



**ASSAM UNIVERSITY: SILCHAR**  
**NOTICE INVITING e-TENDER**

Assam University, Diphu Campus invites online tender with a validity period of 90 (Ninety) days from the date of receipt of tender in prescribed format available in website <http://www.aus.ac.in> (click e-tender) or <https://mhrd.euniwizarde.com> or <https://eprocure.gov.in/epublish/app> from the Govt. registered contractors having Civil Registration of APWD/CPWD/MES/PSU of appropriate class and category having valid registration for the work as mentioned below: -

Name of Work	Estimated Cost	Time of Completion	EMD (In Rupees)	Application / Form Fee	Tender Processing Fee	Last date of submission of e-tender	Date and Time of online Technical Bid Opening	Date and Time of online Price Bid Opening
E-Tender for Construction of Footpath from approach road towards the Ladies and Gents' toilet at the Canteen of AUDC	Rs. 2,01,665/-	25 (Twenty-five) days	2%for general & 1%for ST/SC/OB C	Rs. 500/-	Rs. 750 + GST (18%)-	13-12-2021 to 12.00 Noon	13-12-2021 At 1.00 P.M	14-12-2021 At 11.30 A.M

The eligible contractor who are financially sound and having experience in the similar nature of works are to be quote their rate in flat % (percentage) basis and rate should be inclusive of all taxes & incidental charges enclosed with EMD drawn in favour of Assam University, Diphu Campus. Self-attested copy of (i) Valid Registration Certificates, (ii) GSTIN Registration, (iii) PAN Card, (vi) Labour License (v) Tax Clearance (vi) Experience Certificate for the works duly signed are to be enclosed with the quotation without which the Tender will not be accepted. The interested bidders may enquire about the work from the Engineering Section, AUDC, during all working days from 2nd December, 2021 to 13th December, 2021 and visit the site to satisfy them about the scope of work before submitting the tender. The duly filled in tenders may be submitted online up to **12.00 Noon of 13.12.2021**. The tender will be opened on **13.12.2021 at 1.00 P.M.** in presence of the tenderers or their authorized representatives. The duly filled in tenders may be submitted by hand in the tender box, administrative building, Assam University, Diphu Campus up to **1.00 PM on 13.12. 2021** before opening.

The postal Tenders are to be **addressed to Deputy Registrar, AUDC**, by registered post which must be received within the due date & time. The University will not be responsible for postal delay and Tenders will not be received after the due date & time. The Tender will be received up to **1.00 PM of 13th December, 2021** and will be opened on **13 December, 2021 at 1.00 P.M.** at R.B. Conference Hall, Sem Son Sing Ingti Administrative Building or next Office working day at the same time and venue in presence of the bidders or their authorized representatives if any. Assam University reserves the right to accept or reject any or all quotations including the lowest bidder without assigning any reason thereof. Canvassing in any form will be a disqualification.

The detail NIT may be downloaded from university website [www.aus.ac.in](http://www.aus.ac.in) or <https://mhrd.euniwizarde.com> Or <https://eprocure.gov.in/epublish/app>. Mandatory Tender application/ Form fee of Rs. 500/- (Rupees Five hundred only) in the form of demand draft drawn in favour of Assam University, Diphu Campus, payable at Diphu Campus from a scheduled/ nationalized bank only, failing which the tender will not be accepted. Kindly submit your bid/tender giving rate in flat % (percentage) basis along with terms and conditions through online mode only e-procurement portal <https://mhrd.euniwizarde.com> on or before last date of submission of bid. If the office remains closed for any reason, the tender will be received/ opened on next working day at the same time & place. The University does not bind itself to accept lowest tender and reserves the right to reject any or all the tenders received by recording clear, logical reasons. Canvassing in any form will be a disqualification for submission of the tender including submission of tender to the university in future.

**SEEMANT  
A PAUL**

Digitally signed by  
SEEMANTA PAUL  
Date: 2021.12.02  
15:54:57 IST



File No: -AUDC/ Engg-Const-1/482/2014

Date: - 02-12-2021

Sd:/

Copy to:-

Deputy Registrar

1. The Pro-Vice Chancellor, AUDC, for kind information.
2. The Registrar, AUS, for kind information.
3. The Executive Engineer, AUS, for kind information.
4. P.S. to V.C. for kind information of the Hon'ble Vice Chancellor, AUS.
5. The Director, Computer Centre, AUS, with a request to upload the Advt. in the University web site.
6. File/Notice Board.

Sd:/

Deputy Registrar



## ASSAM UNIVERSITY: SILCHAR

### E-TENDER

**Name of Work: E-Tender for Construction of Footpath from approach road towards the Ladies and Gents' toilet at the Canteen of AUDC.**

**Estimated Amount: Rs. 2,01,665/-**

**Certified that this technical tender document contains (30) pages including the cover page.**

**Tender issued to: -----**

**Date of issue: -----**

**Signature of issuing Officer of the University**



## ASSAM UNIVERSITY: SILCHAR

(A Central University Constituted under Act. XXIII of 1989)

### TENDER DOCUMENT

**Name of Work: E-Tender for Construction of Footpath from approach road towards the Ladies and Gents' toilet at the Canteen of AUDC.**

- Application/Form Fee: Rs.500/-
- Estimated Cost: Rs. 2, 01, 665/-
- Earnest Money: 2%for general & 1%for ST/SC/OBC
- Tender Processing Fee payable to ITI Limited: Rs. 750.00 + GST (18%)
- Last date of submission online of tender: 13-12-2021 up to 12.00 Noon
- Date and Time of online Technical Bid Opening: 13-12-2021 at 1.00 P.M.
- Date and Time of online Price Bid Opening: 14-12-2021 at 11:30 AM



## **CHECK LIST OF DOCUMENTS**

**Following Self-attested Certificates along with self-attested copy of tender document must be scanned and uploaded:**

**Note: The Technical Bid shall be instantly rejected, if the following documents are not scanned, uploaded online and submitted offline.**

### **Check List:**

1. Valid registration certificate of Central Govt./ State Govt./PSU  
[Proforma 2(a)] : Yes/No
2. Experience certificate: Experience of executing similar nature works  
During the last seven years with the record of completion [Proforma 3(a)] : Yes/No
3. Labour License :Yes/No
4. Ongoing works statement [Proforma 3(b)] : Yes/No
5. PAN CARD : Yes/No
6. GSTIN : Yes/No
7. Tax Clearance : Yes/No
8. Self-attested copy of tender document : Yes/ No

### **Note:**

- a. The Bidders are required to submit the print copy of the above uploaded documents duly self-certified along with the proof towards payment of tender document cost and EMD submitted.
- b. Works completion Certificate should be issued by officer not below the rank of Executive Engineer or equivalent/ Head of any Institution. Work order shall not be considered as proof for works completion

**Signature of Agency / Contractor**



**ASSAM UNIVERSITY: SILCHAR**

**(A Central University Constituted under Act. XXIII of 1989)**

**Name of Work: E-Tender for Construction of Footpath from approach road towards the Ladies and Gents' toilet at the Canteen of AUDC.**

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**SECTION I – NOTICE INVITING E-TENDER**

**ASSAM UNIVERSITY, SILCHAR**

**File No. AUDC/ Engg-Const-1/482/2014**

Date: 02-12-2021

**NOTICE INVITING E-TENDER**

Online tenders in two bid systems valid for 90 days are invited from Registered Civil Contractors having valid registration of CPWD/MES/State PWD/PSU of appropriate class and category for the following work at Assam University, Diphu Campus.

Name of Work	Estimated Cost	Time of Completion	EMD (In Rupees)	Application / Form Fee	Tender Processing Fee	Last date of submission of e-tender	Date and Time of online Technical Bid Opening	Date and Time of online Price Bid Opening
E-Tender for Construction of Footpath from approach road towards the Ladies and Gents' toilet at the Canteen of AUDC	Rs. 2,01,665/-	25 (Twenty-five) days	2%for general & 1%for ST/SC/OBC	Rs. 500/-	Rs. 750 + GST (18%)-	13-12-2021 to 12.00 Noon	13-12-2021 At 1.00 P.M	14-12-2021 At 11.30 A.M

The eligible contractors who are financially sound and proficient in the similar nature of works are to quote their **rate in Item Rate Basis**. Rate should be inclusive of all taxes & incidental charges.

The tender documents and other details can be obtained from the websites [www.aus.ac.in](http://www.aus.ac.in), or <https://mhrd.euniwizarde.com> or <https://eprocure.gov.in/epublish/app> for which nonrefundable tender fees of Rs. 500/- per tender payable in DD (Drawn in favour of Assam University, Diphu Campus) to be enclosed as application fees along with tender document. The University does not bind itself to accept lowest tender and reserves the right to reject any or all the tenders received by recording clear, logical reasons.

**Sd/-  
Deputy Registrar**



### TENDER CONDITIONS:

1. The Tenderer shall quote his rate as per NIT & the Terms and Conditions enclosed in the Tender document.
2. Tender Documents can be downloaded from [www.aus.ac.in](http://www.aus.ac.in) or <https://mhrd.euniwizarde.com> Or <https://eprocure.gov.in/epublish/app> Mandatory Tender application/Form fee of **Rs.500/- (Five hundred only)** in the form of demand draft drawn (DD) in favor of Assam University, Diphu Campus, payable at Silchar from a scheduled /nationalized bank only, failing which the tender will not be accepted.
3. Tenderers are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their tenders as to the nature of the ground and sub-soil (so far as is practicable), the form and nature of the site, the means of access to the site, the accommodation they may require and in general shall themselves obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect their tender. A tenderer shall be deemed to have full knowledge of the site whether he inspects it or not and no extra charges consequent on any misunderstanding or otherwise shall be allowed. The tenderer shall be responsible for arranging and maintaining at his own cost all materials, tools & plants, water, electricity access, facilities for workers and all other services required for executing the work unless otherwise specifically provided for in the contract documents and has made himself aware of the scope and specifications of the work to be done and of conditions and rates at which stores, tools and plant, etc. will be issued to him by the University and local conditions and other factors having bearing on the execution of the work.
4. **The Earnest Money Deposit (EMD) of 2%for general & 1%for ST/SC/OBC** mentioned above is absolutely mandatory. EMD may be submitted in the form of **Bank Draft/ FDR /Call Deposit drawn in favor of the Assam University, Diphu Campus** from a scheduled /nationalized bank only, failing which the tender will not be accepted. Soft copy of such EMD be uploaded while submitting the tender and hard copy of the EMD has to be submitted to Engineering Section, AUS on or before the Day of tender opening.





**5. Mode of Submission (Offline) of tender Document within 01.00 PM (13-12-2021):**

- a. EMD to be sealed in Envelop No-1
- b. Envelop No-2 should contain following documents: -
  - i. Self-attested registration certificate,
  - ii. Self-attested PAN Card,
  - iii. Self-attested GST Registration,
  - iv. Labour License,
  - v. Self-attested work experience certificate for similar nature of work,
  - vi. Tax Clearance.
  - vii. Self-attested copy of tender document.
- c. Envelop No-1 & 2 to be inserted in a single Envelop No-3 properly sealed with wax and super scribing Name of Work, Closing Date & Name of Agency/Contractor on the cover of the Envelop No-3.

**NB: - If any Bidder is found to submit any misleading information regarding their credentials, during or afterwards, of tendering procedure and execution of work, then disciplinary action will be taken against those bidders as per GOI rules.**

6. Tenders should be valid for 90 days from the date of opening of the tenders and may have to be extended further if considered necessary by the University. No reasons will be assigned for extension and no withdrawal shall be allowed. If any tenderer withdraws his tender before the said period or issue of letter of acceptance, which-ever is earlier, or makes any modifications in the terms and conditions of the tender which are not acceptable to the University, then the University shall, without prejudice to any other right or remedy, be at liberty to forfeit the said Earnest Money Deposit.
7. **The time allowed for completing the work will be 25 days from the issue of work order.**
8. No Telex/ Tele fax/ Telegram/ E-mail of the Techno-Commercial and Price bids will be accepted. The University is not responsible for Postal/ Courier delays. The parties have to ensure the receipt of bids well in time.
9. If the date of tender submission and opening happens to be unforeseen holiday, the same will be postponed to the next working day without any further intimation.
10. The University does not bind itself to accept lowest tender and reserves the right to reject any or all the tenders received without assigning of any reason thereof. All tenders in which any of the prescribed condition is not fulfilled or any condition put forth by the tenderer, shall be summarily rejected.



- 11. Canvassing whether directly or indirectly, in connection with tenders is strictly prohibited and the tender submitted by the contractors who resort to canvassing will be summarily rejected.**
12. The University does not bind itself to accept lowest tender and reserves the right to reject any or all the tenders received by recording clear, logical reasons.
13. This Notice Inviting Tender shall form a part of the contract document.
14. The successful tenderer/ contractor, on acceptance of his tender by the University, shall within 15 days from the stipulated date of start of the work sign the contract agreement in standard form consisting of the notice inviting tender, all the documents including additional conditions, specifications and drawings, if any, forming the tender as issued at the time of invitation of tender and acceptance thereof together with any correspondence leading thereto.
15. No materials will be supplied by the University.
16. In case of delay in completion of the work within the stipulated time due to reasons attributable to the contractor, Standard Liquidated Damage @ 0.1% of the final bill value shall be recovered for each day of delay from the final bill or the part there of subject to a maximum of 10%.
17. The contractor shall obtain a valid license under the contract labour (R&A) Act, 1970, and the contract labour central rules 1971, during the commencement of the work, and continue to have a valid license until the completion of the work. The contractor shall also abide by the provisions of the Child Labour (Prohibition and Regulation) Act, 1986 and other labour laws. Any failure to fulfill this requirement shall attract the penal provisions of this contract arising out of the resultant no execution of the work. No labour below the age of fourteen years shall be employed on the work.
- 18. The contractor should have experience of successfully completing similar nature of government work either (i) single work which has 80% of estimated value, or (ii) at least two works each of 60% of estimated value, or (iii) at least three works each of 40% of estimated value, put to tender with some Central Government Department/ State Government Department/ Central Autonomous Body/ Central Public Sector undertaking. The work order as well as completion certificate (original/ self-attested copy) for similar nature of works should be attached failing which the bid will not be considered. However, for the contractor possessing technical qualification as diploma certificate or degree in Civil Engineering, work experience is not required for executing work up to Rs 5.00 Lakhs of estimated value. But the contractor must submit the self-attested certificate of Civil Engineering qualification.**
19. EPF registration is mandatory which is to be submitted along with the latest challan receipt during submission of tender document.



- 20.** During Opening of tender only representative duly authorized by the agency / contractor will be allowed to be present.
- 21.** All relevant documents submitted with the tender should be self-attested (by the agency/ contractor) and on demand original copy must be produced failing which tender will not be considered.
- 22.** Authenticity of signatory (contractor) of tender document will be verified before finalization of tender document.
- 23.** Tax at higher of prescribed rate or 20% will be deducted on all transactions liable to TDS, where the permanent Account Number (PAN) of the deductee is not available.
- 24.** In case of any dispute, it would be referred to a sole Arbitrator to be appointed by the University authority. The decision of the sole Arbitrator will be final and binding to both the parties.
- 25.** 10% security money will be retained by the University from the bill value which shall be released after 01(one) year of satisfactory completion of work.
- 26.** EMD of unsuccessful bidder shall be released within 02 (two) months after issue of work order to the successful bidders.
- 27.** If the work is found not as per specification or abandoned by the executing contractor/agency, same will be cancelled and remaining work will be done through other contractor/agency at their cost & risk.
- 28.** Detailed computerized measurement entry in the measurement sheet (location wise) has to be made by the contractor and to be submitted to Engineering Section (AUD) for joint verification by the University Engineers and the Contractor. The joint verification has to be arranged by the Contractor.
- 29.** Before procuring any major items like cement/ steel/ tiles/ coarse & fine sand/ stone aggregate etc., the Contractor must take prior permission/ submit test report as per the direction of engineering section.
- 30.** The Contractor has to arrange water supply at his own cost for his site office as well as for all construction works to be executed by him. As the University has acute water crisis problem, so University will not be able to supply water.
- 31.** Arbitration: In case of dispute or difference between the parties in the contract or its execution thereof, the same will be sorted out amicably, mutually. In the event that an amicable settlement cannot be reached, any dispute arising out of or relating to this Agreement shall be settled by a sole



Arbitrator appointed by mutual agreement, the place of Arbitration shall be Assam University Silchar and in case of failure to settle the matter through arbitration the provisions of Arbitration and Conciliation Act, 1996 will be applicable and subject to jurisdiction of civil court of Silchar at the request of either party. This Agreement shall be guided by relevant applicable Laws of land.

32. **At any time prior to the deadline for submission of bids, the University may, if necessary, modify the tender document by a written amendment. All prospective Tenders will be notified of the amendment which will be binding to all the bidders. The amendments will be notified on the websites, <https://mhrd.euniwizarde.com> or [www.aus.ac.in](http://www.aus.ac.in) or <https://eprocure.gov.in/epublish/app>**
33. **The bidders are advised to get themselves registered on the e-Procurement portal at least a week before the scheduled date and time of bid submission. This will help the new bidders/vendors to get familiar with the e-Procurement portal. The bidders must arrange computers/laptop, high speed internet and other equipment etc. required for bid submission... For more details visit <https://mhrd.euniwizarde.com>**
34. **Those bidders who accept the above terms and conditions, may submit their tender along with all relevant documents and a copy of above terms and conditions of the tender duly signed.**
35. **The bidders are directed to complete the works strictly withing the stipulated time, failing which Assam University may not be in a position to make payment after the fund validity is over.**

Sd/-

Deputy Registrar



## SECTION – II: PROFORMA FOR SUBMISSION OF TENDER

To,  
Deputy Registrar  
Assam University, Diphu – 782462

**Subject: E-Tender for Construction of Footpath from approach road towards the Ladies and Gents' toilet at the Canteen of AUDC.**

Sir,

Having carefully examined and read the Notice Inviting e-Tender, Tender documents and all other documents attached regarding Tender No. AUDC/ Engg-Const-1/482/2014 dated.....I/We hereby tender for the execution of the work specified for Assam University, Silchar in the documents as per the conditions mentioned therein.

I/We enclose herewith Earnest Money Deposit of 2%for general & 1%for ST/SC/OBC in the form .....from.....(name of bank) in favour of Assam University, Diphu campus.

I/We certify that we have carefully read each and every condition and technical specifications given in this Tender Documents and understood the same, and I/ We conform our acceptance of the same.

I/We agree to abide by this tender initially for a period of **90 days** from the last day fixed for opening of Tender by the University and it shall remain binding on me/us and order may be accepted at any time before the expiry of that period.

I/We hereby undertake not to withdraw from this Tender, during this period of **90 days**. However, if I/ We withdraw it, the University shall have right to invoke the Earnest Money without reference to me/us.

Should this Tender be accepted by the University I/we hereby agree to abide by and fulfill all terms and conditions of Tender Documents and in default thereof.

I/We hereby declare that I/We shall treat the tender documents drawings and other records connected with the work as secret/ confidential documents and shall not communicate information derived there from to any person other than a person to whom I/We am/are authorized to communicate the same or use the information in any manner prejudicial to the safety of the University.

**Signature of tenderer: -----**



## SECTION – III: GENERAL RULES AND DIRECTIONS

### 1. SUBMISSION OF TENDER

- a) The General Conditions of Contract for Central PWD /APWD Works shall be the guiding principles for this work. Tenderer are advised to procure the same and familiarize themselves with the provisions of the above-mentioned Conditions of Contract.
- b) The University reserves the right to alter, modify any Tender Conditions, technical specifications etc., before tender opening and may seek fresh quotation depending upon necessity, and may even withdraw/ cancel the tender, without assigning any reason.
- c) All amendments/ revisions to tender documents issued by the University, if any, must be signed and submitted along with the tender. The tenderer is advised to submit the tender based strictly on the terms and conditions and specifications contained in the tender documents, and not to stipulate any deviations.

2. (a) Tenders shall be prepared and submitted in soft copies of their bids electronically on the e-bid Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the e-Procurement Portal

<https://mhrd.euniwizarde.com>, prepare their bids in accordance with the requirements and submitting their bids online on the e- Procurement Portal.

(b) Insertion, postscript, addition and alteration are allowed till before the time of the closing of tender. In the event of the tender being submitted by a firm, any of the partners may upload and submit the tender.

### TENDERER TO INFORM HIMSELF FULLY

The tenderer is required to carefully examine the technical specifications and other details relating to the work given in the Tender documents and fully inform himself as to all conditions and matters that may affect the work or the cost thereof. The tenderer shall be deemed to have independently obtained all necessary information for the purpose of submitting the tender and his tender as accepted shall be deemed to have taken into account all contingencies as may arise due to such information or lack of the same.



## **PARTICULARS OF TENDER:**

- Last date of submission online of tender: 13-12-2021 up to 12.00 Noon
- Date and Time of online Technical Bid Opening: 13-12-2021 at 13.00 P.M.
- Date and Time of online Price Bid Opening: 14-12-2021 at 11:30 A.M.

Validity of tender: Tender shall remain valid for acceptance for a period of not less than **90 days**.

## **CLARIFICATIONS**

The Tender Document issued is complete in all respect and no further clarifications are elaborated. However, in so far Technical Clarifications if any are concerned even though not binding on university can be ascertained from the University.

## **QUOTATION OF PRICE / RATES**

This being item rate tender, the tenderer shall state at what rate he will be willing to undertake the work. Rate should be quoted **in Item Rate Basis**.

## **COMPLETION TIME**

The completion time is the essence of the contract. The Tenderer shall complete the work within the period indicated in the Notice Inviting e-Tender.

## **TRANSFER OF TENDER DOCUMENTS/ TENDERS**

Transfer of tender documents purchased by one tenderer to another is not permissible. Similarly transfer of tenders submitted by one tenderer to another is not permissible under any circumstances. The alteration of essence of tender once submitted is also not permissible.

## **LANGUAGE**

The Tender shall be submitted in English language only.



## **EARNEST MONEY DEPOSIT**

1. The tender must be accompanied by the Earnest Money Deposit pledged in favour of **Assam University, Diphu**, in the form of Demand Draft / FDR/Call Deposit as indicated in the Notice Inviting Tender. If the tenderer after submitting online his tender release from his offer or modify the Terms and Conditions thereof in a manner not acceptable to the University, the Earnest Money will be forfeited. Tenders not accompanied by the earnest money deposit will not be considered and will be summarily rejected.
2. On Non-acceptance of tender, but in any case, not earlier than the expiry date of the period for which the tender is kept open, the Earnest Money shall be discharged.
3. Should the Tender in question be withdrawn or cancelled by the University, which the University shall have the right to do at any time, Earnest Money will be discharged.
4. Should the successful tenderer fail or refuse to duly sign the contract within the period fixed by the University or fail/refuse to commence the work within the stipulated time, the Earnest Money shall be forfeited without prejudice to his being liable for any further loss or damage incurred in consequence by the University.

## **NO CLAIM FOR COMPENSATION FOR SUBMISSION OF TENDER**

The Tenderer whose tender is not accepted shall not be entitled to claim any costs, charges and expenses of any incidental to or incurred by him thorough or in connection with his submission of tender, even though the University may modify/ withdraw the Tender.

## **LOWEST TENDER NOT NECESSARILY TO BE ACCEPTED**

The University does not bind itself to accept lowest tender and reserves the right to reject any or all the tenders received by recording clear, logical reasons.

## **TENDER EVALUATION**

The Tenders received and accepted will be evaluated to ascertain the best and lowest workable tender in the interest of the University, for the complete work covered under the technical specifications and documents.

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## SECTION – IV: TERMS AND CONDITIONS GOVERNING THE TENDER AND EXECUTION OF CONTRACT THEREOF

### 1. DEFINITIONS

- A. Unless otherwise required by the subject or context the terms herein below shall have the following meanings.
- a) The **Contract** means the documents forming the tender and acceptance thereof and the formal agreement executed between the competent authority on behalf of Assam University and the Contractor, together with the documents referred to therein including these conditions, the specifications, designs, drawings and instructions issued from time to time by the Executive Engineer, Assam University and all the these documents taken together, shall be deemed to form one contract and shall be complementary to one another.
  - b) **Client** means Assam University acting through the Deputy Registrar, Assam University, Diphu.
  - c) The **Contractor** shall mean the individual, firm or company, whether incorporated or not, undertaking the works and shall include the legal personal representative of such individual or the persons composing such firm or company, or the successors of such firm or company and the permitted assigns of such individual, firm or company.
  - d) The expression **works** or **work** shall, unless there be something either in the subject or context repugnant to such construction, be construed and taken to mean the works by or by virtue of the contract contracted to be executed whether temporary or permanent, and whether original, altered, substituted or additional.
  - e) The **site** shall mean the land/ or other places, on, into or through which work is to be executed under the contract or any adjacent land, path or street which may be allotted or used for the purpose of carrying out the contract.
  - f) **Tender Value** means the value of the entire work as stipulated in the letter of award.
  - g) Where the context so requires, words imparting the singular only also include the plural and vice versa. Any reference to masculine gender shall whenever required include feminine gender and vice versa.
  - h) As stated in Section III, Clause 1.1, the General Conditions of Contract for Central PWD Works shall be the guiding principles for this tender. The Clauses of Contract mentioned therein shall also be applicable herein and only those Clauses that need addition, emphasis and modification in context of this tender are enumerated below. Contractors are once again advised to familiarize themselves with the General Conditions of Contract for Central PWD Works.

### 2. SIGNING OF CONTRACT AGREEMENT

- a) On the tender being accepted by the Client, a formal contract may be signed
- b) and executed by and between the Client and the successful tenderer within a
- c) time to be fixed by the Client, which shall anyhow be within 15 days from the stipulated date of start of the work.



- d) The contractor shall be furnished, free of cost one certified copy of the contract documents except standard specifications, Schedule of Rates and such other printed and published documents, together with all drawings as may be forming part of the tender papers. None of these documents shall be used for any purpose other than that of this contract.

### **3. SCOPE OF WORK**

- i. The work to be carried out under the Contract shall, except as otherwise provided in these conditions, include all labour, materials, tools, plants, equipment and transport which may be required in preparation of and for and in the full and entire execution and completion of the works. The descriptions given in the Schedule of Quantities shall, unless otherwise stated, be held to include wastage on materials, carriage and cartage, carrying and return of empties, hoisting, setting, fitting and fixing in position and all other labours necessary in and for the full and entire execution and completion of the work as aforesaid in accordance with good practice and recognized principles.
- ii. The contractor shall be deemed to have satisfied himself before tendering as to the correctness and sufficiency of his tender for the works and of the rates and prices quoted in price bid which rates and prices shall, except as otherwise provided, cover all his obligations under the Contract and all matters and things necessary for the proper completion and maintenance of the works.

### **4. DISCREPANCIES AND ADJUSTMENT OF ERRORS**

- i. The several documents forming the Contract are to be taken as mutually explanatory of one another, detailed drawings being followed in preference to small scale, drawing and figured dimensions in preference to scale and special conditions in preference to General Conditions.
- ii. If there are varying or conflicting provisions made in any one document forming part of the contract, the Executive Engineer, Assam University shall be the deciding authority with regard to the intention/ interpretation of the document and his decision shall be final and binding on the contractor.
- iii. Any error in description, quantity or rate in Schedule of Quantities or any omission therefrom shall not vitiate the contract or release the Contractor from the execution of the whole or any part of the works comprised therein according to drawings and specifications or from any of his obligations under the contracts.



## **5. TERMS OF PAYMENT**

Subject to any deduction, which the client may be entitled to make under the Contract, all payments to contractor for the work will be made on completion of the work as per approved specifications through digital mode by direct credit to the bank account of the contractor on satisfactory completion report and signing of the computerized Measurement Book & bill by Site (i/c) of the proposed work and Executive Engineer without which payment will not be released. The Computerized measurement sheet must be submitted by the concerned contractor of the work for verification by the site i/c and Executive Engineer before finalization of payment of bill. Along with submission of bill in computerized measurement sheet, the bidder should submit labour acquaintance sheet.

## **6. SECURITY DEPOSIT**

10% Security Deposit will be retained by the University from the bill value, which shall be released after 01 (One) year from the date of completion of the work. During this defect liability period, any defect(s) in the work done shall be rectified by the Contractor at his/her own cost and expenses, failing which recovery shall be done from the security deposit in part or full as the case may be.

## **7. RELEASE OF SECURITY DEPOSIT**

Release of the security deposit will be done after 12 months of final acceptance of the work by the Assam University, Diphu.

## **8. SUB CONTRACTING OF THE WORK**

The Contractor is not permitted to assign or transfer his/ their obligation or benefit under the contract either in full or in part to other individuals/ firms / agencies. However, under extreme circumstances where sub-contracting of part of the work is unavoidable, prior written permission of Client shall be taken by the Contractor.

\*\*\*\*\*



## **ANNEXURE – I**

### **CHECKLIST**

- 1. Proforma of details of Contractor's Registration – 2(a)**
  
- 2. Proforma of Similar works executed during the last 7 years – 3(a)**
  
- 3. Proforma of list of on-going works – 3 (b)**



## PROFORMA - 2 (a)

### DETAILS OF CONTRACTOR'S REGISTRATION

1. Name of the agency / Contractor :

2. Name of the department issued :

Contractor's registration

3. Registration No. :

4. Class of registration :

5. Category of registration :

6. Tender limit :

7. Validity period :

Copy of Registration certificate to be enclosed Signature of agency / contractor



## PROFORMA-3 (a)

### EXPERIENCE

#### 3. (a) CIVIL WORKS :

List of similar works executed during preceding 7 years

Sl. No.	Name of work with brief particular thereof	Date of commencement	Date of completion as per work order	Actual date of completion	Contract Amount (Rs.)	Name of client, contact with his complete address phone No.

Add extra sheet if required.

Signature of the Company/Contractor

Seal of the company / Contractor with Date :

**NOTE :** Original or self-attested copies of work order & completion certificates from clients shall be attached.



## PROFORMA-3 (b)

### EXPERIENCE

#### 3. (b) LIST OF ONGOING WORKS:

Sl. No.	Name of work with brief particular thereof	Date of commencement	Date of completion as per work order	Contract Amount (Rs.)	Name of client, contact with his complete address phone No.

Add extra sheet if required.

*Signature of the Company/Contractor*

Seal of the company / contractor

Date :

**NOTE :** Original or self-attested copies of work order from clients shall be attached.



SECTION –V : SPECIAL INSTRUCTION FOR ONLINE BID SUBMISSION

[Special Instructions for Online Bid Submission.](#)

The bidders are required to submit soft copies of their bids electronically on the e-bid Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the e-Procurement Portal <https://mhrd.euniwizarde.com>, prepare their bids in accordance with the requirements and submitting their bids online on the e- Procurement Portal.

REGISTRATION

1. Bidders are required to enroll on the e-Procurement Portal (<https://mhrd.euniwizarde.com>) by clicking on the link “Online bidder Registration” on the e-bid Portal by paying the Registration fee of Rs. 2360/- per year charge.
2. As part of the enrolment process, the bidders will be required to choose a unique user name and assign a password for their accounts.
3. Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication with the bidder.
4. Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Only Class III Certificates with signing + encryption key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / TCS / nCode / eMudhra etc.),with their profile.
5. Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSCs to others which may lead to misuse.
6. Bidder then logs in to the site through the secured log-in by entering their user ID/password and the password of the DSC / e-Token.
7. The scanned copies of all original documents should be uploaded on portal.
8. **For any Query contact to our helpdesk Number 011-49606060, Email:ewizardhelpdesk@gmail.com, Mr. Anil Kumar – 09355030613,eprochelpdesk.29@gmail.com**





## **SEARCHING FOR BIDDING DOCUMENTS**

9. There are various search options built in the e-bid Portal, to facilitate bidders to search active bids by several parameters. These parameters could include Bid ID, Item/work id, Last date of submission, etc.
10. Once the bidders have selected the bids they are interested in, the bidder can pay the processing fee by net-banking / Debit / Credit card and then download the required documents / bid schedules, Bid documents etc. as mentioned on website. Once processing fee is paid, it will be moved to the respective “requested” Tab. This would enable the e-bid Portal to intimate the bidders through e-mail in case there is any addendum and corrigendum issued to the bidding document.

## **PREPARATION OF BIDS**

11. Bidder should take into account any addendum and corrigendum published on the bid document before submitting their bids.
12. Please go through the bid advertisement and the bid document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
13. Bidder, in advance, should get ready the bid documents to be submitted as indicated in the bid document / schedule and generally, they can be in PDF /JPEG formats. Bid Original documents may be scanned with 100 dpi with Colored option which helps in reducing size of the scanned document.
14. To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders should use “My Documents” available to them to upload such documents.
15. These documents may be directly submitted from the “My Documents” area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.



## SUBMISSION OF BIDS

16. Bidder should log into the website well in advance for the submission of the bid so that it gets uploaded well in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
17. The bidder has to digitally sign and upload the required bid documents one by one as indicated in the bidding document.
18. Bidder has to select the payment option as “Online mode or Bank Guarantee” as to pay the EMD as applicable and enter details of the instrument.
19. In case of Bank Guarantee scanned copy of BG should be uploaded along with bid. . The original Bank Guarantee shall be submitted to office of the concerned official of **Assam University Silchar** as per schedule mentioned in the bid document. Non submission of original Bank Guarantee within the specified period shall lead to summary rejection of bid. The details of the BG, physically submitted should match with the details available in the scanned copy and the data entered during bid submission time. Otherwise bid will be rejected.
20. **\*Bidders** are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BOQ format with the bid document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BOQ file, open it and complete (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BOQ file is found to be modified by the bidder, the bid will be rejected.
21. The server time (which is displayed on the bidder’s dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
22. All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is



subjected to asymmetric encryption using buyers/bid opener public keys. Overall, the uploaded bid documents become readable only after the bid opening by the authorized bid openers.

23. The uploaded bid documents become readable only after the bid opening by the authorized bid openers.
24. Upon the successful and timely submission of bid click “Complete”(i.e. after Clicking “Submit” in the portal), the portal will give a successful Bid submission acknowledgement & a bid summary will be displayed with the unique id and date & time of submission of the bid with all other relevant details.
25. The bid summary has to be printed and kept as an acknowledgement of bid submission.

## **ASSISTANCE TO BIDDERS**

**1. For any Query contact to our helpdesk Number 011-49606060, Mr. Anil Kumar – 09355030613, [eprochelpdesk.29@gmail.com](mailto:eprochelpdesk.29@gmail.com), Email [ewizardhelpdesk@gmail.com](mailto:ewizardhelpdesk@gmail.com)**

## **SPECIAL INSTRUCTIONS TO BIDDERS FOR E-TENDERING**

### **General:**

These Special Instructions (for e-Tendering) supplement ‘General Instructions to Bidders’ (GIB), as given in the Tender Documents. Submission of Bids only through online process is mandatory for this Tender. e-Tendering is a new methodology for conducting Public Procurement in a transparent and secured manner. Suppliers/ Vendors will be the biggest beneficiaries of this new system of procurement. For conducting electronic tendering, **Assam University Silchar** has decided to use the <https://mhrd.euniwizarde.com> through Central Public Procurement Portal, Ministry of H.R.D., and Government of India. Benefits to Suppliers are outlined on the Homepage of the E-portal.

### **Instructions:**

#### **a. Tender Bidding Methodology:**

Through electronic tendering.

#### **b. Broad outline of activities from Bidders prospective:**

- I. Procure a Digital Signing Certificate (DSC)
- II. Register on <https://mhrd.euniwizarde.com>
- III. Create Users and assign roles on <https://mhrd.euniwizarde.com>



- IV. View Notice Inviting Tender (NIT) on <https://mhrd.euniwizarde.com> or [www.aus.ac.in](http://www.aus.ac.in)
- V. Download Official Copy of Tender Documents from <https://mhrd.euniwizarde.com> or <https://eprocure.gov.in/epublish/app> or [www.aus.ac.in](http://www.aus.ac.in)
- VI. Bid-Submission on <https://mhrd.euniwizarde.com>: Prepare & arrange all document/paper for submission of bid online only.
- VII. Utmost care may be taken to name the files/documents to be uploaded on <https://mhrd.euniwizarde.com>
- VIII. It is advised that all the documents to be submitted are kept scanned or converted to PDF format in a separate folder on your computer before starting online submission. BOQ(Excel Format) shall be filled online only.

**For participating in this tender online, the following instructions need to be read carefully..**

**c. Digital Certificates:**

For integrity of data and its authenticity/ non-repudiation of electronic records, and to be compliant with IT Act 2000, it is necessary for each user to have a Digital Certificate (DC), also referred to as Digital Signature Certificate(DSC), of Class 3, issued by a Certifying Authority (CA) licensed by Controller of Certifying Authorities (CCA).

**d. Registration:**

To use the MHRD Portal (<https://mhrd.euniwizarde.com>). Vendor needs to register on the portal. The vendor should visit the home-page of the portal (<https://mhrd.euniwizarde.com>).

Note: Please contact Helpdesk (as given below), to get your registration accepted/activated.

**Help Desk No.:**

Number 011-49606060, Email [ewizardhelpdesk@gmail.com](mailto:ewizardhelpdesk@gmail.com),

Mr. Anil Kumar –Email [ID-eprochelpdesk.29@gmail.com](mailto:ID-eprochelpdesk.29@gmail.com), Mob:- 09355030613

**e. Bid related Information for this Tender**

The entire bid-submission would be online on <https://mhrd.euniwizarde.com>. Broad outline of submissions area follows:

**i. Submission of Bid Security/Earnest Money Deposit (EMD)**

**Note: 1.** The Bidder has to upload the Scanned/ self-attested copy of all above mentioned original documents during Online Bid-Submission.

**Note:2.** Special Note on Security of Bids: The bid EMD/Bid Security/Security

Deposit can be submitted online only. Through available modes of payment on the e-Procurement portal. Refer to the instructions to the bidders and bidder manuals for more details.



**f. Other Instructions:-**

For further instructions, the vendor should visit the home-page of the portal (<https://mhrd.euniwizarde.com>) or [www.aus.ac.in](http://www.aus.ac.in)).

The following 'Four Key Instructions' for BIDDERS must be assiduously adhered to –

- a) Obtain individual Digital Signing Certificate (DSC) well in advance of your first tender Submission. Register your organization on <https://mhrd.euniwizarde.com> well in advance of your first tender submission deadline.
- b) Get your organization's concerned executives trained on <https://mhrd.euniwizarde.com> using online training module well in advance of your tender submission deadline on <https://mhrd.euniwizarde.com>.
- c) Submit your bids well in advance of tender submission deadline on <https://mhrd.euniwizarde.com> (Assam University Silchar should not be responsible any problem arising out of internet connectivity issues).

**Note:** While the first three instructions mentioned above are especially relevant to first-time users of the <https://mhrd.euniwizarde.com>, the fourth instruction is relevant at all times.

**g. PRICE SCHEDULE:**

**1. PRICE fills online only.**

**2. The rate of items shall be filled online only. Scanned copy of this document is not to be attached along with other enclosures.**



Name of Work: E-Tender for Construction of Footpath from approach road towards the Ladies and Gents' toilet at the Canteen of AUDC.

**Estimated Cost: Rs.2,01,665/-**



Assam University Silchar

PRICE BID

Tender No:- AUDC/ Engg-Const-1/482/2014		Tender Publish Date:- 02-12-2021			
Tender Closing Date:- 13-12-2021 12:00 Noon		Tender Opening Date:- 13-12-2021 1:00 PM			
Name of Work:-		E-Tender for Construction of Footpath from approach road towards the Ladies and Gents' toilet at the Canteen of AUDC			
Estimate Amount		Rs. 2,01,665.00			
Name of the Firm / Company / Bidder:-					
Address of the Firm / Company / Bidder:-					
SL. No.	Description of Item	Quantity	Unit	Rate (RS)	Amount(Rs)
1	Earth work in excavation for foundation trenches of walls retaining walls, footing of column, steps, septic, tank....etc including refilling (return filling) the quantity as necessary after completion of works, breaking clods in return filling, dressing, watering and ramming etc. and removal of surplus earth with all classification of soils including bailing out of water where necessary as directed and specified. (A) up to a depth of 2.00 m below the existing G.L. (b)In hard/dense soil	21.57	Cum		Rs. 0.00
2	Providing brick soiling in foundation and under floor with stone/best quality picked jhama brick, sand packed and laid to level and in panel after preparing the sub grade as directed including all labours and material, sand if necessary dewatering, complete.	77.24	Sqm		Rs. 0.00



	(b) Brick on edge soiling.				
3	<p>Providing form work of ordinary timber planking so as to give a rough finish including centering, shuttering, strutting and propping etc., and removal of the same for in-situ reinforced concrete and plain concrete work in R.C.C. approach.</p> <p>(a) Using 35 mm thick plank.</p>	7.19	Sqm		Rs. 0.00
4	<p>Providing and laying controlled cement concrete pavement of approved grade with 20 mm down graded stone aggregate over a prepared sub-base including dewatering if necessary, spread, compacted and finished in a continuous operation including provision of construction and expansion joints, plasticizer and curing compound of Fosroc/Sika/Choksey/Degusa and hardener of Recron/Degusa finishing to lines and grades and curing as specific and directed complete (form work and reinforcement shall be measured and paid separately).</p> <p>(M 20 grade concrete 1:1.5:3</p>	5.795	Cum		Rs. 0.00
5	<p>Providing polished SUNROCK-HI CTS/MULTIWYN tiles of approved quality, size, shape and thickness not less than 18mm on floors and skirtings over cement mortar bed 10 mm thick in prop. 1:3 (1 cement : 3 coarse sand) including cutting where necessary finished with flush pointing with Fix-A-Tile (Choksey/Sika/ Pedilite/ Rouf)/ white cement slurry mixed with approved pigment to match shade of tiles complete at all levels as specified and directed (coloured pigment should be in conformity with colour of tiles and as approved and directed by the Department).</p> <p>(a) SUNROCKHI CTS TILES (i) Well, chocolate, Diamond Square, Ramp, Beach sand (300x300) mm.</p>	97.88	Sqm		Rs. 0.00
6	<p>Earth /sand filling in plinth in layers not more than 150 mm thick including necessary carriage , watering ramming etc. complete as directed and specified including payment of land compensation, forest royalty, sales tax and other duties and taxes as may be necessary.</p> <p>(a) With earth or silt or sand obtained by head load with with lead upto 90 m and lift up to 2m</p>	10.16	Cum		Rs. 0.00
7	<p>1st class brick nogged wall in cement mortar including racking out joints and curing complete as directed in super structure above plinth up to 1st floor level...etc.</p> <p>(A) 112mm thick wall (a) In proportion 1:5</p>	7.50	Sqm		Rs. 0.00



8	<p>Supplying, fitting and fixing in position reinforcement bars conforming to relevant confirming to relevant I.S. code for R.C.C. work/R.B. walling including straightening , clean, cutting and bending to proper shapes and length as per details, supplying and bending with 20 G annealed black wire and placing in position with proper blocks, supports, chairs, spacers etc. complete (No. extra measurement for lap, hook, chair, anchor etc. will be entertained in the measurement as they are included in the rate ( up to floor level). (a) Other ISI approved TMT reinforcement bar (SRMB/SA/BISCON/X TECH).</p>	0.381	Qtl		Rs. 0.00
9	<p>Providing form work of ordinary timber planking so as to give a rough finish including centering, shuttering , strutting and propping etc. Height of propping centering and below supporting floor to ceiling and removal of the same for insitu reinforced concrete and plain concrete work in. 3.1.1.1: Foundation, footing. Columns with base slab, retaining walls, septic tank, inspection pit and the like up to plinth level. (b) Using 25mm thick plank.</p>	2.18	Sqm		Rs. 0.00
10	<p>Providing and laying plain /reinforced cement concrete works cement, coarse sand &amp; 20mm downgraded stone aggregate including dewatering if necessary, curing complete but excluding cost of form work and reinforced cement for reinforced cement work (form work and reinforcement will be measured and paid separately) (I) Using Mixer Machine. (A) In substructure up to plinth level. Foundation, footing, columns with base tie and plinth beam, pile cap, base slab, retaining walls, walls of septic tank, inspection pit and the like and other works not less than 100 mm thick up to plinth level. N) Without using admixture, plasticizer. (b) M20 grade concrete or prop. 1:1.5:3</p>	0.87	Cum		Rs. 0.00
Total Amount (Rs.)					Rs. 0.00
This is a computer-generated price bid and does not require signature.					