



Formerly known as
Dhirubhai Ambani Institute of Information and Communication Technology

TENDER

Admin Parking Area Office Arrangement, DAU, Gandhinagar

Tender No: EE2526003

DAU Contact Person: Mr. Rajesh Patel, Sr. Estate Engineer,
estate_engineer@daiict.ac.in, (M) +91 93287 21608 (Phone: 079-68261622),

Contact Timing: Monday to Friday, 10:00 Hrs to 17:00 Hrs

Last date for Site Visit 20.05.2025

Last date of Submission of Tender: 21.05.2025 up to 11:00 hrs.

Annexure 1 : General Terms & Conditions

Annexure 2 : Primary Information of the Bidder

Annexure 3 : Technical & Financial Bid

Annexure - 1

Bid Terms & Conditions:

- The bidder should invariably submit bid documents in sealed covers.
- All documents issued to tenderers for the purpose of tendering shall be submitted by him only duly filled in and signed on every page as a token of acceptance of conditions and completed in all respect.
- Method of work, specifications, mode of measurements and other details wherever not mentioned should be followed as per Sample Work.
- The contractor must study the quantities and specifications / make & model of material before quoting the rates.
- **Security Deposit:** 5% of total order value to be deposited with DAU in 7 working days after receipt of work order. The same amount will be returned in 30 days after completion of project and completion of punch points/balance works. No interest shall be paid on Security Deposit amount. Client reserves the right to encase or deducts any sum due to failure of any conditions of contract without reference to contractor.

Bank Details of “Dhirubhai Ambani University” for online payment of Tender Fee

Name of Account Holder	DHIRUBHAI AMBANI UNIVERSITY
Bank Name & Branch	ICICI BANK GANDHINAGAR
Account Number	016501013975
IFSC CODE	ICIC0000165
City	GANDHINAGAR
State/Province	GUJARAT
Address of the Bank	PLOT NO. 315, SECTOR-16, NEAR GH-4 CIRCLE, GANDHINAGAR 382016.
Telephone No. of the Bank	23234252, 23234256
Country	INDIA
Account Type	Savings

- The work includes material and labour. No extra cost to be paid for wastage, carting, loading, unloading, lodging & boarding etc. The bidder should clearly indicate applicable taxes, freight, pkg & fwdg charges etc. The transit insurance should be in the scope of bidder.
- **Rejection of Bid:**
 - Dhirubhai Ambani University reserves the right to reject any Bid, and the bidding process and reject all bids at any time prior to award of Contract, without thereby incurring any liability to the affected Bidder(s) or any obligation to inform the affected Bidder(s) of the grounds for such decision.
- **Award of Contract:**
 - Award Criteria: The Criteria for selection will be the lowest cost for the technically qualified bids.
 - In case, the lowest bidder (L1) does not accept the award of contract or found to be involved in corrupt and/or fraudulent practices, the client shall decide next bidder to be awarded the contract.
- **General Terms and conditions:**
- The Contractor will maintain the equipment and other properties of DAU in good condition. Damage to any equipment, appliances and other properties (both movable and immovable of DAU due to negligence. Commission /omission of the contractor or his employees or agents shall be brought to the notice of the DAU for recovery of such damages from the amounts payable to the Contractor.

- The Contractor shall be responsible for loading, unloading, shifting, safety and security of their material, tools & tackles.
- The Contractor shall be responsible for boarding and lodging of their manpower with require safety, security, proper supervision on movement and liasioning work.
- The Contractor shall be responsible for cleaning of sites/area etc. complete.
- The total tender value shall include all taxes, levies / duties paid or payable in execution of the contract. cost of transportation, lodging & unloading, lodging & boarding of Contractor's employee. Also include cost of labour, tools tackles etc.
- Contractor shall make himself and their staff fully conversant with the locations and the type of job be carried out therein so that he clearly understands the scope of work and assess the requirement of resources required to complete the work. The Contractor shall contact the Contract Administrator for this purpose.
- DAU reserve the right to off load or total quantum of the job depending upon the exigencies.
- Material used shall be strictly as per specifications / Make & Model.
- Water & power shall be provided at one convenient point at free of cost by owner. If wastage of supplied water & electricity is made by contractor's labour, reasonable amount shall be recovered from contractor's bill as compensation.
- There shall be no objection from the contractor for any other agencies working on the same site.
- The contractor shall have to give detailed working schedule of the execution for the work justifying expected progress of work. If the progress of the work is not satisfactory, a second agency shall be employed by the client for some part of same work.
- In case the Contractor fails to provide any services in time or fails to ensure the job carried out at the fullest satisfaction of the Contract Administrator, whose decision will be final and binding on the Contractor. The Institute has every rights to engage another agency or get the job done by employing any other Contractor and the charges for the same together with consequential expenses incurred / losses suffered by the Institute will be recovered from the Contractor.
- The Contractor shall subject to the provisions of the contract and with the care and diligence execute and maintain the works and provide all labour including, the supervision thereof.
- The Contractor shall take full responsibility for the adequacy, stability and safety of all site operations and methods of construction, provided that the contractor shall not be responsible, except as may be expressly provided in the contract, for the design or specification of the permanent works, or for the design or specification of any temporary works prepared by the Architect/ Project manager.
- The Engineer shall be at liberty to object to and require the Contractor to remove forthwith from the work any person employed by the Contractor in or about the execution of maintenance of the works who, in the opinion of the Engineer, misconducts himself, or is incompetent or negligent in the proper performance of his duties or who employment is otherwise considered by the Engineer to be undesirable and such person shall not be again employed upon the works without the written permission of the Engineer.
- Apart from one-year overall execution warranty the bidder shall mention warranty against each item as per manufacturer's policy.
- **Workmen Compensation Act:**
- The contractor shall make payment of compensation in case of accidental injury during maintenance work in accordance with the provisions of Act. the contractor shall insure all of his workman under the Workmen Compensation Act by way by taking an Insurance Policy to cover himself against all claims and shall extend these legal heir within the specified time.
- Contractor to follow all safety norms.
- All statutory liabilities towards contractor's employee shall be sole responsibility of the Contractor.
- The entry to the project site is prohibited for minor labor and labor with minors.
- **Maintenance Service:**
 - Free maintenance services shall be provided by the Contractor during the period of warranty.
 - In case, contractor is not providing satisfactory support & doing delay in providing warranty support, DAU reserves right to repair / rectify at risk & cost of the Contractor.

- **Scope of contractor:**
- To carry out the jobs in a manner as per instruction of CA. job to be performed at all heights and locations using necessary scaffolding structure with all safety measures.
- Providing certificate for manufacturing warranty/guarantee on legal documents, test reports, project reports.
- The contractor shall complete this work within 2 months from the date of possession of site or from the date of work order whichever is later.
- A full time qualified and experienced supervisor shall be kept in charge of the execution.
- The site shall be cleared totally after the completion of work to the satisfaction of Engineer In Charge/Client.
- Shifting of all kinds of raw material from designated site to working site and shifting of debris from working site to designated place.
- **Termination:** Contract can be terminated within the contract period at the discretion of DAU by giving simple notice without assigning any reason thereof.
- **Defective work:** charges for rectification of defective work and other consequent damages to DAU shall be borne by the contractor.
- **Disputes:** Any disputes and /or difference of opinion arising out of the work concerning this shall be referred to the director of the institute whose decision shall be final and binding on you. All legal disputes arising out of this contract will be subject to Gandhinagar jurisdiction.
- **Payment:** The contractor will be submitted running account bill for the work completed with measurement in phase manner, and will be released in 30 days after deduction of retention and applicable taxes. For advance payment will be on mutual agreeable.

QUANTITY SURVEYING

The Contractor will himself undertake the quantity surveying work and submit his bills in case he fails to submit his bills in proper order, the Employer reserves for himself the right employ and expert who will also be employed, if the bills stated by the Contractor show in accuracies frequently indicating that Contractor is no capable of taking the required measurements and producing a proper bill. The Contractor [or the expert] will make the measurements on the basis of the drawings in as far as it is practicable. The billing procedure and formats shall be as approved by the Engineer. The remuneration of such an expert will be deducted from the Contractor's bills.

DELAY AND EXTENSION OF TIME

If the contractor shall desire an extension of the time for completion of the work on the ground of his having been unavoidably hindered in its execution or any other ground, he shall apply in writing to the EIC/CA before the expiration of the period stipulated in the tender or before the expiration of 30 days from the date on which he was hindered as aforesaid or on which cause for extension occurred, whichever is earlier and EIC/CA may, if in his opinion, believe that there are reasonable grounds for granting an extension, grant such extension, as he thinks necessary or proper. The decision of the EIC/CA in this matter shall be final.

CERTIFICATE OF COMPLETION OF WORK.

When the whole of the works have been substantially completed the Contractor may give a notice to that effect to the EIC. Such notice shall be deemed to be a request by the contractor for the Engineer to issue a request by the Contractor for the Engineer to issue a certificate of completion in respect of the works. The Engineer shall, within fourteen days of the date of delivery of such notice either issue to the Contractor, with a copy to the Employer, a certificate of completion stating the date on which, in his opinion, the work's were substantially completed in accordance with the contract or give instructions in writing to contractor or give instruction in writing to contractor specifying all the work which, in the Engineer's opinion, requires to be done by the Contractor before the issue of such certificate. The Engineer shall also notify the completion that may appear after such instructions and before completion of the works specified therein. The Contractor within fourteen days of completion to the satisfactions of the Engineer of the works so specified and making good any defects so notified.

Annexure-2

1. Primary Information of Bidder Firm:

Sr. No.	Particular	Details	Page No.
1	Name		
2	Date of Establishment		
3	PAN Number		
4	GST Number		
5	Office Address with Phone No.		
6	Mobile No. of Signatory to this offer		
7	E-mail ID		
8	Website address		
9	Work experience for similar types of work		

Please submit proofs wherever applicable

Signature of Contractor
(with official seal of firm)

Date:

SPECIFICATION

The work shall be carried out as per tender specifications for work order items. The contractor should take prior approval for additional item / change in specifications of the material.

In case of any technical clarification or ambiguity, the matter shall be referred to Contract Administrator/Registrar and their decision shall be final, governing and binding to contractor.