

हाउसिंग एण्ड अर्बन डेवलपमेंट कॉर्पोरेशन लिमिटेड

(एक भारत सरकार उपक्रम)

क्षेत्रीय कार्यालय

तृतीय मंजिल, साफल्यम, पालयम, तिरुवनन्तपुरम - 695034

दूरभाष : (0471) 2339742-44, 2339746-47 फैक्स (0471) 2329006

Housing & Urban Development Corporation Ltd.

(A Government of India Enterprise)

Regional Office :

3rd Floor, Saphalyam, Palayam, Thiruvananthapuram - 695 034

Tel : 2339742-44, 2339746-47 Fax : (0471) 2329006

E-mail : tro@hudco.org, hudcotro@gmail.com

CIN : L74899DL1970GOI005276, GST No: 32AAACH0632A1ZM

No.HUDCO/TRO/Admn-74/2022
14.2.2022

Sub: Bid for carrying out following civil/electrical works

- (i) Providing rain water gutter, fixing doors of server room & record room and partition work at server room and
- (ii) Replacement of existing ceiling lights with LED panels in conference room, Regional Chief Cabin/Reception area

Sir,

Housing & Urban Development Corporation Limited (HUDCO) is a fully owned Government of India Enterprise under the administrative control of Ministry of Housing & Urban Affairs, Govt. of India with the main objective of encouraging housing activities in the country besides providing financial assistance of infrastructure & other Projects catering to the needs of every section of the society.

HUDCO, Thiruvananthapuram Regional Office would like to obtain bid for works mentioned at Serial No.(i) and (ii) on the captioned subject. The above works are to be carried at HUDCO **Regional Office, 3rd floor, Saphalyam Complex, Palayam, Thiruvananthapuram**. In case you are interested, please submit your bid on the proforma enclosed herewith.

The scope of work is as follows:

- (i) Providing rain water gutter, fixing doors of server room & record room and partition work at server room - Technical specification given at Annexure(A)
- (ii) Replacement of existing ceiling lights with LED panels in conference room, Regional Chief cabin/reception area - Technical specification given at Annexure (B)

You may please note the following general terms and conditions applicable in regard to submission of bid.

- 1) The bid may be sent by post or deposited in tender box available at Reception in HUDCO Thiruvananthapuram Office.
- 2) The bids should be submitted in two separate sealed covers containing Technical Bid as per Annexure-I and proof of online remittance of Earnest Money Deposit amount of Rs. 6000/- in the first cover and Financial Bid as per Annexure – II in the second cover and finally placed in one sealed cover superscribing on top carrying out civil/electrical work at **HUDCO Regional Office, 3rd floor, Saphalyam Complex, Palayam, Thiruvananthapuram** and should be sent to the following address:



पंजीकृत कार्यालय : कोर 7 ए. हडको भवन, भारत पर्यावास केन्द्र लोधी रोड, नई दिल्ली-110003
दूरभाष : 011-24649610-23 फैक्स : (011) 24625308, आई एस ओ 9001:2015 प्रमाणित कम्पनी
वेबसाइट : www.hudco.org सी आई एन : L74899DL1970GOI005276, जी एस टी : 07AAACH0632A1ZF
Regd. Office : Core - 7 'A', HUDCO Bhavan, India Habitat Centre, Lodhi Road, New Delhi - 110 003
Tel : 011-24649610-23, Fax : 011-24625308, AN ISO 9001:2015 CERTIFIED COMPANY
website : www.hudco.org CIN : L74899DL1970GOI005276 GST : 07AAACH0632A1ZF



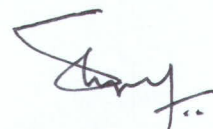
Regional Chief
HOUSING & URBAN DEVELOPMENT CORPORATION LIMITED
Thiruvananthapuram Regional Office
3rd floor, Saphalyam, Palayam
Thiruvananthapuram – 695 034
Tel: 0471-2339742-47, Fax : 2329006

- 3) Bid must accompany proof of **EMD of Rs.6,000/-** (Rupees Six Thousand only) may be deposited through RTGS/NEFT and confirmation copy/UTR number of the same may be enclosed alongwith Annexure-I. The bank details are given below :

Name of the A/c holder	HUDCO Ltd., Thiruvananthapuram
Name of Bank & Branch	Axis Bank, Pattom, Thiruvananthapuram
A/c No.	113010200002578
Type of A/c	Current A/c
IFSC Code	UTIB0000113

“Agency/vendors who are registered with MSME can also participate in the bidding as notified by the Ministry of Micro, Small and Medium Enterprises, GOI. No EMD shall be payable by these agencies/vendors and other relaxation as announced by the Govt. from time to time shall be applicable to them subject to full compliance of other terms & conditions of the tender and contract.” Copy of MSME Certificate, if applicable to be furnished.

- 4) The last date and time for submission of bid is **3.00 p.m. on 25.2.2022**. Incomplete bids received later than the stipulated date and time shall be summarily rejected. HUDCO will not be responsible for postal delay, if any. The Technical bids will be **opened on 25.02.2022. at 3.30 PM and the Financial bids will be opened on 25.02.2022 at 4.30 PM**. The representative of bidders can participate in Tender Opening, if so desired.
- 5) Bid should be complete in all respects and should fulfill all requirements or else it is liable to be rejected without assigning any reasons & any communication. In addition the bidder will be disqualified, if at any point it is found that information provided by them is incorrect.
- 6) Applicable TDS will be deducted from the running/final bills.
- 7) The rates should clearly specify taxes, levies etc. In case this information is not given specifically, it will be presumed that the rates quoted are inclusive of all relevant taxes etc. HUDCO, however, prefer the rates, inclusive of all taxes, are quoted. Please note that HUDCO should be able to avail the GST credit.
- 8) Bidder, before submitting quotations, should clearly understand HUDCO's requirement and in case, any information/clarification is required, he/she may visit HUDCO office during working days (Monday to Friday between 09.30 a.m. to 6 p.m.). It is advised and preferred that the Bidders should visit the location of work to ascertain the work physically. It may be noted that no clarification/information after closure of the last date of receipt of quotation, would be entertained.
- 9) HUDCO reserves the right to accept or reject any or all the quotations without assigning any reason.



- 10) No advance shall be paid by HUDCO for execution of the work.
- 11) The work should be completed in all respects as per the specifications mentioned in Financial Bid – Annexure II to the satisfactions of Official-in-charge. Payment, shall be made by electronic transfer to agency's account on receipt of bill as per the following schedule subject to the certification by the assigned officer of HUDCO.

Sl. No	Instalment	Completion of work	Release of payment
1	1 st	50%	50% of bid amount
2	2 nd	100%	40% of bid amount (Total 90%)
3	3 rd & final	After three months of completion of work and after carrying out rectification work, if any.	10% of bid amount

- 12) The bidder shall have all the required registration including GST and the copy of the GST certificate has to be enclosed.
- 13) The successful bidder shall commence the work within one week from the date of issue of work order failing which HUDCO at its discretion may cancel the tender.
- 14) The successful bidder shall finish the entire work within 20 days from the date of issue of work order, which may be extended in case of justifiable reasons.
- 15) The successful bidder shall ensure all possible precaution from causing any disruption of the day to day functioning of HUDCO office.
- 16) The successful bidder shall carry out the work with utmost precautions without causing any damage, disturbance, harm to general public or occupants of the building. HUDCO shall be indemnified by the successful bidder in case of loss caused to HUDCO due to such damage, disturbance, and harm to general public or occupants of the building.
- 17) This notice is available on websites: www.hudco.org & www.eprocure.gov.in
- 18) All matters of dispute arising while carrying out the work if any, shall be subject to courts of Thiruvananthapuram Jurisdiction only.

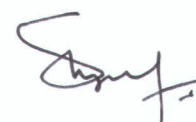
Thanking you,

Yours faithfully,


Joint General Manager (Projects.)

ANNEXURE-A**Providing rain water gutter, fixing doors of server room & record room and partition work at server room**

Sl. No	Name of Works	Qty	Unit
1	Providing and fixing 1 mm thick aluminum channel of size 40 cm width and 10 cm depth using aluminum rolled sheet and fixing the same to slab bottom, using 32mm x32 mm aluminum angles with 450 mm spacing and necessary connections with to 2" PVC pipe for draining the seepage water outside.	11	mts
2	Altering and fixing half glazed existing door at mezzanine floor to suit the existing opening at server room and record room with necessary alterations.	2	Nos
3	Providing & fixing Fiber Cement partition paneling board (8mm thick board) fixed in 1.5"X1" GI rectangular tube at 60 cm intervals as frame work, adjacent to the partition of the server room (East and West side) The existing electrical cables are to be retained and the gaps /spaces between cable and partition panels properly sealed without gaps.	140	sqft
4	Removing the existing gypsum board in the false ceiling in corridor area near server room and replacing the same with new gypsum board 10 mm thick complete properly fixed in the existing frame work finished with emulsion paint of suitable colour/Finish	30	sqft
5	Painting with suitable emulsion paint over the surface of cement partition work after applying one coat of primer	100	sqft



ANNEXURE-B**Replacement of existing ceiling lights with LED panels in conference room,
Regional Chief Cabin/ Reception area**

Sl. No	Name of Works	Qty	Unit
1	Providing and fixing LED panels (Brand – LUKER / Philips / Havels) of dimension 1200mm X300 mmX 8mm, 48 W Wattage. (Conference Hall, Regional Chief Cabin/Reception area) at the gypsum ceiling and finishing the same with adequate fillers	20	Nos
2	Providing and fixing LED panels (Brand LUKER/Philips/Havels) of dimension 300mmX300mm 30Wattage in corridor near Regional Chief Cabin/Reception area at the gypsum ceiling and finishing the same with adequate fillers	2	Nos
3	Providing and fixing LED panels (Brand-LUKER/Philips/Havels) with 10 cm-12 cm dia circular light 6W Wattage. (Conference Hall, Regional Chief Cabin/Reception area) at the gypsum ceiling and finishing the same with adequate fillers	34	Nos



ANNEXURE-I

TECHNICAL BID

(To be submitted in separate sealed envelope)

Bid for carrying out following civil/electrical works

- (i) Providing rain water gutter, fixing doors of server room & record room and partition work at server room and**
- (ii) Replacement of existing ceiling lights with LED panels in conference room, Regional Chief Cabin/Reception area**

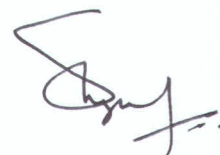
1.	Name of the Firm	
2.	Address : Tel./Mobile/Fax/E-Mail etc. Contact Person :	
3.	Year of establishment / Present manpower	
4	Status (Private/PSU/Others)	
5.	No of years' experience of handling similar works in the field.	
6	PAN No. GST No/registration details etc	
7	Whether the firm is qualified under MSME as per Gol norms	

Enclose copy of PAN card and GST registration certificate.

Name of the party

Address & Telephone Nos.

(Signature of Authorized person with seal & Date)



ANNEXURE-II**FINANCIAL BID****(To be submitted in separate sealed envelope)****(A) Providing rain water gutter, fixing doors of server room & record room and partition work at server room**

Sl. No	Name of Works	Qty	Unit	Rate	Amount
1	Providing and fixing 1 mm thick aluminum channel of size 40 cm width and 10 cm depth using aluminum rolled sheet and fixing the same to slab bottom, using 32mm x32 mm aluminum angles with 450 mm spacing and necessary connections with to 2" PVC pipe for draining the seepage water outside.	11	mts		
2	Altering and fixing half glazed existing door at mezzanine floor to suit the existing opening at server room and record room with necessary alterations.	2	Nos		
3	Providing & fixing Fiber Cement partition paneling board (8mm thick board) fixed in 1.5"X1" GI rectangular tube at 60 cm intervals as frame work, adjacent to the partition of the server room (East and West side) The existing electrical cables are to be retained and the gaps /spaces between cable and partition panels properly sealed without gaps.	140	sqft		
4	Removing the existing gypsum board in false ceiling in the corridor area near server room and replacing the same with new gypsum board 10 mm thick complete properly fixed in the existing frame work finished with emulsion paint of suitable colour/Finish	30	sqft		
5	Painting with suitable emulsion paint over the surface of cement partition work after applying one coat of primer	100	sqft		
6	Sub Total				



(B) Replacement of existing ceiling lights with LED panels in conference room, Regional Chief Cabin/ Reception area

Sl.No	Name of Works	Qty	Unit	Rate	Amount
1	Providing and fixing LED panels (Brand – LUKER / Philips / Havels) of dimension 1200mm X300 mmX 8mm, 48 W Wattage. (Conference Hall, Regional Chief Cabin/ Reception area) at the gypsum ceiling and finishing the same with adequate fillers	20	Nos		
2	Providing and fixing LED panels (Brand LUKER/Philips/Havels) of dimension 300mmX300mm 30Wattage in corridor near Regional Chief Cabin/ Reception area at the gypsum ceiling and finishing the same with adequate fillers	2	Nos		
3	Providing and fixing LED panels (Brand-LUKER/Philips/Havels) with 10 cm-12 cm dia circular light 6W Wattage. (Conference Hall, Regional Chief Cabin / Reception area) at the gypsum ceiling and finishing the same with adequate fillers	34	Nos		
4	Sub Total				
C(i)	Total amount for work at (A) & (B) above ie, (A) (6) + (B) (4)				
(ii)	Add GST @ 18% on C(i)				
(iii)	GRAND TOTAL (in figures) (in words)				

(Signature of Authorized person with seal & Date)

