



Sainik School Balachadi

Jamnagar, Gujarat – 361230

www.ssbalachadi.org

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Jun 2021

REQUEST FOR PROPOSAL / INVITATION OF QUOTATION FOR PAINTING WORK OF HOUSES AND SCHOOL BUILDING AT SAINIK SCHOOL BALACHADI - SINGLE BID SYSTEM

Sir / Madam

1. On behalf of the Principal, Sainik School Balachadi the undersigned invites the tender / quotations for **PAINTING WORK OF HOUSES AND SCHOOL BUILDING AT SAINIK SCHOOL BALACHADI**
2. The tender form addressed to your firm is attached to this letter. You may quote your minimal rates on the tender form and put your firms' seal with signature on the same. Last date of receipt of duly filled in tender / quotation at this school is **18 July 2021 by 1000 hrs** in person or by post in a sealed envelope on the mailing address as mentioned in the tender form duly marked on the top "**PAINTING WORK OF HOUSES AND SCHOOL BUILDING AT SAINIK SCHOOL BALACHADI**" and underlined.

PRINCIPAL

Encl. As above

Seal & Signature of the Firm

REQUEST FOR PROPSAL (RFP)

Invitation of Bids for **"PAINTING WORK OF HOUSES AND SCHOOL BUILDING AT SAINIK SCHOOL BALACHADI"** Request for Proposal (RFP) No. SSB/QM/Tender/Painting work dated 24 Jun 21.

1. Bids in sealed cover are invited for supply items and execution of work as listed in part II RFP. Please super scribe the above mentioned Title, RFP number and date of opening of the bids on the sealed cover to avoid the bid being declared invalid.

2. The address and contact numbers for sending bids or seeking clarifications regarding this RFP are given below:-

- | | | | |
|-----|---|---|---|
| (a) | Bids / queries to be addressed to | : | The Principal, Sainik School Balachadi |
| (b) | Postal address for sending the Bids | : | Tal : Jodiya, Dist Jamnagar Gujarat - 361230 |
| (c) | Name / Designation of the contact personnel | : | Sqn Ldr Mahesh Kumar |
| (d) | Telephone numbers of the contact Personnel | : | 9428817003 |
| (e) | E-mail id of contact personnel | : | ssbjam11@gmail.com / ssbqmooffice@gmail.com |

3. This RFP is divided into five parts as follows:-

- (a) Part I – Contains general information and instruction for the Bidders about the RFP such as the time, place of submission and opening of tenders, validity period, mode of tenders etc.
- (b) Part II – Contains essential details of the items / services required, such as the Schedule of Requirements (SOR), technical specifications, delivery and consignee details.
- (c) Part III – Contains Standard Conditions of RFP, which will form part of the Contract with the successful Bidder.
- (d) Part IV – Contains special conditions applicable to this RFP and which will also form part of the contract with the successful Bidder.
- (e) Part V – Other details. This RFP is being issued with no financial commitment and the Buyer reserves the right to change or vary any part thereof at any stage. Buyer also reserves the right to withdraw the RFP, should it become necessary at any stage.

PART I – GENERAL INFORMATION

- 1. **Last date and time for depositing the bids:** 19 Jul 21 (Mon) at 1000 hrs The sealed Bids should be deposited / reach by the due date and time. The responsibility to ensure this lies with the Bidder.
- 2. **Manner of depositing the bids:** Sealed bids should be either dropped in the Tender Box placed near the main gate of Sainik School Balachadi, or sent by registered post at the address given above so as to reach by the due date and time. Late tenders will not be considered. No responsibility will be taken for postal delay / non delivery / non-receipt of bid documents. Bids sent by FAX or e-mail will not be considered (unless they have been specifically called for by these modes due to urgency)
- 3. **Time and date for opening of bids:** on 19 Jul 21 (Mon) at 1100 hrs
(If due to any exigency, the due date for opening of the bids is declared a closed holiday, the Bids will be opened on the next working day at the same time or on any other day / time, as intimated by the Buyer)
- 4. **Location of the Tender Box:** Near Main Entrance Gate of Sainik School Balachadi
Tender Box is near Main Entrance Gate of Sainik School Balachadi, Tal – Jodiya, Dist – Jamnagar (Gujarat) - 361230. Only those bids that are found in the tender box will be opened. Bids dropped in the wrong Tender Box will be rendered invalid.
- 5. **Place of opening of the Bids:** At the Office of Admin Officer
The bidders may depute their representative, duly authorized in writing, to attend the opening of bids on the due date and time. Rates and important commercial / technical clauses quoted by all Bidders will be read out in the presence of the representatives of all the Bidders. This event will not be postponed due to absence of your representative.

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6. **Single Bid System:** Single Bid system will be followed.
7. **Forwarding of bids:** Bids should be forwarded by bidders under their original memo/letter pad inter alia furnishings details like GST number, Bank address with NEFT Account if applicable, etc and complete postal & e-mail address of their office.
8. **Clarification regarding contents of the RFP:** A prospective bidder who requires clarification regarding the contents of the bidding documents shall notify to the buyer in writing or via email about the clarifications sought not later than 07 (seven) days prior to the date of opening of the bids. Copies of the query and clarification by the purchaser will be sent to all prospective bidders who have received the bidding documents.
9. **Clarification regarding contents of the bids:** During evaluation and comparison of bids, the buyer may, at his discretion, ask the bidder for clarification of his bid. The request for clarification will be given in writing and no change in prices or substance of the bid will be sought, offered or permitted. No post-bid clarification on the initiative of the bidder will be entertained.
10. **Modification and withdrawal of bids:** A bidder may modify or withdraw its bid after submission provided that the written notice of modification or withdrawal is received by the school prior to the deadline prescribed for submission of bids. A withdrawal notice may be sent to by fax or email but it should be followed by a signed confirmation copy to be sent by post and be withdrawn in the interval between the deadline for submission of bids and expiration of the period of bid validity specified.
11. **Rejection of Bids:** Canvassing by the bidder in any form, unsolicited letter and post-tender correction may invoke summary rejection. Conditional tenders will be rejected.
12. **Unwillingness to quote:** Bidders unwilling to quote should ensure that intimation to this effect reaches before the due date and time of opening of the Bid, failing which the defaulting bidder may be de-listed for the given range of works as mentioned in this RFP.
13. **Validity of bids:** The bids should remain valid for 90 days from the last date of submission of the Bids.
14. Other standard condition of RFP given as part III Appx 'C' to DPM is applicable.
These conditions can be viewed at <http://www.mod.nic.in>
15. **Pre Bid Meeting:** For any clarification Pre Bid Meeting will be held on 10 July 2021 at 1100 hrs at Sainik School Balachadi, Gujarat.

Part II – Essential Details of Items/Services required

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Schedule of Requirements

| Sl. No. | Description with features & technical specifications | Quantity Required (Approx) | Basic Price (Per Square Feet) | Taxes on Basic Price | Total Price | Remarks |
|---------|---|----------------------------|-------------------------------|----------------------|-------------|---|
| (a) | Houses (Oil Paint – 02 cots required) | 56,000 Square Feet | | | | Gap between two cots will be minimum 1 day. |
| (b) | Houses (Plastic Paint Painting – Inside - 02 cots required) | 1,70,100 Square Feet | | | | Gap between two cots will be minimum 1 day. |
| (c) | Houses (Weather proof plastic emulsion Painting – Out side - 02 cots required) | 78,500 Square Feet | | | | Gap between two cots will be minimum 1 day. |
| (d) | School Building (Oil Paint - 02 cots required) | 3000 Square Feet | | | | Gap between two cots will be minimum 1 day. |
| (e) | School Building (Plastic Paint Painting – Inside - 02 cots required) | 90,000 Square Feet | | | | Gap between two cots will be minimum 1 day. |
| (f) | ADM Building (Oil Paint - 02 cots required) | 3000 Square Feet | | | | Gap between two cots will be minimum 1 day. |
| (g) | ADM Building (Plastic Paint Painting – Inside - 02 cots required) | 19,000 Square Feet | | | | Gap between two cots will be minimum 1 day. |

- (a) Name of the Company/ firm/applicant: _____
(in Capital Letters)
- (b) Address of the Company/ firm/applicant: _____

- (c) Name of the Owner: _____
- (d) Tele. No, if any: _____
- (e) Email address _____
- (f) Name & Address of the Bankers with A/C No. _____
- (g) GST/Sales Tax No. _____
- (h) Pan Card No: _____Copies of the Income Tax Returns (03 years): _____
- 2. I hereby declare that the above particulars are true to the best of my knowledge and belief and in case any of the above information is found false at a later stage, my tender may be rejected.

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17. **Completion Period** – Completion period for painting work would be within 90 days from the date of placing of order during the normal time and during emergency requirements at the shortest period. Please note that contract can be cancelled unilaterally by the buyer in case work is not completed within the contracted duration period. Extension of contract delivery period will be at the sole discretion of the buyer with applicability of LD clause.

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Part III – Standard Conditions of RFP

1. **JURISDICTION OF COURTS:** The District Court, Jamnagar from where the acceptance of tender has been issued shall alone have jurisdiction to decide any dispute arising out of or in respect of the contract.
2. **Effective Date of the Contract:** The contract shall come into effect on the date of signatures of both the parties on the contract (Effective Date) and shall remain valid until the completion of the obligations of the parties under the contract. The deliveries and supplies and performance of the services shall commence from the effective date of the contract.
3. **Liquidated damages:** In the event of the Seller's failure to submit the Bonds, Guarantees and Documents, supply the stores / goods / services etc as specified in this contract, the Buyer may, at his discretion, withhold any payment until the completion of the contract. The BUYER may also deduct from the SELLER as agreed, liquidated damages to the sum of 0.5% of the contract price of the delayed / undelivered stores/services mentioned above for every week of delay or part of a week, subject to the maximum value of the Liquidated Damages being not higher than 10% of the value of delayed stores.
4. **Earnest Money Deposit:** Bidders are not required to submit EMD along with their bids. However, bidders are to provide Bid Security Declaration in lieu of EMD. The format of Bid Security Declaration certificate is attached as Appx. 'A'.
5. **Performance Guarantee.** The Bidder will be required to furnish a Performance Guarantee of Rs. 1,50,000/- (Rupees One lac Fifty Thousand only) in the form of a demand draft in the name of Principal, Sainik School Balachadi. Performance Bank Guarantee should be valid up to 60 days beyond the date of warranty. **The Performance Bank Guarantee can be paid in the form of Demand Draft.**
6. **Termination of the Contract:** The Buyer shall have the right to terminate this Contract in part or in full in any of the following cases:-
 - (a) The completion of work is delayed for causes not attributable to Force Majeure for more than (01 month) after the scheduled completion period of work.
 - (b) The Seller is declared bankrupt or becomes insolvent.
 - (c) The completion of work is delayed due to causes of Force Majeure by more than one month provided Force Majeure clause is included in contract.
 - (d) The Buyer has noticed that the Seller has utilized the services of any Indian/Foreign/ agent in getting this contract and paid any commission to such individual / company etc.
 - (e) As per decision of the Arbitration Tribunal.
7. **Notices:** Any notice required or permitted by the contract shall be written in the English language and may be delivered personally or may be sent by FAX or registered pre-paid mail/airmail, addressed to the last known address of the party to whom it is sent.
8. **Shelf Life:** The shelf life of paint should be twelve months from the date of completion of work.
9. **Taxes and Duties:**
 - (a) **GST / VAT/ OTHER TAXES**
 - (I) If it is desired by the Bidder to ask for GST / Sales tax / VAT to be paid as extra, the same must be specifically stated. In the absence of any such stipulation the bid, it will be presumed that the prices quoted by the Bidder are inclusive of sales tax and no liability of sales tax will be developed upon the Buyer.
 - (II) The taxes will be paid on basic price, sellers are not to be charged VAT on service charges and other taxes unless permitted by law for which a copy of notification should be attached with invoice / Bill.
 - (III) **Remaining clauses as given in DPM refer <http://www.mod.nic.in>**
10. **Inspection of Items & Work:**

The items being supplied and works being carried out will be inspected by a Project Monitoring Team board of members of SSB as nominated, on behalf of the Principal. A joint inspection will be carried out on completion of the work and works completion certificate needs to be issued by the Board for processing of payment.
11. **Release of Payment:**

The payment will be made through NEFT within one month of submission of correct bills and acceptance of items.

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Part IV – Special Conditions of RFP

1. **Option Clause:** The contract will have an Option Clause, wherein the Buyer can exercise an option to procure an additional 50% of the original contracted quantity in accordance with the same terms & conditions of the present contract. This will be applicable within the currency of contract. It will be entirely the discretion of the Buyer to exercise this option or not.
2. **Repeat Order Clause:** The contract will have a Repeat Order Clause, wherein the Buyer can order upto 50% quantity of the items under the present contract within six months from the date of supply / unsuccessful completion of this contract, the cost, terms & conditions remaining the same. The Bidder is to confirm acceptance of this clause. It will be entirely the discretion of the Buyer to place the Repeat order or not.
3. **Payment Terms for Indigenous Sellers:** 100% payment on completion of work and acceptance by the user.
4. **Paying Authority:** Principal, Sainik School Balachadi.
5. **Specification: As per Schedule of Requirement.**
6. **Packing and Marking:** The Seller shall provide packing and preservation of the equipment and spares / goods / services Supply Ordered so as to ensure their safety against damage in the conditions of land, sea and air transportation, transshipment, storage and weather hazards during transportation, subject to proper care
7. **Quality:-** The item should be of reputed brand and as per specification at para 8 & Part II.
8. **Warranty:** Except as otherwise provided in the invitation tender, the Seller hereby declares that the goods, stores / services / articles sold/supplied to the Buyer under this Supply Order shall be of the best quality and workmanship and new in all respects and shall be strictly in accordance with the specification and particulars contained / mentioned in Supply Order. The Seller hereby guarantees that the said goods / services / stores / articles would continue to conform to the description and quality aforesaid for a period of 12 months from the date of delivery of the said goods stores / services / articles to the Buyer. If during the aforesaid period of 12 months the said goods / services / stores / articles be discovered not to conform to the description and quality aforesaid not giving satisfactory performance or have deteriorated, and the decision of the Buyer in that behalf shall be final and binding on the Seller and the Buyer shall be entitled to call upon the Seller to rectify the goods / services / stores / articles would conform to continue to the description and quality aforesaid for a period of 12 months from the date of delivery of the said goods / services / stores / articles be discovered not to conform to the description and quality aforesaid not giving satisfactory performance or have deteriorated, and the decision of the Buyer in that behalf shall be final and binding on the Seller and the Buyer shall be entitled to call upon the Buyer within a reasonable period, so such specified period as may be allowed by the Buyer in his discretion in application made thereof by the Seller, and in such an event, the above period shall apply to the goods / stores / articles rectified from the date of rectification mentioned in warranty thereof, otherwise the Seller shall pay to the Buyer such compensation as may arise by reason of the breach of the warranty therein contained.
9. **Material:** All paint material should be approved brand and manufacture only.
10. **Vendor:** Local vendor is preferable.

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Part V- OTHER DETAILS

1. **Evaluation Criteria:** The broad guidelines for evaluation of Bids will be as follows:-

- (a) Only those Bids will be evaluated which are found to be fulfilling all the eligibility and qualifying requirements of the RFP.
- (b) The successful bid will be decided based on the competitiveness of price quoted and adherence to RFP.
- (c) The school may also approach concerned Government Agencies to ascertain the status of various Registrations, Licenses etc.
- (d) Any discrepancy found in the details / documents provided will result in outright rejection of the bid at any stage.
- (e) The most competent Bid will be considered further for placement of contract / supply order after complete clarification and price negotiations as decided by the school.
- (f) Any other criteria as applicable as decided by the school.

2. Price Bid Formats. Bids should be forwarded by Bidders under their original memo / letter pad with particulars like address, GST number etc, furnishing full details of rates per item inclusive of all applicable taxes, duties, surcharges etc.

3. **Legal addresses of Buyer and Seller.**

SELLER

BUYER

Sainik School Balachadi,
Taluka – Jodiya, Dist –
Jamnagar (Gujarat) - 361230

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FORMAT OF BID SECURITY DECLARATION FROM BIDDERS IN LIEU OF EMD

(On Bidders Letter head)

I / We, the authorized signatory of M/s

.....
Address of firm
participating in the subject tender No . SSB/QM/Tender/Painting work dated 24 Jun 21 for the job
of "PAINTING WORK OF HOUSES AND SCHOOL BUILDING AT SAINIK SCHOOL BALACHADI" do hereby
declare :

- (i) That I / we have availed the benefit of waiver of EMD while submitting our offer against the subject Tender and no EMD being deposited for the said tender.

- (ii) That in the event we withdraw / modify our bid during the period of validity Or I/we fail to execute formal contract agreement within the given timeline OR I/we fail to submit a Performance Security within the given timeline Or I/we commit any breach of Tender Conditions / Contract which attracts penal action of forfeiture of EMD and I/we will be suspended from being eligible for bidding / award of all future contract(s) of Sainik School Balachadi, Gujarat for a period of one year from the date of committing such breach.

Signature and Seal of Authorised Signatory of bidder
Name of Authorized Signatory
Name of the Firm
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