



சித்த மருத்துவ மைய ஆராய்ச்சி நிலையம், சென்னை - 600
106

सिद्ध केंद्रीय अनुसन्धान संस्थान,
अण्णा सरकारी अस्पताल परिसर, अरुम्बाक्कम, चेन्नई - 600 106
SIDDHA CENTRAL RESEARCH INSTITUTE

(Central Council for Research in Siddha, Ministry of AYUSH, Govt. of India)
Anna Govt. Hospital Campus, Arumbakkam, Chennai - 600106
Phone: 044-2621 4925, Fax: 044-2621 4809
Website: www.siddhacouncil.com / Email: crisiddha@gmail.com

F. No: 5-22/2022-23/SCRI/Stores/LRDD/ePub04

TENDER NOTICE No. 04/2022

20 December 2022

Sealed tenders are invited from reputed Indian Manufacturer or authorized agents thereof under the Two Bid System for the restructuring of the existing Library (LR&DD) of SCRI, Chennai. The tender documents completed in all respects should reach this office at the above address by **17:00** hrs. on **10.01.2023**. The technical bids and financial bids opening will be held on different dates as mentioned in Table-I.

TABLE-I

S. No.	Service	Technical bid-opening	Time (Hrs.)	Financial bid-opening	Time (Hrs.)
1	Restructuring of Library (LR&DD)	18.01.2023	11:00	20.01.2023	11:00

Head of the Institution



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20 December 2022

TENDER NOTICE No. 04/2022

Siddha Central Research Institute (SCRI) is a Premier Research Institute under the Central Council of Research in Siddha, Ministry of Ayush, Government of India, engaged in Siddha research. Sealed Tenders are invited by the undersigned in a double bid system i.e. Technical bid and Commercial bid from the reputed Indian Manufacturer and their authorized suppliers, National Small Industries Corporation Limited (NSIC) approved registered firms and in case of imported items from their authorized Indian agents for the renovation of Library to our Literary Research and Documentation Department (LR&DD). The Tender should be submitted in two separate sealed envelopes i.e. (i) Technical bid and (ii) Commercial bid. The details of technical specifications for minor renovations such as officer's cabin (1) with glass doors, officer's cabin (1) with Wooden partitioning with glass doors, reading area (12 persons), staff area (6 persons), reception counter (1) setup, should be provided in the cover marked as **“Technical Bid for Restructuring of Library (LR&DD)”**. This envelope should also contain a bank draft for the Tender Fee. The cost of the service, percentage of GST should be clearly indicated in the commercial bid (marked **“Commercial Bid for Restructuring of Library (LR&DD)”**). The Commercial Bid should be submitted in a sealed envelope on the cover indicating the **“Restructuring of Library (LR&DD), SCRI”**.

S. No	Name of the service	*Tender Fee (₹)
1.	Restructuring of Library (LR&DD) setup	1000/-

*** - MSMEs and Start-Up firms are exempted from the tender fee subject to the production of valid certificate.**

The tender document is to be downloaded from the CPPP (e-Publishing system, Govt. of India). **Separate tenders should be submitted with a DD for ₹ 1,000/- (Rupees One Thousand only) in favor of Siddha Central Research Institute, payable at Chennai, towards the cost of each Tender document.** The last date for submission of the filled-in tender is **10.01.2023** at **17.00** hrs. The technical/financial bids will be opened on the dates given above. The technical and commercial bids duly sealed in separate covers should be submitted in another sealed cover super-scribed as a Tender due on **10.01.2023** for the service (indicating the name of service) to the Head of the Institution, Siddha Central Research Institute (SCRI), Arignar Anna Hospital Campus, Arumbakkam, Chennai-600 106 to be sent by post or it may be dropped in the tender box placed in the reception (duly locked and sealed). The tender documents without tender cost for service will be summarily rejected. The tender received after the closing date/time will not be entertained. The Head of the Institution reserves the right to accept/reject any or all tenders so received without assigning any reason thereof.

Head of the Institution



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Tender Form

1. Tender Notice No. : SCRI/Stores/04/2022
2. Publication Date : 20.12.2022
- 3- Tender Fee : ₹ 1,000/- (Rupees One Thousand Only)
- 4- Demand Draft No. : Date :
- 5- Name of the Firm / Company / Institution / Person to whom tender form issued (status disclosure form) : Page No.6
6. Item/Services : Restructuring of Library (LR&DD) setup
7. Date of issue of Tender : 20.12.2022
8. Last date & time of receipt of completed tender : 10.01.2023 at 17.00 hrs.
9. Date & Time for opening of Tender : Pls. refer Table-I
10. Validity period of tender up to date : 17.04.2023
11. Check List : Page No. 5
12. Tender Application : Page No. 7-8
13. Instructions to bidders : Page No. 9-11
14. General Terms & Conditions of Contract / format : Page No. 12-19
15. Schedule of Rates and Quantities : Page No. 20
16. Price schedule to be filled up by the bidder for quoting prices : Page No. 21-25
17. Specification & allied technical details : Page No. 26-30

This tender form contains pages serially from 1 to 30.

SL. No. - 11

(To be compulsorily filled by the Tenderers)

Tenderers should enclose the necessary documents as given in the Check List.

(To be submitted along with technical bid)

S. No	Description	Service provider should put appropriate remarks against each item i.e. Yes/No/Agreed/Not Agreed/Enclosed /Not Enclosed etc.
1	Acceptance of General conditions of contract.	
2	Terms of payment as per enclosed sheet.	
3	List of Engineers & Staff available with the agency.	
4	Completion time (6 weeks)	
5	Rates are excluding of all taxes should be mentioned separately	
6	Rates are firm throughout the Contract Period.	
8	State whether Inspection / Final inspection & testing at works before dispatch of the materials agreed as per Tender.	
9	Inspection & testing at the site as per Tender.	
10	The entire work will be carried out as per the Technical Specifications given in the tender.	
11	Whether the following documents are submitted along with the tender?	
	a) List of Engineers to be placed at the site for Installation / Testing.	
	b) Layout Drawings	
	c) Tender book along with quotation.	
	d) Specification Compliance Statement.	
	e) Details of service set-ups at Chennai.	
	f) List of similar works carried out during the last three years.	
	g) Catalogs and technical details of the offered service	
	h) Acceptance of penalty clause, and risk purchase clause in case of default	
	i) Duly attested copy of the registration certificate/MSME/Start-up certificate.	

**Signature & Name with the designation of
Tenderer with the rubber stamp**

SL. NO.- 5
STATUS OF THE BIDDER/TENDERER

(To be submitted along with technical bid)

Name of the Bidder/Tenderer (in full) :

1. Whether a proprietary firm/ partnership firm/
Pvt. Company ltd./Public company ltd./Trust or others :
2. Company Registration No. :
3. Authorities with whom registered :
4. IT PAN No. / TAN No. :
5. CST Reg. No. :
6. Service Tax No. :
7. Central excise Reg. No. :
8. Valid GST Number :
9. Name & Address of the Proprietor/
Partners/Directors/Authorized
Attorneys with full Address,
Telephone No. and E-mail I.D. :
10. Working experience in the organization
(In Brief) :
11. Resourcefulness /financial status :
12. Name of the Bankers & Address
with telephone Nos. :
13. Infrastructure Facility available
with the Tenderer :
14. Notice of time required to attend the
call/ complaint to remove the defects :

Note: **Copies of relevant certificates should be enclosed.**

**Signature & Name with the Designation
of Tenderer with the Rubber Stamp**

SL. NO. - 12
TENDER APPLICATION FORM
(To be submitted along with technical bid)

To

Date :

The Head of the Institution

Siddha Central Research Institute (SCRI)

Arignar Anna Hospital Campus, Arumbakkam,

Chennai-600 106.

**Subject: Offer for items to the Restructuring of Library (LR&DD) SCRI
tendered item No. _____ thereof - reg.**

Name of the Service: Restructuring of Library (LR&DD)

Dear Sir/Madam,

I _____ for _____ and _____ on behalf of
M/s. _____ wish to offer the Technical as well as
Commercial/Financial Bid for participation in the Tender invited by the Institute for the designing,
supplying and testing and installation of the above said item and state as under:

1. It is certified that the offered item is technically sound and satisfies the prescribed specifications of the item. The literature containing designing of the system with other details to satisfy the requirements of the item are attached herewith for perusal and ready reference for the purpose of evaluation.
2. It is certified that all the terms and conditions (General & Special) are acceptable to us, and we agree to abide by all the said terms and conditions.
3. It is certified that we agree to keep this offer valid for a period up to **17.04.2023**.
4. It is certified that the Technical Bid and Commercial/Financial Bid have been sealed separately and submitted with the Offer for consideration, evaluation, and competition.

SL. NO.-13
INSTRUCTIONS TO BIDDERS

1. **Technical Bid:** This should be sealed in a separate envelope marked **Envelope I** indicates on the cover Tender No. and service description. This envelope should include Tender Fee by Demand Draft, a list of users availed the services quoted along with adequate technical literature. **No indications pertaining to price or commercial terms should be made on this envelope.**
2. **Commercial Bid:** This should be filled up only in the form attached with the tender and signed and be sealed in a separate envelope marked Envelope II indicating on the cover Tender No. and service description.
3. **Envelopes I and II** should be put together in a big envelope sealed and marked on the cover **Tender No. and service description.**
4. Tender Fee amount as mentioned against each item in the form of demand drafts drawn in favor of Siddha Central Research Institute payable at Chennai must accompany (**Envelope-I**).
5. Incomplete specifications offered by the tenderer(s) will not be considered and are liable to be rejected.
6. The name of the Indian Institution(s) where similar work has been carried out may also be given along with the full postal Address/Telephone/Fax/E-mail address of the clients. (**Envelope-I**).
7. The tender will not be considered/accepted if it is sent by Fax.
8. Commercial bids of qualified technical bids found suitable/acceptable as per prescribed technical specifications as given in the tender schedule will be opened only at a later date which will be informed by e-mail to the technically qualified tenderers.
9. The offers should be kept valid for acceptance for a period up to **17.04.2023**
10. The bank guarantee is equivalent to 3% of the contract cost which is compulsory and will be required for one year after completion of the work.
11. The **Head of the Institution** SCRI., Chennai reserves the right to accept or reject any lowest tender in full or in part of any tender or all tenders without assigning any reasons.
12. Interim queries will not be entertained after the submission of the bids.
13. The last date for receipt of tenders in SCRI. is **10.01.2023 up to 17.00 hrs.** The tender will be opened (Technical bids) at **as per the schedule given in Table-I**
14. Late/delayed tenders shall not be considered under any circumstances.
15. Tenders without requisite Tender Fee shall be summarily rejected.
16. The work order will be placed and the same will be binding till the execution of the necessary agreement will be compulsory.
17. The complete work of supply, installation, testing, and commissioning should be completed within a period of **6 weeks** from the date of **Award of Contract.**
18. The prices quoted shall remain firm for the entire duration of the contract period and no revision in rates will be accepted. The tendered price should be quoted as the basic cost, without taxes and duties which may be indicated **separately.** (Envelope-II)

19. The prices should be quoted only in the commercial bid form provided in the tender document and nowhere else. (Envelope-II)
20. The price Tender form should be filled in, and signed with a seal, failing which the tender will not be considered.
21. The exact, earliest, and clear delivery period should be quoted. (Envelope-I)
22. A conditional offer will not be accepted and is liable to be rejected without any further reference.
23. The tenderers should please note that Tender Form should be filled in separately for each item and the rates submitted accordingly.
24. The successful bidder should undertake to extend the validity of the bank guarantee, if offered as a security deposit and performance guarantee, in case, the tendered work is delayed beyond the validity period of the bank guarantee.
25. Any correspondence regarding price reduction, unless asked for, after the opening of tender enquiry will not be entertained at all and their tender will be liable for rejection.
26. The tenderer should attach a copy of the power of attorney in respect of the person who attends the tender opening, further follow-up work, and also who is authorized to sign the tender, agreement, and other relevant documents thereof. (Envelope-I).
27. The tenderer should invariably quote a list of documents enclosed along with the tender and the list should be duly signed by the authorized person. (Envelope-I)
28. No price escalation on any account shall be taken into consideration.
29. **The penalty clause for the delay in completing the work will be 0.5% per week limited to a maximum of 10% of the total price.**

Very important Instructions to be followed by the Tenderers:

30. The commercial bid should be submitted in a separate sealed cover to the Head of the Institution in the Tender Box, Siddha Central Research Institute (SCRI), Arignar Anna Hospital Campus, Arumbakkam, Chennai-600 106, along with the tender documents.
31. The full address and name of the tenderer should be indicated on the envelope.
32. The cover should also bear the Tender number, the last date and time of submission of the Tender, and the name of the service tendered for.
33. The Tender is likely to be ignored in case the above details are not furnished on the sealed Tender.

34. Wherever Tendered offer for an item/service is other than from service provider, such tender must be accompanied by a letter of commitment from the Vendor that they would be supplying goods to the concerned service provider in case the trade supplier secured the order. (Envelope-I). Dates quoted in the Tender Forms shall be changed for the next working day in case the fixed date is suddenly declared a holiday by the Institute/ Government.

35. All Expenses for travel, Accommodation, etc. are to be borne by the service provider or company to whom the order is placed

I have quoted my prices for the tendered work after having read the above conditions as well as the conditions stipulated in the General and Special Terms and Conditions enclosed.

**Signature and Name with Designation
of Tenderer with Rubber Stamp**

SL.NO.-14

GENERAL TERMS AND CONDITIONS OF TENDER:

- 1.** The sealed tender will be received on the prescribed form in the office of Head of the Institution, Siddha Central Research Institute (SCRI), Arignar Anna Hospital Campus, Arumbakkam, Chennai-600 106, up to the date and time mentioned in the Tender.
The document should be put and sealed in an envelope while submitted to the Head of the Institution, SCRI with Tender No. and date of opening of the tender. A tender not submitted as per the above-prescribed manner will be treated as invalid. All outstation tenders should be sent within time limits. Delay in postal delivery will not be condoned and Institute will not be responsible in any manner thereof.
- 2.** Opening of Tender – The tenderer is at liberty to be present or authorize his representative to be present at the opening of the Tender at the time and date specified in the Schedule. Only **ONE** representative will be permitted at the time of opening.
- 3.** In the event of the work order being placed against any of the tenderers and if the tenderer fails to undertake and execute the tendered work according to the terms and conditions of acceptance of tender or fails to replace the parts/material rejected by the Head of the Institution or by any person on his behalf within such time as may be stipulated, the Head of the Institution shall be entitled to get the tendered work through another suitable party. In such case, Bank Guarantee will be encashed.
- 4.** Successful Tenderer will be required to pay a Bank Guarantee (Nationalized Bank)/Demand Draft equivalent to 3 % towards security of the price of the service to be executed after entering into an agreement for the performance of the contract. The Bank Guarantee should be valid for sixty days after the successful completion of the job.
- 5.** Failure to comply with any of the conditions mentioned above will result in the quotations being summarily rejected.
- 6.** The Head of the Institution, SCRI., reserves the right to accept or reject any of the offer without assigning any reason thereof.

Any of the disputes arising between the service provider/Tenderer and the SCRI shall be resolved by the sole arbitrator who will be appointed by mutual consent of both the parties thereof failing which one of the Research Officers of SCRI in Chennai shall be appointed within 30 days from the date of cause of action of dispute and the award as may be given by the sole arbitrator shall be binding on both the parties within the Civil Jurisdiction of Hon'ble High Court of Chennai.

Specific terms and conditions pertaining to Restructuring of Library

- I. The Bidder/OEM should have an average annual turnover of ₹ 10 lakh (Minimum) in the last three financial years.
- II. The Bidder/OEM must be a registered firm in India with a registrar of companies and in business for the last 03 years or more.
- III. The bidder/OEM must have registered office in Chennai. The address proof must be enclosed.**
- IV. The transit insurance will be borne by the service provider, and it is the sole responsibility of the service provider to bring the material to the work site.
- V. The offer should include movable items like readers chairs for the proposed 12 cabins.

Terms & Conditions of Payment:

a) For the tendered work of Restructuring of library (LR&DD):

- i) 30% of the tendered cost will be paid on award of contract for the work at the work site of LR&DD, Siddha Central Research Institute.
- ii) The remaining 70% of the tendered price will be released/paid after successful execution and completion of the work.

14 (A) SPECIAL CONDITIONS:

THE SERVICE PROVIDER SHALL HAVE TO EXECUTE AN AGREEMENT ON THE PRESCRIBED NON-JUDICIAL STAMP PAPER CONTRACT / AGREEMENT FOR THE SERVICE TO BE RENDERED (AS PER THE ANNEXED DRAFT OF THE AGREEMENT).

14 (B) THE SERVICE PROVIDER WILL HAVE TO SUBMIT BANK GUARANTEE FROM A NATIONALISED/SCHEDULED BANK AS PER THE TERMS & CONDITIONS OF SCRI, CHENNAI TOWARDS PERFORMANCE SECURITY ON NON-JUDICIAL STAMP PAPER IN ACCORDANCE WITH THE STAMP ACT (AS PER ANNEXED DRAFT OF BANK GUARANTEE).

14 (A) Agreement

a) This agreement regarding the supply, installation and maintenance of _____ made this _____ day the _____ between the _____ Head of the Institution, Siddha Central Research Institute (SCRI), Arignar Anna Hospital Campus, Arumbakkam, Chennai-600 106, hereinafter referred to as the First Party and M/S _____ and their agent M/s _____ hereinafter referred to as the Second Party respectively, which expression shall unless specifically excluded by or repugnant to the context include their heirs, Executors, Administrators, Legal Representatives and Assignees. The Second Party may nominate their agent if they so desire and inform the first party in writing about the such appointment. It is further stipulated that notwithstanding anything else in the agreement the second party, shall inform the first party in writing about the change of such agency. Further, the new agency shall remain bound by the present agreement irrespective of any agreement written or otherwise between the second party and its agents to which the first has not been a party in writing. It is further agreed that this agreement will be binding on both parties.

b) This agreement concerns the Service (Restructuring of library (LR&DD) provided by the Second Party according to the Order No. _____ issued by the First Party a copy of which is appended. Further, the Service provided by the Second Party according to the schedule agreed upon as stated below:

c) The Second Party agrees to supply the entire service within the agreed period after the execution of the Contract Agreements. Further, the service will be rendered, and handed over to the First Party in complete working order within a total period of Six weeks after receiving the order.

While the First Party shall ensure that the needed infrastructure is ready before the arrival of material, the Second Party in the event of their failure to complete the work and set up in working order in the stipulated time will pay a penalty as per penalty clause to the value of the order. The Second Party will inform the First Party in writing intimating the reasons for the delay in supplying and completion of works. The First Party at its sole discretion may consider a waiver of the penalty for a period to be stipulated in writing.

d) Thorough inspection of the Item/Service will be carried out by the First Party only on completion of the entire restructuring works.

e) Packing should be conforming to National/International standards and be strong enough to avoid damage, pilferage, protection from rainwater/moisture, and other terms of deterioration during the transit. The packing proposed to be employed should be clearly

stated.

f) Guarantee/Warranty:

- (i). The Second Party Guarantees the entire job against defects of service, workmanship and quality, and components and undertakes to take care of the latent defects.

- (ii). The Second Party will submit a Bank Guarantee/Bank's Deposit Receipt for 3% towards the execution of the agreement and the Bank Guarantee shall be valid for a period of **Sixty Days**. The bank guarantee Deposit Receipt for 3% will be returned by the First Party to the Second Party duly discharged.

**Signature and Name with Designation
of Tenderer with Rubber Stamp**

14 (B) (STAMP PAPER SHOULD BE PURCHASED IN THE NAME OF ISSUING BANK)

Ref: _____ Bank Guarantee No. _____ Dated: _____

To
The Head of the Institution
Siddha Central Research Institute (SCRI),
Arignar Anna Hospital Campus,
Arumbakkam, Chennai-600 106.

Dear Sir/Madam,

In consideration of Siddha Central Research Institute (SCRI) (Hereinafter referred to as SCRI which expression shall unless repugnant to the context or meaning thereof, includes all its successors, administrators executors, and assignees) having entered into Contract/Order No. _____ dated _____ (hereinafter called “the Contract” which expression shall include amendments thereto) with M/s. _____ having its head/registered office at _____ hereinafter referred to as “the Contractor” which expression unless repugnant to the context or meaning thereof, include all its successor, administrators, executors and assignees) and SCRI having agreed that the Contractor shall furnish to SCRI, for (scope of work) the faithful performance of the entire contract.

- a) We (Name of the Bank) registered under the law of having head/registered office at (hereinafter referred to as “the Bank” which expression shall unless repugnant to the context or meaning thereof, include all its successors, administrators, executors, and permitted assignees) do hereby any/all monies to the extent of Indian ₹. _____ (in figures) (₹. _____ (in words) without any demur, reservation, recourse, contest or protest and/or without any reference to the Contractor. Any such demand by SCRI on the Bank by serving a written notice shall be conclusive and binding without any proof on the bank as regards the amount due and payable notwithstanding any dispute(s) pending before any Court, Tribunal, Arbitrator, or any other authority and/or any other matter or thing whatsoever as liability under these presents being absolute and unequivocal.
- b) We agree that the Guarantee herein shall be irrevocable and shall continue to be enforceable until it is discharged by SCRI in writing. This guarantee shall not be determined discharged or affected by the liquidation, winding up, dissolution, or insolvency of the Contractor and shall remain valid binding, and operative against the bank.
- c) The Bank also agrees that SCRI at its option shall be entitled to enforce this

guarantee against the Bank as a principal debtor, in the first instance, without proceeding against the contractor and notwithstanding any security or other guarantee that Institute may have in relation to the Contractor's liabilities.

- d) The Bank further agrees that SCRI shall have the fullest liberty without our consent and without affecting in any manner our obligations herein under to vary any of the terms and conditions of the said contract or to extend the time of performance by the said Contractor(s) from time to time to postpone for any time or from time to time exercise of any of the powers vested in SCRI against the said Contract(s) and to forebear or in force any of the terms and conditions relating to the said agreement and we shall not be relieved from our liability by reason of any such variation, or extension is granted to the said Contractor(s) or for any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have the effect of so relieving us.
- e) The Bank further agrees that the guarantee herein contained shall remain in full force during the period that is taken for the performance of the Contract and all the dues of SCRI under or by virtue of the contract have been fully paid and its claim satisfied or discharged or till SCRI discharge this guarantee in writing, whichever is earlier.
- f) This guarantee shall not be discharged by any change in our constitution, in the constitution of SCRI, or that of the Contractor.
- g) The Bank confirms that this guarantee has been issued with observance of the appropriate laws of the country of issue.
- h) The Bank also agrees that this guarantee shall be governed and construed in accordance with Indian laws and subject to the exclusive jurisdiction of the Indian Court of the place from where tenders have been invited.
- i) Notwithstanding anything contained hereinabove, our liability under this guarantee is limited to Indian ₹. _____ (in words _____) and our guarantee shall remain in force until _____ (indicate the date of expiry).

Any claim under this Guarantee must be received by us before the expiry of this Guarantee. If no such claim has been received by us by the said date, the rights of SCRI under this Guarantee will cease. However, if such a claim has been received by us within the said date, all the rights of SCRI under this Guarantee shall be valid and shall not cease until and we have satisfied that claim.

In witness thereof, the bank through its authorised officer has set its hand and stamp on this ____ day of _____ year at _____

Witness No 1

(Signature)
Full Name and Official
Address (in legible letters)

(Signature)
Full Name, Designation
Official Address (in legible letters)
with bank stamp

Witness No. 2

Attorney as per the power of
Attorney No. Dated:

(Signature)
Full Name and Official
Address (in legible letters)

S. No.15: Schedule of Requirement

S. No.	Name of the service	*Tender fees (₹)
1	Restructuring of Library (LR&DD)	1,000/-

* - MSMEs and Start-Up firms are exempted from the tender fee subject to the production of valid certificate.

S.No.16: Price schedule to be filled up by the bidder for quoting prices (See Annexure)

S.No.17: Specification & allied technical details (See Annexure)

Please use Annexure to be filled in words and figures of the amount

SL.NO. 16

FINANCIAL OFFER

(To be submitted in a separate sealed cover)

SCHEDULE OF RATES AND QUANTITIES

Name and place of works/supply: Head of the Institution,
Siddha Central Research Institute
(SCRI), Arignar Anna Hospital
Campus, Arumbakkam, Chennai-600
106.

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S. No	Description	Price/Unit	Total (₹)
		In Figures in Words (add the Word 'only' at the end against each item)	
1.	----- Specification as per Annexures I (Technical Bid) (A) Price Cost (1) Basic cost inclusive of Package & Handling charges (2) GST (B) Terms and conditions for payment of charges including GST a) ----- b) ----- c) -----		

S. No	Description	Unit	Rate per Sq.ft. /unit (₹.)	Qty.	Total Amount (₹)
4.	<p>Staff & compactors area Aluminium partition:</p> <p>Providing and fixing full height partition with door, using the dismantled old aluminium sections, nova pan and glass panels size: 12' x 10' - 1, 8 ½' x 10' - 1 & 6' x 10' - 1</p>	Sq.ft.		265 Sq.ft.	
5.	Providing and fixing door closer and door stopper for the door.	Each		1 No.	
6.	<p>Staff area Low height partition:</p> <p>Providing and fixing wooden partition, using second quality teak wood: framework covered with 6 mm commercial plywood fixed with 1.0 mm laminate of approved colour up to 4' height Size: 4 ½ 'x4' -2, 6' x4' -3 Nos.</p>	Sq.ft.		108 Sq.ft.	
7.	<p>Providing and fixing working top with drawer with lock and provision for CPU, made with 19mm commercial plywood, fixed with 1.0 mm laminate of approved colour.</p> <p>Size: 20" x 48" - 6 Nos.</p>	Each		6 Nos.	

S. No	Description	Unit	Rate per Sq.ft. /unit (₹.)	Qty.	Amount (₹)
8.	<p>Main Entrance Doors:</p> <p>Providing and fixing second quality teak wood, door: frame, wooden flush doors (double door) fixed with 0.8 mm laminate of approved colour, provided with suitable SS hinges and mortise lock, door closer and stopper</p> <p>Size: 7' x 3' - 1 No.</p>	Lump Sum			
9.	<p>Reading area Low height partition:</p> <p>Providing and fixing wooden partition, using second quality teak wood framework covered with 6 mm commercial plywood fixed with 1.0 mm laminate of approved colour up to 4' height</p> <p>Size: 7' x 4' -2, 2 ½' x 4' - 12 Nos</p>	Sq.ft.		176 Sq.ft.	
10.	<p>Providing and fixing reading top provided with 19mm commercial plywood, fixed with 1.0 mm laminate of approved colour.</p> <p>Size: 24" x 18" - 12 Nos.</p>	Each		12 Nos.	

S. No	Description	Unit	Rate per Sq.ft. /unit (₹.)	Qty.	Amount (₹)
11.	<p>Reception area Low height partition:</p> <p>Providing and fixing wooden partition, using second quality teak wood: framework covered with 6 mm commercial plywood fixed with 1.0 mm laminate of approved colour up to 4' height</p> <p>Size: 3 ½ ' x 4' – 1 Nos.</p>	Sq.ft.		14 Sq.ft.	
12.	<p>Providing and fixing working top with Drawer with lock and provision for CPU, made with 1 9mm commercial plywood, fixed with 1.0 mm laminate of approved colour.</p> <p>Size: 36" x 48" - 1 Nos.</p>	Each		1 No.	
13.	<p>Check in - out area wooden partition:</p> <p>Made of second quality teak wood sections up to 7' height 3' width remaining area covered with 6 mm commercial plywood fixed with 1.0 mm laminate of approved colour up to 7' height</p> <p>Size: 7' x 7' height (less: 49 – 21 = 28)</p>	Sq.ft.		28 Sq.ft.	
14.	<p>Bookshelf area Low height partition:</p> <p>Providing and fixing wooden partition, using second quality teak wood framework covered</p>	Sq.ft.		20 Sq.ft.	

S. No	Description	Unit	Rate per Sq.ft. /unit (₹.)	Qty.	Amount (₹)
	with 6 mm commercial plywood fixed with 1.0 mm laminate of approved colour up to 4' height Size: 2 ½ ' x 4' -2 Nos.				
15.	Charges for dismantling the main aluminium main door and aluminium glass/nova pan partitions, including the re plastering the damaged areas, and painting the wall and ceiling after erection of the partitions. Size 16 ½ ' x 62 ½ ' = 1031.25 Sq.ft.				

1. The bidder should quote the price per Sq.ft or units exclusive taxes (GST) as shown above separately. (No revision in rates will be accepted)
2. Delivery within days earlier or otherwise specify period.
3. We are bound by Tender Form Conditions and General Terms & Conditions stated in the accompanying form.
4. Any of the above items can be modified/deleted reduction in quantity from the above schedule at the sole discretion of The Head of the Institution, SCRI, Chennai.

Signature of Tenderer (Seal)

2.	Doors: Providing and fixing wooden doors, with SS hinges and mortise lock, using second quality teak wood: framework covered with 6mm commercial plywood fixed with 0.8 mm laminate of approved colour, up to 4': from the floor level and using the old clear glass for the remaining area. Size: 7' x 3'-2 Nos.	Each	2 Nos.	
3	Providing and fixing door closer and door stopper for 2 doors.			
4.	Staff & compactors area Aluminium partition: Providing and fixing full height partition with door, using the dismantled old aluminium sections, nova pan and glass panels size: 12' x 10' - 1, 8 ½' x 10' - 1 & 6' x 10' - 1	Sq.ft.	265 Sq.ft.	
5.	Providing and fixing door closer and door stopper for the door.	Each	1 No.	
6.	Staff area Low height partition: Providing and fixing wooden partition, using second quality teak wood: framework covered with 6 mm commercial plywood fixed with 1.0 mm laminate of approved colour up to 4' height Size: 4 ½ 'x4' -2, 6' x4' -3 Nos.	Sq.ft.	108 Sq.ft.	

7.	Providing and fixing working top with drawer with lock and provision for CPU, made with 19mm commercial plywood, fixed with 1.0 mm laminate of approved colour. Size: 20" x 48" - 6 Nos.	Each	6 Nos.	
S. No	Description	Unit	Qty.	Compliance / Remarks
8.	Main Entrance Doors: Providing and fixing second quality teak wood, door: frame, wooden flush doors (double door) fixed with 0.8 mm laminate of approved colour, provided with suitable SS hinges and mortise lock, door closer and stopper Size: 7' x 3' - 1 No.	Lump Sum		
9.	Reading area Low height partition: Providing and fixing wooden partition, using second quality teak wood framework covered with 6 mm commercial plywood fixed with 1.0 mm laminate of approved colour up to 4' height Size: 7' x 4' -2, 2 ½' x 4' - 12 Nos	Sq.ft.	176 Sq.ft.	
10.	Providing and fixing reading top provided with 19mm commercial plywood, fixed with 1.0 mm laminate of approved colour. Size: 24" x 18" - 12 Nos.	Each	12 Nos.	

S. No	Description	Unit	Qty.	Compliance / Remarks
11.	<p>Reception area Low height partition:</p> <p>Providing and fixing wooden partition, using second quality teak wood: framework covered with 6 mm commercial plywood fixed with 1.0 mm laminate of approved colour up to 4' height</p> <p>Size: 3 ½ ' x 4' – 1 Nos.</p>	Sq.ft.	14 Sq.ft.	
12.	<p>Providing and fixing working top with Drawer with lock and provision for CPU, made with 19mm commercial plywood, fixed with 1.0 mm laminate of approved colour.</p> <p>Size: 36" x 48" - 1 Nos.</p>	Each	1 No.	
13.	<p>Check in - out area wooden partition:</p> <p>Made of second quality teak wood sections up to 7' height 3' width remaining area covered with 6 mm commercial plywood fixed with 1.0 mm laminate of approved colour up to 7' height</p> <p>Size: 7' x 7' height (less: 49 – 21 = 28)</p>	Sq.ft.	28 Sq.ft.	
14.	<p>Bookshelf area Low height partition:</p> <p>Providing and fixing wooden partition, using second quality teak wood framework covered with 6 mm commercial plywood fixed with 1.0 mm laminate of approved colour up to 4' height</p>	Sq.ft.	20 Sq.ft.	

S. No	Description	Unit	Qty.	Compliance / Remarks
	Size: 2 ½ ' x 4' -2 Nos.			
15.	<p>Charges for dismantling the main aluminium main door and aluminium glass/nova pan partitions, including the re plastering the damaged areas, and painting the wall and ceiling after erection of the partitions.</p> <p>Size 16 ½ ' x 62 ½ ' = 1031.25 Sq.ft.</p>			