



**UNIVERSITY OF CALCUTTA**  
OFFICE OF THE UNIVERSITY ENGINEER  
87/1 College Street  
Darbhanga Building, GroundFloor  
Kolkata-700073  
Website :-www.caluniv.ac.in

**NOTICE INVITING QUOTATION**

University of Calcutta invites **sealed** tender from resourceful and bonafide contractors for the following work

1.	<b>N.I.Q. No</b>	:	Eng /CT- 287/20-21. Dated 26/ 02/ 2021
2.	<b>Name of Work</b>	:	<b>Repairing and polishing of the existing wooden low bench and high bench(one set) for Students and chairs and tables for Proffesorsfor the class Room no 213,227,229&amp;230of Bengali Department at , 1st floor,Asutosh Building, Collegestreet Campus, University of Calcutta.</b>
3.	<b>Estimated Cost put to Tender</b>	:-	NA
4.	<b>Earnest Money</b>	:-	A sum of <b>Rs25000/- (RupeesTwenty fiveThousandonly)</b> in the form of <b>CTS</b> demand draft in favour of University of Calcutta payable at Kolkata is to be attached with the Tender as earnest money failing which the tender will be treated cancelled. The earnest money will be returned to unsuccessful tenders on application after issuing of work order to the successful bidder. In case of sucessful tender the EMD will be returned on application after an equal amount of security deposit is ducted by the University from the running bills. EMD is exempted for those bidders who are registered with NSIC or any Government organization- to safeguard against a bidder withdrawing/altering his bid during the bid validity period.
5.	<b>Time of completion</b>	:-	30days
6.	<b>Eligibility Criteria</b>	:-	<b>The Bidder must Submit Valid trade License of similar nature of work, GST &amp; Pan and credential for satisfactory completion of similar nature of job amounting to 75 % of the estimated value in a single tender with in the last three financial year . Government, Government Undertaking and University of Calcutta credentials are accepted.(only completion certificate of the work should be treated as Credential.</b>
7.	<b>Last date of receipt of application for tender</b>	:-	NA
8.	<b>Last date of Sale/ issue of tender papers</b>		TO BE DOWNLOADED FROM WEBSITE.(www. caluniv.ac.in)
9.	<b>Date and Time of tender Submission</b>	:-	On06/03/2021.( up to 2.00 PM)
10.	<b>Date and Time of Tender Opening</b>	:-	On or after 3:00 PM 06/03/2021

**N.I.T no ,Name of work and the date of opening should be written on the sealed envelope otherwise tender will not be opened thus cancelled.**

**The undersigned reserves the right to reject any or all Tenders without assigning any reason what so ever.**

UNIVERSITY ENGINEER (C.U)



## UNIVERSITY OF CALCUTTA

**Name of the work:-**Repairing and polishing of the existing wooden low bench and high bench(one set) for Students and chairs and tables for Proffesorsfor the class Room no 213,227,229&230of Bengali Department at , 1st floor,Asutosh Building, Collegestreet Campus, University of Calcutta.

**N. I.T. no-** Eng /CT- 287/20-21.      **Dated** 26/ 02/ 2021

**Name of Agency:-**

**Address of Agency:-**

**Amount quoted by Agency:-** .....

**Signature of the Agency with date & stamp:-**



# UNIVERSITY OF CALCUTTA

N. I.Q. no- Eng /CT- 287/20-21. Dated 26/ 02/ 2021

## TENDER AND CONTRACT FOR WORK

### GENERAL TERMS AND DIRECTION FOR THE GUIDANCE OF CONTRACT

1. Eligible Tenders will have to download the tender papers from the website & drop the filled tender papers signed with seal and date at every page along with copy of Valid Trade license's, GST & PAN and Credential for satisfactory completion of similar nature of job amounting to at least seventy five percent of the job value in a single tender from any Government, Govt. undertaking or University of Calcutta in the last three financial year in sealed envelope in the Tender box kept in the Office of the undersigned with in the specified time mentioned in the NIT. which will be opened by the undersigned or by his representative with in **the specified time and date mentioned in the NIT.** The tendered must write the name of the work , NIT no , the date of opening and name of the bidder on the envelop failing which the tender will not be opened thus will be treated as cancelled.
2. The rate should be quoted after inspection of the site and inclusive of all incidental charges i.e. freight, insurances, labour insurances, handling charges, necessary government taxes, duties etc as well as the Water, Electricity charges which are to be paid as per rules .
3. The contractor shall be responsible to ensure compliance with the provision of minimum wages act 1948 as modified up to date and the rules made in respect of any employees, employed by the contractor directly or through the petty or subcontractor for the purpose of carrying this contract. The contractor shall be responsible for any damage, injury or loss caused by the work or workmen to any person, animal or material during the progress of work.
4. Liquidated damage will be charged to the contractor if they fail to complete the work within the stipulated time, 0.01% per day to a maximum limit of 05 % of the contract value .



5. The allotted time for completion of the work is as specified in the NIT from the date of receipt of work order. Time is the essence of this contract. Normally no time extension will be granted. In case of prayer for extension of time the University authority has the full right reserved to grant it or discard it.

6. (a) If the successful contractor's bid rate is 80% or less than the estimated amount put to tender the contractor will have to submit a Bank Guarantee amounting to 10% of the Tendered amount before issue of Work order failing which the EMD will be forfeited and the agency may be blacklisted. The Bank Guarantee should be valid till the end of the contract period and shall be renewed accordingly if required. This bank Guarantee is an Additional Performance Security. So provision of deducting Security deposit from bills will hold goods per relevant clause of the contract. The bank Guarantee shall be returned immediately on successful completion of contract.

(b) The University authority will retain a sum amounting to 10% of the bill of the contract for a period of six months from the date of completion of work as **Security Deposit**. Which will be released after a period of six months from the date of completion of the work on application.

7. A sum of 5% of the estimated amount i.e. value **as mentioned in the NIT** in the form of demand draft in favour of UNIVERSITY OF CALCUTTA payable at Kolkata is to be attached with the tender as earnest money failing which the tender will be treated cancelled. The earnest money will be returned to unsuccessful tenderers on application after issue of work order to the successful bidder. For successful tenderer the EMD will be returned on application after an equal amount of security deposit is deducted from the running bills. EMD is exempted for those bidders who are registered with NSIC or any Government organization- to safeguard against a bidder withdrawing/altering his bid during the bid validity period.

**Amount:-Rs**

**D.D No**..... Dated / /20

**Name of Issuing Bank:--**

**Branch :-**

8. Work is to be carried out as per specification laid in the B.O.Q or PWD specification as per instruction of the University Engineer or his representative.



9. The materials brought to site for execution of the work should by no means be taken out of site without the permission of the Engineer C.U.
10. The rates must be quoted in words in figure other wise the tender will be cancelled.
11. The University will not be bound to accept the lowest bidder.
12. The University will not supply any materials to the contractor.
13. The contractor will work under the strict supervision of the Engineer/ Sub-Assistant Engineer. The estimate given along with the tender are provisional payment will be made on the actual work done jointly measured by the Engineer or his representative( Sub-Assistant Engineer)& the contractor or his representative. The contractor will have to submit bill in printed format in duplicate .
14. The contractor will have to take necessary instruction from the Engineer CU/ Sub-Assistant Engineer regarding the execution of work.
15. Defect & liability Period :-The defect & liability period will be for a period of six months from the date of completion of the job. Any defects pointed out during this period has to be mend good by the agency at their own cost failing which the retention money will be forfeited.

Sd/-

University Engineer

Name of the Agency:

Address :-

**SIGNATURE OF THE CONTRACTOR WITH SEAL AND DATE**

**Boq for Quotation for the Proposed Repairing and polishing of the existing wooden low bench and high bench(one set) for Students and chairs and tables for Proffesors for the class Room no 213,227,229&230of Bengali Department at , 1st floor,Asutosh Building, Collegestreet Campus, University of Calcutta.**

Sl.no	Description Of Work	Unit	Qty	Rate in Rupees	Amount in Rupees
1	Repairing of the existing high benches and low benches ( one set) with all materials and labour including french polishing after preperation of the surface complete in all respect	Set	104		
2	Repairing of the existing lecture tables with all materials and labour including french polishing after preperation of the surface complete in all respect	each	4		
3	Repairing of the existing Chairs with all materials and labour including french polishing after preperation of the surface complete in all respect	each	4		
4	Repairing of the existing dias with all materials and labour including french polishing after preperation of the surface complete in all respect	each	1		
	<b>Total Cost inclusive of all taxes</b>				

Name Of The Agency:

Address Of The Agency:

**Amount quoted by Agency:-** .....



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**NOTICE INVITING TENDER**

University of Calcutta invites **sealed** tender from resourceful and bonafide contractors for the following work

1.	N.I.T. No	:	Eng /CT- 288/20-21. Dated 26/ 02/ 2021
2.	Name of Work	:	<b>Making of tewnty five set of wooden low bench and high bench for the classrooms of Bengali Department Room no-228 , Collegestreet Campus University of Calcutta.</b>
3.	Estimated Cost put to Tender	:-	<b>Rs263361.2</b>
4.	Earnest Money	:-	A sum of <b>Rs13200/- (RupeesThirteenThousand and two hundred only)</b> in the form of <b>CTS</b> demand draft in favour of University of Calcutta payable at Kolkata is to be attached with the Tender as earnest money failing which the tender will be treated cancelled. The earnest money will be returned to unsuccessful tenders on application after issuing of work order to the successful bidder. In case of sucessful tender the EMD will be returned on application after an equal amount of security deposit is ducted by the University from the running bills. EMD is exempted for those bidders who are registered with NSIC or any Government organization- to safeguard against a bidder withdrawing/altering his bid during the bid validity period.
5.	Time of completion	:-	30days
6.	Eligibility Criteria	:-	<b>The Bidder must Submit Valid trade License of similar nature of work, GST &amp; Pan and credential for satisfactory completion of similar nature of job amounting to 75 % of the estimated value in a single tender with in the last three financial year . Government, Government Undertaking and University of Calcutta credentials are accepted.(only completion certificate of the work should be treated as Credential.</b>
7.	Last date of receipt of application for tender	:-	NA
8.	Last date of Sale/ issue of tender papers		TO BE DOWNLOADED FROM WEBSITE.(www. caluniv.ac.in)
9.	Date and Time of tender Submission	:-	<b>On06/03/2021.( up to 2.00 PM)</b>
10.	Date and Time of Tender Opening	:-	<b>On or after 3:00 PM 06 /03/2021</b>

**N.I.T no ,Name of work and the date of opening should be written on the sealed envelope otherwise tender will not be opened thus cancelled.**

**The undersigned reserves the right to reject any or all Tenders without assigning any reason what so ever.**

UNIVERSITY ENGINEER (C.U)



## UNIVERSITY OF CALCUTTA

Name of the work:-Making of tewnty five set of wooden low bench and high bench for the classrooms of Bengali Department Room no-228 , Collegestreet Campus University of Calcutta.

**N. I.T. no-** Eng /CT- 288/20-21.      **Dated** 26/ 02/ 2021

**Estimated cost Put to Tender:-Rs263361.2**

**Name of Agency:-**

**Address of Agency:-**

**Rate quoted by Agency:-** ..... (      %)  
**Percent Above / At par / Below**

**Signature of the Agency with date & stamp:-**





# UNIVERSITY OF CALCUTTA

**N. I.T. no-** Eng /CT- 288/20-21.      **Dated** 26/ 02/ 2021

## TENDER AND CONTRACT FOR WORK

### GENERAL TERMS AND DIRECTION FOR THE GUIDANCE OF CONTRACT

1. Eligible Tenders will have to download the tender papers from the website & drop the filled tender papers signed with seal and date at every page along with copy of Valid Trade license's, GST & PAN and Credential for satisfactory completion of similar nature of job amounting to at least seventy five percent of the job value in a single tender from any Government, Govt. undertaking or University of Calcutta in the last three financial year in sealed envelope in the Tender box kept in the Office of the undersigned with in the specified time mentioned in the NIT. which will be opened by the undersigned or by his representative with in **the specified time and date mentioned in the NIT.** **The tendered must write the name of the work , NIT no , the date of opening and name of the bidder on the envelop failing which the tender will not be opened thus will be treated as cancelled.**
2. The rate should be quoted after inspection of the site and inclusive of all incidental charges i.e. freight, insurances, labour insurances, handling charges, necessary government taxes, duties etc as well as the Water, Electricity charges which are to be paid as per rules .
3. The contractor shall be responsible to ensure compliance with the provision of minimum wages act 1948 as modified up to date and the rules made in respect of any employees, employed by the contractor directly or through the petty or subcontractor for the purpose of carrying this contract. The contractor shall be responsible for any damage, injury or loss caused by the work or workmen to any person, animal or material during the progress of work.
4. Liquidated damage will be charged to the contractor if they fail to complete the work within the stipulated time, 0.01% per day to a maximum limit of 05 % of the contract value .



5. The allotted time for completion of the work is as specified in the NIT from the date of receipt of work order. Time is the essence of this contract. Normally no time extension will be granted. In case of prayer for extension of time the University authority has the full right reserved to grant it or discard it.

6. (a) If the successful contractor's bid rate is 80% or less than the estimated amount put to tender the contractor will have to submit a Bank Guarantee amounting to 10% of the Tendered amount before issue of Work order failing which the EMD will be forfeited and the agency may be blacklisted. The Bank Guarantee should be valid till the end of the contract period and shall be renewed accordingly if required. This bank Guarantee is an Additional Performance Security. So provision of deducting Security deposit from bills will hold goods per relevant clause of the contract. The bank Guarantee shall be returned immediately on successful completion of contract.

(b) The University authority will retain a sum amounting to 10% of the bill of the contract for a period of six months from the date of completion of work as **Security Deposit**. Which will be released after a period of six months from the date of completion of the work on application.

7. A sum of 5% of the estimated amount i.e. value **as mentioned in the NIT** in the form of demand draft in favour of UNIVERSITY OF CALCUTTA payable at Kolkata is to be attached with the tender as earnest money failing which the tender will be treated cancelled. The earnest money will be returned to unsuccessful tenderers on application after issue of work order to the successful bidder. For successful tenderer the EMD will be returned on application after an equal amount of security deposit is deducted from the running bills. EMD is exempted for those bidders who are registered with NSIC or any Government organization- to safeguard against a bidder withdrawing/altering his bid during the bid validity period.

**Amount:-Rs**

**D.D No**..... Dated / /20

**Name of Issuing Bank:--**

**Branch :-**

8. Work is to be carried out as per specification laid in the B.O.Q or PWD specification as per instruction of the University Engineer or his representative.



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**10.** The rates must be quoted in words in figure other wise the tender will be cancelled.

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**15.**Defect& liability Period :-The defect & liability period will be for a period of six months from the date of completion of the job. Any defects pointed out during this period has to be mend good by the agency at their own cost failing which the retention money will be forfeited.

Sd/-

University Engineer

Name of the Agency:

Address :-

**SIGNATURE OF THE CONTRACTOR WITH SEAL AND DATE**

Specific price Schedule for Making of twenty five set of wooden low bench and high bench for the classrooms of Bengali Department Room no-228 , Collegestreet Campus University of Calcutta.							
Sl.no		Description Of Work	Unit	Rate	Qty for each set	Total noof sets	Amount
1		Wood work in beams and burgahs fitted and fixed in position complete. (Cost for repairing of Damage to be paid separately) (iii) Local Sal.	Cu.M	67951	0.06	25	101926.5
2		Supplying, fitting and fixing boiling water proof block board conforming to IS:1659-1990 conforming to IS:848-1974 of approved make and brand, fitted and fixed as per design as per direction of Engineer-in-charge. [Excluding the cost of supporting frame work and teak wood batten/Lipping] In Ground Floor(ii) 19mm	Sq.M.	1827	1.3	25	59377.5
3		Supplying fitting, fixing decorative lamination conforming to IS: 2046 : 1995 as per approved make, brand, finish and thickness with fitting, fixing the same on Particle/MDF / Ply Boards with recommended / approved adhesive with proper clipping the sides for better attachment as per direction of Engineer-incharge.The rate includes the cost of labour, adhesive and all incidental charges thereof.In ground floor Glossy/Matt/Suede excluding surface texture or metallic lustre. (ii) Thickness of laminate 1 mm	Sq.M.	688	1.3	25	22360
4		French polishing to wood work including preparing surface (ordinary gloss) (a) On new wood work	Sq.M	467	4.21	25	49151.75
		details in separate sheet					
A		<b>Total Tentative Basic Cost</b>					<b>232815.8</b>
B		Goods And Service Tax on A@12%(This Part to be checked by office)					27,937.89
C		Total Tentative Cost + GST(A+B)					260753.6
D		Add 1% Labour Welfare Cess on C					2607.536
		<b>Total Cost</b>					<b>263361.2</b>

**Name of the Agency:**

**Address of the Agency:**

**Rate Quoted by the Agency:** .....( % )  
..... percent below/ at par/ above



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1.	<b>N.I.Q. No</b>	:	Eng /CT- 289/20-21. Dated 26/ 02/ 2021
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3.	<b>Estimated Cost put to Tender</b>	:-	NA
4.	<b>Earnest Money</b>	:-	A sum of <b>Rs25000/- (RupeesTwenty fiveThousandonly)</b> in the form of <b>CTS</b> demand draft in favour of University of Calcutta payable at Kolkata is to be attached with the Tender as earnest money failing which the tender will be treated cancelled. The earnest money will be returned to unsuccessful tenders on application after issuing of work order to the successful bidder. In case of sucessful tender the EMD will be returned on application after an equal amount of security deposit is ducted by the University from the running bills. EMD is exempted for those bidders who are registered with NSIC or any Government organization- to safeguard against a bidder withdrawing/altering his bid during the bid validity period.
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UNIVERSITY ENGINEER (C.U)



## UNIVERSITY OF CALCUTTA

**Name of the work:-**Repairing and polishing of the existing wooden low bench and high bench(one set) for Students and chairs and tables for Proffesorsfor the class Room no 209,210,211,&212 of Bengali Department at , 1st floor,Asutosh Building, Collegestreet Campus, University of Calcutta.

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**Name of Agency:-**

**Address of Agency:-**

**Amount quoted by Agency:-** .....

**Signature of the Agency with date & stamp:-**



# UNIVERSITY OF CALCUTTA

**N. I.Q. no-** Eng /CT- 289/20-21.      **Dated** 26/ 02/ 2021

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Sd/-

University Engineer

Name of the Agency:

Address :-

**SIGNATURE OF THE CONTRACTOR WITH SEAL AND DATE**

**Boq for Quotation for the Proposed Repairing and polishing of the existing wooden low bench and high bench(one set) for Students and chairs and tables for Proffesors for the class Room no 209,210,211,&212 of Bengali Department at , 1st floor,Asutosh Building, Collegestreet Campus, University of Calcutta.**

Sl.no	Description Of Work	Unit	Qty	Rate in Rupees	Amount in Rupees
1	Repairing of the existing high benches and low benches ( one set) with all materials and labour including french polishing after preperation of the surface complete in all respect	Set	107		
2	Repairing of the existing lecture tables with all materials and labour including french polishing after preperation of the surface complete in all respect	each	4		
3	Repairing of the existing Chairs with all materials and labour including french polishing after preperation of the surface complete in all respect	each	4		
4	Repairing of the existing dias with all materials and labour including french polishing after preperation of the surface complete in all respect	each	1		
	<b>Total Cost inclusive of all taxes</b>				

Name Of The Agency:

Address Of The Agency:

**Amount quoted by Agency:-** .....