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भारत सरकार/Government of India

कौशल विकास एवं उद्यमिता मंत्रालय (डीजीटी)

Ministry of Skill Development and Entrepreneurship (DGT)

केंद्रीय कर्मचारी प्रशिक्षण एवं अनुसंधान संस्थान

CENTRAL STAFF TRAINING AND RESEARCH INSTITUTE

ई एन-81, सॉल्ट लेक सिटी, कोलकाता- 700091

EN- 81, Sector -V, Salt Lake City, Kolkata - 700091

Ref. No. STARI/Maint/D-11019/GL/92/Vol-VII/C/1/87

Date: 08/09/2021

Issued to Ten different agencies

Sub: Tender Enquiry

Sir,


Your lowest quotations for the work shown in the attached list (Annexure-A) may kindly be submitted to the Director, CSTARI, EN -81, Sector-V, Salt Lake City, Kolkata-700 091, West Bengal, so as to reach him not later than **23/09/2021 (up to 11:00 am)**.

While submitting your Quotations, the following may kindly be observed and other points borne in mind: -

1. The tenders should be submitted in a sealed cover marked **"QUOTATIONS"** on the outside of the envelop.
2. The cover is to be clearly **marked with the reference number and date** of this Memorandum/Enquiry.
3. The tenders will be opened at **11:00 am on 23/09/2021**. If desired by you, you may depute an authorized representative with a letter of authority, to be present at the time opening of the tenders in this office (with company seal).
4. Your offered quotation should be valid for a minimum of 30 days from date of opening.
5. Quotations received after the date and time of opening will not be considered.
6. Items tendered should conform to the specifications shown against items in the list. Kindly furnish your full specifications in accordance with accepted standards against each item tendered. Where reference to Catalogue is made, the relevant Catalogues should accompany the tenders.
7. All quotations should be for new items and not for second-hand.
8. Please state whether the items will be available ex-stock, if not, the minimum period required for supplying the stores.
9. Tenders may be rejected without assigning any reasons.
10. It should clearly be stated whether GST and any other taxes & duties leviable.
11. It is practiced of this Directorate to ask for Income-Tax Clearance from the supplier on whom supply/work order would be placed.
12. The Stores/Work in the attached list for which tenders are invited, are to be supplied to the Director, CSTARI, EN-81, Sector-V, Salt Lake City, Kolkata-700091, West Bengal. The suppliers/Contractors on whom the order will be placed by this office will have to present their bills in triplicate to the Director, CSTARI, and Kolkata-91, who will make the payments. This Directorate General will not accept any responsibility in regard to settlement of party's bill in case of any incomplete and faulty work.

Continued to page 2.

13. For convenience, kindly adopt, while quoting, same sl. nos. as given in the attached bill.
14. Payment will be made on receipt of the stores in good condition & satisfactory completion of the work.
15. The work done and materials supplied for doing the work should be as per CPWD norms.
16. All the related supporting documents to be attached with Tender Quotation.


08/09/2021
(ISHWAR SINGH)
Director

Enclosed:

The Scope of Work and Terms & Conditions in Annexure - 'A'

Repairs and Renovation of Directors Chamber at Admin Building CSTARI, Kolkata.

SCOPE OF WORK

Subject: Repairs and Renovation of Directors Chamber at Admin Building CSTARI, Kolkata.

Sl No	Particulars	Quantity
Repairs and Renovation of Directors Chamber		
1.	Grind the Surface of wall and ceiling then rubbing the wall and ceiling by grinder machine.	1780 sq ft approx
2.	Apply the Termite chemical two coats by brush.	1780 sq ft approx
3.	Total recess/conceal wiring inside the External Directors room to be new point wiring by supplying and laying ¾" PVC conduit pipe with 3x1.5 sq mm F/R cooper wire (Havels/phenolex/mescab). To each point including modular switch board/power board circuits (light point, Call bell point, Out and in light point, ex-fan point, wall fan – 24 nos). On board plug points- 2 no and 1 no 15amps power plug. A.C Point-2 no. All electrical point are to be modular. (switch plug and switch boxes are to be- Havels, Philips, ABB,)	24 points including total metireals, on board 5 amps plug point 10 nos, 5/15 amps power point 8 nos, A.C point- 2 no. 3 x 1.5 sq mm circuit 90 meters.
4.	Distribution wiring in PVC conduit pipe by 2 x 4 sq. mm. + 1 x 4 sq. mm. PVC insulated copper wire and supplying & fixing modular GI box along with modular plate and 15 amps modular switch and socket. (Havels/phenolex/ABB).	3 x 4 sq mm= 275 miter 3 x 2.5 sq mm= 140 miter 12 modular (G.I Box with double plate) = 2 nos 06 modular(G.I Box with double plate) = 3 nos 08 modular(G.I Box with double plate) = 3 nos 03 modular(G.I Box with double plate) = 4 nos 15 amps Modular plug =8 nos. 15 amps Modular switch =8 nos 5 amps Modular plug =10 nos. 5 amps Modular switch =10 nos
5.	Electrical wiring for installing 2 nos. 1.5 Ton Split AC providing 3 x 6 sq. mm. PVC insulated F/R copper conductor (approx. 110 mt. length), 3 x 4 sq. mm. PVC insulated F/R copper conductor (approx. 110 mt. length), 1 nos. x 20 Amp isolator, 20 Amp industrial plug, socket complete box 2 nos.	3 x 6 sq mm wire 110 meters 20 Amp industrial plug, socket set
6.	Supply and fixing 12" swipe metal body copper wiring wall heavy duty fan. (Make- Usha, cinni, EPP)	02 nos
7.	Supply and fixing LED In/Out light fitting.	one set
8.	Supply and fixing LED picture light fitting.	05 sets
9.	Dismantling of old & damaged plaster around the cracks on the bathroom outside walls to be repaired/renovated by plastering with water proof chemical mixing.	140 sq ft approx
10.	The floor scattng of Directors chamber area to be chipped out for firm gripping.	170 sq ft approx
11.	Rough plastering to be done as a base work for fixing floor tiles.	170 sq ft approx
12.	Supply and fixing Nano-vitrify 4" height tiles with cement mortar on floor.	170 sq ft approx

13.	The joints are to be filled with white cement mixing with color as per wall tiles.	
14.	A) One side of walls are to be Self-adhesive wallpaper water proof, Scratch Resistant laminated (41cm X 244 cm white glossy) of high quality. (Chosen By the Officers)	200 sq ft approx.
	B) One side of walls are to be Cement fiber Panel wall elevation (Wooden Style with Primer and painted with the velvet Touch emulsion paint) of high quality. (Chosen By the Officers)	160 sq ft approx
15.	All the areas of walls and ceiling to be three coated by the wall putty.	1780 sq ft approx
	All the internal walls and ceiling of the Directors room are to be painted with two coats of the exterior oil base primer of high quality.	1780 sq ft approx
	The internal walls and ceiling of the Directors room are to be painted with the velvet Touch emulsion paint of high quality. (Chosen By the Officers)	1780 sq ft approx
	All the grills of the Directors room are to be cleaned and painted.	40 sq ft approx
	Fixing 4 nos. ceiling mounted light fittings size 2' x 2' with 3 x36 W PLC lamp. (Model No. FBS 450/236 D-6 Philips make)	04 nos
	Suppling and Fixing 4 nos. ceiling mounted light fittings size 1' 18 W LED fittings.	04 nos
	Cleaning of the area by water sand paper to be done after painting.	(one job)

The following works are needed to be done:-

TERMS & CONDITIONS:-

1. All necessary raw materials required for the work will be supplied by the agency and the total allotted work is to be completed within 60 days from the date of issue of work order.
2. All dismantled defective scrap materials to be returned to the store through maintenance section.
3. Adequate safety precautions have to be taken by the agency while working. At the event of any accident happens during executing the work, CSTARI Kolkata will not be responsible.
4. No tools/working gears will be provided by CSTARI Kolkata & will not be responsible in case of any damage/loss of tools etc.
5. Rate/Contract value to be quoted for one time Job assuming value of services to be provided. Please mention whether the rate of raw materials, delivery charges, labour charges etc. include all taxes and service charges (if any) also.
6. TDS is applicable for all bill amounts as per Rules.
7. Bills to be submitted in triplicate duly pre-receipted with Revenue Stamp.
8. The rate quoted for the above work should be including all the taxes. The quotations without all taxes will be summarily rejected.
9. Agency should provide Income Tax Clearance Certificate, GST Registration Certificate, PAN Card, etc.
10. The agency must submit a certificate of doing similar type of work and credential certificate of work done order if any.


 Assistant Dir / Maintenance