



NABARD Odisha Regional Office
Ankur, 2/1, Civic Centre, Nayapalli, Bhubaneswar-751015
Email: dpsp.bhubaneswar@nabard.org

National Bank for Agriculture and Rural Development (NABARD) invites limited tenders for undertaking **Construction of two wheeler parking shed and P.C.C. internal road at NABARD Odisha Regional Office Ankur, 2/1, Civic Centre, Nayapalli, Bhubaneswar-751015**. Vendors empanelled with NABARD, Odisha RO under Civil, Plumbing Services may log on to the website of NABARD i.e. www.nabard.org or to the Central Public Procurement Portal i.e. <https://eprocure.gov.in> to download the Tender Document for submitting the same duly filled by **Date: 13.07.2022 by 15.00 hrs.**

Date of issue of tender document	22.06.2022
Date, time of pre bid meeting and site verification by bidders	04.07.2022 at 15.00 hrs
Due date and time for submission of tender documents	On or before 13.07.2022 at 15:00 hrs
Date and time of opening Bids	13.07.2022 at 15:30 hrs

(Sign and seal of tenderer)



NOTICE INVITING TENDER

Ref.No. NB.ODRO.DPSP/ 707 / Prem-9/ 2022-23

22 June 2022

M/s _____

Dear Sir

Construction of two wheeler parking shed and P.C.C. internal road at NABARD Odisha Regional Office Ankur, 2/1, Civic Centre, Nayapalli, Bhubaneswar-751015

1. NABARD invites sealed tenders from Vendor/ Service Providers of repute & experience that are empanelled with NABARD Odisha RO for Civil, Plumbing category to undertake Construction of two wheeler parking shed and P.C.C. internal road at NABARD Odisha Regional Office Ankur, 2/1, Civic Centre, Nayapalli, Bhubaneswar-751015. Interested Vendor / Service Providers may download the tender document from any one of these following options - NABARD's website www.nabard.org or Central Public Procurement Portal <https://eprocure.gov.in>

It may be noted that the tendering will be a single bid system. The bid will be put in a sealed covers with superscription of **"Offer for Construction of two wheeler parking shed and P.C.C. internal road at NABARD Odisha Regional Office Ankur, 2/1, Civic Centre, Nayapalli, Bhubaneswar-751015"** on it.

2. The time allowed for completion of captioned work shall be **20 days** to be reckoned from the date of issue of work order.
3. The successful tenderer will be required to deposit **Retention Money Deposit (RMD) @ 3%** which shall be recovered from each on-account bill till the total recovery amounts to the total cost stipulated in the tender. The RMD will be released after completion of Defect Liability Period of one year and shall not bear any interest. The RMD will be liable to be forfeited in case the contractor commits any breach of terms and conditions of the contract, or fails to complete, or rectify the work.
4. The Defect Liability Period shall be for a period of **one** year from the date of completion of the work. During this period, the vendor will be responsible to rectify any defect without incurring any additional cost by the Bank.
5. NABARD reserves the right to accept or reject any or all offers without assigning any reasons whatsoever and its decision shall be final and binding to all.

Address for Communication:

The Chief General Manager
National Bank for Agriculture and Rural Development (NABARD)
Odisha Regional Office
Ankur, 2/1, Nayapalli
Bhubaneswar- 751015

sd./
(Kamalakanta Pattnaik)
Deputy General Manager



FORM OF TENDER

The Chief General Manager
National Bank for Agriculture and Rural Development
Odisha Regional Office
Ankur, 2/1, Civic Centre,
Nayapalli, Bhubaneswar- 751015

Dear Sir/Madam

Construction of two wheeler parking shed and P.C.C. internal road at NABARD Odisha Regional Office Ankur, 2/1, Civic Centre, Nayapalli, Bhubaneswar-751015

1. I / We have examined the Scope of Works, Schedule of Quantities and Terms and Conditions relating to the tender for the said works after having obtained the Tender document invited by you and are submitting our offer for the following work:

2. I / We have visited the site, examined the site of works specified in the Tender Document and acquired the requisite information relating thereto as affecting the Tender.

3. I / We hereby offer to execute and complete the works in strict accordance with the Tender Document at the item rates quoted by me / us in the attached Schedule of Quantities in all respects as per the specifications and Scope of Works described in the Tender Document and the Annexures containing Terms and Conditions.

4. I / We agree to deposit all taxes, levies, Cess etc., on account of service rendered by me to NABARD, to the concerned tax collection authorities from time to time as per extant rules and regulations on the matter. I/We agree to pay all Government (Central and State) Taxes such as Excise Duty, Income Tax, GST, contribution to EPF & ESI (wherever applicable) etc. and other taxes prevailing from time to time.

5. I/We further agree to obtain all necessary permissions required for the execution of work from the concern authorities at no extra cost. Agree to pay any fine or statutory dues imposed by any statutory authority in course of execution of subject contract, for which the tender is being submitted.

6. I/We will be responsible for any legal/Quasi legal matters arise due to non-compliance of statutory obligations, and indemnify NABARD against all possible recourses and entire expenditure in this regard will be borne by me/us

7. We hereby certify that all the statements made and information supplied in the tender Document and accompanying statements are true and correct.

8. Should this tender be accepted, I / we hereby agree to abide by and fulfil all the Terms and Conditions and Provisions of the said Contract Document annexed hereto.

Name of the person authorized to sign and submit the Tender

I).....

II).....

Yours faithfully

Place

**Date
Seal**

Signature

Instructions for filling the tender

1. Eligibility: Only empanelled vendors with NABARD, Odisha RO under Civil and Plumbing category to participate in the tender.
2. All the pages of the Tender Document shall be signed by the Tenderer.
3. NABARD takes no responsibility for delay/loss in post or non-receipt of Quotations/ Tender Documents.
4. The Envelope containing Tender / Quotation should be properly sealed, addressed, duly superscribed with name of work should be submitted in the Office of the **Chief General Manager/Officer in Charge, National Bank for Agriculture and Rural Development (NABARD), Odisha Regional Office, Ankur, 2/1, Civic Centre, Nayapalli, Bhubaneswar, Odisha-751015**. The last date of receipt of Tender is on or before 15.00 hours on 13.07.2022 and Bids will be opened at 15:30 hours on 13.07.2022. Revision in date and time, if any, would be conveyed separately.
5. Bids submitted by unauthorized agents and FAX/Telegraphic bids shall not be entertained/ considered.
6. Rates should include all items pertaining to the captioned work as mentioned in the tender and unless the same is done to the satisfaction of the NABARD's Engineer/ACTs, the bill will not be accepted.
7. Rates should be filled in the Tender neatly and no overwriting shall be made. Corrections, if any shall be authenticated by subscribing signature of the tenderer. The rates quoted should be written legibly in words and figures. If on check, differences are observed between the rates given by the Contractor in words and figures or in the amount worked out by him, the following procedure shall be followed.
8. When there is a difference between the rates in figures and in words the rate that corresponds to the amounts worked out by the Contractor shall be taken as correct.
 - 8.1 When the amount of an item is not worked out by the Contractor or it does not correspond with the rate written either in figures or in words, then the rate quoted by the Contractor in words shall be taken as correct.
 - 8.2 When the rates quoted by the Contractor in figures and in words tallies, but the amount is not worked out correctly, the rate quoted by the Contractor shall be taken as correct and not the amount.

DECLARATION BY THE CONTRACTOR

We / I have read and understood all the instructions / conditions made above and we / I have taken into account the above Instructions / Terms and Conditions while quoting the rates. We / I accept all the above Terms and Conditions without any reservation, in all respects.

Place:

Date:

(Signature and Seal of the Tenderer)

Annexure- I

General Terms and Conditions

1. Contractors are advised to visit the site and thoroughly understand the nature and scope of the works and be familiar with the site conditions before quoting.
2. The quantities indicated in the BOQ are tentative and shall be executed at the sole discretion of NABARD. In case of any addition or reduction in BOQ, payment will be on made on prorated basis.
3. Quoted rates should be workable and reasonable and should include incidental and all overheads and profits. The contractor should furnish Rate Analysis for scrutiny of the rates by NABARD, if required.
4. Rates should include all Taxes, Duties, Levies, Wages as per Act, etc. and should be firm for the entire Contract period. No escalation of rates will be allowed for the entire contract period on any account.
5. Materials used should conform to relevant BIS.
6. Specifications and Method of Measurements shall be followed as applicable. However, in the absence of the same and/ or in case of any discrepancy, the decision of CGM, NABARD, Odisha Regional Office, Bhubaneswar will be final.
7. The items not covered in the Schedule of Quantities of the Contract Document shall be paid as per Rate Analysis based on the market prices supported by documentary proof with 15% towards Contractor's OHP (which include IT and GST) as applicable. The Rate Analysis shall be submitted by the Contractor for scrutiny and approval of NABARD.
8. Income Tax, GST and other taxes etc. as applicable will be deducted from total payment due to the Contractor.
9. The Contractor should have valid License relating to his Contract and the workmen employed by the Contractor should also have the valid License and/or experience in their trade.
10. The Contractor should arrange to obtain necessary insurance cover (Workmen compensation policy) for his employees at his cost and should be responsible for the safety of persons, employed by him.
11. All the Standard Conditions of the Contract shall be binding on the parties as per Indian Contract Act and prevailing Rules.
12. The entire work is required to be completed as specified in the tender.
13. The Contractor shall comply with the provisions of Contract, Labour (Regulation & Abolition) Act, 1970, Minimum Wages Act and all other Labour Laws and other Statutory Regulations (both Central and State) that may be enforced from time to time by the appropriate authorities. NABARD shall not be held responsible for any penalty on failure of the any Labour Regulations. If needed, NABARD shall have the power to inspect the Wage Register and for physical verification of salary paid to the staff with reference to any records of the Contractor and to insist the Contractor to comply with Laws.
14. The Contractor should be responsible to fulfill all the obligations in connection with the workers employed by the Contractor for the purpose of the Contract and all the Statutory and other liabilities, if any, including minimum wages, leave salary, uniform, ex-gratia, gratuity, ESI, Provident Fund, Workman Compensation, if any, etc. in connection therewith shall be on the Contractor's account and payable by the Contractor.
15. The Contractor should obtain necessary permission that may be required for the purpose of this Contract from such authorities as may be prescribed by Law from time to time.
16. The Contractor or his authorised representative should visit the site frequently as required by NABARD and meet NABARD's Engineer/concerned officers with prior appointment for any clarifications and to receive instructions, take measurements, etc. at the site.
17. The contractor should engage a qualified technical personnel/supervisor to supervise the work on daily basis as per the specifications and instruction of the Bank's Engineer.
18. The Contractor shall be fully responsible and shall compensate NABARD in the event of any damage to staff or material, injury/ damage or death as the case may be, caused directly or

- indirectly due to the negligence of the Contractor or his agents and/ or his employees, or workmen. NABARD will not be liable to pay any compensation to the personnel deployed by the contractor for sustaining any injuries while discharging the duties in the premises.
19. The Contractor shall indemnify NABARD against any losses arises from this work.
 20. Any act of indiscipline / misconduct / theft / pilferage on the part of any employee engaged by the Contractor resulting in any loss to NABARD in kind or cash will be viewed seriously and NABARD will have the right to claim damages or levy fine and/or terminate the Contract forthwith, if necessary.
 21. In case of any default or failure on Contractor's part to comply with all/ any one of the Terms/ Conditions, Chief General Manager, NABARD, Odisha Regional Office, Ankur, 2/1, Nayapalli, Bhubaneswar reserves to himself the right to take necessary steps to remedy the situation including, inter- alia, the deduction of appropriate amount/s from dues otherwise payable to Contractor and/ or by taking recourse to appropriate recovery proceedings.
 22. If any dispute arises on any matter concerning this Contract, the decision of CGM, NABARD, Odisha RO, Bhubaneswar shall be final and binding.
 23. The Contractor should not at any time do, cause or permit any nuisance on the site / do anything which shall cause unnecessary disturbances or inconvenience to the staffs/visitors at site or near the site of work.
 24. In case of need, the contractor by his own expenses and risk shall uninstall relevant fixtures in the area of work carefully and without any damage, to a convenient place under intimation to the Bank for the convenience of work, and shall reinstall the same, wherever required, after completion of the work.
 25. The work should be carried out with least inconvenience to the staffs. The workmen employed by the Contractor should abide by the Rules and Regulations maintained by NABARD in the premises, especially in respect of working hours, entry of the workers to the premises, interpersonal relation with the occupants etc.
 26. The Contractor should obtain approvals, if any, necessary for the work from the statutory bodies on behalf of NABARD. The contractor shall ensure all related protocols as per the directions of State/ Central Govt. issued from time to time.
 27. The Contract can be terminated by NABARD on 07 days' notice if services are found to be unsatisfactory and if there is no improvement even after issue of notices to the contractor.
 28. On-site storage space will be provided to the Contractor subject to availability. However, the Contractor may erect temporary sheds for storage purposes at his cost with the permission of NABARD. NABARD will not be responsible for Contractor's materials. The Contractor may be required to vacate the storage space and sheds as per exigency without any extra cost to NABARD.
 29. The Contractor shall provide everything necessary for the proper execution of the works. NABARD will not supply any 'T&P' and materials or any other equipment, materials, labour, etc. and no payment in this respect will be made by NABARD. The Contractor shall supply, and maintain all the scaffoldings, jhulla, T&P etc. at his cost during the execution of any work and remove them as soon as the work is completed.
 30. The Contractor shall not directly or indirectly transfer, assign or sublet the Contract or any part of it, without written permission of NABARD.
 31. Any defect which may appear within the Defect Liability Period after the Virtual completion of work should be rectified by the Contractor at his cost and only thereafter the RMD will be refunded to the Contractor.
 32. Security Deposit: Retention Money Deposit (RMD) shall be deducted @ **3%** of the value of work done from every bill and shall be refunded after expiry of defects liability period of one year after the date of virtual completion of the work provided the Contractor has satisfactorily carried out all the rectification works and attended to all defects to the satisfaction of NABARD. No interest will be paid on Retention Money Deposit. No mobilization advance will be given to contractor.
 33. Defects Liability Period: One year from the date of Virtual Completion of works certified by NABARD.
 34. Validity of Tender Rates: 90 days from the date of opening of Bid.

35. Liquidated Damages: 0.25% of the accepted Tender Value per week or part of the week subject to maximum of 5% of the value of work.
36. The contractor shall be entitled to receive payments on submission of interim bills of amount after the execution of work. The contractor shall submit interim bills only after working out the appropriate measurements jointly recorded with NABARD at site in the Measurement Book (MB). This is not only to regulate correctness of quantity but also to facilitate expeditious clearing of the bills. The interim bills submitted by the contractor will be paid by NABARD after all the statutory deductions viz. RMD @ 5%, GST, TDS and any other taxes/charges as applicable.
37. The Contractor shall submit the bills along with the accepted and jointly recorded measurement sheets duly certified by the NABARD's Engineer/concerned officers.
38. Termination of agreement: "If the services of the contractor are not found to be satisfactory or for any other reason considered by NABARD as insufficient, the contractor will be given a notice, with a **notice period of 07 days**, to improve his services. If the contractor fails to improve his services within the Notice period, NABARD shall have the discretion to terminate the contract either in part or in whole, on any day after the expiry of the said notice period if
 - in the opinion of the Bank (which shall not be called in question by the contractor and shall be binding on the contractor) the contractor fails or refuses to implement this agreement to the Bank's satisfaction and/or
 - the contractor commits a breach of any terms and conditions of this agreement and/or
 - the contractor is adjudged an insolvent or a compromise is entered by him with his creditors or if distress or execution or other process is levied upon or receiver is appointed for any part of the assets or property of contractor and/or
 - for any reason whatsoever, the contractor becomes disentitled in law to perform his obligations under this agreement and/or there is any variation in the ownership/partnership or management of the contractor or his business without the prior approval in writing of the Bank to such variation. The Contractor shall not be entitled to any compensation for such termination.
39. On expiry or early termination of the contract, the personnel engaged shall vacate the said premises without any way causing any damage to the premises and the property therein.
40. We accept all the above Terms and Conditions in all respects without any reservation.

(Signature of the Tenderer with Name, Seal & Date)

Annexure- II

Scope of Work

1. Construction of two wheeler parking shed and P.C.C. internal road at NABARD Odisha Regional Office Ankur, 2/1, Civic Centre, Nayapalli, Bhubaneswar-751015.
2. The two wheeler parking space is to be constructed in the right back side of office building along the boundary wall of the premises in 'L' shape.
3. The surface should be properly cleaned and prior to the initiation of the work.
4. All the existing unwanted structured must be removed as per the instructions of the NABARD officer.
5. The internal road would be PCC structure of 100 mm thick with (1:2:4) ratio. The length of the structure would be 70 meter and 30 meter in breadth.
6. This is to be uniformly marked for parking of two wheelers.
7. Adequate lighting arrangement to be made for bike parking.
8. The ceiling of the bike parking would be G.I. corrugated coated sheet. (The details are given in Price Bid section)
9. The cantilever would be 100 mm G.I. round pipe. (The details are given in Price Bid section)
10. The parking shed would be made using round G.I. Pipe and perlins covering with G.I. corrugated coated sheet.
11. Proper drainage for outflow of rain water should be ensured.
12. The works to be completed within 20 days from date of acceptance of work order.
13. GST invoice of all standard materials purchased by the vendor to be submitted to NABARD before utilization, which will be verified by a NABARD representative.

Appendix-I (Covering Letter by the Tenderer for Submission of BID)

(To be submitted in Tenderer's own Letter head)

Ref. No.

Date:

To

The Chief General Manager /Officer in Charge
National Bank for Agriculture and Rural Development (NABARD)
Odisha Regional Office
Ankur, 2/1/, Civic Centre, Nayapalli,
Bhubaneswar,
Odisha -751015

Dear Sir,

Submission of Bid for undertaking Construction of two wheeler parking shed and P.C.C. internal road at NABARD Odisha Regional Office Ankur, 2/1, Civic Centre, Nayapalli, Bhubaneswar-751015

With reference to NABARD, Odisha RO's Tender Notice dated2022,

I/ We offer our services for **Construction of two wheeler parking shed and P.C.C. internal road at NABARD Odisha Regional Office Ankur, 2/1, Civic Centre, Nayapalli, Bhubaneswar-751015.**

I/We understand that NABARD reserve the right to accept or reject any or all the tenders either in full or in part without assigning any reason therefor.

I/We also agree that our tender will remain valid for acceptance by the Bank for 90 days from the date of opening of price bid of the tender and this period of validity can be extended for such period as may be mutually agreed between the Bank and us in writing.

All the desired information in the prescribed format specified in this tender and other certificates as required by NABARD, are enclosed herewith for NABARD's perusal.

Thanking NABARD

Yours faithfully,

(Signature of Authorized person on behalf of the Firm/ Agency/ Tenderer)

(Tenderer's Seal)

Appendix- II

(Letter of Undertaking from the Tenderer)

(To be submitted in Tenderer's own Letter head)

To

The Chief General Manager /Officer in Charge
National Bank for Agriculture and Rural Development
(NABARD) Odisha Regional Office
Ankur, 2/1/, Civic Centre, Nayapalli,
Bhubaneswar,
Odisha -751015

Dear Sir,

Submission of Bid for undertaking Construction of two wheeler parking shed and P.C.C. internal road at NABARD Odisha Regional Office Ankur, 2/1, Civic Centre, Nayapalli, Bhubaneswar-751015

1. I / We have examined the Scope of Works, Schedule of Quantities and Terms and Conditions relating to the tender for the said works after having obtained the Tender document invited by you and are submitting our offer for the above work.
2. I / We have visited the site, examined the site of works specified in the Tender Document and acquired the requisite information relating thereto as affecting the Tender.
3. I / We hereby offer to execute and complete the works in strict accordance with the Tender Document at the item rates quoted by me / us in the attached Schedule of Quantities in all respects as per the specifications and Scope of Works described in the Tender Document and the Annexures containing Terms and Conditions.
4. I / We agree to deposit all taxes, levies, Cess etc., on account of service rendered by me to NABARD, to the concerned tax collection authorities from time to time as per extant rules and regulations on the matter. I/We agree to pay all Government (Central and State) Taxes such as Excise Duty, Income Tax, GST, contribution to EPF & ESI (wherever applicable) etc. and other taxes prevailing from time to time.
5. I /We further agree to obtain all necessary permissions required for the execution of work from the concern authorities at no extra cost. Agree to pay any fine or statutory dues imposed by any statutory authority in course of execution of subject contract, for which the tender is being submitted.
6. I/We will be responsible for any legal/Quasi legal matters arise due to non-compliance of statutory obligations, and indemnify NABARD against all possible recourses and entire expenditure in this regard will be borne by me/us
7. The rates quoted by me/us, are firm and shall not be subjected to variations on account of fluctuation in the market rates, taxes or any other reasons whatsoever for the captioned period.
8. I/We further agree to pay the personnel deployed in NABARD premises, their wages in accordance with the relevant Minimum Wages Act, on a monthly basis. I/We shall also make PF contribution, ESI contribution and or any other statutory contribution in respect of the personnel deployed for execution of this contract.



9. I/ We hereby certify that all the statements made and information supplied in the tender document and accompanying statements are true and correct.

Should this Tender be accepted, I/we hereby agree to abide by and fulfil all the Terms and Conditions and Provisions of the Contract Document.

Yours faithfully,

(Name and signature of the tenderer)

Place:

Date:

Appendix-III (PROFORMA FOR ELECTRONIC PAYMENT)

Details of Bank account to be furnished by the contractor/ service provider for effecting payment by NABARD.

1	Name of the account holder (As appearing in the Bank account)	
2	Address of the Account Holder	
3	Name of the Bank	
4	Name of the Bank Branch	
5	Account number	
6	RTGS/ NEFT/ IFS Code	
7	Type of account	
8	PAN Number	
9	GSTIN Number	
10	Email id	
11	Contact Number	

Signature and Seal:

Please attach the following:

- (1) Photocopy of one cancelled cheque leaf of the Bank account;
- (2) Copy of PAN card;
- (3) Allotment letter / registration letter under GSTIN.



Annexure III

Format for PRICE BID / Bill of Quantities

S.No	Description	Unit	Quantity	Rate	Amount
1	Providing and laying 100 mm thick PCC (1:2:4) in internal road maintaining proper level as per direction of the officer in- charge of NABARD.	CUM	28		
2	Providing and doing two wheeler parking shed using Round G.I. Pipe and perlins, covering with G.I. corrugated coated sheet, painting to structure with synthetic enamel, executed as per design and specification a) Size: 70 Meter Length* 3 metre width b) 100 mm G.I. round pipe of 4.5 mm wall thickness (Jindal/Tata make) c) G.I. Corrugated Coated sheet of 0.5 mm thickness (Jindal/Bhusan/Tata make) d) Cement- Dalmia/ Ultratech	SQM	210		
	Grand Total (1+2) in Rs.				
	Grand Total in Words (in Rupees)				

Note:

- a) The above quote is exclusive of GST, however, GST will be calculated as per prevailing rate.
- b) The quoted rate shall be workable and inclusive of all material and labour cost as well as contractor profit, overheads/ service charge and any other applicable taxes but exclusive of GST.
- c) Payments will be make after deduction of applicable taxes.
- d) The contractor should have valid GST registration. While raising final bills, the contractor should write their GSTIN number in the Tax Invoice and should also clearly indicate applicable SGST/CGST amounts payable. Any changes in GST rate prevailing shall be applicable on the quoted rates.
- e) The tenderers should visit site and assess site conditions and scope of work before quoting the rates.
- f) All the measurements of the work shall be recorded on Measurement Book at site, jointly by the contractor and NABARD representative.
- g) The L-1 agency will be decided on the basis of grand total amount quoted for the work, in case of variation between figures and words, amount in words would be treated as final.

DECLARATION BY THE CONTRACTOR

We / I have read and understood all the instructions / conditions made above and we / have taken into account the above Instructions / Terms and Conditions while quoting the rates. We / I accept all the above Terms and Conditions without any reservation, in all respects with regard to Financial Bid quoted above.

Place:

(Signature of the Tenderer)

Date:

Name and Seal