



**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: 27/09/2023

Tender No: TMC/ACTREC/ENGG/CB/SQ-107/Designing AC Plant Room /2023.

To,

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.	Appointment of Structural Designer & Consultant for designing, 'AC Plant Room' near, ward Block at ACTREC.	1,27,119/	2,542/-	NIL

Earnest Money deposit 2% of Tender amount i.e. Rs. 2,542/- to be submitted in the form of Cash Receipt/BG/ Insurance Security Bond/ Fixed deposit /DD/ issued by Scheduled Bank in Favor of Account officer, TMC-ACTREC, payable at Navi Mumbai.

- 1) Rs. 2,542/- 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 Udyam Registration Certificate Should be submitted by the Vendor along with tender.



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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 **"Appointment of Structural Designer & Consultant for designing, 'AC Plant Room' near, ward Block at ACTREC."**

Tender No: TMC/ACTREC/ENGG/CB/SQ-107/Designing AC Plant Room /2023.

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 time will not be entertained.

Financial bid will be submitted in given format only.

Variation in Financial bid format is not accepted and failing to do so will lead to disqualification and rejection of bid.

The tender document can be purchased from 2nd floor, KS-203 Engineering services, Khanolkar Shodhika, ACTREC, Tata Memorial Centre, Kharghar, Navi Mumbai-410210 during working hours.

Purchase Date of tender: from **27/09/2023 to 04/10/2023 13:00 Hrs.**

Last date of submission of hard copy of Tender is: **04/10/2023, 13:00 Hrs**

Date of Opening of Tender: **04/10/2023, 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 queries before quoting.

The agency can contact on:

Phone No: 022-6873/ 2740 5000 Ext; 5066, 5010

Email- bchandra@actrec.gov.in, tender.engg@actrec.gov.in



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The rate shall be basic only and GST is 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 **2Month** in accordance with the time schedule.

The agency shall deposit Security Deposit at the rate of 2.5% of (basic value) original work order or amended value therein or from each running account bill in the form of DD/FDR/BG with a validity period covering the defect liability of one year from date of completion. The running account bill will be processed only after receiving the security deposit. This amount will be refunded after the completion of the defect liability period of One Year without any interest from the date of actual completion of work. The validity period of security deposit to be extended in case of an extension of the contractual period.

5% of Contract value (Excluding GST) of work will have to be submitted towards performance security after acceptance of tender. The same will be returned on satisfactory completion of work.

Scope of work:

The Structural Design considered in this work is for the following.

1. To design AC Plant room near required for installation of HVAC units on platform, with structural built-up section column and rafter, covered with PPGI sheet roofing.
2. To Study the Structural feasibility of existing structure for installation of HVAC chillers, Suggesting, necessary structural stability /rehabilitation works to make safe installation for these Chillers.
3. If, the structural rehabilitation work as mentioned in Sl No 2 is not possible, due to strong technical reason, alternative design to be made for installation of these chillers at nearby location as per site conditions and availability of space.
4. Review of existing Structural Audit Report / Structural Design Basis Report (DBR).
5. Review of all the existing architectural, structural and relevant services drawings (GFCs).
6. Doing NDT Tests as per requirement for preparing structural detailing at no cost to ACTREC.
7. Design the structure suitable for the purpose of installation of HVAC system safely from self-load. working load and all weather conditions.
8. Issue of Good for Construction Drawings (GFC) in 3 sets in original duly signed and stamped.
9. Physical inspection of site periodically during the execution of work.
10. Issue of Structural stability certificate with a copy of As built Drawing duly stamped & signed.



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Payment Terms:

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

Payment will have released 100 % after completion of work.

Stage.	Stage of for Payment	Time line works	Payment Schedule
Stage-1.	On Study of existing available of structural drawings, design report, structural audit report etc., Submission of Conceptual Designs, Block estimates with one set of Design based Drawing to float tender its approval by TMC.	15 days	Cumulative 20% of the Total fee payable.
Stage-2	On submitting Tender documents (NIT, Drawings, BOQ, GCC, SSC, Technical Specifications, DBR etc. Detail estimate and its approval from TMC	15 days	Cumulative 40% of the Total fee payable
Stage-3	Issue of 3 set of Good for Construction Drawings entire project covering the scope of work and as per the discussion held during project design stage with necessary changes suggested by TMC-ACTREC, DBR	15 days	Cumulative 80% of the Total fee payable.
Stage-4	Finalization of Agency for execution of work, and issue of Work Order.	3 months	Cumulative 85% of the Total fee payable
Stage-5	During execution of works on prorated basis in two or more instalments on attending major milestones as per the discretion of competent authority.		Cumulative 90 % of the Total fee payable.
Stage-6	On certifying Extra/ Substitute items, submission of variation statement,	15 days	Cumulative 100 % of the Total fee payable.



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	submission of virtual completion certificate. On submission of Final completion certificate, with Structural stability certificate with ONE set of 'As Built Drawings'		
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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 hazard to personnel exists 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 labor.

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 (firm/company registration)
4. Copy of similar work order Having executed structural design of building work in Hospitals/ Malls/ corporates/ government or reputed private sector etc.
5. All required documents to be submitted along with the Tender duly signed & stamp
6. Self-declaration Make in India as given below:

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.



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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:

Self-Certification for the category of suppliers:

(Provide a certificate from statutory auditor's/ 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.

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.

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 separately



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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. AMC to be done as per contract schedule & whenever required
- 5) The agency will be in charge of overseeing the right behavior of any personnel they hire to carry out this work.
- 6) All applicable labour laws must be followed by the agency while they are in effect.
- 7) Bill will be settled as per actual measurement/satisfactory service
- 8) If any of the quantities of the products exceed the necessary quantities, the agency must notify the engineer in charge of the work in writing and get permission in advance to execute the excess quantities. Rates for any additional items, if any, shall be agreed upon prior to the execution of such things.
- 9) The contractor shall be liable to pay a compensation for delay of work, equal to 1.0% of the work order value or the amount determined by the Director, ACTREC per month of delay, to be computed on a daily basis on the said estimated cost of the entire work, if the work is not started or completed within the stipulated period as mentioned in the tender. As long as the entire amount of compensation for delays paid under this condition does not exceed 10% of the value of the work or of the item or group of items for which a distinct time of completion was initially specified, as applicable.
- 10) ACTREC reserves the right to terminate the contract immediately and without notice if the agency's work is deemed unacceptable. Any remaining work will be done at the agency's expense and risk. Before terminating the contract by ACTREC, one month's written notice will be given if it is no longer necessary. Contract termination by any party will result in forfeiture of the EMD, Security Deposit, etc., which will be credited to ACTREC.
- 11) The Agency's considerate attention is necessary for the income tax recovery. A recovery of income tax at 2% and any other rate, etc., as prescribed by the Ministry of Finance from time to time, will be made from all bills in respect of the mentioned work, and the amount so deducted will



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be credited to income tax authorities. An official certificate for the amount so credited will be issued by the accounts officer, ACTREC, in accordance with the Ministry of Finance's instructions. Any additional taxes will be withheld at source in accordance with government regulations, and the Accounts Officer, ACTREC, will issue you a certificate for those additional taxes.

Date

Contractor
Seal & Signature



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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

Encl: 1} Blank Schedule of Quantities separately



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VENDOR DATA SHEET			
S. NO	PARTICULARS	DATA TO BE FILLED UP	REMARKS
DETAIL OF THE AGENCY:			
1	Name of the Agency		
2	Type of Firm Proprietorship/ partnership/Limited Company/ any other		
3	Registration details with PWD/CPWD and any other Govt. Dept.		
4	Year of establishment		
5	Postal address		
6	Contact No. with STD code		
7	Name of Contact person		
8	Mobile No.		
9	e-mail ID		
10	Name of Bank		
11	IFSC code		
12	Account No.		
13	PAN Card		
14	GST No.		



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Compliance form-1

NIT.: TMC/ACTREC/ENGG/CB/SQ-107/Designing AC Plant Room /2023.

Name of the Vendor		
Sr. No	Description	Compliance from agency (Yes/No)
1	Rendering Structural design for construction of AC Plant room at ground level with MS Structural steel column, rafter, GI roofing system, studying existing structural drawings, structural audit reports, doing design for SAFE installation of HVAC system on terrace of building considering its idle load, working load, etc., suggesting additional rehabilitation works required for the structure (if required), issue of good for construction drawings. Physical inspection. Issue of Completion certificate along with structural stability certificate with one set of 'As built drawing,' detailed as per scope of work mentioned, complete as directed and instructed.	



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Compliance form-2

NIT.: TMC/ACTREC/ENGG/CB/SQ-107/Designing AC Plant Room /2023.

Name of the Vendor		
Sr. No	Description	Compliance from agency(Yes/No)
1	We have understood technical requirements and understood the same in right perspective.	
2	We have quoted for all the items in Financial Bid in the prescribed format of the tender documents.	
3	We have read the financial bid thoroughly before filling it and understood the same in right perspective	
4	We understood that partial/incomplete/vague offers are liable for rejection.	
5	We have understood the eligibility criteria as well as criteria for identifying lowest bidder.	
6	Are there any deviations from our(bidder) side?	
7	If yes, deviations have been mentioned on separate page and attached with technical bid in detail. Deviation is supported with necessary documents, catalogues etc.	
8	We have noted that accepting or rejecting the deviation and consequently rights to qualify and disqualify the agency remains with competent authority of TMC-ACTREC.	
9	We have understood and accepted that accepting the tender & issuing order in full or in part will be decided by the TMC-ACTREC competent authority as per policy of the center.	

Date

Signature