

**INDIAN INSTITUTE OF SCIENCE EDUCATION AND RESEARCH**  
**THIRUVANANTHAPURAM (IISER TVM)**  
*(An Autonomous Institute under MHRD, Govt. of India)*



## QUOTATION DOCUMENT

NIT No: **IISER-T/1475/Q/20-21 dated 16/03/2021**

Name of Work: **Day to day maintenance and repair works in IISER TVM campus at Vithura for a period of 12 months**

**Day to day maintenance and repair works in IISER TVM campus at Vithura for a period of 12 months**

<b>Schedule of Quantities</b>						
Item No.	Description	Qty	Unit	Rate (In figures & words)	Rs.	Amount Ps.
	<b>Note: The rate quoted shall be inclusive of all overhead expenses, GST, all taxes, cess, levies, octroi charges, ESJ, PF, etc and no extra claim shall be entertained</b>					
1	<p>Engaging <b>Carpenters</b> on call basis for carrying out repairs and maintenance of wooden joineries and the like, inside buildings, on the basis of day to day complaints of general nature etc. as per the directions and instructions of E.I.C to his entire satisfaction as and when directed, including providing necessary tools and plants, arranging scaffolding, centering etc. for the repairs/rectifications, and for working at all heights and at all floor levels etc. excluding the cost of iron mongeries and construction materials, but including necessary tools and plants, scaffolding, ladder, working platform, etc required for the work.</p> <p><u>NOTE:</u>                      a) The type and nature of repairs are listed in <i>Annexure-1</i> enclosed so as to give a fairly good idea about the work involved. This list is only indicative but not a limitation and not exhaustive in itself.                      b) The buildings are used as offices, hostels, housing and the like                      c) Rates quoted shall be for man per day (8 hours) for all the repairs/new work/rectifications etc. listed which may be ordered by the E.I.C and shall be attended immediately.</p>	260.00	Man day			
2	<p>Engaging <b>Masons on call basis</b> for repairs/ rectifications and maintenance of connected masonry works in buildings on the basis of day to day complaints of general nature as per directions and instructions of E.I.C to his entire satisfaction as and when directed, including arranging scaffolding, centering etc. for the repairs/rectifications, and for working at all heights and at all floors etc. complete excluding the cost of construction materials but including necessary tools and plants, scaffolding, ladder, working platform, etc required tools for the work.</p> <p><u>NOTE:</u>                      a) The type and nature of the repairs/rectifications are listed in the <i>Annexure-2</i> enclosed so as to give a fairly good idea about the nature of work involved. This list is only indicative and not a limitation and not exhaustive in itself.                      b) The buildings are used as offices, housing and the like                      c) Rate quoted shall be for man per day (8 hours) for all the repairs/new work/ rectifications etc. listed which may be ordered by the E.I.C and shall be attended immediately.</p>	156.00	Man day			
3	<p>Engaging <b>assistant plumbers</b> on call basis for repairs/rectifications for maintenance as per the directions and instructions of E.I.C to his entire satisfaction as and when directed, including providing necessary tools and plants, arranging scaffolding, ladder, centering, working platform etc. for the repairs/rectifications, and for working at all heights and at all floor levels etc</p> <p><u>NOTE:</u>                      a) The type and nature of the repairs/rectifications are listed in the <i>Annexure-3</i> enclosed so as to give a fairly good idea of the nature of work involved. This list is only indicative and not a limitation and not exhaustive in itself.                      b) The buildings are used as offices, housing and like.                      c) Rate quoted shall be for man per day (8 hours) for all the repairs/new work/ rectifications etc. listed which may be ordered by the E.I.C and shall be attended immediately.</p>	730.00	Man day			

**Day to day maintenance and repair works in IISER TVM campus at Vithura for a period of 12 months**

<b>Schedule of Quantities</b>						
Item No.	Description	Qty	Unit	Rate (In figures & words)	Rs.	Amount Ps.
4	<p><b>Note: The rate quoted shall be inclusive of all overhead expenses, GST, all taxes, cess, levies, octroi charges, ESJ, PF, etc and no extra claim shall be entertained</b></p> <p>Providing <i>Painters</i> on call basis for repairs and rectifications for maintenance in buildings for working at all heights and at all floor levels including providing necessary tools and plants, arranging scaffolding, ladder, centering, working platform, all necessary arrangements, etc</p> <p><u>NOTE:</u>                      a) The type and nature of repairs are listed in <i>Annexure-4</i> enclosed so as to get a fairly good idea of the nature of work involved. This list is only indicative but not a limitation and not exhaustive in itself.                      b) The buildings are used as offices, housing and the like                      c) Rate quoted shall be for man per day (8 hours) for all the repairs/new work/rectifications etc. listed which may be ordered by the E.I.C and shall be attended immediately.</p>	312.00	Man day			
5	Engaging <b>Steel Fabricator</b> on call basis for carrying out fabrication works, repairs and maintenance of steel works and the like on the basis of day to day complaints of general nature etc. as per the directions and instructions of E.I.C to his entire satisfaction as and when directed, including providing necessary tools and plants, arranging scaffolding, centering, working platform, etc. for the repairs/rectifications, and for working at all heights and at all floor levels etc.	52.00	Man day			
6	Engaging <b>Aluminium Fabricator</b> on call basis for carrying out fabrication works, repairs and maintenance of aluminium fabrication and the like on the basis of day to day complaints of general nature etc. as per the directions and instructions of E.I.C to his entire satisfaction as and when directed, including providing necessary tools and plants, arranging scaffolding, centering, working platform etc. for the repairs/rectifications, and for working at all heights and at all floor levels etc.	260.00	Man day			
7	Engaging on call basis labour for helper to mason/carpenter/steel fabricator, routine cleaning of water tank (both overhead & under ground), residential area house hold waste disposal, clearing waste materials, grass & vegetation, etc and all other such works as directed by the department with necessary tools, safety equipments, ladders, brushes, barrels, working platform, etc. All the works shall be carried out as per the directions and instructions of the IISER Engineers.	730.00	Man day			
8	Engaging Hydraulic Excavator (3D) with driver and fuel on call basis for works such as earth work excavation, earth filling, material shifting, scrap removal, cleaning the earthen areas, excavation of mud and its disposal, clearing the grass/vegetation, etc. The contractor shall arrange the excavator as per institute requirement. All the works shall be carried out as per the directions and instructions of the Engineer in charge.	96.00	Hours			
	<b>TOTAL</b>					

Annexure-1:

Carpentry Repairs:

1. Repairs to wooden/ steel doors/ windows/ventilator frames including replacement of parts of the frames wherever required.
2. Replacing of builder's hardware items like hinges, tower bolts, drops, handles, doors closers, door latches, door locks and the like including removal of damaged/ unserviceable fittings.
3. Repairs/ replacements of window/ door glass panes including removal of broken glass panes with connected beading/ glazing putty.
4. Replacement/ repairs of steel windows / ventilator fittings and repairs steel windows/ ventilators/ doors including welding/ riveting wherever required.
5. Services wooden doors/ wooden doors/ windows, steel doors/ windows and cutters for easy operation.
6. Repairs/ rectifications to cup-boards, open or closed shelves, hard robes etc.  
Repairs/ rectifications to partitions etc.
7. Carpentry works related to electrical services may also be carried out as per the directions of the electrical engineer in charge of electrical maintenance.
8. Carpentry works related to HVAC services may also be carried out as per the directions of the electrical engineer in charge of electrical maintenance.
9. Any other repairs as may be required.

## Annexure-2:

### Masonry Repairs:

1. Repairs to walls, floors, plaster in patches, closing of wall cracks, fissures, closure of plaster cracks, roof tile joints, repairs to broken tiles in walls, floors and the like.
2. Repairs and closing of holes in walls/ floors.
3. Repairs to doors/windows/ ventilator jambs and sills.
4. Repairs to water spouts, replacement of rain pipes/ spouts etc.
5. Rectification to floor/ roof leakages, wall dampness, toilet leakages, floor dampness etc. including demolition/ dismantling and making good the floor base/ floor finish/ roof insulation (like brick bat coba, weather proof tiles, tar felt, tiles etc.)
6. Making opening in masonry walls including chipping, breaking and finishing the sides of opening made.
7. Repairs and rectifications of expansion joints in walls, floors and roofs.
8. Removing of Anchor Blocks, holdfasts, etc. of doors/ windows/ ventilators and refilling.
9. Repairs to steps, platforms, masonry/ R.C.C for sinks etc.
10. Repairs and rectifications of R.C.C Cover slabs of tanks, drains, chambers etc.
11. Repairs to the areas where ever electrical conduit laying, cable laying, etc works done by the electrical section by plaster repair, floor repair, ceiling repair, etc as per the direction of the electrical engineer in charge of the maintenance.
12. Any masonry work such as block work, brick work, plastering, flooring, ceiling, concreting, etc to be done in respect of works related to electrical and HVAC modifications are to be carried out at site as per the direction of the electrical engineer/HVAC engineer in charge of the maintenance.
13. Any other works as may be required.

Annexure-3:

PH and Plumbing repairs:

1. Attending to daily compliant pertaining to water supply services and sanitary services by routine checking.
2. Repairs to water supply lines and fittings to arrest leakages/ blockages etc. and similar repairs for waste/ soil pipes.
3. Replacement of damaged and unserviceable fittings like taps, bib cocks, pillar cocks, showers etc.
4. Repairs/ replacements/ rectifications of wash hand basins, water closets, sinks, flushing cisterns, waste water pipes and such PH fixtures and fittings.
5. Removal of blockages in waste water lines, floor traps, gully traps, wash basins etc.
6. Repairs in inspection chambers, valve chambers etc.
7. Repairs and rectifications to G.I., Cl, AC and PVC pipe lines and fittings.
8. Any other repairs/ rectifications/ new work requiring the services of plumbers.
9. Any other works as may be required.

#### Annexure-4:

##### Painting Repairs

1. Painting the internal wall surface as required.
2. Painting the wood work/ steel work whenever the surface is repaired.
3. Stacking the serviceable dismantled materials at the place where it is dismantled.
4. Cleaning the surface to be painted with sand paper in order to make dust free before applying the paint.
5. Paining of areas where ever wall plaster done as part of repair to electrical conduits laid area in wall and ceiling.
6. Any painting work in connection with electrical/HVAC requirement as directed by the electrical engineer/ HVAC engineer in charge of maintenance.
7. Any other works as may be required.

## OTHER TERMS AND CONDITIONS

1. The contractor shall observe all security and safety requirements of the Institute and also fulfil other statutory requirements as prescribed by the Government.
2. No facility of conveyance, lodging, food etc. shall be provided by the department.
3. In case of breach of contract at any stage, the department reserves the right to withhold the payment and take suitable action as deemed appropriate.
3. Department will not be hold responsible for any causalities via fatal or non-fatal caused for the workers etc., while inside the campus during his work.
4. Insurance coverage against fatality and medical assistance for injuries shall be the sole responsibility of the contractor and not the department. Hence no claim what so ever on these ground shall be entertained.
5. The contractor shall ensure that minimum wages are paid to their workers deployed in the campus as per the prevailing minimum wages act and proof of the same shall be produced on request from the department.
6. All materials required for the work will be supplied free of cost from the department.
7. All tools & plants, scaffolding, ladder, safety equipments, brushes, barrels, working platform, etc required for the work shall be arranged by the contractor.
8. The Contractor shall ensure full compliance with tax laws, labour laws, etc with regard to this Contract and shall be solely responsible for the same. The contractor shall keep IISER TVM fully indemnified against liability of tax, interest, penalty, ESI, EPF, etc., of the Contractor in respect thereof, which may arise.
9. In the present scenario the contractor shall strictly follow the practice enforced by the Government as well as the Institute from time to time with respect to the Covid-19.
10. IISER TVM reserves the right to short close the work within a notice of 1 month without any compensation.
11. Contractor should submit to IISER TVM every month the documents in proof of remittance of salary, EPF and ESI to the workers.
12. Daily labour report with works assigned shall be submitted to IISER TVM every day before 10.00 AM. Contractor shall also ensure that there are no discrepancies between the daily labour report submitted and the gate entry maintained by the security wing.
13. Contractor shall maintain necessary log books, day to day work details, etc.
14. Specifications to be followed - CPWD specifications (Civil) 2019



15. Performance Guarantee - 5% of tendered/accepted value. Performance guarantee deposited by the contractor shall be released after satisfactory completion of work
16. Security Deposit - 2.5% of tendered/accepted value. Security deposit will be recovered at the rate of 5% of the gross value of the running account bills and the same shall be released 01 month after the date of satisfactory completion of work.
17. Since being a works contract, EMD exemption with respect to registration with NSIC or any such other bodies shall not be applicable.
18. Quotations with any condition, including conditional rebates, shall be rejected.
19. Rates quoted by the Contractor in item rate tender in figures and words shall be accurately filled in, so that there is no discrepancy between the rates written in figures and words. However, if a discrepancy is found, it will be dealt as follows:-
  - i. The rate which correspond with the amount worked out by the Contractor shall be taken as correct.
  - ii. If the amount of an item is not worked out by the Contractor or if it does not correspond with the rate written either in figures or words, then the rate quoted by the Contractor in words shall be taken as correct.
  - iii. Where the rates quoted by the Contractor in figures and in words tally but the amount is not worked out correctly the rate quoted by the Contractor will be taken as correct and not the amount.
  - iv. In the case of any quotation where unit rate of any item/items appears unrealistic, such quotation will be considered as unbalanced and in case the contractor is unable to provide satisfactory explanation, such a quotation is liable to be disqualified and rejected.
  - v. All documents of the quotation are to be read in conjunction with each other and rates quoted accordingly by the bidder.

  
1/c Superintending Engineer