Sarojini Naidu Hall, Aligarh Muslim University, Aligarh
NOTICE INVITING TENDERS
(On Percentage Rate Basis, DSR-2014)

1. Tenders are hereby invited on behalf of the Aligarh Muslim University, Aligarh for the work of:
   Name of Work:
   1. Renovation of kitchen and toilet block S N Hall
   2. Whitewashing and Painting S N Hall

2. Contract documents consisting of detailed plans, complete specifications, the schedule of quantities
   and the articles of Agreement to be complied with by the person whose tenders may be accepted,
   printed in the form of tender can be seen/purchased from the Provost Office, S.N. Hall between
   the hours of 9:30 am and 01:00 pm every day, except on Sunday, public holidays & Friday 8:30 am to
   12 Noon.

3. The site for the work is available/shall be made available in parts as specified.

4. Tenders placed in sealed cover, with the name of work written on the envelope will be received by
   the Provost Office, S.N. Hall till 16th January 2016 upto 3.00 pm and will be opened by the Work
   Award Committee in the Office of the Provost on 18.1.2016, at 4.00 pm

5. Estimate can be obtained from the Provost Office, S.N. Hall

6. The time allowed for carrying out the whole work will be 30 days to be reckoned from the tenth day
   of the date of written order to commence work (work order).

7. The contractor should quote in figures as well as in words the rates and amounts tendered by him.
   The amount for each item should be worked out and the requisite total given.

8. The contractor, whose tender is accepted (unless exempted) will be required to furnish by way of
   security deposit the due amount as per contract.

9. The acceptance of a tender will rest, with the Provost Office, S.N. Hall who does not bind herself to
   accept the lowest tender, and reserves to herself the authority to reject any or all of the tenders
   received without the assignment of a reason. Any tender in which any of the prescribed conditions
   are not fulfilled or are incomplete in any respect are liable to be rejected.

10. Canvassing in connection with tenders is strictly prohibited

11. Special care should be taken to write the rates in figures as well as in words and the amounts in
    figures only, in such a way that interpolation is not possible. The total amount should be written both
    in figures and in words. In case of figures the words ‘Rs’ should be written before the figure of
    rupees and words ‘P’ after the decimal figures, e.g., Rs.2.15 P and in case of words ‘Rupees’ should
    precede and the word ‘Paisa’ should be written at the end, unless the rate is in whole rupees and
    followed by the words ‘only’ it should invariably be upto decimal places. While quoting the rate in
    schedule of quantities, the word ‘only’ should be written closely following the amount and it should
    be written in the next line.

12. The University does not bind itself to accept the lowest or any tender and reserves to itself the right
    of accepting the whole or any part of the tender and the tender shall be bound to perform the same at
    the rate quoted.

13. Trade Tax or any other tax on material in respect of this contract shall be payable by the contractor
    and University will not entertain any claim whatsoever in the respect.

14. The contractor must produce latest Income-Tax clearance certificate before the tender papers will
    be accepted.

15. The contractor exempted from payment of earnest money/security deposit in individual cases should
    attach with the tender an attested copy of the letter by the Provost exempting the payment of earnest
    money and security deposit and should produce the original whenever called upon to do so.

16. The tender for the works shall not be witnessed by contractor or contractors who himself/himself
    has/have tendered or who may and has/have tendered for the same work. Failure to observe this
    condition could render tenders of the contractors tendering as well as witnessing the tender liable to
    summary rejection.

17. The tender of the composite work includes the Building works, sanitary and water supply
    installations, and drainage work.

18. It will be obligatory on the part of the tenderer to tender and sign the tender documents after the
    work is awarded, he will be have a enter into an agreement for each component with the employer.
enlisted with CPWD/PWD/MES/Railways and other government departments, provided they have obtained permission of the undersigned.

21. The contractor should see all drawings and in case of doubt obtain required particulars which may in any way influence his tender from the Provost as no claim what so ever will be entertained for any alleged thereof.

22. Before tendering the contractor should visit the site and satisfy himself as to the conditions prevalent there.

23. If it is found that the tender is not submitted in proper manner or contains too many corrections or absurd rates or amounts, it would be open for the University to take suitable discipline action against the contractor.

24. The contractor shall comply with the provisions of the Apprentices Act 1961. and the rules and orders issued there under from time to time if fails to do so, his failure will be breach of the contract and the Provost may in his discretion cancel the contract. The contractor shall also be liable for any pecuniary arising on account of any violation by him of the provisions of the Act.

25. The site shown in the layout plan shall be cleared of all obstruction, loose store material, rubbish of all kind as well as brush wood. All holes of hollows whether originally existing or produced by removal of loose stone or brush wood shall be carefully filled up with earth well remmed and leveled off as directed.

26. The contractor’s responsibility for the contract shall commence from the date of issue of order of acceptance of tender.

27. Un-sealed tenders shall be summarily rejected.

28. As it is a percentage rate tender the contractor should quote his rate only in one language, i.e. either in Hindi or English. Rates should be quoted in figures as well as in words in case a contractor has quoted rates in both the languages and the rates so quoted differ or the rates quoted in words and figures differ, then the lowest rate quoted by the contractor shall be treated as the rate quoted by the contractor. In addition to consideration already laid down, the tenderers are required to fulfill the following additional conditions, failing which tenders are liable to be rejected.

Ref. No.../S.N.H.
Copy to:
1. Collector, Aligarh;
2. Central Public Works Department (CPWD), Aligarh.
3. Public Work Department (PWD), Aligarh;
4. Nagar Nigam, Aligarh;
5. Zila Parishad, Aligarh;
6. Registrar, Aligarh Muslim University, Aligarh;
7. Finance Officer, Aligarh Muslim University, Aligarh;
8. O.S.D. (Development)/University Engineer, AMU;
9. Internal Audit Officer;
10. Deputy Registrar (Development), AMU;
11. Members of the Works Award Committee
12. Assistant (Accounts), S.N. Hall
13. Notice Board of S.N. Hall
14. Director Computer Center with the request to direct his staff to please upload on University Website

Dated: 08-01-2016

PROVOST
Sarojini Naidu Hall
A.M.U., Aligarh