

National Productivity Council
Utpadakta Bhawan,
5-6, Lodhi Road Institutional Area
New Delhi- 110003

Tender Notice

Dated: - 10.12.2024
Cost of Tender Document: FREE

Bid No. NPC/ Repair/Renovation /Tender/Admin./2024

**TENDER FOR WORK OF REPAIR/RENOVATION AND WHITEWASH
OF ROOM NO 313, NPC HQ BUILDING**

National Productivity Council invites sealed tender from bidders for the "Repair/Renovation and white wash work for Room No 313" at National Productivity Council, Lodi Road New Delhi". Contractor should have valid P.W.D/C.P.W.D registration.

The detailed tender document can be downloaded from NPC's Website from https://www.npcindia.gov.in/NPC/User/Notification_Tender.

The tender documents Technical & Financial Bids in separate sealed envelopes with Technical or Financial written should be enclosed in a larger envelop and must be deposited in Tender box up to 24.12.2024 (upto 04.00 pm).The envelop titled Technical Bid should contain copy of the tender document duly stamped and signed and Technical bid in format at Annexure-1 along with EMD of Rs.7, 000/- in form of Demand Draft. The Financial Bid must be submitted in format at Annexure-2. No tender will be accepted after 4:00 PM 24.12.2024. The envelop should mention "Tender for Repair/Renovation and white wash work for Room No 313" on top.

Critical Date Sheet

Bid Document Publishing Date	10.12.2024 (3.00 pm)
Bid Document Downloading Start Date	10.12.2024 (4.00 pm)
Inspection of site (Room No 313)	11 Dec to 20 Dec 2024 (10.00 am to 3.00 pm on Monday to Friday)
Bid Submission End Date	24.12.2024 (upto 04.00 pm)



SCOPE OF WORK:

The scope of the Repair/Renovation work for Room No 313 is as follows:

Sl. No.	Description
1	Dismantling old plaster & New Plaster for one wall with area of 208.8 sq ft. with minor repairs.
2.	Removing dry or oil bound distemper, water proofing cement paint and the like by scrapping, sand papering and preparing the surface smooth including necessary repairs to scratches etc. from remaining walls and roof.
3.	Two Coats Wall Putty Roof & walls with area of 865 sq ft. with Birla, JK or equivalent.
4.	Distempering with oil bound washable distemper of Asian paint or equivalent brand. Two or more coats over and including water thinnable priming coat with cement primer.
5.	Removing Split AC and after repair work installing the same AC

The prospective bidders are advised to visit the site before submitting quotations and may make their own assessment of requirement.

MAJOR TERMS AND CONDITIONS:

1. The bidder should have an Office in Delhi or NCR.
2. Average annual financial turnover of the Bidder during the last three years, ending March 2024 should not be less than Rs.10 lakhs.
3. The firm should have an experience of at least 03 years in Government entities or Government organizations for similar work. Valid documents showing 03 years' experience in Government entities or Government organizations from the bidders are required.
4. The Bidder should have Goods and Service Tax (GST) registration.
5. The Bidder should have EPF registration or submit a self declaration that EPF is not applicable to the Bidder, with reasons thereof.
6. The Bidder should have ESI registration or submit a self declaration that ESI is not applicable to the Bidder, with reasons thereof.
7. The Bidder shall file a self declaration that they have not been blacklisted/debarred by any department of Central Govt./State Govt./PSU/Autonomous Organizations.
8. It is the responsibility of the bidder to read all terms and conditions of this tender carefully before filling the tender.
9. Rates should be quoted for the Repair/ Renovation work (refer scope of work at page no 2) to be done accomplished in the room no 313 in National Productivity Council Head Quarters located at Utpadakta Bhawan, 5-6 Lodhi Road Institutional Area, New Delhi-110003.



10. The format of bids is enclosed with terms and conditions. The bid shall be deposited in the Tender Box placed in Reception, Ground Floor of the Head Quarters of National Productivity Council by 4 PM of 24.12.2024.
11. The amount quoted should be inclusive of all applicable taxes.
12. The Room no 313 at Head Quarters of National Productivity Council are located at 5-6 Lodhi Road Institutional Area, New Delhi-110003 and can be inspected on any working days from 11.12.2024 to 20.12.2024 from 10 am to 3 pm.
13. The National Productivity Council reserve the right to accept or reject summarily any or all tenders as a whole or any part thereof, without assigning any reason whatsoever.
14. Bid must be accompanied with Earnest Money Deposit (EMD) of Rs.7, 000- (Rupees Seven Thousand only) in form of Demand draft in favour of National Productivity Council payable at New Delhi. Bidders registered with MSME/NSIC are exempted from payment of EMD. EMD of unsuccessful bidders will be returned after award of bid. The EMD of successful bidder will be retained as performance security to be returned after completion of work. MSME/NSIC bidders who are exempted from EMD if successful will be required to deposit performance security of Rs.7, 000/- to be returned after completion of work. No interest will be paid by NPC on EMD or Performance Security.



Annexure-1**TECHNICAL BID**
(On Letter Head of Bidder)

Sr no	Particulars	Details
1.	Name of the Bidder	
2.	Full Address of the Bidder	
3.	Name of the Proprietor/Partners/Directors	
4.	Contact Number	Land line:- Mobile:-
5.	Pan Card & Aadhar Card (attach photocopy)	
6.	Email id	
7.	GST Number (enclose a copy)	
8.	Turnover of last 3 financial years i.e. FY-2021-22, FY 2022-23 and FY 2023-24 (enclose CA certificate or copies of Balance Sheet and Trading A/C)	
9.	Bank Account Details	
10.	EPF & ESI registration	(enclose proof self-declaration regarding its non-applicability)
11.	Valid documents showing 03 years' experience in Govt. entities or Govt. organizations	(attached copies of work orders)
12.	EMD Details	No. _____ Date _____ Drawn on _____

Signature _____

Designation _____

Seal of the bidder _____



Annexure-2

FINANCIAL BID
(On Letter Head of Bidder)

Sr. No.	Description (scope of work)	(Amount quoted in Rupees)
1	Lum Sum Quotation for work as per Scope of Work (A)	
2	Applicable all taxes (B)	
	Grand Total = (A+B)	

Amount in words (Rupees..... only)

Signature_____

Designation_____

Seal of the bidder_____

