



## Principal Office

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RFQ No. SAMS/FIND/Proc./LT/17/2020

Dated: 06/04/2020

## Request for Quotation (RFQ) for Procurement of Works under FIND Project

1. Strategic Alliance Management Services Pvt. Ltd. (SAMS) has been engaged by “Foundation for Innovative New Diagnostics” (FIND), New Delhi (a not-for-profit Company created under Section 8 (Indian) Companies Act, 2013) for providing procurement consultancy services for equipment, goods, works and services for TB Laboratories established across India under Revised National Tuberculosis Programme (RNTCP), Ministry of Health and Family Welfare, Govt. of India.
2. The SAMS hereby request you to submit your Quotation for the Works at Department of Microbiology in PGIMS, Rohtak as per **Works Requirements** given in **Annexure-I**. The estimated cost of works is **Rs.13.56 lakh**.
3. The bidder is expected to examine all instructions, forms, terms and specifications in this RFQ documents. Failure to furnish all information required by the RFQ documents or submission of a quotation not substantially responsive to the RFQ document will be at the bidder's risk and may result in the rejection of its quotation.
4. The Bidder, at its own responsibility is encouraged to visit and examine Site of Works and its surroundings and obtain all information that may be necessary for preparing the quotation. The cost of visiting the Site shall be at the Bidder's own expense.
5. The **bidder's eligibility requirements** are as under:

Bidder Should have executed at least 2 completed works of similar nature, each of its value should not be less than 40% estimated cost over the last 5 years as on due date for submission of quotation.
6. The bidder shall prepare one original quotation typed or written in indelible ink and shall be signed by the bidder's signatory duly authorized to bind the bidder to the contract. All pages of the bid shall be initialled by the person signing the quotation.
7. The following should be submitted along with quotation in single cover duly sealed and super-scribed with “**RFQ No. SAMS/FIND/Proc./LT/17/2020**”.
  - a) Forwarding letter clearly mentioning the name of authorized signatory, and the statement that the quotation is valid for 3 months after the due date for submission of quotation
  - b) Copy of registration as civil contractor under any class with State PWD / Central PWD/any works department/organization (If available)
  - c) Copy of GST registration;
  - d) Copies of completed Work Order(s) (at least 2) each showing experience of executing works of similar nature as included in this RFQ issued in the name of the firm and each of PO Value not less than 40% of the estimated works cost along with the work completion certificate, over the period of last five years as on due date for submission of quotation
8. The quotation shall contain no interlineations erasures or overwriting except as necessary to correct errors made by the bidder, in which case such corrections shall be initiated by the person or persons signing the bid.
9. Each bidder is entitled to submit only one quotation.
10. The bidder may modify or withdraw its quotation after submission provided that written notice of the modification or withdrawal is received by the employer prior to the deadline prescribed for submission of quotations.
11. **Work Completion schedule**: Work should be completed within 45 days from the date of issue of the Work Order

12. **Bid Prices**
  - a. The bidder shall indicate on the Price Bid Form attached to these, the unit prices and total price of goods/works it proposes under this RFQ. Price should be quoted only in INR and in the format attached in **Annexure II**.
  - b. Price bids of the bidders found eligible as per criteria given in Para 5 above shall be evaluated on the basis of total cost quoted for complete work requirements.
13. **Period of validity of quotations:** Quotations shall remain valid for 3 months after the due date for submission of quotations prescribed by the employer. Quotation valid for a shorter period shall be rejected by the employer as non-responsive.
14. **Criteria for Issue of Work Order:** The bidder whose quotation has been determined to be the lowest evaluated quotation shall be considered to issue Work Order. The selected bidder shall be required to submit performance security equivalent to 10% of order value in form of Bank Guarantee valid for 3 months from the date of issue of work order as per the format given in **Annexure-III**.
15. **Employer's right to accept any bid/tender and to reject any or all bids:** The employer reserves the right to accept or reject any quotation and to annul the RFQ process and reject any or all bids at any time prior to issue of purchase order, without thereby incurring any liability to the affected bidder or bidders.
16. **Payments Terms:** 100% payment shall be released within 28 days of submission of claim along with Work Completion Report issued by the authorized representative of the Institute.
17. **Liquidated damages:** If the supplier fails to execute the works within the time period(s) specified in the para 11 above, the employer shall, without prejudice to its other remedies under the contract, deduct from the contract price, as liquidated damages, a sum equivalent to 0.1 percent of the order value for each day of delay on pro-rata basis until actual delivery or performance up to a maximum deduction of 10% (ten) percent of the order value.
18. Quotation should be submitted to over email [procurement@samsconsult.com](mailto:procurement@samsconsult.com) with subject line "**Quotation for the Works at Department of Microbiology in PGIMS, Rohtak under FIND Project**" in zipped on or before **22/04/2020 till 03.00 PM**.
19. Any quotation received after the deadline for submission of quotations prescribed will be rejected and/or returned unopened to the bidder.

**For Strategic Alliance Management Services Pvt. Ltd.**

**(Shivam Anand)**  
**Manager (Procurement and Hospital Services)**  
**Mobile: 7488007473**  
**E-mail: [shivam@samsconsult.com](mailto:shivam@samsconsult.com)**

**Annexures:**

- i. Work Requirements and layout drawings
- ii. Price Bid Form
- iii. Bank Guarantee Format.

## Works Requirement

### Introduction:

Certain works are to be executed in the premises of TB Culture & DST Laboratory Department of Microbiology, Post Graduate Institute of Medical Sciences (PGMIS), Rohtak, Haryana. The laboratory is situated on the 2<sup>nd</sup> floor of the Institute. The layout drawings are enclosed.

### Works to be carried out in the corridor:

- Dimension of Corridor to be covered (Lx W): 57'x 6'7"
- Creation of glass aluminium wall double door with proper gasketing measuring (5' Wide x 7' Height) and covering the entire area above 7' height of door by aluminium partition
- Gypsum /clean room false ceiling at a height of 8' from the floor to be done for an entire dimension (57'(L) x 6'7" (W)) of the corridor from the wall next to door of Proposed UPS room to the end of corridor
- 10 False ceiling light in the corridor area
- Whitewash and Painting to be done on side walls on entire length of Corridor from the Door Partition.

### Proposed Media Preparation Room (as indicated in the Layout Annex 4):

- Dimension of Media Room (Lx W): 13'6"x 10'
- Creation of half brick wall partition covered with tile and then using aluminium partitions above it. The brick wall partition may be up to 4 feet along the entire length of 14 feet along the floor and rest area will be aluminium partition. The electrical sockets can be provided in the brick partition wall with concealed wiring
- Creation one Glass aluminium door (3' wide and 6'8" height) with automatic door closure mechanism with lock & key system as indicated in the layout.
- All visible walls need to be tiled up to the false ceiling height.
- Levelling of Floor and Tiling to be done on the floor
- Gypsum /clean room false ceiling at a height of 8' from the floor.
- Construction of three work benches of dimension 10' (L) and 3' (W) with one modular wash basin (WB1), 10'(L) X 3' (W) (WB2) and 4' (L) X 2'6" (W) (WB3). It may be made of brick and mortar with granite top and should have 3 numbers stainless steel of cabinet installed at the bottom for each Table for storage. There may be one shelf below it.
- Installation of LED Ceiling lights & necessary wiring as indicated in the layout.
- Installation of MCB control box separate for the room
- Installation of one Split AC of 1.5 TR capacity with proper drainage facility as indicated in the layout.
- Supply & installation of 15/6 AMP, single phase electrical socket with wiring as per layout.

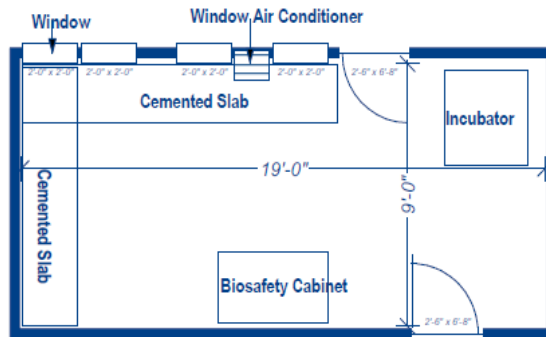
### Proposed BSL-2 Lab

- Dimension of Room (Lx W): 19'x 9'
- Permanent Closure of all existing window and Ventilator from the existing Culture and Staining processing room except for 2 shown in the Layout
- Removal of Existing Biosafety Cabinet along with Duct

- All existing cemented table with wooden cupboards inside the existing sample processing room needs to be dismantled and removed from the Room
- Existing 1 Window to the right of the service window to be replaced by a glass view panel
- Levelling of Floor and Tiling to be done on Floor
- Construction and installation of three stainless steel work benches with Granite tabletop and having stainless steel cabinets installed at the bottom for each workbench for storage of dimension 3' (L) x 2' (W) (WB1), 4' (L) x 2'6" (W) (WB2) and 3' (L) X 2'6" (W) (WB3).
- Construction and Installation of One L shaped workbench made up of brick and mortar with Granite top with installation 2 Sinks installed. One Large stainless-steel staining sink and another small modular sink as shown in the Layout
- Construction and installation of 2-3 wall mounted stainless steel racks with doors and lock and key facility on corners of the room
- Supply & installation of 15/6 AMP, single phase electrical socket with wiring as per layout.
- Installation of one Split AC of 2 TR with proper drainage facility as indicated in the layout.
- Installation of LED Ceiling lights & necessary wiring as indicated in the layout.
- Complete white washing needs to be done for the area indicated in the drawing.
- Gypsum /clean room false ceiling at a height of 8' from the floor.

## Layout Drawings

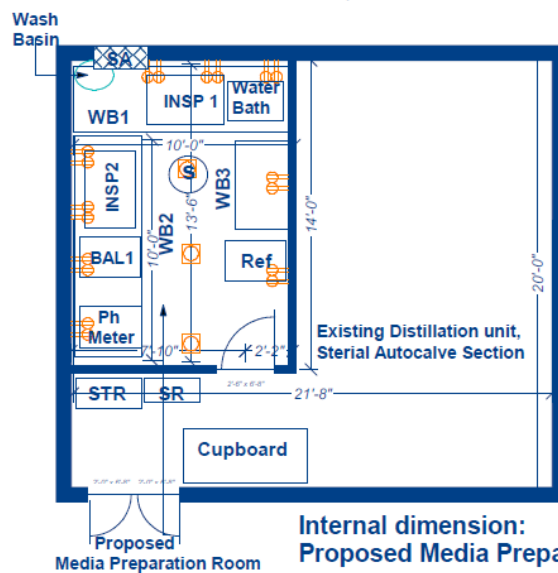
### Existing Staining and Culture Room\_2nd Floor\_PGIMS Rohtak



Dimension of the Room(LxW): 19'x9'

Height of Ceiling : 10'

### Proposed Media Preparation Room, Department of Microbiology, 2nd Floor, PGIMS Rohtak



#### Equipment Details:

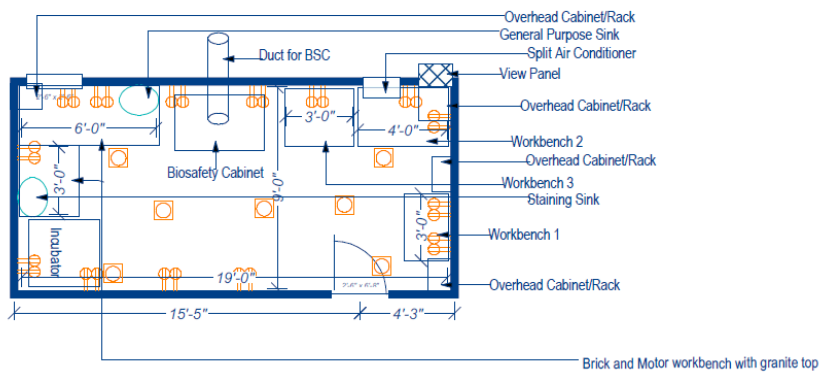
Ref: Refrigerator  
 INSP: Inspissator  
 Ph Meter  
 BAL: Electronic Weighing Balance  
 WTRB: Water Bath  
 SA: Split AC

#### miscellaneous Items:

WB1: Work Bench 1: 10' X 3'  
 WB2: Work Bench 2: 10' X 3'  
 WB3: Work Bench 3: 4' X 2'6"  
 STR: Storage Rack : 3' X 2'  
 SR: Shoe Rack: 2' X 1'  
 S: Stool

Internal dimension:  
 Proposed Media Preparation Room: 13'6" X 10'

**Proposed BSL-2 Room\_2nd Floor\_PGIMS Rohtak**



**Dimensions of Work Benches:-**

- 1) Work Bench 1 (LxB) : 3' x 2'
- 2) Work Bench 2 (LxB) : 4' x 2'6"
- 3) Work Bench 3 (LxB) : 3' x 2'6"
- 4) Brick and Motor Workbench with Granite Top (LxB): 6'x2'6" + 3'x2'6"

**Dimension of the Room (LxB): 19'x9'**

**Height of Room: 10'**

Price Bid Form

Sr. No.	Description of Work	Unit	Quantity	Rate (incl. of taxes)	Amount (inclusive of taxes)
<b>A</b>	<b>Corridor</b>				
1	Creation of Glass Aluminium partition along with Aluminium double-door (5' Wide x 7' Height)				
2	Electrical Work (Laying of electrical wire and installation of electrical fixtures (ceiling light 10 nos., MCB and switches as required)				
3	Gypsum False Ceiling along the corridor (57'x 6'7")				
4	Minor civil work with White Wash on entire length of corridor (57' on both the sides of the wall)				
<b>B</b>	<b>Proposed Media Preparation Room</b>				
1	Civil Work (Dismantling of existing structure)				
2	Civil Work (Creation of brick wall partition with tiles along with aluminium partition) Description 4 feet from the floor to be made of of brick and tiles and rest covering the remaining with Aluminium partition.				
3	Creation of Glass Aluminium partition along with Aluminium door (3' wide and 6'8" height) with door closure, lock & key.				
4	Creation and installation of 3 stainless steel workbenches made of brick and mortar with granite top, along with Stainless steel cabinets for each storage table 10' (L) and 3' (W) (WB1), 10'(L) X 3' (W) (WB2) and 4' (L) X 2'6" (W) (WB3)				
5	Installation of 1 No. of modular sink / wash basin with necessary plumbing work				
6	Electrical Work (Laying of electrical wire and installation of electrical fixtures (ceiling lights, electrical sockets, MCBs and switches as required)				
7	Gypsum False Ceiling for the room(13'6"x 10')				
8	Installation of Split Air Conditioner(1.5 TR Capacity) with in-built voltage stablizer and proper drainage facility				
10	Tile work to be done on the Floor(13'6"x 10')				
11	Tile work to be done on the Floor (13'6"x 8'+10"x8")				
<b>C</b>	<b>Proposed BSL-2 Room</b>				
1	Dismantling of existing structure and removal of existing Biosafety cabinet and duct from the room; closure of all existing windows and ventilators; and dismantling of cemented table with wooden cupboard.				
2	One glass-view window to be installed as specified in the work requirement				
3	White washing of the sample processing room inside room No.301				
4	Creation and installation of 3 stainless steel workbenches with granite top along with Stainless steel cabinets for storage cabinet(3' (L) x 2' (W) (WB1), 4' (L) x 2'6" (W) (WB2) and 3' (L) X 2'6" (W) (WB3).				
5	Construction and installation of 2-3 wall mounted stainless steel racks with doors and lock and key facility on corners of the room				
6	Creation of Brick and Mortar L Type Workbench with Granite top				
7	Installation of 2 Nos. modular sink with necessary plumbing work				
8	Electrical Work(Laying of electrical wire and installation of electrical fixtures ie. Electrical sockets, switches and MCBs as required)				
9	Installation of Split Air Conditioner(2 TR Capacity) with in-built voltage stablizer and proper drainage facility				

10	Gypsum False Ceiling for the room(19'x 9') at an height of 8 feet from the floor with ceiling lights				
11	Tiling work on the Floor(19'x 9')				
	<b>Total</b>				



**BANK GUARANTEE FOR PERFORMANCE**  
**[On the letterhead of the Bank]**

Date: *[insert]*

To:

Director  
 Strategic Alliance Management Services Pvt. Ltd.  
 B01-03 Vardhaman Diamond Plaza, Community Centre, D.B. Gupta Road, Paharganj, New Delhi  
 110055

Dear *[insert]*

***[insert works title]* Construction Contract - Bank Guarantee for Performance**

You entered into a contract dated *[insert date]* with *[insert]* ("**Contractor**") titled *[insert contract title]* Construction Contract for the *[insert name of the project]* for certain works and services ("**Works**") to be undertaken by the Contractor ("**Contract**").

We, *[insert Bank]*, irrevocably and unconditionally undertake with you that whenever you give written notice to us stating that in your sole and absolute judgment the Contractor has failed to observe or perform any of the terms, conditions or provisions of the Contract on its part to be observed or performed, we will, notwithstanding any objection which may be made by the Contractor and without any right of set-off or counterclaim, immediately pay to you or as you may direct such an amount as you may in such notice require not exceeding the sum equivalent to **10** % of the Accepted Contract Amount ("**Guaranteed Sum**").

This Bank Guarantee for Performance ("**Guarantee**") is valid and will continue to be valid from the date of this letter for the Guaranteed Sum till *[insert date]*. This Guarantee will automatically become null and void by the end of this validity period.

Any payment by us in accordance with this Guarantee must be in INR or immediately available and freely transferable **currency** free and clear of and without any deduction for or on account of any present or future taxes, levies, imposts, duties, charges, fees, set off, counterclaims, deductions or withholdings of any nature whatsoever and by whomever imposed.

Our obligations under this Guarantee constitute direct primary, irrevocable and unconditional obligations, do not require any previous notice to or claim against the Contractor and will not be discharged or otherwise prejudiced or adversely affected by any:

- time, lenience or tolerance which you may grant to the Contractor;
- amendment, modification or extension which may be made to the Contract or the Works executed under the Contract;
- intermediate payment or other fulfilment made by us;
- change in the constitution or organisation of the Contractor; or
- other matter or thing which in the absence of this provision would or might have that effect, except a discharge or amendment expressly made or agreed to by you in writing.

This Guarantee may not be assigned by you to any person, firm or company other than an Affiliate, without our prior written consent, which must not be unreasonably withheld. You must notify us in writing of any assignment, after which we must make any payment claimed under this Guarantee to the person, firm or company specified in the notice which will constitute a full and valid release by us in relation to that payment.

Any notice required by this Guarantee is deemed to be given when delivered (in the case of personal delivery) or forty-eight (48) hours after being despatched by prepaid registered post or recorded delivery (in the case of letter) or as otherwise advised by and between the parties.

We agree that part of the Contract may be amended, renewed, extended, modified, compromised, released or discharged by mutual agreement between you and the Contractor, and this security

may be exchanged or surrendered without in any way impairing or affecting our abilities under this Guarantee without notice to us and without the necessity of any additional endorsement, consent or guarantee by us, provided, however, that the Guaranteed Sum does not increase or decrease.

No action, event or condition which by any applicable law may operate to free us from liability under this Guarantee will have any effect. We waive any right we may have to apply such law so that in all respects our liability under this Guarantee will be irrevocable and, except as stated in this Guarantee, unconditional in all respects.

Capitalised words and phrases used within this Guarantee have the same meanings as are given to them in the Contract.

This Guarantee is governed by the Uniform Rules for Demand Guarantees, ICC Publication No. 758, provided that the supporting statement under Article 15 (a), and Articles 34 and 35 are excluded. Any disputes arising out or in connection with this Guarantee, or the breach, termination, or invalidity thereof will be referred to and finally resolved by arbitration in accordance with the UNCITRAL Arbitration Rules then in effect, the language of the proceedings being English.

Nothing in or relating to this Guarantee shall be deemed a waiver, express or implied, of any of the privileges and immunities whatsoever.

IN WITNESS of which the [*insert Bank*] has duly executed this Guarantee on the date stated above.

**SIGNED** by [*insert*] )  
as attorney for [*insert*] )  
under power of attorney dated )  
[*insert*] )  
in the presence of )  
 )  
..... )  
Signature of witness )  
 )  
..... )  
Name of witness (block letters) )  
..... )  
Address of witness )  
..... )  
Occupation of witness )

.....  
By executing this agreement the attorney states that the attorney has received no notice of revocation of the power of attorney

**Address for notices**  
[*insert address*]