

CENTRAL INSTITUTE OF HIMALAYAN CULTURE STUDIES

Dahung:: West Kameng District:: Arunachal Pradesh-790116

Website: www.cihcs.edu.in :: email: cihcsoffice@gmail.com

(An Autonomous Body of the Ministry of Culture, Govt. of India)

No. 4-161/2023/CIHCS/7955-57

Dated, Dahung the 6th Nov., 2023

SUBJECT: INVITATION OF TENDER FOR QUOTATION FOR EXTERNAL PAINTING OF THE BOY'S HOSTELS (TWO NOS.) AND HOSTEL KITCHEN OF CENTRAL INSTITUTE OF HIMALAYAN CULTURE STUDIES, DAHUNG, ARUNACHAL PRADESH.

Central Institute of Himalayan Culture Studies (CIHCS), Dahung, invites sealed tender for quotations under two-bid system from reputed and experienced firms/agencies for external painting of the boy's hostels (Two Nos.) and hostel kitchen of Central Institute of Himalayan Culture Studies, Dahung, Arunachal Pradesh. **In this connection, the interested bidders are requested to visit the site for physical inspection on any working days till 20th November, 2023, 3:30 PM.**

1. The interested firms/agencies are required to submit the Technical and Financial bids separately. The bids in Sealed Cover-I containing "**Technical Quotation**" and Sealed Cover-II containing "**Financial Quotation**" should be placed in another cover superscribed "**Quotation for external painting of the boy's hostels (Two Nos.) and hostel kitchen**" and should be addressed to The Director, Central Institute of Himalayan Culture Studies, PO: Dahung, District: West Kameng, Arunachal Pradesh-790116.
2. The last date of submission of Tender is **27th Nov., 2023, 03:30 PM.**
3. **Tenders (bids) shall be opened on 28/11/2023 at 11:00 AM** in the Library, CIHCS, Dahung, West Kameng District, Arunachal Pradesh. **Interested bidders may like to attend the same as per schedule.**
4. **The tender in sealed envelope may be either dropped in the tender box or sent through registered post to The Director, CIHCS, PO: Dahung, West Kameng District, Arunachal Pradesh-790116.**
5. No tender for quotation shall be accepted after the last date & time of submission.
6. The rates quoted must be inclusive of all applicable taxes.
7. **The Technical Quotation (Application, Annexure-I, II, IV & V) should be sealed in Envelope-1 and should be superscribed as "Technical Bid". The Financial Quotation (Annexure-III) should be sealed in Envelope-2 and should be superscribed as "Financial Bid". Both the Envelopes 1 & 2 should be sealed in Envelope-3 super-scribed with "Quotation for external painting of the boy's hostels (Two Nos.) and hostel kitchen at Central Institute of Himalayan Culture Studies, Dahung".**
8. Financial Bid will be opened of only those bidders who qualify in the technical bid criteria.
9. The quotation shall remain valid for 120 days from the date of receipt of the same. Any future clarification and /or corrigendum(s) shall be communicated on institute's website.
10. The Institute reserves the right to reject any/all tender for quotations without assigning any reason(s).
11. The Institute reserves the right to nullify the tender process at any stage without assigning any reason(s).

Encl: Bid documents.

Yours sincerely

Sd/-

Dr. Gurmet Dorje

Director

CIHCS, Dahung

Memo No. 4-161/2023/CIHCS/

Copy to:

Dated, Dahung the 7th Nov., 2023

- ✓ 1. The Chairman & all the members of the Tender Opening Committee to take necessary action on submission of the proceeding to the Director through the AAO.
2. Computer Instructor cum Website In-charge for uploading the Tender Notice in the website of the Institute immediately after receipt of the tender documents.
3. Office copy.



(Aakash Shah)

Administrative cum Accounts Officer
CIHCS, Dahung

Technical Bid (For Envelope-1)

ANNEXURE-I

TERMS & CONDITIONS FOR EXTERNAL PAINTING OF THE BOY'S HOSTEL BUILDINGS (TWO NOS.) AND HOSTEL KITCHEN BUILDING AT CENTRAL INSTITUTE OF HIMALAYAN CULTURE STUDIES, DAHUNG, ARUNACHAL PRADESH.

1. Tender fee (Non-refundable): **1,000.00 (Rupees one thousand)** only to be deposited in favour of **CIHCS, Dahung** by means of Demand Draft/Banker's Cheque payable at SBI Tenga Valley (Bank code: 03594) branch. Non-submission of the Tender fee shall lead to non-consideration of the Tender.
2. Bid security/ Earnest Money Deposit (EMD): Bidders shall have to deposit Bid Security/EMD of **20,000.00 (Rupees Twenty Thousand)** only in the shape of Accounts Payee Demand Draft, Fixed Deposit Receipt, Banker's cheque or Bank Guarantee valid for 6 (six) months drawn in favour of CIHCS, Dahung payable at SBI, Tenga Valley (Bank Code: 03594), along with the bid. Non submission of the bid Security/EMD with bid shall make the tender/bid liable to be rejected. The Demand Draft/ Bankers Cheque for Tender cost/Fee and Bid Security/EMD should be prepared separately.
3. The Tender should be submitted along with all the necessary documents in the format provided with this tender notice.
4. **The bidders should mandatorily sign on every page of the Tender Document and submit the same along with the bid**, which would show their unconditional acceptance of all the terms and conditions of the Tender Notice/Document.
5. The price quoted should be inclusive of all applicable taxes and should be quoted in Indian Rupees only. No additional information will be entertained after due date.
6. The last date of submission of Tenders is **27th Nov., 2023, 03:30 PM.**
7. **Tenders (bids) shall be opened on 28/11/2023 at 11:00 AM** in the Library, CIHCS, Dahung, West Kameng District, Arunachal Pradesh. **Interested bidders may like to attend the same as per schedule.**
8. No tender for quotation shall be accepted after the last date & time.
9. Financial Bid will be opened of only those bidders who qualify in the technical bid criteria.
10. Each bidder shall submit only one quotation.
11. The bid should not contain any corrections or over writing.
12. The quotation shall remain valid for a period not less than 120 days after the deadline specified for submission of quotations.
13. Incomplete bids are liable to be ignored / rejected.
14. This office will evaluate and compare the quotations determined to be substantially responsive i.e. which are properly signed and confirm to the terms and conditions and specifications.
15. Notwithstanding the above terms & conditions, the competent authority reserves the right to accept or reject any quotation and to cancel the bidding process and reject all quotations at any time.
16. The decision of the Central Institute of Himalayan Culture Studies, PO: Dahung, District: West Kameng, Arunachal Pradesh-790116 shall be binding on all issues relating to quotation.
17. **The Technical Quotation (Application, Annexure-I, II, IV & V) should be sealed in Envelope-1 and should be superscribed as "Technical Bid". The Financial Quotation (Annexure-III) should be sealed in Envelope-2 and should be superscribed as "Financial Bid". Both the Envelopes 1 & 2 should be sealed in Envelope-3 super-scribed with "Quotation for external painting of the boy's hostels (two nos.) and hostel kitchen.**
18. The Institute reserves the right to reject any/all tender for quotations without assigning any reason(s).
19. The Institute reserves the right to nullify the tender process at any stage without assigning any reason(s).
20. For any query/clarification, please write to Email: cihcsoffice@gmail.com

This is to certify that I/We before signing the tender for quotation have read and fully understood all the terms & conditions contained herein and undertake myself/ourselves abide by the said terms & conditions.

Name of the Firm/Agency

Signature with Seal.....

Date

(To be furnished in the letter head of the firm)

ANNEXURE-II

FOR ENVELOPE-1:

DETAILS OF SUCH PAINTING WORK UNDERTAKEN IN ANY OTHER ORGANISATION DURING THE LAST 3 (THREE) YEARS.

Sl. No.	Name & Address of other Organisation	Type of work done	Name of contact person of other organisation with mobile no.

(Enclose supporting documents regarding experience in concerned area of work)

Name of the Firm:

Signature with Seal:

Office address:

.....

Phone No. (Office)

Date:

(To be furnished in the letter head of the firm)

ANNEXURE-III

FINANCIAL QUOTATION (For Envelope-2):

FINANCIAL QUOTATION FORMAT FOR SCHEDULE OF QUOTATION / RATE.

Sl.	Name of work	Qty.	Rate (in Rs. inclusive of all taxes)
1	External Painting of Boy's Hostel a) Acrylic Distemper: (i) Colour: Ivory, Fire Red, Sky Blue (ii) Brand: British/Nerolac b) Wooden Paint: (i) Colour: Golden Brown, Sky Blue, Fire Red, Black (ii) Brand: British Paint	01 Job	
2	External Painting of Acharya Hostel a) Acrylic Distemper: (i) Colour: Ivory, Fire Red, Sky Blue (ii) Brand: British/Nerolac b) Wooden Paint: (i) Colour: Golden Brown, Sky Blue, Fire Red, Black (ii) Brand: British Paint	01 Job	
3	External Painting of Hostel Kitchen a) Acrylic Distemper: (i) Colour: Ivory, Fire Red, Sky Blue (ii) Brand: British/Nerolac b) Wooden Paint: (i) Colour: Golden Brown, Sky Blue, Fire Red, Black (ii) Brand: British Paint	01 Job	

(Please quote the rates after proper physical inspection of the sites)

Name of the Firm/Agency:

Signature with Seal

Office Address

.....

Phone/Mobile No.

Date

(To be furnished in the official letter head of the firm)

CERTIFICATE

I/We/ M/s _____ are registered
Company / Ltd Company / Proprietorship firm etc. as per Registration Certificate No.
_____ issued by _____ having registered office
at _____
and manufacturing/supply base at _____ do hereby
declare and solemnly affirm that I/We have not been Black-listed, nor mine/our Tenders have
ever been cancelled by any State/UT/Central Government or any partner or shareholder either
directly or indirectly connected with or has any subsisting interest in the business of my/our firm
nor any legal proceedings have ever been initiated/pending or any penalty has ever been levied
due to delay of non-completion of work/service/supply order by any State/UT/Central
Government or by any authority.

Place: _____

Signature of the tenderer with seal

Dated : _____

Verification

I/We do hereby solemnly declare and affirm that the above declarations are true and
correct to the best of my knowledge and beliefs. No part of it is false and nothing has been
concealed therein.

Place : _____

Signature of the tenderer with seal

Dated : _____

(To be furnished in the official letter head of the firm)

CERTIFICATE FOR NO NEAR RELATIVE (S) OF THE SUPPLIER
WORKING IN CIHCS, DAHUNG

I S/o Shri

R/o

Hereby certify that none of my relative (s) is/are employed in CIHCS, Dahung as per detail given below.

In case at any stage, it is found that the information given by me is false/incorrect, CIHCS shall have the absolute right to take any action as deemed fit, without any prior intimation to me.

Signature of the tenderer with seal

The near relative (s) means:

a) Members of a Hindu Undivided family;

b) They are husband and wife.

c) The one is related to the other in manner as father, mother, son(s) son's wife (daughter-in-law), Daughter (s) daughter's husband (son-in-law) brother (s) and brother's wife, sister (s) sister's husband (brother-in-law)

In case of proprietorship firm, certificate will be given by the proprietor, and in case of partnership firm, certificate will be given by all the partners and in case of Ltd. Company by all the Directors of the company or company secretary on behalf of all directors). Any breach of these conditions by the company or firm or any other person, the tender/work will be cancelled and earnest money/security deposit will be forfeited at any stage whenever it is so noticed. The CIHCS will not pay any damages to the company or firm or the concerned person. The company or firm or the persons will also be debarred for further participation in the concerned unit.

Signature of the tenderer with seal

For Envelope-1**(Specimen Application)***(To be furnished in the official letter head of the firm)*

No:

Date:

To,

The Director
Central Institute of Himalayan Culture Studies
PO: Dahung
West Kameng District
Arunachal Pradesh-790116

Sub: Quotation for external painting of the boy's hostels (Two Nos.) and hostel kitchen at Central Institute of Himalayan Culture Studies, Dahung."

Ref: Your Tender Notice vide no:..... dtd.

Sir,

In response to your above referred to Tender Notice for external painting of boy's hostel building (Two Nos.) and hostel mess building at Central Institute Of Himalayan Culture Studies, Dahung, I/We a Private/Public Ltd. Company / Partnership / Sole Proprietor submit the tender/quotation with the following particulars *(a copy each of the self attested supporting document are mandatory to be submitted)*:

Sl. No.	Description	Particulars
1.	Name of the Firm	
2.	Year of establishment	
3.	Trading License/Registration Number of the firm with a self attested photocopy of Trading License / Registration Certificate	
	Self attested copy of PAN Card in the name of the Firm/Proprietor.	
	Self attested copy of GST Certificate	
	Bank account details of the firm with self attested photocopy of the pass book	
4.	Registered Postal Address	
	Telephone No.	
	Mobile No.	
	Website address	
	E-mail address	
10.	Name of Director (in case of Company, Proprietor, Partner (in case of Partnership firm), PA Holder (in case of Power of Attorney Holder)	
11.	Name & designation of the authorised signatory	
	Address for communication	
	Contact Details: Mob., e-mail etc.	

Having acquired the requisite information related to the work, I/We the undersigned hereby offer for external painting of the boy's hostels (Two Nos.) and hostel kitchen at Central Institute Of Himalayan Culture Studies, Dahung strictly in accordance with the terms and conditions as indicated by you in the said document.

PTO

I/We understand that the CIHCS, Dahung reserves the right to reject any or all the quotations or accept them in part or to reject the lowest quotation without assigning any reasons.

Thanking You.

Yours faithfully

Signature

Date

Name of the Firm

Seal of the Firm