

**SOCIETY FOR CENTRALIZED RECRUITMENT OF STAFF IN SUBORDINATE COURTS,
HIGH COURT OF PUNJAB AND HARYANA
(S.S.S.C.)**

Tender No. 35/SSSC/01.07.2015

NOTICE INVITING TENDERS

Bids in sealed envelopes are invited from concerned dealers for purchase of following items, to be installed/provided in Top Floor, Block-C, High Court Extension Building, Sector – 17, Chandigarh as per terms and conditions mentioned below. THE INTERESTED CONTRACTORS/BIDDERS ARE REQUESTED TO VISIT THE SITE AND UNDERSTAND THE SCOPE OF THE WORK.

ITEM NO.	CATEGORY	DESCRIPTION	
Item no.1	Storage Solution	(a) Compactors (as indicated in the attached design) (b) 3 Level Heavy Duty Racks for stacking Trunks (as indicated in the attached design) (c) Suitable Fork/stacking Machine keeping in view the available space for movement.	
Item No. 2	Furniture	Printing Room	Single Unit or Multiple Unit Tables for achieving aggregate length (approx. 16-18 feet) & width (approx. 5-6 feet) 4 mid back Chairs.
		Evaluator's Room	14 Seater Conference Table with Mid Back Chair 1 Computer Table with 1 mid back Chair.
		Waiting Area	Visitor Chairs for keeping in uncovered/open area – 18 chairs (separate or in clusters) 10 Chairs for Driver/Gunman/Peons. 4 cushioned visitor's chairs.
		A.R. Room	Main Desk with Storage and 1 High Back Chair 3 Visitor Chairs
		A.O. Room	1 Computer Table with Mid Back Chair
		Hon'ble Judges Conference Room	10 Seater Executive Conference Table with High Back Chairs. 1 Computer Table with 1 mid back Chair. 5-7 seater sofa with 1 center table and 2 corner tables.
		Record Room	1 Computer Table with 1 mid back Chair.
		OSD Room	Main Desk with extended unit and Cabinet, 1 High Back Chair and 3 Visitor Chairs 5 Seater Sofa with Centre Table and 2 Corner Tables. 1 Computer Table with Mid-back Chair.

TERMS AND CONDITIONS

- 1.1 The rough site plan is attached below.
- 1.2 **Last Date and Time for submission of bids is 8th July, 2015 upto 05:00 P.M.**
- 1.3 Separate/composite sealed bid needs to be submitted separately/compositely for every item(s) therein mentioning the Tender No. as well as ITEM(S) NO. on top of envelope and mailing/delivering it to the Office of O.S.D. (Recruitment), S.S.S.C., High Court of Punjab and Haryana.
- 1.4 Any bidder may submit his tender for one or all of the ITEMS by submitting separate sealed bids for every item. Separate bids for different items are being invited in order to enable those bidders to apply who are specialists in some/few of the works and are not general contractors.
- 2.0 In order to assess the gravity and extent of work required to be executed as well as quantity of material necessary for implementation of the task, the prospective bidders can inspect the site in Sector 17 on any working day during office hours.
- 2.1 **The bidders should furnish the certificate that:**

"I/we hereby declare that I/we have not been Black listed, debarred/suspended by any Govt./semi rd./corporation/Pvt. Organizations during the last seven years."

And

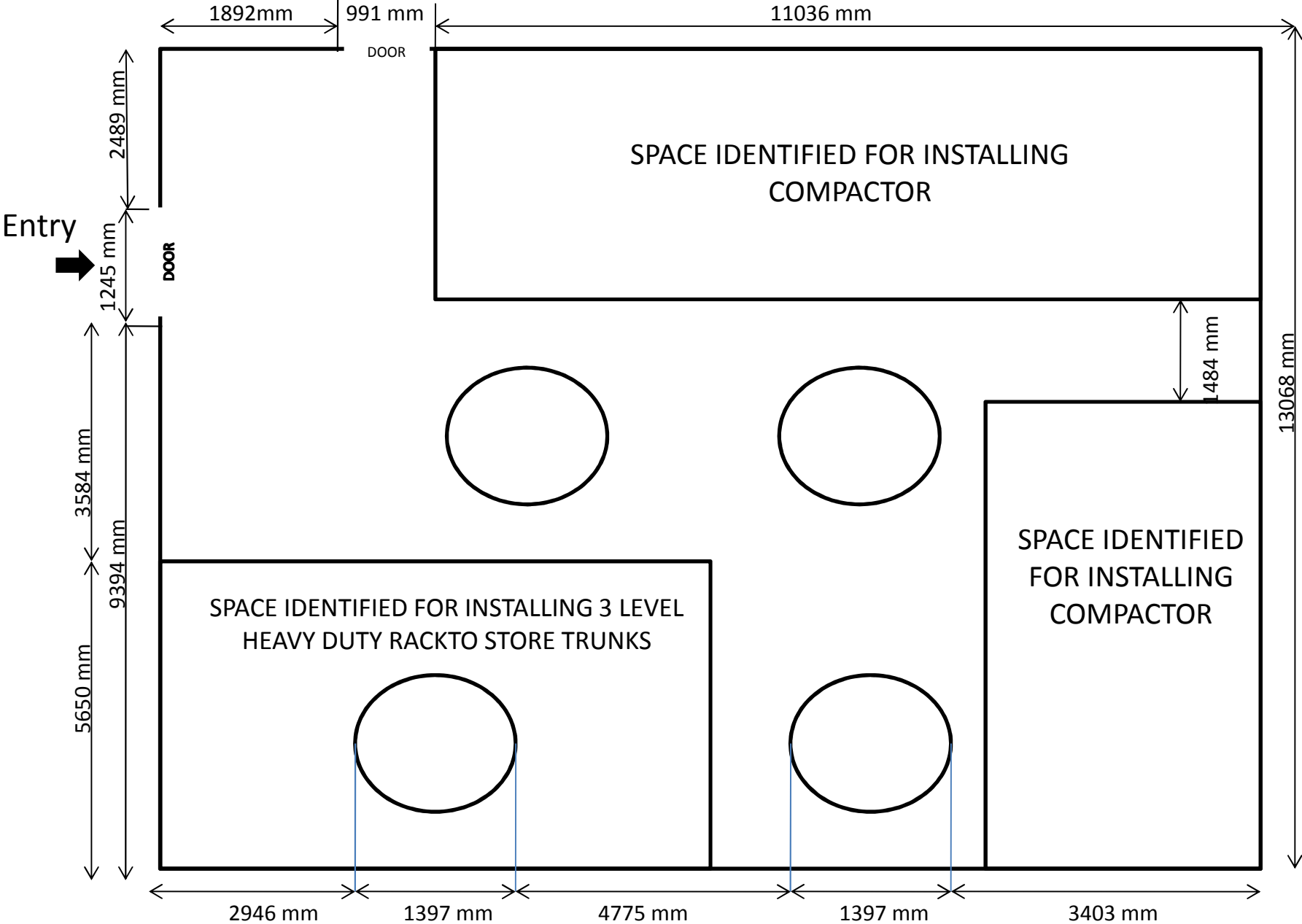
"I/We undertake and confirm that eligible similar work(s) has/have not been executed through another contractor on back to back basis. Further that, if such a violation comes to the notice of Department, then I/we shall be debarred for tendering in Society or Engineering Department U.T., Chandigarh in future forever. Also, if such a violation comes to the notice of Department before date of start of work, the purchaser shall be free to forfeit the entire/or part of amount payable and may impose any penalty, as deemed fit."
- 3.0 The time allowed for carrying out the work will be **3 weeks** from the date of allotment of WORK or as may be decided by the Society from time to time.
- 4.0 The site for the work is available.
- 5.0 The decision of the empowered Sub-Committee or the 'Committee' of the Society shall be final regarding acceptance/rejection of tender or any other matter concerning the tender.
- 5.1 The bidder has to produce original documents, if any, as and when asked for by purchaser. The failure of bidder to furnish the original documents will entail summary rejection of its tender.
- 6.0 The bid submitted shall become invalid if,
 - a) The bidder is found ineligible.
 - b) The bidder does not furnish all the documents as stipulated or asked for at any stage of the process.
 - c) If, any discrepancy is noticed between the documents as furnished at the time of submission of bid and hard copies as submitted physically by the bidder.
- 7.0 Corrigendum/ Addendum, to this tender, if any, will be uploaded on the website **www.recruitmenthighcourtchd.com**. This may be noted by the bidders.

- 8.0 Tenderers are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their tenders as to the form and nature of the site, the means of access to the site, the accommodation they may require and in general shall themselves obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect their tender. A tenderer shall be deemed to have full knowledge of the site whether he inspects it or not and no extra charges consequent on any misunderstanding or otherwise shall be allowed. The tenderer shall be responsible for arranging and maintaining at his own cost all materials, tools and plants, water, electricity access, facilities for workers and all other services required for executing the work unless otherwise specifically provided for in the contract documents. Submission of a tender by a tenderer implies that he has read this notice and all other contract documents and has made himself aware of the scope and specifications of the work to be done and of conditions and rates at which stores, tools and plant, etc. will be issued to him by the Government and local condition and other factors having a bearing on the execution of the work.
- 9.0 The competent authority of the Society does not bind himself/herself to accept the lowest or any other tender, and reserves to himself the authority to reject any or all of the bids received without the assignment of any reason. All tenders, in which any of the prescribed conditions are not fulfilled shall be summarily rejected.
- 10.0 Canvassing whether directly or indirectly, in connection with tenders is strictly prohibited and the tenders submitted by the contractors who resort to canvassing will be liable to rejection.
- 11.0 The competent authority of the Society reserves to himself the right of accepting the whole or any part of the tender and the tenderer shall be bound to perform the same at the rate quoted.
- 11.1 If it is noticed that the unit rates quoted by the Tenderer for any items are unusually high or unusually low, it will be sufficient cause for rejection of the tender unless the purchaser is convinced about the reasonableness of the unit rates on scrutiny of the analysis for such unit rate to be furnished by the tenderer on demand.
- 11.2 Purchaser does not bind itself to accept the lowest tender.
- 11.3 Purchaser also reserves the absolute right to reject any or all the tenders at any time solely based on the past unsatisfactory performance by the bidder(s) and the opinion/decision of Purchaser regarding the same shall be final and conclusive.
- 12.0 If any tenderer withdraws his tender before the completion of work or issue of letter of acceptance, or at any other stage prejudicial to purchaser, or makes any modifications in the terms and conditions of the tender which are not acceptable to the purchaser, or does not perform in the manner required of him, then the Society shall, without prejudice to any other right or remedy, be at liberty to impose penalty, as may be decided. FURTHER THE TENDERER MAY NOT BE ALLOWED TO PARTICIPATE IN ANY TENDER FLOATED BY SOCIETY IN FUTURE.
- 13.0 This Notice Inviting Tender shall form a part of the contract document, if any. The successful tenderer, on acceptance of his tender by the purchaser, shall, immediately commence work and shall be bound to sign contract/any other documents, as required.
- 14.0 The successful bidder has to ensure that no child labour shall be enrolled/employed for carrying out the above work.
- 14.1 Material will be arranged by the contractor himself.

- 15.0 Purchaser reserves the right to verify the particulars furnished by the applicant independently. If any information furnished by the applicant is found incorrect at a later stage, the firm/contractor may be liable to be debarred for future tendering in Society.
- 16.0 All disputes concerning in any way with this work are subjected to Chandigarh jurisdiction only.
- 17.0 The rates quoted should be inclusive of all taxes like Sales Tax, VAT, Service Tax, Octroi etc. No reimbursement of any tax at a later stage will be entertained. Payment of the Bill amount is subject to TDS.
- 18.0 Time is essence of the contract. In case the CONTRACTOR fails to complete the whole work within the stipulated period, and clear the site he shall be liable to pay liquidated damages @ 0.5% (One Half of one percent only) of the value of contract per week and or part thereof of the delay subject to a maximum of 10% (ten percent only) of the value of the contract. The amount of Compensation may be adjusted or set-off against any sum payable to the Contractor under this or any other contract with the Purchaser.
- 19.0 Any error in description, quantity or any omission there from shall not vitiate the Contract or release the Contractor from the execution of the whole or any part of the Works comprised therein according to specifications or from any of his obligations under the Contract.
- 20.0 If the Contractor or his workmen or employees shall injure or destroy any part of the building in which they may be working or any building, road, fence, etc. contiguous to the premises on which the work or any part of it is being executed, or if any damage shall happen to the work while in progress the Contractor shall upon receipt of a notice in writing in that behalf make the same good at his own expense.
- 21.0 Payment will be made on actual measurement as carried out at the site after site inspection and approval of competent authority.

Sd/-
O.S.D.(Recruitment)
S.S.S.C.

PROPOSED DESIGN OF RECORD ROOM IN S.S.S.C OFFICE, TOP FLOOR, BLOCK C
HIGH COURT EXTENSION BUILDING, SECTOR 17, CHANDIGARH



FOURTH FLOOR PLAN (CRA)

