

Quotations invited for interior decorations of Showroom

Sealed competitive quotations, under two bid system, are invited from reputed interior decorators/contractors, having proven track record in the field, for undertaking the work of furnishing and interior decoration of Coir Board Showroom at Patna. The quotations should reach the Manager, Coir Board Showroom and Sales Depot, Biscomaun Bhavan, West Lawn, Patna – 800 001 on or before 15.00 Hrs on 20.09.2016, which will be opened on the same day at 15.30 Hrs in the presence of bidders present, if any. The Secretary, Coir Board reserves the right to accept or reject any or all the quotations without assigning any reason, whatsoever. Design & Layout, Tender Document, Tender Form and further details are available on Board's website: www.coirboard.gov.in

Sd/-
SECRETARY

Coir Board
(Ministry of MSME Government of India)

TENDER DOCUMENT

TENDER NO. I –14012/37/2015–DM Dated:29.08.2016

Interior Decoration of Coir Board Showroom & Sales Depot., Patna

Coir Board requires the services of a professional agency with proven credentials in the field of Fabrication, Construction, Interior Decoration and maintenance of Showrooms and Display Centres for interior decoration of the Coir Board Showroom and Sales Depot, Biscomaun Bhavan, West Lawn, Patna – 800 001 as per the scope of work given below.

A. SCOPE OF WORK

Interior Decoration of the Showroom having a floor are of 1178.10 Sq. Ft. approximately.

A-1. TENDER FORM AND SPECIFICATIONS ARE ATTACHED.

B. GUIDELINES FOR SUBMISSION OF TENDERS

The technical and financial bids for the interior decoration of Coir Board Showroom & Sales Depot, Patna should be submitted separately and should include the following:

Cover – 1: Superscribed with **“Technical bid for interior decoration of Coir Board Showroom & Sales Depot, Patna”** and should accompany the following documents:

- i) Profile of the Agency / Company
- ii) Details of Technical Manpower and Staff available in-house.
- iii) Track record–details of involvement in similar projects.
- iv) Financial Statements signed by a statutory auditor, indicating turnover of the company, balance sheet and Profit & Loss Account for last three years.
- v) Copies of Income Tax Return submitted for last three years with PAN.
- vi) EMD of Rs. 20,000/- shall be remitted along with the technical bid, in the form of Demand Draft drawn, on any scheduled bank, in favour of the Secretary, Coir Board payable at Ernakulam. EMD will be returned to the unsuccessful bidders at the earliest and latest by 30th day after the award of the work contract.

Cover – 1. Superscribed with **“Financial bid for interior decoration of Coir Board Showroom & Sales Depot, Patna”** and should accompany the following documents:

1. i) A Financial Bid, clearly indicating the cost, inclusive of taxes, if any, for carrying out the work (Itemwise cost/Headwise expenditure, in accordance with the tender form attached, should be indicated).
 - ii) The financial quote should be exactly in accordance with the specifications and design attached with this tender document.
2. **Terms of Payment.** Payment will be made to the bidder as per following schedule:
- a) Advance shall be paid, on mutually agreed percentage of the value of the contract, on award of the work order and on furnishing of Bank guarantee for the amount. If work is delayed, interest will be levied on the advance amount.
 - b) Balance payment will be effected in instalments based on the progress of the work.
 - c) Taxes as applicable will be deducted a source while making payment by Coir Board.

The outer sealed cover containing the above 2 sealed covers to be superscribed with “Bids for interior decoration of Coir Board Showroom & Sales Depot, Patna”. The inner and outer covers should have the Full Name, Postal Address, Fax, E-mail and Telephone Number of the Bidder on the bottom left corner.

The Bids as per details given above should be submitted to the Manager, Coir Board Showroom & Sales Depot, Biscomaun Bhavan, West Lawn, Patna – 800 001 on or before 15.00 hrs on 20.09.2016. Technical and Financial bids received by E-mail and bids received beyond the appointed time will not be accepted. A pre-bid meeting shall be organised at the Coir Board Showroom, Patna at 15.00 hrs on 17.09.2016 for clarifying issues and clearing doubts, if any. Interested bidders may take part in the meeting either directly or through authorised representatives, if found necessary.

3. ADDITIONAL INFORMATION

- i) The Showroom in the full-fledged interior decorated form shall be handed over to the Manager of Coir Board Showroom within one month after award of the work, failing which the bidder will be liable to pay interest on the bid amount to Coir Board.
- ii) Coir Board reserves the right to reject or accept any offer without assigning any reasons whatsoever. The successful bidder will have to enter into an Agreement (on a stamp paper of Rs. 500/-) and Integrity Pact (on normal/bond paper) with Coir Board.
- iii) Selection of Agency(ies) will be based on the acceptance of the technical competency of the agencies as revealed from the technical bids and lowest quote received for the work.
- iv) Conditional bids will be rejected outright. The quoted price should be all inclusive (including taxes, levies etc...). The amount quoted should be indicated both in words and figures. Corrections/overwriting have to be avoided. All pages should be signed by the authorized signatory.
- v) Security Deposit/Performance Guarantee: Before awarding the contract the Agency(ies) will be asked to deposit 5% of the tendered amount as Security Deposit/Performance Guarantee, in case Coir Board deems it necessary, in the form of Account Payee Demand Draft / Pay Order from a nationalized/scheduled/commercial bank or Bank Guarantee, which should remain valid for a period of sixty days beyond the date of completions of all contractual obligations of the bidder. The Security Deposit/Bank Guarantee will be released after satisfactory completion of the project.
- vi) Validity of Bid: Bid shall remain valid for acceptance for the contractual period from the date of opening of Bid.

- vii) Opening of the Bids : The tenders will be opened at 15.30 hrs on 20.09.2016 at Coir Board Showroom & Sales Depot, Patna in the presence of the bidders or duly authorized representatives of the bidders, if any.
- viii) Insurance: Insurance, including transit insurance will be arranged by the bidder.
- ix) Liquidated Damages: In the event of bidder's failure to complete the work within the specified time, Coir Board may, without prejudice to its any other rights hereunder, recover from the bidder, as Liquidated Damages, the sum of 5 % of the contract price.
- x) Termination by default: Coir Board reserves the right to terminate the contract of any agency in case of change in the Government procedures or unsatisfactory services.
- xi) Risk and cost clause: If the contractor, after submission of tender and the acceptance of the same, fails to abide the Terms and Conditions of the tender document or fails to complete the work within the specified time or at any time repudiates the contract, the Board will have the right to:
 - a) Forfeit the EMD
 - b) Invoke Security Deposit / Performance Bank Guarantee
 - c) In case of completion through alternative sources and if price is higher, the contractor will pay the balance amount to the Board.
 - d) For all purposes, the work order issued by the Board will be considered as the formal contract.
- xii) Arbitration: Provisions of India Arbitration Act 1996 & 2002 will be applicable and venue of arbitration will be Ernakulam.

- xiii) Jurisdiction: The contract shall be interpreted and governed by the Laws of India. In the event of any dispute / litigation between the agency with whom the work is entrusted and the Board in respect of any of the conditions / provisions of this document or the agreement to be executed while awarding the work, the decision of Chairman, Coir Board shall be final and binding on both the parties and any litigation arising out of this document/agreement shall be subject to the jurisdiction of Ernakulam Courts only.
- xiv) Contact Persons: For further details of the project, please contact Shri. J.K. Shukla, Manager Gr.I, Coir Board SR & SD, Cannaught Place, New Delhi – 110 001 (Tel: 011 – 23747755, Mob: 09958336699). For location details and site inspection please contact Shri. A.N. Pandey, Manager, Coir Board SR & SD, Patna (Tel: 0612 2219550, Mob: 09431295471)

(Sd/-)

Secretary,

Coir Board

Bill of Quantities for the Interior Works to be done at Coir Board Showroom Patna

SL. NO.	DESCRIPTION	QTY	UNIT	RATE
A	CIVIL WORK			
	DISMANTLING WORK			
1.00	Dismantling and removal of existing wooden staircase including disposal of malba from site.		all	
2.00	Dismantling and removal of existing Wooden/Aluminium partition frames including shutters, holdfasts /dash fasteners, architrave etc. including disposal of unserviceable material from site.	Sqft.	460	
3.00	Dismantling and removal of existing 4 1/2" brick work including wall plaster/tiling including disposal of malba from site.	Sqft.	160	
4.00	Dismantling and removal of existing flooring and skirting including sub-grade floor and disposal of malba from site.	Sqft.	1300	
	CIVIL			
1.10	P/L 5 inch brick partition walls with well burnt Ist class table moulded, good quality approved bricks in cement mortar 1:4 (1cement : 4 coarse sand) including providing 2 Nos. of 6 mm dia M.S. round bars at every IVth course, including scaffold	Sqft.	70	
1.20	P/L 40mm thick Cement Concrete flooring in 1:2:4 (1 cement :2 coarse sand: 4 graded stone aggregate	Sqft.	1300	

	20mm nominal size) tamped, spaded, toweled and top finished to non-skid top surface, laid in alternate panels of area not more than 2.00sq.m. and laid to level or proper slope as directed.			
1.30	P/F of Ceramic Tiles of size 12" x 18" laid in vertical position on toilet/ wallsfullheight as/design.basic rate of tile-Rs 55 persqft	Sqft.	200	
	Providing and fixing inlet and outlet water point/Drainage pipe upto main chamber for toilet	mtr.	50	
1.40	FLOOR FURNISHING WORKS : Laying of Coir floor Tiles (provided by Coir Board.) Care to be taken that all tiles are laid according to the guidelines of the Manager of the Showroom. It is also suggested that the successful bidder should inspect the Coir tile before doing the work of flooring and skirting.	Sqft.	1600	
1.50	SKIRTING : Providing and fixing of 10mm x 4" high polished Vitrified Ceramic Tile Skirting using CM 1:L4 /epoxy adhesive, and using white cement at the base and joints. Care to be taken that all skirting joints align with the flooring joints. The skirting to be recessed and level with the wall/ partition surface fixed with cement mortar/epoxy adhesive as required All joints to be cleaned and finished with colored mastic as per directions.	Rft	150	
5.00	CONSTRUCTION OF MEZZANINE FLOOR; A mezzanine floor should be constructed in between the main floor and the ceiling, at a point of 7 ft.0 inches high from the main floor . By using MS gaurder havy duty,laying with 19mm	sqft	800	

	ply wood			
B	SPLIT AIR CONDITIONERS			
	1.5 Tonn Split AC 3 Star,with, Stabiliser Piping and Drain System with Labour Charges. (Includes Upto 200 RFT of Piping if increases will be charged extra) Make Hitach or Carrier.	Pic	6	
C	FALSE CEILING			
	Providing and fixing suspended Gypboard false ceiling including GI perimeter & intermediate channels of 22 guage, ceiling angles, 12.5mm Gypboard (conforming to IS-2095-1982) GI cleat and steel expansion fasteners (as per recommended specifications / practice of India Gypsum . Rate to include for hanging the supports from RCC slab/MS structural framework and providing extra framework for electrical fixtures, AC diffusers/ducts or any other cut-outs, scaffolding etc. complete.	sqft	1800	
D	PAINTING			
1	PAINTING : Painting of exposed surfaces with three (3) coats of Acrylic Emlusion paint including scraping, primer application, filling with putty etcl., complete. Final coat of paint with smooth roller finish. No brush marks to be visible after painting. Colour and shade as approved by TIL.	SQFT	5200	
2	Painting of rolling shutter/ Grills with three coats of enamel paint of approved shade and colour over primer etc. as directed by TIL.Note-I :	SQFT	190	

	Anti-termite with Chlorophrphos of approved band and make to be done on al wooden surfaces			
E	WOODEN WORK			
1	<p>(HALF HEIGHT PARTITIONS- fully paneled) (4'6" ht) Providing and fixing half height double skin partitions in cabins etc. with frames of 2"x2" (finished size) seasoned hardwood members (hollock/ Malaysian sal) at max. intervals of 1'-6" x 1'-6" c/c with provision of bigger members at skirting, fixing to door frames, etc. all wood work to be treated with 1st quality anti-termite paint, and 6 mm thick commercial BWR Plywood of approved make covered with various finishing layers as per design and details including 1 mm thick laminate of approved make. Above 3'-0" level fix 8.0 mm thick etched glass as per design (All visisble wood to be of 1st quality 'gambar') and shall be painted with Premium 1st quality paint/ polished as per instruction Ghambar Frame shall be neatly painted/ polished to a glossy finish with premium quality paint/ polish.Laminates shall have a number of horizontal/ vertical grooves and the ply under such be painted with approved colours.Openings for communication/ conversation shall be provided as required as per detailed.All electrical wires, accessories, telephone wires, etc. shall be run in the partition without any extra charges for the same. All exposed wooden surfaces are to be painted with Premium quality paint as per</p>	SQFT	280	

	Specifications.			
	<p>(FULL HEIGHT PARTITIONS– fully paneled) (7'0" ht) Providing and fixing half height double skin partitions in cabins etc. with frames of 2"x2" (finished size) seasoned hardwood members (hollock/ Malaysian sal) at max. intervals of 1'-6" x 1'-6" c/c with provision of bigger members at skirting, fixing to door frames, etc. all wood work to be treated with 1st quality anti-termite paint, and 6 mm thick commercial BWR Plywood of approved make covered with various finishing layers as per design and details including 1 mm thick laminate of approved make. (All visible wood to be of 1st quality 'gambur') and shall be painted with Premium 1st quality paint/ polished as per instruction Gambur Frame shall be neatly painted/ polished to a glossy finish with premium quality paint/polish. Laminates shall have a number of horizontal/ vertical grooves and the ply under such be painted with approved colours. Openings for communication/ conversation shall be provided as required as per detailed. All electrical wires, accessories, telephone wires, etc. shall be run in the partition without any extra charges for the same. All exposed wooden surfaces are to be painted with Premium quality paint as per Specifications.</p>	sqft	300	
2	<p>WOODEN PANNELLING : Providing and fixing of wooden paneling and column cladding where ever mentioned in the layout and on the columns with 12 mm thick ply and 1 mm</p>	sqft	600	

	laminate finish (glass fixing) (water proof ply)			
3	FLUSH DOOR : Providing and fixing Flush Door to store room with frame in teak wood jamb 3"x2'6" fixed to partition/ walls. The flush door to be 30mm thick as mentioned in details finished with white paint, the door to be provided with apple knob tabular lock, door closer and heavy duty stainless steel hinges. All wooden surfaces to be finished with metallic silver duco paint.			
4	(HYDRAULIC DOOR CLOSER) Providing and fixing Hydraulic door closers of specified brand, all complete as per instructions of Architect/Employer.			
5	(LOCKS) Providing and fixing "Godrej Night Latch/ Godrej Mortice Lock" in required places, all complete with fixing, fitting etc.	no.	2	
6	STORAGE Units - Shall be made up of 19mm the BWRboarer ply on all the sides. The storage shall have internal shelves. The storage shutter shall be of 19mm th block board of BWR shall be finished with 1.00 mm laminate approved shade on all exposed sides and inside finished with two coats of synthetic enamel paint with two coats of primer. The storage top shall have 1 1/2"x3/4" teak/ beech wood beading with 1" projection from the shutters with polish. The rate is inclusive of all lock of Godrej or equivalent make, SS tower bolts, SS handles, heavy duty SS hinges etc. all hardwarecomplete. Skirting shall be finished with 3" wide 1 mm thick			

	laminate.			
7	File Cabinet (3'6" height, depth 1'-0") (2 rack inside) size-3'6"x6'0"	no.	4	
8	Full Height Cabinet or racks (7'0" height, depth 2'-0") (4 rack inside) 12'0"x7'0"	no.	2	
9	M S/wooden display racks with 12mm clear glass self for product display(7'0" x 6'6")	No	11	
10	(EXECUTIVE TABLES) Providing and Placing new executives tables alongwith matching credenza table top to be made of 19 mm thick BWR plywood of approved make, edged with beading of 2"x 1-12" approx), cut to required shape, top of table to have 1.0 mm thick laminate, and teakwood beading to be polished to required colour and finish. Table to have a vertical modesty panel of 19 mm thick BWR plywood of approved make laminated/ Plain with laminate (1.0 mm thick) from the outer side and painted with minimum 2 coats of premium 1st quality paint on the inner side, Modesty Partition to have 1st quality beading on top as per design and specification and Quality Enamel paint over appropriate priming coat on the internal surface.Laminate to have a no. of grooves as per design and drawings. A chest of drawers shall support the table on 1 side, integrally connected to the modesty partition, made of 19mm thick BWR plywood of approved make, drawers to slide on drawer slides (EBCO/Equivalent), and made of 19 mm thick grade BWR board for all sides and bottom cabine shutters of 19 mm thick BWR	no.		

	plywood of approved make, cabinet hinges to be t-type, self closing, EBCO/ Equivalent, all edges of all blockboard / plywood to be sealed with 1st quality teakwood edging, including blockboard members touching the ground. Drawers and cabinet shutters to be laminated on all external surfaces with 1.0 mm thick laminate, and painted on all visible internal surfaces with premium 1st quality enamel paint as Specified above. All drawers and cabinets (both in tables and credenza) to be provided with high quality Godrej' lock, and high quality handles as per mentioned above.			
a	a) manager table size-6'0"x2'6", credenza-4'0"x2'6"	no.	1	
b	ass. manager table size-4'6"x2'6", credenza-3'0"x2'6"	no.	1	
c	work station table size-7'0"x2'6"	no.	1	
F	DISPLAY BED			
	Making of display bed upto 18" height for Mezzanine floor with ply boards of sanik and finish it with Bajaj Foam and Rexine with all labour and materials.	SQFT	104	
G	FLOOR FURNISHING			
	Laying of Coir floor Tiles (provided by Coir Board.) Care to be taken that all tiles are laid according to the guidelines of the Manager of the Showroom.	sqft	550	
H	WALLPAPER : Providing and fixing of wall paper as approved by TIL and of approved colour of wall paper. Basic cost of wall paper Rs. 125/sft.	sqft	120	
I	SHUTTERS.			
	M S Rolling shutter for front of the shop.	SQFT	150	
J	Water Purifier			

	Kent water purifier (Grand Plus) with all required fittings.	NO	1	
K	CHAIRS			
	High back Director/Manager Chair of reputed make.	No	2	
	Medium Back Revolving chair for workstation of reputed make.	No	7	
	Visitor Chair	No	5	
L	SOFA AND TABLE			
	3 seater galaxy Sofa with Chrome finish of Reputed Make.	NO	1	
	2 seater galaxy Sofa with Chrome finish of Reputed Make.	NO	2	
	Glass top Center table .	NO	1	
	Glass top Corner table .	NO	1	
M	STAIRS			
	providing and fixing 3'-6"wide wooden base stair with bottom storage ,by using 19mm thick ply board, tradsand riser finished with 3/4"lakha red granite having nosed finished at edge.	Rft	15	
N	SS RAILING			
	providing and fixing railing with stainless steel grade 304 having 8mm toughened glass panels at sides .	Rft	28	
O	SANITARY INSTALLATION			
1	Providing & fixing of WC , Parryware or cera, with CP brass with cistern CP brass 2- way bibcock with flange of Escco.	NO	1	
2	Poviding & fixing wall hung or counter basin (Parryware/cera)CP brass angular stop cock with wallflange CP brass pillor cock CP bottle trap, with wall connection pipe. Counter top on granite.	NO	1	

3	Piping for Bathrooms all new cpvc and pvc of supreme including all labour as per design.	NO	1	
P	POP PUNNING : Punning of wall surfaces with POP for leveling in smooth surface to receive	sqft	2000	
Q	ELECTRICAL WORK			
	Wiring for light point/ fan point/ with 1.00Sq.mm FRPVC insulated copper conductor cable in recessed PVC conduit with modular switch modular plate suitable GIbox earthing the point with 1.00sqmm FRPV Cinsulated copper conductor single core cable etc as required. (wire-Anchor/Polycab), , (swith & shokets-Roma/Legrand/Goldmedal). A (LED Light-Siska/Jaquar/panasonic/kent, 20 to 25 Watt, 60 pic, 20 to 30 watt COB 20 Pic ,16 Pic wall fan of Usha/Havells , Includes Wiring For Air conditioners also.by 4mm sq r wire with switch&shocket.	SQFT	2000	
R	SIGNAGE			
1	External signage – Rectangular backlit box signage of Altobond Light Green ACP, T5 Philips Tubelights, Coirboard both in Hindi & English 3D letters 15" ht. of Spectra Bothside UV Coated Pet G Sheet with Cold Cathod/LED Lights(As per Sample Approved in White Color), Sides of Letters finished with 2" Brush finish SS trim, 16" thk Acrylic Box with Round finish Central Frame in Round shape with front openable for maintenance	sq.ft.	100	
2	Internal Graphics - P/F internal graphics of approved design and sizes	sq.ft.	250	
3	Internal Signages - P/F internal signages of approved design and sizes	Set	1	

4	Glass Film –	sqft	100	
5	P/F of Pole signage	No.	1	
	TOTAL (items A to R)			
	Cost of any other items of work not covered in the above, but envisaged in the work. (please give details) 1) 2) 3)	Rs.		
	Taxes/Levies/Local Taxes etc... if any	Rs.		
	GRAND TOTAL	Rs.		

(Rupees)

Place:

Date:

Seal

(Name & Signature of the authorised signatory with address)

