



**TATA MEMORIAL CENTRE**  
**ADVANCED CENTRE FOR TREATMENT, RESEARCH &**  
**EDUCATION IN CANCER (ACTREC)**  
**Kharghar, Navi Mumbai-410 20**  
**(A Grant-in-Aid Institute under Department of Atomic Energy, Govt. of India)**

Date: 20/01/2023

Tender No: TMC/ACTREC/Engg/ZS/SQ-109/Roller blinds/2022-2023  
To,

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**Short Term Tender**

Sealed Quotations are invited on behalf of the Director, ACTREC, for carrying out the work mentioned below, which will be received in the office of the undersigned i.e. Advanced Centre for Treatment Research and Education in Cancer, Tata memorial Centre, Plot No 1 and 2, Sector-22, Kharghar, Navi Mumbai-410210, Maharashtra, India, from competent contractors who have carried out the work of similar kind and magnitude, Schedule of quantities is enclosed herewith.

Sr. No.	Name of work	Tender cost (Basic rate) (Rs.)	EMD (Rs.)	Tender Cost (Rs.)
1.	Provision of roller blinds on 1st and 2nd floor of RRU building at ACTREC.	Rs:1,40,920/-	2,818/-	NIL

Earnest Money deposit – 2% OF Tender amount i.e. Rs. 2,818/- to be submitted in the form of Cash Receipt/ Fixed deposit /DD/ Insurance Surety Bond issued by Scheduled Bank in Favour of Account officer , TMC-ACTREC, payable at Navi Mumbai.

- 1) Rs.2,818/- in the form of Cash Receipt/FDR/DD as prescribed above.
- 2) EMD in the form of Cheque will not be accepted
- 3) EMD – As per circular Dt:12th November 2020 from Ministry of Finance and Rule 170 of General Financial Rules (GFR's) 2017, Micro and Small Enterprises (MSE's) and the firms

registered with concerned Ministries / Departments are exempted from submission of EMD provided the submission of MSME Certificate by the Vendor along with tender. Further, in lieu of Bid Security, Bidders to sign "Bid Security Declaration" accepting that if they withdraw or modify their bids during period of validity etc., they will be suspended for the period of ONE YEAR from opening of financial bid.

The undersigned may be contacted between 10.00 a.m. to 5.00 p.m. on any working day.

### **Submission of Tender:**

The Quotation to be submitted in sealed envelope subscribed Provision of roller blinds on 1st and 2nd floor of RRU building at ACTREC."

Sealed Quotation must be entered and endorsed at main gate before due date and time. Envelope received without endorsement at main gate and or after stipulated date or time will not be entertained.

The tender document can be purchased from 2<sup>nd</sup> floor, KS-203 Engineering services, Khanolkar Shodhika, ACTREC, Tata Memorial Centre, Kharghar, Navi Mumbai-410210 during working hours with payment of tender cost.

Purchase Date of tender: from 20/01/2023 15:00 Hrs. to 01/02/2023, 13:00 Hrs.

Last date of submission of hard copy of Tender is: 01/02/2023, 13:00 Hrs.

Date of Opening of Tender: 01/02/2023, 15:30 Hrs. in the presence of tenderers or their authorized representative present at the time of opening.

Authorized representative of agency can visit the site to know the actual scope of work and to clarify any quarries before quoting and final date of submission.

The agency can contact on:

Phone No: 022-6873 5000, Ext 5698, 9870874378

Email id- [zeeactrec98@gmail.com](mailto:zeeactrec98@gmail.com), [smishra@actrec.gov.in](mailto:smishra@actrec.gov.in), [tender.engg@actrec.gov.in](mailto:tender.engg@actrec.gov.in)

The rate quoted shall be basic only and GST extra applicable as per the Schedule of Quantity. In force and no extra will be paid over and above the quoted rates.

The entire work is to be completed within **30 Days** in accordance with the time schedule.

2.5% of the total value of work will be deducted from the bill(s) towards Security Deposit and which shall be released on the expiry of defects liability period of one year.

3% of tender value of work will have to submit toward performance security after acceptance of tender. The same will be returned on satisfactorily completion of work.

**SCOPE OF WORK: -**

1. Providing & fixing roller blinds for the windows of 1<sup>st</sup> and 2<sup>nd</sup> floor of RRU building as per direction of EIC.
2. Providing & fixing of blinds with all necessary fittings & fixtures as per direction of EIC.
3. Providing fixing blinds as specified material, sample approved & specification mentioned in BOQ as per direction of EIC.
4. Supply and fixing blinds as specified material as per the site requirement, as per approved design.
5. Carrying out the job with specified material as mentioned in BOQ.

**General Conditions:**

1. The quantity of items is tentative it may vary to any extent.
2. Location: ACTREC, Kharghar, Navi Mumbai
3. Material shall be used as per instructions of EIC.
4. At most precaution to be taken so as less inconvenience will be caused to the occupants of the building.
5. It is requested to agency should make a site visit to know the actual site condition.
6. All material coming to ACTREC should be endorsed at Entry gate with entry challan & security endorsing stamp.

**Payment Terms:**

Payment shall be given for the work actually executed by the agency and the executed quantities items wise will be billed after taking joint measurement between contractor and Engineer-in charge. Payment term other than above mention will not be accepted. Payment will be released 100 % after completion of work.

**Safety:**

All the contractor's personnel working in ACTREC campus must follow safety norms and shall be complete with approved safety devices wherever a potential hazard, electrical hazards to personnel exist and with provision for safe access of personnel to and around equipment for operational and maintenance functions. It shall be the responsibility of the contractor that all necessary safety measures and precautions are invariably ensured while performance of the contract work and CLIENT shall not be responsible for any injuries / accidents suffered by contract labour. The agency is required to provide First Aid Box with all accessories at suitable location during contract period.

**Documents to be submitted:**

1. PAN card
2. GST registration certificate.
3. Proof of contractor registration
4. Copy of similar work order such as providing and fixing blinds.

Rates quoted in the tender shall be valid for 60 days.

Canvassing in connection with tender/quotation is strictly prohibited.

Lowest bidder will be decided on quoted basic value only.

The Director, ACTREC reserves the right to reject any or all the quotations or allot part of the work to different agencies without assigning any thereto.

Officer-in-Charge,  
Engineering Services,  
ACTREC

Encl: 1} Blank Schedule of Quantities

**NOTE:**

- 1) Agency should visit the site to know actual scope of work before quoting.
- 2) Material brought to the site shall be endorsed at security gate and copy of this same shall be given to engineering department.
- 3) Rate shall be quoted Basic only and GST as applicable will be extra.
- 4) Material required at site should be assessed by the agency and bill will not be settled for excess/supplied items.
- 5) Bill will be settled as per actual measurement.

Date:

sign & seal of  
contractor

Bid Security Declaration ( To be executed on letter head of bidder )

Whereas, I/we ..... (Name of agency) .....  
have submitted bids for ..... (Name of Work)... ..... NIT  
No.....

I/We hereby submit following declaration in lieu of submitting Earnest Money Deposit :-  
(1) If after the opening of tender, I/we withdraw or modify my/our bid during the period  
of validity of tender (including extended validity of tender) specified in the tender  
documents,

OR

(2) If, after the award of work, I/we fail to sign the contract, or to submit performance  
guarantee before the deadline defined in the tender documents,  
I/We shall be suspended for one year and shall not be eligible to bid for ACTREC/TMC  
tenders from date of issue of suspension order.

Signature of the Contractor(s)  
With Seal and Date

### **Make in India Status:**

Having read and understood the Public Procurement (Preference to Make in India PPP - MII) Order, 2017 (as amended and revised till date) and related notifications from the relevant Nodal Ministry/ Department, and solemnly declare the following:

a) Self-Certification for the category of suppliers:

(Provide a certificate from statutory AU-11ditors/ cost accountant in case of Tenders above Rs 10 Crore for Class-I or Class-II Local Suppliers OR for below 10 Cr. Self declaration certificate.). Details of local content and location(s) at which value addition is made are as follows:

Local Content and %age	
Location(s) of value addition	

Therefore, we certify that we qualify for the following category of the supplier (tick the appropriate category):

- ☐ Class-I Local Supplier/  
☐ Class-II Local Supplier/  
☐ Non-Local Supplier.

b) We also declare that.

- ☐ There is no country whose bidders have been notified as ineligible on a reciprocal basis under this order for the offered Services, or
- ☐ We do not belong to any Country whose bidders are notified as ineligible on a reciprocal basis under this order for the offered Services.

**Name of work :** Provision of roller blinds on 1st and 2nd floor of RRU building at ACTREC  
**Tender No:** TMC/ACTREC/Engg/ZS/SQ-109/Roller blinds/2022-2023

**Schedule of Quantity:**

Sr No	Item Description	Unit	HSN CODE	Qty	Rate	Amount
1	Providing and fixing Roller blinds (Premium quality) of approved make, color with heavy duty roller brackets & necessary fixtures. Warranty for roller mechanism & others accessories shall be for One year from date of installation. (AS PER SAMPLE AVAILABL AT SITE) (Payment will be made on actual Measurement basis. Windows measurement to be taken before installation of roller blinds for achieving one piece work)	Sft		1100		
	<b>Total Amount</b>					

**Amount In word:**

**Seal &Sign of contractor**