



CODISSIA DEFENCE INNOVATION AND ATAL INCUBATION CENTRE

(Formerly known as AIC-CODISSIA INCUBATION CENTRE)
Supported by Atal Innovation Mission, NITI Aayog

CIN : U73100TZ2019NPL031521

Registered Office : CODISSIA G.D. NAIDU Towers, Huzur Road, Coimbatore 641 018.
Ph : +91 422 2221582 / 2222409 E-mail : info@cdiic.in / WEB : www.cdiic.in

Ref: CDIIC/AIC-INFRA/005/2021-22

Date: 15-10-2021

Dear Sir,

**Sub: Tender Documents for Tender No. CDIIC/AIC-INFRA/005/2021-22 requested -
reg**

We are inviting bids for the Supply, Installation and Commissioning of **Aluminum Partition works - CDIIC Office** for CODISSIA Defence Innovation and Atal Incubation Centre (CDIIC), at CODISSIA Trade Fair Complex (Hall C), G.V. Fair Grounds, Avinashi Rd, Coimbatore, Tamil Nadu 641014.

Complete bidding document - Soft copy of Tender document needs to be downloaded by interested bidders, from our website - <http://cdiic.in/tenders>. Bidders may quote for the above tender.

We request you to write for any clarification on the Tender Documents by email to info@cdiic.in

IMPORTANT DATES OF TENDER

S. No.	Description	Date	Time
1	Calling for Tender	15-10-2021	
2	Bid Submission	05-11-2021	04.30 pm
3	Bid Opening	05-11-2021	05.30 pm

Bids are to be submitted as under:

- (i) Bid consisting of all technical details along with commercial terms and conditions, Indicating item-wise price for the items mentioned in the bid.
- (ii) The bid should be sealed by the bidder in a cover duly super-scribed

You are requested to send the quotations in a sealed envelope super scribed as Tender No. **CDIIC/AIC-INFRA/005/2021-22** (for the **Aluminum Partition works – CDIIC Office**) to The Director, CODISSIA Defence Innovation and Atal Incubation Centre (CDIIC), CODISSIA G.D. Naidu Towers, Huzur Road, Coimbatore - 641018 on or before Bid Submission date.

Bidders are requested to sign all pages of the bid document and furnish the same together with a Demand Draft / Bank Guarantee (DD/BG) for Earnest Money Deposit (EMD) at the rate of 3 % of total cost separately for each item that is being quoted for. (The EMD will not fetch any interest. MSMEs are exempted from



payment of EMD) The DD should be drawn in favour of “CODISSIA Defence Innovation and Atal Incubation Centre”, payable at Coimbatore. For Bank Guarantee format, refer **Annexure VII**.

Please note that bid documents submitted without EMD would be liable for outright rejection. **EMD DD / BG envelopes are to be placed separately in the Tender envelope (outer) while submitting the tender.**

Bids must be delivered to CODISSIA Defence Innovation and Atal Incubation Centre, CODISSIA, GD Naidu Towers, Huzur Road, Coimbatore--641018, Tel: - 0422-222 2409 on **or before 04.30 Hours on 05-11-2021** and the Technical bids will be **opened on the same day at 05.30 hours**. If the office happens to be closed 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.

We request you to participate in the Tender and quote your best rates for the work.

Thank you.

With warm regards,

For **CODISSIA Defence Innovation and Atal Incubation Centre**

(M. V. Ramesh Babu)
Director

INSTRUCTION TO TENDERERS

1. SCOPE OF WORK

- 1.1 Fabrication of Aluminium Partition works – CDIIC Office of CODISSIA Defence Innovation and Atal Incubation Centre (CDIIC), at CODISSIA Trade Fair Complex (Hall C), G.V. Fair Grounds, Avinashi Rd, Coimbatore, Tamil Nadu 641014
- 1.2 The framework should preferably be made of Branded pipes of steel material as per **Annexure V**
- 1.3 The making of framework would be carried out at the CDIIC site only.
- 1.4 The vendor must ensure to take precise measurement and adhere to requirement of the CDIIC
- 1.5 The vendor must ensure proper installation of Aluminium Partition works at the designated place as per CDIIC's direction.

2. QUALIFYING REQUIREMENT

- 2.1 Bidder shall be a registered company under the Indian Companies Act, 1956/ proprietary / partnership / Joint Venture firm. Documentary evidence regarding status of the firm shall be submitted.
- 2.2 The bidder shall be a Company / Firm / Individual specialized in making of high quality fabrication work.
- 2.3 Bidder should have valid PAN and GST Number. The bidders shall submit the copies of the same in the Bid. (**Annexure I**)
- 2.4 Duly filled and signed copy of Bidder Information and Tender Acceptance Letter as per **Annexure I** and **Annexure IV** respectively.
- 2.5 The Bidder has not been blacklisted by any of the Government Organization(s) / Public Sector Undertaking(s) (PSUs). Undertaking to this effect shall be submitted along with the bid as per **Annexure III**.
- 2.6 The Tender document shall be submitted in single cover as per **Clause 3**.
- 2.7 Bidder must comply with all the criteria as mentioned at clause 2.1 to 2.6.
- 2.8 Non - compliance of any of the criteria shall result in rejection of the bid. Any hiding/misrepresentation of facts may result in rejection of the bid.

3 PREPARATION & SUBMISSION OF TENDER DOCUMENT

- 3.1 The Tender document shall be complete in all respects and contain all information asked for in this document and it should be a Signed copy of all the documents mentioned at clause 2 of this tender document.
- 3.2 Duly filled copy of this tender document signed by the authorised signatory of the bidder on each page.
- 3.3 Complete Bill of Material (BOM) of the structural frames, aluminium partition material and accessories has to enclose in the tender document
- 3.4 Bidder information in **Annexure-I** duly stamped & signed.

3.5 The Tender document of Technical details as per **Annexure V**, Financial proposal and Vendor details as per **Annexure I** to **Annexure IV** should complete in all respect shall be in single sealed Envelopes. Sealed Envelopes shall be subscribing “Bid for Aluminium Partition works – CDIIC Office”

The Tenderer shall place in a Single Sealed Envelope hard copies of the Tender Proposal, which shall be inscribed as under:

**Tender Proposal of “Bid for Aluminium Partition works” for
CODISSIA Defence Innovation and Atal Incubation Centre**

Tender No.CDIIC/AIC-EQPT/005/2020-21

Submitted by: _____ (name of Tenderer)

3.6 The sealed duly filled Tender document shall be submitted to The Director, CODISSIA Defence Innovation and Atal Incubation Centre (CDIIC), CODISSIA G.D. Naidu Towers, Huzur Road, Coimbatore- 641018 on or before Bid Submission date.

3.7 The Vendor’s must observe the premises (CODISSIA Trade Fair Complex -Hall C) to take measurements and to ascertain the nature of work space to be made and accordingly quote in the Tender document. Inspection can be done on any working day before 05-11-2021, between 11:00 AM to 5:00 PM with prior permission/intimation to this office.

4 AWARD OF CONTRACT

4.1 LOWEST SUCESSFUL BIDDER

4.1.1 On completion of evaluation process of Bid, the Bidder whose Evaluated Amount is found to be the lowest would be declared as the Lowest (L-1) bidder.

4.2 WORK ORDER (WO)

4.2.1 The L-1 bidder will be considered for issuing of Work order (WO).

4.2.2 The acceptance of the WO shall be submitted within 5(five) working days from issue of WO, failing which the Department reserves the right to cancel the WO.

5 GENERAL TERMS CONDITIONS

5.1 The bidders have been permitted to tender on the explicit understanding that they shall not be entitled to resettle unilaterally from their offer or modify the terms and conditions once the same have been received in this office.

- 5.2 The bidder shall ensure that no damage is caused to the office documents/equipments and other items during the performance of his services/ any loss suffered therein will be made good from the vendor.
- 5.3 The Director - CDIIC, reserves the right to reject any or all the bids without assigning any reasons.
- 5.4 If the bidder fails to render any or all the services as per tender, the Director CDIIC reserves the right to get the services executed at the risk and cost of the firm.
- 5.5 The bidder will be responsible for any loss, damage or liability due to lapse on the part of its employees.
- 5.6 The CDIIC Team will have the right to inspect the quality of work and material to be used for rendering the service.
- 5.7 In case, the bidder fails to render satisfactory services, the CDIIC reserves the right to take necessary action including termination of the allotted work.
- 5.8 In case of the dispute relating to this tender which may arise during or after the award of the WO, the decision of Director, CODISSIA Defence Innovation and Atal Incubation Centre (CDIIC), CODISSIA G.D. Naidu Towers, Huzur Road, Coimbatore- 641 018 will be final and binding.

6 EVALUATION OF FINANCIAL PROPOSALS

- 1 Detailed contents of each Financial Proposal (Annexure II) shall be reviewed during the examination of Financial Proposals, to ensure that the figures provided therein are consistent with the details as per the Annexure V.
- 2 Financial Proposals will be checked for computational errors or material/component/accessories omissions, and prices will be corrected and adjusted as necessary. In the case of material/component/accessories omissions, the cost of the relevant Financial Proposal will be decreased by application of the highest unit cost and quantity of the omitted item as provided in the other submitted Financial Proposals.
- 3 CDIIC reserves the right to use the same awarded vendor at specified approved costing in the tender for any extension works if needed.
- 4 CDIIC reserves the right to reject, at its sole discretion, any or all evaluated Financial Proposals and if necessary call for submission of new Financial Proposals. In order to allow comparison on a common basis, each Financial Proposal will be carefully scrutinized and Evaluated Tender Price for each Financial Proposal will be determined.
- 5 In case of any deficiency, CDIIC reserves its rights to reject any bid.

7 PRE-DISPATCH INSPECTION

Pre-dispatch inspection should be arranged before clearing dispatch. However, final acceptance of the works would be done only after successful installation and commissioning at the location of Purchase.

8 ARBITRATION / JURISDICTION

Any Dispute which is not resolved amicably, shall be subject to the provisions of the Arbitration and Conciliation Act, 1996. The place of such arbitration shall be Coimbatore, Tamil Nadu where the Authority has its headquarters and the language of arbitration proceedings shall be English.

9 FORCE MAJEURE

In the event of any unforeseen circumstances directly interfering with the supply of goods/work/service arising during the execution of order such as war, hostilities, acts of the public enemy, civil commotion, sabotage, fires, floods, earthquakes, explosions, epidemics, quarantine restrictions, strikes, lockouts, or acts of God, the Bidder shall, within a week from the commencement thereof, notify the same in writing to the Purchaser with reasonable evidence thereof. Either party shall have the option to terminate the contract on expiry of 45 days of commencement of such force majeure by giving 14 days "notice to the other party in writing. In case of such termination, no damages shall be claimed by either party against the other.

10 ADVANCE PAYMENT

Advance Payment at the time of placing order to the vendor will be maximum of 30% of Basic price (Excluding Taxes).

* Payment Details as per mutual agreed terms and as per the Work Order*

ANNEXURE-I

BIDDER INFORMATION

BIDDER DETAILS:

Attach extra sheets, if required, which should also be signed.

S. No.	Particulars	Details
1	Name of person / company	
2	Status (Individual/Partnership Firm/Company/Society/Any other (specify)	
3	Contact details	
3.1	Name of the Signing Authority	
3.2	Complete Postal Address	
3.3	Telephone Nos. Including Mobile Numbers	
4	GST Registration Details	
5	PAN Details	

I have gone through the various terms and conditions mentioned in the Tender Documents and I agree to abide by them. I Son/Daughter of solemnly declares to the best of my knowledge and belief, the information given above and in the enclosures accompanying it is correct, complete and truly stated.

Yours faithfully,

Place :

Signature:

Name :

Date :

Designation :

Note:

Attach the copies of PAN/GST certificate with company seal and signature

ANNEXURE-II

FINANCIAL PROPOSAL:

PRICE/ FINANCIAL BID DOCUMENT

- (a) Price bid undertaking
- (b) Schedule for Financial Bid

(a) PRICE BID UNDERTAKING

From: (Full name and address of the Bidder) _____

To,

The Director,

CODISSIA Defence Innovation and Atal Incubation Centre (CDIIC),

CODISSIA G. D. Naidu Towers, Huzur Road,

Coimbatore - 641 018

Dear Sir

I submit the Price detail of Bid for Aluminum Partition works – CDIIC Office activities as envisaged in the Bid document.

2. I have inspected the said premises and have understood the requirement and accordingly the bid has been submitted.

3. I have thoroughly examined and understood all the terms and conditions as contained in the Bid document, and agree to abide by them.

4. I offer to work at the rates as indicated in the Bid, Annexure II exclusive of all applicable taxes such as GST which is mentioned separately.

Yours faithfully

Signature of Authorized Representative

(b) Bill of Materials for Aluminum Partition works

S. No	Description	Amount (Rs)
1	Fabrication of Aluminum Partition works – CDIIC Office of CODISSIA Defence Innovation and Atal Incubation Centre (CDIIC), at CODISSIA Trade Fair Complex (Hall C), G.V. Fair Grounds, Avinashi Rd, Coimbatore, Tamil Nadu 641014 As detailed in Annexure V	

ANNEXURE-III

UNDERTAKING BY THE BIDDER

1. I/We undertake that my/our firm M/s
.....
.....has not been blacklisted by any Govt.
Department/Public Sector Undertaking/Autonomous Body.

2. I
.....Son/Daughter/Wife of
Shri.....Proprietor/Partner/Dir
ector/ Authorized signatory of M/s
..... am competent to sign this
declaration and execute this tender document.

3. I have carefully read and understood all the term and conditions of the tender and undertake to abide by them.

4. The information / documents furnished along with the above application are true and correct to the best of my knowledge and belief. I/ We, am/are well aware of the fact that furnishing of any false information / fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.

5. I/We understand that in case any deviation is found in the above statement at any stage, my/our concern/firm/co. shall be blacklisted and shall not have any dealing with the Department in future.

Date: Signature of the authorized Signatory of the
firm/

Place: Company/Organization

Office Stamp/Seal:

ANNEXURE-IV

TENDER ACCEPTANCE LETTER

(To be given on Company Letter Head)

Date:

To,

The Director,

CODISSIA Defence Innovation and Atal Incubation Centre (CDIIC),
CODISSIA G.D.Naidu Towers, Huzur Road,
Coimbatore- 641 018

Sub: Acceptance of Terms & Conditions of Tender.

Name of Tender / Work: - Aluminum Partition works – CDIIC Office for CODISSIA Defence Innovation and Atal Incubation Centre (CDIIC), at Codissia Trade Fair Complex (Hall C), G.V. Fair Grounds, Avinashi Rd, Coimbatore, Tamil Nadu 641014

Dear Sir,

1. I / We hereby certify that I / we have read the entire terms and conditions of the tender documents from Page No. _____ to _____ (including all documents like annexure(s), schedule(s), etc .), which form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein.
2. The corrigendum(s) issued from time to time by your department/ organization to have also been taken into consideration, while submitting this acceptance letter.
3. I / We hereby unconditionally accept the tender conditions of above mentioned tender document(s) / corrigendum(s) in its totality / entirety.
4. I / We do hereby declare that our Firm has not been blacklisted/ debarred by any Govt. Department/Public sector undertaking.
5. I / We certify that all information furnished by the our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/ organization shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours Faithfully,

(Signature of the Bidder, with Official Seal)

ANNEXURE-V

SPECIFICATION AND SCOPE OF WORK

Office Area - A

Sl. No	Size of wall : Length X height in feet's	Qty.	Sq. Ft
1	42 x 10 – Without Door	1	420
2	26.5 x 10 – Without Door	1	265
3	26.5 x 10 – With Door (Single)	1	265
4	21x10 – With Door (Single)	3	330
5	33x10 – With Door (Single)	2	660
6	10x10 – With Door (Single)	2	200
7	11x10 – Without Door	2	220

Office Area - B

Sl. No	Size of wall : Length X height in feet's	Qty.	Sq. Ft
8	17x10 – With Door (Double)	1	170
9	15.5x10 – Without Door	3	465
10	8x10 – With Door (Single)	2	160

Aluminum Partition with Steel Structure Specification:

Steel structure and aluminum partition to be lay as per the layout attached in Annexure VI and specification mentioned below

Structural frames:

- MS Steel Structural frames to be fixed on the floor with grouting screws and the beams to be joined with suitable bolts or welding
- Frame material details as mentioned below :
 - Column Post Pipe: Sq. 2.5" x 2.5" – 2mm Thk
 - Bottom Plate: 5" x 5" x 6mm thk.
 - Purlin pipe: 2" x 1" – 1.6 Thk.
 - Lattice Beam Pipe size: 1.5" x 1.5" – 1.6 Thk.
 - Inner stay 0.5" x 0.5" Sq. Rod
 - Make: Apollo or Neosen

Cabin Room Inner Height: 10 Feet after false ceiling

- Aluminium channel cross section for partition of size: 2.5" x 1.5" –
Thk : 1.31mm with suitable size of Top , Bottom, Divider and Clips.
Brand of Aluminium: Jindal or Hindalco
- Partition Division details:
Height of the Bottom & Top closure: 3 feet's respectively
Material: Pre laminated particle board, Thickness: 9 mm Thickness,
Height of the Middle glass closure: 4 feet's with Clear glass.
Glass Plain: Brand - Siant Gobin, Thickness: 5mm
- Door Details: Height: 7 feet, Width of door: As per the layout attached
Door Closer: Heavy (Godrej) (One Lakh Cycle)
- Masking Area:
Above 10 feet the Lattice beam has to cover with 1 mm steel sheet and paint
with Aluminium color

False Ceiling Material:

- False ceiling board Size: 2' x 2' Mineral fibre board -12mm thick,
Edge: Square Type Make: USG, Armstrong or equivalent brand
- Suitable false ceiling grids to be fixed to hold the ceiling boards and the top
clamps to fix the boards.

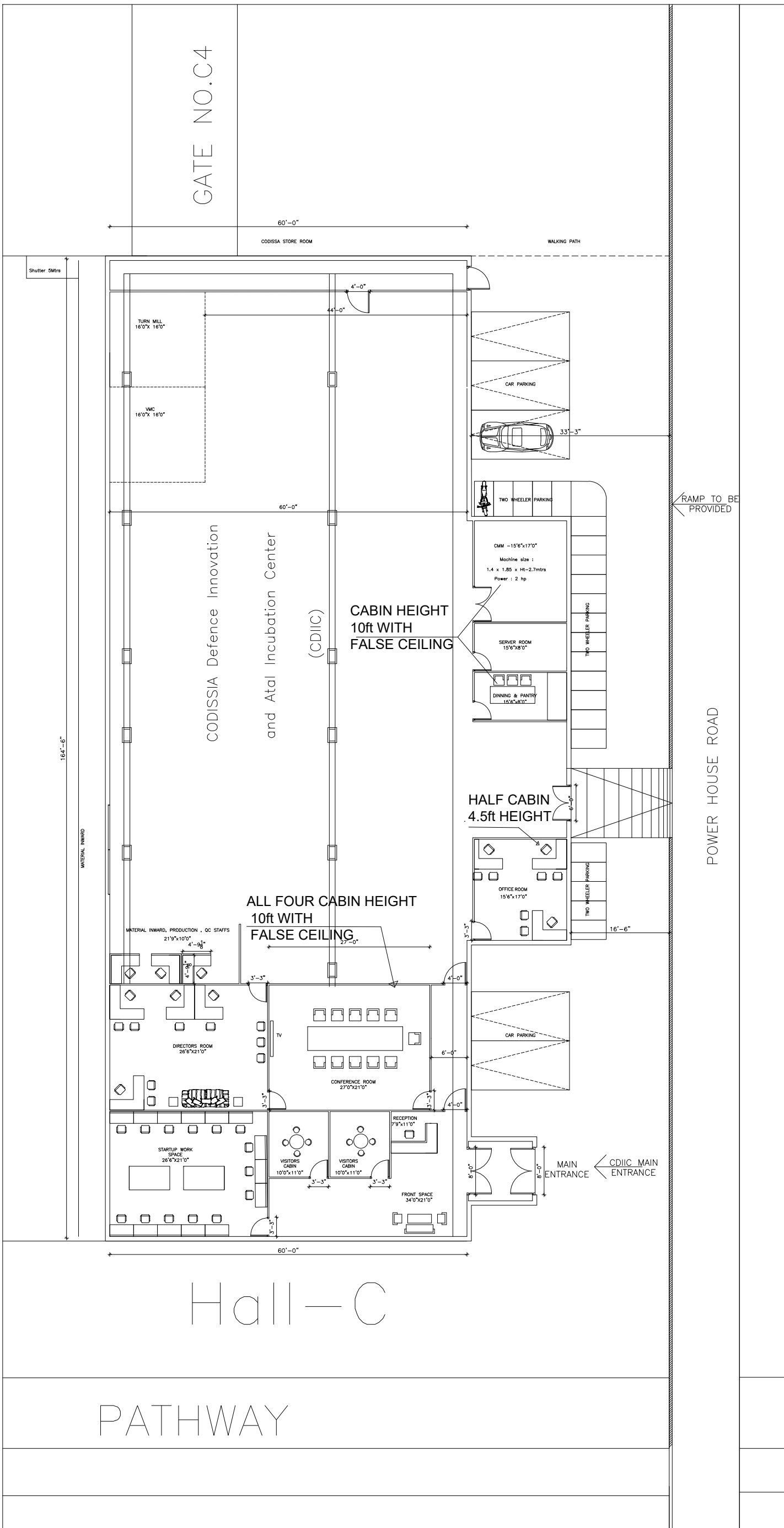
General Instructions:

- All the frames to be closed at their ends and have to coat with the aluminium
painting for rust proofs
- Aluminum channels with particle board and Plain glass to be fixed in
between the steel frames
- No need of aluminum partition wall in the south side (21x10 feet's) of the
work space cabin.
- The existing frames in the south side work space have to lay with the 1" Thk
plywood sheet with suitable support to convert as racks.
- Doors are fixed as per the layout attached of the partition wall with same type
of masking as mentioned above with locks provision
- Suitable arrangement to be done in the office for Maximum Noise proof.

Layout of CDIIC office

Please see next page

This drawing is the property of ARUN AND ASSOCIATES (A&A) and shall not be passed on to any person not authorised by A&A to receive it. It shall not be copied or modified in full or part without A&A's prior permission. The details furnished in this drawing are for this PROJECT only.



FOR REFERENCE ONLY

REVISIONS:

NO.	DESCRIPTION	CHECKED	DATE
1.	REVISION 2	P.ARUN	11.08.21
1.	REVISION 1	P.ARUN	17.03.21

CLIENT:
CODISSIA

PROJECT NAME:
DEFENCE INNOVATION AND INCUBATION CENTER

DRAWING TITLE:
SCHEMATIC FLOOR PLAN

DATE	DWG NO.	DRAWN BY	N
11.08.21	A2:01	PRADHIKSHA	
SCALE	PROJ CODE	CHECKED BY	
1"=12'0"		ARUN P.	

ARUN AND ASSOCIATES
ARCHITECTS & PLANNERS
1289, TRICHY ROAD,
COIMBATORE - 641 018.

Annexure VII

Bank Guarantee format

ON BANK LETTER HEAD

Letter no.

UNIQUE BG REF NO

Date

To,
M/s. CODISSIA Defence Innovation and Atal Incubation Centre (CDIIC)
Coimbatore.

Bank Guarantee No. _____, dated _____

We are forwarding the Bank Guarantee (BG) _____/dated _____ for Rs.
_____ (Rupees _____ Only) as follows :

We confirm that the signatories to the Bank Guarantee are authorized to do so on behalf of the Bank.

This Bank Guarantee should be valid up to _____ (date of expiry of BG as per sanction)

Any Claims, under this guarantee should be made in writing and reach us at the branch address given below on or before _____* (date of expiry of claim period i.e.12 months from the date of expiry of BG). after that date all your rights under this Guarantee should cease and we will be released and discharged of our liability forever irrespective of whether the original guarantee and amendments are returned to us or not.

All correspondences relating to this Bank Guarantee should be addressed to:

The Branch Manager,
(Bank name)
(Bank Address)

Regards,

Authorized Signatory

BG No: _____
Issue Date : _____
Amount: Rs _____
Expiry Date: _____
Claim Expiry Date : _____

ON RS.100/- STAMP PAPER

BANK GUARANTEE

WHEREAS. _____ (vendor company name), a duly incorporated company under the provisions of company act 1956/2013 having its Registered Office is at _____ and administrative office at _____ (herein after called the "Tenderer" which expression should unless repugnant to the context or meaning thereof, include its , administrators, executors and permitted assignees) has submitted his Tender dated _____ for the Tender No _____ (hereinafter called "The Contract") before CODISSIA Defence Innovation and Atal Incubation Centre, Coimbatore (hereinafter called "CDIIC" or beneficiary which expression should unless repugnant to the context or meaning thereof include its , administrators, executors and permitted assignees).