

To,

**INVITATION OF BIDS FOR CREATION OF ADDITIONAL OFFICE SPACE AND
RENOVATION WORK IN FDA BHAVAN, KOTLA ROAD, NEW DELHI-110 002**

Dear Sir,

1. Bids in sealed cover are invited for selection of an agency for creation of ready to use office space by modifying existing conference room, refurbishing other specified area of FDA Bhavan, Kotla Road, New Delhi-110 002 from an experienced and established Agency/ Firm/Company capable of undertaking the requisite work on turn-key basis as per details indicated in Part-II of this RFP.

2. The bids are to be submitted in two parts viz Technical and Price Bid. Technical bid will contain EMD, an undertaking for acceptance of all terms and conditions, qualification document, Cost of Tender Document (if downloaded from the official website) and the Price Bid will be as per the prescribed format i.e. Appendix-B attached with this RFP. Please super-scribe the above mentioned Title, RFP number and date of opening of the Bids on the sealed cover to avoid the Bid being declared invalid.

3. The address and contact numbers for sending Bids or seeking clarifications regarding this RFP are given below -

(a) **Bids/Queries to be Addressed to:** Asstt Dir (GA), Food Safety and Standards Authority of India (FSSAI), 3rd Floor, FDA Bhavan, New Delhi-110 001.

(b) **Postal Address for Sending the Bids:** Asstt Dir (GA), Food Safety and Standards Authority of India (FSSAI), 3rd Floor, FDA Bhavan, New Delhi-110 001

(c) **Name/Designation of the Contact Person:** Ravinder Kumar, AD(GA)

(d) **Telephone Number of the Contact Person:** 011-23237442

(e) **Tele-Fax number of the Contact Person:** 011-23230997

(f) **E-Mail ID:** gadmin@fssai.gov.in , r.singh@nic.in,

4. This RFP is divided into five Parts as follows:
- (a) **Part I** – Contains General Information and Instructions for the Bidders about the RFP such as the time, place of submission and opening of tenders, Validity period of tenders, etc.
 - (b) **Part II** – Contains essential details of the works/services required, such as the Technical Specifications, Delivery Period, Mode of Delivery and Consignee details.
 - (c) **Part III** – Contains Standard Conditions of RFP.
 - (d) **Part IV** – Contains Special Conditions applicable to this RFP and which will also form part of the contract with the successful Bidder.
 - (e) **Part V** – Contains Evaluation Criteria and Format for Price Bids.
5. This RFP is being issued with no financial commitment and the FSSAI reserves the right to change or vary any part thereof at any stage. FSSAI also reserves the right to withdraw the RFP, should it become necessary or considered appropriate at any stage without assigning any reason there for.

PART I – GENERAL INFORMATION

1. **Last Date and Time for Depositing the Bids.** **08 May 2018 at 1500 hrs.**

The sealed Bids, both Technical and Commercial should be deposited/reach by the due date and time. The responsibility to ensure this lies with the Bidder.

2. **Manner of Depositing the Bids.** Sealed Bids should be either dropped in the Tender Box earmarked for the purpose at 3rd Floor, FSSAI, FDA Bhavan, Kotla Road, New Delhi-110 002 or sent by post at the address given above so as to reach by the due date and time. Late tenders will not be considered. No responsibility will be taken for postal delay or non-delivery/non-receipt of Bid documents.

3. **Time and Date for Opening of Bids.** Sealed Bids received by the due date / time will be opened at **1600 hrs on 08 May, 2018**. If due to any exigency, the due date for opening of the Bids is declared a closed holiday, the Bids will be opened on the next working day at the same time or on any other day/ time, as intimated by the Buyer. **Location of the Tender Box:** 3rd Floor, FSSAI, FDA Bhavan, Kotla Road, New Delhi - 110 002 as mentioned above.

4. **Place for Opening of Bids.** Bids will be opened in the Conference Room on 3rd Floor of FDA Bhavan in office premises of FSSAI, Kotla Road, New Delhi -110 002. The Bidders may depute their representatives, duly authorized in writing, to attend the opening of Bids on the due date and time. This event will not be postponed due to non-presence of bidder's representative for any reason. Please note that only the Technical Bid would be opened on the time and date mentioned above. The schedule for opening of Commercial/Price Bid will be intimated after acceptance of the Technical Bid. Commercial/Price Bid of only those firms will be opened, whose Technical Bids are found compliant/suitable after Technical Evaluation is done.

5. **Submission of Bids.** Bids should be forwarded by Bidders under their original memo/letter pad inter-alia furnishing details like GST Number, PAN number, Bank address

with NEFT Account details, etc and complete postal & e-mail address of their office. The following aspects are to be kept in mind by firms/companies whilst submitting their bids:-

(a) Bids against this RFP are required to be submitted under a two-bid system as per the technical requirements indicated at **Para (5) to (8) of Part –II of this RFP**. The technical bids are to be accompanied with requisite EMD and other related supportive documents and if not paid, an amount of Rs.100/- as Tender Fee in the form of a Bank Draft/Pay Order/Banker's Cheque drawn in favour Sr. Accounts Officer, FSSAI payable at Delhi/New Delhi.

(b) Bids are to be submitted in separate sealed covers / envelopes containing sealed technical and commercial bids. Bids are to be duly marked with the title as '**Technical Bid for Renovation Work of FDA Bhavan**' or '**Price Bid for Renovation Work of FDA Bhavan**'. The Master Cover in which the Technical and Commercial bids are to be enclosed needs to be labelled with the Title of RFP i.e '**For Creation Of Additional Office Space And Renovation Work**'.

(c) Commercial/Price bids of only the technically qualified bidders would be opened/considered.

6. **Clarification of RFP**. Bidders may seek clarifications in writing regarding this RFP document within one week of issue of RFP. FSSAI shall respond in writing to any such request for clarifications and all such clarifications shall be posted on the official website of FSSAI i.e. www.fssai.gov.in. It is recommended that all bidders physically inspect the venues for the proposed works and services to get an accurate estimation of the requirements, prior to submission of their Bids.

7. **Pre-Bid Conference**. A pre bid meeting will be held on **24th April 2018 at 11 AM** in the office of Food Safety and Standards Authority of India at 3rd Floor, FDA Bhawan, Kotla Road, New Delhi-110 002, to clarify issues and to answer queries on any matter pertaining to the Bid/that may be raised. The bidders willing to attend the pre-bid conference are requested to come in time. They may also bring their queries in writing which could also be sent through email not later than two days before the scheduled date of pre-bid meeting. The bidders are requested to examine the Qualifying and Technical requirements of the Bid Documents so as to avoid any confusion/scope of not adhering to fulfilling the required conditions and submission of supportive documents along with the bid. In case bidders choose to offer or suggest with better features/specifications/design etc; and concept/material to be used the same shall be discussed by the bidders in the pre-bid meeting and bidders shall also clearly spell out the advantages and superiority of taking such deviations, if they considered it more appropriate and necessary for betterment of the proposed work. The documentary evidence for offering such suggestions with justification shall have to be submitted to FSSAI during the pre-bid meeting. Based on Employer confirmation on these points, bidder will submit its offer and will not be allowed to take any further technical deviation at the time of submission of technical offer. Minutes of pre-bid conference/meeting, including the text of the queries raised and the responses/suggestions given, together with any responses prepared after the meeting, will be transmitted without delay on official website of the orgn. Any changes which may become necessary as a result of pre bid meeting shall be made by the Employer exclusively through the issue of the minutes of the pre bid meeting and as an addendum, if required. **It may be noted that Non attendance at the pre bid meeting will not be a cause for disqualification of a bidder.** The maximum number of participants from an applicant, who chooses to attend the Pre-Bid Conference, shall not be more than two persons. The representatives attending the Pre-Bid Conference shall be in possession of an authority letter, duly signed by the authorised signatory of his/her Organisation.

8. During evaluation and comparison of bids, the FSSAI may, at its discretion, ask the bidder for clarification of his bid. No post-bid clarification on the initiative of the bidder will be entertained.
9. Canvassing by the Bidder in any form, unsolicited letter and post-tender correction may invoke summary rejection with forfeiture of EMD. Conditional tenders will be rejected.
10. Bidders unwilling to quote should ensure that intimation to this effect reaches before the due date and time of opening of the Bid, failing which the defaulting Bidder may be delisted for the given range of items as mentioned in this RFP.
11. **Validity of Bids.** The Bids should remain valid for a period of **120 days** from the last date of submission of the Bids.
12. **Earnest Money Deposit.** Bidders are required to submit Earnest Money Deposit (EMD) for amount of **Rs.2,00,000/-** (Rupees Two Lakhs Only) along with their bids. The EMD may be submitted in the form of an Account Payee Demand Draft, Fixed Deposit Receipt, Banker's Cheque from any of the public sector banks or a private sector bank authorized to conduct government business. EMD of the unsuccessful bidders will be returned to them at the earliest after expiry of the final bid validity and latest on or before the 30th day after the award of the contract. The EMD of the successful bidder would be returned, without any interest whatsoever, after the receipt of Performance Guarantee from them as provided in part-IV of this RFP. The EMD will be forfeited if the bidder withdraws or amends/impairs or derogates from the tender in any respect within the validity period of their tender.
9. **Rejection of Bids.** Canvassing by the Bidder in any form, unsolicited letter and post-tender correction may invoke summary rejection with forfeiture of EMD. Conditional tenders will be rejected. Bids not submitted as per prescribed format will also be rejected.
10. **Unwillingness to Quote.** Bidders unwilling to quote should ensure that intimation to this effect reaches before the due date and time of opening of the Bid, failing which the defaulting Bidder may be delisted for the given range of items as mentioned in this RFP.

PART II – ESSENTIAL DETAILS OF ITEMS/SERVICES REQUIRED

1. **Introduction.** FSSAI, an autonomous body functioning under Min of Health & Family Welfare intend to create additional infrastructure and renovate certain office area its premises at FDA Bhavan, Kotla Road, New Delhi – 110 002 & adjoining building area occupied by FSSAI with a view to have an additional fully functional office space urgently required due to the expansion of this Authority. The fully functional office space with requisite furniture items will be created by modifying/upgrading existing conference hall located at 4th floor, FDA Bhawan. In addition renovation work in adjoining premises for existing small conference room and officials' sitting area with capacity of approx 12 personnel is required to be carried out. It would be an air conditioned space with ultra-modern facilities at par with international standards of creating conference/office room area. The total area available for the above stated work is approx 700 sqm. The detail for the requisite work area is mentioned in RFP and the layout plan, overall design etc; is attached as Appendix-A to this RFP.
2. The renovation work shall be carried out in an exemplary manner with neat and clean wooden panels, comfortable high quality furniture and fixtures providing scope of maximum utility and easiness or working personnel.

3. All types of electrical wires and Telephone/AV cables to be used shall be of specification laid down by the organisers in line with local rules and electrical wiring for all installations and equipment will be concealed/embedded. Proper fire safety measures are to be followed while carrying out electrical wiring wherever needed as per guidelines & standards duly cleared by designated authorities and Organisers.

4. **Schedule of Requirements or Scope/Description of Work to be carried out :**

The details of work description with estimated qty which would be required for the proposed work is given below :-

S.No.	Item Description	Unit	Tentative Qty
1	<p>Supplying and installation of modular type looking composite unit consisting of computer work station, all side / as per design partition& overhead storage complete of maximum dimension 1200mm (W) x 600mm (D) x 2130mm (H) with a 50mm thick panel wherever required as per design of total ht 2130mm.A variation of + -150mm either side shall be tolerable as/availability of product in mentioned makes. The entire unit & worktop shall be made up of A class prelaminated particle board (of different thicknesses as per requirement of the design) finished in machine pressed laminate color as decided by buyer. The side and rear, 2130mm high partition panel of 50mm width, made up of multiple layers of prelaminated particle board with outer finished paneling of laminate and tack-able fabric as per the drawing provided. This partition member shall have in it a hollow space to run the Telephone/Data and power cables, + space for recessed switch plate as per drawing provided. The tack-able fabric shall be mounted on 12mm soft board including a set of trays with it. The color and texture of laminate, fabric etc. shall be a combination of walnut & maple colour or as decided by buyer. The unit shall have a cabinet / drawer unit as per drawing provided. The drawers shall be supported on telescopic runners of hettich / ozone / or equivalent make. The lower portion shall have hinged shutter doors as per drawing, with hinges of hettich / ozone or equivalent make. All the drawers, cabinets shall have a tumbler locking mechanism classic furniture pad lock with steel/ nickel finish, of godrej / doorset / harisons/ or equivalent make. All the handles shall be S.S brushed finish and to be as per approval by EIC. The flat edges shall be sealed with 2mm thick PVC beading/taping. The unit shall be complete in all respect including making space & provisions for electrical agency for laying of wiring (power, telephone/data and voice) in provided raceways and provisions for fixing of switch plates, switches, sockets etc. The complete unit shall be having wire managers, required accesories etc. all complete.</p>	Nos	20

2	<p>Supplying and installation of modular computer work unit of dimension up to 1200mm (W) x 600mm (D) x 760mm (H) with a 50mm thick panel on three either of total ht 1300mm. or as per design supplied. A variation of + -150mm either side shall be tolerable as/availability of product in mentioned makes. The work station shall be made up of A class prelaminated particle board (of different thicknesses as per requirement of the design) finished in machine pressed laminate color as decided by buyer. The side and rear, 1300mm high partition panel of 50mm width, made up of multiple layers of prelaminated particle board with outer finished paneling of laminate and tackable fabric as per the drawing provided. This partition member shall have in it a hollow space to run the Data and power cables, + space for recessed switch plate as per drawing provided. The tack-able fabric shall be mounted on 12mm soft board including a set of trays with it. The color and texture of laminate, fabric etc. shall be a combination of walnut & maple colour or as decided by buyer. The unit shall have a cabinet / drawer unit as per drawing provided. The drawers shall be supported on telescopic runners of hettich / ozone equivalent make. The lower portion shall have hinged shutter doors as per drawing, with hinges of hettich or equivalent make. All the drawers, cabinets shall have a tumbler locking mechanism classic furniture pad lock with steel/ nickel finish, of godrej / doorset / harison or equivalent make. All the handles shall be S.S brushed finish and to be as per approval by buyer. The flat edges shall be sealed with 2mm thick PVC beading/taping. The unit shall be complete in all respect including making space & provisions for electrical agency for laying of wiring (telephone, power, data and voice) in provided raceways and provisions for fixing of switch plates, switches, sockets etc. The complete unit shall be having wire managers, required accesories etc. all complete.</p>	Nos	4
3	<p>Providing and fixing file storage cabinets of ht. 2130mm x 525 mm(maximum depth), made up of A class particle board (of different thicknesses as/ design) finished in machine pressed laminate (colour / texture to be as decided by EIC / matching to the adjoining work stations).A variation of up to 50mm in either dimension shall be tolerable for getting the desired product in mentioned makes. The inside to be finished in 1mm thick laminate –off white colour or matching to the exteriors. A-class teak wood / 2mm thick taping shall be used as lipping etc. wherever required, to be polished to match same shade as laminate. Cabinets to be made as per drawing provided , with all necessary fittings and fixtures such as telescopic channels, hinges, magnetic catchers (hettich make) and handles (S.S. brushed finish) , proper locking mechanism, pad lock with steel/ nickel finish, of godrej/doorset / harison or equivalent make etc. all complete. The cabinet shall be mounted either on floor or wall using 6 - 12mm waterproof ply (duro or equivalent) as backing with wooden anchors (gitti) placed @ 300mm c/c on wall. The item shall include making good any holes, wire managers, + fixing on wall wherever required</p>	Sqm	18

4	<p>Providing and fixing in position teak veneer ply paneling made out of frame work of 50 x 38mm thick hard wood section fixed to floor placed at 450/600mm (max.) c/c vertical and horizontal supported from existing wall/ floor with appropriate and necessary dash fasteners to ensure stability including applying pink wood primer. The paneling consists of 12mm commercial ply with 4mm th. teak veneer, all teak wood section / teak veneer to be melamine polished and all frame of wood work to be properly bolted with fastners including one coat of primer and one coat of synthetic enamel paint complete in all respects as per detailed drawings and as directed by the concerned official.</p>	Sqm	20
5	<p>Providing & fixing double skinned fixed partitions wall wherever required ,fabricated out of 65mmx50mm Champ wood frame as horizontal & vertical sections @ 600mm c/c duly coated with wood primer to be fixed with wooden plugs, fixing 12mm thick water proof ply on both sides (duro / green or equivalent make) of the partition, finally fixing 1.0mm thick laminate on both sides of the partition with adhesive of approved brand providing 1mm thick groove at all joints or wherever required as per the drawings supplied and as per the instructions of the officer in charge. Double skin partition to be raised upto a height of 1300mm from the floor and the rest of the height upto ceiling height to be enclosed with 12mm thick toughened glass factory made duly edge polished & finished with silicon filling and all required steel patch fittings if or wherever required to hold or join each panel, the surrounding area around all glass panes to be in 75mm x 65mm thick wooden sections claded with 12mm ply and finally finished in matching 1.0mm thick laminate complete with all required teak wood beadings & moldings or as per design.</p>	sqm	85
6	<p>Supply of premium chair for computer tables with overall dimension (w) 49cm (D):63.0 cm (H): 81.5 cm and seat height (SH): 44-56 CM (adjustable). The seat/back shall be made up of 1.2 cm thick hot pressed plywood, upholstered with poly viscose fabric (67% polyster + 33% Viscose), (color and texture as decided by engineer in charge) or polyester bearing the weight of 330 gm/mtr for a span of 1.2 meters. The seat and back shall be made up of molded Polyurethane Foamwith PVC lipping all round. The seat (SIZE: 49.0cm. (W) x 44.0cm. (D) Should have a water fall edge and back (SIZE: 50.0cm. (W) x 49.0cm. (H) Foam shall be designed with contoured lumbar support. The one-piece armrests shall be made of black integral skin polyurethane with 50-70 „A“ Hardness and reinforced with M.S. insert. The armrests shall be scratch and weather resistant. The armrests shall be fitted to the seat with seat/armrest connecting strip assembly made of 0.5cm. thk. HR steel. The center pivot mechanism shall be designed with features: 3600 revolving type. 17° maximum tilt on pivot at center. Tilt tension adjustment. Upright locking. The bellows is 3 piece telescopic type and injection molded in black Polypropylene. The base shall be in chrome (glossy) finish and fitted with 5 nos. twin wheel castors (castor wheel dia. 5.0cm.). The pedestal shall be of 65.0 cm. pitch center dia. (75.0 cm with castors) The twin</p>	Nos	10

	wheel castors should be injection molded in black Nylon for trouble free movement.		
7	Providing & fixing 12mm thick factory made toughened glass of saint-gobain or equivalent make for doors / fixed partitions in all sizes & shapes with all required cuts & holes for stainless steel patch & lock fittings, duly edge polished and finished to use and complete in all respects including filing the gaps with silicon sealant for fixing patch fittings. Steel patch fittings, locks, handles and floor machines to be paid separately.	sqm	18
8	Providing & fixing patch fittings to glass encloser as per manufacturers specifications, drawings & directions of the concerned officer-in-charge		
A	Double cylinder floor spring (heavy duty - 90kg)	each	5
B	Top patch fitting of Ozone / Dorma / Closma or equivalent make	each	5
C	Bottom patch fitting with strike plate of ozone / dorma / closma or equivalent make	each	5
D	Corner patch lock of ozone / dorma / closma or equivalent make	each	5
E	H - type or D- type handle (25 x 300mm) of safex / closma or equivalent make	each	5
9	Providing & fixing solar film frosted sparkle of lummar / 3M or equivalent make on toughened glass in approved shape & design and pattern as per the drawing supplied or as per the instructions of the buyer.	sqm	30
10	Providing & laying vitrified tiles in floor with minimum size of 600x600mm or more (thickness to be specified by the manufacturer) with water absorption less than 0.8% confirming to IS:15622 of approved brand & manufacturer, in all colours & shade, laid with cement based high polymer modified quick setting tile adhesive (water based) confirming to IS:15477, in average 6-8mm thickness including grouting of joints with matching colour pigment.	sqm	140
11	Dismantling aluminum / gypsum / brick wall / partitions, doors, windows, false ceilings including disposal of unserviceable surplus materials and stacking of serviceable materials with in 100 meter lead and bringing down from 4th floor to ground floor level as directed by the buyer.	sqm	140
12	Disposal of rubbish /malba / similar unserviceable materials, dismantled or waste materials by mechanical means inclusive of loading, transporting, unloading to approved municipal dumping ground or as directed by the concerned officer. All load to lift.	cum	7
13	Polishing with melamine matt polish on new wood work in required colour/ wooden shade with all required base materials as per specifications and finally applying two coats of melamine matt clear spray with spray gun to achieve high glass melamine, finished in all complete as per directions of the buyer.	sqm	60
14	Providing & fixing at all heights false ceiling including providing & fixing of frames work made of special sections from MS sheet and galvanized in accordance with zinc coating of grade 350 consisting of angles cleats of all required sizes with flanges of	sqm	50

	22mm and 37mm at 1200mm c/c one flange fixed to ceiling with dash fastners 12mm dia and 40mm deep with 6mm bolts to the angle hangers of 25x25x0.5mm of required length along with all other required sections in all sizes and gauges as per the drawing supplied and using 12mm thick tapered edge gypsum plain board confirming to IS:2095 - Part-1.		
15	Providing & applying to internal walls with mamrino classic white of ultratech or equivalent as per sample approved and methos prescribed by the manufacturer and as per the directions of the officer in charge: base preparation with acrylic putty/chalk mitty and emulsion after scrapping the surface and removal of loose material etc. Applying Mas primer and Mas sealer mixed with water in ratio 1:1 with roller & brush and filling undulations etc. Applying two or more coats of merino classic white lime plaster with stainless steel travel buffing and protective coating with roller & brush all complete as per the buyer.	sqm	200
16	Applying one or more coats of water thinnable cement primer of approved brand & manufacturer on wall surface : water thinnable cement primer	sqm	800
17	Wall painting with plastic emulsion paint of approved brand & manufacturer to give an even & smooth finish in required colour or shade as per the directions of the concerned officer in two more coats complete.	sqm	1200
18	Providing & applying 20mm thick plaster of paris (gypsum anhydrous) on walls & reinforced with rabbit wire mesh etc. complete as per directions of the engineer in charge.	sqm	50
19	Providing & applying plaster of paris putty of 8mm to 10mm thickness over plastered surface to give an even & smooth finish complete.	sqm	300
20	Repairs to plaster to existing walls with cement mortar in ratio 1:4 (1 cement : 4 fine sand) to internal walls in thickness 12to 15mm including liufting materials from ground floor to 4th floor level.	sqm	10
21	providing & applying enamel paint to wood work / doors two or more coats over an under coat of wood primer after sand papering the existing surface in required colour or shade as per the directions of the concerned official.	sqm	30
22	Supply and placing in position main officer desk/table of the specification of size 1800(w)mmX900(d)mmX750(h) mm.The table top shall be 25mm thick in laminate finish as per design complete in all respect including all required hardware like locks and accessories. The material shall be as per ISI specifications as per direction of officer in charge.	No	4
23	Supply of premium chair for computer tables with overall dimension (w) 49cm (D):63.0 cm (H): 81.5 cm and seat height (SH): 44-56 CM (adjustable). The seat/back shall be made up of 1.2 cm thick hot pressed plywood, upholstered with poly viscose fabric (67% polyster + 33% Viscose), (color and texture as decided) or polyester bearing the weight of 330 gm/mtr for a span of 1.2 meters. The seat and back shall be made up of molded Polyurethane Foamwith PVC lipping all round. The seat (SIZE: 49.0cm. (W) x 44.0cm. (D) Should have a water fall edge and back (SIZE: 50.0cm. (W) x 49.0cm. (H)	no	5

	<p>Foam shall be designed with contoured lumbar support. The one-piece armrests shall be made of black integral skin polyurethane with 50-70 "A" Hardness and reinforced with M.S. insert. The armrests shall be scratch and weather resistant. The armrests shall be fitted to the seat with seat/armrest connecting strip assembly made of 0.5cm. thk. HR steel. The centre pivot mechanism shall be designed with features: 3600 revolving type. 17° maximum tilt on pivot at center. Tilt tension adjustment. Upright locking. The bellows is 3 piece telescopic type and injection moulded in black Polypropylene. The base shall be in chrome (glossy) finish and fitted with 5 nos. twin wheel castors (castor wheel dia. 5.0cm.). The pedestal shall be of 65.0 cm. pitch centre dia. (75.0 cm with castors) The twin wheel castors should be injection molded in black Nylon for trouble free movement. To be placed on 3rd and 4th floors at newly created office space area.</p>		
24	<p>Providing and fixing blinds of MAC make & approved shades with channels & operating system complete as per direction.</p>		
	<p>(a) Oaken Glow (officer cabins)</p>	Sqm	15
	<p>(b) View Max screen</p>	Sqm	15
25	<p>Providing and Supplying of ergonomically designed fabric upholstered high back revolving chair for Conference Room. The Seat and Back Cushion of the chairs should be pressed on 12mm hot press moulded ply. The seat cushion of the chair should be made up of 50mm thick High Density of 45±2 Kg/m³ polyurethane mould and back cushion should be made up of 38mm thick High Density 33±2 Kg/m³. The polyurethane foam shall be as per manufacturer's specification. The hardness of foam shall be 20 kg on hampden machine and 25% compression and it should be covered with fabric as per manufacturer's shade card. (Fabric colour shall be approved by concern official). The arms of the chairs should be black as per manufacturer specification. The Gas lift mechanism should be tested as per BIFMA X 05.01.2002 Standards. The tilting mechanism should be synchro-tilt mechanism as per international ergonomics standards any position locking. The pedestal should be five legged injection moulded in black 30% glass –filled nylon and fitted with 5 nos twin wheel castors. The castors of the chairs should be glass filled, twin wheel castors confirming to BIFMA Standards X 05.01.2002 tested to perform 1,00,000 cycles with 225 lbs Load. NOTE:The back and base of chair should be supplied with black polypropylene moulded covers. (Fabric colour shall be approved by concern official) Overall Height of chair should be minimum 1225 mm (Inclusive of maximum adjustment of gas lift mechanism) All material should be used of relevant ISI specification and as approved by the concerned officer.</p>	No	8
26	<p>Modifying the Existing Conference table by cutting, repairing, Putting new board / laminate wherever required and converting the same into the workstation. Complete as per drawing and condition of the existing table, as directed.</p>	Nos	10

27	Providing & fixing hanging lights on the 5 th floor terrace metal rafters made out of Cast iron material in antique finish complete with bulb/filament and internal wiring with switch sheets and metal hook welding complete and ready to use	Each	14
28	Providing & fixing wall bracket lights on the 5 th floor terrace metal rafters matching to the above hanging lights made out of Cast iron material in antique finish complete with bulb/filament and internal wiring with switch sheets and metal welding complete and ready to use	Each	10
29	Providing & fixing ceiling mounted surface lights at various locations on the 3 rd /4 th /5 th floor of Phillips/Leolux or equivalent make in square shape with a prefitted 15watt LED lamp complete with concealed internal wiring provision with switch sheets and ready to use	Each	20
30	Providing & fixing pole lights on the existing poles all around the drive way and car park area made out of Cast iron powder coated material aluminium finish complete with pre-fitted 45watt LED bulb/filament and internal wiring with switch sheets complete and ready to use including welding of 50mm 14 gauge pipe	Each	10
31	Providing & fixing ceiling mounted concealed type lights at various locations on the 3 rd /4 th /5 th floor of Phillips/Leolux or equivalent make in round shape with a prefitted 15watt LED lamp complete with concealed internal wiring provision with switch sheets and ready to use	Each	6
32	Providing & fixing ceiling mounted concealed type lights at various locations on the 3 rd /4 th /5 th floor of Phillips/Leolux or equivalent make in square shape with a pre-fitted 24watt LED lamp complete with concealed internal wiring provision with switch sheets and ready to use	Each	2
33	Providing and fixing in position teak veneer ply paneling with appropriate and necessary dash fasteners to ensure stability. The panelling consists of 12mm commercial ply with 4mm th. teak veneer, all teak wood section / teak veneer to be melamine polished and all frame with one coat of primer and one coat of synthetic enamel paint complete in all respects as per detailed drawings and as directed by the concerned official.	SQM	30
34	Providing & pasting imported graphic designer wall paper of 0.5mm thickness on existing walls including adhesive etc complete in Rooms at 3 rd and 4 th Floors as per approved design by concerned officer.	SQM	35
35	Providing and fixing blinds of MAC make & approved shades with channels & operating system complete as per direction. Oakan Glow (officers cabin windows)	SQM	12
36	Floor Grinding & New Mirror polishing on existing flooring at various locations 0 – 6 number Betty's giving the floor a new look	SQM	50
37	Providing 20mm thick plaster of paris (gypsum anhydrous) ceiling up to height of 5m above floor level including coves & moulding as per sample approved consisting of frame work made of special sections power pressed from MS sheet with galvanized coating consisting of ceiling angle hanger of 20x20x0.5mm thick of required length 1 and fixed to ceiling with dash fastener and other end with hanging arrangement G.I	SQM	7

	channels 45x25x0.9mm, 5 nos member running to which ceiling section 0.5mm thick bottom rail of 80mm with tapered flange of 26mm each fixed with self tapping screws running in a direction perpendicular to G.I channel fixed with self tapping screws @ 400c/c and perimeter angle 20x20x0.5mm fixed to wall with rawl plugs @ 900mm c/c. Providing & fixing stainless steel grade 304 wire gauge with wire of dia 0.5mm mesh fixed to wedge shaped ceiling section i/c cutting & making smooth surface with scaffolding etc. all complete as per directions of Officer in charge		
38	Providing & fixing full body designer vitrified tiles in special pattern & design as provided by the Officer in charge inside the New Lift Car, the same to be fixed with special adhesive & hardner. There will be nothing paid extra for the wastage cement due to complex design / pattern.	SQM	2
39	Providing & supplying black low back chairs with PU moulded seat & back. The under structure should be made of tubular cantilever type. MS ERW tube black powder coated. The chair shall be supplied with fabric / leatherite of approved ISI make and shade for seat & back. The dimensions of the chair should be overall height 890mm max.	Nos	4
40	Providing & fixing designer wooden console in Lift Lobbies of Ground floor, 3 rd floor, 4 th floor and 5 th floor in various shapes as per the design issued or approved by the Engineer or officer in charge in size not less than 72"x18"x30" in height made out of teak wood frame, water proof ply, designer veneer and mirror polished stone top duly melamine polished, complete.	Each	4
41	Providing & supplying designer sofa sets in various sizes & shapes as per the design , photo & drawings issued or approved by the engineer or officer in-charge in specified sizes & shapes with or without arm assembly consisting of a fabricated inner frame assembly with foam density 45 which provides strength as well as comfort. Complete moulded backrest assembly is covered with replaceable fabric.	No of seats	48
42	Providing & fixing wooden storage floor mounting designer cabinets made out of boiling waterproof 18mm thick ply clad with laminate from all insides and veneer /laminate from outside matching to the existing interiors of as per the design/photo/drawings issued or approved by the engineer or office incharge duly fixed with mirror polished stone top and all required hardwares, complete and ready to use including transport and lifting charges upto 5 th floor level.	Sqm	8
43	Wall painting with weather proof external grade paint of approved brand & manufacturer to give an even & smooth finish in required colour or shade as per the directions of the concerned officer.	Sqm	600
44	Providing & fixing designer wooden false ceiling on ground floor level behind the reception area rafters to create above the DAK receiving area – made out of teak wood in sections 100mm x 38mm clear size duly fixed with necessary screws upon required teak wood batens of size 100mm x 25mm and 50mm x 25mm. complete including raising and removing scaffolding and melamine polish complete .	Rmtr	50

45	Providing & laying cement concrete in ration 1:2:4 under floor or wherever required upto level five. (1 Cement ; 2 C.Sand ; 4 graded stone aggregate 20mm nominal size.)	CUM	3.00
46	Providing and fixing file / storage cabinets in sizes as per design or site requirements made up of BWP block board (of different thicknesses as/ design) finished in machine pressed laminate (colour / texture to be as decided by EIC / matching to the adjoining work stations / wood work. A variation of up to 50mm in either dimension shall be tolerable for getting the desired product in mentioned makes. The inside to be finished in 1mm thick laminate or matching to the exteriors. A-class teak wood 4mm lipping / 2mm thick taping shall be used as lipping etc. wherever required, to be polished to match same shade as laminate. Cabinets to be made as per drawing provided , with all necessary fittings and fixtures such as telescopic channels, hinges, magnetic catchers (hettich make) and handles (S.S. brushed finish) , proper locking mechanism, pad lock with steel/ nickel finish, of Godrej/Doorset/ Harison or equivalent make etc. all complete. The cabinet shall be mounted either on floor or wall using 6 - 12mm waterproof ply (duro or equivalent) as backing with wooden anchors (gitti) placed @ 300mm c/c on wall. The item shall include making good any holes, wire managers, + fixing on wall wherever required in minimum 500mm depth	Sqm	30
47	Providing and Supply of Joining Tables/Work Stations with white top (capable of writing/erasing facility on top on the line white board) for FFRS with stainless steel frame of 25mm sqare pipe in brush finish. Overall size 3'x2' with 30" height.	No.	2
48	Providing and Fixing Movebale drawer and storage units below existing tables made out of 18mm waterproof ply cladde with 1mm laminate on all sides with required hardwares and accessories (complete) size 15"x 18"x27" ready to use	No.	4
49	Providing and fixing show window at entrance of one side office space at 4 th floor to be made out of 12mm glass shelves with glass doors having locking arrangement (complete) (size 4'x4')	Sqm	1.5
50	Side Tables should be of premium quality. It should be 0.95 cm thick float glass with high Quality teak wood framing / MS ERU high quality chrome plated framing. Material should be used of relevant ISI specification and as approved by the concerned officer. Approx. Size shall be - 550mm (W)x 550mm(D)x 425 mm (H) (min) NOTE: The side table & centretable should be from the same model/alike.	Nos	02
51	Providing & fixing Manhole covers after repairing the whole corners (prefabricated concrete based with side walls of iron sheet with standard width)	Nos	4
52	Providing & making new Manholes in required depth and size as per the site requirements made out of First class FPS bricks, drainage channels, PCC in base bed, all sides plaster and cover complete. Manhole cover etc.	Each	4
53	New electrical work in the proposed hall on 4 th floor in walls as per the new drawings for tables & work stations, providing new electrical points, LAN network points, using new 25mm pvc conduits, modular boxes, wiring in required gauge of Polycab /	Sqm	150

	Havells or equivalent make and sub main wiring upto the nearest SDB. No work to be done in the existing ceiling and without any light fixtures		
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5. Additional Items/Works

The selected agency would be bound to undertake/provide any additional items or services not covered in the RFP but may be required by buyer i.e. FSSAI. The price/cost involved will be mutually decided on requirement basis with AD (GA). However, decision of FSSAI in any regard will be final and binding. It may be necessary to produce some material/items, other than mentioned in the drawing/tender. For such items the CPWD Rate per unit or DGS&D or any alike agency rates shall be considered as bench mark for such additional items not covered in RFP.

6. Technical Details: All the work under this tender enquiry will be carried out as per given specifications and as per directions of concerned officials of FSSAI requiring commitment from selected agency right from selection to the handing over of entire work/services. It would be ensured that all materials, equipments, furnishings and other items/services used are of very good quality and comply with the safety parameters conforming to ISI/BIS norms on all accounts.

7. Intending Agency is advised to pay a visit to the FSSAI office at any day during working hours for discussion/assessing the nature, scope and quantum of works/services and for seeking any clarifications before submission of bids, after fixing an appointment with the Assistant Director, GA should they require.

8. Technical Requirements/Criteria for Eligibility

To be eligible to participate in the said tender enquiry, the agency must fulfill the following technical requirements/criteria:-

- (a) The agency/company/firm must have an established permanent setup/office in Delhi/New Delhi area. (Location with address to be given).
- (b) The agency/company/firm should be an Indian Company of Indian Origin having been incorporated at-least five years before the date of submission of bid.(submit supportive document indicating period).
- (c) The agency must have an annual turn-over of minimum Rs.60 Lakhs in last each three years. (Please specify/submit proof)
- (d) The agency/company/firm should be registered with CPWD having authorisation to undertake project/work with an authorisation limit of rupees one crore (Rs.1 cr) or more. (attach copy CPWD regn as proof).
- (e) The agency/company/firm should have necessary expertise and minimum five years' experience in the field of construction/renovation and setting up of high quality custom built offices for govt. (Proof of experience or indicative details of works carried out in the past should also be attached along with the technical bid).
- (f) The agency should have handled minimum three projects costing Rs.50 lakhs or more during the last three years or done two projects costing Rs.60 lakhs each during the past two years. (attach supportive docs)
- (g) The bidding company/agency/firm may provide detailed specifications of good quality material to be used along with technical bid. However, it is optional and not mandatory or essential ingredient to qualify at technical stage.

- (h) The agency and its associated subsidiaries should not have been blacklisted by any agency or involved in any pending govt investigation directly.
 - (i) The agency having MSME registration will be given preference/priority.
9. Bidders are required to furnish compliance of specifications bringing out clearly the deviations from technical details, if any.

Part-III - Standard condition of RFP - May be referred for standard terms of RFP

The Bidder is required to give confirmation of their acceptance of the Standard Conditions of the Request for Proposal mentioned below which will automatically be considered as part of the Contract/Work order concluded with the successful Bidder (i.e. seller/contractor in the contract), as selected by the buyer i.e. FSSAI. Failure to do so may result in rejection of the Bid submitted by the Bidder.

1. **Law:** The Contract shall be considered and made in accordance with the laws of the Republic of India. The contract shall be governed by and interpreted in accordance with the laws of the Republic of India.
2. **Effective Date of the Contract:**The contract shall come into effect on the date of signatures of both the parties on the contract (Effective Date) and shall remain valid until the completion of the obligations of the parties under the contract. The deliveries and supplies and performance of the services shall commence from the effective date of the contract.
3. **Arbitration:** All disputes or differences arising out of or in connection with the Contract shall be settled by bilateral discussions. Any dispute, disagreement or question arising out of or relating to the Contract or relating to construction or performance, which cannot be settled amicably, may be resolved through arbitration.
4. **Penalty for use of Undue influence:**The Seller undertakes that he has not given, offered or promised to give, directly or indirectly, any gift, consideration, reward, commission, fees, brokerage or inducement to any person in service of the Buyer or otherwise in procuring the Contracts or forbearing to do or for having done or forborne to do any act in relation to the obtaining or execution of the present Contract or any other Contract with the Government of India for showing or forbearing to show favour or disfavour to any person in relation to the present Contract or any other Contract with the Government of India. Any breach of the aforesaid undertaking by the Seller or any one employed by him or acting on his behalf (whether with or without the knowledge of the Seller) or the commission of any offers by the Seller or anyone employed by him or acting on his behalf, as defined in Chapter IX of the Indian Penal Code, 1860 or the Prevention of Corruption Act, 1986 or any other Act enacted for the prevention of corruption shall entitle the Buyer to cancel the contract and all or any other contracts with the Seller and recover from the Seller the amount of any loss arising from such cancellation. A decision of the Buyer or his nominee to the effect that a breach of the undertaking had been committed shall be final and binding on the Seller. Giving or offering of any gift, bribe or inducement or any attempt at any such act on behalf of the Seller towards any officer/employee of the Buyer or to any other person in a position to influence any officer/employee of the Buyer for showing any favour in relation to this or any other contract, shall render the Seller to such liability/ penalty as the Buyer may deem proper, including but not limited to termination of the contract, imposition of penal damages, forfeiture of the Bank Guarantee and refund of the amounts paid by the Buyer.

5. **Agents / Agency Commission:** The Seller confirms and declares to the Buyer that the Seller is the original manufacturer of the stores/provider of the services referred to in this Contract and has not engaged any individual or firm, whether Indian or foreign whatsoever, to intercede, facilitate or in any way to recommend to the Government of India or any of its functionaries, whether officially or unofficially, to the award of the contract to the Seller; nor has any amount been paid, promised or intended to be paid to any such individual or firm in respect of any such intercession, facilitation or recommendation. The Seller agrees that if it is established at any time to the satisfaction of the Buyer that the present declaration is in any way incorrect or if at a later stage it is discovered by the Buyer that the Seller has engaged any such individual/firm, and paid or intended to pay any amount, gift, reward, fees, commission or consideration to such person, party, firm or institution, whether before or after the signing of this contract, the Seller will be liable to refund that amount to the Buyer. The Seller will also be debarred from entering into any supply Contract with the Government of India for a minimum period of five years. The Buyer will also have a right to consider cancellation of the Contract either wholly or in part, without any entitlement or compensation to the Seller who shall in such an event be liable to refund all payments made by the Buyer in terms of the Contract along with interest at the rate of 2% per annum above LIBOR rate. The Buyer will also have the right to recover any such amount from any contracts concluded earlier with the Government of India.

6. **Access to Books of Accounts:** In case it is found to the satisfaction of the Buyer that the Seller has engaged an Agent or paid commission or influenced any person to obtain the contract as described in clauses relating to Agents/Agency Commission and penalty for use of undue influence, the Seller, on a specific request of the Buyer, shall provide necessary information/ inspection of the relevant financial documents/information.

7. **Non-disclosure of Contract documents:** Except with the written consent of the Buyer/ Seller, other party shall not disclose the contract or any provision, specification, plan, design, pattern, sample or information thereof to any third party.

8. **Liquidated Damages:** In the event of the Seller's failure to submit the Bonds, Guarantees and Documents, supply the requisite stores/items and conduct trials, installation of equipment, etc as specified in this contract, the FSSAI may, at his discretion, withhold any payment until the completion of the contract. The FSSAI may also deduct from the selectee vendor as agreed, liquidated damages to the sum of 0.5% of the contract price of the delayed/undelivered stores/services mentioned above for every week of delay or part of a week, subject to the maximum value of the Liquidated Damages being not higher than 10% of the value of delayed stores/items/works and services.

9. **Termination of Contract:** The Buyer shall have the right to terminate this Contract in part or in full in any of the following cases:-

- (a) The delivery of the material is delayed for causes not attributable to Force Majeure for more than one week after the scheduled delivery.
- (b) The Contractor is declared bankrupt or becomes insolvent.
- (c) The completion of work is delayed due to causes of Force Majeure by more than 10 days provided Force Majeure clause is included in contract.

(d) The Buyer/FSSAI has noticed that the selected agency/Contractor has utilised the services of any Indian/Foreign agent in getting this contract and paid any commission to such individual/company etc.

(e) There is undue & wilful delay in supply of required material for the work resulting delay in completion of the work by the expected schedule as agreed upon.

(f) As per decision of the Arbitration Tribunal.

10. **Notices:** Any notice required or permitted by the contract shall be written in the English language and may be delivered personally or may be sent by registered pre-paid mail/airmail/e-mail, addressed to the last known address of the party to whom it is sent.

11. **Transfer and Sub-letting:** The Seller/Contractor has no right to give, bargain, sell, assign or sublet or otherwise dispose of the Contract or any part thereof, as well as to give or to let a third party take benefit or advantage of the present Contract or any part thereof.

12. **Patents and other Industrial Property Rights:** The prices stated in the present Contract shall be deemed to include all amounts payable for the use of patents, copyrights, registered charges, trademarks and payments for any other industrial property rights. The Seller/Contractor shall indemnify the Buyer against all claims from a third party at any time on account of the infringement of any or all the rights mentioned in the previous paragraphs, whether such claims arise in respect of manufacture or use. The Seller shall be responsible for the completion of the supplies including spares, tools, technical literature and training aggregates irrespective of the fact of infringement of the supplies, irrespective of the fact of infringement of any or all the rights mentioned above.

13. **Amendments:** No provision of present Contract shall be changed or modified in any way (including this provision) either in whole or in part except by an instrument in writing made after the date of this Contract and signed on behalf of both the parties and which expressly states to amend the present Contract.

14. **Taxes and Duties**

(i) **General**

1. If Bidder desires to ask for any kind additional duty or Tax /GST extra, the same must be specifically stated. In the absence of any such stipulation, it will be presumed that the prices include all such charges and no claim for the same will be entertained.

2. If reimbursement of any Duty/Tax is intended as extra over the quoted prices, the Bidder must specifically say so. In the absence of any such stipulation it will be presumed that the prices quoted are firm and final and no claim on account of such duty/tax will be entrained after the opening of tenders.

3. If a Bidder chooses to quote a price inclusive of any duty/tax and does not confirm inclusive of such duty/tax so included is firm and final, he should clearly indicate the rate of such duty/tax and quantum of such duty/tax included in the price. Failure to do so may result in ignoring of such offers summarily.

4. If a Bidder is exempted from payment of any duty/tax upto any value of supplies from them, he should clearly state that no such duty/tax will be

charged by him up to the limit of exemption which he may have. If any concession is available in regard to rate/quantum of any Duty/tax, it should be brought out clearly. Stipulations like, the said duty/tax was presently not applicable but the same will be charged if it becomes leviable later on, will not be accepted unless in such cases it is clearly stated by a Bidder that such duty/tax will not be charged by him even if the same becomes applicable later on. In respect of the Bidders, who fail to comply with this requirement, their quoted prices shall be loaded with the quantum of such duty/tax which is normally applicable on the item in question for the purpose of comparing their prices with other Bidders.

5. Any change in any duty/tax upward/downward as a result of any statutory variation in excise taking place within contract terms shall be allowed to the extent of actual quantum of such duty/tax paid by the supplier. Similarly, in case of downward revision in any duty/tax, the actual quantum of reduction of such duty/tax shall be reimbursed to the Buyer by the Seller. All such adjustments shall include all reliefs, exemptions, rebates, concession etc. if any obtained by the Seller.

(ii) **Customs Duty –**

1. For imported stores offered against forward delivery, the Bidder shall quote prices thereof exclusive of customs duty. The Bidder shall specify separately the C.I.F. prices and total amount of customs duty payable. They will also indicate correctly the rate of customs duty applicable along with Indian Customs Tariff Number. Customs duty as actually paid will be reimbursed on production of necessary documents i.e. (i) Triplicate copy of the bill of entry; (ii) copy of bill of lading; (iii) a copy of foreign principal's invoice. However, if the Bidder imports the stores in question against his own commercial quota Import Licences, he will also be required to submit in addition the triplicate copy of bills of entry etc. a certificate from his Internal Auditor on the bill itself, to the effect that the following items/quantity in the bill of entry related to the stores imported against Buyer contract number..... dated.....

2. Subsequent to the reimbursement of customs duty, the Bidder will submit to the concerned Payment Authority a certificate to the effect that he has not obtained any refund of customs duty subsequent to the payment of duty to the Customs authority by him. In addition, he shall also submit to the Paying Authority concerned a certificate immediately after a period of three months from the date of payment of the duty to customs authorities to the effect that he has not applied for refund of the customs duty subsequent to the payment of duty to the customs authorities by him.

3. In case the Bidder obtains any refund of customs duty, subsequently to the payment of the same by him to the customs authorities and reimbursement of the customs duty to him by the Payment Authority, he should forthwith furnish the details of the refund obtained and afford full credit of the same to the Buyer.

4. The Seller is also required to furnish to the Paying Authority the following certificates: (a) Certificate with each bill to the effect that no refund has been obtained in respect of the reimbursement of excise duty made to the Seller during three months immediately preceding the date of the claim covered by the relevant bill. (b) Certificate as to whether refunds have been obtained or

applied for by them or not in the preceding financial year after the annual Audit of their accounts also indicating details of such refunds/applications, if any. (c) A certificate along with the final payment bills of the Seller to the effect whether or not they have any pending appeal/protest for refund or partial refund of excise duties already reimbursed to the Seller by the Government pending with the Excise authorities and if so, the nature, the amount involved, and the position of such appeals. (d) An undertaking to the effect that in case it is detected by the Government that any refund from Excise Authority was obtained by the Seller after obtaining reimbursement from the Paying Authority, and if the same is not immediately refunded by the Seller to the Paying Authority giving details and particulars of the transactions, Paying Authority will have full authority to recover such amounts from the Seller's outstanding bills against that particular contract or any other pending Government contracts and that no dispute on this account would be raised by the Seller.

5. Unless otherwise specifically agreed to in terms of the contract, the Buyer shall not be liable for any claim on account of fresh imposition and/or increase of any Duty on materials and/or components/items used directly in the manufacture of the contracted stores taking place during the pendency of the contract.

(iii) **Octroi Duty & Local Taxes**

1. Normally, materials to be supplied to Government Departments against Government Contracts are exempted from levy of town duty, Octroi Duty, Terminal Tax and other levies of local bodies. The local Town/Municipal Body regulations at times, however, provide for such Exemption only on production of such exemption certificate from any authorised officer. Seller should ensure that stores ordered against contracts placed by this office are exempted from levy of Town Duty/Octroi Duty, Terminal Tax or other local taxes and duties. Wherever required, they should obtain the exemption certificate from the Buyer, to avoid payment of such local taxes or duties.

2. In case where the Municipality or other local body insists upon payment of these duties or taxes the same should be paid by the Seller to avoid delay in supplies and possible demurrage charges. The receipt obtained for such payment should be forwarded to the Buyer without delay together with a copy of the relevant act or bylaws/notifications of the Municipality of the local body concerned to enable him to take up the question of refund with the concerned bodies if admissible under the said acts or rules.

Part IV – Special Conditions of RFP

The Bidder is required to give confirmation of their acceptance of Special Conditions of the RFP mentioned below which will automatically be considered as part of the Contract concluded with the successful Bidder (i.e. Seller in the Contract) as selected by the Buyer/FSSAI. Failure to do so may result in rejection of Bid submitted by the Bidder.

1. **Performance Guarantee:** The Bidder will be required to furnish a Performance Guarantee by way of Bank Guarantee through a public sector bank or a private sector

bank authorized to conduct government business (ICICI Bank Ltd., Axis Bank Ltd or HDFC Bank Ltd.) for a sum equal to 5% of the contract value within 15 days of receipt of the confirmed order. Performance Bank Guarantee (PBG) should be valid up to 60 days beyond the date of completion of entire work. PBG may also be furnished in the form of a Bank Draft/Bankers'Cheque or Fixed Deposit Receipt if the successful bidder wish to. The specimen of PBG is given in Annexure-5 attached to this RFP. The Performance Bank Guarantee shall be considered open upon receipt by the Buyer's Bank. In case any claims or any other contract obligations are outstanding, the Seller will extend the Performance Bank Guarantee as asked for by the Buyer till such time as the Seller settles all claims and completes all contract obligations. The Performance Bank Guarantee will be subject to encashment by the Buyer and shall be refunded after successfully discharging of all obligations relating to the contract. In case the conditions regarding adherence to delivery schedule, settlement of claims and other provisions of the contract are not fulfilled by the Seller, the same would be adjusted from the available PBG.

2. **Option Clause:** The contract will have an Option Clause, wherein the Buyer can exercise an option to procure an additional up to 50% of the original contracted quantity in accordance with the same terms & conditions of the present contract. This will be applicable within the currency of contract. The Bidder is to confirm the acceptance of the same for inclusion in the contract. It will be entirely the discretion of the Buyer to exercise this option or not.

3. **Repeat Order Clause** – The contract will have a Repeat Order Clause, wherein the Buyer can order upto 50% quantity of the items under the present contract within six months from the date of supply/successful completion of this contract, the cost, terms & conditions remaining the same. The Bidder is to confirm acceptance of this clause. It will be entirely the discretion of the Buyer to place the Repeat order or not.

4. **Tolerance Clause** – To take care of any change in the requirement during the period starting from issue of RFP till placement of the contract, Buyer reserves the right to 20% plus/minus increase or decrease the quantity of the required goods upto that limit without any change in the terms & conditions and prices quoted by the Seller. While awarding the contract, the quantity ordered can be increased or decreased by the Buyer within this tolerance limit.

5. **Terms of Payment**

The payment to the selected Contractor will be made as per following schedule:-

- | | | |
|-----|-----------------------------|---|
| (a) | 15% Advance of total cost - | against submission of Bank Guarantee or Fixed Deposit or Bank Draft of the equivalent amount. This will be released after completion of 25% work or supply of items/material equivalent to 25% of the total contract value. |
| (b) | 35% Advance of total cost | An amount equivalent to 35% of the total cost of the project shall be paid after completion of approx 60% or more work. |
| (c) | Balance 50% as final amount | On completion of entire works and Services & after handing over the premises to FSSAI and removal of all items/leftovers from the FDA Bhavan site subject to satisfaction of Head (GA&Legal) and/or AD(GA), FSSAI. |

6. Paying Authority:

- (a) Paying Authority will be Accounts Division, FSSAI, 3rd Floor, FDA Bhavan, New Delhi-110 002. The payment of bills will be made on submission of the following documents by the selected Contractor along with the bill:
- (i) Ink-signed copy of bill/Invoice
 - (ii) Copy of Supply Order/Contract
 - (iii) Job Completion Certificate
 - (iv) Performance Bank guarantee/Fixed Deposit Receipt/Demand Draft
 - (v) Details for electronic payment viz Account holder's name, Bank name, Branch name and address, Account type, Account number, IFSC code, MICR code

7. Force Majeure clause

a. Neither party shall bear responsibility for the complete or partial non performance of any of its obligations (except for failure to pay any sum which has become due on account of receipt of goods under the provisions of the present contract), if the non-performance results from such Force Majeure circumstances as Flood, Fire, Earth Quake and other acts of God as well as War, Military operation, blockade, Acts or Actions of State Authorities or any other circumstances beyond the parties control that have arisen after the conclusion of the present contract.

b. In such circumstances the time stipulated for the performance of an obligation under the present contract is extended correspondingly for the period of time of action of these circumstances and their consequences.

c. The party for which it becomes impossible to meet obligations under this contract due to Force Majeure conditions, is to notify in written form the other party of the beginning and cessation of the above circumstances immediately, but in any case not later than 10 (Ten) days from the moment of their beginning.

d. If the impossibility of complete or partial performance of an obligation lasts for more than the prescribed time frame of the exhibition, either party hereto reserves the right to terminate the contract totally or partially upon giving prior written notice to the other party of the intention to terminate without any liability other than reimbursement on the terms provided in the agreement for the goods/services received.

8. Penalty Clause

The selected agency would be required to meet international standard for all the works & services set by the Buyer/FSSAI. Any breach of timelines or failure to carry out any work as per quality requirements will result in imposition of penalty equivalent to 10% of the total agreed price of the contract and taking action under clause 4 of part-III & clause I of Part - IV relating to encashment & forfeiture of Performance Guarantee. FSSAI reserves the right to get the allied works/services done by any other agency at the risk and cost of the selected bidder. The decision of FSSAI in this regard will be sole and final.

Other Conditions/Guidelines

9. Miscellaneous jobs/works to be carried out during the currency of contract :-
- (a) All the material used for the proposed works and services of FSSAI shall be of 1st quality conforming to the stipulated norms and laid down standard and safe to use.
 - (b) All electrical cables/connectors/switchboards panel, switches, sockets, telephone/fax/Internet lines will be of ISI or as per the good quality specifications/norms of well renowned make such as Havel's, Roma Modular, Anchor or equivalent and their laying will be completely covered, safe and tamper proof to avoid any chance for short-circuit/accident etc.
 - (c) The routine Upkeep and Clean-up of the complete infrastructure while carrying out the construction shall be carried out every morning and evening so as to avoid any spreading of waste material/items/empties and constn material etc.
 - (d) The Cleaning Process will be carried out by using the mechanical/electrical devices by the experienced staff and manual means should be engaged during the construction period by the selected agency.
 - (e) If the performance of the selected service Agency is not found satisfactory during the validity of the contract, Head (GA&Legal) and/or AD(GA), FSSAI reserves the right to cancel the contract unilaterally at any stage and no claim of damage etc from the selected Agency will be entitled.
 - (f) The actual date of commencement of work will be reckoned from the date of signing of the Agreement/acceptance of work order.
 - (g) The Selected Agency would indemnify FSSAI against any loss of property or life or any kind accident, fire etc during the execution of the contract.
 - (h) The bidder shall include for the provision of all labour, materials, tools, supplies, equipment, services, facilities, supervision, administration, works contract tax, licenses, permits, insurances, bonds and any other tax/levy as may be applicable, incidentals and all other things necessary to perform and incidental to the performance of the work in strict accordance with the contract documents to the satisfaction of the Architect/ Consultants and Owner.

Statutory Conditions of the Contract (Applicable in case of Successful Bidder)

1. The contractor shall be responsible for all commissions and omissions on part of work force engaged for the purpose conduct of the event. The Buyer i.e. FSSAI shall not be responsible in any manner whatsoever, in matter of injury/death/health etc. of the contractors employees performing duties under this contract.
2. The contractor shall be obliged and solely responsible to comply with all statutory security requirements in respect of manpower engaged by the firm and Buyer shall not be a party to any dispute arising out of such deployment by the contractor.

3. The work force deployed by the contractor under this contract shall be the employee of the contractor and in no circumstance shall have any claim of employment with the buyer i.e. FSSAI.

4. **Affidavit.** An affidavit (on stamp paper of Rs. 100/-) is required to be submitted by the successful bidder regarding the fact that the persons employed by the contractor for the outsourcing in relation to the conduct of the exhibition shall be the employees of the bidder for all the intents and purposes and, in no case shall be a relationship of employer-employee between the said persons and the FSSAI shall accrue implicitly and explicitly and the bidder shall also be solely responsible for providing all the statutory benefit to the personnel employed by it. The affidavit should also contain a declaration that bidder shall make payment of compensation under the Works-man Compensation Act or any other applicable Acts or Enactments in case of injury or death of any of its workers while at work or otherwise due to contractors directions/any other job. The affidavit should also contain a declaration that the bidder shall take care all other statutory liabilities as well in the most sincere manner and shall solely be responsible for the same. All the personnel deployed/engaged by the contractor in processing/completion of the works and services shall be police verified.

5. The successful contractor shall be liable to give one year assurance on all the works and services including supply of items mentioned in this RFP towards upkeep/maintenance or removal of defects of all kinds whatsoever whether in civil work, electrical and commissioning of all items (viz furniture and fixtures, other items, etc. whatever provided). In support an amount equivalent to 1% of the contract value along with indemnity bond on e-stamp paper of Rs.100/- undertaking the warranty/guarantee and support for the entire works/services carried out.

Part V – Evaluation Criteria & Price Bid issues

1. **Evaluation Criteria**

(a) Bids will be evaluated which are found to be fulfilling the eligibility and qualifying requirements of the RFP.

(b) The technical bids be supported by documentary proof of technically qualifying laid down criteria. For commercial bids, the offers should be restricted to only commercial/price aspects. The rates per unit as per items/qty mentioned in Price Bid Format and the total cost for the entire work scope as mentioned in RFP be quoted as per directive format attached.

(c) The Lowest Bid will be decided upon the overall lowest price quoted by the particular bidder as per the Commercial/Price Bid Performa Annexed to this Tender enquiry/RFP. The consideration of taxes and duties in evaluation process in respect of indigenous bidders will be that all taxes and duties (including those for which certificate of exemption are issued) quoted by the bidders will be considered. The ultimate cost to the buyer would be the deciding factor for ranking of bids. **All columns/guidelines of the Commercial/Price Bids shall be filled in by the bidder and no column should be left blank.**

(d) The Bidders are also required to spell out the rates of each and every item, services and applicable GST or any other levy/duty, etc in an unambiguous term; otherwise their offers will be loaded with the maximum rates of duties and taxes for the purpose of comparison of prices. If reimbursement of Customs duty or any

other tax is intended as extra, over the quoted prices, the bidder must specifically say so. In the absence of any such stipulation it will be presumed that the prices quoted are firm and fixed and no claim on account of such duties will be entertained after the opening of tenders. If a Bidder chooses to quote a price inclusive of any duty/tax and does not confirm inclusive of such duty/tax so included is firm and final, he should clearly indicate the rate of such duty/tax and quantum of such duty/tax included in the price. In the absence of any tax indication it will be presumed that the prices are inclusive of applicable taxes/duties.

(e) If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price will prevail and the total price will be corrected. If there is a discrepancy between words and figures, the amount in words will prevail for calculation of price.

(f) The Lowest Acceptable Bid will be considered further for placement of contract / Supply Order after complete clarification and price negotiations as decided by the Buyer. The Buyer will have the right to award contracts to different Bidders for being lowest in particular items. The Buyer also reserves the right to do Apportionment of Quantity, if it is convinced that Lowest Bidder is not in a position to supply full quantity in stipulated time.

2. With a view to assist the prospective bidders in formulation of their quotes, the following are enclosed :-

- (a) Layout of Floor Plan indicating location for the proposed work space/area/drawing to be carried out etc. ... Appendix-A
- (b) Price Bid Format ... Appendix-B
- (c) Tender Form, Bidders' Profile, Financial Status, Letter of Authority, Performance Guarantee/Security Format and ChecklistAnnexures-I to VI

sd/-
(Ravinder Kumar)
Assistant Director (GA)

Encls: Appendix-A& B,
Annexures 1 to 6

Tender Form

To,

Assistant Director (GA)
Food Safety and Standard Authority of India
Ministry of Health & Family Welfare,
FDA Bhavan, Kotla Road,
New Delhi-110002

Ref.	Your	Tender	No.
<hr/>			
dated _____			

We, the undersigned have examined the above Tender Document, No. _____, dated _____(if any), *description of the goods and services*) in conformity with your above referred document.

If our Tender is accepted, we undertake to perform the services as mentioned above.

We agree to keep our tender valid for acceptance as required in the Tender document or for subsequently extended period, if any agreed to by us. We also accordingly confirm to abide by this tender up to the aforesaid period and this Tender may be accepted any time before the expiry of the aforesaid period. We further confirm that, until a formal contract is executed, this Tender read with your written acceptance thereof within the aforesaid period shall constitute a binding contract between us.

We further understand that you are not bound to accept the lowest or any tender you may receive against your above-referred Tender enquiry.

We confirm that we do not stand deregistered/banned/blacklisted by any Central/State Government and no investigation by any govt agency is pending.

Brief of court/legal cases pending, if any, are following:

We confirm that we fully agree to the terms and conditions specified in above mentioned Tender documents, including amendment/ corrigendum if any.

(Signature with date)
(Name and designation) Duly authorised to sign Tender for and on behalf of
bidder with company seal

BIDDER'S PROFILE:

1.	Name of firm:	
2.	Bidder's name	
3.	Registered office address	
4.	Correspondence address	
5.	Telephone: Office – Residence Mobile No.	
6.	E-mail address & website	
7.	Tele-fax Number	
8.	VAT No.	
9.	PAN Number	
10.	<p>STRUCTURE AND ORGANIZATION The applicant is (a) an individual (b) a proprietary firm (c) a firm in partnership (d) a Limited Company or Corporation.</p> <p>(PI attach attested copies of documents of registration / incorporation of your firm)</p>	

I / We hereby declare that the information furnished above is true and correct.

Place:

Date:

Signature of Bidder / Authorized signatory
 Name of the Bidder

(Seal of the Bidder)

FINANCIAL STATUS

Name of the Bidder

Description	Financial Years		
	2014-15	2015-16	2016-17
Annual Turnover			
Net Worth			
Current Assets			
Current Liabilities			
Total Revenues			
Profit Before Tax			
Profit After Tax			

1. Attach the copies of the audited balance sheets, including all related notes and income statement for the last three Financial Years as indicated above complying with the following conditions:
2. All such documents reflect the financial situation of the bidder and not sister or parent companies.

SIGNATURE OF THE BIDDER WITH SEAL AND DATE

LETTER OF AUTHORITY

PROFORMA FOR LETTER OF AUTHORITY FOR ATTENDING MEETING.

No.

Date:

Asstt Dir (GA). FSSAI,
FDA Bhawan, 3rd floor,
Kotla Raod,
New Delhi-110002

Dear Sir,

We _____ hereby authorize following representative(s) to attend Technical bid opening & Price bid opening and for any other correspondence and communication against above Bid Document:

1) Name & Designation _____ Signature

2) Name & Designation _____ Signature

We confirm that we shall be bound by all commitments made by aforementioned authorised representatives.

Yours faithfully,

Signature

Name & Designation

For and on behalf of

Note: This letter of authority should be on the letterhead of the bidder and should be signed by a person competent and having the power of attorney to bind the bidder. Not more than two persons are permitted to attend Techno –commercial un-priced and Price bid opening.

Performance Security

FORM OF BANK GUARANTEE FOR PERFORMANCE SECURITY

(To be stamped in accordance with Stamps Act of India)

1. THIS DEED of Guarantee made this day of _____ between _____ (Name of the Bank) (here in after called the "Bank") of the one part and _____ (Name of the Department) (hereinafter called the "Department") of the other part.
2. WHEREAS _____ (Name of the Department) has awarded the contract for renovation job of contract for RS. _____ (Rupees in figures and words) (hereinafter called the "contract") to M/s _____ (Name of the contractor (hereinafter called the "contractor")).
3. AND WHEREAS THE Contractor is bound by the said Contract to submit to the Department a Performance Security for a total amount of Rs. _____ (Amount in figures and words).
4. NOW WE the Undersigned _____ (Name of the Bank) being fully authorized to sign and to incur obligations for and on behalf of and in the name of _____ (Full name of Bank), hereby declare that the said Bank will guarantee the Department the full amount of Rs. _____ (Amount in figures and words) as stated above.
5. After the Contractor has signed the aforementioned contract with the Department, the Bank is engaged to pay the Department, any amount up to and inclusive of the aforementioned full amount upon written order form the Department to indemnify the Department for any liability of damage resulting from any defects or shortcomings of the Contractor or the debts he may have incurred to any parties involved in the Works under the Contract mentioned above, whether these defects or shortcomings or debts are actual or estimated or expected. The bank will deliver the money required by the Department immediately on demand without delay without reference to the Contractor and without the necessity of a previous notice of or judicial or administrative procedures and without it being necessary to prove to the Bank the liability of damages resulting from any defects of shortcomings or debts of the Contractor. The bank shall pay to the Department any money so demanded notwithstanding any dispute /disputes raised by the Contractor in any suit of proceedings pending before any Court, Tribunal or Arbitrator(s) relating thereto and the liability under this guarantee shall be absolute and unequivocal.
6. THIS GUARANTEE is valid for a period of _____ months from the date of signing. (The initial period for which this Guarantee will be valid must be for at least six months longer than the anticipated expiry date of the Contract period).
7. At any time during the period in which this Guarantee is still valid, if the Department agree to grant a time of extension to the contractor or if the contractor fails to complete the required work and services within the time of completion as stated in the contract, or fails to discharge himself of the liability or damage or debts as stated under para-5 above, it is understood that the Bank will extend this Guarantee

under the same conditions for the required time on demand by the Department and at the cost of the contractor.

8. The Guarantee hereinbefore contained shall not be affected by any change in the Constitution of the Bank of the contractor.
9. The Neglect of forbearance of the Department in enforcement of payment of any moneys, the payment where of is intended to be hereby secured or the given of time by the Department for the payment hereof shall in no way relieve the Bank of their liability under this deed.
10. The expressions "the Department", "the Bank" and "the Contractor" herein before used shall include their respective successor and assigns.

IN WITNESS whereof I/We of; the bank have signed and sealed this guarantee on the _____ day of _____ (Month) _____ (Year) being herewith duly authorized.

For and on behalf of
the _____ Bank.

Signature of authorized Bank official

Name _____

Designation _____

I.D. No. _____

Stamp/ Seal of the Bank.

Signed, sealed and delivered for and on behalf of the Bank by the above named
_____ in the presence of :

Witness- 1

Signature _____

Name _____

Address _____

Witness- 2

Signature _____

Name _____

Address _____

CHECKLIST - FOR BIDDERS

S No.	Details	Yes / No	Remarks
01.	Enclose DD for Rs. 100/- in favour of Sr. Accounts Officer, FSSAI towards the cost of Tender Documents in case downloaded from website		
02.	Draft/Banker's Cheque for Rs. 3,00,000/- (Rupees Three Lakhs only) in favour of Sr. Accounts Officer, FSSAI towards EMD.		
03.	Tender Form : Annexure – 1		
04.	Tender document duly signed and stamped on each page.		
05.	Bidder Profile – : Annexure – 2		
06.	Financial Status :Annexure – 3		
07.	Letter of Authority : Annexure – 4		
08.	PBG Format : Annexure – 5		
09.	Power of attorney in favour of representative Signatory, if deployed		
10.	Enclosed Xerox copy of PAN Card		
11.	Enclosed Xerox copy of GST Registration Certificate		
12.	Attached the copies of the balance sheets, including all related notes and income statements (Trading/P&L A/c etc.) for the last three Financial years i.e. 2014-15, 2015-16 and 2016 – 17.		
13.	Enclosed copy of work orders of single contract at least 03 nos of jobs value of Rs.50 lakhs or more in the past three years or 02 nos of job value of Rs.60 lakhs or more each for similar/identical nature of job in Govt./Public Sector Organisation in the past two years.		
14.	Enclosed copies of Execution certificates issued by user Govt. Organisations.		

Note: Please note that in case if any of the documents mentioned in above is/are not enclosed, bid will be rejected summarily.

SIGNATURE OF BIDDER WITH SEAL AND DATE

**Price Bid Format for Submission
(To be filled all columns clearly mentioning taxes at the end)**

5. **Schedule of Requirements or Scope/Description of Work to be carried out :**
The details of work description with estimated qty which would be required for the proposed work is given below :-

S.No.	Item Description	Unit	Tentative Qty	Price per unit	Total Amount
1	<p>Supplying and installation of modular type looking composite unit consisting of computer work station, all side / as per design partition & overhead storage complete of maximum dimension 1200mm (W) x 600mm (D) x 2130mm (H) with a 50mm thick panel wherever required as per design of total ht 2130mm. A variation of + -150mm either side shall be tolerable as/availability of product in mentioned makes. The entire unit & worktop shall be made up of A class prelaminated particle board (of different thicknesses as per requirement of the design) finished in machine pressed laminate color as decided by buyer. The side and rear, 2130mm high partition panel of 50mm width, made up of multiple layers of prelaminated particle board with outer finished paneling of laminate and tack-able fabric as per the drawing provided. This partition member shall have in it a hollow space to run the Telephone/Data and power cables, + space for recessed switch plate as per drawing provided. The tack-able fabric shall be mounted on 12mm soft board including a set of trays with it. The color and texture of laminate, fabric etc. shall be a combination of walnut & maple colour or as decided by buyer. The unit shall have a cabinet / drawer unit as per drawing provided. The drawers shall be supported on telescopic runners of hettich / ozone / or equivalent make. The lower portion shall have hinged shutter doors as per drawing, with hinges of hettich / ozone or equivalent make. All the drawers, cabinets shall have a tumbler locking mechanism classic furniture pad lock with steel/ nickel finish, of godrej / doorset / harisons/ or equivalent make. All the handles shall be S.S brushed finish and to be as per approval by EIC. The flat edges shall be sealed with 2mm thick PVC beading/taping. The unit shall be complete in all respect including making space & provisions for electrical agency for laying of wiring (power, telephone/data and voice) in provided raceways and provisions for fixing of switch plates, switches, sockets etc. The complete unit shall be having wire managers, required accesories etc. all complete.</p>	Nos	20		

2	<p>Supplying and installation of modular computer work unit of dimension up to 1200mm (W) x 600mm (D) x 760mm (H) with a 50mm thick panel on three either of total ht 1300mm. or as per design supplied. A variation of + -150mm either side shall be tolerable as/availability of product in mentioned makes. The work station shall be made up of A class prelaminated particle board (of different thicknesses as per requirement of the design) finished in machine pressed laminate color as decided by buyer. The side and rear, 1300mm high partition panel of 50mm width, made up of multiple layers of prelaminated particle board with outer finished paneling of laminate and tackable fabric as per the drawing provided. This partition member shall have in it a hollow space to run the Data and power cables, + space for recessed switch plate as per drawing provided. The tack-able fabric shall be mounted on 12mm soft board including a set of trays with it. The color and texture of laminate, fabric etc. shall be a combination of walnut & maple colour or as decided by buyer. The unit shall have a cabinet / drawer unit as per drawing provided. The drawers shall be supported on telescopic runners of hettich / ozone equivalent make. The lower portion shall have hinged shutter doors as per drawing, with hinges of hettich or equivalent make. All the drawers, cabinets shall have a tumbler locking mechanism classic furniture pad lock with steel/ nickel finish, of godrej / doorset / harison or equivalent make. All the handles shall be S.S brushed finish and to be as per approval by buyer. The flat edges shall be sealed with 2mm thick PVC beading/taping. The unit shall be complete in all respect including making space & provisions for electrical agency for laying of wiring (telephone, power, data and voice) in provided raceways and provisions for fixing of switch plates, switches, sockets etc. The complete unit shall be having wire managers, required accessories etc. all complete.</p>	Nos	4		
3	<p>Providing and fixing file storage cabinets of ht. 2130mm x 525 mm(maximum depth), made up of A class particle board (of different thicknesses as/ design) finished in machine pressed laminate (colour / texture to be as decided by EIC / matching to the adjoining work stations).A variation of up to 50mm in either dimension shall be tolerable for getting the desired product in mentioned makes. The inside to be finished in 1mm thick laminate –off white colour or matching to the exteriors. A-class teak wood / 2mm thick taping shall be used as lipping etc. wherever required, to be polished to match same shade as laminate. Cabinets to be made as per drawing provided , with all necessary fittings and fixtures such as telescopic channels, hinges, magnetic catchers (hettich make) and handles (S.S. brushed finish) , proper locking mechanism, pad lock with steel/ nickel finish, of godrej/doorset / harison or equivalent make etc. all complete. The cabinet shall be mounted either on floor or wall using 6 - 12mm waterproof ply (duro or</p>	Sqm	18		

	equivalent) as backing with wooden anchors (gitti) placed @ 300mm c/c on wall. The item shall include making good any holes, wire managers, + fixing on wall wherever required				
4	Providing and fixing in position teak veneer ply paneling made out of frame work of 50 x 38mm thick hard wood section fixed to floor placed at 450/600mm (max.) c/c vertical and horizontal supported from existing wall/ floor with appropriate and necessary dash fasteners to ensure stability including applying pink wood primer. The paneling consists of 12mm commercial ply with 4mm th. teak veneer, all teak wood section / teak veneer to be melamine polished and all frame of wood work to be properly bolted with fastners including one coat of primer and one coat of synthetic enamel paint complete in all respects asper detailed drawings and as directed by the concerned official.	Sqm	20		
5	Providing & fixing double skinned fixed partitions wall wherever required ,fabricated out of 65mmx50mm Champ wood frame as horizontal & vertical sections @ 600mm c/c duly coated with wood primer to be fixed with wooden plugs, fixing 12mm thick water proof ply on both sides (duro / green or equivalent make) of the partition, finally fixing 1.0mm thick laminate on both sides of the partition with adhesive of approved brand providing 1mm thick groove at all joints or wherever required as per the drawings supplied and as per the instructions of the officer in charge. Double skin partition to be raised upto a height of 1300mm from the floor and the rest of the height upto ceiling height to be enclosed with 12mm thick toughened glass factory made duly edge polished & finished with silicon filling and all required steel patch fittings if or wherever required to hold or join each panel, the surrounding area around all glass panes to be in 75mm x 65mm thick wooden sections claded with 12mm ply and finally finished in matching 1.0mm thick laminate complete with all required teak wood beadings & moldings or as per design.	sqm	85		
6	Supply of premium chair for computer tables with overall dimension (w) 49cm (D):63.0 cm (H): 81.5 cm and seat height (SH): 44-56 CM (adjustable). The seat/back shall be made up of 1.2 cm thick hot pressed plywood, upholstered with poly viscose fabric (67% polyster + 33% Viscose), (color and texture as decided by engineer in charge) or polyester bearing the weight of 330 gm/mtr for a span of 1.2 meters. The seat and back shall be made up of molded Polyurethane Foamwith PVC lipping all round. The seat (SIZE: 49.0cm. (W) x 44.0cm. (D) Should have a water fall edge and back (SIZE: 50.0cm. (W) x 49.0cm. (H) Foam shall be designed with contoured lumbar support. The one-piece armrests shall be made of black integral skin polyurethane with 50-70 „A” Hardness and reinforced with M.S. insert. The armrests shall be scratch and weather resistant. The armrests shall be fitted to the seat with seat/armrest connecting strip assembly made of 0.5cm. thk. HR	Nos	10		

	steel. The center pivot mechanism shall be designed with features: 3600 revolving type. 17° maximum tilt on pivot at center. Tilt tension adjustment. Upright locking. The bellows is 3 piece telescopic type and injection molded in black Polypropylene. The base shall be in chrome (glossy) finish and fitted with 5 nos. twin wheel castors (castor wheel dia. 5.0cm.). The pedestal shall be of 65.0 cm. pitch center dia. (75.0 cm with castors) The twin wheel castors should be injection molded in black Nylon for trouble free movement.				
7	Providing & fixing 12mm thick factory made toughened glass of saint-gobain or equivalent make for doors / fixed partitions in all sizes & shapes with all required cuts & holes for stainless steel patch & lock fittings, duly edge polished and finished to use and complete in all respects including filing the gaps with silicon sealant for fixing patch fittings. Steel patch fittings, locks, handles and floor machines to be paid separately.	sqm	18		
8	Providing & fixing patch fittings to glass encloser as per manufacturers specifications, drawings & directions of the concerned officer-in-charge				
A	Double cylinder floor spring (heavy duty - 90kg)	each	5		
B	Top patch fitting of Ozone / Dorma / Closma or equivalent make	each	5		
C	Bottom patch fitting with strike plate of ozone / dorma / closma or equivalent make	each	5		
D	Corner patch lock of ozone / dorma / closma or equivalent make	each	5		
E	H - type or D- type handle (25 x 300mm) of safex / closma or equivalent make	each	5		
9	Providing & fixing solar film frosted sparkle of lummar / 3M or equivalent make on toughened glass in approved shape & design and pattern as per the drawing supplied or as per the instructions of the buyer.	sqm	30		
10	Providing & laying vitrified tiles in floor with minimum size of 600x600mm or more (thickness to be specified by the manufacturer) with water absorption less than 0.8% confirming to IS:15622 of approved brand & manufacturer, in all colours & shade, laid with cement based high polymer modified quick setting tile adhesive (water based) confirming to IS:15477, in average 6-8mm thickness including grouting of joints with matching colour pigment.	sqm	140		
11	Dismantling aluminum / gypsum / brick wall / partitions, doors, windows, false ceilings including disposal of unserviceable surplus materials and stacking of serviceable materials with in 100 meter lead and bringing down from 4th floor to ground floor level as directed by the buyer.	sqm	140		
12	Disposal of rubbish /malba / similar unserviceable materials, dismantled or waste materials by mechanical means inclusive of loading, transporting, unloading to approved municipal dumping ground or as directed by the concerned officer. All load to lift.	cum	7		

13	Polishing with melamine matt polish on new wood work in required colour/ wooden shade with all required base materials as per specifications and finally applying two coats of melamine matt clear spray with spray gun to achieve high glass melamine, finished in all complete as per directions of the buyer.	sqm	60		
14	Providing & fixing at all heights false ceiling including providing & fixing of frames work made of special sections from MS sheet and galvanized in accordance with zinc coating of grade 350 consisting of angles cleats of all required sizes with flanges of 22mm and 37mm at 1200mm c/c one flange fixed to ceiling with dash fasteners 12mm dia and 40mm deep with 6mm bolts to the angle hangers of 25x25x0.5mm of required length along with all other required sections in all sizes and gauges as per the drawing supplied and using 12mm thick tapered edge gypsum plain board conforming to IS:2095 - Part-1.	sqm	50		
15	Providing & applying to internal walls with mamrino classic white of ultratech or equivalent as per sample approved and methos prescribed by the manufacturer and as per the directions of the officer in charge: base preparation with acrylic putty/chalk mitty and emulsion after scrapping the surface and removal of loose material etc. Applying Mas primer and Mas sealer mixed with water in ratio 1:1 with roller & brush and filling undulations etc. Applying two or more coats of merino classic white lime plaster with stainless steel travel buffing and protective coating with roller & brush all complete as per the buyer.	sqm	200		
16	Applying one or more coats of water thinnable cement primer of approved brand & manufacturer on wall surface : water thinnable cement primer	sqm	800		
17	Wall painting with plastic emulsion paint of approved brand & manufacturer to give an even & smooth finish in required colour or shade as per the directions of the concerned officer in two more coats complete.	sqm	1200		
18	Providing & applying 20mm thick plaster of paris (gypsum anhydrous) on walls & reinforced with rabbit wire mesh etc. complete as per directions of the engineer in charge.	sqm	50		
19	Providing & applying plaster of paris putty of 8mm to 10mm thickness over plastered surface to give an even & smooth finish complete.	sqm	300		
20	Repairs to plaster to existing walls with cement mortar in ratio 1:4 (1 cement : 4 fine sand) to internal walls in thickness 12to 15mm including liufting materials from ground floor to 4th floor level.	sqm	10		
21	providing & applying enamel paint to wood work / doors two or more coats over an under coat of wood primer after sand papering the existing surface in required colour or shade as per the directions of the concerned official.	sqm	30		
22	Supply and placing in position main officer desk/table of the specification of size 1800(w)mmX900(d)mm X750(h) mm.The table top shall be 25mm thick in laminate finish as per design complete in all respect including all required hardware like locks and	No	4		

	accessories. The material shall be as per ISI specifications as per direction of officer in charge.				
23	Supply of premium chair for computer tables with overall dimension (w) 49cm (D):63.0 cm (H): 81.5 cm and seat height (SH): 44-56 CM (adjustable). The seat/back shall be made up of 1.2 cm thick hot pressed plywood, upholstered with poly viscose fabric (67% polyester + 33% Viscose), (color and texture as decided) or polyester bearing the weight of 330 gm/mtr for a span of 1.2 meters. The seat and back shall be made up of molded Polyurethane Foamwith PVC lipping all round. The seat (SIZE: 49.0cm. (W) x 44.0cm. (D) Should have a water fall edge and back (SIZE: 50.0cm. (W) x 49.0cm. (H) Foam shall be designed with contoured lumbar support. The one-piece armrests shall be made of black integral skin polyurethane with 50-70 "A" Hardness and reinforced with M.S. insert. The armrests shall be scratch and weather resistant. The armrests shall be fitted to the seat with seat/armrest connecting strip assembly made of 0.5cm. thk. HR steel. The centre pivot mechanism shall be designed with features: 3600 revolving type. 17° maximum tilt on pivot at center. Tilt tension adjustment. Upright locking. The bellows is 3 piece telescopic type and injection moulded in black Polypropylene. The base shall be in chrome (glossy) finish and fitted with 5 nos. twin wheel castors (castor wheel dia. 5.0cm.). The pedestal shall be of 65.0 cm. pitch centre dia. (75.0 cm with castors) The twin wheel castors should be injection molded in black Nylon for trouble free movement. To be placed on 3rd and 4th floors at newly created office space area.	no	5		
24	Providing and fixing blinds of MAC make & approved shades with channels & operating system complete as per direction.				
	(a) Oaken Glow (officer cabins)	Sqm	15		
	(b) View Max screen	Sqm	15		

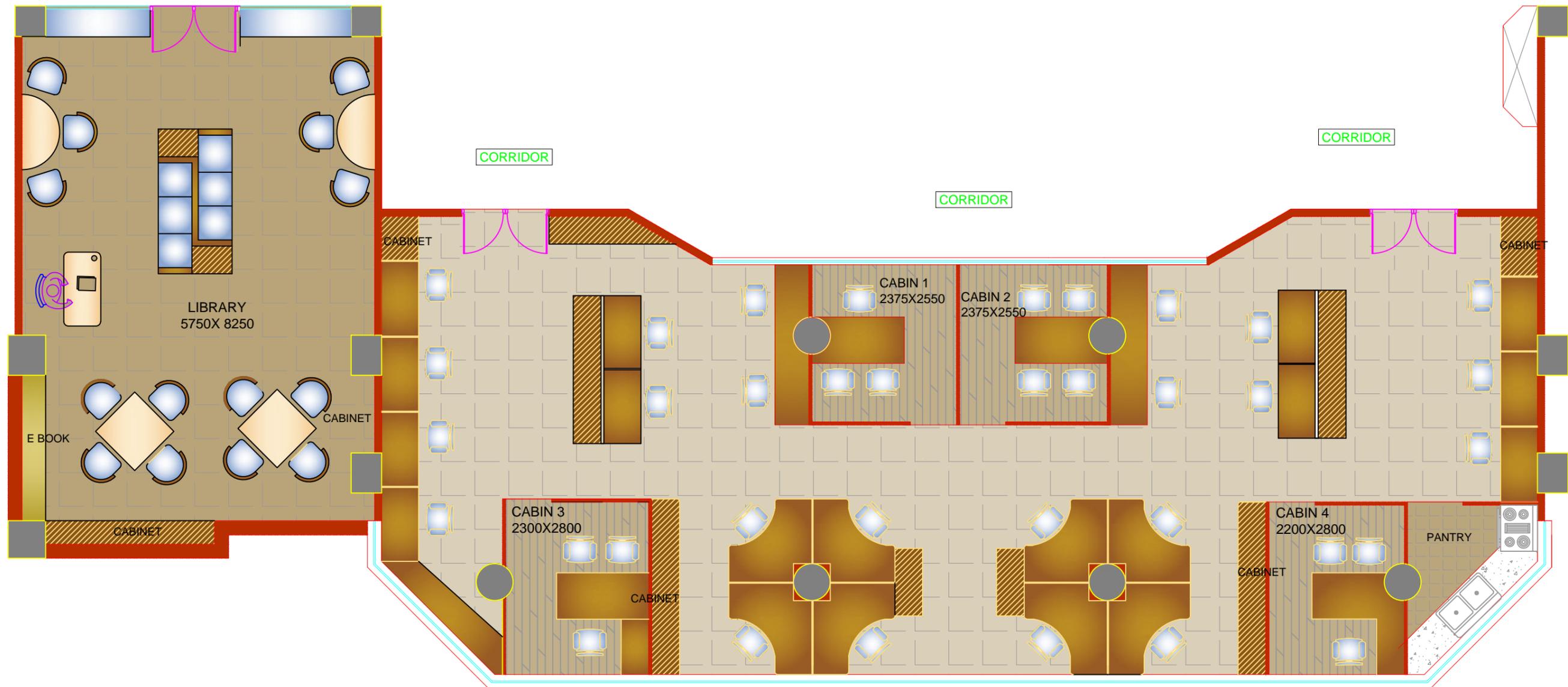
25	<p>Providing and Supplying of ergonomically designed fabric upholstered high back revolving chair for Conference Room. The Seat and Back Cushion of the chairs should be pressed on 12mm hot press moulded ply. The seat cushion of the chair should be made up of 50mm thick High Density of 45±2 Kg/m³ polyurethane mould and back cushion should be made up of 38mm thick High Density 33±2 Kg/m³. The polyurethane foam shall be as per manufacturer's specification. The hardness of foam shall be 20 kg on hampden machine and 25% compression and it should be covered with fabric as per manufacturer's shade card. (Fabric colour shall be approved by concern official). The arms of the chairs should be black as per manufacturer specification. The Gas lift mechanism should be tested as per BIFMA X 05.01.2002 Standards. The tilting mechanism should be synchro-tilt mechanism as per international ergonomics standards any position locking. The pedestal should be five legged injection moulded in black 30% glass –filled nylon and fitted with 5 nos twin wheel castors. The castors of the chairs should be glass filled, twin wheel castors conforming to BIFMA Standards X 05.01.2002 tested to perform 1,00,000 cycles with 225 lbs Load.</p> <p>NOTE: The back and base of chair should be supplied with black polypropylene moulded covers. (Fabric colour shall be approved by concern official) Overall Height of chair should be minimum 1225 mm (Inclusive of maximum adjustment of gas lift mechanism) All material should be used of relevant ISI specification and as approved by the concerned officer.</p>	No	8		
26	<p>Modifying the Existing Conference table by cutting, repairing, Putting new board / laminate wherever required and converting the same into the workstation. Complete as per drawing and condition of the existing table, as directed.</p>	Nos	10		
27	<p>Providing & fixing hanging lights on the 5th floor terrace metal rafters made out of Cast iron material in antique finish complete with bulb/filament and internal wiring with switch sheets and metal hook welding complete and ready to use</p>	Each	14		
28	<p>Providing & fixing wall bracket lights on the 5th floor terrace metal rafters matching to the above hanging lights made out of Cast iron material in antique finish complete with bulb/filament and internal wiring with switch sheets and metal welding complete and ready to use</p>	Each	10		
29	<p>Providing & fixing ceiling mounted surface lights at various locations on the 3rd/4th/5th floor of Phillips/Leolux or equivalent make in square shape with a prefitted 15watt LED lamp complete with concealed internal wiring provision with switch sheets and ready to use</p>	Each	20		
30	<p>Providing & fixing pole lights on the existing poles all around the drive way and car park area made out of Cast iron powder coated material aluminium finish complete with pre-fitted 45watt LED bulb/filament and</p>	Each	10		

	internal wiring with switch sheets complete and ready to use including welding of 50mm 14 gauge pipe				
31	Providing & fixing ceiling mounted concealed type lights at various locations on the 3 rd /4 th /5 th floor of Phillips/Leolux or equivalent make in round shape with a prefitted 15watt LED lamp complete with concealed internal wiring provision with switch sheets and ready to use	Each	6		
32	Providing & fixing ceiling mounted concealed type lights at various locations on the 3 rd /4 th /5 th floor of Phillips/Leolux or equivalent make in square shape with a pre-fitted 24watt LED lamp complete with concealed internal wiring provision with switch sheets and ready to use	Each	2		
33	Providing and fixing in position teak veneer ply paneling with appropriate and necessary dash fasteners to ensure stability. The panelling consists of 12mm commercial ply with 4mm th. teak veneer, all teak wood section / teak veneer to be melamine polished and all frame with one coat of primer and one coat of synthetic enamel paint complete in all respects as per detailed drawings and as directed by the concerned official.	SQM	30		
34	Providing & pasting imported graphic designer wall paper of 0.5mm thickness on existing walls including adhesive etc complete in Rooms at 3 rd and 4 th Floors as per approved design by concerned officer.	SQM	35		
35	Providing and fixing blinds of MAC make & approved shades with channels & operating system complete as per direction. Oakan Glow (officers cabin windows)	SQM	12		
36	Floor Grinding & New Mirror polishing on existing flooring at various locations 0 – 6 number Betty's giving the floor a new look	SQM	50		
37	Providing 20mm thick plaster of paris (gypsum anhydrous) ceiling up to height of 5m above floor level including coves & moulding as per sample approved consisting of frame work made of special sections power pressed from MS sheet with galvanized coating consisting of ceiling angle hanger of 20x20x0.5mm thick of required length 1 and fixed to ceiling with dash fastener and other end with hanging arrangement G.I channels 45x25x0.9mm, 5 nos member running to which ceiling section 0.5mm thick bottom rail of 80mm with tapered flange of 26mm each fixed with self tapping screws running in a direction perpendicular to G.I channel fixed with self tapping screws @ 400c/c and perimeter angle 20x20x0.5mm fixed to wall with rawl plugs @ 900mm c/c. Providing & fixing stainless steel grade 304 wire gauge with wire of dia 0.5mm mesh fixed to wedge shaped ceiling section i/c cutting & making smooth surface with scaffolding etc. all complete as per directions of Officer in charge	SQM	7		
38	Providing & fixing full body designer vitrified tiles in special pattern & design as provided by the Officer in charge inside the New Lift Car, the same to be fixed with special adhesive & hardner. There will be nothing paid extra for the wastage cement due to complex design / pattern.	SQM	2		

39	Providing & supplying black low back chairs with PU moulded seat & back. The under structure should be made of tubular cantilever type. MS ERW tube black powder coated. The chair shall be supplied with fabric / leatherite of approved ISI make and shade for seat & back. The dimensions of the chair should be overall height 890mm max.	Nos	4		
40	Providing & fixing designer wooden console in Lift Lobbies of Ground floor, 3 rd floor, 4 th floor and 5 th floor in various shapes as per the design issued or approved by the Engineer or officer in charge in size not less than 72"x18"x30" in height made out of teak wood frame, water proof ply, designer veneer and mirror polished stone top duly melamine polished, complete.	Each	4		
41	Providing & supplying designer sofa sets in various sizes & shapes as per the design , photo & drawings issued or approved by the engineer or officer in-charge in specified sizes & shapes with or without arm assembly consisting of a fabricated inner frame assembly with foam density 45 which provides strength as well as comfort. Complete moulded backrest assembly is covered with replaceable fabric.	No. of seats	48		
42	Providing & fixing wooden storage floor mounting designer cabinets made out of boiling waterproof 18mm thick ply clad with laminate from all insides and veneer /laminate from outside matching to the existing interiors of as per the design/photo/drawings issued or approved by the engineer or office incharge duly fixed with mirror polished stone top and all required hardwares, complete and ready to use including transport and lifting charges upto 5 th floor level.	Sqm	8		
43	Wall painting with weather proof external grade paint of approved brand & manufacturer to give an even & smooth finish in required colour or shade as per the directions of the concerned officer.	Sqm	600		
44	Providing & fixing designer wooden false ceiling on ground floor level behind the reception area rafters to create above the DAK receiving area – made out of teak wood in sections 100mm x 38mm clear size duly fixed with necessary screws upon required teak wood batens of size 100mm x 25mm and 50mm x 25mm. complete including raising and removing scaffolding and melamine polish complete .	Rmtr	50		
45	Providing & laying cement concrete in ration 1:2:4 under floor or wherever required upto level five. (1 Cement ; 2 C.Sand ; 4 graded stone aggregate 20mm nominal size.)	CUM	3.00		
46	Providing and fixing file / storage cabinets in sizes as per design or site requirements made up of BWP block board (of different thicknesses as/ design) finished in machine pressed laminate (colour / texture to be as decided by EIC / matching to the adjoining work stations / wood work. A variation of up to 50mm in either dimension shall be tolerable for getting the desired product in mentioned makes. The inside to be finished in 1mm thick laminate or matching to the exteriors. A-class teak wood 4mm lipping / 2mm thick	Sqm	30		

	taping shall be used as lipping etc. wherever required, to be polished to match same shade as laminate. Cabinets to be made as per drawing provided , with all necessary fittings and fixtures such as telescopic channels, hinges, magnetic catchers (hettich make) and handles (S.S. brushed finish) , proper locking mechanism, pad lock with steel/ nickel finish, of Godrej/Doorset/ Harison or equivalent make etc. all complete. The cabinet shall be mounted either on floor or wall using 6 - 12mm waterproof ply (duro or equivalent) as backing with wooden anchors (gitti) placed @ 300mm c/c on wall. The item shall include making good any holes, wire managers, + fixing on wall wherever required in minimum 500mm depth				
47	Providing and Supply of Joining Tables/Work Stations with white top (capable of writing/erasing facility on top on the line white board) for FFRS with stainless steel frame of 25mm sqare pipe in brush finish. Overall size 3'x2' with 30" height.	No.	2		
48	Providing and Fixing Movebale drawer and storage units below existing tables made out of 18mm waterproof ply cladded with 1mm laminate on all sides with required hardwares and accessories (complete) size 15"x 18"x27" ready to use	No.	4		
49	Providing and fixing show window at entrance of one side office space at 4 th floor to be made out of 12mm glass shelves with glass doors having locking arrangement (complete) (size 4'x4')	Sqm	1.5		
50	Side Tables should be of premium quality. It should be 0.95 cm thick float glass with high Quality teak wood framing / MS ERU high quality chrome plated framing. Material should be used of relevant ISI specification and as approved by the concerned officer. Approx. Size shall be - 550mm (W)x 550mm(D)x 425 mm (H) (min) NOTE: The side table & centre table should be from the same model/alike.	Nos	02		
51	Providing & fixing Manhole covers after repairing the whole corners (prefabricated concrete based with side walls of iron sheet with standard width)	Nos	4		
52	Providing & making new Manholes in required depth and size as per the site requirements made out of First class FPS bricks, drainage channels, PCC in base bed, all sides plaster and cover complete. Manhole cover etc.	Each	4		
53	New electrical work in the proposed hall on 4 th floor in walls as per the new drawings for tables & work stations, providing new electrical points, LAN network points, using new 25mm pvc conduits, modular boxes, wiring in required gauge of Polycab / Havells or equivalent make and sub main wiring upto the nearest SDB. No work to be done in the existing ceiling and without any light fixtures	Sqm	150		
	Total Amount				
	Add : Applicable GST				
	Grand Total Amount				

Signature of Bidder



PROPOSED FOURTH FLOOR PLAN OPTION 5

PROJECT: ADDITIONAL LAB BLOCK FRSL, VASUNDHARA GHAZIABAD TITLE: PROPOSED FOURTH FLOOR PLAN	CHECKED BY: RASHMI GUPTA MANISH GUPTA	REV.	CLIENT :	DESIGN BY :
	DRAWN BY: DISHA DATE: 06-11-2017 DWG NO: 055/2017		FOOD SAFETY & STANDARD AUTHORITY OF INDIA NEW DELHI	