



सत्यमेव जयते



Fair Competition  
For Greater Good

**Competition Commission of India**

Hindustan Times House, 3rd Floor,

18-20, Kasturba Gandhi Marg, New Delhi - 110 001

Tel: 011-23473600 Fax: 011-23704686

D-14014/1/2015-CSD (65A)

Date: 16 November, 2015

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**Notice inviting tender for Carpentry and Plumbing work.**

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The Competition Commission of India (CCI) intends to hire an agency for providing Carpentry and Plumbing service on contract basis in its offices at Hindustan Times (HT) House, K G Marg, New Delhi-110001 and O/o Director General, CCI, HUDCO Vishala, Bhikaji Cama Place, R K Puram, New Delhi-110055. The service include provision of one skilled Carpenter and one skilled plumber on monthly charges basis and provision/supply of carpentry and plumbing items for maintenance/repair/replacement on requirement basis. The terms and conditions have been indicated in Annexure-I. Reputed agencies with minimum 3 years experience or more for similar works in reputed organizations may apply. The approximate value of the tender is 5 (five) lakh per annum. An EMD of Rs.25,000/- (Rupees twenty five thousand only) in the form of Demand Draft/Pay Order in favour of Competition Commission of India (Competition Fund) A/c payable at New Delhi must be attached. The interested agencies must enclose the details of firms as per Annexure-II and Demand Draft towards EMD amount. The financial bid shall be submitted in the Annexure-III.

The tender is a Two Bid system and the interested agencies are required to submit their tender in two separate envelopes in the manner explained at Para 26 of this tender notice. **Sealed tenders complete in all respect must be submitted latest by 11.12.2015 upto 03.00 PM** in the Tender Box placed at the Reception of CCI (3<sup>rd</sup> floor) at H.T.House, 18-20, K.G Marg, New Delhi - 110001. The Technical Bids shall be opened on the same day at 03.30 PM. The date and time of opening of Financial Bids will be informed after evaluating the Technical Bids by the Committee appointed for this purpose. The Financial Bids of only those firm(s) shall be opened who qualify the eligibility criteria of 'Technical Bids' as stipulated in the tender document. Incomplete & conditional tenders and tenders received without EMD shall be summarily rejected. The CCI reserves the right to reject any or all the tenders without assigning any reason thereof.

A Pre Bid Meeting will be held at 1600 Hrs on **04.12.2015** in Room No.375 (3<sup>rd</sup> Floor), HT House, KG Marg, New Delhi with a view to familiarise the prospective firms with the requirement of the office/scope of work and also to answer queries.

(Surender Singh)  
Assistant Director (CS)

Terms and Conditions

1. Date and Time of Pre-Bid Meeting : 04/12/2015 at 04.00 PM
2. Last Date & Time of Submission of Tender : 11/12/2015 at 03.00 PM
3. Date & Time of opening of Technical Bid : 11/12/2015 at 03.30 PM
4. Place of submission of Bids : Reception of CCI (3<sup>rd</sup> Floor)  
Hindustan Times House  
18-20, Kasturiba Gandhi Marg  
New Delhi – 110 001
5. Tender must be submitted on the Tender documents issued by CCI/ downloaded from the website of CCI. Intimation of tender by FAX/Mail is not acceptable.
6. Omission, neglect or failure on the part of the bidder to obtain requisite reliable and full information on any matter affecting his/her tender, shall not relieve the bidder, from any liability in respect of the contract.
7. Scope of work: CCI is located at 4 Floors of HT House (3<sup>rd</sup>, 4<sup>th</sup>, 7<sup>th</sup> & 11<sup>th</sup>), having total area of 52750 Sqft with staff strength of 250 (approx.) and DG, CCI is located in ground, 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> floors of HUDCO Visala at Bhikaji Cama Place, having total area of 23000 Sqft with staff strength of 80 (approx.). The responsibility of the agency/firm is to provide services of technically qualified and experienced Carpenter and Plumber for preventive maintenance, to carry out repair works within the premises and to attend emergency nature of works as and when required by CCI.
8. Validity of the Contract: The contract will be awarded for a period of one year initially. However, based on satisfactory performance can be renewed for further period of one or more years, solely at the discretion of CCI on mutually agreeable terms. The contract either in full or in part shall not be sublet or assigned to others by the bidder under any circumstances.
9. The contract may be terminated at one month's notice by the Competition Commission of India if any of the stipulated conditions agreed upon by the selected agency is not met to the satisfaction of CCI or even without assigning any reason thereof by the CCI. In case of termination/ withdrawal of service within the contract period by the agency, three months prior notice should be given by the agency.
10. Earnest Money Deposit (EMD): The bidder shall furnish an amount of Rs.25,000/- (Rupees Twenty Five Thousand only) by way of Demand Draft in favour of "Competition Commission of India (Competition Fund) Account, payable at New Delhi. The EMD of the unsuccessful bidders will be returned after award of the contract. The EMD of the successful bidder will be returned after furnishing of Performance Guarantee.

11. Performance Guarantee: The agency selected for the work shall deposit a performance guarantee equivalent to 10% of the total contractual value. The performance guarantee shall be valid at least for a period of six months beyond the contractual period. It can be submitted in the form of the Bank Guarantee/Fixed Deposit. The performance guarantee will be released by CCI after termination or completion of the contract and without interest, subject to the conditions that no losses are incurred to the CCI due to Firm/Company or their employees and all statutory dues have been cleared.

12. Eligibility Conditions:

(i) The agency/firm should have experience of at least 3 years in the field of providing Carpentry and Plumbing services and should enclose proof of having worked with reputed organizations/Department of Govt. of India/PSU/Statutory Bodies

(ii) The Firm should be registered under Service Tax/VAT Registration/PAN (Copies to be attached). The firm must submit latest VAT/Sales tax clearance certificates. In absence of these documents, the tender will not be entertained.

(iii) Details of current and previous clients are to be submitted by the Agency/Firm.

(iv) The agency/firm should have minimum turnover of Rs. 1 crore per annum during the last three years and should enclose proof for the same.

(v) **The Carpenter and Plumber provided by the firm should be technically qualified in the trade from reputed institution and should possess minimum two years experience in relevant fields.**

(vi) The firm should not have been blacklisted by any reputed organizations/Department of Govt. of India/PSU/Statutory Bodies nor any criminal case registered against the firm. (Undertaking to this effect is to be attached with the bid).

13. Responsibility of the agency/firm: The agency shall be responsible for providing services of experienced and technically qualified Carpenter and Plumber on both the premises of CCI, i.e HT House, KG Marg and Hudco Vishala, Bhikaji Marg, New Delhi. The Carpenter and Plumber should normally visit CCI premises for regular maintenance as per periodicity shown hereunder.

|                                 |                    |
|---------------------------------|--------------------|
| CCI, HT House                   | : Thrice in a week |
| O/o DG, CCI, Bhikaji Cama Place | : Twice in a week  |
| Major Repair/maintenance work   | : On each Saturday |

14. CCI reserves the right to call for services of Carpenter and Plumber on any day/any time to carry out urgent nature of repair works. No extra payment will be made by CCI for such a visit by the Carpenter or Plumber for work.

15. The Carpenter and Plumber will require to visit all the floors of CCI and DG Office (presently occupied or to be occupied in future) for routine inspection regularly for ensuring effective maintenance. **Necessary tools and equipments require for repair/maintenance work will be provided by the agency.**
16. The Firm/Company shall take necessary safety measures and it will be solely responsible for the safety of Carpenter and Plumber engaged by it. CCI will not be responsible for any loss of life/injury caused during performance of the duty by the Carpenter and Plumber. Compensation/expenditure on treatment on such loss of life/injury will be the sole responsibility of the agency.
17. Rates are to be quoted on the prescribed format given in Annexure -III and must clearly indicate the rates quoted in figures and in words. Cutting/overwriting in Annexure- II & III should be avoided. In case of any cutting/overwriting, the same must be initialed/authenticated.
18. **The items provided/supplied should be of ISI/BIS certified products.** The rates shall not be subject to any variation in price during the period of contract, except in case of taxes. In case of any other items not covered under the list and essentially required to be installed for maintenance, prior approval of CCI is required before execution/installation of the said item.
19. All types of complaints for carpentry and plumbing works shall be attended and repair works shall be carried out on the following time frames:-

| Sl | Nature of repair/maintenance works | Time Frame   |
|----|------------------------------------|--|
| a  | Minor                              | On the same day of complaint or on next day of the visit of the Carpenter or Plumber.                              |
| b  | Major                              | On Saturdays/holidays and within the minimum time frame required for the work/ mutually agreed by CCI and the firm |
| c  | Urgent (both minor and major)      | Immediate  |

20. **Penalty Clause:** In case of non-attendance of Carpenter or Plumber as stipulated in Para 13 above, a penalty of Rs.500/- per day will be imposed for each day of absence in addition to proportionate deduction from the monthly charges (to be calculated @ monthly charges 1/26 or 27 days). **If the firm fails to send carpenter or plumber to attend call of emergency, Contract will be terminated and performance security will be forfeited.**
21. In case the firm fails to carry out repair work and rectify the fault in the time frame given in Para 19 above, CCI shall impose penalty to be determined on the basis of gravity of the complaint. In this regard, decision of the Secretary, CCI shall be final and binding on the service provider.
22. If the firm is unable to rectify the fault, CCI shall be free to hire/engage any other agency for rectification of the fault and the expenses incurred by CCI on this account will be recovered from the firm.

**23. Evaluation Criteria to be adopted by CCI will be as follows:**

| Sl   | Weightage to be given  |
|--|--|
| (a)  | Total of monthly charges of Carpenter and Plumber quoted - 60 %        |
| (b)  | Total of rates of carpentry items quoted for single item or unit - 20% |
| (c)  | Total of rates of Plumbing items quoted for single item or unit - 20%  |
| Lowest total of (a) + (b) + (c) will be declared as L1 |  |

24. **Payment Terms:** Payment will be made on monthly basis. The agency has to submit two separate bills, one for monthly charges for Carpenter and Plumber and other for materials used in both the premises to CS Division in CCI office. A list containing details of material used/work done, duly verified by the respective officers/users should be attached with the bills.

25. After award of the contract to the successful bidder, a formal agreement shall be executed by and between the firm and the CCI.

**26. Submission of Tender:**

- (i) The tender is a Two Bid Tender, the technical bid as per the format prescribed in Annexure II and Financial Bid in the format as prescribed in the Annexure III must be submitted in separate covers. The cover containing financial bid must be sealed.
- (ii) Both the covers of financial bid and technical bid alongwith EMD are to be put in a single big envelop superscribed with "Tender for Carpentry and Plumbing works' and must be dropped in the Tender Box kept at the Reception of CCI at Hindustan Times House (3<sup>rd</sup> Floor) by 03.00 PM on 11/12/2015.
- (iii) A pre-bid meeting will be held on 04/12/2015 at 04.00 PM by Deputy Director (CS). The interested bidders may attend the pre-bid meeting in the O/o CCI at 3<sup>rd</sup> Floor, Hindustan Times House, KG Marg, New Delhi - 100001.
- (iv) Financial bids of only those bidders who qualify in the technical bids shall be opened.
- (v) Late/delayed submitted tenders due to any reason, whatsoever will not be accepted/considered, at all under any circumstances.
- (vi) The tender shall remain open for acceptance for a period of 90 (Ninety) days from the last date of submission of tenders.

27. CCI does not bind itself to accept the Lower-bid or to give any reasons for its decisions. The CCI reserves the right to reject any or all of the tenders received without assigning any reason thereof.

28. In case of any dispute, CCI shall have the right to appoint an Arbitrator whose decision shall be final & binding on both the parties.

Read and understood the terms & conditions above:

Date:  
Place:

(Signature of the authorized person)  
With complete address and seal

**PROFORMA FOR TECHNICAL BID****Last date & time of submission: 11. 12.2015 Upto 3:00 PM****Name of work : Limited Tender for providing Carpentry and Plumbing Service**

| Sl. No. | Particulars  | Information/document submitted by the bidder   |
|---------|--|--|
| 1.      | Name of the Agency   |  |
| 2.      | Office/Company Address and Tel. No. FAX No. and email address  |  |
| 3.      | Name(s) and address of the Proprietor/ Partners with Mobile Numbers.   |  |
| 4.      | Service Tax/TIN/VAT/PAN No.  |  |
| 5.      | Year of incorporation of the company/experience  |  |
| 6.      | Annual Turnover for last three years   |  |
| 7.      | Past Experience of Plumbing and Carpentry works in Departments/ PSUs/Autonomous Bodies/Reputed Private Organizations.  |  |
| 8.      | Certificate regarding non-blacklisting of the firm by any Govt. Department/PSUs/Autonomous Organization etc. (To be furnished on the letter head of the bidding organization). |  |
| 9.      | Qualifications including technical qualifications of the Plumber/Carpenter proposed to be provided   |  |
| 10.     | Particulars of Demand Drafts annexed as Earnest Money  | Amount : .....<br>DD No. : .....<br>Issuing Bank with date of issue :<br>.....<br>.....<br>..... |

(Copies of relevant documents are to be attached in support of the above information)

Undertaking

I hereby certify that all the information furnished are true to my knowledge. I have no objection to CCI verifying any or all the information furnished in this document with the concerned authorities, if necessary. I also certify that I have understood all the terms and conditions indicated in the tender document and hereby accept the same completely.

(Signature of the authorised person)

With complete address and seal

Tel. No. : .....

Mobile No.: .....

Place : .....

Date : .....

**Carpentry and Plumbing Work in CCI****Proforma for Financial Bid**Last date & time of submission: 11.12.2015 Upto 3:00 PM

Name of the Firm.....

1. Carpenter (01) - Rs. \_\_\_\_\_ Per Month  
(Rupees \_\_\_\_\_)

2. Plumber (01): Rs. \_\_\_\_\_ Per Month  
(Rupees \_\_\_\_\_)

3. Rates for the items to be provided/supplied on requirement basis

(a) Carpentry

| Sl. No                                   | Name of the work/Item/Specification | Rate per item/unit in Rs. | In words |
|--|-------------------------------------|---------------------------|----------|
| <b>Steel Almirah</b>                     |                                     |                           |          |
| 1  | Replacement of Lock                 |                           |          |
| 2  | Replacement of Handle               |                           |          |
| 3  | Repair of Locking System            |                           |          |
| 4  | Provision of key                    |                           |          |
| 5  | Repair of Lock                      |                           |          |
| 6  | P/F of Lock                         |                           |          |
| 7  | P/F of New Locking System           |                           |          |
| <b>Steel Filing Cabinet</b>              |                                     |                           |          |
| 8  | Replacement of Lock                 |                           |          |
| 9  | Replacement of Handle               |                           |          |
| 10                                       | Repair of Locking System            |                           |          |
| 11                                       | Provision of key                    |                           |          |
| 12                                       | Repair of Lock                      |                           |          |
| 13                                       | P/F of New Channel                  |                           |          |
| 14                                       | P/F of Push Button                  |                           |          |
| <b>Steel Revolving Chair</b>             |                                     |                           |          |
| 15                                       | Replacement of wheel                |                           |          |
| 16                                       | Replacement of Axle                 |                           |          |
| 17                                       | Replacement of Spring               |                           |          |
| <b>Spray painting of steel furniture</b> |                                     |                           |          |
| 18                                       | Steel Almirah (Big size)            |                           |          |
| 19                                       | Steel Almirah (Small Size)          |                           |          |
| 20                                       | Steel Filling Cabinet               |                           |          |
| 21                                       | Steel Chest                         |                           |          |

|  |  |  |  |
|--|--|--|--|
| <b>Door Lock</b>                                   |  |  |  |
| 22   | Replacement of Lock                              |  |  |
| 23   | Replacement of Handle                            |  |  |
| 24   | Repair of Old Door                               |  |  |
| 25   | Provision of Key                                 |  |  |
| 26   | P/F of Godrej Night Latch                        |  |  |
| 27   | Replacement of Door Lock (Godrej)                |  |  |
| 28   | Replacement of Door Handle (Godrej)              |  |  |
| 29   | P/F of Door Stopper                              |  |  |
| 30   | P/F of new hinges                                |  |  |
| 31   | P/F of Tower bolt (Godrej)                       |  |  |
| <b>Door Closer</b>                                 |  |  |  |
| 32   | P/Fixing of new Door closer                      |  |  |
| 33   | Repair of Door closer                            |  |  |
| 34   | Oiling and Greasing                              |  |  |
| 35   | Fixing of door closer                            |  |  |
| <b>Polishing of wooden furniture</b>               |  |  |  |
| 36   | Executive Table (more than 6' top)               |  |  |
| 37   | Executive Table (less than 6' top)               |  |  |
| 38   | Wooden Chair                                     |  |  |
| 39   | Partition Screen                                 |  |  |
| 40   | Side Rack  |  |  |
| 41   | Centre Table                                     |  |  |
| 42   | Almirah  |  |  |
| 43   | Mirror Stand                                     |  |  |
| 44   | Corner Table                                     |  |  |
| 45   | Conference Table Big size                        |  |  |
| 46   | Conference table Small size                      |  |  |
| 47   | Partition etc. (per sq. ft.)                     |  |  |
| 48   | Polishing of wooden sofa set (Five seater)       |  |  |
| 49   | Painting /Polishing of brass planter of Big Size |  |  |
| <b>Repair of furniture (with screws and nails)</b> |  |  |  |
| 50   | Minor Repair of Chair                            |  |  |
| 51   | Minor Repair of Table                            |  |  |
| 52   | Minor Repair of Screen                           |  |  |
| 53   | Minor Repair of Almirah                          |  |  |
| 54   | P/Fixing of ply in Table drawers                 |  |  |
| 55   | P/Fixing of Arm to Chair                         |  |  |
| 56   | P/Fixing of Legs to chair                        |  |  |
| 57   | P/Fixing of Sun mica on wooden table             |  |  |
| 58   | P/F of new Drawer                                |  |  |
| 59   | P/F of legs to Table                             |  |  |
| 60   | Repair of wooden bench                           |  |  |



|                             |   |  |  |
|-----------------------------|---|--|--|
| 61                          | Repairing of wooden Bench                   |  |  |
| 62                          | P/Fixing of ply (Commercial)                |  |  |
| 63                          | P/F of new lock to wooden table             |  |  |
| 64                          | P/F of kunda chhapka                        |  |  |
| 65                          | Repair of Drawer of wooden table            |  |  |
| 66                          | P/Fixing of wooden board 19 mm (commercial) |  |  |
| 67                          | P/F of Aluminum Sheet                       |  |  |
| 68                          | P/F of Wooden Bracket                       |  |  |
| 69                          | P/F Curtain Rod/Aluminums Channel           |  |  |
| 70                          | P/F of 19 mm teak board                     |  |  |
| 71                          | P/F of ply (Teak)                           |  |  |
| 72                          | P/F of wooden pieces for repair work        |  |  |
| 73                          | <b>P/F of multipurpose lock (Godrej)</b>    |  |  |
| 74                          | P/F of wall catcher                         |  |  |
| 75                          | P/F of knob/Handle                          |  |  |
| 76                          | P/F of wooden Beading/ Moulding             |  |  |
| 77                          | P/F of wooden Foot rest to table            |  |  |
| 78                          | P/F of legs to sofa                         |  |  |
| 79                          | P/F of Padlock                              |  |  |
| 80                          | P/F of Hydraulic System in Revolving Chair  |  |  |
| Total of rate per item/unit |   |  |  |

**(b) Plumbing**

| Sl.NO | Name of the work/item/specification | Rate per item/unit in Rs. | In words |
|-------|-------------------------------------|---------------------------|----------|
| 1.    | Washbasin Round Regular 18"         |                           |          |
| 2.    | Washbasin Rectangular 18"           |                           |          |
| 3.    | Mixture Trap                        |                           |          |
| 4.    | Waste Pipe                          |                           |          |
| 5.    | Angle Value                         |                           |          |
| 6.    | Bottle Trap                         |                           |          |
| 7.    | Connecting Pipes (Copper) per r.ft. |                           |          |
| 8.    | Connecting Pipes (PVC) per r.ft.    |                           |          |
| 9.    | Caps                                |                           |          |
| 10.   | Bottle Trap Pipe (Per inch)         |                           |          |
| 11.   | Soap Dish                           |                           |          |
| 12.   | Towel Rod                           |                           |          |
| 13.   | Towel Rod bracket                   |                           |          |
| 14.   | Wall Mounted WC                     |                           |          |
| 15.   | Floor Mounted WC                    |                           |          |

|                                    |                             |  |  |
|------------------------------------|-----------------------------|--|--|
| 16.                                | <b>Flush Valve</b>          |  |  |
| a.                                 | Big Size                    |  |  |
| b.                                 | Small Size                  |  |  |
| 17.                                | Two in One bibcock          |  |  |
| 18.                                | Seat Cover                  |  |  |
| 19.                                | Large Urinal Pots           |  |  |
| 20.                                | Small Urinal Pots           |  |  |
| 21.                                | Spatter                     |  |  |
| 22.                                | Mixture Face                |  |  |
| 23.                                | Paper Holder                |  |  |
| 24.                                | Pedestal                    |  |  |
| 25.                                | Liquid Soap dispenser       |  |  |
| 26.                                | Jalli Steel 4               |  |  |
| 27.                                | <b>GI Pipe</b>              |  |  |
| a.                                 | 1/2"                        |  |  |
| b.                                 | 3/4"                        |  |  |
| 28.                                | <b>T</b>                    |  |  |
| a.                                 | 1/2"                        |  |  |
| b.                                 | 3/4"                        |  |  |
| c.                                 | 1"                          |  |  |
| 29.                                | <b>Elbow</b>                |  |  |
| a.                                 | 1/2"                        |  |  |
| b.                                 | 3/4"                        |  |  |
| c.                                 | 1"                          |  |  |
| 30.                                | <b>Nipples</b>              |  |  |
| a.                                 | 3"                          |  |  |
| b.                                 | 6"                          |  |  |
| c.                                 | 9"                          |  |  |
| d.                                 | 12"                         |  |  |
| e.                                 | 18"                         |  |  |
| 31.                                | <b>Union</b>                |  |  |
| a.                                 | 1/2"                        |  |  |
| b.                                 | 3/4"                        |  |  |
| c.                                 | 1"                          |  |  |
| 32.                                | Gate Valve 1"               |  |  |
| 33.                                | Valve Cock                  |  |  |
| 34.                                | <b>Hand Shower</b>          |  |  |
| 35.                                | Hand Shower Pipe Per r. ft. |  |  |
| 36.                                | <b>Wash basin Jali</b>      |  |  |
| a.                                 | Steel                       |  |  |
| b.                                 | PVC                         |  |  |
| <b>Total of rate per item/unit</b> |                             |  |  |

The items provided/supplied should be of ISI/BIS certified products  
 Taxes should be mentioned clearly

(Signature of the tenderer)  
 With complete address and seal

Tel. No. :.....  
 Mobile No.: .....

Place: .....  
 Date: .....