

F.No.20/22/2016-NIAW  
Government of India  
Ministry of Environment, Forest and Climate Change  
(National Institute of Animal Welfare)

42 K.M Stone, NH-2 Delhi-Agra Highway,  
Ballabgarh, Faridabad – 121 004

Dated the 02<sup>nd</sup> August, 2018

**Subject: E-Tender for Supply and installation of Flag Mast at National Institute of Animal Welfare (NIAW), Ballabgarh, Faridabad, Haryana –reg.**

E-Tenders are invited from reputed firm/ agency/ contractor for “Supply and Installation of Flag Mast at National Institute of Animal Welfare (NIAW), Ballabgarh”. Please quote your most competitive rates for execution of this work, on the enclosed prescribed Price-Bid format including all Taxes, Duties, T & P etc. required for proper completion of the work.

Your tender should be submitted online on website <https://moefcc.euniwizard.com/> on or before the closing date i.e. 13.08.2018 upto 3:00 P.M and the same shall be opened on the same day at 3:30 P.M. in presence of the representatives of the bidders, who wish to be present during the opening of the tenders. Late tenders will not be accepted and treated as rejected.

The offers, in the prescribed format, shall be submitted online at <https://moefcc.euniwizard.com/> as per the tender document. No tender will be accepted in fax, e-mail or any other such means. The intending, bidders must be registered with e-Procurement <https://moefcc.euniwizard.com/> the tender document is also available on website: <https://moefcc.euniwizard.com/>

a.	Availability of tender document on website : <a href="http://envfor.nic.in/">http://envfor.nic.in/</a> and <a href="https://moefcc.euniwizard.com/">https://moefcc.euniwizard.com/</a>	
b.	Last date of sale of tender document	13/08/2018 at 2:50 PM
c.	Last date of submission of tender	13/08/2018 at 3:00 PM
d.	Technical bid online submission start date.	02/08/2018 at 2:00 PM
e.	Technical bid online submission end date.	13/08/2018 at 3:00 PM
f.	Date and time for opening online technical bids	13/08/2018 at 3.30 PM
g.	Date and time for opening online financial bids for technically qualified bidders.	13/08/2018 at 3.35 PM
i.	Estimated Value of the Contract	N.A.
j.	Registration Charges for One Year	Rs. 2360/- (GST included)
k.	Tender Processing Fee	700/- + 18% GST

**Instructions for Online Bid Submission:**

The bidders are required to submit soft copies of their bids electronically on the e-tender Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the e-Procurement Portal, prepare their bids in accordance with the requirements and submitting their bids online on the e-tender Portal.

More information useful for submitting online bids on the e-Procurement Portal may be obtained at: **Error! Hyperlink reference not valid.**



## REGISTRATION

1. Bidders are required to enroll on the e-Procurement Portal (URL: **Error! Hyperlink reference not valid.**) by clicking on the link “Online bidder Registration” on the e-tender Portal and paying the Registration fee of Rs. 2360/- per year charge.
2. As part of the enrolment process, the bidders will be required to choose a unique user name and assign a password for their accounts.
3. Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication with the bidder.
4. Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Only Class III Certificates with signing + encryption key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / TCS / nCode / eMudhra etc.), with their profile.
5. Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC’s to others which may lead to misuse.
6. Bidders then log in to the site through the secured log-in by entering their user ID/password and the password of the DSC / e-Token.
7. The scanned copies of all original documents should be uploaded on portal.
8. For any Query contact to our helpdesk Number 011-49606060, Email: [ewizardhelpdesk@gmail.com](mailto:ewizardhelpdesk@gmail.com) Mr. Birendra , 9205898228, Mr. Saurabh - 7042643428

## **SEARCHING FOR TENDER DOCUMENTS**

There are various search options built in the e-Procurement Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Item/work id, Title, Date, etc.

Once the bidders had selected the tenders in which they are interested, bidder can pay the processing fee **Rs.700/- + 18% GST (NOT REFUNDABLE)** by net-banking / Debit / Credit card and then download the required documents / tender schedules, Bid documents etc. Once you pay both fee, tenders will be moved to the respective “Register” Tab. This would enable the e-Procurement Portal to intimate the bidders through e-mail in case there is any corrigendum issued to the tender document.

### ***1. Introduction:***

The National Institute of Animal Welfare (NIAW), Ballabhgarh, Faridabad (HR), invites e-tenders from the reputed firm/ agency/ contractor for “**Supply and installation of Flag Mast at National Institute of Animal Welfare (NIAW), Ballabhgarh, Faridabad (HR)**”. The bidders are advised to compulsorily visit the site to see and understand the requirement of the work before quoting their rates.

### ***2. Scope of work:***



The work includes the foundation of the Pole. The bidder will get the bearing capacity tested, before designing the foundation. The design calculation & structural drawing shall also be supplied by the bidder. The design can be got rechecked by the Director (NIAW) & if there is any expenditure on this account the same shall be borne by the bidder.

Arrangement & supply of all materials of appropriate technical specifications and make as stipulated in the Price-Bid, at NIAW site, and satisfactorily installation including the civil foundation works and handing over thereof complete in all respect. The contractor will execute the work in close coordination with the Institute's Officers/ Officials. All safety and security guidelines of the Institute will be followed by the workers deputed by the agency at site.

### ***3. Earnest Money Deposit (EMD):***

The Bidder shall furnish EMD of Rs.5,000/- (Rupees Five thousand only) along with the tender in the form of demand draft in favour of "Pay and Accounts Officer, MoEF&CC" payable at New Delhi. EMD shall be returned to the unsuccessful bidders after award of work. The tender not accompanied with EMD shall be rejected.

### ***4. Eligibility Criteria :***

The bidders must have satisfactorily completed the similar works i.e. supply and installation of Flag Mast complete in all respect, in the Government sector or large reputed Private firm.

### ***5. Submission of Tender:***

The contractor shall submit the tender online in the following manner:

Technical Bid. 1 - shall contain following three ( i to iii ) only.

- i. EMD in the form of demand draft for Rs.5,000/- (Rupees Five thousand only).
- ii. Copy of tender document duly signed and stamped by the bidder as a token of acceptance of terms & conditions of the tender.
- iii. Work Order/ Completion certificates from client for similar nature of work(s) successfully executed by the bidder.

Technical Bids not accompanied with all above three documents will not be considered and treated as rejected. Conditional bids suggesting alternate material specifications etc. shall be treated non-responsive and not considered for opening of Price Bid.

Financial Bid. 2 - Shall contain Price-Bid. Price shall be filled by the bidder, only in the format given with the tender by NIAW. Price on any other format or in other units or for other product is liable to be rejected.

### ***6. Time of Completion:***

The work shall be completed within one month period from the date of issue of work order. Time extension, if required on any account will have to be brought to the notice of Director (NIAW) at least one week in advance from the date of scheduled job completion with proper details & justification.



**7. Liquidated Damages:**

If the contractor fails to complete the work within the stipulated time or time extended by the Institute (if any), liquidated damages at the rate of 1% per week or part thereof of delay subject to maximum 10% of the total contract value shall be deducted /recovered from the contractor.

**8. Payment:**

Full & final payment shall be made on satisfactory completion of work & production of bill by the contractor within a week after completion of work. No advance or running payment thereof shall be made. Taxes as applicable, shall be deducted from the payment as per rule.

**9. Disputes:**

If any dispute or difference of any kind, whatsoever, shall arise between NIAW and the Contractor, in connection with or arising out of the Contract, or execution of the works, whether during the progress of the works or after their completion and whether before or after the termination, abandonment or breach of the contract, it shall, be settled under the Indian Arbitration and Conciliation Act, 1996 or any statutory modification or re-enactment thereof and the rules made there under and for the time being in force shall apply to the arbitration proceedings under this clause. Such arbitration shall be settled by sole arbitrator who shall be appointed by Director, NIAW. The arbitration shall take place in Faridabad/ Delhi unless both parties agree otherwise.

**10. Right to accept or reject the Tender:**

Director (NIAW) reserves the right to accept or reject any or all the tenders without assigning any reason thereof.

  
Jerome Minz)  
Director (NIAW)

Copy to

1. NIC for uploading the tender on the Ministry's and Government tender portal.

**NATIONAL INSTITUTE OF ANIMAL WELFARE**  
 (Ministry of Environment, Forest and Climate Change)  
 42 KM, Stone, Delhi –Agra Highway, NH-2, Ballabgarh, Faridabad (Haryana)

**PRICE-BID**

Name of work: Supply and installation of Flag Mast at National Institute of Animal Welfare (NIAW), Ballabgarh.

Sl. No.	Description of Work	Unit	Qty.	Rate for various size of flag pole (Excl. Tax/ Service Charges)		
				60 ft.	80 ft.	105 ft.
	Supply and installation, testing & commissioning at NIAW, Ballabgarh excluding all taxes/ duties/ levies etc of the following items/ components as required as per technical specifications complete in all respect:					
1.	Outdoor Stainless Steel Flagpole with Finial, Cleat, Hooks and Motorized Halyard pulley system.	No.	01			
2.	Supply of foundation bolts manufactured from special steel along with nuts, washers, anchor plates.	No.	01			
3.	Supply of Metal Halide (400 W) with control gear box and mounting poles.	No.	02			
4.	Supply of Indian National Flag. Material: Knitted Polyester Size : according to size of flag pole	Set	01			
5.	Civil work for M.S mounting base for Flagpole including digging, concreting at site.	Job	01			
6.	Provision of earthing of Flagpole with GI pipe and suitable material required.	No.	01			
7.	Erection of the Flag Mast with the help of suitable equipment and assembly of operating system and Crane.	No.	01			
			Total			
			Freight/ Transportation Charges			
			GST			
			Total Amount			

**Total Amount (in words):** .....

Note: The quoted rates shall be valid for a period of 90 (ninety) days from the date of opening of the technical-bid

*Stamp of bidder with signature of authorized signatory*