

ASSAM SMALL INDUSTRIES DEVELOPMENT CORPORATION LIMITED
(A Govt. of Assam Undertaking)
M.R.D Road, Bamunimaidan, Guwahti-781021



**NAME OF WORK: "Repair & Renovation of AAP Factory Building and Retail Outlet
at AAP Premises Bamunimaidam".**

TENDER NOTICE

SIDC/AAP/IA/942/NIT/2025-26/336 Date: 04.08.2025

Closing on 18.08.2025 at 2.00 PM

Issued to:

Issued by

Signature:

Name in Full:

Designation:

Date:

Official Seal

Cost of Tender Document 1000/- (Rupees One Thousand) only



ASSAM SMALL INDUSTRIES DEVELOPMENT CORPORATION

OPEN COMPETITIVE BIDDING

NAME OF THE WORK		“Repair & Renovation of AAP Factory Building and Retail Outlet at AAP Premises Bamunimaidam”.
SALE OF TENDER		04.08.2025 (14:00HRS)
LAST DATE AND TIME OF MANNUAL SUBMISSION OF BID		18.08.2025 UP TO 14:00 HRS
TECHNICAL BID OPENING		18.08.2025 at 15:00 HRS
PLACE OF BID OPENING		ASIDC Ltd, M.R.D Road Bamunimaidan.
OFFICER INVITING BIDS		Managing Director, ASIDC Ltd, Bamunimaidan
LOCATION		AAP complex, Bamunimaidam
ESTIMATED VALUE OF WORK		Rs.5,23,362.00
TIME OF COMPLETION		01 (One) Months
Cost of Tender Document fee (Non-refundable)		Rs.1000/- (Rupees One Thousand Only) in the form of Cash/ Demand Draft/ Banker’s Cheque drawn in favour of “ASIDC Ltd
Earnest Money Deposit (EMD)) in the form Demand Draft/ Bankers Cheque in favour of “Assam Small Industries DevelopmentCorporation Limited” payable at Guwahati		General Category: Rs.10,468/- (Rupees Ten Thousand Four Hundred Sixty Eight only) OBC / SC / ST Category: Rs.5,234/- (Rupees Five Thousand Two Hundred Thirty Four only)

**INVITATION FOR BIDS
(IFB)**



ASSAM SMALL INDUSTRIES DEVELOPMENT CORPORATION LTD.

NOTICE INVITING TENDER

No. SIDC/AAP/IA/942/NIT/2025-26/336

Date : 04 - 08 -2025

ASIDC Ltd., Bamunimaidam, Guwahati-21 invites bids from experienced firms/ organizations/contractors having registration with Class-I (A/B/C) / Class - II of APWD(R&B) / Class-I (A/B) of Industries & Commerce Department, Assam for the work **“Repair & Renovation of AAP Factory Building and Retail Outlet at AAP Premises Bamunimaidam”**

The tender documents may be downloaded from <https://asidcltd.assam.gov.in> or may be obtained on payment of Rs.1000.00 (non-refundable) by Cash/ Demand Draft/ Banker's Cheque drawn in favour of “ASIDC Ltd.” from 04/08/2025 to 17/08/2025 during office hours at the office of the ASIDC Ltd., Bamunimaidam, Guwahati-21

The tender must reach the undersigned on or before 18/08/2025 up to 2.00 PM and will be opened on the same day at 3.00 PM.

Sd

**Managing Director,
ASIDC Ltd.**

ASSAM SMALL INDUSTRIES DEVELOPMENT CORPORATION LIMITED
(A Govt. of Assam Undertaking)
M.R.D. ROAD, BAMUNIMAIDAN,
GUWAHATI-781021.

No. SIDC/AAP/IA/942/NIT/2025-26/336

Date: 04- 08 -2025.

DETAILED NOTICE INVITING TENDER

ASIDC Ltd., Bamunimaidam, Guwahati-21 invites bids from experienced firms/ organizations/contractors having registration with Class-I (A/B) of APWD(R&B)/Class-I (A/B) of Industries & Commerce Department, Assam in two bid system (Technical Bid -Vol-I & Financial Bid -Vol-II) for the following works:

Name of work	“Repair & Renovation of AAP Factory Building and Retail Outlet at AAP Premises Bamunimaidam”.
Location	AAP complex, Bamunimaidam
Estimated value of work	Rs.5,23,362.00
Time of completion	01 (One) months.

NOTE:

1. **Submission of Bids shall be manual in hard copies. Technical and Financial Bids must be sealed in Two separate envelope (in one single envelope bidding) Superscribed with *Title of the Tender*.**
2. The Technical Bids will be opened on **18/08/2025 at 1500 hrs**. In the event of date of bid opening being a holiday, the activities will take place on the next working day.
3. A hard copy of the bid with seal & signature in each of the bid document is to be submitted **on or before 18/08/2025 up to 1400 hrs** at Office of the ASIDC Ltd, Bamunimaidan, Guwahati .
4. All the interested bidders are requested to read the bid document carefully before submission of their bid.
5. **If the bidder’s quoted rate is below 10% of the estimated cost, the bidder must submit the rate analysis as per CPWD format along with Financial Bid & also a consent letter for providing additional Performance security in accordance with the Notification of the Finance Department, Government of Assam, vide No. 530624/1 dated 30th July, 2024. The Additional Performance Security shall be calculated as follows:**

Sl. No.	Bid quoting financials below estimated value put to tender	Additional Performance Security (PS) to be deposited by successful bidder over and above normal PS
I	Between 10.01% to 15%	200% of the difference between threshold value and Bid amount
ii	Between 15.01% to 20%	250% of the difference between threshold value and Bid amount
iii	20.01% and above	300% of the difference between threshold value and Bid amount

Any non-submission in this regard shall attract cancelation of Bid & consideration of the next lowest bidder.

6. The Contractor will have to provide plaque/Signage board in permanent nature mentioning name of work, contractor name, fund, amount etc as per prescribed format.
7. Geo-tagging shall be done by the bidder and the Geo-Tagged information shall be submitted by the bidder along with the bill and shall be produced as and when asked by TIA. The bidder has to submit photographs of work before /during and after completion of work along with geo-tag information.

**Managing Director,
ASIDC**

SECTION – 1

INSTRUCTIONS TO BIDDER

(ITB)

A. General

1. Scope of Bid

- 1.1 Managing Director, ASIDCL, Guwahati, (referred to as Employer in these documents) invites bids from registered Contractor for the works (as defined in these documents and referred to as "the works") detailed in the table given in IFB. The bidders may submit bids for any or all of the works detailed in the table given in IFB.
- 1.2 The successful bidder will be expected to complete the works by the intended completion date specified in the Contract data.

2. Source of Funds

- 2.1 The expenditure on the project will be met from ASIDC's Own Fund.

3. Eligible Bidders

- 3.1 (a) This Invitation for Bids is open to experienced and financially sound Registered Contractors of Class-I (A/B/C) of APWD (R&B) / Class - II / Industries & Commerce Deptt of Class- I(A/B) category
- (b) If the bid is made by an individual it shall be signed by the individual above his full type written name and current address.
- (c) If the bid is made by proprietary firm it shall be signed by the proprietor above his full typewritten name and the full name of his firm with its current address.
- (d) If the bid is made by a firm in partnership, it shall be signed by all the partners of the firm above their full type-written names and current addresses, or alternatively by a partner holding power of attorney for the firm in which case a certified copy of the power of attorney shall accompany the application. A certified copy of the partnership deed and current address of all the partners of the firm shall also accompany the application.
- (e) If the bid is made by a limited company or a corporation. It shall be signed by a duly authorized person holding power of attorney for signing the bid in which case a certified copy of the power of attorney shall accompany the bid.
- 3.2 Joint Venture is not allowed.

4. Qualification of the Bidder

- 4.1 All bidders shall include the following information and documents with their Technical bids in Section 2
- a) Copies of original documents defining the constitution or legal status, place of registration, and principal place of business; written power of attorney of the signatory of the Bid to commit the Bidder;
 - b) Proof of registration with APWD/ Industries & Commerce Dept as Contractor (building/Roads)
 - c) Copy of GST registration certificate, PAN Card.

- d) Total monetary value of Civil engineering works performed during each of the last five years *(To be certified by a Chartered Accountant from other works)*;
- e) Information regarding any litigation pending in any court of law or arbitration resulting from contracts executed by the Bidder in the last five years or currently under execution. The information shall include the names of the parties concerned, the disputed amount, cause of litigation, and matter in dispute;
- f) Contractor must have to submit their Annual Return documents (Income Tax) for the last five years .
- g) Copy of Valid labour License.
- h) Experience Certificates/work done certificates of similar nature of work carried in the State/Central/ Govt. Under taking organization in last 7 (Seven) years from the employer or his authorized officer not below the rank of Executive Engineer .

4.2 Bids from Joint ventures are not acceptable.

4.3 Qualifying criteria for bidder

To qualify in technical bid, each bidder in its name should have the experience of successful execution of similar type of works

A. Work Experience:

i) Experience of having successfully completed similar works during the last 7 years ending initial stipulated last date of submission of tenders.

a. Three similar works each costing not less than 40% of the estimated cost of the project

OR

b. Two similar works each costing not less than 50% of the estimated cost of the project

OR

c. One similar work costing not less than 80% of the estimated cost of the project.

“Similar works” shall mean execution of RCC Building construction etc.

d. Achieved a minimum average annual financial turnover of Rs.100.00 lakh during last five years (in all classes of Civil engineering works only). (Audited balance Sheet along with profit & loss accounts of Last five Years in support of turn over should be submitted by bidders)

e. The bidder must be a profit making one for the last five years.

4.4 Even though the bidders meet the above qualifying criteria, they are subject to be disqualified if they have:

- a. made misleading or false representations in the forms, statements and attachments submitted in proof of the qualification requirements; and/or
- b. Record of poor performance such as abandoning the works, not properly completing the contract, inordinate delays in completion, litigation history, or financial failures etc.; and/or

4.5 In case, the qualification information is not duly filled as per the prescribed formats, the bid shall be summarily rejected.

5. One Bid per Bidder

5.1 Each bidder shall submit only one bid for one contract. A bidder who submits or participates

in more than one Bid (other than as a sub-Contractor or in cases of alternatives that have been permitted or requested) will cause all the proposals with the Bidder's participation to be disqualified.

6. Cost of Bidding

- 6.1 The bidder shall bear all costs associated with the preparation and submission of his Bid and the Employer will in no case be responsible and liable for those costs.

7. Site visit

- 7.1 The Bidder, at the Bidder's own responsibility and risk is encouraged to visit and examine the Site of Works and its surroundings and obtain all information that may be necessary for preparing the Bid and entering into a contract for execution of the Works. The costs of visiting the Site shall be at the Bidder's own expense.

B. Bidding Documents

8. Content of Bidding Documents

- 8.1 The set of bidding documents comprises the documents listed in the table below and addenda issued in accordance with Clause 10:

1. Invitation for Bids
2. Bidding Documents comprising:

Section	Particulars	Volume No.
	Invitation for Bids	I
1	Instructions to Bidders	
2	Contractors Bid, Qualification Information and other forms	
3	Conditions of Contract	
4	Contract of Data	
5	Technical Specifications	
6	Bill of Quantities/Estimates	II
7	Securities and other forms	
8	Drawings	III
9	Documents to be furnished by bidder	IV

- 8.2 The bidder is expected to examine carefully all instructions, conditions of Contract, contract data, forms, terms, and technical specifications, bill of quantities, forms, Appendix and drawings in the Bid Document. Failure to comply with the requirements of Bid Document shall be at the bidder's own risk. Pursuant to clause 26 here of bids, which are not substantially responsive to the requirements of the Bid Documents shall be rejected.

C. Preparation of Bids

9. Language of the Bid

- 9.1 All documents relating to the bid shall be in the English language.

10. Documents comprising the Bid

- 10.1 The bid to be submitted by the bidder shall be in 2 (two) Separate parts i.e. Technical & Financial Bid.

Part-I shall be named "Technical Bid" and shall comprise

- (i) Qualification information and supporting documents as specified in Section 2.
- (ii) Certificates, undertakings, affidavits as specified in Section 2.
- (iii) Any other information pursuant to Clause 4.2 of these instructions.
- (iv) Undertaking that the Bid shall remain valid for the period specified in Clause 15.1
- (v) Bid Security in the form specified in ITB
- (vi) GST Registration Certificate.
- (vii) PAN Card Certificate.
- (viii) Trade license

Part-II: Price (Financial) Bid shall comprise

- (i) Contractor Bid Form as specified in Section 2.

Following documents, which are not submitted with the bid, will be deemed to be part of the bid.

Section	Particulars	Volume No.
	Invitation for Bids (IFB)	
1	Instruction to Bidders	Vol – I
3	Conditions of contract	Vol – I
4	Contract Data	Vol – I
5	Specifications	Vol – I
6	Bill of Quantities	Vol-I

11. Bid Prices

- 11.1 The contract shall be for the whole works as described in Sub-Clause 1.1 based on the priced Bill of Quantities submitted by the Bidder.
- 11.2 The Bidder shall fill in rates and prices and line item total (both in figures and words) for all items of the works described in the Bill of Quantities along with total bid price (both in figures and words) rounded to the nearest rupee. Items for which no rate or price is entered by the bidder will not be paid for by the Employer when executed and shall be deemed covered by the other rates and prices in the Bill of Quantities. Corrections, if any, shall be made by crossing out, initialing, dating and rewriting. All duties, taxes, and other levies payable by the Contractor under the contract, or for any other cause shall be included in the rates, prices and total Bid Price submitted by the Bidder.
- 11.3 The rates and prices quoted by the Bidder shall be fixed for the duration of the Contract and shall not be subject to adjustment on any account.

12. Currencies of Bid and Payment

- 12.1 The unit rates and the prices shall be quoted by the bidder entirely in Indian Rupees.

13. Bid Validity

- 13.1 Bids shall remain valid for a period not less than **120 (One hundred and Twenty) days** after the deadline date for bid submission specified in Clause 20. A bid valid for a

shorter period **shall be rejected by the Employer as non-responsive.**

13.2 In exceptional circumstances, prior to expiry of the original time limit, the Employer may request the bidders to extend the period of validity for a specified additional period. The request and the bidders' responses shall be made in writing or by cable. A bidder may refuse the request without forfeiting his bid security. A bidder agreeing to the request will not be required or permitted to modify his bid except as provided in 15.3 hereinafter, but will be required to extend the validity of his bid security for a period of the extension, and in compliance with Clause 16 in all respects.

13.3 In the case of contracts in which the Contract Price is fixed (not subject to price adjustment), in the event that the purchaser requests and the Bidder agrees to an extension of the validity period, the contract price, if the Bidder is selected for award shall be the bid price corrected as follows :

The price shall be increased by the factor 0.12% for each week or part of a week that has elapsed from the expiration of the initial bid validity to the date of issue of letter of acceptance to the successful Bidder.

13.4 Bid evaluation will be based on the bid prices without taking into consideration the above correction.

14. Bid Security

14.1 The Bidder shall furnish, as part of his Bid, a Bid security in the amount as shown in column 4 of the table of IFB for this particular work. This bid security shall be in favour of the ASIDC Ltd payable at Guwahati, and may be in one of the following forms:

14.2 Any bid not accompanied by an acceptable Bid Security and not secured as indicated in Sub-Clauses 16.1 and 16.2 above shall be rejected by the Employer as non- responsive.

14.3 The Bid Security of unsuccessful bidders will be returned within 28 days of the end of the bid validity period specified in Sub-Clause 15.1.

14.4 The Bid Security of the successful bidder will be discharged when the bidder has signed the Agreement and furnished the required Performance Security.

14.5 The Bid Security may be forfeited

(a) if the Bidder withdraws the Bid after Bid opening during the period of Bid validity;

(b) if the Bidder does not accept the correction of the Bid Price, pursuant to Clause 27; or

(c) In the case of a successful Bidder, if the Bidder fails within the specified time limit to

(i) Sign the Agreement; or

(ii) Furnish the required Performance Security.

Note- The above points shall be overridden through systems of E-procurement portal for Bids Securities

15. Format and Signing of Bid

15.1 The Bidder shall submit both technical and financial bids offline.

15.2 A hard copy of the Technical Bid shall be typed or written in indelible ink and shall be signed (in **Blue Ink** only) by a person or persons duly authorized to sign on behalf of the Bidder, pursuant to Sub-Clauses 4.3. All pages of the bid where entries or amendments have been made shall be initialed by the person or persons signing the

bid. ***Each and every signature must be dated. Full Name of the bidder shall be mentioned at least in the Contractor's Bid Form.***

- 15.3 The Bid shall contain no alterations or additions, except those to comply with instructions issued by the Employer, or as necessary to correct errors made by the bidder, in which case such corrections shall be initialed by the person or persons signing the bid.
- 15.4 The Bidder shall furnish information as described in the Form of Bid on commissions or gratuities, if any, paid or to be paid to agents relating to this Bid, and to contract execution if the Bidder is awarded the contract.

D. SUBMISSION OF BIDS

A) Offline : Technical Bid with copies of Bid security, cost of document and other necessary documents mentioned in section 2 & clause 4.2 of ITB.

Financial Bid: (Only Offline) should be submitted in separate envelope.

a. Form of Bid as specified in Section 2

15. Sealing and Marking of Bids

- 15.1 The Bidder shall seal the hard copy of the Technical Bid in envelope as **“Technical Bid”** & Financial Bid in envelope as **“Financial Bid”**
- 15.2 Technical Bid to be opened on (15:00 Hours.).
The contents of Technical and Financial Bid will be as specified in Clause 12.1
- 15.3 The envelopes containing hard copy of Technical Bid shall be addressed to the Employer at the following address:

The Managing Director, ASIDC Ltd, M.R.D Road, Bamunimaidam, Guwahati, and Bear the following identification:

- Bid for _____;
- Bid Reference No. _____
- DO NOT OPEN BEFORE _____

- 15.4 In addition to the identification required in Sub-Clause 19.1 and 19.2, the envelope shall indicate the name and address of the bidder to enable the bid to be returned unopened in case it is declared late, pursuant to Clause 21, or the Evaluation Committee declares the Bid as non-responsive pursuant to Clause 23.
- 15.5 If the outer envelope is not sealed and marked as above, the Employer, will assume no responsibility for the misplacement or premature opening of the bid.

16 Deadline for Submission of Bid

- 16.1 Bid must be received by the employer offline no later than **14-00 hours on 18th August, 2025.**
The hard copy of Technical bid must be received by the Employer at the address specified above not later than the date indicated in N.I.T. In the event of the specified date for the submission of bids declared as holiday on the date of receipt of the bids as specified the bids will be received and opened on the next working day at the same time and venue.
- 16.2 The Employer may extend the deadline for submission of bids by issuing an amendment in accordance with Clause 10, in which case all rights and obligations of the Employer and the Bidders previously subject to original deadline will then be subject to the new deadline.
- 16.3 Bids will not be allowed to be submitted after the prescribed deadline.
- 16.4 Demand Draft/Bankers Cheque in favour of The Employer for the cost of bidding document

should be placed in a separate cover marked "Cost of Bidding document" and submitted with the original paper submission for Technical Bids. Bids not accompanied by cost of Document will not be considered.

16.5 Late Bids

- a. Any Bid received by the Employer after the deadline prescribed in Clause 16 will be returned unopened to the bidder.

17 BID OPENING AND EVALUATION

17.1 Bid Opening: The bid opening will be carried out as per criteria of tendering.

17.2 "Financial Bids" of those bidders whose technical bids have been determined to be responsive and on evaluation fulfills the qualification criteria shall be opened on a subsequent date, which will be notified to such bidders.

17.3 The minutes of the Bid opening, including the information disclosed to those present in accordance with Clause 23.1, shall be prepared.

17.4 After the opening of the technical bids their evaluation will be taken up with respect to bid security, qualification information and other information furnished in Part I of the bid in pursuant to clause 12, thereafter on fulfilling the criteria laid down in 26.2, a list will be drawn up of the responsive bids whose financial bids are eligible for consideration.

17.5 The Employer shall inform the bidders, whose technical bids are found responsive, of the date, time and place of opening of the financial bids. The bidders so informed, or their representative, may attend the meeting of opening of financial bids.

17.6 Financial bids of qualified bidders will be opened as per criteria of tendering.

17.7 The Employer shall prepare minutes of the Bid opening, including the information disclosed to those present in accordance with Sub-Clause 17.6

18. Process to Be Confidential

18.1 Information relating to the examination, clarification, evaluation, and comparison of Bids and recommendations for the award of a contract shall not be disclosed to Bidders or any other persons not officially concerned with such process until the award to the successful Bidder has been announced. Any effort by a Bidder to influence the Employer's processing of Bids or award decisions may result in the rejection of his Bid.

19. Examination of Bids and Determination of Responsiveness

19.1 During the detailed evaluation of "Technical Bids", the Employer will determine whether each Bid (a) meets the eligibility criteria.

19.2 Criteria defined in Clause 3 and 4, (b) has been properly signed (c) is accompanied by the required securities and (d) is substantially responsive to the requirements of the Bidding documents. During the detailed evaluation of the "Financial Bid", the responsiveness of the bids will be further determined with respect to the remaining bid conditions, i.e., priced bill of quantities, technical specification, and drawings.

19.3 A substantially responsive "Financial Bid" is one, which conforms to all the terms, conditions, and specifications of bidding documents, without material deviation or reservation. A material deviation or reservation is one (a) which affects in any substantial way the scope, quality, or performance of the Works; (b) which limits in any substantial way, inconsistent with the Bidding documents, the Employer right or the Bidder's obligations under the contract; or (c) whose rectification would affect unfairly the competitive position of other Bidders presenting substantially responsive Bids.

- 19.4 If a "Financial Bid" is not substantially responsive, it will be rejected by the Employer, and may not subsequently be made responsive by correction or withdrawals of the non-conforming deviation or reservation.

AWARD OF CONTRACT

20. The Employer will award the Contract to the Bidder whose Bids have been determined.
- i. To be substantially responsive to the Bidding documents both in technical & financial aspects of the bid.
 - II. The work shall be awarded at the lowest responsive bid price.
 - III. The Employer is not in a compulsion to award the work to the lowest bidder.

21. Employer's right to accept any Bid and to reject any or all Bids.

- 21.1 The Employer reserves the right to accept or reject any Bid, and to cancel the Bidding process and reject all bids, at any time prior to the awards of Contract, without thereby incurring any liability to the affected Bidder or Bidders or any obligations to inform the affected Bidder or Bidders of the grounds for the Employer's actions.

22. Notification of Award and Signing of Agreement

- 22.1 The Bidder whose Bid has been accepted will be notified of the award by the Employer prior to expiration of the Bid validity period by cable, telex or facsimile confirmed by registered letter. This letter (hereinafter and in the *Conditions of Contract* called the "Letter of Acceptance") will state the sum that the Employer will pay the Contractor in consideration of the execution, completion, and maintenance of the Works by the Contractor as prescribed by the Contract (hereinafter and in the Contract called the "Contract Price").

- 22.2 The notification of award will constitute the formation of the Contract, subject only to the furnishing of a performance security in accordance with the provisions of Clause 32.

- 22.3 The Agreement will incorporate all agreements between the Employer and the successful Bidder. It will be kept ready for signature of the successful bidder in the office of employer within 14 days following the notification of award along with the Letter of Acceptance.

- 22.4 Upon the furnishing by the successful Bidder of the Performance Security, the Employer will promptly notify the other Bidders that their Bids have been unsuccessful.

23. Performance Security

- 23.1 Within 15 (Fifteen) days of receipt of the Letter of Acceptance, the successful Bidder shall deliver to the Employer a Performance Security in any of the forms given below for an amount equivalent to 3% (Three p.c.) of the Contract price plus additional security for unbalanced Bids in accordance with Clause of NIT

- 23.2 The performance security should be submitted in the form of Demand Draft/ Bankers Cheque in favour of "Assam Small Industries Development Corporation Limited" payable at Guwahati

- 23.3 If the bidder's quoted rate is below 10% of the estimated cost, the bidder must submit the rate analysis as per CPWD format along with Financial Bid & also a consent letter for providing additional Performance security in accordance with the Notification of the Finance Department, Government of Assam, vide No. 530624/1 dated 30th July, 2024

- 23.4 Failure of the successful bidder to comply with the requirements of sub-clause 23.2 shall constitute a breach of contract, cause for annulment of the award, forfeiture of the bid security and any such other remedy the Employer may take under the contract, and the Employer shall resort to awarding the contract to the next ranked bidder.

24. Advance Payments and Security

24.1 No advance payments shall be made.

SECTION 2:

FORMS OF BID, QUALIFICATION-INFORMATION AND LETTER OF ACCEPTANCE

Table of Forms:

- **CONTRACTOR'S BID**
- **QUALIFICATION INFORMATION**
- **LETTER OF ACCEPTANCE**
- **NOTICE TO PROCEED WITH THE WORK**
- **AGREEMENT FORM**
- **FINANCIAL FORM**

Contractor's Bid

Description of the Works: _____

To,

The Managing Director,
ASIDC Ltd.

Dear Sir,

Having examined the bidding documents including addendum, we offer to execute the Works described above in accordance with the Conditions of Contract, Specifications, and Drawings accompanying this Bid at our quoted rate .

This Bid and your written acceptance of it shall constitute a binding contract between us. We understand that you are not bound to accept the lowest or any Bid you receive.

We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in bribery.

We also undertake that, in competing for (and, if the award is made to us, in executing) the above contract, we will strictly observe the laws against fraud and corruption in force in India namely "Prevention of Corruption Act 1988".

We undertake, if our tender is accepted, to commence the Works as soon as is reasonably possible after the receipt of notice to commence, and to complete the whole of the Works comprised in the Contract within the time stated in the Appendix to Conditions of Contract.

We agree to abide by this tender, and it shall remain binding upon us.

We hereby confirm that this Bid complies with the Eligibility, Bid Validity and Bid Security required by the Bidding documents.

Yours faithfully,

Authorized Signature:

Name & Title of Signatory:

Full Name of Bidder: (In Capitals only) _____

Address:

Contact No.:

Qualification Information

The information to be filled in by the Bidder in the following pages will be used for purposes of post qualification as provided for in Clause 4 of the Instructions to Bidders. This information will not be incorporated in the Contract.

1. For Individual Bidders

1.1 Constitution or legal status of Bidder **[Attach copy]**

Place of registration: _____

Principal place of business: _____

Power of attorney of signatory of Bid **[Attach]**

1.2 Total value of Civil Engineering work/supply executed and payments received in the last three/five years** *(Attach certificates from Engineer-in-charge not below the rank of Executive Engineer)*

2019-2020 _____

2020- 2021 _____

2021- 2022 _____

2022- 2023 _____

2023- 2024 _____

{Edit the Years as appropriate}

1.3.1 Work performed as prime Contractor (in the same name) on works of a **similar nature** over the last three/five years.

Name of Work	Name of Employer*	Description of Work	Contract No.	Value of Contract(Rs. in Lakhs)	Date of Issue of Work Order	Stipulated period of Completion	Actual Date of Completion	Remark

(Use separate sheet using landscape orientation)

1.3.2 Quantities of work executed as prime Contractor (in the same name and style) in the last three/five years: **

Name of the Works	Name of the employer	Contract price of the works executed (in Lakhs of Rupees)				
		Civil Works				

- * *Attach certificate(s) from the Engineer(s)-in-Charge*
- ** *The item of work for which data is requested should tally with that specified in ITB clause 4.4 A (c).*
- ** * *Immediately preceding the financial year in which bids are received.*

Letter of Acceptance
(Letterhead paper of the Employer)

To: _____ [date]

[name and address of the Contractor]Dear

Sirs,

This is to notify you that your Bid dated _____ for execution of the _____
_____ [name of the contract and identification number, as given in the Instructions to Bidders]
for the Contract Price of Rupees _ (_____
_____) [amount in words and figures], as corrected and modified in accordance with the
Instructions to Bidders is hereby accepted by our Agency.

You are hereby requested to furnish Performance Security, plus additional security for unbalanced bids in terms of ITB clause 23.2 for an amount of Rs. ———— within 7 days of the receipt of this letter of acceptance valid up to 28 days from the date of expiry of Defects Liability Period i.e. up to and sign the contract, failing which action as stated in Para 23.4 of ITB will be taken.

Yours faithfully,

Authorized Signature

Name and Title of Signatory

Name of Agency

Issue of Notice to proceed with the work
(Letterhead of the Employer)

_____ (date)

To

----- (name and address of the Contractor)

Dear Sirs:

Pursuant to your furnishing the requisite security as stipulated in ITB clause 23 and signing of the contract agreement for the construction of _____ @ a Bid Price of Rs.

_____, you are hereby instructed to proceed with the execution of the said works in accordance with the contract documents.

Yours faithfully,

(Signature, name and title of signatory authorized to sign on behalf of Employer)

**Agreement Form
Agreement**

This agreement, made the _____ day of _____, 20____,
between _____

[name and address of Employer](hereinafter called "the Employer") of the one part and

[name and address of
Contractor](hereinafter called "the Contractor") of the other part.

Whereas the Employer is desirous that the Contractor execute

[name and identification
number of Contract] (Hereinafter called "the Works") and the Employer has accepted the Bid by the
Contractor for the execution and completion of such Works and the remedying of any defects
therein, at a contract price of
Rs.....

NOW THIS AGREEMENT WITNESSETH as follows:

1. In this Agreement, words and expression shall have the same meanings as are respectively assigned to them in the Conditions of Contract hereinafter referred to, and they shall be deemed to form and be read and construed as part of this Agreement.
2. In consideration of the payments to be made by the Employer to the Contractor as hereinafter mentioned, the Contractor hereby covenants with the Employer to execute and complete the Works and remedy any defects therein in conformity in all aspects with the provisions of the Contract.
3. The Employer hereby covenants to pay the Contractor in consideration of the execution and completion of the Works and the remedying the defects wherein the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.
4. The following documents shall be deemed to form and be read and construed as part of this Agreement, viz.:
 - i) Letter of Acceptance;
 - ii) Notice to proceed with the works;
 - iii) Contractor's Bid;
 - iv) Contract Data;
 - v) Conditions of contract (including Special Conditions of Contract);
 - vi) Specifications;
 - vii) Bill of Quantities
 - viii) Drawings ; and
 - ix) Any other document listed in the Contract Data as forming part of the contract.

In witness whereof the parties thereto have caused this Agreement to be executed the day and year first before written.

The Common Seal of _____
was hereunto affixed in the presence of:

Signed, Sealed and Delivered by the said _____ in the
presence of:

Binding Signature of Employer _____

Binding Signature of Contractor _____

SECTION 3: CONTRACT DATA

Contract Data

Items marked "N/A" do not apply in this Contract.

SL	SUBJECTS	Clause with reference to Section
		3
1	The Employer is Name: Managing Director, ASIDCL, Assam	1.1
2	The Site is located at – Assam (Bamunimaidam)	1.1
3	The Engineer is Name: General Manager, ASIDC Ltd	1.1
4	Name of Authorized Representative: To be Intimated later	
5	The name and identification number of the Contract is “Repair & Renovation of AAP Factory Building and Retail Outlet at AAP Premises Bamunimaidam”.	
6	The Works consist of A. Initial Study of the Work-Site and Submission of Report: Study by Inspection of the project sites and planning, surveying, detailed technical investigations and Constructional Activities as per drawings, designs and prevailing standard practices, IS codes. On the basis of the preliminary inspection and survey, the contractor will submit the Work-Plan with the following reports within 03 (three) days from date of issuance of the Notice to Proceed with the Work- 1. The Work-schedule and methodology for the project operation and the most efficient way to ensure before time completion. This must fulfil the requirement as per agreed Intended Date of Completion and Construction requirements. 2. Plan and schedule for use of mechanical equipment. B. Execution of the Work: On approval of the work-plan by the engineer-in-charge, the contractor will ensure implementation of the works as per the workplan and ensuring best quality constructions. C. Maintenance during Defect Liability Period and extended period of maintenance: The contractor shall be responsible for rectification of defects during the defect liability period as detailed below. D. Information sharing, Record-sharing and hand over: The contractor will share all the information and record of the day to day work undertaken by him including regarding the work-personals and machineries engaged in the work.	
7	Special dates/periods of the contract: a. Starting Date: Shall be 7 days succeeding the date of issue of Notice to Proceed with the Work. b. Intended date of Completion: 1 months from the starting date. c. Date of Completion: The date on which the Engineer issues the Certificate of Completion . d. Defect liability Period/ Maintenance Period: 365 days succeeding the date of completion (As per Completion Certificate). f. Date of Hand-over: At the end of the Defect Liability Period or period of maintenance if the contract package includes the provision of period of maintenance. This will be within 15 days from issuance of No Liabilities issued by the Engineer.	
8	The following documents also form part of the Contract: a. Invitation for Bids b. Instruction to Bidders c. Conditions of contract d. Contract Data e. Specifications f. Bill of Quantities g. Drawings (if furnished to the bidder in the set of bid document issued)	

SECTION -4

DOCUMENTS COMPRISING THE BID

The Bid to be submitted offline by the Bidder as shall be in 2 (Two) parts comprising the followings:

- PART-I shall be names as “TECHNICAL BID” and shall comprise:
 - (i) Bid Security in form specified in IFB
 - (ii) Qualification information and supporting documents as specified in SECTION-2.
 - (iii) Certificates, Undertakings, Affidavits as specified in SECTION-2.
- PART-II shall be named “FINANCIAL BID” and shall comprise
 - (i) Form of Bid as specified in SECTION-2.

Technical & Financial bid will be submitted offline.

Hard copy of Technical Bid will be sealed and marked in accordance with the sealing and marking Clause 10 and signed at every page by the **Bidder or by the Power of Attorney holder**.

FINANCIAL BID

To,
The Managing Director,
ASIDC Ltd
Bamunimaidam-21

Sub- Financial Bid Submission Letter for
“.....”.

Dear Sir,

With reference to your Tender document dated I/we M/s....., having examined the Bidding Documents and understood their contents, hereby submit my/our Financial Bid part for the aforesaid Project. The Financial Bid is purely unconditional and in synchronisation with the technical submission/bidding terms.

Sl. No.	Item Description	Quantity	Units	BASIC RATE In Figures To be entered by the Bidder in Rs. P	TOTAL AMOUNT With Taxes Rs. P
1	Civil Items :				
1.01	Clearing jungle including uprooting of rank vegetation, grass, brush wood, trees and saplings of girth up to 30 cm measured at a height of 1 m above ground level and removal of rubbish up to a distance of 50 m outside the periphery of the area cleared.	1757	Sqm		
1.02	Repairs to plaster of thickness 12 mm to 20 mm in patches of area 2.5 sq.meters and under, including cutting the patch in proper shape, raking out joints and preparing and plastering the surface of the walls complete, including disposal of rubbish to the dumping ground, all complete as per direction of Engineer-in-Charge. With cement mortar 1:4 (1 cement : 4 fine sand)	20	Sqm		
1.03	Removing dry or oil bound distemper, water proofing cement paint and the like by scrapping, sand papering and preparing the surface smooth including necessary repairs to scratches etc. complete.	1027.620	Sqm		
1.04	Providing and applying white cement based putty of average thickness 1 mm, of approved brand and manufacturer, over the plastered wall surface to prepare the surface even and smooth complete.	1027.620	Sqm		

1.05	Finishing walls with Acrylic Smooth exterior paint of required shade : 13.111.1 Old work (Two or more coat applied @ 1.67 ltr/ 10 sqm) on existing cement paint surface	1027.620	Sqm		
1.06	Making the opening in brick masonry including dismantling in floor or walls by cutting masonry and making good the damages to walls, flooring and jambs complete, to match existing surface i/c disposal of mulba/ rubbish to the nearest municipal dumping ground, all complete as per direction of Engineer-in-Charge. 14.4.1 For door/ window/ clerestory window	2.000	Sqm		
1.07	Dismantling roofing including ridges, hips, valleys and gutters etc., and stacking the material within 50 metres lead of: 15.28.2 Asbestos Cement sheet	54.000	Sqm		
1.08	Providing corrugated G.S. sheet roofing including vertical / curved surface fixed with polymer coated J or L hooks, bolts and nuts 8 mm diameter with bitumen and G.I. limpet washers or with G.I. limpet washers filled with white lead, including a coat of approved steel primer and two coats of approved paint on overlapping of sheets complete (up to any pitch in horizontal/ vertical or curved surfaces), excluding the cost of purlins, rafters and trusses and including cutting to size and shape wherever required. 12.1.3 0.63 mm thick with zinc coating not less than 275 gm/ m ²	54.000	Sqm		
1.09	Brick work with common burnt clay F.P.S. (non modular) bricks of class designation 7.5 in foundation and plinth in: 6.1.1 Cement mortar 1:4 (1 cement : 4 coarse sand)	2.730	Cum		
1.10	For shutters of doors, windows & ventilators including providing and fixing hinges/ pivots and making provision for fixing of fittings wherever required including the cost of EPDM rubber / neoprene gasket required (Fittings shall be paid for separately) 21.1.2.2 Powder coated aluminium (minimum thickness of powder coating 50 micron)	2.000	Kg		

1.11	Providing and fixing aluminium work for doors, windows, ventilators and partitions with extruded built up standard tubular sections / appropriate Z sections and other sections of approved make conforming to IS: 733 and IS: 1285, fixing with dash fasteners of required dia and size, including necessary filling up the gaps at junctions, i.e. at top, bottom and sides with required EPDM rubber / neoprene gasket etc. Aluminium sections shall be smooth, rust free, straight, mitred and jointed mechanically wherever required including cleat angle, Aluminium snap beading for glazing / paneling, C.P. brass / stainless steel screws, all complete as per architectural drawings and the directions of Engineer-in-charge. (Glazing, paneling and dash fasteners to be paid for separately) : Powder coated aluminium (minimum thickness of powder coating 50 micron)	2	Kg		
1.12	Filling the gap in between aluminium frame & adjacent RCC/ Brick/ Stone work by providing weather silicon sealant over backer rod of approved quality as per architectural drawings and direction of Engineer-in-charge complete. 21.8.1 Upto 5mm depth and 5 mm width	9.2	m		
1.13	Providing and fixing hard drawn steel wire fabric 75x25 mm mesh of weight not less than 7.75 Kg per sqm to window frames etc. including 62x19 mm beading of second class teak wood and priming coat with approved steel primer all complete.	6	Sqm		
1.14	Providing and laying in position cement concrete of specified grade excluding the cost of centering and shuttering - All work up to plinth level : 1:3:6 (1 Cement : 3 coarse sand (zone-III) derived from natural sources : 6 graded stone aggregate 20 mm nominal size derived from natural sources)	1.5	Cum		
1.15	Glowsign	1	Nos		
1.16	Providing and fixing (ABC Dry Chemical Powder) type Fire Extinguisher of 6 kg capacity, conforming to IS:15683, bearing ISI mark, fitted with forged brass squeeze grip valve, pressure gauge, and discharge nozzle. The extinguisher shall be pressurised with dry nitrogen gas and include a rubber-gripped wall mounting bracket. Complete in all respects with internal charge and test certificate from manufacturer mentioning the serial number of each extinguisher.	10	Nos		
2	Electrical Items :				

2.1	Wiring for light point/ fan point/ exhaust fan point/ call bell point with 1.5 sq.mm FRLS PVC insulated copper conductor single core cable in surface / recessed steel conduit, with piano type switch, phenolic laminated sheet, suitable size MS box and earthing the point with 1.5 sq.mm FRLS PVC insulated copper conductor single core cable etc. as required. 1.1.1 Group A	40.000	Point		
2.2	Supply and installation of 4ft LED tube Crompton/polycab 20W	60.000	Nos		
2.3	Supply and installation of 2ft LED tube Crompton/polycab 10W	10.000	Nos		
Total in Figures					
Quoted Rate in Words					

We declare that-

1. We understand the project is in rated mode and it is our responsibility to analyse the scope of work and expenses associated to achieve the required outcome for each sub task/service orders that may come subsequently.
2. We have made all necessary analysis and our Bid Cost -

Date:

Yours faithfully,
(Signature, name and designation of the Authorised signatory)

Name and seal of Bidder/Lead Member