Notice Inviting Tender – Limited Tender for Annual Maintenance Contract for Civil, Plumbing and Carpentry Services at NABARD’s Regional Office Building at NABARD Tower, 24 Rajendra Place, New Delhi and Bank’s Staff Quarters at Asiad Village, Jungpura, Commonwealth Games Village, Akshardham and Kaushambhi, Ghaziabad for the period 01 April 2022 to 31 March 2023.

NABARD invites tenders for the Civil, Plumbing and Carpentry Services at its Regional Office Building and NABARD residential flats. The contract is renewable (One year at each time) for 2023-24 and 2024-25, subject to the satisfactory performance of the contractor during 2022-23 and other mutually agreed terms and conditions of the contract.
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<th>S No.</th>
<th>स्थान/Location</th>
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<tr>
<td>1</td>
<td>नाबार्ड क्षेत्रीय कार्यालय, नाबार्ड टावर, 24, राजेन्द्र प्लेस, नई दिल्ली / NABARD Regional Office, NABARD Tower, 24, Rajendra Place, New Delhi-110008</td>
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<td>2</td>
<td>(i) फ्लैट नं 319 एवं 320 कुल दो फ्लैट खेलगाव, (ii) फ्लैट नं SI-27 (भू-तल, प्रथम तल एवं द्वितीय तल पर स्थित कुल तीन फ्लैट, जंगपुरा, (iii) कॉमनवेल्थ गेम्स विलेज, अखरादम, स्थित कुल 10 फ्लैट एवं (iv) कौशांभी, गाजियाबाद स्थित कुल 20 फ्लैट (i) Flat No.319 &amp; 320 (two flats) at Asiad Village, (ii) Flat No. C-27 (Ground Floor, 1st Floor and 2nd Floor, 3 flats), (iii) 10 flats in Commonwealth Games Village, Akshardham and (iv) 20 flats at Kaushambhi, Ghaziabad</td>
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We invite you to submit tender for the captioned works.

2. निविदाकर्ता को बीओक्यू में दी गई सभी मदद के लिए कोटेशन देना होगा अन्यथा निविदा को अपूर्ण माना जाएगा.

The Tenderer has to quote for all the items in the BOQ failing which the tender will be treated as incomplete.

3. निविदाकर्ता को सुचित किया जाता है कि कार्य की प्रकृति को जानने के लिए उक्त विलिंग एवं कारोरियों का दौरा करें और अपनी दर कोट करने से पहले बैंक से आवश्यक सभी स्पष्टीकरण प्राप्त करें. निर्धारित निविदा दस्तावेज में मुहरबंद निविदा “श्री आर वी रामकृष्ण, महाप्रबंधक / प्रभारी अधिकारी, राष्ट्रीय कृषि और प्रामाणिक विकास बैंक, 24, राजेन्द्र प्लेस, नाबार्ड टावर, नई दिल्ली-110008 को संबोधित की जाए.

Tenderers are advised to visit the office building and colony as stated above, to familiarize themselves with the nature of works to be carried out and get all clarifications as necessary from the Bank before quoting their rates. Sealed tender in the prescribed tender document should be addressed by name to, “Shri R V Ramakrishna, General Manager / OIC, National Bank for Agriculture and Rural Development, 24, Rajendra Place, New Delhi-110 008.

4. नियम और शर्तों का विवरण, कार्य का दायरा और नाबार्ड के साथ करार को निष्पादित करने के प्रारूप क्रमण्यांतुर अनुबंध- I, II, III और IV में प्रस्तुत किया गया है। इसीएस (ई-भुगतान) के माध्यम से भुगतान
The details of the terms and conditions, scope of work and the format for executing agreement with NABARD are furnished in Annexure-I, II, III and IV respectively. The format for submitting the details of Bank accounts to be furnished by the contractor/service provider for effecting payment through ECS (e-payments), the formats for calculation for rates as per minimum wages/ PF/ ESIC norms and the format for quoting the rates (Price Bid) are annexed as Annexure -V, VI and VII respectively.

5. The tenderer/proponent is advised to submit the sealed bids in a self-sealed envelope on or before 28 March 2022 at 14:30 hours to the address below:

The envelope containing the tender/s complete in all respects, alongwith all Annexures duly signed by the tenderer and sealed as necessary and Superscribed Bid: Annual Maintenance Contract for the Civil, Plumbing and Carpentry Services at NABARD’s Regional Office Building at NABARD Tower, 24 Rajendra Place, New Delhi and Bank’s Staff Colonies for the period 01.04.2022 to 31.03.2023 should be dropped in the tender box available at the Reception Desk at Ground Floor, of NABARD, New Delhi Regional Office latest by 14.30 Hours on 28 March 2022.

6. In case of any queries, please contact the undersigned at 9604080019 or 9711750561 on important queries and 9811099665 for general queries.

7. The Bids will be opened on 28 March 2022 by 15.00 hrs at the above address in the presence of the tenderers or their authorised representatives who choose to be present. The decision of the Bank in this regard shall be final. In the event of intending tenderer’s failure to satisfy the Bank, the Bank reserves the right to reject the tender and not to open the price bid.
8. If the last date of receipt of opening of the tenders happens to be a holiday for NABARD, then the receipt and opening of the tenders shall be shifted to next working day without change of time and venue.

9. The tender will be rejected if any bidder proposes any deviation from the prescribed requirement. NABARD reserves its right to accept or reject any tender, either in whole or in part, without assigning any reasons for doing so. NABARD does not bind itself to accept the lowest or any tender at all. Tenderer shall have to furnish Rate Analysis for the scrutiny of rates by NABARD, if required.

10 (i). Tenders which do not fulfill all or any of NABARD's conditions or are incomplete in any respect and tenders with the tenderer's own special conditions are liable to be rejected.

10 (ii) The successful bidder shall execute an agreement with NABARD at his cost on non-judicial stamp paper at prevailing rates in accordance with the standard format enclosed (articles of agreement) within 14 days from the date of issue of work order.

11. If the last date of receipt of opening of the tenders happens to be a holiday for NABARD, then the receipt and opening of the tenders shall be shifted to next working day without change of time and venue.

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The successful bidder shall execute an agreement with NABARD at his cost on non-judicial stamp paper at prevailing rates in accordance with the standard format enclosed (articles of agreement) within 14 days from the date of issue of work order.
Any discrepancies, omissions, ambiguities in the tender documents, if any, or any doubt as to their meaning should be reported in writing to the “General Manager / OIC, NABARD, New Delhi Regional Office” who will review the queries and if information sought is not clearly indicated or specified, NABARD will issue clarifications to all the tenderers, which will become part of the Tender Document. NABARD will not be responsible if the discrepancies, omissions, ambiguities in the tender documents or any doubts as to their meaning are not brought to the notice of NABARD before five working days prior to the date of submission of the tender.

12. निविदाकर्ताओं को सूचित किया जाता है कि वे निविदा के वाणिज्यिक पहलू का कड़ाई से पालन करें और निम्नलिखित बिंदु नोट करें:

Tenderers are advised to ensure strict observance of commercial aspect of the tender and note the following points:

I. संविदा की अवधि 01 अप्रैल 2022 से 31 मार्च 2023 तक होगी. पारसपर रूप से सहमत निविदाओं और शर्तों के अनुसार यदि सेवाओं की संतोषजनक पाया जाता है तो इस संविदा का अगले दो वर्ष (हर बार एक वर्ष) के लिए नवीकरण किया जाएगा. नवीकरण के संबंध में नाबाद राशि का एकमेव विवेकानुपाल होगा.

The Contract period will be from 01 April 2022 to 31 March 2023. The same may be renewed for two more years (one year at each time) if services are found satisfactory as per mutual agreed terms and conditions. The renewal shall be on sole discretion of NABARD.

II. बीलियों को खोलने की तारीख से 90 दिन तक ऑफर वैध होगा.

Validity of offer will be for 90 days from the date of opening of bids.

III. जमानत राशि की मात्रा प्रत्येक स्थान/ कालोनी के संबंध में वाणिज्य संविदा राशि के 5% होगी. सफल निविदाकर्ता को कार्य संबंधी आदेश जारी करने के 10 दिन के भीतर जमानत राशि कार्य करनी होगी. जमानत राशि संविदा अवधि पूरी होने बाद वापस लौटाई जाएगी. जमानत राशि पर कोई ब्याज नहीं दिया जाएगा.

The quantum of Security Deposit (SD) shall be 5% of the annual contract amount. The successful tenderer has to submit the amount of security deposit within 10 days of issue of work order. Security Deposit will be refunded after the expiry of the contract period. Security Deposit will not bear any interest.
13. आप कार्यालय परिसर/कार्यालयों का दौरा करें और यदि आवश्यक हो तो स्पष्टीकरण की मांग करें. आप डीपीएसपी, (परिसर अनुभाग), पौचवी मंजिल, नाबार्ड, नई दिल्ली क्षेत्रीय कार्यालय से भी संपर्क कर सकते हैं।

You may visit the Office Premises /colonies and to seek required clarifications, if any, you may also contact DPSP (Premises Section), Fifth Floor, New Delhi Regional Office.

14. निविदा आमंत्रित करते के लिए दी गई यह सूचना (एनआईटी) निविदा दस्तावेज का एक भाग होगी.

This Notice Inviting Tender (NIT) shall also form part of the tender document.

15. प्री-टेंडर बैठक का आयोजन 24 मार्च 2022 को 11.00 बजे बुधवार, नाबार्ड, नई दिल्ली क्षेत्रीय कार्यालय पर किया गया है। आप कार्य के दायरे को समझना और यदि किसी स्पष्टीकरण की आवश्यकता है तो उसके लिए कार्यालय का दौरा करने के बाद बैठक में उपस्थित रहें।

A pre-Tender meeting has been arranged on 24 March 2022 at 11.00 Hrs at 3rd Floor, NABARD, New Delhi Regional Office. You may attend the meeting after understanding the scope of work and visiting the sites to seek required clarification, if any.

16. निविदाकार्य किसी अन्य स्पष्टीकरण के लिए 011-45422058 अथवा 011-45422059 पर कार्यालय समय के दौरान संपर्क कर सकते हैं।

For any further clarification, the applicant may contact 011-45422058 or 011-45422059 during office hours.


This tender document is also available on our website www.nabard.org (https://www.nabard.org/Tenders.aspx?id=501&sid=24).

भव्यता/ Yours faithfully,

(वी. के. पहवा /V K Pahwa)
उप महाप्रबंधक/ Dy. General Manager

संलग्न: निविदा दस्तावेज (32 पृष्ठ)/ Encl: Tender Document (32 pages)
(i) Annexure I : Special terms and Conditions
(ii) Annexure II : General Terms and Conditions
(iii) Annexure III : Scope of Work
(iv) Annexure IV : Format of Agreement
(v) Annexure V : Format for submitting Bank's Details
(vi) Annexure VI : Format for Calculation Sheet for Minimum Wages etc.
(vii) Annexure VII : Format for Quoting the Rates (Price Bid)