

**GEM TESTING LABORATORY
THE GEM & JEWELLERY EXPORT PROMOTION COUNCIL
2nd FLOOR, RAJASTHAN CHAMBER BHAWAN
M.I. ROAD, JAIPUR 302003**

Phone: 91-0141-2568221
Fax: 91-0141-2567921

Email: gtl@gjepcindia.com
Website: www.gtljaipur.info

NOTICE FOR INVITATION OF PROPOSAL FOR 'EXECUTION OF CIVIL WORK'

Request for Proposal (RFP): Ref. No. GJEPG-GTL/2019-20/02, dated 1st February, 2020

Sealed proposals (**two bid system**) are invited for carrying out civil work (total area measuring approximately 10,000 sq ft) for the proposed laboratory set-up, as per specifications, drawings and BoQ given in Annexure 1. The acceptance of the tender shall be subject to fulfilment of instructions and conditions mentioned in the tender document.

Section A: Instruction to Bidders
Section B: Special Conditions of Contract
Section C: General Conditions of Contract
Section D: Scope of Work
Section E: Bid Format
Annexure 1: BoQ

Last date of Receiving sealed Bids: **10th February 2020 by 11:00 AM**
Date of Pre-bid meeting: **4th February 2020 at 11:00 AM**
Technical Bids shall be opened on: **10th February 2020 at 11:30 AM**
Financial bids shall be opened on: **11th February 2020 at 11:00 AM**

<p>BID SECURITY AMOUNT (to be furnished with proposal) = Rs. 2,50,000/- (Rs. Two Lakhs Fifty Thousand Only)</p>

Sd/-

REGIONAL DIRECTOR

Section A: Instructions to Bidders

1. Proposal is to be submitted to the Regional Director at the above mentioned address.
2. The Proposal is to be submitted under "Two Bid" system, Viz. Two separate sealed covers each should contain Technical Bid (except price) and other should contain commercial / price bid. Both the bids are to be packed in one sealed cover.
3. Bid security amount (earnest money) of Rs. 2,50,000/- (Rs. Two Lakhs Fifty Thousand only) to be furnished with Technical Bid, in the form of Demand Draft or Bank Guarantee, drawn in favour of "Gem Testing Laboratory".
4. On the day of bid opening only Technical Bid will be opened. Price / Financial bid will be opened on a fixed later date for the successful technical bidders.
5. It is strongly recommended for interested bidders to attend the pre-bid meeting as scheduled. No separate meeting shall be held with the interested bidder/s for any clarification on terms of the proposal, including BoQ, drawings or specifications given therein.
6. The cover containing proposal should be sealed and superscripted "Proposal for executing civil work for Gem Testing Laboratory" and deposited in person to the office of Gem Testing Laboratory, 2nd Floor, Rajasthan Chamber Bhawan, M.I. Road, Jaipur 302003, so as to reach not later than 11.00 AM on 10th February 2020.
7. It is the responsibility of the bidders to see that their proposals reach the office of Gem Testing Laboratory at the above address by due date and time.
8. An authorized representative of the Bidder may remain present at the time of opening of the proposals.
9. The person signing the proposal should, duly authenticate any errors or corrections in the proposal. Over writing should be avoided.
10. Validity of Proposal: The offer should remain open for Six months from the date of opening of proposal and there should be clear mention in the proposal to that effect.
11. The Gem Testing Laboratory reserves the right to accept or reject any proposal or the whole tender process without assigning any reason whatsoever.
12. Any kind of canvassing in regard to the offer after submitting the proposal will be treated as disqualification.

13. Arbitration: In the event of any question, dispute or difference arising out of or in connection with this contract, the same shall be settled amicably by mutual consultations. If such resolution is not possible then the unresolved dispute or difference shall be referred to the sole arbitration by a person appointed by Gem Testing Laboratory and shall be conducted at the Jurisdiction of Jaipur Court only.

Section B: Special Conditions of Contract

1. Work Completion Period: The complete work, as per the specifications given in the drawings shall be completed within 45 days' time, from the date of acceptance of proposal and issuance of 'Letter of Intent'. In case of failure to effect handover of the completed contracted work by the stipulated date, the successful bidder is liable to pay liquidate damage at the rates as prescribed by Gem Testing Laboratory, Jaipur
2. Defects Liability Period: One year from the date of acceptance of completion certificate by the architect / Project Management Consultant (PMC).
3. Proposals received only from bidders based and registered in Jaipur administrative division shall be considered for this contract.
4. On acceptance of proposal, the successful bidders shall furnish performance guarantee in the form of FDR or, bank guarantee of 5% of the accepted tender cost in favour of Gem Testing Laboratory, before the release of 100% payment towards the awarded work. This performance guarantee shall be refunded after satisfactory completion of defects liability period of one year from the date of completion of work as recorded by Project Management Consultant (PMC), without any interest.
5. In case of doubts or deviations from the issued drawings, the decision of the appointed Architect and Project Management Consultant (PMC) shall be final and binding.
6. The successful bidder shall carryout the work in such a way so as to cause minimum disturbance to the working of the institute. He shall be responsible for any damage to the equipment or structures, injury to the personnel during the progress of the work and he shall be liable to pay compensation as may be decided by the Committee.
7. All labour employed by the successful bidder shall be covered by the Workman's Compensation Act. Any death, injury or mishap to the workmen of the successful bidder will entirely be his responsibility and Gem Testing Laboratory or the Gem & Jewellery Export Promotion Council (GJEPC) or Indian Institute of Gem & Jewellery (IIGJ) shall not be liable to pay any damages for the same.
8. Successful bidder shall take adequate safety precautions to avoid any accident at site. All safety arrangements are to be made by bidder at his own cost.

9. The successful bidder shall be fully responsible for any damage caused by the repair and renovation work to the existing institute building and the bidder will have to repair and rectify any such damage in at his own risk and cost.
10. Any work, supplies or services which might have not been specifically mentioned in the specifications, schedule of items or drawings, but are necessary for entire completion of the contract work, shall be executed, provided or rendered by the successful bidder without any extra cost within the time schedule specified.
11. Rates quoted shall be deemed to include elements of labour and materials necessary to complete the contracted work in all respect.
12. It will be responsibility of the successful bidder to take approvals of all materials from the PMC or Architect, before execution.
13. Gem Testing Laboratory, Jaipur is not bound to accept the lowest bid since due weightage shall be given to several factors besides the commercial bid and decision of the Gem Testing Laboratory, Jaipur to that effect shall be final and binding.
14. Submitted proposals must include bidders' profile including projects as given below:
 - a. Minimum three completed projects with interior work of area more than 8,000 sq ft in Jaipur, along with addresses and contact details of owner / concerned person
 - b. Minimum three ongoing projects with interior work of area more than 8,000 sq ft within Jaipur, along with the address and contact details of the owner / concerned person.

Section C: General Conditions of Contract

1. Site: The contracted work shall be executed at the basement floor at the following address:

Indian Institute of Gem & Jewellery (IIGJ)
Basement Floor
RK Derewala Tower,
KGK Campus, SP-111A,
EPIP, Near SEZ Phase I,
Sitapura Industrial Area,
Jaipur 302022
2. Work: The term "work" includes both labour and material of the successful bidder.
3. Time Limits: Time limit of 45 days for completion of the work is essence of the contract.
4. Completion of work: Date of completion of work is the date when the execution is sufficiently completed in accordance with the drawings, including specifications, and modifications, if any.

5. Schedules of quantities given in the contract bill / drawings are provisional and are meant to indicate the intent of the work and to provide a uniform basis for the contract. The Gem Testing Laboratory reserves the right to increase or decrease any of the quantities or to totally omit any of them. Successful bidder shall be bound to carry out the same without claiming any extras.
6. Drawings: In general, drawings shall indicate dimensions, position, design, type and method of installation/construction. These should be collected from the office of the Gem Testing Laboratory, before submitting the proposal.
7. Successful bidder shall not deviate from the drawings and Architect's/ PMC's interpretation of the drawings shall be final and without appeal.
8. Errors/inconsistencies discovered in the drawings shall be instantly brought to the notice of the Architect / PMC for interpretation and correction, if any.
9. Successful bidder shall not use the issued drawings for any other project.
10. The successful bidder shall set-out and level the work and shall be responsible for the accuracy of the same. He shall at his own cost amend to the satisfaction of the architect or PMC any error found at any stage, which may arise from inaccurate setting.
11. Architect or PMC may in their absolute discretion from time to time, issue further drawings, details, written instructions, written decisions and written explanations in regard to:
 - a. Variation or modification of the design
 - b. Quality or quantity of work, addition/alteration/omissions and substitutions of any work
 - c. Any discrepancy and divergence between drawings and specifications.
 - d. Removal and re-erection of any works executed by the Contractor
 - e. Opening up for inspection any work-covered up
 - f. Amending and making good any defects under defects liability period
 - g. Removal from site, any materials brought by the Contractor, which in the opinion of the Architect/PMC is not up to the desired standard.
 - h. Delay and extension of time
 - i. Postponement of any work
12. It should be specifically stated whether applicable taxes are payable in addition to the price quoted, otherwise, the price quoted will be assumed to be all inclusive and no separate tax or charges will be paid in the event of the offer being accepted.
13. Payments will be made in parts and such payment schedule will be finalised by Gem Testing Laboratory, Jaipur based on the final negotiation meeting with the successful bidder, before release and acceptance of the work order.

14. All payments shall be released only after verification of bills against work-in-progress and as per the pre-decided payment schedule. All statutory taxes, including TDS shall be deducted at the time of making payments.
15. If the work is not done in accordance with the contract, an equitable deduction from the contract price shall be made thereof.
16. Failure to effect handover of the completed contracted work by the stipulated date may render the successful bidder to pay liquidate damage at the rates as prescribed by Gem Testing Laboratory, Jaipur.
17. Upon it becoming reasonably apparent that the progress of the work is delayed, the successful bidder shall forthwith give written notice of the cause of delay to the office of the Gem Testing Laboratory.
18. When in opinion of the Architect/PMC the works are practically completed, he shall issue a certificate to that effect, which will be taken as the date of virtual completion. The Architect/PMC shall prepare a schedule of defects, which within a reasonable period of time should be rectified by the successful bidder at his own cost and risk. Failing to do so, suitable deductions from the contract sum shall be made.
19. The successful bidder shall indemnify the Gem Testing Laboratory or the Gem & Jewellery Export Promotion Council or Indian Institute of Gem & Jewellery against any liability, loss, claim or proceedings whatsoever arising under any statutory or common law in respect of personal injury to or the death of any person, whomsoever arising out of or in the course of or caused by carrying out the work.
20. Successful bidder shall extend complete coordination to other agencies e.g. air-conditioning, interiors, etc. working on the same site.
21. Besides guarantees required elsewhere, the successful bidder shall guarantee the works in general for one year after completion of defects liability period.
22. Complete payment will be made after satisfactory fulfilment of terms & conditions of the contract.
23. No interest is payable on the Bid security deposit amount, and will be returned to the bidders after completion of the tendering process. Validity of the bank draft / guarantee submitted as the Bid security should be suitably extended by the Bidder, if needed, beyond validity of the tender.
24. In case of withdrawals or amendments or impairs or derogates or non-compliance of Tender condition(s) of the offer in any respect within the validity period of the tender, the Bid security amount is liable to be forfeited.

Section D: Broad Scope of Work

S. No.	Description	Drawing Reference No.	Remarks
1.	Demolition and disposal of old structure as per drawings	IP/B/01	
2.	Masonry work as per drawings and specifications given therein	IP/B/02 & AD/B/02, AD/B/03	
3.	Complete toilet work including plumbing, slump creation, supply and installation of mud pumping system, etc as required	IP/B/10, IP.B7.10, IP.B7.11, IP.B7.15, IP.B8.10, IP.B8.14	
4.	Complete pantry work including plumbing	IP/B1/15 & IE/B1/11	
5.	All electrical work including electrical panelling, supply and installation of transformer, supply and installation of servo voltage stabilizer, cabling, earthing, lining, wiring, fittings, fixing of electrical equipment / gadgets, etc	IP/B/05/02, IP/B/05, IP/B/05/01	
6.	Security, CCTV, Networking lining and wiring	IS/B/01, IS/B/02, IS/B/03 IS/B/04, IS/B/05	
7.	Complete Aluminium –Glass –Wood work including partitioning, panelling, doors, windows etc as per specifications and drawings	I95, IP/B/00, I91, I92 I93, I9.13, 19.4,19.6	
8.	Complete Steel / Iron fabrication and installation work	-	
9	False ceiling (PoP and Grid type) as per specifications and drawings	IP/B/04 & IP/B/04/01	
10.	Complete paint work as per specifications	-	
11.	Termite and Water proofing	-	
12.	Repair and polish of floor as marked in drawings. Removal of specific stone slabs from the floor and replacing them with new ones as per choice at the time of execution of work.	IP/B/09	
13.	All finishing work of whole area with the materials as required in the drawings, including stone cladding or fixing, iron/steel/wood/glass work, sealing all joints, edges, junctions, etc.	AD/B/01 & 19.3	

Note: All above mentioned scope of work will include material as per specifications and labour.

All drawings should be collected from the office of Gem Testing Laboratory, Jaipur before submitting the proposal, preferably on the day of pre-bid meeting, as scheduled.

Gem Testing Laboratory, Jaipur reserves the right to revise or relax the specifications as given in the drawings.

Section: E
BID SUBMISSION FORM

(This form is to be submitted along with the technical bid in a sealed cover)

GEM TESTING LABORATORY, JAIPUR

Tender No.: GJEPC-GTL/2019-20/02

Dated: 1st February, 2020

Part A: General Information Form

S. No.	Particulars	Details
1.	Date of application	
2.	Name of the bidder firm	
3.	Name of contact person	
4.	Registered Address <i>(please attach copy of address proof)</i>	
5.	Contact Address	
6.	Contact Phone	
7.	Contact Email	
8.	TIN <i>(please attach copy of registration certificate)</i>	
9.	PAN <i>(please attach copy of card)</i>	
10.	GST No. <i>(please attach copy of registration certificate)</i>	
11.	PF Registration No. <i>(please attach copy of registration certificate)</i>	
12.	ESIC Registration No. <i>(please attach copy of registration certificate)</i>	
13.	IT Return for last three years	
14.	Bid Security Deposit Amount	
15.	Draft / Bank Guarantee No. and Date	
16.	Issuing Bank (with Branch)	
17.	Validity of Draft	

[Signature with date, name and designation]

Duly authorised to sign Bid for and on behalf of
Messrs _____

[Name with Seal]

Section: E

BID SUBMISSION FORM

(This form along with the required documents is to be submitted as part of the technical bid in a sealed cover)

GEM TESTING LABORATORY, JAIPUR

Tender No.: GJEPC-GTL/2019-20/02

Dated: 1st February, 2020

Part B: Specific Information Form

S. No.	Particulars	Details
1.	Name of the bidder firm	
2.	List of references : Completed projects of area more than 8,000 sq ft	
	Reference 1	Site name: Site address: Contact person / owner: Time taken for completion:
	Reference 2	Site name: Site address: Contact person / owner: Time taken for completion:
	Reference 3	Site name: Site address: Contact person / owner: Time taken for completion:
	Project completion reports attached: Yes / No	

3.	List of references : Ongoing projects of area more than 8,000 sq ft	
	Reference 1	Site name: Site address: Contact person / owner: Commencement date: Expected date of completion:
	Reference 1	Site name: Site address: Contact person / owner: Commencement date: Expected date of completion:
	Reference 1	Site name: Site address: Contact person / owner: Commencement date: Expected date of completion:
4.	Any additional detail, which may support the proposal (please submit on company's letter head)	

Section: E

BID SUBMISSION FORM

(This form is to be submitted along with the technical bid in a sealed cover)

Part C: Undertaking from the Bidder

To,
Gem Testing Laboratory
The Gem & Jewellery Export Promotion Council
2nd Floor, Rajasthan Chamber Bhawan
M.I. Road, Jaipur 302003

Date_____

Ref: Bidding Document No. GJEPC-GTL/2019-20/02; dated 1st February, 2020

We, the undersigned have examined the above mentioned Bidding Document, including amendment /corrigendum No. _____, dated _____ (if any), the receipt of which is hereby confirmed. We now offer to execute the desired work as per the drawings, specifications and BoQ, in conformity with your above referred document for the sum as shown in the price schedule(s). We further understand that you are not bound to accept the lowest or any Bid you may receive against your above-referred Bid Reference.

We also agree to abide by the project completion timeline of 45 days' from the date of issue of 'letter of intent' to carry out the jobs mentioned in the above referred tender document. In case, if the contracted work is not handed over by the stipulated time as per the conditions of contract, we are liable to pay the liquidated damages at the rates as prescribed by the Gem Testing Laboratory, Jaipur.

We confirm that we do not stand deregistered/banned/blacklisted by any Government Authorities. We confirm that we fully agree to the terms and conditions specified in above mentioned Bidding Document, including amendment/ corrigendum if any.

[Signature with date, name and designation]

Duly authorised to sign Bid for and on behalf of

Messrs_____

[Name & address of the bidder with Seal]

Section: F

BID SUBMISSION FORM

(To be copied or type written and submitted with Financial Bid)

To,
Gem Testing Laboratory
The Gem & Jewellery Export Promotion Council
2nd Floor, Rajasthan Chamber Bhawan
M.I. Road, Jaipur 302003

Date_____

Ref: Bidding Document No. GJEPC-GTL/2019-20/02; dated 1st February, 2020

We, the undersigned have examined the above mentioned Bidding Document, including amendment /corrigendum No. _____, dated _____ (if any), the receipt of which is hereby confirmed. We now offer to execute the desired work as per the drawings, specifications and BoQ, in conformity with your above referred document for the sum as shown in the price schedule(s). We further understand that you are not bound to accept the lowest or any Bid you may receive against your above-referred Bid Reference.

We also agree to abide by the project completion timeline of 45 days' from the date of issue of 'letter of intent' to carry out the jobs mentioned in the above referred tender document.

Our TIN, PAN and GST No. are as follows:

TIN_____

PAN_____

GST No._____

[Signature with date, name and designation]

Duly authorised to sign Bid for and on behalf of

Messrs_____

[Name & address of the bidder with Seal]

Encl: Price Schedule

Section: F

GEM TESTING LABORATORY
THE GEM & JEWELLERY EXPORT PROMOTION COUNCIL
2nd FLOOR, RAJASTHAN CHAMBER BHAWAN
M.I. ROAD, JAIPUR 302003

(To be type written or copied and submitted with Financial Bid in sealed cover)

Phone: 91-0141-2568221

Fax: 91-0141-2567921

Email: gtl@gjepcindia.com

Website: www.gtljaipur.info

Price Schedule

(please submit this form along with cost break-up as given in the detailed BoQ)

Name of the bidder:

Particulars	Amount (in Rs.)
Total estimated cost of the work as per specifications, drawings and BoQ, including material and labour	
Taxes	
Any additional item	
Total (in Rs.)	

Total in Indian Rupees (in words):

[Signature with date, name and designation]

Duly authorised to sign Bid for and on behalf of

Messrs _____

[Name & address of the bidder with Seal]

Encl: Detailed BoQ