



BOYS' HOSTEL
SHRI RAM COLLEGE OF COMMERCE

University of Delhi, Maurice Nagar, Delhi – 110007
Phone: 27667549, 27667905 ▪ Fax: 27666510
Website: www.srcc.edu ▪ email: warden.bh@srcc.du.ac.in

SRCC/BH/2023/11

Date: 01.04.2024

NOTICE

RFP FOR INTERIOR AND EXTERIOR PAINT OF THE BOYS' HOSTEL

Request for Proposals (RFP) are invited from the established and experienced Civil Contractors for Interior and Exterior Paint of first floor of Block-C of the Boys' Hostel, Shri Ram College of Commerce, University of Delhi.

ADDRESS	BOYS' HOSTEL, SHRI RAM COLLEGE OF COMMERCE, DELHI UNIVERSITY, DELHI-110007
WEBSITE	www.srcc.edu
TYPE OF TENDER	THROUGH OPEN PROCESS
DATE OF START FOR SUBMISSION OF BIDS	02.04.2024
LAST DATE OF SUBMISSION OF TECHNICAL BID/DOCUMENTS	22.04.2024
EARNEST MONEY	₹ 5,000/- (Rupees Five Thousand Only)
TENDER OPENING DATE	Will be notified through website of the College

ELIGIBILITY CRITERIA FOR SUBMISSION OF BIDS

The bidder must fulfil the following eligibility conditions to be eligible for submission of tender:

- 1. Established Contractor:** Must be an established Contractor of repute. Contractors registered/ empanelled with CPWD; PWD (Delhi State); NBCC; DDA or any other autonomous organization shall be *preferred*.
- 2. Annual Turnover:** The Agency should have an Average Annual Gross Turnover of ₹ 15, 00,000/- (Rupees Fifteen Lakh Only) during the last three financial years.
- 3. Experience:** The contractor must have carried out similar type of civil works satisfactorily for Government Departments/ PSUs/Banks/Educational Institutions/ Colleges/ Universities etc. during the last 5 years. *List of organizations served during the last 3 years and currently being served along with Work Orders & Work Completion Certificates are required to be submitted.*
- 4. Location in Delhi:** The agency should be located in the city of Delhi. Agencies from outside Delhi or NCR areas will not be considered. *Proof of address to be provided.*
- 5. Registration under various laws:** The agency must be registered under tax laws viz. Income Tax & GST. *Requisite proof(s) with respect to all registrations are required to be submitted.*

SCOPE OF WORK

1. Two or more COATS of Oil Bound Distemper including cleaning and preparation of the complete surface area of Rooms, Galleries, Stairs, Toilets and Bathrooms of first floor of Block-C, Boys' Hostel.
2. Two or more COATS of Samosum including cleaning and preparation of the complete surface area of the outer walls of Block-C of the Boys' Hostel.
3. Repair with plaster of Rooms, Galleries, Stairs, Toilets and Bathrooms of first floor of Block-C, Boys' Hostel.
4. Enamel Paint, Polish of Doors, Grills, Channel Gate and Windows (iron and wooden portions) of Block-C, Boys' Hostel.
5. Removal of False Ceiling of first floor of Block-C, Boys' Hostel.
6. The bidder shall be paid for the actual quantity and quality of work done, as measured at site on the rates quoted by him, after completion of the work.

SPECIAL CONDITIONS

1. Interested bidders are advised to visit the Boys' Hostel/Site *between 10 AM to 4 PM from 02.04.2024 to 20.04.2024* to assess the scope of work before submission of bid. Bidders shall be deemed to have full knowledge of the site, whether they inspect it or not and no extra charge consequent to any misunderstanding or otherwise shall be allowed. All rates are to be given in per square foot.
2. The successful bidder shall carry out the work and cause minimum disturbance to the residents of the Hostel.
3. Paint Materials must be from fresh lot of manufacturing. Each packing must be marked with Batch number, manufacturing date and expiry date. The bidders shall submit samples of materials to the Boys' Hostel with promptness within a week of the award of job. Any materials, equipment, etc. brought to the site and found to be not in accordance with the agreement, shall be rejected and the bidder shall remove the materials from the site immediately.
4. The bidder shall not be entitled to any extension of time or extra cost for rejection as per above.

MEASUREMENT OF WORK



1. Unless otherwise specified, measurement of work shall be carried from the works executed. The measurements for the purpose of preparing Bills will be taken jointly by the Contractor's representative and the supervisor deputed by the Hostel/College. In measurement of work as stated above, the bidder shall certify that the work has been carried out strictly as per terms of the agreement.
2. In the event of any dispute about the measurement of the work executed, the decision of the College shall be final and binding on the bidder.



HOW TO APPLY

RFP in sealed envelope, along with the required documents in prescribed proforma, as per *Annexure- A*, superscripted with '*Interior and Exterior Paint of first floor of the Boys' Hostel*' on top of the envelope is to be submitted to the **Warden-Boys' Hostel, Shri Ram College of Commerce, University of Delhi, Maurice Nagar, Delhi-110007** latest by 1600 hrs on **April 22, 2024**.

Documents required to be attached to the Technical Proposal

- (a) Proposal proforma as per **Annexure - A**
- (b) Organization's brief profile.
- (c) Document in support of Legal Status of the Agency - Company Incorporation Certificate/ Partnership Deed/ Registration of the Firm.
- (d) Financial Bid as per **Annexure - B**
- (e) Undertaking as per **Annexure - C**
- (f) **EMD** of ₹ 5,000/- (Rupees Five Thousand Only) in the form of Demand Draft drawn in favour of *Shri Ram College of Commerce-Hostel*, payable at Delhi.
- (g) Certificate with details of Annual Turnover from a Chartered Accountant during the last 3 financial years along with Audited Financial Statements for last 3 years.
- (h) List of government organizations/ institutions for which civil works executed during the last 3 years (in given format in **Annexure - A1**) along with Work Orders & Work Completion Certificates.
- (i) Undertaking of non-black listing by any government department/ institution as per **Annexure - D**.
- (j) Proof of organization's address in Delhi.
- (k) Requisite proof(s) with respect to registration under the Income Tax Law & GST.
- (l) Documents in support of registration/ empanelment with government authorities viz. CPWD; PWD (Delhi State); DDA or any other autonomous organization for operating by way of a Civil Contractor, as applicable.


Dr. Surya Prakash
Warden



Prof. Simrit Kaur
Principal


TERMS AND CONDITIONS

A. SUBMISSION OF BIDS

1. Request for proposal (RFP) in a sealed cover are to be submitted duly filled and signed as per prescribed proforma in **Annexure - A**.
2. Request for proposal (RFP) should be properly signed by the Proprietor/ Partner or any authorized official/ representative of the firm and his/ her capacity as the signatory should be specifically stated. RFP should also bear stamp of the bidding organization/ firm.
3. All documents attached with the RFP should be self-attested by the authorized signatory as also bear seal of the agency.
4. Incomplete RFP or without proper documents/ proofs shall be summarily rejected and no correspondence will be entertained in this regard.
5. RFP shall be evaluated based on the available documents submitted by the agency. During the examination, evaluation, comparison of the proposals and qualification of the participating agency, the college may, at its discretion, ask any agency for a clarification of its quotation. Any clarification which is not in response to the request by the college shall not be considered.
6. If any agency does not provide clarification sought in respect of its bids, it is liable to be rejected by the college.
7. Conditional bids with deviations from the conditions laid down by the Boys' Hostel, quotation not meeting minimum eligibility criteria, technical proposals not accompanied with EMD of the requisite amount or any other requirements, stipulated in the Notice inviting bids are liable to be rejected.
8. The agency which qualifies the technical evaluation stage shall only be eligible.

B. EMD

1. EMD of Rs. 5,000/- (Rupees Five Thousand only) in the form of Demand Draft drawn in favour of *Shri Ram College of Commerce-Hostel*, payable at Delhi shall be submitted along with the bid. No interest on the EMD amount will be paid by the Boys' Hostel.
2. Participating agencies should mention the agency's name and contact number of the authorized representative on back of the Demand Draft.

C. PERFORMANCE SECURITY

1. The successful bidder has to submit a Performance Security amount equal to 5% of the contract value in the form of Demand Draft/Bankers Cheque in favour of Shri Ram College of Commerce-Hostel.
2. The Performance Security shall be from any Scheduled Bank in favour of Shri Ram College of Commerce-Hostel, payable at New Delhi.
3. The Performance Security shall be provided by the Successful Bidder within 10 (ten) days from the issuance of work order by Boys' Hostel of the Shri Ram College of Commerce.
4. Failure of the Successful Bidder to provide the Performance Security within 10 (ten) days shall entitle Boys' Hostel, Shri Ram College of Commerce to withdraw the work order and the EMD will be forfeited.
5. No interest shall accrue on the Performance Security.
6. Performance Security shall be refunded, if not otherwise required to be retained, after 01 month of the completion of awarded works.

D. GENERAL

1. Submitting Bid/Proposal by an agency does not confer any right to it for award of work.
2. Evaluation of contractors/ agencies for the work will be based upon the experience of the contractors; past performance; financial soundness; technical and qualitative competence, etc. and may also include inspection of the works completed by them as per details submitted by the civil contractor. The proposal should be substantiated with sufficient documents in support of the capabilities of the contractor/ agency.
3. Furnishing of wrong information and producing false documents will make the agency ineligible for participation and liable to be debarred/ blacklisted from participation in limited tender inquiries, requisite remedial legal action besides termination of the agency from awarding the work.
4. Decision of Committee of the Boys' Hostel regarding awarding of contract will be final and binding upon all agencies submitting bids and no further correspondence will be entertained.
5. The contract of any agency shall be liable to be terminated by the Committee of the Boys' Hostel any time on account of breach of any condition of the contract or unsatisfactory services or non-compliance and not-fulfilling any of the obligations on the part of agency by giving one week's notice. This would result in forfeiture of the Performance Security Deposit and no payment will be released.
6. Once awarded contract, the contractor have to promptly reply to all the inquiry and execute orders within the timeline as per the awarded Work Order.
7. Contractor shall be solely responsible for all the statutory obligations as per Labour Laws and payment of any compensation/ settlement of any liability arising out of any injury or fatal accident caused to the persons deployed by it for carrying out the work awarded by the College. Any damage caused by the contractor or the personnel deployed by it to the College's infrastructure or property during the course of execution of works in the College shall be made good by the contractor/ agency at its own cost.
8. The contractor/ agency shall be fully responsible for the safe custody of the material brought at site for execution of work and the College will not be responsible for any loss caused to it.
9. The Malba/Garbage generated at site during this work shall be removed from the site immediately and shall be disposed-off by the contractor to the approved dumping site identified by the MCD.
10. Statutory deductions as applicable will be made from the bills of the Contractor.
11. The awarded work(s) should be executed and completed within the stipulated timeline and in case of any delay, the Committee of the Boys' Hostel shall be entitled to levy damages/ penalties upto 5% of the contract value or as it deems fit.
12. The Committee of the Boys' Hostel reserves the right to accept, consider or reject any or all bids without assigning any reasons thereof.
13. The Committee of the Boys' Hostel reserves the right to withhold the payment in the event of unsatisfactory services render by the contractor.
14. BID submitted in response to this notice shall remain valid for a period of 90 days from the last date for submission.
15. The participating agency will be deemed to have read and accepted all terms and conditions for award of the contract.
16. The agency should not have been involved in major litigation that may have an impact affecting or compromising delivery of its services.
17. BID can only be submitted as per the schedule announced. If received after the last date of submission, will be summarily rejected.

18. Under no circumstances, the contractor can appoint any sub-contractor or sub-let the awarded work order. In the event of any agency contravening this condition, the Committee of the Boys' Hostel is entitled to get the work executed and completed from any of the contractor and the defaulting contractor shall be liable to indemnify the Boys' Hostel for any loss or damage, which the Hostel has suffered.
19. In the event of any dispute arising out in connection with the interpretation of any clause in the terms and conditions of the contract, agreement, or otherwise the matter shall be referred to the Arbitrator as appointed by the Chairman, Governing Body of the College who shall have jurisdiction in connection with any dispute/ litigation arising out of the contract, if awarded.

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TECHNICAL PROPOSAL

S. No.	Description	Particulars			
1	Name of the firm/ company				
2	Legal status of the firm/ company (i.e. sole proprietorship/ partnership firm/ registered company)				
3	Date of establishment (number of years in business)				
4	Full Address with email and phone contacts (Documentary proof of address is required to be attached)				
5	Name of the Proprietor/ Director/ authorized representative				
6	Designation/ capacity (Proprietor/ Director/ Official)				
7	Contact Number				
8	Email				
9	Details of EMD paid (DD No./ Date/ Drawer Bank)				
10	Details of registration under the Income Tax Laws, GST, ESI, EPF etc.	PAN/ TIN	GST	EPF	ESI
11	Details of empanelment/ registration with CPWD; PWD (Delhi State); NBCC; DDA or any other autonomous organization	Registration No.	Date & Year of registration	Valid up to	
12	Details of Annual Turnover (in Rs.) during the last three financial years	2022-23	2021-22	2020-21	
13	Details of organizations [Government Departments/ PSUs/ Banks/ Educational Institutions/ Colleges/ Universities etc.] for which similar orders executed and completed during the last 03 years (Work Orders and Work Completion Certificates to be attached) in the format as per Annexure - A-1.				

Date _____

Seal of the firm/
company

Signature of Authorized Representative

Name _____

Designation _____

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DETAILS OF WORKS EXECUTED & COMPLETED DURING LAST 3 YEARS
[For Government Departments/ PSUs/ Banks/ Educational Institutions/ Colleges/ Universities etc.]

Sr. No.	Name and address of the organization	Nature of work	Date of the Work Order	Value of the work	Stipulated time for completion of work	Actual time of completion of work

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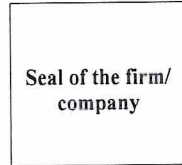
FINANCIAL BID

SHRI RAM COLLEGE OF COMMERCE-BOYS' HOSTEL, UNIVERSITY OF DELHI				
Name of Work: Interior and Exterior Paint of the Boys' Hostel, Block-C (first floor)				
Sl. No.	DESCRIPTION OF WORK	Unit	Approx. area (in SF)	Quoted Rates per square feet (₹)
(a)	Painting of the Rooms, Galleries, Stairs, walls (outside) Bathrooms & Toilets with 2 or more COATS of Oil Bound Distemper after removal/scraping of old painted surface area of approved brand and manufacture, including applying additional coats wherever required to achieve even shade and colour	Square Foot	16,700	
(b)	Enamel Paint on all wooden/iron portion of Doors, Windows, Channel Gates and Grills with same colour of approved brand and manufacture	Square Foot	1,000	
(c)	Two or more Coats of Samosum on the exterior walls of approved brand and manufacture	Square Foot	4,000	
(d)	Polish of all doors and windows of approved brand and manufacture	Square Foot	1,500	
(e)	Plaster work and repair with white cement based putty in rooms, corridors, stairs, roofs etc.	Square Foot	700	
(f)	Removal of corridor's false ceiling	Square Foot	300	
Total amount inclusive of GST ₹				

CONTRACTORS SCOPE WILL INCLUDE

1. **Before starting work in the area:** to temporarily cover the floors, furniture, switch sockets, fans, lights, windows with masking tape / plastic sheets. Contractor will provide the labour and Covering materials to cover everything in/around the areas getting painted.
2. **After completion of work in the area:** removing the covering materials from the area, cleaning of any paint stains in the area and handing over the area clean in all respects including cleaning the glass in door/windowpanes.
3. Total surfaces area (faces, edges, cornices etc.) will be measured in square foot only.

Date _____



Signature of Authorized Representative

Name _____

Designation _____

RFP FOR INTERIOR AND EXTERIOR PAINT OF BOYS' HOSTEL

UNDERTAKING

**The Principal
Shri Ram College of Commerce,
Maurice Nagar,
Delhi-110 007**

Madam,

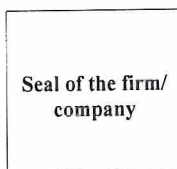
I/We, the undersigned, certify that I/we have gone through the terms and conditions mentioned in the NOTICE for **INTERIOR AND EXTERIOR PAINT OF BOYS' HOSTEL** and hereby undertake to agree and comply with them in entirety.

The information/ documents furnished along with the bids are true and correct to the best of my knowledge and belief.

I/ We understand that in case of furnishing false information or any forged/ fabricated document would render the contract liable to be rejected at any stage besides liabilities towards prosecution under appropriate law.

I/ We also understand that for breach of any of the terms and conditions committed on our part, the contract of Interior and Exterior Paint of Boys' Hostel at Shri Ram College of Commerce, if awarded to us, will be liable to be terminated along with imposition of appropriate penalties.

Date _____



Signature of Authorized Representative

Name _____

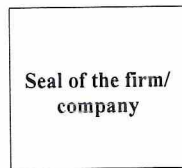
Designation _____

RFP FOR INTERIOR AND EXTERIOR PAINT OF THE BOYS' HOSTEL

UNDERTAKING OF NON-BLACKLISTING

This is to undertake that M/s _____ (name and full address of the firm/ company) is neither blacklisted by any Government Department/ Ministry/ PSU/ Institution nor any criminal case is registered against the contractor/firm/ company till date.

Date _____



Signature of Authorized Representative

Name _____

Designation _____