 5.1 The Financial Bid to be submitted

Contractor's Name: \_\_\_\_\_

Quotation no: \_\_\_\_\_ Validity of Quotation: \_\_\_\_\_ Date: \_\_\_\_\_

Sr. No.	Description	Length	Breadth	Height	Qty.	Rate (INR)	Total (INR)
		(m)	(m)	(m)	(m <sup>3</sup> )		
1.	Excavation for Road	51	1.6	0.15	12.24		
2.	Providing, laying and compacting Morrum / Sand	51	1.6	0.15	12.24		
3.	Providing and laying plain cement concrete of grade M20 (1:2:4) including shuttering etc.	51	1.5	0.125	9.563		
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5.	Providing and laying 50 mm metal	21	21	0.2	88.2		
<b>VAT/Excise/any other tax</b>							
<b>Labour charges, if any</b>							
<b>Service Tax</b>							
<b>Total Financial Bid</b>							
<b>Total (in words):</b>							

#### Notes:

1. Contractor must furnish prices of each items and components separately.
2. Total Financial Bid should be inclusive of all direct and indirect costs till completion of scope of work including duties, taxes, levies, insurance, freight, labour charges etc. GERMI shall not make any payment over and above Total price offered.
3. It is also mandatory to enlist all taxes and duties as applicable on date of submission of the bid.
4. Sales tax should be quoted without Form 'C'. GERMI will not issue Form 'C' to the Supplier.

\_\_\_\_\_  
Sign and Stamp