



Phone : 2265-0001 (3 Lines)
Fax : (033) 2265-8537
Website : www.gluconatehealth.com
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Gluconate Health Limited

(A GOVERNMENT OF WEST BENGAL UNDERTAKING)
Registered & Head Office: 2, DURGA CHARAN DOCTOR LANE, KOLKATA – 700 014

SUB : RENOVATION WORK OF OUR FACTORY'S GATE OFFICE

Sealed quotations are invited from reliable, resourceful , bonafide and experienced contractors for the following job as per the schedule given.

TENDER NO. : GHL/CIVIL-01/19-20 DATE : 23.10.2019.

Last Date and Time of Submission of Quotations : **On 30.10.2019 up to 2.00 pm**

Date and Time of opening of quotations : **On 30.10.2019 at 3.00 pm**

Quotations submitted later than 2.00 pm of 30.10.2019 will not be accepted. Participants are requested to present at the time of opening of the Tenders.

Please submit the quotations at the Purchase Dept of our Head Office at 2, Durga Charan Doctor Lane, Kolkata – 700 014 within the schedule date and time..



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SCOPE OF JOB :-

Sl. No.	DESCRIPTION
01.	Dismanteling. & Cleaning
02.	Casting of Roof(1:1.5:3)
03.	Steel cutting & binding
04.	Shuttering
05.	Brick work
06.	Plastering
07.	Painting (outside & Inside)

Total Area :1300 Sq.feet (Approx)

For, Gluconate Health Limited

Sd-
Purchase Manager



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TERMS & CONDITIONS :

1. INSPECTION OF SITE AND STUDY OF LOCAL CONDITIONS

Intending tenderers are required to inspect the site of work with particular reference to location and infrastructural facilities. They are to make a careful study with regard to availability of materials and their sources, labour (skilled and unskilled) and all relevant factors as might affect their rates and prices. A tenderer who submits a tender will be deemed to have inspected the site and make proper study of all relevant factors. No extra payment for mobilisation advance and price escalation will be allowed at any point of time during execution of the work.

2. The successful tenderer shall have to submit i) Performance Bank Guarantee @ 5 % of the order value in the form of Bank Guarantee or Demand Draft, to be kept with the company till successful completion and hand over of the project, duly certified by our authorized person/s, and ii) Security Deposit @ 5% of the order value which will be kept with the company after deducting from the running bills, and the total amount will be refunded after completion of the guarantee period.

3. SUBMISSION OF TENDER

The Tenderer is required to carefully study all the TERMS & CONDITIONS and prepare his Tender to comply with all provisions thereof. Submission of a Tender shall be taken as an evidence and confirmation that the Tenderer has acknowledged all the provisions of the Tender Documents and has fully acquainted himself with site conditions and all factors which may influence the preparation of his Tender. Negligence of the Tenderer to observe instructions in preparing his Tender shall be at his own risk and shall not be a ground for securing relief from any error found or discrepancies contained in his Tender or a cause for withdrawal of his Tender after it has been opened.

All expenses incurred for site inspection and all activities in the preparation and submission of the Tender shall be borne by the Tenderer.

Tenderer should submit the following documents:

- a) The forwarding letter.
- b) Constitution of the firm : Name of Partner / Directors, Photostat copy of the constituted power of attorney of the signatory. Original is to be submitted when called upon. Memorandum and Articles of Association Certificate of Incorporation shall also be required whenever applicable.
- c) Technical proposal and detailed specifications.
- d) Business terms and conditions.
- e) Technical reports brochure and literature and other relevant data and particulars as asked elsewhere in the tender documents and/or as required.
- f) A tentative work program in Network diagram using CPM technique or other suitable method.
- g) Details of Credentials..



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i) Schedule of prices

All rates and prices shall be written in figures as well as in words. In case of any discrepancy between the two, words shall prevail over the figures.

4. SCHEDULE OF PRICES

The Tenderer shall submit the rate against individual items clearly. The rates against different items should be reasonable and commensurate with one another. Any rate which, in the opinion of the authority accepting tenders, is absolutely high or absolutely low in comparison to the quoted rates of other items, may lead to rejection of the Tender.

5. VALIDITY OF TENDER

A Tender submitted shall remain valid for a period of One Hundred and Twenty (120) calendar days from the date set for opening of tenders. Any extension of this validity period will be subject to concurrence of the Tenderer.

6. WITHDRAWAL OF TENDER

A Tender once submitted shall not be withdrawn within the validity period. However a tenderer may withdraw his tender by writing an application to TENDER INVITING AUTHORITY before the Scheduled opening time of the tenders.

7. OPENING AND PRELIMINARY EXAMINATION OF TENDERS

Immediately after the time stipulated for receipt of tenders, all tenders received shall be opened by TENDER INVITING AUTHORITY or his authorised representative in the presence of such tenderers or their authorised representatives as may be present or be represented at the time of opening of tenders.

Contents of the individual tenders shall first be examined in a general way as to their conformity and agreement with the tendering requirements. Any tender not conforming to any of the requirements may be disqualified forthwith at the discretion of the authority opening tenders. Tenders not so disqualified shall be subject to detailed scrutiny as there under.

8. ACCEPTANCE OF TENDER

Tender will be accepted (for and on behalf of the TENDER INVITING AUTHORITY). He does not bind himself to accept the lowest tender and reserves to himself the right to reject any or all of the tenders received without assigning any reason therefor.

The work to be completed within 1 (One) calendar month from the date of work order issued, under the guidance of the Works Manager of the company and the guarantee period from the date of official completion and hand over of the project will be for a span of 12 (Twelve) calendar months..



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9. AGREEMENT

The successful Tenderer shall be required to enter into a contract through agreement and shall furnish a performance bank guarantee for 5% of the order value within 7 days after receiving the order, failing which the Management of Gluconate Health Limited reserves the right to cancel the order.

10. COMPLETION & PENALTY

The job must be completed within the stipulated time as per the terms of the tender and work order & the agreement to be signed. The contractor must submit a detail working chart to the company along with the quotation showing the complete details. The relevant drawings are also to be submitted.

Penalty: For delay in completion beyond stipulated time, an amount equal to 0.5% of the total value of the order for each day's delay will be deducted from the contractor's bill at the discretion of Gluconate Health Limited. Management of GHIL also reserves the right to cancel the order for non completion of work within the stipulated time and get the work done by other parties and debit the difference if any, between tendered and fresh rates to the account of the Tenderer. The security deposit paid will also be forfeited by GHIL due to non-fulfillment or non-performance of the contract in part or full.

11. MATERIALS : The tenderer must ensure about the quality of the materials supplied and to be used only after certified by the Works Manager of the company.

Tenderers are advised to consult with manufacturer/ experts at his own cost, if so felt, to reach more Correct figure for Tendering purpose.

12. PAYMENT TERMS : In case of any advance payment, Bank Guarantee of similar amount is to be submitted. Balance amount may be paid after satisfactory completion of the job, after deducting 10% of the total amount which will be kept as Security Deposit up to the Guarantee Period..

Purchase Manager



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STATUTORY / MISC. LIABILITIES OF THE CONTRACTOR.

- 1.** Contractor agrees to indemnify the Management (i.e. Principal Employer) that it will be solely and entirely responsible to comply with and abide by all the statutory provision as and when applicable under various labour and Industrial Law enacted by the Government like contract Labour (Regulation & Abolition) Act 1970; payment of wages act 1936, Factories Act 1948; Provident Fund Act 1952; Employees State Insurance Act. Minimum Wages Act, Workmen Compensation Act 1923 & rules with subsequent amendments in force at that time.
- 2.** Contractor's undertakes the responsibility that it shall pay wages to his contractor labour's every month in due time.
- 3.** Contractor shall maintain registers & recorder as required under various labour & industrial laws & the rules made there under as & when applicable. Agency shall furnish these registers & records to the Management when ever asked for.
- 4.** Contractor shall "Indemnify" GHL against all claims which may be made under the above said acts on accounts of any compensation payable to contractor's labour whether in the employment of contractor or not . Similarly contractor shall ensure that working hours, fixation of wages, working condition are to be followed as stipulated in the license.
- 5.** If under any circumstances what so ever GHL is held responsible in any manner what so ever for payment of compensation to contractor's laborer for default or omission of commission of contractor, then GHL is entitled to be reimbursed by the contractor along with all expenses, costs claims etc.
- 6.** Contract work will be supervised by a technically sound person of the contractor.
- 7.** Contractor shall be fully responsible for the safety of his workmen / employees. In any case, it shall be the sole responsibility of the contractor to per liability / compensation in the event of contractor while working at GHL Premises.
- 8.** Contractor shall strictly follow the prevailing rules and regulations of GHL..

Signature of Contractor with seal & date.