



North Eastern Indira Gandhi Regional Institute of Health and Medical Sciences
(An Autonomous Institute, Ministry of Health and Family Welfare, Government of India)

Director's Block, Mawdiangdiang, Shillong 793018 (Meghalaya)

Website: www.neigrihms.gov.in

Tender No: CVENGG-MISC/45/2024-Engg(C): **Dated 16th July, 2025**

TENDER /BID DOCUMENT

**LIMITED TENDER ARE INVITED FROM GOVERNMENT REGISTERED
CONTRACTOR FOR RENOVATION WORKS IN 2ND AND 3RD FLOOR TOILETS
FOR PWD (PERSON WITH DISABILITIES)**

Last Date and Time for Submission of Bid Document Offline:	14:00 hours of 29.7.2025
Date and Time of Opening of Techno -Commercial Bids:	14:30 hours of 30.7.2025
Cost of Earnest Money Deposit (EMD):	Rs.7,685/-

Tender document can be downloaded from the Institute's website at www.neigrihms.gov.in

In the event of the date being declared as a closed holiday, the due date for submission of bids and opening of bids will be the following working day at the appointed time.

Signature of contractor _____

Name of contractor

(In Block Letters)

Shri/Smti _____

Registration No: _____

Contact No: _____

DETAILED TENDER NOTICE

Sealed limited tenders in single bid system are invited from registered contractors of PWD/PHE/Estate office (GAD)/MES/MeECL and equivalent class of CPWD for the following work and will be received at the office of the undersigned upto 1400 hrs on 29.7.2025 and will be opened on the 30.7.2025 in the presence of the tenderer(s) or their authorized agent(s) at 1430 hrs.

Name of work	Estimated cost (Rs) (approx)	EMD (Rs)
Renovation works in 2nd and 3rd Floor toilets for PwD (Person with disabilities)	Rs.3,84,108/-	Rs.7,685/-

General Conditions of Contract (GCC):

1. The Tender is a Single Bid System. All technical, commercial documents are to be enclosed in Envelope -1 & only the Price Bid is to be enclosed in Envelope -2.
2. The Tender Reference No. & name of work is to be mentioned clearly on each envelope.
3. The site is located at Mawdiangdiang
4. Time of completion: 3 (three) months from the date of issue of commencement order.
5. EMD to be deposited in the form of FD/Call Deposit to be duly pledged in favour of the Deputy Director (Admn), NEIGRIHMS, Shillong.
6. Contractors shall be deemed to have inspected and examined the site of work and its surroundings before submitting the tenders.
7. Tenderers will have to submit attested copy of their registration.
8. The contractor shall not sub-contract the work to sub-contractors or to any single sub-contractor. An undertaking by the contractor shall have to be submitted to this effect.
9. The successful contractor shall provide a performance security for his proper performance of the contract within 7 (seven) days from the date of receipt of letter of award. The performance Security shall be in the form of FD/Call Deposit to be pledged in favour of Deputy Director (Admn), NEIGRIHMS. In case the Performance Security is in the form of Bank Guarantee the same is to be sent to the Deputy Director (Admn), NEIGRIHMS in sealed envelope directly by the issuing Bank along with the forwarding letter indicating BG No. purposed of the BG, etc. The amount of the security shall be 5 % (five percent) of the contract price. The performance security shall be valid until the contractor has executed and completed the works and remedied any defects therein in accordance with the contract. The Performance security shall be returned to the contractor within 14 days from the expiry of the Defect Liability period. If the contractor fails to perform the work as per terms and conditions of the contract, the performance security shall be forfeited.
10. If during the execution of the work the contractor encounters physical obstructions or physical conditions other than climatic conditions on the site, which obstructions or conditions were in his reasonable opinion not foreseeable by the contractor, the contractor shall forth with give notice thereof to the Executive Engineer (Civil), NEIGRIHMS. On receipt of such notice, the Executive Engineer (Civil) shall, in his opinion feel that such obstructions/conditions could not have been reasonably foreseen by the contractor, after due consultation with the contractor determine any extension of time with no financial bearing to which the contractor is entitled.
11. During the execution of the works, the contractor shall keep the site reasonably free from all unnecessary obstructions and shall store or depose of any contractors equipment and surplus materials and clear from the site any wreckage, rubbish or temporary works in consultation with the Sanitary Supt of the Institute.
12. Before issue of any completion certificate, the contractor shall clear away and remove from that part of the site to which the completion certificate relates all contractors' equipment, surplus material, rubbish and temporary works of every kind.
13. The contractor while employing labour should ensure that all the statutory labour laws and regulations are adhered to.
14. In the event of
 - a. The amount or nature of extra or additional work
 - b. Exceptionally adverse climatic conditions
 - c. Other special circumstances which may occur other than through a default or breach of contract by the contractor or for which he is responsible. Being such as fairly to entitle the contractor to extension of time for completion of the works or any section or part thereof, the Institute shall after due consultation with the contractor and subject to clause 11 determine the amount of such extension with no financial bearing and shall notify the contractor accordingly.

15. If the contractor fails to complete the execution and completion of the works as specified in the work order and if extension of time is granted if any in accordance with clause 10 and 14 of the GCC, the contractor shall be bound to pay as liquidated Damages a sum of 0.5 % (percent) per week of delay for such default subject to a maximum of 5 % of the contract price.
16. When whole of the works have been substantially completed, the contractor shall give a notice to the Executive Engineer (Civil) of the Institute, accompanied by a written undertaking to finish with due expedition any outstanding work during the defect Liability period. Such notice and undertaking shall be deemed to be a request by the contractor to the Executive Engineer (Civil) to issue a taking over certificate.
17. Defect liability period shall be 12 (twelve) months calculated from the date of completion of the works certified by the Executive Engineer (Civil) in the completion certificate.
18. If the contractor fails to fulfill any of the obligations under this contract, the Institute shall be at liberty to terminate the contract thereby voiding the contract and will be at liberty to allot the whole work or balance works to any other party at the risk and cost of the first party.
19. All works are to be carried out as per current specification prevailing in the state of Meghalaya (MPWD & CPWD) and when directed by the Institute.
20. In submitting tender the registered contractor should mention registration number and class with full present address and should submit attested copy of the registration certificate.
21. All the relevant documents required to be submitted along with the tender including the EMD should be submitted in the first envelope marked as **Envelope I** and only the price quoted should be submitted in another envelope marked as **Envelope II (form annexed to these conditions)**
22. The Envelopes should clearly indicate the name of work, name, address and contact number of the contractor. Tenders not submitted in the said format will be rejected.
23. Every page of the tender paper to be signed by the contractor as a token of acceptance of the terms and conditions before submission of tender, failing which the tender will be rejected.
24. **Average Annual Financial Turnover** during the last three years ending 31st March of the previous financial year should be at least **30 % of the estimated cost**. Tenderer to submit Financial Statement from Chartered Accountant as per **FORMAT – B**.
25. Parties should have the experience of having successfully completed similar works during the last 7 (seven) years ending last day of month previous to the one in which applications are invited should be either of the following: (a) **Three similar completed works** costing not less than the amount equal to **40% of the estimated cost** or (b) **Two similar completed works** costing not less than the amount equal to **50 % of the estimated cost** or (c) **one** similar completed **work** costing not less than the amount equal to **80 % of the estimated cost**. Documentary proof in the form of completion certificates only are to be enclosed failing which the tender will be non-responsive.
26. Completion Certificates are to be signed by Officers not below the rank of Executive Engineers.
27. Completion Certificates should indicate the items of works executed along with the date of award of work & time of completion as per work order & actual time of completion **(FORMAT –A)**
28. Running payments can be made to the contractor subject to certification by the Executive Engineer (Civil) after completion of about 50 % of the work and final payment will be paid after completion of the work after due certification and satisfaction of the Executive Engineer (Civil).
29. Parties to submit PAN Card
30. Rates once accepted will not be enhanced due to variation in the rate of materials, labour and Government taxes.
31. No tools and plants will be supplied by the Institute
32. No materials will be supplied by the Institute.
33. Contractors should clearly mention the name of work for which they are quoting for in both the Envelopes.
34. While submitting price bids, contractors should not use correction fluid. Price bids where correction fluid has been used will not be accepted.
35. The quoted rates shall be firm ,fixed and binding on the contractor irrespective of any variation in the quantities stated in the contract upto ± 10 % variation of the contract value as a whole.
36. Successful Non –Tribal tenderers should submit the valid Trading license.
37. **In case of dispute:** It is agreed between the first party and the second party that all disputes, differences and claims whatsoever which shall arise at any time between the parties hereto or their respective representatives concerning this contract and all other documents in pursuance hereof as to the rights, duties, obligations or liabilities of the parties hereto respectively by virtue of this contract shall be referred to Arbitration in accordance with the provisions of the Arbitration and Conciliation Act, 1996 as amended from time to time. Either party may refer the matter of Arbitration to the sole arbitrator to be appointed by the first party .The arbitrator so appointed shall be a neutral third party whose decision shall be binding and accepted by both the parties.
38. The specifications and mode of measurement for civil works shall be in accordance with PWD/CPWD specifications unless otherwise specified and more specifically as per approved Drawing, Specification and Estimate.
39. If there is any excess payment on any item etc made to the contractor, the contractor shall not hesitate to cooperate in adjusting / deducting the same from either the running bills or final bills.

40. The Rates should be quoted by the contractor either AT PAR or ABOVE the Meghalaya PWD Scheduled of Rate for Roads and Bridges 2020 – 21 / Meghalaya PWD (Building) 2021 – 22. Contractors are not allowed to quote BELOW PAR.
41. The Institute reserves the right to accept or reject any or all tenders without assigning any reason thereof
42. All the above requirements are compulsory for fulfillment as part of the tenders failing which tenders will be rejected.
43. All documents, registrations should be valid as on the date of tender.
44. Govt. taxes and duty as applicable will be deducted from the bills of the contractor.
45. Parties to submit the list of technical staff with at least one experienced Junior Engineer-Civil (Diploma). Attested copy of diploma/degree certificates to be enclosed. Undertaking in the form of affidavit to be submitted.
46. The parties to furnish an affidavit on a non-judicial stamp paper that there is no police/vigilance/CBI case pending against them.
47. **Tender documents can be downloaded from the Institute's website www.neigrihms.gov.in**
48. The Party shall be responsible for the safety of all its workmen/employees during the period of execution of the work. The party shall provide all safety materials, gadgets, equipments etc to all its workmen/employees to ensure their safety during execution of the work. The Institute shall not be held responsible in case of any accidents, mishaps etc to the party and its employees
49. Any delay in completion of the works beyond the stipulated date due to reasons attributable to the contractor may eventually lead to cancellation of letter of award for which the contractor is not entitled to any compensation. The cancellation of letter of award would lead to forfeiture of performance security.
50. The contractor is to register with the Labour Department for the work and the registration certificate has to be submitted, failing which the bill cannot be processed
51. If any statutory tax/deduction/recovery is notified by the State/Central Govt, the same shall be deducted from the bill of the contractors as applicable from its effective date of coming into force.
52. **Filling of tender forms inside the Institute's premise is strictly prohibited.**
53. The Payment for the work done by the Contractor will be on the basis of measurement of the work executed. The Contractor or his authorized agent or representative shall be present at the time of recording of each set of measurements and sign on the measurement book as a token of acceptance of the measurement.
54. Bidders should note that the above terms and conditions will apply specifically in addition to the rules / regulations applicable to works in the Government of India.
55. All rules of GFR will be applicable
56. Wherever relevant, water charges @ 1% on the Order value will be applicable
57. Electricity charges when used by the Contractor will be deducted from the bill as per actual usage/consumption through tested meter in consultation with Electrical Department of the Institute.
58. Forest Royalty of stone and sand shall be deducted as per latest rate of Forest Department Government of Meghalaya
59. **Tenders sealed with wax; brown tape; etc only will be accepted. Stapled tenders will be rejected.**

Sd/
Executive Engineer (Civil)
NEIGRIHMS

Copy to: Accounts officer for information

Check List of documents to be submitted along with the tender:

Envelope I

SI No	Documents	Remarks
1	Tender Documents	
2	Earnest money Deposit	
3	Copy of registration	
4	Undertaking not to sub-let the work. (format enclosed with the tender)	
5	Pan Card.	
6	G S T certificate	
7	Valid Labour License	
8	Completion certificates as per FORMAT – A	
9	Average Annual Financial Turnover during the last three years as per FORMAT - B	
10	Affidavit of no vigilance/police/CBI case pending against them	
11	List of technical staff with Undertaking in the form of affidavit (Degree/Diploma certificate to be enclosed)	
12	Tender papers to be signed on all pages	
13	The Envelopes should clearly indicate the name of work, name, address and contact number of the contractor	

Envelope II

1. Price bid (format enclosed with the tender)

FORM OF UNDERTAKING

To

The Executive Engineer (Civil)
NEIGRIHMS

Sub: Renovation works in 2nd and 3rd Floor toilets for PwD (Person with disabilities)

Sir,

With reference to the above, I hereby undertake not to sublet the work cited above, if the work is allotted to me.

Date:

*Name of contractor	
*Full postal Address	
*Email Address	
*Mobile No	
*Alternate Mobile No	
*Signature and Seal	

All the fields marked * above are mandatory to be furnished by the contractor

FORMAT - A.

1. Name of Contractor: -
2. Name of work completed: -
3. Agreement No: -
4. Name of Division in which work was executed: -
5. Tender Cost: -
6. Stipulated date of Start (as per w/o):-
7. Stipulated date of Completion (as per w/o):-
8. Actual date of Completion: -

Signature of Contractor

****Signature of Officer issuing the C/Certificate**

**** (Officer should not be lower than the rank of Executive Engineer – Civil)**

FORMAT B

FINANCIAL STATEMENT

SL NO	FINANCIAL PERIOD	AMOUNTS IN LAKHS
1.	2022 - 2023	
2.	2023 - 2024	
3.	2024 - 2025	

SIGNATURE OF
CONTRACTOR

SIGNATURE OF
CHARTERED ACCOUNTANT

I, Shri _____, son of Shri _____
_____ aged about _____, resident of

_____ do hereby solemnly affirm and declare on oath as follows:-

- DEPONENT

Identified by:

(Advocate, Shillong)

Price Bid:

To be submitted in Envelope II

Name of the Work: - Renovation works in 2nd and 3rd Floor toilets for PwD (Person with disabilities)

Sl no	Description	Unit	Quantity	Rate to be quoted by the contractor	
				Rate	Amount
1	Demolishing brick work including stacking of serviceable material and disposal of unserviceable material within 50 metres lead as per direction of Engineer-in-charge	Cum	9.40		
2	Dismantling tile work in floors and roofs laid in cement mortar including stacking material within 50 metres lead a) For thickness of tiles 10 mm to 25 mm	Sqm	61.16		
3	Brick work 7 cm thick with common burnt clay (non modular) 1st class brick in cement mortar 1:3 (1 cement: 3 coarse sand) in superstructure above plinth level and upto first floor level a) Cement mortar 1:4 (1 cement: 4 coarse sand)	Sqm	13.21		
4	12mm cement plaster of mix: a) 1:4 (1 cement: 4 fine sand)	Sqm	45.276		
5	Providing and fixing 1st quality ceramic glazed wall tiles conforming to IS:15622 (thickness to be specified by the manufacturer), of approved make, in all colours and shades of any size as approved by Engineer-in-Charge, in walls, skirting, risers of steps and dados, over 12 mm thick bed of cement mortar 1:3 (1 cement: 3 coarse sand) and jointing with grey cement slurry @ 3.3kg per sqm, including pointing in white cement mixed with pigment of matching shade complete a) Normal range	Sqm	72.88		
6	Providing and fixing 1st quality ceramic glazed floor tiles conforming to IS: 15622 (thickness to be specified by the manufacturer) of approved make in all colours and shades of any size as approved by Engineer-in-Charge in skirting, risers of steps and dados over 12 mm thick bed of cement Mortar 1:3 (1 cement: 3 coarse sand) and jointing with grey cement slurry @ 3.3kg/sqm including pointing in white cement mixed with pigment of matching shade complete.	Sqm	32.40		
7	Providing and fixing ISI marked flush door shutters conforming to IS:2202 (Part I) decorative type, core of block board construction with frame of 1st class hard wood and well matched teak 3 ply veneering with vertical grains or cross bands and face veneers on both faces of shutters a) 35 mm thick including ISI marked Stainless Steel butt hinges with necessary screws	Sqm	16.80		
8	Providing and fixing white vitreous china flat back or wall corner type lipped front urinal basin of 430x260x350 mm and 340x410x265 mm sizes respectively with automatic flushing cistern with standard flush pipe and C.P. brass spreaders with brass unions and G.I. clamps complete, including painting of fittings and brackets, cutting and making good the walls and floors wherever required: a) One urinal basin with 5 litre white P.V.C. automatic flushing cistern	Each	4		
9	Providing and fixing wash basin with C.I. brackets, 15 mm C.P. brass pillar taps, 32 mm C.P. brass waste of standard pattern, including painting of fittings and brackets, cutting and making good the walls wherever require: a) White Vitreous China Wash basin size 630x450 mm with a pair of 15 mm C.P. brass pillar taps	Each	2		
10	Providing and fixing Chlorinated Polyvinyl Chloride (CPVC) pipes, having thermal stability for hot & cold water supply, including all CPVC plain & brass threaded fittings, i/c fixing the pipe with clamps at 1.00 m spacing. This includes jointing of pipes & fittings with one step CPVC solvent cement and the cost of cutting chases and making good the same including testing of joints complete as per direction of Engineer in Charge. Concealed work, including cutting chases and making good the walls etc i) 15 mm nominal outer diameter Pipes	Rm	60.00		

11	Providing and fixing on wall face unplasticised Rigid PVC rain water pipes conforming to IS:13592 Type A, including jointing with seal ring conforming to IS:5382, leaving 10mm gap for thermal expansion, (i) Single socketed pipes b) 110 mm diameter	Rm	20.00		
12	Providing and fixing false ceiling at all height including providing and fixing of frame work made of special sections, power pressed from M.S. sheets and galvanized with zinc coating of 120 gms/sqm (both side inclusive) as per IS:277 and consisting of angle cleats of size 25 mm wide x 1.6 mm thick with flanges of 27 mm and 37mm, at 1200 mm centre to centre, one flange fixed to the ceiling with dash fastener 12.5 mm dia. x 50mm long with 6mm dia. bolts, other flange of cleat fixed to the angle hangers of 25x10x0.50 mm of required length with nuts & bolts of required size and other end of angle hanger fixed with intermediate G.I. channels 45x15x0.9 mm running at the spacing of 1200 mm centre to centre, to the ceiling section 0.5 mm thick bottom edge of 80 mm with tapered flanges of 26 mm each having lips of 10.5 mm, at 450 mm centre to centre, shall be fixed in a direction perpendicular to G.I. intermediate channel with connecting clips made out of 2.64 mm dia. x 230 mm long G.I. wire at every junction, including fixing perimeter channels 0.5 mm thick 27 mm high having flanges of 20 mm and 30 mm long, the perimeter of ceiling fixed to wall/partition with the help of rawl plugs at 450 mm centre, with 25mm long dry wall screws @ 230 mm interval, including fixing of gypsum board to ceiling section and perimeter channel with the help of dry wall screws of size 3.5x25 mm at 230 mm c/c, including jointing and finishing to a flush finish of tapered and square edges of the board with recommended jointing compound, jointing tapes, finishing with jointing compound in 3 layers covering upto 150 mm on both sides of joint and two coats of primer suitable for board, all as per manufacturer's specification and also including the cost of making openings for light fittings, grills, diffusers, cutouts made with frame of perimeter channels suitably fixed, all complete as per drawings, specification and direction of the Engineer in Charge but excluding the cost of painting with : a) 12.5 mm thick tapered edge gypsum plain board conforming to IS:2095 (Part I) (Board with BIS certification marks)	Sqm	7.20		
13	Providing and fixing mirror of superior glass (of approved quality) and of required shape and size with plastic moulded frame of approved make and shade with 6mm thick hard board backing: b) Rectangular shape 453x357 mm	Each	6		
14	Surface preparation: a) Removing existing white or colour wash on wall surfaces by steel wire brushing and/ or scraping, sand papering and preparing the surface smooth including necessary repairs to scratches complete.	Sqm	45.60		
15	Providing and applying Plaster of Paris putty of 2 mm thickness over plastered surface to prepare the surface even and smooth complete.	Sqm	15.20		
16	Applying one coat of water thinnable cement primer of approved brand and manufacture on surfaces: Water thinnable cement primer	Sqm	45.60		
17	Wall painting with plastic emulsion paint of approved brand and manufacture to give an even shade: Old work (one or more coats)	Sqm	91.20		
18	Grab Bar (600 mm length)	Each	12		

Name of the Contractor:-

Signature:-