

**TENDER DOCUMENT
FOR
SUPPLY & INSTALLATION
OF
OCTONORM STALLS
ON HIRE BASIS
AT
NATIONAL SCIENCE CENTRE, DELHI**



**NATIONAL SCIENCE CENTRE
(NATIONAL COUNCIL OF SCIENCE MUSEUMS)
NEAR GATE NO - 2, PRAGATI
MAIDAN, NEW DELHI – 110 001**

CHECK LIST

Check list of Tender No.50 / 2018-19 for Supply & Installation of Octonorm Stalls on hire basis at National Science Centre, Delhi

Sl. No.	Description	Yes	No
01	Whether Tender documents carefully studied & Understood.		
02	Weather Earnest Money of ₹ 3000/- submitted vide Demand Draft No dated		
03	Whether Declaration regarding Non-relation, duly signed and stamped of the Tender		
04	Whether Declaration certifying that there is no extra Conditions are quoted in the Offer Form of the Tender.		
05	Did you visited the actual site for execution of the work before submitting the Tender.		

Signature of the Tenderer

Official Seal

Date :

Place :

National Science Centre
(National Council of Science Museums)
Near GateNo.2, Bhairon Road, Pragati Maidan,
New Delhi-110001

NOTICE INVITING TENDER

TENDERNO.50 / 2018-19

TENDER FOR SUPPLY & INSTALLATION OF OCTONORM STALLS ON HIRE BASIS AT NATIONAL SCIENCE CENTRE, DELHI FROM **1ST, 2ND, 4TH & 5TH FEBRUARY 2019 AND 7TH TO 9TH FEBRUARY, 2019.**

- | | | |
|--|----------|-----------------------------------|
| 1. LAST DATE OF RECEIPT OF TENDER | : | upto 3:30 p.m. on 15-01-19 |
| 2. DATE OF OPENING OF TENDER | : | at 4:00 p.m. on 15-01-19 |
| 3. EARNEST MONEY | : | ₹3000/- |

ISSUED TO:

M/s.....
.....

Important Note:- Original / Downloaded Tender document must be submitted with the bid. As far as possible columns given in this document should be used to provide information and each page should be signed with official seal of the agency duly affixed thereon otherwise the bid is liable to be rejected.

NATIONAL SCIENCE CENTRE
(National Council of Science Museums)
Bhairon Road Near Gate No 2,
Pragati Maidan, New Delhi-110001

Tender No. 50 / 2018-19

General Terms and Conditions

1. The specifications, drawings and General Terms and Conditions given herein will be strictly binding on the tenderers and deviation, if any, shall make the tender liable to be considered invalid. Tenders incorporating additional conditions by the tenderers are liable to be rejected.
2. The installation, of Octonorm stalls must be completed at the designated places at the premises of National Science Centre, Pragati Maidan, New Delhi -110001 positively by **31/01/2019** upto 4.00 P.M and shall be taken back after the event is over on **05/02/2019** evening and again installed the same stalls at the same premises on **06-02-2019** evening upto 4.00 P.M and shall be taken back after the event is over on **09-02-2019** (near ticket counter and passage to Auditorium and parking area).
3. **Incomplete offers i.e. offers received without prescribed "Offer Form" "General Terms and Conditions", "Earnest Money Deposit (EMD)" and "Declaration" duly signed with official seal on all pages be rejected straightway without any reference to the tenderer.**
4. Conditional offer shall not be accepted.
5. Tenders will be received at National Science Centre, Near Gate No.2, Pragati Maidan, New Delhi 110001 up to **3:30 PM on 15-01-2019** which will be opened on the same day i.e. on **15-01-2019** at **4:00 p.m.** in presence of available tenderers. Tenders received after the due date and time shall not be accepted and will be rejected straightway without any further reference.
6. **Overwriting** in the "Offer Form" is not permitted and shall be rejected straightway without any further reference.
7. The offer shall be valid for a minimum period of **3 months** from the date of opening of tender.
8. **The contract shall be awarded on the basis of overall lowest offer.**
9. **Earnest Money** amounting to **₹3000/-** (Rupees Three thousand only) is to be deposited by way of pay order / demand draft issued from any Commercial Bank drawn in favour of "**National Science Centre**", payable at New Delhi. Earnest money deposits in respect of such of the offers which have not been accepted will be returned within a maximum of 30 working days from the date of taking a final decision about the source from which the supply is to be effected or within two months from the date of opening of the tenders whichever is earlier. No interest will be paid on the Earnest Money Deposit with National Science Centre, Delhi.
10. The authorities of National Science Centre, Delhi (NSCD) do not bind themselves to accept the lowest tender and reserve the right to reject or accept any or all tenders wholly or partially without assigning any reason whatsoever.
11. Every effort shall be made to complete the work/job by the successful tenderer within the specified time schedule. In case the firm fails to comply with Clause No. 2 i.e. within the specified time schedule as per the finalized accepted terms & conditions, National Science Centre, Delhi shall have the right to either impose penalty Clause or cancel the order or both as per its discretion. National Science Centre may get the work completed that remained-un finished at the risk and cost of the successful tenderer. The decision of NSC, Delhi in this regard shall be final and binding on the successful tenderer.

12. **TERMS OF PAYMENT:** No advance payment shall be made by National Science Centre, Delhi under any circumstances. Final payment will be released online through NEFT/RTGS/TT within 15 (Fifteen) days from the date of receipt of Tax Invoice duly supported by receipted challan and satisfactory inspection/work completion certificate from NSCD authority for the entire job.
13. In case, the successful tenderer refuse to accept the offer after finalization of the order as per the finalized and accepted terms & conditions, the order shall be cancelled forthwith without any further reference and the EMD will be forfeited
14. The materials used by the successful tenderer shall conform to the description and/or specification given by National Science Centre, Delhi. Sub-standard quality of materials will not be accepted. The samples must be got approved in advance from the competent authority of National Science Centre.
15. Bad workmanship will not be accepted and if carried out is liable to be rejected and should be rectified by the successful tenderer at his cost as per specifications and directions given by the authorized representative of National Science Centre, Delhi. Decision of National Science Centre, Delhi, as to items of bad workmanship and proper replacement/rectification will be final and binding on the successful tenderer.
16. No deviation from the approved specifications shall be made by the successful tenderer without written approval of National Science Centre, Delhi.
17. The authorities of National Science Centre, Delhi reserve the right to amend, alter or modify the terms & conditions or quantities mentioned above if necessary.
18. The NSCD shall not be liable for any kind of injury resulting in temporary or permanent disability or loss of life of any employee or workers who are deployed by the successful tenderer within/outside the premises of the work at the time of execution of the said work.
19. The successful tenderer shall pay not less than minimum wages as prevalent in the concerned municipal area and shall abide by all and every kind of legislation such as Contract Labour(regulations) act etc. that are incidental to and concerned with engagement of persons for the time being for carrying out and execution of the work. NSCD shall have no liability of any kind with regard to the workers of the successful tenderer.
20. The successful tenderer shall ensure that all wages and allied benefits as per statutory norms are paid to their workers for the purpose of this contract. The Agency shall remain liable to the authorities concerned for compliance of respective existing rules and regulations of the Govt. for the purpose of this contract and shall remain liable for any contravention thereof. They shall keep NSCD indemnified against any liabilities arising out of non-compliance of any of the acts, rules, orders of the Govt./Council on their part.
21. The successful tenderers shall obtain necessary trade and other licenses as may be required to carry on the tendered job and shall also be responsible for compliance of all rules and regulations which may be in force from time to time by the appropriate authority at his/their own cost.
22. The successful tenderer shall not under any circumstance whatsoever transfer wholly or partially this contract/agreement to any other person(s)/firm/company or assign the contract/agreement or benefits of this contract/agreement to any other party for any reason whatsoever. Otherwise this contract/agreement will automatically stand cancelled.

23. All disputes and differences between the successful tenderer and National Science Centre, Delhi of any kind except quality of workmanship and materials whatever arising out of or in connection with the order on the carrying out the work (whether during the progress of the work or after their completion and whether before or after the determination, abandonment or breach of the terms and conditions of the order) shall be referred to the sole arbitration of a person nominated by the Director General, National Council of Science Museums, whose decision in this regard will be final and binding on both the successful tenderer and National Science Centre, Delhi. The provisions of the Arbitration and Conciliation Act 1996 or any statutory modification or re-enactment thereof and of the rules made thereunder for the time being in force shall apply to arbitrations proceedings under this clause.
24. All the statutory deductions such as WCT/TDS etc. at prevailing rates shall be deducted from the Tax Invoice of the contractor.
25. The successful tenderer should furnish documentary proof in support of TIN/PAN/GST Registration number of their establishments. In case of successful tenderer is stationed outside the Delhi State Authority, they shall make necessary arrangements to obtain valid TIN/GST and submit the same to NSCD to enable this Centre to deposit necessary taxes to concerned authorities. Payment will be released only after receipt of proper and valid TIN/GST Reg. number
26. The agencies participating in the tenders & bidding may obtain on specific request, details about the outcome of the Tender and other related details, if any.

National Science Centre
(National Council of Science Museums)
Bhairon Road, Near Gate No.2, Pragati Maidan
New Delhi– 110001

DECLARATION

Date:

This is to certify that I/We have no close relative as an employee of the National Council of Science Museums (close relatives means: Father, Mother, Brother, Sister, Son, Daughter and Spouse) nor any such close relatives are associated with us as proprietor/partner/share holder/ director and like.

Signature of the tenderer

Address:

Official seal with date

National Science Centre
(National Council of Science Museums)
Bhairon Road, Near Gate No.2, Pragati Maidan
New Delhi– 110001

TenderNo. 50/2018-19

D E C L A R A T I O N

We, do hereby accept the General Terms and Conditions as provided by the National Science Centre, Delhi along with tender documents for Supply & Installation of Octonorm Stalls on hire basis at National Science Centre, Delhi and also undertake to execute the job strictly as per the drawing and specifications of NSC, Delhi as provided along with the tender documents in the event of placement of any work order on us. National Science Centre, Delhi shall be at liberty to cancel the order in full or in part and forfeit the Earnest Money Deposit or Security Deposit retained with them in the event of failure of any of the declaration made by us.

Signature of the tenderer / Constituted Attorney

(With date and Official Seal)

NATIONAL SCIENCE CENTRE
(National Council of Science Museums)
Bhairon Road, Near Gate No. 2 Pragati Maidan
New Delhi-110001

TenderNo. 50/2018-19

OFFER FORM

TENDER FOR SUPPLY & INSTALLATION OF OCTONORM STALLS ON HIRE BASIS AT NATIONAL SCIENCE CENTRE, DELHI

I/We have read, understood and accepted all the General Terms and Conditions for Supply & Installation of Octonorm Stalls on hire basis at National Science Centre, Delhi as per Centre's specifications as laid down in drawings by National Science Centre, Delhi in NIT.

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

1. Name of the Tenderer :

2. Permanent address (in case of Firm/ :
Company, address of the registered
office including jurisdiction of the
police station should be given)

3. Telephone Nos.
 - a) Office :
 - b) Workshop/ Factory :
 - c) Mobile :
 - d) Email id :

4. Name of the Bankers and their address

5. TIN/PAN/GST Numbers

6. Cost of Supply & Installation of Octonorm stalls on hire basis at National Science Centre, Delhi
(Before quoting please see the specifications enclosed and obtain necessary clarification, if any).

Sl. No.	Description of work	Qty.	Rate	Amount
1. a)	<p>a) Supply and installation of Octonorm stalls made of Aluminium bass & PVC sheets on hire basis of size 2 Mtr X 2 Mtr X 8' Ht. with Panel size: 1mt X 8' (h) Thickness: 3mm/2.5mm, Top cover with suitable material like PVC sheet etc, covering with PVC sheet from front in the night to avoid dew on models, fascia of size 12" X 2mtr with title in letter cut vinyl (matter will be Provided well in advance).</p> <p>b) Wooden Table covered with clean white cloth / flex : 4ft x 2 ft x 2.5ft ht.-1No</p> <p>c) Chair size: Standard – 2 Nos</p> <p>d) Carpet non-woven 3mm thick good quality once used but as good as new 2 mtr X 2 mtr.</p> <p>(e) Power point 15 amp and 5 amp combined -1No.</p> <p>(f) Spot light – 2 nos.</p> <p>Duration : 1st 2nd, 4th & 5th February, 2019 (04 days)</p>	50 complete Units		
b)	<p>-do-</p> <p>Duration : 7th to 9th Feb.2019</p>	60 complete Units		
2.	<p>Supply of wooden Table covered with clean white cloth / flex : : 4ft x 2 ftx 2.5ft ht on hire basis- Item rate only</p> <p>Duration : 1st Feb to 5th Feb 2019, Front with Blue Frill</p>	10 Nos		
3.	<p>Supply of carpet (non woven 3mm thick) good quality once used but as good as new on hire basis once item-rate on per sq ft basis</p> <p>Duration : 1st, 2nd, 4th, 5th & 7th to 9th Feb 2019.</p>	100 Sq. mt.		

7. GST (if any extra), * :
8. Works Contract Tax (if any extra),* :
9. Any other Charges/Duties/Taxes etc.*(Transport Charges) :

Total Cost (Inclusive all taxes) :

The above rates quoted by us for supply & Installation of Octonorm Stalls on Hire basis at National Science Centre, Delhi are strictly in accordance with the National Science Centre, Delhi specifications and drawings.

Date:

Signature of the Tenderer/Authorised Attorney
Official Seal



BANK DETAILS OF NATIONAL SCIENCE CENTRE, DELHI

Name of the Account Holder	NATIONAL SCIENCE CENTRE, DELHI
Account No.	2417101004100
Bank Name	CANARA BANK
Bank Address	6, Bhagwan Das Road, New Delhi
IFSC Code	CNRB0002417
MICR Code	110015045
Type of Account	Saving Account
Branch Code	2417
GST Number	07AAAAN2541C1Z5