

***TENDER FOR ELECTRICAL AND PLUMBING SERVICE AT
IIE***

***TENDERS WILL BE RECEIVED UP TO 11.06.2018 TILL 2.30 P.M.
DATE OF OPENING OF TENDER 11.06.2018 AT 03.30 P.M.***



**INDIAN INSTITUTE OF ENTREPRENEURSHIP,
Lalmati, Basistha Chariali, 37 N.H. Bypass, Guwahati-29.
An Autonomous Organization Under the Ministry of Skill Development
and Entrepreneurship, Govt. of India
37 NH Bypass, Basistha Chariali
Ph No.0361-2302646/2300994/2300840
E-Mail : director@iie.govt.in**



Tender Documents

Terms and Conditions:

1. The Tender / Firm has to deposit a sum of **Rs. 5,000/- (refundable)** as EMD along with tender paper.
2. The amount of EMD shall be paid by Demand Draft in favour of Indian Institute of Entrepreneurship, Guwahati.
3. The tender will not be accepted without prescribed EMD.
4. The quoted rates should be valid for 1 (One) year from the date of contract and no escalations of rates are allowed during the period .
5. The quoted rates should be inclusive of all **labour, materials, taxes, GST charges etc.**
6. Sufficient number of persons should be engaged for performing the works and IIE will not take any responsibility for the staff engaged by the firm.
7. Tender will not be received by post .
8. No conditional tender will be accepted.
9. Sealed and filled in tenders along with EMD should be submitted on or before 11.06.2018 till 2.30 P.M. The same will be opened on the same day 3.30. P.M. In case the date of opening of the tender is changed due to unavoidable Circumstances, the new date and time will be intimated to the tenderers.
10. The tenderer may quote their rates for Electrical and Plumbing Services in which they have sufficient experiences and expertise supported with documentary evidences. However the Electrical and Plumbing Services provider must possess **electrical supervisory license.**
11. Tenderers may quote their rates for any one or more than one services in which they are experienced for a considerable period of time.
12. The Director, IIE reserves the right to reject any or all tenders without assigning any reason thereof.

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**Indian Institute of Entrepreneurship
Guwahati-29**

I) ELECTRICAL REPAIR , MAINTENANCE & PLUMBING SERVICE

1. All the Building of the Institute i.e. office building Hostel, Staff Quarters Officers' Quarters at Ganeshguri, Director's residence, Generator House etc.
2. Operation of 63KVA generators (2 nos. Generator set) and water pumps
3. Street Light operation and repairing works.
4. Minor checking works of A/C, lift and solar system & water pump.
5. Meter reading works of Institute building and residential quarter.
6. Replacement , fixing of water pipes , wash basin, sanitary fittings of minor nature.

(Free accommodation facility will be provided by IIE for 2 nos. of skilled electrical /plumbing worker at the Institute premises for 24 hrs. duties.)

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**TERMS AND CONDITIONS TO BE INCORPORATED IN THE DEED OF
AGREEMENT TO BE EXECUTED BETWEEN IIE & THE CONTRATORS FOR
DIFFERENT SERVICES.**

1. GENERAL TERMS AND CONDITIONS

- 1.1. The contractor shall not transfer his rights under the agreement to any body
- 1.2. The contractor his workers shall not use the premises allotted to him for any purpose other than the purpose for which the contractor is awarded .
- 1.3. The contractor shall devote his full attention in the work . Electrical and Plumbing service and discharge his obligation under the contractor most diligently and honestly.
- 1.4. The Contractor shall at all times during the time of operation of the contract abide by all directions and instructions which may be given by the Institute concerning every aspect of the contract service.
- 1.5. The Contractor shall deposit a sum of Rs. 5,000/- (Rupees five thousands only) as security deposit in favour of the institute after offer of contract. No interest is payable on the Security Deposit.
- 1.6. The Contractor will be liable for any penalty for lapses on the part in providing prompt, standard and high quality services. The loss caused by him to the items provided by the Institute if any, the cost of the same will recovered from the Security Deposit/ bills or should be made good by contractor on demand . In case of deficiency or delay in providing the services by the contractor and in case the Institute on its own provides material and manpower to run the electrical and Plumbing service. Etc. , of satisfactory level, the cost of such material/manpower will be recovered from the contractor.
- 1.7. A Flat minimum balance of Rs.20,000/- (Rupees twenty thousand only) should be made available by the contractor in the saving bank account at UBI, Extension counter , ATPPF, Guwahati-29 and should be operated by the contractor and it should not be a joint account. Payment received from IIE will be transferred to the above said account.
- 1.8. The agreement is terminable by 1(One) month notice by either party.
- 1.9. Appropriate Income tax , service tax et. Will be deducted at the source against the service charges as may be fixed pertaining to office maintenance etc.
The number of persons to be deployed for services by the Contractor are as under :
- 1.10. Electrical & Plumbing Service - Electrician -2 (One with supervisory Licence), Plubmer-1 = 3 Nos.

The bill payment will be made only after fulfilling at the terms and conditions of the contract and satisfaction of the authority.

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**Indian Institute of Entrepreneurship
Guwahati-29**

Tender No.....
Due on.....
Tender's Ref. No.....dtd.....
Dated.....

TENDER FORM

From:

To
The Director
IIE,
Guwahati-781029

Subject: Tender quotation for annual contract on Electrical Repairing & Plumbing services submission of.

Ref: Advertisement in website.....

Dear Sir,

I hereby offer our services for making necessary arrangements for Electrical and Plumbing service in the IIE premises for a period of one year as per the Tender Notice published in local Newspaper above.

1. I have understood the terms and conditions of the tender and the documents supplied to us and are fully aware to the nature of contract.
We affirm to strictly adhere to the conditions stipulated therein.
2. I quote the charges for Electrical and Plumbing services in the Institute as follows:



Rates for Items :

A) Electrical Repairing and Plumbing service as per Rate :
Annexure –I per month

1. A copy of the terms and conditions dully accepted and signed is attached herewith.
2. Demand Draft /**Rs. 5000/-** (Rupees five thousands only) in favor of **Indian Institute of Entrepreneurship**, Guwahati, being EMD as per details below is enclosed.

Demand Draft No.....
Name of the Branch &.....
Bank of Issue.

Date of Issue.....

Signature of the Tender

Date :

Seal of Firm:

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CHECK LIST

SL NO	PARTICULARS	YES/NO
1	ELECTRICAL SUPERVISORY LICENCE	
2	VALID REGISTRATION CERTIFICATE	
3	VALID TRADE LICENCE	
4	PAN CARD NUMBER	
5	GST REGISTRATION NUMBER	
6	PAST EXPERIENCE CERTIFICATE FOR LAST 03 YEARS	
7	IT RETURN FOR LAST 03 YEARS	
8	VALID ADDRESS PROOF	
9	EMD	
10	MANPOWER DETAILS	

*** All particulars are mandatory and to be submitted at the time of Tender opening***

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