

Regional Science Centre
(National Council of Science Museums)
Jawhar Nagar, Khanapara
Guwahati-781022, Assam

e-TENDER DOCUMENT

FOR

Fabrication, Supply and Installation of exhibit wooden cabinets made up of specified teak wood sections with plywood, laminates and other hardware items for setting up an Astronomy Gallery

at

**Nalbari Planetarium & Science Centre,
Nalbari, Assam.**

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Disclaimer & Disclosures:

National Council of Science Museums (NCSM), the parent body of Regional Science Centre Guwahati, reserves the right not to proceed with the Project or to change the configuration of the Project, to alter the time table reflected in this document or to change the process or procedure to be applied. It also reserves the right to decline to discuss the matter further with any bidder submitting the Tenders.

No contractual obligation on behalf of NCSM, whatsoever, shall arise from this tender unless and until a formal Contract / Agreement is signed and executed by duly authorized officers of NCSM and the bidder in due course after invitation of tenders.

NCSM may modify any / all of the terms of this tender process giving due notification through the NCSM's website (www.ncsm.gov.in).

NCSM will not be liable for any costs incurred by the Bidders in the preparation of the tender & its presentation. The preparation of Bidder's proposal will be made without obligation by NCSM to acquire any of the items included in the Bidder's product, or to select any Bidder's proposal, or to discuss the reasons why a particular Bidder's proposal is accepted or rejected.

All information included by the bidders in their proposal will be treated in strict confidence.

National Council of Science Museums, Kolkata Tender No.I-18012/10/21(200) Name of the work: **Fabrication, Supply and Installation of exhibit wooden cabinets made up of specified teak wood sections with plywood, laminates and other hardware items for setting up an Astronomy Gallery at Nalbari Planetarium & Science Centre, Nalbari, Assam.**

All bids must conform to the guidelines set out in the Tender Document.

On-line Digitally signed open e-tenders under LCS (Least Cost Selection) method are invited in Two Bid System from competent Company/Firm/Agency/Consortium, who satisfy the eligibility criteria enumerated in the Tender Document and having experience of similar nature of work **Fabrication, Supply and Installation of exhibit wooden cabinets made up of specified teak wood sections with plywood, laminates and other hardware items for setting up an Astronomy Gallery at Nalbari Planetarium & Science Centre, Nalbari, Assam.**

Interested Agencies may download the tender documents from the Central Public Procurement Portal (CPPP): <http://eprocure.gov.in/eprocure/app> or from the Council's website www.ncsm.gov.in as per the following schedule:-

SCHEDULE:

1	Bid Document Published Date	28.12.2021	5.00 pm
2	Bid Document Download Start Date	28.12.2021	5.00 pm
3	Bid Document Download End Date	18.01.2022	5.00 pm
4	Bid Clarification Start Date	29.12.2021	10.00 am
5	Bid Clarification End Date	05.01.2022	5.00 pm
6	Bid Submission Start Date	07.01.2022	10.00 am
7	Bid Submission End Date & Time	14.01.2022	3.00 pm
8	Technical (Techno-Commercial) Bid Opening Date	17.01.2022	3.30 pm
9	Financial Bid opening Date	To be intimated later	

Note: All clarifications will be sent by mail to the ID : k.unni@ncsm.gov.in

1. **Tender document can be downloaded from Central Public Procurement Portal (CPPP) website “[http:// eprocure.gov.in](http://eprocure.gov.in)”**
2. **Visit of Nalbari Planetarium & Science Centre, Nalbari, Assam Campus: Bidders are advised to visit Nalbari Planetarium & Science Centre, Nalbari, Assam Campus premises and ascertain the nature and quantum of work before submitting the bid.**
3. **3. Submission of the Bid: This Tender is an e-Tender and bids are to be submitted through CPP Portal (<http://eprocure.gov.in>) only. Bids submitted in physical forms will be summarily rejected.**
4. **4. Details of EMD, Security Deposit, submission of tender, etc. are indicated in the tender document.**
5. **5. The online bid both Technical (Techno-Commercial) Bid and Financial bid duly furnished in Cover –I and Cover-II respectively should be uploaded by the due date and time as per the above schedule. The responsibility to ensure the same lies with the bidders.**

6. **NCSM reserves the right to amend / withdraw any of the terms and conditions in the Tender Documents or to reject any or all Tenders without giving any notice or assigning any reason. NCSM also reserves the right to accept or reject any or all tenders in full or part without assigning any reason whatsoever. NCSM shall also not be bound to accept merely the lowest tender but the technical suitability, capability and superiority of the concept/ technology interface/system etc. shall be of prime consideration for selection of the appropriate set of concept/ technology interface /system collectively considered as a complete solution.**

**(Controller of Stores & Purchase)
National Council of Science Museums Kolkata**

Note: This document is the property of National Council of Science Museums (NCSM), Kolkata which may not be copied, distributed or recorded on any medium, electronic or otherwise, without NCSM's written permission thereof, except for the purpose of responding to NCSM for the said purpose. The use of the contents of this document, even by the authorized personnel / agencies for any purpose other than the purpose specified herein, is strictly prohibited and shall amount to copyright violation and thus, shall be punishable under the Indian Law.

General Information and Instructions:

- 1. The instructions given herein will be strictly binding on the bidders and deviation, if any will make the tender or tenders liable to be considered invalid. Tenders incorporating additional conditions by the bidder are liable for rejection.*
- 2. Bids shall be submitted online only at CPPP website:
<https://eprocure.gov.in/eprocure/app> Manual bids shall not be accepted.*
- 3. The instructions given in “Instruction for Online Bid Submission” should be strictly followed during submission of the Bid.*
- 4. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.*
- 5. As per government order there will be no Earnest Money Deposit (but there will be a 3% Security Deposit (SD) of total order value from the successful bidder within 7 days from the date of placement or order and before commencement of the work.*
- 6. Validity of Bids: The Bids should remain valid for 90 days from the date of opening of financial bid.*
- 7. Rejection of Bids: Canvassing by the Bidder(s) in any form, unsolicited letter and post-tender correction may invoke summarily rejection of their bid(s). Conditional tenders will also be rejected. Non-compliance of applicable General Information and Instructions will disqualify the Bid.*

- 8. The Bidders should have Digital Signature Certificate (DSC) for filling up the Bids. The person signing the tender documents should be authorized for submitting the online e- tender.**
- 9. The Bidders shall fill up the Prescribed Format for submission of Technical (Techno-Commercial) Bid as per Annexure D format duly signed by the authorized signatory. The person signing the tender document should be authorised for submitting the online e-tender.**
- 10. The financial bid shall be filled in and signed by the authorised signatory online as per format**

Annexure E available at Central Public Procurement Portal e-tender system website <http://eprocure.gov.in/eprocure/app>. Off line Financial Bid shall not be accepted.
- 11. Tender must be uploaded in two separate covers marked Cover-1 (Technical Bid) and Cover-2 (Financial Bid/BOQ) and cost break-up sheet. The contents of Cover-1 and Cover-2 shall be as follows:-**

Cover-1

- i) Scanned copy of General Terms & Conditions as detailed in Annexure-B duly signed by the authorised signatory with official stamp as a token of acceptance of the Terms & Conditions.*
- ii) Copy of the current and valid Trade License and Dealership Certificate, as applicable, duly signed by the authorised signatory with official stamp.*
- iii) Scanned Copy of the current and valid GST Registration Certificate and PAN card duly signed by the authorized signatory with official stamp.*
- iv) The 'Declaration' of the bidder (as detailed in Annexure-C) duly signed by the authorized signatory with official stamp.*
- v) Technical (Techno-Commerical) bid as per "Annexure-D" format duly filled in and signed by the authorised signatory with official stamp.*
- vi) Scanned copies of the Council's 'Drawings and Technical Specifications (as detailed in Annexure-F) duly signed by the authorized signatory with official stamp as a token of acceptance for supply & installation of materials in accordance to the same.*
- vii) Bid Security Declaration form (as per Annexure G) duly filled and signed and sealed by the authority of the Firm.*
- viii) Check List as per Annexure H duly filled and signed and sealed.*

Cover-2

- i) The Financial Bid (as per Annexure-E format) i.e. Schedule of Price Bid in the form of attached BOQ Proforma shall be duly filled in, digitally signed and uploaded online by the bidder.*

The Cover-1, i.e. Technical (Techno-commercial) Bid shall be opened by NCSM at the first instance and evaluated by the competent authority. At the second stage, the Cover-2 containing Financial Bid of only techno-commercially acceptable offers shall be opened for further evaluation and ranking before awarding the contract.

Instructions for Online Bid Submission:

1. *The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.*
2. *More information useful for submitting online bids on the CPP Portal may be obtained at <https://eprocure.gov.in/eprocure/app>*

A. REGISTRATION :

1. *Bidders are required to enrol on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link “Online Bidders Enrolment” on the CPP Portal which is free of charge.*
2. *As part of the enrolment process, the bidders will be required to choose a unique username 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 from the CPP Portal.*
4. *Upon enrolment, the bidders will be required to register their valid Digital Signature certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / 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 DSC's to others which may lead to misuse.*
6. *Bidders may then log-in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.*

B. SEARCHING FOR TENDER DOCUMENTS:

1. *There are various search options built in the CPP Portal to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.*

2. *Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective 'My Tenders' folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.*

3. *The bidders should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.*

C. PREPARATION OF BIDS:

1. Bidders should take into account the original e-NIT/TENDER and any subsequent corrigendum published on the tender document before submitting their bids.
2. Please go through the tender advertisement and the tender 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 documents that need to be submitted. Any deviations from these may lead to rejection of the bid.
3. Bidders, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF/JPGformats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
4. 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 can use “My Space” or “Other Important Documents” area available to them to upload such documents. These documents may be directly submitted from the “My Space” area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for the bid submission process.

D. SUBMISSION OF BIDS:

1. Bidders should log-into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidders will be responsible for any delay due to other issues.
2. The bidders have to digitally sign and upload the required bid documents one by one as indicated in the tender document.
3. A standard Price Schedule format (BOQ) has been provided with the tender document to be filled by all the bidders. 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 tender 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 the blue coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidders). No other cells should be changed. In case no rate value is required to be quoted in any particular cell, that cell may be kept blank, figure ‘0’ (zero) shall not be entered in such cell(s). Once the details have been completed, the bidders should save it and submit it online, without changing the filename. If the BOQ file is found to be modified by the bidders, the bid will be rejected. In addition to the above the Cost Break-up shall be submitted in tabular format duly digitally signed with official stamp. The total cost mentioned in the BoQ with GST and the total cost mentioned in cost break-up sheet shall tally otherwise the bids will not be considered for comparison.
4. The server time (which is displayed on the bidders’ 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.

5. 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. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. 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's public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.
6. The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
7. Upon the successful and timely submission of bids (i.e. after Clicking "Freeze BidSubmission" in the portal), the portal will give a successful bid submission message and a bid summary will be displayed with the bid number and the date & time of submission of the bid with all other relevant details.

ANNEXURE B

*Regional Science Centre, Guwahati
(National Council of Science Museums)
Jawhar Nagar, Khanapara, Guwahati-781022, Assam*

Tender No.: I-18012/10/21(200)

GENERAL TERMS AND CONDITIONS FOR SUBMISSION OF TENDER for the Fabrication, Supply and Installation of exhibit wooden cabinets made up of specified teak wood sections with plywood, laminates and other hardware items for setting up an Astronomy Gallery at Nalbari Planetarium & Science Centre, Nalbari, Assam.

1. Price:

The price and rates quoted/indicated shall include cost of all materials, labour for fabrication, machining, assembly, testing, painting, polishing, finishing, scaffolding, erection, installation, labour supervision, and all working accessories, tools and tackles, reliable standard testing equipment etc and all individual charges to deliver and install the wooden framed plywood structure **at Nalbari Planetarium & Science Centre, Nalbari, Assam.**

2. Time of completion:

Time is the essence of this tender. The entire work viz. fabrication, erection, finishing of the wooden framed structure with plywood sheets etc. with polishing / smoothening the external surface of plywood with wood primer and putty as per dimensions stated in drawings and specifications after obtaining approval at different stages of work from concerned Officials of Regional Science Centre Guwahati (RSC Guwahati) from time to time and to be completed within 30 days from the date of placement of order.

3. Penalty Clause:

The successful tenderer(s) shall strictly observe the time allowed for carrying out the works as detailed in clause No. 1. The work shall, throughout the stipulated period of the contract be proceeded with all the diligence (time being deemed to be the essence of the contract) and the tenderer(s) shall pay to the RSC Guwahati an amount equal to 2% of the amount of the Contract value for every week that the work may remain incomplete as per delivery schedule as stipulated in clause no. 3, subject to a maximum compensation of 10% of the contract value after which period appropriate action will be taken by the RSC Guwahati.

4. Security Deposit:

3% of the total order value.

5. Inspection:

The successful tenderer shall arrange for inspection of the job by the Science City authorities on completion of every stage of work. Inspection may also be made at any time during the process of fabrication, if felt by the officials of RSC Guwahati. Any defect pointed out by the competent representative of the RSC Guwahati during such inspections, has to be promptly rectified to ensure desired quality of work.

6. Terms of payment

No advance payment shall be made by RSC Guwahati on any circumstances. Payment shall be released after satisfactory completion of the entire job and within 30 (thirty) days from the date of receipt of Invoice/Bill duly supported by receipted challan and satisfactory inspection/work completion certificate issued by the competent authority of RSC Guwahati.

7. Defect Liability Period:

The defect liability period shall be 12 (twelve) months from the date of acceptance of executed tendered job by the authority of RSC Guwahati. The successful tenderer shall be responsible for all defects of the wooden framed plywood structures, breakage, defective workmanship etc. for a period of 12 (twelve) months from the date of acceptance of tendered job. The successful tenderer shall rectify the defects/defective parts within the specified time, up to the complete satisfaction of the competent authority of the RSC Guwahati.

8. Timely Completion:

Every effort should be made to complete the work by the successful tenderer within the specified time schedule falling which, RSC Guwahati shall have the right to either impose Penalty Clause or cancel the order. The decision of the RSC Guwahati in this regard shall be final and binding on the successful tenderer.

9. Bad workmanship:

Bad workmanship will not be accepted and if carried out is liable to be rejected and should be rectified by the successful tenderer at his cost as per specifications and directions given by the authorized representatives of the RSC Guwahati. The decision of RSC Guwahati, as to items of bad workmanship and proper replacement/rectification will be final and binding on the successful tenderer.

10. Drawings & Specification:

Drawings and specifications of the tendered job under tender are enclosed for guidance and basic understanding. However, if any, ambiguity in the specification is detected, it shall be promptly brought to the notice of the RSC Guwahati for clarifications. The successful tenderer without written approval/permission of RSC Guwahati shall make no deviation from the approved specifications.

11. Responsibility of man power deployed at Nalbari Planetarium & Science Centre, Assam:

RSC Guwahati shall not be liable for any type of injury of any employee/s who is/are deployed by the successful tenderer within/outside the **Nalbari Planetarium & Science Centre, Assam** premises/site during the time of execution of the work order.

12. Anti Termite Treatment:

Proper anti-termite treatment should be done on all the wooden structures in presence of officials of RSC Guwahati

13. Site Clearance:

All the debris arising out of the work shall be removed and the successful tenderer on daily basis shall clean the working area properly.

14. Raw Materials:

The raw materials supplied by the successful tenderer shall conform to the drawing and specifications given by RSC Guwahati. Sub-standard quality of raw materials as well as workmanship will not be accepted. The sample must be got approved well in advance from the competent authority of RSC Guwahati.

15. Heights:

Successful e-tenderer's rates shall include working at all heights given in drawings or as required during execution. No extra money shall be paid for working at heights and agency have to arrange stairs/scaffolding if required.

16. EMD:

No EMD is required.

17. RATES:

Quoted price in the bid shall include GST, freight F.O.R. site and transit insurance and related incidentals in respect of this contract and no additional claim beyond what has been quoted in the Financial Bid shall be accepted. Accepted e-tender rates shall not be changed due to changes in wages of labour.

18. EXTENSION OF TIME

- (a) No extension of time shall be given, to any agency except the natural calamities, to the successful tenderer for non supply or delay in supply of materials / equipment. The successful tenderer hereby agrees that extension of time requested for by him and granted by the Museum/Centre shall be treated as an extension of time allowed to them without any claim for compensation or damages for any reasons whatsoever including those for which the extension is granted.

19. TERMS OF PAYMENT:

- No advance payment will be made in any circumstances.
- No interim payment is also admissible.
- All payments will be made on actual measurement/work done basis after submitting the final bill and payment to be made within 30 (thirty) days .

20. ELIGIBILITY CRITERIA:

i.) Company/Firm/Agency/Consortium shall have the experience of interior development including ExhibitPanelling, Flooring at museums/Art Galleries/exhibition/public space.

ii.) The bidder could be an Individual, Limited Company/Corporation, Proprietary Firm, Partnership etc. Consortium or Joint Venture are allowed to bid for the Works.

iii.) The bidders should have a minimum experience of 5 years since their establishment. For establishing the same, the bidder should submit copies of work orders issued on them as well as copies of work completion certificates of the same work.

- iv.) The Bidder should have the requisite work experience of completing similar projects during the last 5 years ending last day of month previous to the date of issuing of tender as per the details given below: One similar work of value not less than Rs. 10 Lakhs, two similar work of the value of 6 lakhs and 3 three similar work of 4.5 lakhs.

ANNEXURE- D

(To be submitted on the Letter Head of the Tenderer)

DETAILS OF AGENCY PARTICIPATING IN THE TENDER

Sl. No.	Description	To be filled by bidder
1.	Name of the Agency	
2.	Year of Establishment	
3.	Registered office with full address	
4.	Full Postal Address of communication	
5.	Telephone Number(s) of office	
6.	Contact person Name with Mobile No.	
7.	Fax number	
8.	E-Mail ID	
9.	Website if any	
10.	Nature of Entity - Limited Company, Partnership etc. (attach copy of partnership Deed/ Certification of incorporation as applicable)	
11.	Name of Director / Proprietor / Partners with address and telephone nos.	
12.	PAN of Bidder	
13.	GSTIN of Bidder	

I/We hereby solemnly declare that I/we have downloaded all the documents from CPP e-Procurement Portal of NIC and all the uploaded information / statements are true to the best of my/ our knowledge. I/we also declare that my/our firm is not involved in any Litigation or Arbitration with National Council of Science Museums during the last 05 (five) years. I/We further declare that the decision of National Council of Science Museums which is the parent body of RSC Guwahati in this regard shall be final and binding on me/us.

Place:

Date

(Signature with date & seal)

ANNEXURE F

TECHNICAL SPECIFICATIONS and DRAWINGS FOR“Fabrication, Supply and Installation of exhibit wooden cabinets made up of specified teak wood sections with plywood, laminates and other hardware items for setting up an Astronomy Gallery at Nalbari Planetarium & Science Centre, Nalbari, Assam.”

(A) Material specification for cabinets and structures:

1. Unless specified, for all the frameworks for cabinets, fully seasoned good quality knot and crackfree **Teak Wood to be used.**
2. If demanded test certificate for teak wood used has to be provided from any Govt. Test house within a week. Use only new and latest stock of **BWR/BWP plywood of Century / Green Ply** make conforming to IS-303/710 specification. These are to be got approved before using in fabrication. Ply marked with Century/Green Ply of their best grade only will be accepted. All curve surfaces should be made with one two layer of 6mm flexible plywood of Century/Greenmake.
3. Laminates will be 1mm thick Century/ Green make and 90% will be plain laminate with basic colours. Only 2 feet width strip of laminate sheet to be pasted on the ply face and the nail gap of two adjacent laminate sheet to be NC putty finished. No air bubble will be acceptable for this reason utmost care should be taken while pasting the laminate.

Wherever the finish is to be done with veneer, it will be of exquisite and superior quality veneer which after polish will give the actual finish of texture. Before pasting of such veneer it has to be got approved by the authority of Scienc City , Kolkata. All veneer will be of 4mm thick Century/ Green Make

4. **All the Stainless steel structures (if any) must be of Gr. 304, which are to be buffed and polished finish. Use only Stainless steel Fasteners for fixing the SS structures.**
5. All the visible surfaces of exhibit cabinets/partition from visitors’ movement area and top Surface of the ceiling should have laminated / painted/ / veneered/ polish finish.
6. All the non-laminated portion on the back side of the cabinet of cabinets should be painted with one coat of 1st quality wood primer. Wherever the surface is visible from front, it should be applied with 2 or more coat of paint to get even finish. In case the surface is not visible from lobby space, it may be applied with single coat of paint. The paint shall be synthetic enamel paint of Berger/Asian/ ICI make of approved colour.
8. Use only Fevicol (SH) adhesive for frame joining; ply fixing on frames.
 8. All the exhibit structures to be firmly grouted to the floor / walls etc. as per direction at site.
9. Proper eco-friendly anti termite and anti-borer chemical of Berger or equivalent make shall be applied on all wooden/plywood surfaces.

11. All wooden beadings used for fixing of Glass / acrylic / polycarbonate sheets shall be Teak Beading and polished finish/ metallic paint finish.

12. All clear glass (if any) used in the cabinets should be only **toughened float glass** of Modi Guard or SaintGobain make or equivalent and should be clear, transparent, wrinkle and scratch free with proper thickness as shown in enclosed drawings.

13. Transparent polycarbonate and acrylic sheets free from any scratches or stains, shall only be used. Samples must be got approved before using in fabrication jobs.

14. Use only Stainless Steel Hinges (with suitable as per the door height & weight) Tower bolt and Godrej make mortise lock of single set of keys for all doors /windows / cut-outs etc.

15. All Dimensions given in the drawings are in millimetre unless otherwise specified.

16. Dimensions given in the drawings are indicative. The actual dimensions for fabrication may vary depending on site condition.

(B) Specification for pasting decorative laminates/ veneer/ ACP on cabinets and wall panels:

- 1) The selected tenderer(s) shall use latest stock of Century/Green Ply make 1mm thick decorative laminates conforming to IS: 2046 – 1995 as per the colour scheme required for individual cabinets.
- 2) The selected tenderer(s) shall undertake pasting of laminates/ACP as per approved design that may be plain or designed using multiple colour shades.
- 3) All decorative laminates/ veneer shall be pasted with Fevicol SH only.
- 4) ~~All ACP shall be pasted (after preparing the surfaces with specified chemicals) with 3M double sided adhesive tape/ Fevicol SR998 only.~~
- 5) Edges of laminates/ ACP shall be bevelled before pasting to avoid visibility of all edges etc.
- 6) Adequate measures shall be taken to ensure proper pasting of laminates to avoid any air bubbles, undulations etc.
- 7) In case workmanship of laminate pasting is found defective and unsatisfactory during inspection, the successful tenderer(s) shall arrange to replace the laminates at his/her own cost as per the approved shade and make.

(C) Material specifications for MRF make polyurethane paint with PU clear glossy /matt finish on wooden & metallic surfaces, wherever required.

- 1) All paints, primers, filler materials and thinner only shall be supplied by the selected tenderer(s) as per actual requirement.
- 2) The wooden/plywood surfaces shall be thoroughly cleaned with emery paper 36/80/120 to Make the surface smooth before application of the penetration primer and subsequent coats of knifing filler, soft cutting filler, glossy / metallic polyurethane paint and clear

glossy/matt polyurethane paint. Manufacturer's specifications and applications and application procedure shall be strictly followed to ensure the desired quality of finish.

- 3) The successful tenderer(s) shall arrange to bring to their own spray gun, compressor for spray painting and tools and tackles required for the work.
- 4) Rest of the specifications are given in the enclosed drawings.

D) Specification for Vertical straight and Curved panelling, Horizontal Base/ Floor and Roof of exhibit cabinets and gallery:

1. Straight panelling work should be made with 6mm / 12mm ply (whichever has been mentioned in the drawing) over the frame structure of 50mm X 50 mm teak section at the periphery and all the vertical and horizontal members will be of 25mm X50 mm Teak section with a grid size of 400mm X 400 mm.
2. All curved surface are to be made by 50mm x 50 mm wooden section in 400mm gaping (vertical) and 1" X 3" curved cutting of 24 mm ply (2 nos. of 12 mm ply of above make) for horizontal faces with a gap of 400mm thus making grid of 400mm X 400 mm.
3. Any horizontal base upto the height of 1200mm will be of 12mm ply over 50mm x 50mm Teak section frame work with a grid size of 400mm X 400 mm.

E) No deviation on any of the following points will be accepted in any circumstances and Brands as specified must be followed strictly.

1. All the major dimensions are provided in hard copy of the drawings. The detail dimensions of any individual members or structures if required may be obtained from the Auto-cad drawings. In case of any clarification required, the agency may contact to this office before submission of the offer.
2. All Glasses are toughened clear glass. Thickness and profile can be checked from the drawings.
3. Exact colour scheme of laminates/veneer/ACP and fixing pattern will be made available at the time of fabrication.
4. Wherever needed Service door of minimum size' should be provided with frame work and mortise lock. Locks are to be provided and fixed by the party.
5. The non-laminated pasted portion of structure including portion visible from service corridor should be paint finished using approved colour and shade of 1st grade Berger/Asian paints make first quality synthetic enamel in two or more coats on wood primer of similar make.
6. All the Stainless Steel works are to be executed as per drawing. The entire SS (Grade – 304) surface is to be buffed and polish finished.
7. All plywood corner joint must be backed up with 25mm X 25mm teak beading and paint finish.

Financial offer from the agency

**Regional Science Centre Guwahati
(National Council of Science Museums)
Govt. of India.
Resham Nagar, Khanapara, assam- 781022**

I/We have read, understood and accepted all the General Terms and Conditions for **“Fabrication, Supply and Installation of exhibit wooden cabinets made up of specified teak wood sections with plywood, laminates and other hardware items for setting up an Astronomy Gallery at Nalbari Planetarium & Science Centre, Nalbari, Assam.”** as per the specifications as laid down in drawings by RSC Guwahati.

I/We hereby offer my/our rates for the said tender:-

01. Name of the Tenderer :

02. Permanent address (in case of Firm/ Company, address of the registered Office including jurisdiction of the Police station should be given) :

03. Telephone Nos. a) Office :

b) Workshop/ Factory :

c) Mobile :

04. Name of the Bankers and their address :

**REGIONAL SCIENCE CENTRE, GUWAHATI
(NATIONAL COUNCIL OF SCIENCE MUSEUMS)
Resham Nagar, Khanapara,
Guwahati -781022**

Tender No.I-18012/10/21(200)

DECLARATION

We do hereby accept the “General Terms & Conditions, Technical Specifications, and all other terms of the tender as provided by the Regional Science Centre Guwahati (National Council of Science Museums) along with the Tender documents for the **“Fabrication, Supply and Installation of exhibit wooden cabinets made up of specified teak wood sections with plywood, laminates and other hardware items for setting up an Astronomy Gallery at Nalbari Planetarium & Science Centre, Nalbari, Assam.”** and also under take to supply the said materials and carry out the work within the stipulated time strictly as per the Scope of work and Technical Specifications of National Council of Science Museums as provided along with the tender documents, in the event of placement of any order on us. The Regional Science Centre Guwahati (NCSM) shall be at liberty to cancel the order in full or part, in the event of failure of the above declaration made by us and forfeit the SD submitted by us or take any action against as deemed fit by Regional Science Centre Guwahati (NCSM).

Signature of the Bidder / Constituted Attorney

ANNEXURE F

Drawings - Enclosed

(Separately Attached)

TENDER NO. I-18012/10/21(186)

Tender for Fabrication, Supply and Installation of Exhibit Wooden Cabinets made up of specified Teak Wood Sections with plywood, laminates and other hardware items for setting up an Astronomy Gallery at Nalbari Planetarium & Science Centre, Nalbari, Assam.

BID SECURITY DECLARATION FORM

Date: _____

To
The Director General
National Council of Science Museums
Sector V, Block GN, Bidhannagar
Kolkata 700 091

I/We. The undersigned, declare that:

I/We understand that, according to your conditions, bids must be supported by a Bid Security Declaration.

I/We accept that I/We may be disqualified from bidding for any contract with you for a period of **three years** from the date of notification if I am /We are in a breach of any obligation under the bid conditions, because I/We

- a) have withdrawn/modified/amended, impairs or derogates from the tender, my/our Bid during the period of bid validity specified in the form of Bid; or
- b) having been notified of the acceptance of our Bid by the purchaser during the period of bid validity
 - (i) fail or refuse to execute the contract, if required, or
 - (ii) fail or refuse to furnish the Performance Security, in accordance with the RFP terms.

I/We understand this Bid Securing Declaration shall cease to be valid if I am/we are not the successful Bidder, upon the earlier of (i) the receipt of your notification of the name of the successful Bidder; or (ii) thirty days after the expiration of the validity of my/our Bid.

Signature of Authorized Person with Company Seal

FORMAT FOR CONTRACT AGREEMENT

ARTICLES OF AGREEMENT made at

.....

(Place)

this.....day of.....

(Date)

(Month&Year)

between the National Council of Science Museums, a Society registered under the Societies Registration Act of West Bengal, 1961, hereinafter referred to as NCSM which expression shall include its successors and assigns on the one part and

.....

..... (Name of the successful e-tenderer)

trading in the name and style of

.....

.....

(Name and complete address of the successful e-tenderer)

Hereinafter referred to as the Agency which expression shall include his/their respective heirs, executors, administrators and assigns on the other part.

WHEREAS the NCSM is desirous of getting the work of.....

..... therein done and has caused

(Name of the work)

Notice Inviting E-tender (Including appendix), drawings, schedule of quantities and specifications describing the work and conditions of contract.

AND WHEREAS the said NIT (including appendix), drawings, specifications and the priced schedule of quantities and conditions of contract have been signed by or on behalf of the

parties hereto. AND whereas the Agency has deposited in Bank Draft/Pay Order/NEFT/RTGS

.....
(Exact amount in words)

The amount being 3% of the ordered value of the work with NCSM as Security Deposit for the due performance of this Agreement as provided in the said conditions.

NOW IT IS HERE BY AGREED AND DECLARED BY AND BETWEEN THE PARTIES
HERETO AS FOLLOWS:

1. In consideration of the payments to be made to him as hereinafter provided the Agency shall upon and subject to the conditions herein contained execute and complete the work within..... months from the date of issue of letter of intent/Work Order (as Defined in the scope of work of the NIT) and described in the said specifications and the said priced schedule of quantities along with the progress of the work.
2. NCSM shall pay to the Agency such sum as shall become payable hereunder at the time and in the manner specified in the said conditions.
3. Time is the essence of this agreement and the Agency shall proceed with the work, throughout the stipulated period of this contract, strictly according to the Terms & Conditions of NIT. At any stage during execution, if any work lags behind for reasons directly attributable to the Agency, he shall pay or allow the NCSM to deduct the same from the Security Deposit or from any money due to him/her a liquidated damage as per Clause 9(iii)- Penalty clause.
4. This agreement comprises the work above and all subsidiary works connected therewith, even though such works may not be shown on the drawings, or described in the said specifications or the priced Schedule of Quantities.
5. NCSM through the Engineer reserves to itself the right of altering the specifications and of adding to or omitting any item of work or of having portions of the same carried out departmentally or otherwise and such alterations or variations shall not vitiate this agreement.
6. After successful completion of works in all respects, the Agency will hand over the site to the end-user..... in presence of NCSM representative and shall also render the services during defect liability period as specified in the NIT Clause.

7. All disputes and differences of any kind whatever, arising out of or in connection with the contract on the carrying out of works (Whether during the progress of the work or after their completion and whether before or after the determination, abandonment or breach of the contract) shall be referred to arbitration as per Clause 9(xvii) of Annexure - A of the said conditions of contract.

The provisions of the Arbitration & Reconciliation Act 1996 or any statutory modification or re-enactment thereof and of the rules made there under for the time being in force shall apply to arbitration proceedings under this clause.

In witness where of the parties have set the irrelative hands the day and the year and the place herein above written.

Signed by for and on behalf of the Museum/Centre.....

In the presence of

1.....
....

Seal

2.....
...

Signed by the said Agency

In the presence of

1.....
...

Seal

2.....
.

CHECK LIST

Nomenclature	Yes/No
Whether the Tender documents have been completely read, understood and accepted	
Whether the Bid is valid for 90 days from the date of opening of financial bids	
Whether Technical (Techno-Commercial) Bid” (as per Annexure-D format) has been duly filled in and digitally signed with official stamp.	
Whether all relevant documents related to “Technical (Techno-commercial) Bid” as per Annexure-D have been uploaded	
Whether the scanned copy of Scope of Work, Bill of Quantities, General Terms & Conditions etc. (Annexure-B) duly signed by the Authorized Signatory with official stamp as a token of acceptance of the same have been uploaded.	
Whether the Financial Bid (BOQ) has been duly filled in and digitally signed	
Whether documentary proof for One similar work of value not less than Rs.10.00 Lakhs of the previously executed works. Or Two similar works each of value not less than Rs.6.00 Lakhs of the previously executed works. Or Three similar works each of value not less than Rs.4.50 Lakhs of estimated cost of the previously executed works.	
Whether Declaration as per Annexure-C has been signed and uploaded	
Whether Bid Security Declaration form has been filled up	
Whether the detailed technical specification and drawings (Annexure-F) have been read and understood	
Whether the site condition has been assessed.	