

# NATIONAL AVIATION COMPANY OF INDIA LTD.



## PROPERTIES & FACILITIES DEPARTMENT

Tel.No. 26265670 / 26265609  
www.airindia.com  
FAX NO: 26157130

Old Airport,  
Santa Cruz(E),  
Mumbai 400 029

**TENDER NO : PF / C / 01 / 16 DATED 21-01-2010**

**TERM CONTRACT FOR CIVIL WORKS FOR  
2010 – 2011 IN AIR INDIA SECOND HOUSING  
COLONY, KALINA, SANTA CRUZ ( EAST ),  
MUMBAI 400 029**

**NAME & ADDRESS OF THE CONTRACTOR:**

**TELEPHONE NOS.**

OFFICE :

RESIDENCE :



**PROPERTIES & FACILITIES DEPARTMENT**

**CONTRACT ADMINISTRATION PROFORMA**

Tender No. PF / C / 01 / 16

DATED 21-01-2010

*Sub : Term contract for civil works for 2010-2011 in Air India  
2<sup>nd</sup> Hsg. Colony, Kalina, Santa Cruz (E) Mumbai 400 029*

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1. Estimated Cost of Work : Rs. 15.00 lakhs
2. The Tender documents consists of the following:
  - i) Contract Administration Proforma
  - ii) Conditions of Contract  
(to be referred to in our Contract Admin office at OAP).
  - iii) Additional Conditions / Additional Items / Annexure 'A'
  - iv) Schedule of Quantities
3. The Tenderer is required to pay Earnest Money of **Rs.37,500/- (Rupees Thirty Seven Thousand Five Hundred only)**.

[NOTE : EMD is to be paid in Cash only for amount of upto Rs.10,000/- which payment is to be made to the Cashier, Cash Section, Finance Dept., Old Airport, Santa Cruz(E), Mumbai 400 029. For EMD amount more than Rs.10,000/-, payment has to be made by way of DD/ PAY ORDER payable to "NACIL" at Mumbai.

4. The completed Tender Documents in Cover No.2, accompanied by Cover No.1 consisting Earnest Money Receipt /DD / Pay Order and the Acceptance Letter & copy of Service Tax Registration Certificate with number or the duly signed undertaking with stamp and signature of the tenderer addressed to the Dy.General Manager, Properties & Facilities Dept., Air India Ltd., Old Airport, Santa Cruz (E) should be deposited in the Tender Box kept in Admin Office before 3.00 P.M. on **25-03-2010**.

5. Tenders will be opened on the same day at 3.30 p.m. in the office of the General Manager, Properties & Facilities Dept., Air India Ltd., Old Airport, Santa Cruz (E), Mumbai-400 029 in the presence of any intending tenderers who may wish to be present.

6. In case the Tenderer does not wish to quote for the work, he may please send a regret letter on the date of opening of the Tender.

.....2/-

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8. **EARNEST MONEY / SECURITY DEPOSIT:**

- a) Earnest Money Deposit : **Rs.37,500/-**
- b) Additional Security Deposit to be made  
Within 15 days of date of issue of WO: **5% including EMD**
- c) Retention Percentage from Running /  
Final Bill : **5 %**
- d) Total Security Deposit : **10 %**

9. Time allowed for the execution of the work: **ONE YEAR**

10. **DEFECTS LIABILITY PERIOD:**

- a) Building works / Concrete : **12 Months**
- b) Repair works / Asphaltic pavements : **06 months√**
- c) Electrical & Mechanical Works : **12 months**
11. Minimum value of work to be done between  
Two consecutive Running Account Bills  
For claiming by the Contractor :
12. Likely period for Honouring Running  
Account Bill after proper submission :
13. Likely period for Honouring Final Bill  
After proper submission :
14. Percentage permitted in Rate Analysis  
For Extra / Deviated items to cover  
Overheads and Profits. : **20 % (TWENTY PERCENT)**
- Through fractional  
work orders**

**SIGNATURE OF ENGINEER-IN-CHARGE  
CONTRACTS SECTION**

**SIGNATURE OF TENDERER WITH RUBBER STAMP**

Tender No. PF / C / 01/16

DATE: 21-01-2010

**Sub:** Term Contract for civil works for 2010-2011 for Air India 2<sup>nd</sup> Hsg. Colony at Kalina, Santacruz (E), Mumbai-400 029.

**ADDITIONAL CONDITIONS**

**1. SERVICE TAX:**

- a) It is mandatory for all the contractors (who are covered and entitled under Service Tax Rules) to have Service Tax Registration No., failing which tenders may not be issued them.
- b) Those who are not falling in Service Tax criteria as per their yearly turn over, shall give an undertaking as per attached sheet and shall owe all responsibility of Service Tax arises, if any, in future. **THE UNDERTAKING AS PER ATTACHED SHEET MUST ACCOMPANY IN COVER NO.1 ALONGWITH UNCONDITIONAL ACCEPTANCE, OTHERWISE TENDER SHALL BE REJECTED.**
- c) Service tax shall be calculated and shown separately in their bills /invoices, while claiming Service tax. It shall be shown in all bills whether Running or Final.
- d) All the bills / invoices shall have service tax registration nos. printed or stamped.

**2. EARNEST MONEY DEPOSIT:** As per the Contract Administration Proforma.

**3. POLICE VERIFICATION:** The Contractors who have been awarded the job through Work Order shall furnish necessary Police Clearance Certificate in respect of character and antecedents of all Contract Labourers engaged by them, before commencing the work at site.

This will be a part of Contractual Agreement, as entire Airport including Air India Complex has been declared as “**Prohibited Area**”. All such Contractors who would be awarded contracts are required to comply with the above requirements.

Contractors shall obtain such Police Clearance Certificate from Police available against a nominal fee per Certificate and they will submit this Certificate giving Work Order reference on it, to the Office of the Engineer In Charge of Properties & Facilities Dept., to be forwarded to our Security Department along with request for issuance of Entry Passes.

....2/-

**ADDITIONAL CONDITIONS**

4. Following amendment is to be added to the Conditions of Contract after Para 20.7.0 Page No. 15:

**20-8-0** It shall be the Contractors obligation to comply with all applicable statutory requirements including in particular relating to minimum wages and the dearness allowance and emoluments payable to the employees. It shall be the Contractor's responsibility to furnish each month to Air India due compliance of all statutory requirements.

**20-9-0** In the event of Air India incurring any liability by reason of any lapse and / or omission on the part of the Contractor, the Contractor shall, from time to time, and at all times, indemnify and keep indemnified Air India against all such liability including the cost thereof on Attorney and client basis.

5. Our General Conditions of Contract and Specifications Volumes - I, II & III are both applicable. The same are available in Administrative Section of PFD and can be purchased, if required

6. **QUOTATIONER SHOULD QUOTE THEIR RATES OF INDIVIDUAL ITEMS AND FOR REBATE OFFERED IN FIGURES AS WELL AS IN WORDS. IF THE RATES ARE NOT QUOTED IN WORDS IN ADDITION TO FIGURES, SUCH TENDERS WILL BE REJECTED. INCOMPLETE QUOTATION IN ANY FORM SHALL BE REJECTED.**

In case of Term Contracts, the percentage variation quoted by the contractors on the basis of AI Standard Schedule of rates should be quoted in figures as well as words. The quotation where percentage variation is not written in words will be liable to be rejected.

7. **PERFORMANCE GUARANTEE & RETENTION OF SECURITY DEPOSIT**

As per Conditions of Contract, page No.7, Clause No.9.0.0 Security Deposit amounting to 10% of the completed contract value is retained with the department for the period of Defects Liability Period, which is normally 06 months from the date of completion of the work. While releasing final bill, 5% of the Security Deposit is returned to the party, thus retaining remaining 5% for the Defects Liability Period. In case of water proofing work specific provisions as contained in Specifications Booklet Vol.I, Page No.43, Clause No.2.0 stipulate the Security Deposit amounting to 10% of the value of the work shall be retained with the department for three years in case of bitumen tar felt water proofing and five years in case of cement based water proofing treatment.

...3/-

**ADDITIONAL CONDITIONS**

**8. AMENDMENT TO PRICE ADJUSTMENT CLAUSE IN CONDITIONS OF CONTRACT BOOKLET**

- a) As per AI's web site.
- b) In case of Terms Contracts price variation clause will not be applicable.

**9. PURCHASE PREFERENCE POLICY FOR PSE**

" Preference shall be given for Products & Services offered by Public Sector Enterprises" as per prevailing orders of Govt. of India.

**10. CONTRACTOR'S ALL RISK POLICY**

As per the site conditions, the Engineer-in-charge will decide whether the CAR Policy is required for the subject work.

**11. DESIGN MIX CONCRETE**

The applicability of Design Mix Concrete shall be in the following manner even if not specified in Items:

- 1. For Major work where the value of the RCC items in Bldg. tender is Rs. 20.00 lakhs & above.
- 2. For pavement / concrete works for which cost is estimated to be Rs. 05.00 lakhs & above.

The Specifications an Item Description for the RCC items should be " By Design Mix", i.e. CONTROLLE CONCRETE.

**12. Testing of Bricks: *Vol.2, pg.2, Last Line-BRICKWORK***

The limits of water absorption specified in the clause are modified to 25%. The line in the clause shall read as follows:

*"The water absorption shall not exceed 25%"*

**13. Intending Tenderers are advised in their own interest to visit the site of work and familiarise themselves with the site conditions before submitting their quotations.**

**14. The Contractor will not be entitled for any compensation due to enactment of any law regulation, etc. on account whether the same is/are enforced by state central Govt. during the tenure of the contract. Any other Tax like Sales Tax on works contract, Tax of levy, octroi, excise duty etc. on materials or any elements in respect of this contract shall be payable by the contractor and Air India will not entertain any claims whatsoever in this respect. The contractor's rates should cater for the same.**

**ADDITIONAL CONDITIONS**

15. Rates for all items must cover the cost of all appropriate materials, labour, machinery, scaffolding, tools and plants and all appliances what so ever necessary for the complete execution of the work.
16. Mobilisation advance shall not be paid by Air India Ltd. on any account.
17. Various work permits as applicable for the job with reference of safety precautions will have to be obtained from regulatory sections of Air India before starting of the various works.
18. The contractor shall adhere to the rules, regulations and instructions of Security Dept. of Air India Ltd.
19. Every activity in connection with the subject work shall be carried out necessarily with the prior permission of EIC or his representatives.
20. 'Air India' and 'NACIL' are same and wherever Air India word is reflected, same can be read as 'NACIL'.
21. Before commencement of work, contractors are required to fill up and get approval of "work permit" for working at height from competent authorities in daily basis. This is mandatory requirement when workers are working at height more than 5 feet from floor level.
22. Contractors are required to procure adequate numbers of safety harness, helmets etc. duly approved by EIC before commencement of work at his own cost.
23. It should be distinctly understood that Air India reserves the right to split the tender among different characters as it may desire or issue 'Fractional Work Orders' to any other Contractors. If you could not progress the work as desired by Air India and no objection to this procedure shall be raised by you or any claim for compensation be raised because of such procedure.
24. Debris to be dumped at designated places only, at the end of the day's work. You will not be allowed to dump near the work in progress. If you will not be able to remove the debris within 7 days out of Air India premises, same will be carried out by Air India at your risk and cost. The amount will be recovered from your bill towards the expenses incurred by Air India to do the same.

...5./-

25. Contractors may please note, that in case of deviation in the item or use of materials other than specified under instructions of EIC (Allowed due to non-availability or otherwise) same shall be dealt in rates as under:

**“Difference in the cost of materials specified and actually used including taxes plus 20% overhead & profits (on the difference in cost of materials) shall be deducted from quoted rates in case of used material cost is lower than specified or paid extra in case of cost of materials are on higher side than specified as the case may be”.**

The labour cost if extra or on lower side, shall be dealt similarly.

26. Description given in the attached Schedule of Rates - 2009 are only generally indicative of the type of work intended to be executed. Likewise, the quantities given in the Schedule should not be considered to be precise and are meant merely as a guide to the tenderers and are liable to vary according to the exigencies of work. It must be clearly understood that the Contractors before quoting, have fully acquainted themselves with the intend of:

- 1) Contract Administration Proforma
- 2) Conditions of Contract  
(to be referred to on our web site under Tenders> PFD Manuals)
- 3) Additional Conditions
- 4) Schedule of Rates 2009
- 5) Scope of work
- 6) Undertaking for Service Tax
- 7) Amendment
- 8) Annexure A
- 9) Schedule of Quantities
- 10) Declaration.

27. BMC Sewerages Charges/water charges-The bifurcation of total water + sewerage charges amounting to 1% of the tender cost, as specified in General conditions of contract, will be the proportion of .65 and .35.

28. The contract can be extended for the further period of six months if Air India and the contractor both are agreeable on the same terms and conditions, however this can not be considered as the right of the contractor for time extension.

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I/we here by declare that I/we have read an understand the additional conditions and here by agree to abied by them.

DATE:

PLACE:

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*SIGNATURE OF TENDERER WITH THE RUBBER STAMP*

Tender No. PF / C /01/16

dtd: 21-01-2010

## **SCOPE OF WORK**

**Sub : Term Contract for civil works for 2010-2011 for Air India 2<sup>nd</sup> Hsg.  
Colony at Kalina, Santacruz (E), Mumbai-400 029.**

**The Scope of work is as under :**

1. As and when the need of work arises Term Contract works shall be operative for any of the items for any quantity .
2. The Contractor should clearly note that mostly the Term Contract is operative in case of Additions/Aterations/Repairs as and when required during one year term and the job may be small nature or otherwise.

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***SIGNATURE OF TENDERER WITH RUBBER STAMP***

Tender No. PF / C /01/16

Dtd: 21-01-2010

## **AMENDMENT**

Amendment to Standard Schedule of Rates: 2009

<b>Sec. No.</b>	<b>Item No.</b>	<b>Sub Item</b>	<b>Work_Code</b>	<b>Description of work</b>	<b>Unit</b>	<b><u>Rate</u></b>
14	100	0	014100000	Providing & fixing stainless steel sink 610 mm x 460 mm (Nirali make) of min 1 mm thick including waste coupling and 40 mm dia PVC flexible waste pipe and a long body CP brass bib tap with CP brass extension flanges etc. all complete.	No.	2990.00

**(NOTE:** The rate is revised to Rs. 4600/- for this item. Please quote the percentage as per revised rate for the Section 014 Item No. 100)

Tender No. PF / C / 01/16

Dtd: 21-01-2010

**ANNEXURE 'A' - "LABOUR"**

**Sub : Term Contract for civil works for 2010-2011 for Air India 2nd  
Hsg. Colony at Kalina, Santacruz (E), Mumbai-400 029.**

<b>Sr. no.</b>	<b>Section Code</b>	<b>Trade</b>	<b>RATE per day</b>
18	Annex-A	<i>Supplying the Following Categories of Labour</i>  1. Carpenter: a) Civil Work b) Furniture Work  2. Plumber  3. Mason: a) Tile Work b) Plastering Work  4. Painter  5. Unskilled Labour	  Rs.275/- Rs.350/- Rs.250/- Rs.300/- Rs.285/- Rs.250/- Rs.236/-

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**SIGNATURE OF TENDERER WITH RUBBER STAMP**

**SCHEDULE OF QUANTITIES**

**Sub :** *Term contract for civil works for 2010-2011 in Air India  
2<sup>nd</sup> Hsg. Colony, Kalina, Santa Cruz (E) Mumbai 400 029*

**STANDARD SCHEDULE OF RATES – 2009**

**C O N T E N T S**

<b>SR. NO.</b>	<b>SECTION CODE</b>	<b>TRADES</b>	<b>APPROX. VALUE OF WORK IN Rs.</b>
1	002	EXCAVATION AND EARTHWORK	50,000.00
2	003	CONCRETE	1,00,000.00
3	004	BRICKWORK AND STONE MASONRY	60,000.00
4	005	WOODWORK AND JOINERY	80,000.00
5	006	BUILDER'S HARDWARE (IRONMONGERY)	50,000.00
6	007	STEEL AND IRON WORK	NIL
7	008	ROOFING	15,000.00
8	009	CEILING & LINING	50,000.00
9	010	FLOORING	1,20,000.00
10	011	PLASTERING & POINTING	1,50,000.00
11	012	PAINTING, POLISHING & DISTEMPERING	NIL
12	013	GLAZING	30,000.00
13	014	WATERSUPPLY, SANITARY FITTINGS & DRAINS	2,00,000.00
14	015	GUNITING	NIL
15	016	DEMOLISHING, DISMANTLING AND MISCELLANEOUS BUILDING REPAIRS	75,000.00
16	017	FENCING	50,000.00
17	018	ASPHALT & CONCRETE ROADS & PAVEMENTS	NIL
18	019	ALUMINIUM	50,000.00
19	020	MISCELLANEOUS	2,00,000.00
20	Annex-A	LABOUR	1,00,000.00

....2/-

**SCHEDULE OF QUANTITIES**

Sub : Term contract for civil works for 2010-2011 in Air India  
2<sup>nd</sup> Hsg. Colony, Kalina, Santa Cruz (E) Mumbai 400 029

Sr no	Sect code	Trade as per standard schedule of Rates	Approx. value of work in Rs. Based on Schedule of Rates 2009	% age In figures for Schd. 2010-11	% age Rates in words for Schedule 2010-11	Above or below AI Sch. of Rates	Amount (Rs.)
1	002	Excavation & Earthwork	50,000.00				
2.	003	Concrete	1,00,000.00				
3.	004	Brickwork & Stone Masonry	60,000.00				
4.	005	Woodwork & Joinery	80,000.00				
5.	006	Builder's Hardware (Ironmongery )	50,000.00				
6.	007	Steel & Iron Work	NIL				
7.	008	Roofing	15,000.00				
8.	009	Ceiling & Lining	50,000.00				

**SCHEDULE OF QUANTITIES**

Sr no	Sect code	Trade as per standard schedule of Rates	Approx. value of work in Rs. Based on Schedule of Rates 2009	% age in figures for Schd. 2010-11	% age Rates in words for Schedule 2010-11	Above or below AI Sch. of Rates	Amount (Rs.)
9	010	Flooring	1,20,000.00				
10	011	Plastering & Pointing	1,50,000.00				
11	012	Painting, Polishing & Distempering	NIL				
12	013	Glazing	30,000.00				
13	014	Watersupply, Sanitary Fittings & Drains	2,00,000.00				
14	015	Guniting	NIL				
15	016	Demolishing, Dismantling & Misc. Bldg. Repairs	75,000.00				

**SCHEDULE OF QUANTITIES**

Sr no	Sect code	Trade as per standard schedule of Rates	Approx. value of work in Rs. Based on Schedule of Rates 2009	% age In figures for Schd. 2010-11	% age Rates in words for Schedule 2010-11	Above or below AI Sch. of Rates	Amount (Rs.)
16	017	Fencing	50,000.00				
17	018	Asphalt & Concrete Roads & Pavements	NIL				
18	019	Aluminium	50,000.00				
19	020	Miscellaneous	2,00,000.00				
20	Annex A	Labour	1,00,000.00				
<b>TOTAL</b>							
<b>REBATE IF ANY __%</b> (in figures and in words)							
<b>GRAND TOTAL</b>							

In words (*Rupees*)

**NOTE :** Only Service Tax is payable extra on production of evidence as per Govt. Rules.

PLACE :

DATE:

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 SIGNATURE OF THE TENDERER WITH RUBBER STAMP