

**Maulana Azad Education Foundation  
(Ministry of Minority Affairs)  
Maulana Azad Campus, Chelmsford Road, New Delhi -110055**

**Tender Reference No.: IX/2/ADM.Repair & Maint./2017**

**Dated: 18-11-2017**

**SHORT NOTICE INVITING QUOTATION (NIQ)**

**Sub: Special repair and renovation work in Chamber of the Chief Executive Officer & Secretary, MAEF and attached facilities.**

The Maulana Azad Education Foundation (MAEF), Ministry of Minority Affairs, invites sealed quotations for the items of work mentioned at **Annexure- I** below from the registered Contractors with any of the Govt. Department like CPWD, MES, DDA etc. The sealed quotations should reach the office of the Chief Executive Officer & Secretary, MAEF, Maulana Azad Campus, Chelmsford Road, New Delhi-110055 on 24-11-2017 by 3.00 p.m. The sealed quotations shall be opened on the same day at 3.30 p.m. in the chamber of the Chief Executive Officer & Secretary, MAEF. The GST or their authorized representatives may be present at the time of the opening of the sealed quotations. The sealed quotations should be addressed to:

Shri R Rahman,  
Chief Executive Officer & Secretary  
Maulana Azad Education Foundation  
Ministry of Minority Affairs  
Maulana Azad Campus  
Chelmsford Road  
New Delhi-110055  
Phone no. : 011-23561130 / 23583788-89

**TERMS & CONDITIONS: -**

1. Nothing extra shall be paid on account of octroi, cartage etc.
2. The validity of the quotation is 60 days from the date of opening of the sealed quotations.
3. No T & P shall be issued departmentally.
4. The work shall be completed within **21 days** from the date of issue of the work order.
5. Necessary statutory deductions will be made as applicable.
6. Debarred agency or individual shall not be permitted to participate in the bidding.

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7. Any individual who has been debarred is not permitted to take part in any negotiations or represent an agency even if he holds a power of attorney on behalf of the agencies. Any agency engaging debarred persons is also liable to debarring.
8. The experience of agencies should be taken into account rather than individuals incorporated with the agencies, which does not include proprietorship.
9. No waste/malba of any sort will be left at the work site/anywhere within the Perimeter fencing of the complex.
10. The contractor will be fully responsible during execution of work. If any damage done at site/ surroundings, the same shall be made good within quoted rates.
11. The GST should be registered with the Department of Trade & Taxes, Govt. of NCTD and would to furnish a copy of GST Registration at the time of making the request for issue of NIQ or attach the same along with the quotation. In case, the GST is not registered with the GST Department, then he may give an undertaking stating therein that presently the turnover has not exceeded the prescribed limit under GST Act., and Rules appended thereto. The quotationer should be got registered with the GST Deptt.. as soon as the turnover crosses the statutory limit for registration and should supply a copy of registration with GST Deptt. within one week of its registration. It may also be undertaken that till date the quotationer has no tax due whatsoever in this account. In case any of the above particulars are found to be false or incomplete, the bidder shall be liable for action by MAEF.
12. That for all intents and purposes the unskilled labour and such like personnel provided by the agency shall be the employees of the agency. The agency shall be responsible to provide all admissible and/or fringe benefits to such personnel in the same manner as the agency does to its other employees. The MAEF shall not be responsible in any respect whatsoever for payment of any claims of the personnel provided by the agency.
13. "If there are two or more agencies quoting the same rate, preference would be given to the agency which is already serving subject to its satisfactory performance. If even then there is a tie between two or more such agencies then the work would be awarded to the agency which has the highest gross annual turnover for the last three consecutive financial years".
14. The work shall be carried out as per CPWD specification and to the entire satisfaction of Officer- In-charge.
15. No minor should be engaged at site.
16. The quoted rate should be inclusive of all taxes/ Levies etc. and MAEF would not pay/ reimburse any Tax/ Levi whatsoever. The rates should be entered in Figures & Words.
17. The quotations received by post/ through courier shall not be entertained.

**Chief Executive Officer & Secretary**

**Annexure -I**

**Name of Work : Special repair and renovation work in Chamber of the Chief Executive Officer & Secretary, MAEF and attached facilities.**

| <b>Item No.</b> | <b>Item Description</b>   | <b>Quantity</b> | <b>Unit</b> | <b>Rate</b> | <b>Amount</b> |
|-----------------|---|-----------------|-------------|-------------|---------------|
| 1               | Dismantling old plaster or skirting raking out joints and cleaning the surface for plaster including disposal of rubbish to the dumping ground within 50 metres lead  | 44.00 Sqm.      | Sqm         |             |               |
| 2               | Demolishing brick work manually/ by mechanical means including stacking of serviceable material and disposal of unserviceable material within 50 metres lead as per direction of Engineer-in-charge. In cement mortar   | 1.00 No.        | Cum         |             |               |
| 3               | Removing mortar from bricks and cleaning bricks including stacking within a lead of 50 m (stacks of cleaned bricks shall be measured). From brick work in cement mortar   | 300.00 No.      | 1000 No.    |             |               |
| 4               | Dismantling of flushing cistern of all types (C.I./PVC/Vitrious China) including stacking of useful materials near the site and disposal of unserviceable materials within 50 metres lead   | 1.00 No.        | Each        |             |               |
| 5               | <b>CEMENT PLASTER (IN COARSE SAND)</b>  |                 |             |             |               |
| a)              | 15 mm cement plaster on rough side of single or half brick wall of mix. 1:6 (1 cement: 6 coarse sand)   | 44.00 Sqm.      | Sqm         |             |               |
| 6               | Repairs to plaster of thickness 12 mm to 20 mm in patches of area 2.5 sq. meters and under, including cutting the patch in proper shape, raking out joints and preparing and plastering the surface of the walls complete, including disposal of rubbish to the dumping ground within 50 metres lead. With cement mortar 1:4 (1 cement : 4 fine sand) | 5.00 Sqm.       | Sqm         |             |               |
| 7               | Raking out joints in lime or cement mortar and preparing the surface for repointing or replastering, including disposal of rubbish to the dumping ground within 50 metres lead  | 52.00 Sqm.      | Sqm         |             |               |
| 8               | Flush pointing with cement mortar 1:3 (1 cement : 3 fine sand) mixed with 2% of integral water proofing compound by weight of cement for flat tile bricks on top of mud phaska. With F.P.S. brick tiles   | 52.00 Sqm.      | Sqm         |             |               |
| 9               | White washing with lime to give an even shade. Old work (two or more coats)   | 67.00 Sqm       | Sqm         |             |               |
| 10              | Removing white or colour wash by scrapping and sand papering and preparing the surface smooth including necessary repairs to scratches etc. complete  | 67.00 Sqm.      | Sqm         |             |               |
| 11              | Distempering with oil bound washable distemper of approved brand and manufacture to give an even shade. Old work (one or more coats)  | 112.00 Sqm.     | Sqm         |             |               |
| 12              | Removing dry or oil bound distemper, water proofing cement paint and the like by scrapping, sand papering and preparing the surface smooth including necessary repairs to scratches etc. complete   | 201.00 Sqm.     | Sqm         |             |               |
| 13              | Wall painting with plastic emulsion paint of approved brand and manufacture to give an even shade. One or more coats on old work  | 89.00 Sqm.      | Sqm         |             |               |
| 14              | Painting with synthetic enamel paint of approved brand and manufacture of required colour to give an even shade. One or more coats on old work  | 60.00 Sqm.      | Sqm         |             |               |

|      |  |            |       |  |  |
|------|--|------------|-------|--|--|
| 15   | Finishing walls with water proofing cement paint of required shade. Old work (one or more coats applied @ 2.20 kg/10 sqm) over priming coat of primer applied @ 0.80 litres/10 sqm complete including cost of Priming coat   | 76.00 Sqm. | Sqm   |  |  |
| 16   | Providing and fixing double scaffolding system (cup lock type) on the exterior side, up to seven story height made with 40 mm dia M.S. tube 1.5 m centre to centre, horizontal & vertical tubes joining with cup & lock system with M.S. tubes, M.S. tube challies, M.S. clamps and M.S. staircase system in the scaffolding for working platform etc. and maintaining it in a serviceable condition for the required duration as approved and removing it there after .The scaffolding system shall be stiffened with bracings, runners, connection with the building etc wherever required for inspection of work at required locations with essential safety features for the workmen etc. complete as per directions and approval of Engineer-in-charge .The elevational area of the scaffolding shall be measured for payment purpose. The payment will be made once irrespective of duration of scaffolding. <b>Note: - This item to be used for maintenance work judicially, necessary deduction for scaffolding in the existing item to be done.</b> | 76.00 Sqm. | Sqm   |  |  |
| 17   | Providing and fixing 1st quality ceramic glazed wall tiles conforming to IS: 15622 (thickness to be specified by the manufacturer), of approved make, in all colours, shades except burgundy, bottle green, black of any size as approved by Engineer-in-Charge, in skirting, risers of steps and dados, over 12 mm thick bed of cement mortar 1:3 (1 cement : 3 coarse sand) and jointing with grey cement slurry @ 3.3kg per sqm, including pointing in white cement mixed with pigment of matching shade complete   | 1.00 Sqm.  | Sqm   |  |  |
| 18   | Renewing glass panes, with wooden fillets wherever necessary Float glass panes of thickness 5.5 mm   | 8.00 Sqm   | Sqm   |  |  |
| 19   | Supplying and fixing new wooden fillets wherever necessary with Hollock wood fillets   | 10.00 M    | Meter |  |  |
| 20   | Renewal of old putty of glass panes (length)   | 10.00 M    | Meter |  |  |
| 21   | Refixing old glass panes with putty and nails  | 4.00 Sqm.  | Sqm   |  |  |
| 22   | Fixing old glass panes with wooden fillets (excluding cost of fillets)   | 4.00 Sqm.  | Sqm   |  |  |
| 23   | Providing and fixing 25 mm thick shutters for cup board etc.   |            |       |  |  |
| 23.1 | Panelled or panelled & glazed shutters   |            |       |  |  |
| a)   | 1st class teak wood including nickel plated bright finished M.S. piano hinges with necessary screws  | 8.00 Sqm   | Sqm   |  |  |
| 23.2 | Glazed shutters  |            |       |  |  |
| a)   | 1st class teak wood including nickel plated bright finished M.S. piano hinges with necessary screws  | 4.00 Sqm.  | Sqm   |  |  |
| 26   | Providing and fixing curtain rods of 1.25 mm thick brass plates with two brass brackets fixed with brass screws and wooden plugs etc. wherever necessary complete. 20 mm diameter  | 15.00 M    | Meter |  |  |
| 27   | Providing and fixing 150 mm bright finished floor brass door stopper with rubber cushion, necessary brass screws etc. to suit shutter thickness complete   | 2.00 No.   | Each  |  |  |
| 28   | Providing and fixing bright finished brass hard drawn hooks and eyes. 250 mm   | 10.00 No.  | Each  |  |  |

|    |  |                                |                    |  |  |
|----|--|--------------------------------|--------------------|--|--|
| 29 | Providing and fixing white vitreous china pedestal type water closet (European type) with seat and lid, 10 litre low level white vitreous china flushing cistern & C.P. flush bend with fittings & C.I.brackets, 40 mm flush bend, overflow arrangement with specials of standard make and mosquito proof coupling of approved municipal design complete, including painting of fittings and brackets, cutting and making good the walls and floors wherever required  |                                |                    |  |  |
| a) | W.C. pan with ISI marked white solid plastic seat and lid  | 1.00 No.                       | Each               |  |  |
| 30 | Providing and fixing wash basin with C.I. brackets, 15 mm C.P. brass pillar taps, 32 mm C.P. brass waste of standard pattern, including painting of fittings and brackets, cutting and making good the walls wherever require  |                                |                    |  |  |
| a) | White Vitreous China Wash basin size 630x450 mm with a pair of 15 mm C.P. brass pillar taps  | 1.00 No.                       | Each               |  |  |
| 33 | Providing and fixing P.V.C. low level flushing cistern with manually controlled device (handle lever) conforming to IS : 7231, with all fittings and fixtures complete   |                                |                    |  |  |
| a) | 10 litre capacity - White  | 1.00 No.                       | Each               |  |  |
| 34 | Providing and fixing G.I. inlet connection for flush pipe connecting with W.C. pan   | 1.00 No.                       | Each               |  |  |
| 35 | Providing and fixing P.V.C. waste pipe for sink or wash basin including P.V.C. waste fittings complete.Flexible pipe. 40 mm dia  | 2.00 No.                       | Each               |  |  |
| 36 | Providing and fixing 600x450 mm beveled edge mirror of superior glass (of approved quality) complete with 6 mm thick hard board ground fixed to wooden cleats with C.P. brass screws and washers complete  | 1.00 No.                       | Each               |  |  |
| 37 | Providing and applying white cement based putty of average thickness 1 mm, of approved brand and manufacturer, over the plastered wall surface to prepare the surface even and smooth complete.  | 201.00 Sqm.                    | Sqm                |  |  |
| 38 | Providing machine and carborandum etc. for rubbing and polishing on exsiting floor.  | 63.00 Sqm.                     | Sqm                |  |  |
| 39 | Providing and fixing Chlorinated Polyvinyl Chloride (CPVC) pipes, having thermal stability for hot & cold water supply, includint all CPVC plain & brass threaded fittings, i/c fixing the pipe with clamps at 1.00 m spacing. This includes jointing of pipes & fittings with one step CPVC solvent cement and the cost of cutting chases and making good the same including testing of joints complete as per direction of Engineer in charge.<br><b>Concealed Work</b> , including cutting chases and making good the wall etc.<br><br>15 mm nominal outer dia Pipes<br><br>20 mm nominal outer dia Pipes | 20.00 Metre<br><br>20.00 Metre | Metre<br><br>Metre |  |  |
| 40 | Providing and fixing ball valve (brass) of approved quality, High or Low pressure, with plastic floats complete: 20 mm nominal bore  | 3.00 No.                       | Each               |  |  |
| 41 | Dismantling W.C. Pan of all sizes including disposal of dismantled materiala i/c malba all complete as per directions of Engineer-in-Charge.   | 1.00 No                        | Each               |  |  |
|    |  |                                |                    |  |  |