

Invites sealed E-tenders

Up to 3 p.m. Tuesday 23rd May, 2018 for Wooden Door Frame work at Boys Hostel

The tender is subject to the following terms and conditions:

1. All the items to be quoted.
2. Only those who can prove that they have carried out similar jobs in Mumbai with high quality need submit these tenders and every tender must be accompanied with profile of the firm, business/technical details such as nature and quality of work carried out elsewhere with name and addresses and telephone numbers, jobs in hand, annual turnover/tax paid etc. Tenders submitted without these details will be rejected.
3. Each tender will be accepted subject to the existing tax laws prevalent in the state of Maharashtra and must state GST registration number. All disputes subject to Mumbai jurisdiction.
4. The quantity of work involved may be carried out in phased manner over the period of time. The rates quoted by the tenderer should be valid up to two years and till the work is completed.
5. Earnest money deposit is Rs.19, 000/-. E.M.D. is to be paid only in DD drawn in favour of the Institute's name (IHMCTAN, Mumbai). DD should be submitted separately and receipt should be obtained on submission. DD should not be enclosed with the sealed tender.
6. Detailed tender forms are available on payment of Rs 1000/- (non-refundable) as given below from the above address between 9.00 a.m. and 5.00 p.m. on working days, from 09.05.2018 to 23.05.2018.
7. The tenders will be opened at 4.00 p.m. on 23.05.2018(Financial Bid may also be opened on the same day). But award of tenders will be done at a later date after tabulation of data.
8. The institute reserves the right to reject any/part/all of the tenders without assigning any reasons whatsoever and no representation shall be entertained on this account.
9. The institute reserves the right to divide and to award the tender to more than one tenderer.
10. All rates will be inclusive of all taxes and delivery charges.
11. The Quantity mentioned may be reduced or increase as per our requirements, the decision will be at the discretion of IHM, Mumbai

I/we agree to abide by above terms and conditions.

Signature of the tenderer

date: ...May, 2018.

Institute of Hotel Management, Catering Technology & Applied Nutrition
Veer Sawarkar Marg, Dadar West, Mumbai 400 028

Tel. No. 24457241/42, 24459154/55

fax: 24449779

Website: www.ihmctan.edu

GENERAL DIRECTIONS TO E-TENDERERS

1. Tenderers are to sign the form of the tender, giving exact schedules of rates. All tenders, unsigned, shall be rejected.
2. Earnest money deposit must be paid only in demand draft.
3. The institute reserves the right to disqualify the complete tender if overwriting or erasing is found in the rate column. Each page must be stamped and signed.
4. All Tenderers must disclose the names of their partners, if any. Any tenderer failing to do so will render him liable to have his security deposit forfeited and contract, entered into, cancelled at any time during its completion.
5. Tenders are to be enclosed in sealed envelopes addressed to the principal/secretary of the institute clearly stating on the envelope giving exact schedules of rates.
6. No tender will be accepted unless it is properly sealed. Tenders must be brought duly sealed to the institute's office and delivered as directed. Tenderers shall not be allowed to fill in or seal the tender at the office of the institute. The Financial Bids and Technical Bids needs to be separately enclosed in the master envelope.
7. All tender quotations should, besides the specifications already stated in the tender form very clearly specify the exact schedules of rates for the items quoted in the Financial Bid. The sample for the wooden door frame is available at IHM, Mumbai, the site(IHM Mumbai can be visited during the working hours 9: 00 AM to 5:00 PM. The rates quoted must be for the quality and specifications as per sample. No deviation will be entertained.
8. In the event of the tender being accepted, the contract must be signed by all the members of the firm after depositing a suitable amount required by the institute as security deposit. This security deposit is for the due performance of all conditions of the contract, such as quality, quantity and service etc. The security deposit of a tenderer will be forfeited in the event of unsatisfactory performance of the contract. The security deposit will be refunded on completion of three months after the satisfactory completion of the contract.
9. The institute does not bind itself to accept the lowest or any tender.
10. It is distinctly understood that the tenderer will be strictly required to confirm to the conditions of this contract and any pleas will not on any account be admitted as an excuse on their part for infringement of any of the condition.
11. Successful tenderer or Tenderers shall supply articles in such quantities and as per specifications and quality demanded as any ordered on him or them from time to time. The quantities mentioned in the schedule are only indicative of the estimated requirements of the institute, and the institute does not bind itself to purchase/to complete any or all the quantities indicated therein.

12. If any article is not available or the tenderer does not want to quote for it, clear remarks to this effect must be made against such articles.
13. Tenderers are requested to fill in the tender carefully after noting the size by numbers etc. Of articles mentioned in the specifications. Workout the amount tendered for each items and total up for all the tendered items. The service tax needs to be separately mentioned over and above the cost of the article/Service. Service Sac Code along with the rate of service tax needs to be mentioned in the financial bid while quoting.
14. The successful Tenderers will be required to deliver the articles under the terms of contract at the institute's registered office which shall be inclusive of delivery charges, cartage, freight etc.
15. The successful tenderer while effecting deliveries against the institute's orders, will have to send an official delivery challan mentioning in it the quantity, rates etc. Thereafter, bill should be submitted within 3 days. The bill should mention the Service tax separately along with the sac code and rate of service tax over and above the cost of article/ Service.
16. The work needs to be completed within two months from the award of work order.
17. If any time, during the continuance of this contract, the performance in c whole or in part by either part of any obligation under this contract shall be prevented or delayed by reason of any war, hostility, acts of the public enemy, civil commotion, sabotage, fires, floods, explosions, epidemics, quarantine restrictions, strikes, lock-outs or acts of god (hereinafter referred to as "events") provided notice of happening of any such eventuality is given by either party have any claim for damages against the other in respect of such non-performance or delay in performance; and deliveries under the contract shall be resumed as soon as practical work after such event has come to an end or ceased to exist and the decision of the secretary/principal shall be final and conclusive have, provided further that if the performance in whole or part or any obligation under this contract is prevented or delayed by a reason of any such event for a period exceeding 30 days either party may at its option terminate the contract provided also that if the contract is terminated under this clause, the institute shall be at liberty to take over from the tenderer at a price to be fixed by the secretary/principal which shall be final; all unused, undamaged and acceptable materials, bought out components and stores in course of manufacture in the possession of the tenderer at the time of such termination or such portion thereof as the institute may deem fit accepting such materials, bought out components and stores as the tenderer may with the concurrence of the institute elect to retain.
18. The institute also reserves the right to enter into parallel contracts simultaneously or at any time during the period of this contract with one or more tenderer(s)/supplier(s) for such quantity of such item(s) as the secretary/principal (whose decision shall be final) may determine and to forfeit the security deposit and terminate the contract within 21 days in the case of the unsatisfactory performance of the tenderers.
19. All disputes are subject to Mumbai jurisdiction only.
I/we agree to abide by above terms and conditions.

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Signature of the tenderer

date:May, 2018

TECHNICAL BID

Primary details

1. Name of the firm of the tenderer.....
2. Names of all the partners of the firm, if any.....
3. Address of the tenderer: shop/office.....
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.....
4. Telephone no. fax no.
5. E-mail address:
6. Pan no.
7. Registration with GST

Technical details

1. State if the tenderer owns a factory/workshop any where? If so, give full details:
.....
2. How long is the tenderer in this business..... Years
3. State if the tenderer is at present carrying out similar nature job to any of the hotels, hostels, hospitals, clubs, etc. And give particulars.....
4. Details of similar works completed in the last three years
5. Details of safety appliances and equipment owned.
6. Details of all ongoing works
7. Details of tools and machinery owned by the tenderer
8. Details of skilled and trained manpower including technical staff presently employed.
9. Annual turnover for the last three years.
 - Copies of income tax returns filed by the tenderer during the last three years. Copies enclosed: yes/no.
 - Copies of experience certificate of conducting similar works by the tenderer during the last 3 years. Copies enclosed – yes/no.

Declaration

I/we hereby declare that I/we have read the terms and conditions contained in the tender document notification before submitting the tender and i/we am/are furnishing the above information to the best of my/our knowledge and information. In case the institute finds that any of the information furnished by me is false at a later date, i/we am/are liable for the action being initiated by the institute, against me/us including cancellation of my/our quotation/license without giving any notice.

I/we further declare that I/we have not submitted any other quotation in response to the above tender notification through my/our relatives or associates.

Seal of the tenderer

.....
Signature of the tenderer

.....
Signature of the partner

Financial Bid

From: _____

To,
The Principal
Institute of Hotel Management, Catering Technology & Applied Nutrition
Veer Savarkar Marg,
Dadar West, Mumbai 400 028

With reference to your advertisement for civil work tender in the local newspapers and website, I/we hereby submit my financial bid required by you:

Sr. No	Description	Area	Unit	Rate	Amount
1	Removing the existing MS Door frame with shutter and unloading the same from 6 th floor to Ground floor area.	60	Nos		
2	Providing and fixing new C.P. Teak wood frame 5" x 2 1/2" good quality in position with hole fastener complete.	60	Nos		
3	Providing necessary brick work and plaster finishing to the door opening.	60	Nos		
4	Providing and fixing owners door with new C.P. beading all around complete with fixing new hinges and existing aldraft complete.	60	Nos		

TOTAL – Figures- _____

In Words- _____