

## **SOUTH ASIAN UNIVERSITY**

Rajpur Road, Maidan Garhi, Delhi-68.



### **LIMITED TENDER DOCUMENT**

**for**

Construction of South Asian University Campus at Maidan Garhi Delhi-110068.

(Sub Work: Design and Execution of studio of virtual campus for lecture recording with acoustics and lighting arrangements at fourth floor Art & Design Building )



#### **PART-A**

Technical bid/Notice Inviting Limited Tenders/Eligibility Criteria

#### **PART-B**

Special conditions/Additional Conditions/  
Particular specifications/Drawing

#### **PART-C**

Financial bid/Schedule of Quantities

**April, 2025**



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**PART –A**  
**TECHNICAL BID /NOTICE INVITING TENDER**



**SOUTH ASIAN UNIVERSITY****Rajpur Road, Maidan Garhi, Delhi-110068****2.0 NOTICE INVITING LIMITED ENDER ( website Notification)**

The Registrar, South Asian University (SAU), Rajpur Road Maidan Garhi, New Delhi-110068 on behalf of the President, SAU invites percentage rate bids in Two bid system (Technical & Financial bid) from eligible Bidders for the following works

**NIT NO: 47/NIT/SAU/2025**

**Name of Work:** Construction of South Asian University Campus at Maidan Garhi Delhi-110068., (Sub Work: Design and Execution of studio of virtual campus for lecture recording with acoustics and lighting arrangements at fourth floor Art & Design Building.)

Estimated Cost put to tender:	<b>Rs. 8,59,600/-</b>
<b>Earnest Money</b>	<b>Rs 17,500/- To be returned after receiving the performance guarantee.</b>
<b>Performance Guarantee</b>	<b>5% of tendered value.</b> (After recording of completion certificate for the work by the competent authority, the performance guarantee shall be returned to the contractor)
<b>Security Deposit</b>	<b>2.5% of tendered value. To be refunded after Defect Liability Period of 1 year</b>
<b>Time For Completion of work</b>	<b>45 days</b>
<b>NIT No.</b>	<b>47/NIT/SAU/2025</b>
<b>Last date and time for submission of Tenders</b>	<b>30 .04.2025 (3:00PM)</b>

For detailed NIT/ Tender Documents/ Details / downloads and for any other correction/ amendments/ modification / extension of time till the last date of submission of bids, please visit websites: [www.sau.int](http://www.sau.int).

submissions can only be made through offline mode. The bidder may submit the completed document in the office of the Superintending Engineer, (C), SAU, 4<sup>th</sup> Floor, Admin Building, Maidangarhi, Delhi-68 within due date and time.

Registrar  
South Asian University



**PART- A**

**Technical bid/Notice Inviting Limited  
Tenders/Eligibility Criteria**





### 3.0 INFORMATION AND INSTRUCTIONS FOR BIDDERS FOR TENDERING (FORMING PART OF BID DOCUMENT AND TO BE POSTED ON WEBSITE)

#### Applicable for inviting bids in Two bids system

The Registrar, South Asian University (SAU), Rajpur Road Maidan Garhi, New Delhi-110068 on behalf of the President, SAU invites percentage rate bids in Two bid system (Technical & Financial bid) from eligible Bidders for the following works:

#### 3.0.1 DETAILS OF WORK FOR WHICH TENDER HAS BEEN INVITED:

1	NIT No.	<b>47/NIT/SAU/2025</b>
2	Name of Work & Location	Construction of South Asian University Campus at Maidan Garhi Delhi-110068. (Sub Work: Design and Execution of studio of virtual campus for lecture recording with acoustics and lighting arrangements at fourth floor, Art & Design Building )
3	Estimated Cost put to tender	<b>Rs. 8,59,600/-</b>
4	Earnest Money	<b>Rs. 17,500/- Through online transfer only.</b> Being an international organization there will be no exemption for depositing EMD including MSME category bidders
5	Time for Completion of work	<b>45 Days</b>
6	Last date and time of submission of tender along with copy of receipt of deposition of original EMD, and other documents as specified in the tender document.	<b>30.04.2025 (3.00 pm)</b>
7.	Time & date of opening of bid	<b>30.04.2025 (3.30 pm)</b>



1. The intending Tenderer must read the terms and conditions of NIT carefully. They should submit their bid/Tender only if they consider themselves eligible and would be able to submit all the documents required. The eligibility criteria are given under para 1.5 of **section 3.2.1(CPWD-6)**
2. Information and Instructions for Tenderers posted on website shall form part of Tender Documents.
3. The full bid document consisting of plans, specifications, the schedule of quantities of various types of items to be executed and the set of terms and conditions of the contract to be complied with and other necessary documents(except CPWD GCC) can be seen and downloaded from website [www.sau.int](http://www.sau.int) free of cost.
4. The bid can be submitted only in sealed envelope in the office of the Executive Engineer, 4<sup>th</sup> Floor, Admin Building, South Asian University Campus, Rajpur Road, Maidan garhi, Delhi-68 after transferring of EMD in the account (online bank account transfer only) of South Asian University, Delhi within the period of Tender submission.
5. On tender opening date and time of the bid the contractor can witness and see the Tender opening process.
6. List of document to be submitted up to date and time mentioned above is given separately at section 3.1. Self-attested copies of all the documents shall be submitted and originals be kept ready as these can be called for verification.
7. The **Part - C of tender documents contains schedule of quantities (SOQ), consisting of Items based on market rates**. Contractor shall quote definite percentage, above/below or at par at the designated place i.e. sheet of Abstract of Financial Bid. If any part of SOQ or the summary of items is left blank by the bidder, then it shall be considered as zero or at par.
8. Procedure for Two Bid System.  
The tenders are being invited in two bid systems, technical cum eligibility and financial bid. The technical bid and the financial bid should be sealed by the bidder in separate covers duly super scribed and both these sealed covers are to be put in a bigger cover which should also be sealed and duly super scribed.  
  
Technical bid will be opened first and evaluated. The financial bid of only those bidders will be opened who will be found qualifying the technical/eligibility criteria
9. If any information furnished by the applicant is found incorrect at a later stage, **and it is found that the tenderer/bidder does not qualify as per the terms and condition of Tender**, he shall be liable to be debarred from tendering/bidding for works in South Asian University (SAU). His tender shall be cancelled and EMD forfeited. SAU reserves the right to verify the particulars and documents furnished by the applicant independently.





***Self-attested copies of all the documents shall be submitted along with tender and originals kept ready as these can be called for verification***

**Registrar,**

For and on behalf of the President, SAU



**3.1 LIST OF DOCUMENTS TO BE FILLED AND SUBMITTED BY THE BIDDERS**

1.	Proof of online transfer of Earnest Money Deposit (EMD) to SAU account.
2.	Letter of transmittal (Section 4.3.1)
3.	Certificate of Financial Turnover from the chartered Accountant ( Form `A`) Refer Section 4.3.2
4.	Certificates of Works Experience (Form „C“, „D“&„E“). (Section 4.3.2, 4.3.3 & 4.3.4)
5.	Structure & Organization (Form „F“).
8.	Details of Technical & Administrative Personnel (Form „G“). (section 4.3.6)
9.	<b>Work Experience:</b> List of similar past works and performance on these works during last seven years but not more than three works.
10.	Certificate of Registration for Goods & Services Tax(GST)and acknowledgement of up to date filed return.
11.	Affidavit regarding execution of qualifying work as mentioned under Para 1.5 (G) of section 3.2
12.	Affidavit as mentioned under Para1.5 of section 4.2 - Guidelines for Tenderers
13.	Affidavit to the effect of not being black listed by any agency, as mentioned under Para1.7 of section 4.2 - Guidelines for Tenderers
14.	Copy of PAN card & GST Registration of Delhi
15.	Copy of receipt for deposition of original EMD issued from authorized person in South Asian University. The Director Finance, South Asian University or his authorized representative is authorized to receive the EMDs and issue the receipt of deposition of original EMD in the prescribed format.



**3.2 NOTICE INVITING LIMITED TENDER**

The Registrar, South Asian University (SAU), Delhi -68 on behalf of the President, SAU invites percentage rate tenders in Two bid system from eligible tenderer/bidders, for the following works:

**Name of Work:** Construction of South Asian University Campus at Maidan Garhi Delhi-110068. (Sub Work: Design and Execution of studio of virtual campus for lecture recording with acoustics and lighting arrangements at fourth floor Art & Design Building)

**NIT NO.** 47/NIT/SAU/2024

**(Important;** The South Asian University is an International University established by eight member states of SAARC region. It has been established by an act of parliament in 2008 and granted the immunity and privileges at par with united nations organizations as per ministry of External Affairs (MEA) , Govt. of India, Gazette notification dated 15<sup>th</sup> January 2009. The University is being run by contribution from all member states, however fund for construction of permanent campus including this work at Maidan Garhi is being provided by Govt. of India and the work is to be carried out as per General Financial Rules (GFR) as amended from time to time.

**General Details:**

1	1.1	The work is estimated to cost <b>Rs. 8,59,600/-</b> . The estimated cost is based on DSR 2023 & Current Market rate however, is given merely as a rough guide.  Intending tenderer may submit the Tender after satisfying themselves that they fulfil the following eligibility criteria:-
	1.2	The agency should have registered with GST deptt. and registrar of companies
	1.3	Joint ventures are not accepted and the bidder shall not be allowed to sublet the work. <u>Restriction under Rule 144(xi) of the GFR 2017 as conveyed through Deptt. of Expenditure(PPD) dated 23rd July 2020 shall be followed.</u>



1.5	<b>Eligibility Criteria</b> Tenderer/bidder who fulfill the following requirements shall be eligible to apply.
A	Should have satisfactorily completed the works as mentioned below during the last Seven years ending <b>previous day of last date of submission of Tenders.</b> ;
i	The bidder should have completed at least one similar work of value not less than <b>Rs.7 Lacs. or</b> two similar works of value not less than <b>Rs.6 Lacs or</b> three similar works of value not less than <b>Rs.4 Lacs.</b>
B	Similar works means Design & Built of studio for lecture recording with acoustics and lighting arrangements.
C	The bidder must have completed at least one work of above value in any Govt. organization/PSU/Institute of repute.
D	Important Note; -If after opening of financial Tender, it founds that the lowest bidder has not executed similar work given in above para, his Tender/bid will be rejected, earnest money deposit will be forfeited and will also be debarred from future tendering in SAU.
E	The value of executed works shall be brought to current costing level by enhancing the actual value of work at simple rate of 7% per annum, calculated from the date of completion to the last date of submission of Tender.
F	Components of work executed other than those included in definition of similar work shall be deducted while calculating cost of similar work. Tender shall submit certified attested abstract of cost of work in support of this. The tenderer may show separately the net value of similar work certified by client
G	To become eligible, the Tender shall have to furnish an affidavit as under: I / We undertake and confirm that eligible similar work(s) has / have not been got executed through another contractor on back to back basis. Further that, if such a violation comes to the notice, then the SAU shall be at liberty to terminate/determine the contract prejudice to its right under other clauses of contract. The bidder/tenderer shall be debarred for Tendering in SAU in future. Also, if such a violation comes to the notice of SAU before date of start of work, the Engineer- in-Charge/SAU shall be at liberty to forfeit the entire amount of Earnest Money Deposit / Performance Guarantee



	H	The applicant's performance for each eligible work completed in the last seven years shall be certified by an officer not below the rank of Executive Engineer or equivalent.
	1.6	The intending bidder must read the terms and conditions of NILT carefully. He should submit his bid if he considers himself eligible and he can provide all the documents required. For establishing his eligibility etc.
2		Agreement shall be drawn with the successful Tenderer on prescribed Form attached herewith . Tenderer can see the SAU agreement format as mentioned under Para 5 below. Tenderer shall quote his rates as per various terms and conditions of the said form, which will form part of the agreement.
3		The time allowed for carrying out the work will be (as given in the tender notice) from the date of start as defined in schedule "F" or from the first date of handing over of the site, whichever is later, in accordance with the phasing, if any, indicated in the Tender documents.
4		<p><b>The site for the work is available.</b> The bidder has to plan and execute work as per priorities decided and fixed by the SAU.</p> <p>The bidder is advised to visit the site of work, at his own cost, and examine it and its surroundings to satisfy himself and collect all information that he considers necessary for proper assessment of the work and for quoting his rates judiciously.</p>
5		The Tender document consisting of drawings/plans, specifications, schedule of quantities of items to be executed and the set of terms & conditions of the contract to be complied with and other necessary documents can be seen free of cost from website <a href="http://www.sau.int">www.sau.int</a> . Drawings/plans can also be seen in the office of the Superintending Engineer, South Asian University, Rajpur Road, Maidangarhi, Delhi - 110068, on any working day between 10am to 5 pm
6		The bidder should have Average Annual financial turnover of Rs. 10 lacs on Acoustics and lighting works during the last five consecutive years ending March 2024. <b>Form "A"</b>
7		The bidder should not have incurred any loss in more than two years during last five years ending 31 <sup>st</sup> March 2024. Consecutive balance sheets duly certified and audited by the Chartered Accountant.





8		<p><b>Earnest Money Deposit (EMD); Rs 17,500/-</b></p> <p>The EMD amount is to be transferred to the SAU account directly as per the bank details below;</p> <p>Beneficiary Name : South Asian University  Name of Bank : State Bank of India  Bank Address : Old JNU Campus, New Delhi  Beneficiary A/C No. : 31238978138  IFSC Code/ RTGS No. : SBIN0001624  MICR Code : 110002056  PAN Number : Not Applicable in view of tax exemption.</p> <p><u>After transferring the EMD, the Proof shall be submitted along with tender document by the intending bidder up to the specified bid submission date and time, failing which the tender shall be rejected.</u></p> <p>Bid documents of only those bidders, who has submitted the proof of deposited EMD with other documents if found in order, shall be considered for evaluation.</p> <p>No exemption will be given against EMD including those in MSME Category.</p>
9	(i)	Copy of certificate of work experience and other documents as specified in the tender document for eligibility shall be submitted along with bid document.
	(ii)	The Tender submitted shall be opened on <b>dated 30.04.2025</b>
9		<p>The Tender submitted shall become invalid, and the EMD shall not be refunded if:</p> <ol style="list-style-type: none"> <li>The bidder is found ineligible.</li> <li>The bidder does not provide all the documents including PAN card, Goods and Service Tax (GST) registration as stipulated in the tender document including the undertakings, as required/applicable if any and proof of deposition of EMD.</li> <li>Any discrepancy is noticed between the documents submitted with the bid document.</li> <li>The Bidder does not deposit EMD within stipulated date and time.</li> </ol> <p>If a tenderer quote NIL percentage rate against any item on item rate tender or does not quote any percentage above/below/at par on the total amount of the tender or any section/sub-head in percentage rate tender, the tender shall be treated as invalid and will not be considered as lowest tenderer.</p>





10		<p>The tenderer whose tender is finally accepted, will be required to furnish performance guarantee of 5% (Five Percent) of the Tender amount within the period specified in schedule F through online bank only. In case the contractor fails to deposit the said performance guarantee within the period as indicated in schedule "F" including the extended period if any, the Earnest Money deposited by the contractor shall be forfeited automatically without any notice to the contractor.</p> <p>The Earnest Money deposited along with tender shall be returned on receiving the aforesaid performance guarantee.</p>
11		<p>Intending Tenderer/bidders are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their Tenders (so far as is practicable), the form and nature of the site, the means of access to the site, the accommodation they may require and in general shall themselves obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect their Tender. A Tenderer shall be deemed to have full knowledge of the site whether he inspects it or not and no extra claims / payments consequent on any misunderstanding or otherwise shall be allowed. The Tenderer shall be responsible for arranging and maintaining at his own cost all materials, tools &amp; plants, water, electricity, access, facilities for workers and all other services required for executing the work unless otherwise specifically provided for in the contract documents. Submission of a Tender by a Tenderer implies that he has read this notice and all other contract documents and has made himself aware of the scope and specifications of the work to be done and of conditions if any, in this tender document and local conditions and other factors having bearing on the execution of the work</p>
12		<p>The competent authority on behalf of the President, SAU does not bind itself to accept the lowest or any other Tender and reserves to itself the right to reject any or all the Tenders received without assigning any reason. All Tenders in which any of the prescribed conditions is not fulfilled or any condition including that of conditional rebate is put forth by the Tenderer shall be summarily rejected.</p>
13		<p>Canvassing whether directly or indirectly in connection with Tenders is strictly prohibited and the Tenders submitted by the tenderers who resort to canvassing will be liable to rejection</p>
14		<p>The competent authority on behalf of the President, SAU reserves to himself the right of accepting the whole or any part of the Tender and the Tenderer shall be bound to perform the same at the rate quoted.</p>



15	<p>The Tender for the works shall remain open for acceptance for a period of <b>Thirty (30)</b> days from the last date of opening of tenders/bids. Further;</p> <p>(i) If any tenderer/bidder withdraws his tender/bid before the said period or issue of letter of acceptance, whichever is earlier or makes any modification in the terms and conditions of the tender/bid which is not acceptable to the SAU then the SAU shall, without prejudice to any other right or remedy, be at liberty to forfeit 50% of the said earnest money as aforesaid. Further the bidder shall not be allowed to participate in the rebidding process of the work.</p> <p>(ii) if any tenderer withdraws his tender or makes any modification in the terms &amp; conditions of the tender which is not acceptable to the department after expiry of 7 days after last date of submission of bids, then the Government shall without prejudice to any other right or remedy, be at liberty to forfeit 100% of the earnest money absolutely irrespective of letter of acceptance for the work is issued or not.</p> <p>(iii) In case of forfeiture of earnest money as prescribed in para (i) and (ii) above, the bidders shall not be allowed to participate in the rebidding process of the same work.</p>
16	<p>After acceptance of the Tender by competent authority, SAU shall issue letter of acceptance/intent/award on behalf of the President, SAU.</p>
17	<p>This notice inviting tender shall form a part of the contract document. The successful bidder / tenderer, on acceptance of his Tender by the Accepting Authority shall within 3 days from the issue of letter of acceptance, sign the agreement consisting of:-</p> <p>i. The Notice Inviting Bid, all the documents including special conditions, additional conditions, particular specifications, Schedule of quantities (SOQ) and drawings, forming part of the bid as uploaded at the time of invitation of bid and the rates quoted online at the time of submission of bid and acceptance thereof together with any correspondence leading thereto.</p> <p>ii. An agreement on standard SAU Format on a non-judicial Stamp paper of appropriate value. (format available with SAU/attached)</p>
18	<p>The agency must read carefully complete NIT including Brief Particulars of work and Guideline for bidders</p>
19	<p>The employer (SAU) reserves the right to increase or decrease the scope of work before or after the award of work without assigning any reason to</p>



		the bidder /contractor. <u>No claim on any account whatsoever in any manner, in this regard shall be entertained by the employer (SAU).</u>
23		No Imported item is allowed in work as per make in India Policy of Govt. of India.

Registrar  
South Asian University

### **3.3 SAU CONTRACT AGREEMENT ( Format)**

This agreement made this day of **XX Month XX , Year XXXX**, between the **South Asian University**, established through the South Asian University Act 2008 (No. 8 of 2009 dated 11<sup>th</sup> January 2009) by the Republic of India, having its office at Rajpur Road Maidangarhi, Delhi 110068 (hereinafter referred to as the **"the Employer"** which expression shall include its administrators, successors, executors and **assignees**) of the one part, and **XXXXX** (hereinafter referred to as the „Contractor“ which expression shall unless the context requires otherwise include its administrators, successors, executors and permitted assignees) of the other part.

WHEREAS, SOUTH ASIAN UNIVERSITY, is desirous of "Construction of South Asian University Campus at Maidan Garhi Delhi-110068. (Sub Work: Design and Execution of studio of virtual campus for lecture recording with acoustics and lighting arrangements at fourth floor Art & Design Building)." (hereinafter referred to as the **"PROJECT or the WORK"**) and has accepted a tender submitted by the contractor for the execution and completion of such work/ Project and remedying of defects there in as per condition of contract.

This agreement is signed between (NAME). **Registrar, SAU** (for and on behalf of the employer) and **XXXX** (Authorized Signatory of Contractor) for and on behalf of the contractor.

NOW THEREFORE THIS DEED WITNESSETH AS UNDER:

### **ARTICLE 1.0 – AWARD OF CONTRACT**

#### **1.1 SCOPE OF WORK**

Construction of South Asian University Campus at Maidan Garhi Delhi-110068. (Sub Work: Design and Execution of studio of virtual campus for lecture recording with acoustics and lighting arrangements at fourth floor, Art & Design Building), as per the terms and conditions of the agreement / contract.

In this agreement, words and expression shall have the same meaning as that respectively assigned to them in the condition of contract herein after referred to.

### **ARTICLE 2.0 – CONTRACT DOCUMENTS**

2.1 The contract shall be performed strictly as per the terms and conditions stipulated herein and in the following documents attached herewith (hereinafter referred to as "Contract Documents").



- a) Agreement Form
- b) Letter of Acceptance
- c) Letter of Commencement of Works duly accepted by the contractor.
- d) Tender Document Published on [www.tenderwizard.com/SAU](http://www.tenderwizard.com/SAU), [www.sau.int](http://www.sau.int), & [www.eprocurement.gov.in](http://www.eprocurement.gov.in) .consisting of:

- i. **PART A: ELIGIBILITY TENDER**
- ii. **PART- B: GENERAL CONDITIONS, SPECIAL, ADDITIONAL CONDITIONS AND PARTICULARS SPECIFICATIONS**
- iii. **PART-C - SCHEDULE OF QUANTITIES**
- iv. Tender Drawings uploaded on website shall be deemed to be part of agreement.
- v. Any Corrigendum/amendment issued by SAU
- vi. Financial Tender Downloaded from [www.tenderwizard.com/SAU](http://www.tenderwizard.com/SAU)
- vii. Documents uploaded by the contractor and other correspondence with SAU.
- viii. Contractor's Acceptance/ Performance Bank Guarantee
- ix. Power of Attorney document submitted by the contractor

### **ARTICLE 3.0 – CONDITIONS & COVENANTS**

3.1 The scope of work shall also include all such items which are not specifically mentioned in the Contract Documents and drawings but which are reasonably implied for satisfactory completion of the entire scope of work envisaged under this contract unless otherwise specifically excluded from the scope of work in the Letter of acceptance and Letter of Commencement.

3.2 Contractor shall adhere to all requirements stipulated in the Contract documents.

3.3 Time is the essence of the Contract and it shall be strictly adhered to. The progress of work shall conform to agreed works schedule/contract documents.

3.4 The rates and prices quoted include all constructional plant, labour, supervision, materials, erection, maintenance, Insurance, profit etc. together with all the general risks, liabilities and obligations set out or implied in the contract.

3.5 The contractor shall adhere to all Labour Laws of the Government and as per Contract Documents.

3.6 The total contract price for the entire scope of this contract as detailed in Letter of Acceptance is Rs.XXX (Rupees XXXX only), which shall be governed by the stipulations of the contract documents.





**ARTICLE 4.0 – Settlement of Disputes and Arbitration**

4.1.1 In case of any dispute, differences or controversy of whatsoever nature between the parties however arising under or in relation to this work, the dispute shall in the first instance be attempted to be resolved amicably through discussions / negotiations/ between the authorized officers of the parties.

4.1.2 If the parties fail to resolve the dispute in amicable manner within 30 days from the point of contention communicated by either party, the unresolved dispute or difference shall be referred to a Sole Arbitrator to be appointed with consent of both the parties. In case the parties fail to appoint a sole Arbitrator within 30 days, the dispute shall be referred to an Arbitral Tribunal comprising of three Arbitrators wherein each party shall appoint one Arbitrator and the two appointed Arbitrators shall appoint the third arbitrator who shall act as the pressing Arbitrator. Arbitration proceedings shall be conducted under the aegis of Arbitration and Conciliation Act 1996. Venue of the arbitration proceeding shall be at a place mutually decided by the parties.

**ARTICLE 5.0 Obligation of the Contractor:**

5.1 The contractor shall ensure full compliance with tax laws of India with regard to this contract and shall be solely responsible for the same. The contractor shall submit copies of acknowledgements evidencing filing of returns every year and shall keep the Employer fully indemnified against liability of tax, interest, penalty etc. of the contractor in respect thereof, which may arise.

**ARTICLE 6.0- Notice of Default**

6.1 Notice of default given by either party to the other party under the Agreement shall be in writing and shall be deemed to have been duly and properly served upon the parties hereto, if delivered against acknowledgment due or by FAX or by registered mail duly addressed to the signatories at the address mentioned herein above.

IN WITNESS WHEREOF, the parties through their duly authorized representatives have executed this deed (execution whereof has been approved by the Competent Authorities of both the parties) on the day, month and year mentioned in first para above at New Delhi.





Binding Signature of the Contractor

Binding signature of the Owner

(XXX ) ( XXX)

Registrar

For and on behalf of:

For and on behalf of:

**M/s XXX (Contractor)**

**M/s SOUTH ASIAN UNIVERSITY**

WITNESS:

WITNESS:

1.

1.

2.

2.



**4.0 PARTICULARS OF WORK****4.1. BRIEF PARTICULARS OF THE WORK**

Salient details of the work for which Tenders are invited are as under:

Name of Work	Construction of South Asian University Campus at Maidan Garhi Delhi-110068. (Sub Work: Design and Execution of studio of virtual campus for lecture recording with acoustics and lighting arrangements at Art & Design Building)
Estimated Cost	<b>Rs. 8,59,600/-</b>
Period of Completion	<b>45 Days</b>
1.	The site for the work at South Asian University Campus is located in Maidan Garhi, Delhi-68, near Rajpur Khurd and can be accessed from the Chattarpur-Fatehpur Beri Road
2	The above work is to be executed at the designated room at Fourth Floor of Art & Design Building..
3.	The tenderer/bidder may inspect the site/area for ascertaining the site conditions, approaches for work, surroundings etc. No claim whatsoever in this regard shall be entertained by the University.
4.	The False ceiling already fixed in the room , the grid of this may be used and tiles may be replaced if required.



5.	<p>Brief scope of work (as per SOQ) includes:</p> <p><i>(The brief scope of work given below is for guidance purpose only and does not absolve the contractor from his responsibilities and duties or scope of work as per this content, even if not indicated here)</i></p> <ol style="list-style-type: none"> <li>1) Providing concept design/drawing of studio for approval of SAU</li> <li>2) Providing and Fixing wall acoustics with wood frame, fibre rock wool and fabric as per specifications</li> <li>3) Providing and Fixing acoustics false ceiling tiles by using existing false ceiling grid and repairing of grid if damaged during lighting etc.</li> <li>4) Providing and fixing acoustics door in the existing door opening.</li> <li>5) Providing and fixing Insulated 1.5mm thick Vinyl flooring on the existing floor.</li> <li>6) Isolated dry wall cladding on windows to make it sound proof with MS frame, Cementous board and rubber sheet over board.</li> <li>7) Studio lighting installation in wall and ceiling with SAU logo as per BOQ and specifications mentioned.</li> </ol> <p>Any contingent/appurtenant work required for completion of the said item/work</p>
6.	<p>The location plan, plans &amp; elevations etc. are available for inspection in the office of the Superintending Engineer, South Asian University, Rajpur Road, Maidan garhi, Delhi-68 on any working day between 10 AM to 5 PM and main architectural drawings are part of tender document uploaded in SAAU website.</p>



**4.2. ADDITIONAL GUIDELINES (Information and instruction to the bidders)**

1.0		<b>GENERAL:</b>
	1.1	Letter of Transmittal and forms for deciding <b>eligibility</b> should be submitted along with all other tender documents.
	1.2	All information called for in the enclosed forms should be furnished against the relevant columns in the forms. If for any reason, Information is furnished on a separate sheet, this fact should be mentioned against the relevant columns. Even if no information is to be provided in a column, "nil" or "no such case" entry should be made in that column. If any particular/query is not applicable in case of the Tenderer, it should be stated as "not applicable". The Tenderers are cautioned that not giving complete information called for in the application forms or not giving it in clear terms or making any change in the prescribed forms or deliberately suppressing the information may result in the Tender being summarily rejected. Tenders made in forms other than specified, including those received late will not be entertained.
	1.3	References, information and certificates from the respective clients certifying suitability, technical knowledge or capability of the Tenderer should be signed by an officer not below the rank of Executive Engineer or equivalent.
	1.4	The Tenderer may furnish any additional information which he thinks is necessary to establish his capabilities to successfully complete the envisaged work. <b>He is, however, advised not to furnish superfluous information.</b> No information shall be entertained after uploading of eligibility criteria document unless it is called for by SAU.
	1.5	The applicant/bidder must submit information of on-going litigations and litigations in which he is involved in the past seven years. In the event that the applicant has no litigations either in process or in the past seven years, an affidavit to this effect, duly notarized must be submitted in original.
	1.6	The credentials submitted in respect of qualification/eligibility for tender by the bidder may be verified, if necessary, before opening of the financial bid. The bidder will make necessary arrangement for local transport, arranging meeting with client, department, etc.  Any information furnished by the bidder found to be incorrect either immediately or at a later date, would render him disqualified and liable



		for forfeiture of Earnest Money Deposit/ Performance Guarantee and he shall be debarred from tendering/taking up of works in SAU.
	1.7	The Tenderer should not have been blacklisted by any State/Central Government Department or PSU or Autonomous bodies. <u>The bidder must submit a duly notarized affidavit to this effect.</u> Applications received without this declaration shall stand automatically rejected.
	1.8	The applicant's must submit an <b><u>undertaking</u></b> on letterhead that up to date tax returns have been filed along with copies of such returns submitted to the concerned IT department/ Commercial Tax department
<b>2.0</b>		<b>DEFINITIONS:</b>
	2.1	In this document the following words and expressions have the meaning hereby assigned to them:
	2.2	<b>EMPLOYER:</b> Means the <b>South Asian University (SAU)</b> , acting through <b>its Authorized representative</b> , or <b>successor thereof</b> .
	2.3	<b>BIDDER:</b> Means the individual, proprietary firm, firm in partnership, limited company (private or public) or corporation. <b><i>Joint ventures, consortium and special purpose vehicles are not accepted as bidders.</i></b>
	2.4	<b>"Year"</b> means "Financial Year" unless stated otherwise.
	2.5	<b>"SAU"</b> means South Asian University, Delhi-110068
	2.6	<b>"Engineer - in - charge"</b> means any authorized representative of SAU or his successor thereof.
	2.9	The words <b>"Tenderer"</b> and <b>"bidder"</b> holds the same meaning so is the word <b>"Tender"</b> and <b>"bid"</b> . The term, contract/agreement, contract agreement wherever used (interchangeably) in this tender documents means the same



3.0		<b>METHOD OF APPLICATION:</b>
	3.1	If the Tenderer is an individual, the application shall be signed by him above his full type written name and current address.
	3.2	If the Tenderer is a proprietary firm, the application shall be signed by the proprietor above his full typewritten name and the full name of his firm with its current address.
	3.3	If the Tenderer is a firm in partnership, the application shall be signed by all the partners of the firm above their full typewritten names and current address, or, alternatively, by a partner holding power of attorney for the firm. In the latter case a certified copy of the power of attorney should accompany the application. In both cases a certified copy of the partnership deed and current address of all the partners of the firm should accompany the application.
	3.4	If the Tenderer is a limited company or a corporation, the application shall be signed by a duly authorized person holding power of attorney for signing the application accompanied by a copy of the power of attorney. The Tenderer should also furnish a copy of the Memorandum of Articles of Association duly attested by a Public Notary.
4.0		<b>FINAL DECISION-MAKING AUTHORITY</b>
		<b>The employer reserves the right to accept or reject any Tender and to annul the process and reject all Tenders at any time without assigning any reason there of or incurring any liability to the Tenderers.</b>
5.0		<b>PARTICULARS OF THE WORK ARE PROVISIONAL</b>
		The particulars of the work given in Section-4.1 (Brief Particulars of work) are provisional. They are liable to change and must be considered only as advance information to assist the Tenderers.
6.0		<b>ELIGIBILITY CRITERIA;</b> The Eligibility criteria has been defined under para 1.5 of section 3.3.,



		(NIT Form CPWD-6).
	6.1	The tenderer should own necessary tools required as per list, required for the proper and timely execution of the work. Else, he should certify that he would be able to manage the equipment by hiring etc., and submit the list of firms from whom he proposes to hire.
	6.2	The tenderer should have sufficient number of Technical and Administrative employees for proper execution of the contract. The Tenderer should submit a list of these employees stating clearly how these would be involved in this work.
7.0		<b>EXPERIENCE IN WORKS HIGHLIGHTING EXPERIENCE IN SIMILAR WORKS</b> Tenderer should furnish the following information:
	7.1	List of works of similar nature successfully completed during the last seven years (in form -"C") for determining the eligibility criteria. Work order/ award letter copies to be submitted as proofs. <b>Similar works defined in the eligibility criteria Para 1.5 of section 3.3</b>
	7.2	Particulars of completed works and performance of the applicant duly authenticated/certified by an officer not below the rank of Executive Engineer or equivalent should be furnished separately for each eligible work completed (in Form-" E").
	7.3	List of the projects under execution or awarded (in Form- "D"). <b>The tenderer should list all work in this category but not more than Ten.</b>
8.0		<b>ORGANISATION INFORMATION</b> Tenderer is required to submit the information in respect to his organization (in forms- "F" & "G").
9.0		Credential for the works submitted by the bidder for qualifying the eligibility criteria if required may be verified/inspected by the Engineer-in - Charge or his authorized representative and the bidder will make necessary arrangement for the local transport, arranging meeting with client department etc. If the information provided by the agency or quality of work not found suitable, the bid of the agency will be rejected by the university.



10.0		<b>LETTER OF TRANSMITTAL</b> The Tenderer should submit the letter of transmittal attached with the Tender/bid document
11.0		<b>AWARD CRITERIA</b>
	11.1	The employer reserves the right, without being liable for any damages or obligation to inform the Tenderer ,to:
	a)	Amend the scope and value of contract.
	b)	Reject any or all of the applications without assigning any reason.
12.0		<b>ESSENTIAL SUBMISSIONS AND INFORMATION</b>
	12.1	The Tenderer shall provide copies of work orders as well as completion certificates from the past Employer as documentary proof for having executed similar works. However, decision with regard to eligibility of the <b>applicant/ successful Tenderer</b> will be taken by the University, only after necessary documents provided by the applicant have been examined.



**4.3 SECTION-III INFORMATION REGARDING ELIGIBILITY CRITERION****4.3.1. Letter of Transmittal**

From:

.....

.....

.....

To,

The Registrar,  
South Asian University,  
Rajpur Road, Maidangarhi,  
Delhi – 110068

**Sub:** Construction of South Asian University Campus at Maidan Garhi Delhi-110068. (Sub Work: : Design and Execution of studio of virtual campus for lecture recording with acoustics and lighting arrangements at fourth floor, Art & Design Building)

Sir,

Having examined the details given in **Tender Notice and Detailed Tender** document available on designated websites for the above work, I/we hereby submit the relevant information.

1. I/We hereby certify that all the statement made and information supplied in the enclosed forms A to H and accompanying statement are true and correct.
2. I/We have furnished all information and details necessary for eligibility and have no further pertinent information to supply.
3. I/We submit the certificates as per the form "E" in support of our suitability, technical knowledge and capability for having successfully completed the following works:-

S.N.	Name of work	Amount	Certificate issued by
1.			
2.			
3.			

4. Eligibility/Tender documents are submitted online and **Earnest Money amounting to Rs. \_\_\_\_\_** in the prescribed form has been deposited, proof is ~~not~~ in under sealed envelope.



5. Financial Bid is attached with the tender document..

Enclosures:-

Seal of Tenderer

Date of submission

**SIGNATURE(S) OF TENDERER(S)**



Sl. No.	Name of the Candidate	Signature	Date

## FORM 'A'

**4.3.2 FINANCIAL INFORMATION**

Name of the firm/contractor.....:-

**I. Financial; Analysis-Details to be furnished duly supported by figures in balance sheet/profit & loss account for the last five consecutive financial years duly certified & audited by the Chartered Accountant, as submitted by the applicant to the Income Tax Department (Copies to be attached)**

Figures in Lakhs Rs.

Sl. No.	Particulars	Financial Years				
		2019-20	2020-21	2021-22	2022-23	2023-24
i)	Gross Annual turnover					
ii)	Turnover on construction works					
iii)	Profit / Loss					

The bidder should not have incurred loss more than two years out of 5 years.

SIGNATURE OF BIDDER(S)

Signature of Chartered Accountant with Seal



**4.3.2. (A) DETAILS OF ALL WORKS OF SIMILAR NATURE COMPLETED DURING THE LAST SEVEN YEARS**

Name of the firm / Bidder.....

Sr no	Name of work /project and location	Owner or sponsoring organization	Cost of work in Rs, Crores	Date of commencement as per contract	Stipulated date of completion	Actual date of completion	Cases pending / in progress with details*	Litigation arbitration	(Postal & E- mail) / telephone number of officer to whom reference may be made	Name and Address	Remark
1	2	3	4	5	6	7	8	9	10	11	12

\* Indicate the gross amount claimed and amount awarded by the arbitrator.

**SIGNATURE OF BIDDER(S) WITH STAMP**





**4.3.4 Performance report of works to be considered for Eligibility**

Name of the Firm/Contractor: \_\_\_\_\_

1.	Name of work / Project & Location		
2.	Agreement No.		
3.	Estimated Cost		
4.	Tendered Cost		
5.	Date of Start		
6.	Date of completion		
	i)	Stipulated Date of Completion (as mentioned in work order )	
	ii)	Actual Date of Completion	
7.	i)	Status of Compensation (Not Levied / Levied / Not Decided)	
	ii)	Amount of compensation levied for delayed completion, if any	
8.	Amount of reduced rate items, if any.		
9.	Whether any litigation / arbitration case pending / in progress in respect of this work.		
10.	Performance Report		
	1) Quality of Work		Very Good / Good / Fair / Poor
	2) Financial Soundness		Very Good / Good / Fair / Poor
	3) Technical Proficiency		Very Good / Good / Fair / Poor
	4) Resource fullness		Very Good / Good / Fair / Poor
	5) General Behavior		Very Good / Good / Fair / Poor
11	Remarks(if any):		
Dated:			Engineer-in-Charge Equivalent to EE with stamp



**4.3.5 Structure & Organization of the Firm/Tenderer**

1.	Name & Address of the bidder	
2	Telephone No. / Email ID / Telex No. / Fax No.	
3	Legal status of the bidder (attached copies of original document defining the legal status).	
(i)	An Individual	
(ii)	A Proprietary Firm	
(iii)	A Firm in Partnership	
(iv)	A Limited company or Corporation	
4.	Particulars of registration with various Government bodies (attach attested photo-copy).	
	<b>ORGANIZATION / PLACE OF REGISTRATION</b>	
	1.	
	2.	
	3.	
5	Names and Titles of Directors & Officers with designation to be concerned with this work.	
6.	Designation of Individuals authorized to act for the organization.	

7.	Was the bidder ever required to suspend Horticulture work for a period of more than six months continuously after commencing the Work? If so, given the name of the project and reasons of suspension of work	
8	Has the bidder, or any constituent partner in case of partnership firm, ever abandoned the awarded work before its completion? If so, give name of the project and reasons for abandonment.	
9.	Has the bidder, or any constituent partner in case of partnership firm, ever been debarred/ black listed for tendering in any organization at any time? If so, give details	
10.	Have the bidder, or any constituent partner in case of partnership firm, ever been convicted by a court of law? If so, give details.	
11.	In which field of the bidder has specialization and interest?	
12.	Any other information considered necessary but not included above.	



**Signature of Bidder with stamp**

4.3.6 Details of Technical & Administrative Personnel to be deployed on the Work:

Name of the Firm/Contractor: \_\_\_\_\_

Sl no.	Designation	Total Number	Number for this work	Name	Qualifications	Professional/ Construction experience and details of work carried out	How these would be involved in this work	Remarks
1	2	3	4	5	6	7	8	9
Signature of bidder(with stamp)								





## **5.0 TENDER & CONTRACT FOR WORKS**

### **SOUTH ASIAN UNIVERSITY**

Tender for the work of: Construction of South Asian University Campus at Maidan Garhi Delhi-110068. (Sub Work: : Design and Execution of studio of virtual campus for lecture recording with acoustics and lighting arrangements at fourth floor, Art & Design Building.

- a. To be submitted by...**15.00 Hrs.** on **30.04.2025**
- b. To be opened in the presence of bidders who may be present at **15.30 Hrs. on 30.04.2025** in the office of the **Registrar, South Asian University, Rajpur road Maidan Garhi, Delhi.**

*(\* to be filled by university)*

### **TENDER**

I/We have read and examined the notice inviting tender, schedule, A, B, C, D, E & F, Specification applicable, Drawings & Designs, General Rules and Directions, Conditions of Contract, (CPWD GCC 2020 with up to date amendments up to last date of submission of bid), clauses of contract, Special conditions, Schedule of Rate & other documents and Rules referred to in the conditions of contract and all other contents in the tender document for the above work.

I/We hereby tender for the execution of the work specified for the President of South Asian University within the time specified in Schedule "F", schedule of quantities and in accordance in all respect with the specifications, designs, drawing and instructions referred to in Rule-1 of General Rules and Directions and in **Clause -11 of the General Conditions of contract of 2023 with amendments up to last date of submission of bid** with such materials as are provided for, by, and in respect of and in accordance with, such conditions so far as applicable.

We agree to keep the tender open for 30 (**Thirty**) days from the last date of opening of tenders and not to make any modification in its terms and conditions.

I/We have deposited EMD for the prescribed amount as per the bid document. Copy of proof of deposition of EMD to South Asian University is attached with tender.

**If I/We, fail to furnish the prescribed performance guarantee within prescribed period. I/We agree that the said President, SAU or his successors, in office shall without prejudice to any other right or remedy, be at liberty to forfeit the said earnest money absolutely.**



Further, if, I/We fail to commence work as specified, I/We agree that President, SAU or the successors thereof shall without prejudice to any other right or remedy available in law, be at liberty to forfeit the said the performance guarantee absolutely.

The said Performance Guarantee shall be a guarantee to execute all the works referred to in the tender documents upon the terms and conditions contained or referred to those in excess of that limit at the rates to be determined in accordance with the provision contained in Clause 12.2 and 12.3 of the tender form.

Further, I/We agree that in case of forfeiture of Earnest Money or Performance Guarantee as aforesaid, I/We shall be debarred from participating in the re-tendering process of the work.

I/We undertake and confirm that eligible similar work(s) has/have not been got executed through another contractor on back to back basis. Further that, if such a violation comes to the notice of south Asian University then I/we shall be debarred for tendering in South Asian University in future. Also, if such a violation comes to the notice of South Asian University before date of start of work, the Engineer-in-Charge shall be free to forfeit the entire amount of Earnest Money Deposit/Performance Guarantee.

I/We hereby declare that I/We shall treat the tender documents drawings and other records connected with the work as confidential documents and shall not communicate information/derived therefrom to any person other than a person to whom I/We am/are authorized to communicate the same or use the information in any manner prejudicial to the safety of the State/SAU

Dated: ..... \*\*

Signature of Contractor

Witness: \*\*

Address: \*\*

Postal Address \*\*

Occupation: \*\*



## 5.1 Acceptance

The above tender (as modified by you as provided in the letters mentioned here under) is accepted by me for an on behalf of the SAU for a sum of Rs.....\*.....  
(Rupee.....\*.....  
.....).

The letters referred to below shall form part of this contract agreement:-

a)

b)

c)

**For & on behalf of SAU**

Signature\_\_\_\_\_

Dated:\_\_\_\_\_

Designation: Registrar, South Asian University



## 5.2 Proforma of Schedules

<b>SCHEDULE "A"</b>	
Schedule of Quantities or SOQ  (The term schedule of quantities (SOQ) or BOQ means the same wherever mentioned in this NIT).	From Page No. 61 to Page No.63
<b>SCHEDULE 'B'</b>	
Schedule of materials to be issued to the contractor by SAU	NIL
<b>SCHEDULE 'C'</b>	
Tools and Plants to be hired to the contractor:	NIL
<b><u>SCHEDULE "D"</u></b>	
Extra schedule for specific requirements / documents for the work, if any	Nil
<b><u>SCHEDULE "E"</u></b>	
Reference to General Condition of contract (GCC):	<p>CPWD General Conditions of Contract 2023 for Construction works as amended as per applicability to SAU requirements <u>and amended/modified up to the previous day of the last date of submission of the tender/bid.</u></p> <p>The Standard CPWD GCC is amended from time to time through issue of OMs under series DG/CON which are available on CPWD official website at <a href="http://www.cpwd.gov.in/Documents/Official Circulars/ DG CON">http://www.cpwd.gov.in/Documents/Official Circulars/ DG CON</a>.</p>



Name Of Work	Construction of South Asian University Campus at Maidan Garhi Delhi-110068. (Sub Work: : Design and Execution of studio of virtual campus for lecture recording with acoustics and lighting arrangements at fourth floor Art & Design Building)	
Estimated cost of work	Rs. 8,59,600/-	
(i) Earnest Money	Rs 17,500/- To be returned after receiving the performance guarantee.	
(ii) Performance Guarantee	: 5% of accepted tendered value (After recording of completion certificate by the competent authority, the performance guarantee shall be returned to the contractor, without any interest)	
(iii) Security Deposit	: 2.5% of accepted tendered value of work to be deducted from each running bill and final bill	
General Rules & Directions: -		
Officer inviting tender:		: Registrar, South Asian University
Definitions:		
I	Engineer-in-Charge	Superintending Engineer or any Authorized Representative of SAU
ii	Accepting Authority	President SAU
iii	Percentage on cost of materials and Labour to cover all overheads and profits	15%





iv	Standard Schedule of Rates	CPWD DSR 2023 with amendments up to previous day of last date of the tender.
v	Department	South Asian University (SAU)
vi	Standard CPWD Contract Form GCC2020, CPWD form 7/8 as modified and corrected up to:	CPWD Form 7 as per GCC 2020 (construction works) as modified & corrected up-to previous day of last date of submission of bid.
<b>Clause 1</b>		
i) Time allowed for submission of Performance Guarantee from the date of issue of letter of acceptance		:15 (Fifteen) days
ii) Maximum allowable extension with late fee @ 0.1% per day of performance guarantee amount beyond the period provided in (i) above.		:7 (Seven) days
iii) Time allowed for submission of programme chart (Time and Progress) and applicable labour licenses, registration with EPFO, ESIC and BOCW Welfare Board or proof of applying thereof from the date of issue of letter of acceptance.		: 5 Days
<b>Clause 2</b>		
Authority for fixing compensation under clause 2		: President, South Asian University or successor thereof
<b>Clause 2A</b>		
Whether Clause 2A shall Be applicable (Early Completion)		: Not Applicable
<b>Clause 5</b>		
i) Number of days from the date of issue of letter of acceptance for reckoning date of start		7 (seven) days or date of handing over of site whichever is later



**Table of Milestone(s)**

SL. No	Description of Milestone (Physical)	Time allowed in days (From date of start)	% Amount of tendered cost to be withheld in case of non-achievement of milestone
1	Completion of false ceiling work complete with lighting etc.	15 Days	1%
2	Wall acoustics work and Door/window acoustics work	10 days	1%
3	Flooring/ decorative wall with logo and wall & ceiling light complete	15 days	1%
4.	Completion of 100 % work	5 days	1%

1. The contractor will ensure that all components of the work are executed in time. In case milestones are not achieved by the contractor for the work, the amount shown against milestones shall remain withheld by the Engineer-in-charge as per condition of the contract.
2. Withheld amount shall be released if and when subsequent milestone is achieved within respective time specified. However, in case milestones are not achieved by the Bidder for the work, the amount shown against milestone shall remain withheld.
3. Intending bidder may submit phasing of activities/milestones based on their resources and methodology at the time of bidding corresponding to physical milestones/stages indicated in the above table. These shall be formed part of the agreement after approval of the accepting authority, otherwise it would be assumed that agency agrees with the above-mentioned physical milestones.

**Authority to Decide:**

i) Extension of time

**: President, SAU**



(ii) Rescheduling of mile stones	: President, SAU
(iii) Shifting of date of start in case of delay in handing over of site	: President, SAU
<b>Clause 6, 6A</b>	
Clause applicable - (6 or 6A)	: 6A (Computerized Measurement Book)
<b>Clause 7</b> Gross work to be done together with net payment/adjustment of advances for material collected if any, since <del>the</del> last such payment for being eligible to interim payment.	5 Lakh
<b>Clause 7A</b> ( EPFO, ESIC and BOCW)	: Not Applicable
<b>Clause 10A</b>	
List of testing equipment to be provided by the contractor at site lab.	: NA
<b>Clause 10B</b>	
Whether Clause 10 B (ii) & (iii) is applicable; Mobilization advance and advance for T & P.	Not Applicable
<b>Clause 10C (escalation)</b>	Not Applicable
Component of labour expressed as percent of value of work	10%
<b>Clause 10CA</b>	Not Applicable
<b>Clause 10B</b>	
Whether Clause 10 B (ii) & (iii) is applicable; Mobilization advance and advance for T & P.	Not Applicable



<b>Clause 10C (escalation)</b>	<b>Not Applicable</b>
Component of labour expressed as percent of value of work	<b>10%</b>
<b>Clause 10CA</b>	<b>Not Applicable</b>
<b>Clause 10CC;</b> <b>(Payment due to increase/decrease in the</b>	<b>Not Applicable</b>
<b>Note: Any other equipment for quality assurance as directed by the Engineer-In-Charge</b>	



**Clause 11**

Specification & Mode of Measurement to be followed for execution of work	CPWD Specifications 2019 Vol I & II with up to date corrections steps till previous day of <b>last date of submission of tenders and as detailed in nomenclature of items.</b>  Specifications mean amended/ modified up to last date of submission of tender/bid
--	---

**Clause 12 (Extra/ deviation)**

Type of Work	Design and Execution of studio of virtual campus for lecture recording with acoustics and lighting arrangements
Maximum percentage for quantity of items of work to be executed/Deviation Limit beyond which clauses 12.2 & 12.3 shall apply for G.I. fixed and openable window work determined in accordance with Clauses 12.2, 12.3	<b>As per GCC 2023</b>  Please refer percentage below
Items as per SOQ	<b>:30% (Thirty Percent)</b>

**Clause 16**

Competent Authority for deciding reduced rates	: President SAU or successor thereof.
<b>Clause 17</b>	
Defects Liability Period	<b>: 12 Months after completion of work</b>





<b>Clause 19: Penalty for each default in following cases</b>	
<b>Clause 19C (safety provisions)</b>	Rs 500/- for each default
<b>Clause 19D (labour report)</b>	- NA-
<b>Clause 19G (labour health and welfare)</b>	Rs 500/- for each default
<b>Clause 19H (labour hutment)</b>	( not allowed for the work)
<b>Clause 25</b>	
<b>Constitution of Dispute Redressal Committee (DRC)</b>	<b>: South Asian University (SAU)</b>
<b>Chairman</b>	<b>VP/OSD/Chief Liaison Officer, SAU, orequivalent officer in SAU</b>
<b>Member</b>	<b>Director Finance, SAU</b>
<b>Member</b>	<b>External Technical Expert/ BWC member</b>
<b>Presenting Officer</b>	<b>Engineer in charge from SAU</b>
<ol style="list-style-type: none"> <li>1. The above constitution of Dispute Redressal Committee is subject to change, for which necessary notification shall be issued by the competent authority of the SAU (i.e. the President SAU), <i>as may be required</i>.</li> <li>2. The chairman of committee or President, SAU may substitute any member in case of their non-availability.</li> <li>3. In addition to above, one or more BWC Members may be co-opted/Nominated by Chairman of the committee or by the President, SAU, whenever such a need arises.</li> </ol>	



**6.0 Part B**  
**Special conditions/Additional Conditions/Particular specifications/Drawing**



## 6.1 Special CONDITIONS

1. The work shall be carried out as per **CPWD specifications for works-2019 Vol. I & II** with up to date correction slips unless otherwise specified in the nomenclature of individual item or in the specifications and special conditions, where specifications are silent, the decision of Engineer- in-Charge shall be final and binding on contractors.

**Note:** The CPWD GCC suitably amended by SAU will not be issued along with the tender document but same shall form part of the agreement to be drawn and signed by both the parties after acceptance of tender.

2. The architectural drawings shall at all times be properly correlated before executing any work. However, in case of any discrepancy in the item given in the schedule of quantities appended with the tender and architectural drawings relating to the relevant item, the former shall prevail unless and otherwise given in writing by the Engineer-in-Charge.
3. The tenderer shall study carefully, the drawings, specifications, schedule of quantities and conditions of the tender documents to fully appreciate the scope of work before quoting his rates.
4. The contractors are advised to get acquainted with the proposed work and its site and also study the Architectural Drawings, specifications and special conditions carefully before tendering. No claim of any sort shall be entertained on account of any site conditions and ignorance of specifications and special conditions.
5. The percentage quoted by the contractor shall be taken as net and nothing extra shall be paid on any account i.e. royalty, cartage, sales tax and stacking at required places & working in restricted area etc.
6. The rates for different items of work shall apply for all heights and depths, leads and lifts unless otherwise specified in the agreement or specifications applicable to the agreement.
7. Any damage done by the contractor to any existing work during the course of execution of the work shall be made good by him at his own cost.
8. Articles manufactured by the reputed firms and approved by Engineer-in-Charge shall only be used. Only articles classified, as 'first quality' by the manufacturer shall be used unless otherwise specified. In case articles bearing ISI certification are not available in the market, quality of samples brought by the contractor shall be judged by standards laid down in the relevant CPWD specifications. For the items not covered by CPWD specifications relevant BIS standards shall apply. The sample of materials to be brought to site for use in work shall be got approved from the Engineer-in-Charge before actual execution of work.
9. The contractor shall submit a detailed programme of work within 2 days of the date of issue of letter of intent. Detailed programme should include all the mile stone, cash



flow, material procurement, manpower deployment. Program must show clearly the critical path to complete the project in time.

10. The Engineer-in-Charge can modify the programme and the contractor shall have to work accordingly. During review of work progress, Engineer in Charge can ask to modify the programme. Contractor shall resubmit the modified programme in 2 days.
11. The quantities of each item shall not be exceeded beyond the agreement quantities without prior permission of Engineer-in-Charge.
13. The contractor shall make his own arrangement for getting the permission to ply the trucks from the traffic police.
14. No payment shall be made to the contractor for any damage caused by rain, snow fall, floods or any other natural causes whatsoever during the execution of work. The damage caused to work shall have to be made good by the contractor at his own cost and no claim on this account shall be entertained.
15. Other agencies may also simultaneously be executing the work of electrification, Horticulture or external services and other building works for the same building along with this work. The contractor shall afford necessary facilities for the same and no claim in the matter shall be entertained. The contractor shall especially co-ordinate with the other agency carrying out his work.
16. Some restrictions may be imposed by the security staff etc. on the working and or movement of labour and materials, etc., the contractor shall be bound to follow all such restrictions / instructions and nothing shall be payable on this account.
17. The contractor shall take all precautions to avoid accidents by exhibiting necessary caution boards. He shall be responsible for all damages and accidents caused due to negligence on his part. No hindrance shall be caused to traffic during the execution of the work by storing materials on the road, VIP's corridor extra.
18. The contractor shall be fully responsible for the safe custody of the material issued or brought by him to site for doing the work.
19. **Testing of materials: -**  
The contractor shall arrange Manufacturer test certificate of all the material used.
20. The rate for all items of work, shall unless otherwise clearly specified include cost of all labour, material and other inputs involved in the execution of the items.
21. There be any difference or discrepancy between the description of items as given in the schedule of quantities, specifications for individual items of work (including special conditions, particular specifications) and I.S. Codes etc., the following order of preference shall be observed.
  - a. Description of items as given in Schedule of quantities/BOQ
  - b. Particular Specifications / Technical Specifications
  - c. Special Conditions
  - d. Additional conditions



- e. Tender drawings attached
- f. CPWD Specifications.
- g. General Conditions of Contract for CPWD
- h. Indian Standards Specifications of B.I.S.
- i. General / Prevalent Industry Practice/ direction of Engineer In Charge.

Any reference made to any Indian Standard Specifications and other specifications mentioned in the respective items in these documents, shall imply to the latest version of that standard, including such revisions / amendments as issued by the Bureau of Indian Standards up to last date of receipt of tenders. The contractor shall keep at his own cost all such publications of relevant Indian Standards applicable to the work at site.

22. The malba /garbage generated at site due to work activities shall be removed from the site immediately & shall be disposed off by the contractor to the approved dumping site identified by the Engineer-in-charge.
23. The contractor shall clean the site thoroughly of scaffolding materials, rubbish, equipment's left out of his work and dress the site around the building to the complete satisfaction of the Engineer- in-charge before the work is treated as completed.
24. The several documents forming the tender are to be taken as mutually complementary to one another. Detailed drawings shall be followed in preference to small scale drawings and figured dimensions in preference to scale dimensions.
25. The Contractor(s) shall take instructions from the Engineer-in-Charge regarding collection and stacking of materials at any place. The stacking shall take place as per stacking plan however, if any change is required, the same shall be done with the approval of Engineer-in-Charge.
26. The Contractor shall bear all incidental charges for cartage, storage and safe custody of materials, if any as to those materials also arranged by the contractor.
27. **PREVENTION OF NUISANCE AND POLUTION CONTROL;** The contractor shall take all necessary precautions to prevent any nuisance or inconvenience to the owners from pollutants like smoke, dust, noise. The contractor shall use such methodology and equipment so as to cause minimum environmental pollution of any kind during and minimum hindrance to road users or other services running adjacent/near vicinity. The contractor shall make good at his cost and to the satisfaction of the Engineer-in-Charge, any damage to roads, paths, drainage works, building, plumbing & sanitary pipeline whatsoever caused due to the execution of the work or by work force thereon by the contractor. All waste or superfluous materials shall be carried away by the contractor, without any reservation, entirely to the satisfaction of the Engineer-in-charge and disposed at designated place only. The Contractor shall take all precautions to abide by the environmental related restrictions imposed by any statutory body having jurisdiction in Delhi as well as prevent any pollution of streams, ravines, river bed and waterways

**The contractor shall follow the guidelines of South Delhi Municipal Corporation,**





**Delhi Pollution Control Board, National Green Tribunal and all other concerned government departments and statutory bodies regarding the construction of the above work.**

28. Proper safety measure like safety belt, netting or barrier will be used by the contractor for safe execution of work. Nothing extra shall be payable on this account. The contractor shall maintain it during the complete period of execution and realign it if required, for execution of works. A suitable penalty/fine per day may be levied for not maintaining the above safety gadgets in good condition or breach of any of the above conditions as per the direction of Engineer-in-charge.
29. The contractor shall be responsible for the watch and ward/guard of the safety of all equipment, services provided by him against pilferage and breakage during the period of installations and thereafter till the work is physically handed over to SAU.

### **30. RESPONSIBILITY**

- a) The Contractor shall protect and indemnify SAU and its officials & employees against any claim and /or liability arising out of violations of any such laws, ordinances, orders, decrees, by himself or by his employees or his authorized representatives. Nothing extra shall be payable on these accounts.
- b) The Contractor shall assume all liability, financial or otherwise in connection with this contract and shall protect and indemnify SAU from any and all damages and claims that may arise on any account.
- c) The Contractor shall be responsible for any liability imposed by law for any damage to the Work or any part thereof or to any of the materials or other things used in performing the Work or for injury to any person or persons or any property damage in or based under Work limit.

### **31. SUPERVISION OF WORK**

The Contractor shall depute Site Supervisor & skilled workers as required for the work. He shall submit organization chart along with details of Engineers and supervisory staff. It shall be ensured that all decision making powers shall be available to the representatives of the Contractor.

**32. RATES:** The rates quoted by the Contractor are deemed to be inclusive of;

- a) The site clearance, setting out work, taking measurements, spot levels, location assessment survey with, all safety and protection devices, compulsory use of helmet and safety shoes, and other appropriate safety gadgets by workers, imparting continuous training for all the workers, barriers, preparatory works, working during monsoon or odd season, working beyond normal hours, working at all depths, height, lead, lift, levels and location, implementation of green building norms and any other unforeseen but essential incidental works required to complete this work. Nothing extra shall be payable on this account and no extension of time for





completion of work shall be granted on these accounts.

- b) Unless otherwise specified in the schedule of quantities, the rates for all items of work shall be considered as inclusive, for which no extra payment shall be made. This shall also include water encountered from any source such as rains water pipe, soil pipe and/or due to any other cause whatsoever.
- c) The rates for all items of work, shall unless clearly specified otherwise, include cost of all operations and all inputs of labour, material, T & P, wastages, watch and ward, all incidental charges, all taxes, cess, duties, levies etc. except GST, required for execution of the work except which are exempted as specified in the tender documents.
- d) **Taxes:** The South Asian University is an Inter-Governmental Organization established by the SAARC (South Asian Association for Regional Co-operation) Nations and has been extended the Privileges and Immunities under Section „3“ of the United Nations (Privileges and Immunities) Act, 1947 by the Government of India. The University is exempted from paying and collecting all Direct and Indirect Taxes in India. The contractor / agency therefore advised to settle his tax liability accordingly.

In terms of Article 4(1) of the Agreement among SAARC Nations for establishment of South Asian University, “the (South Asian) University and its campuses and centers shall be exempted, in the state where they are located, from paying and from collecting

all direct and indirect forms of taxes and duties for the establishment and operations of the University”. In terms of Section-3 of the South Asian University Act 2008 (Act No. 8 of 2009) passed by the Parliament of the Republic of India, notwithstanding anything contrary contained in any other law, the provisions of the above referred Agreement among SAARC Nations for establishment of South Asian University shall have the force of law in India.

**i) Goods and Services Tax (GST):**

1. SAU is entitled by Govt. of India for reimbursement of GST paid to the contractors to give effect to tax exemption status of the South Asian University for the work of its campus at Maidan Garhi, New Delhi.
2. The estimated rates in SOQ are as per prevailing market rates/DSR 2023 but without GST. **The agency may also quote their rates without GST. Contractor has to pay GST as per applicable rates and he will be paid for the same by SAU.**
3. As Goods and Services Tax (GST) is reimbursable to SAU, the Contractor shall mention UIN no; 0717UNO00175UNQ in all invoices raised to SAU. The invoice should be in conformity with the various provisions of respective GST Act.
4. The agency shall file GST returns in a timely manner so that the GST reimbursement



claims of SAU are not being dishonoured. If this happens the amount will be deducted from the dues of the contractor.

e) **Labour Cess; - Not Applicable-**

35. **WATER/ ELECTRICITY;** Since work involves negligible water and electricity requirement. These can be taken from nearest available point. No deduction shall be made for same from contractor's bill.

### 33. **CLEANLINESS OF SITE**

The contractor shall take instructions from the Engineer- In Charge regarding collection and stacking of material at any place. No wastage/material shall be stacked on areas like other buildings, roads, services, approach roads etc.



6.2 ADDITIONAL CONDITIONS

The additional conditions shall be read along with the General conditions of contract, schedule of quality (SOQ), particular specification, drawings and other documents related to works.

1. The contractor shall prepare and approve the design and drawing before execution of work with complete specification. The samples of all the items will be approved by Engineer-In-charge only after approval of samples the work will be executed. The quality of work should be as per approved drawing & material .
2. The contractor and/ or his authorized representative should inspect the site order book every day and get the compliance noted by them.
3. The dismantling wherever required shall be done in a manner so that no other portions of the building or its fixtures are damaged. If any damage is done to the building it shall be made good by the contractor at his own cost and no claim whatsoever shall be entertained on this account.
4. Due to Security reason the contractor shall have to arrange time table of labour according to the requirement of security staff and the instructions of the Engineer-in-Charge. The contractor should see the site before tendering.
5. Entry passes for labours and supervisory staff of the agency shall be arranged by the Department on receipt of details and materials as required by the Security staff.
6. The contractor shall be responsible for behavior and conduct of his worker. No worker with doubtful integrity or having a bad record shall be engaged by the contractor.
7. Defective work, sub-standard work or work not done according to the specifications of the contract shall be liable for summarily rejection and shall not be measured and paid for. This shall be without prejudice to taking any other action against the contractor in accordance with the other terms and conditions of the contract.
8. The agency shall submit documentary proof of procurement from the mentioned agencies i.e. Bill/ Invoice etc.
9. The agency has to deploy workers in day as well as night shift depending on the exigencies of work. Mostly the work will be carried out till late hours. Nothing extra shall be payable to the agency on this account.
10. The contractor shall be fully responsible for any damage to the property and work for which the payment has been advanced to him under the contract and he shall make good the same at his risk and cost. The contractor shall be fully responsible for safety and security of his material, T&P, Machinery brought to the site by him.
11. The Tenderer must note that noise at night is prohibited as the residents are living in the residential units.



### 6.3 PARTICULAR SPECIFICATIONS –Design & Built of Studio work

#### 1. Scope

- a) **Work location** - Work is to be done in the designated room at Fourth Floor of Art & Design building at South Asian University Campus, Rajpur Road, Maidangarhi, New Delhi-68.
- b) The vendor will complete the false ceiling tile and related work first and then wall acoustics will be started.
- c) The vinyl flooring will be pasted with adhesive of favicol (SR).
- d) The vendor will submit a detailed design & drawing of front wall aesthetic design and SAU logo before starting the work of this front wall.
- e) All suspended M.S. frame shall be fixed with Hilti make mechanical anchor fastener with epoxy paint of Asian company of black color.
- f) The Contractor shall take all the measurements prior to manufacturing Grid of M.S. frame and maximum work of cutting and welding will be in the basement of the building. Only final connecting welding work will be carried out at the studio. Accuracy of size shall be the solely responsibility of the contractor.
- g) **The work is to be carried out under the coordination and supervision of Engineering wing, South Asian University.**
- h) Hand Over all the work to authorized representative of Engineer-in-charge / South Asian University.

#### 2. Conditions

- a) The contractor shall complete the work within stipulated time.
- a) Quality of materials should strictly as per specification given in contract. and as per approved sample



#### **6.4 LIST OF APPROVED MAKES**

**Note:** Contractor shall quote for the best of the materials as specified below, the contractor shall obtain prior approval from Engineer-In charge before placing order for the specific material / agencies

The Engineer in charge reserves the right to select any of the makes/ brands indicated in the list of approved brand / make. The Tenderer shall quote his rates on the basis of the price for the best quality product of the brand / make stipulated for the item of work in the schedule of quality / specification /list of approved brand / make.

In case of non-availability of any of the approved / specified materials / agency, during the execution of the work, the Engineer-in Charge may approve suitable equivalent brand / agency and his decision shall be final and binding on the contractor and the prices variations if any shall be adjusted accordingly.

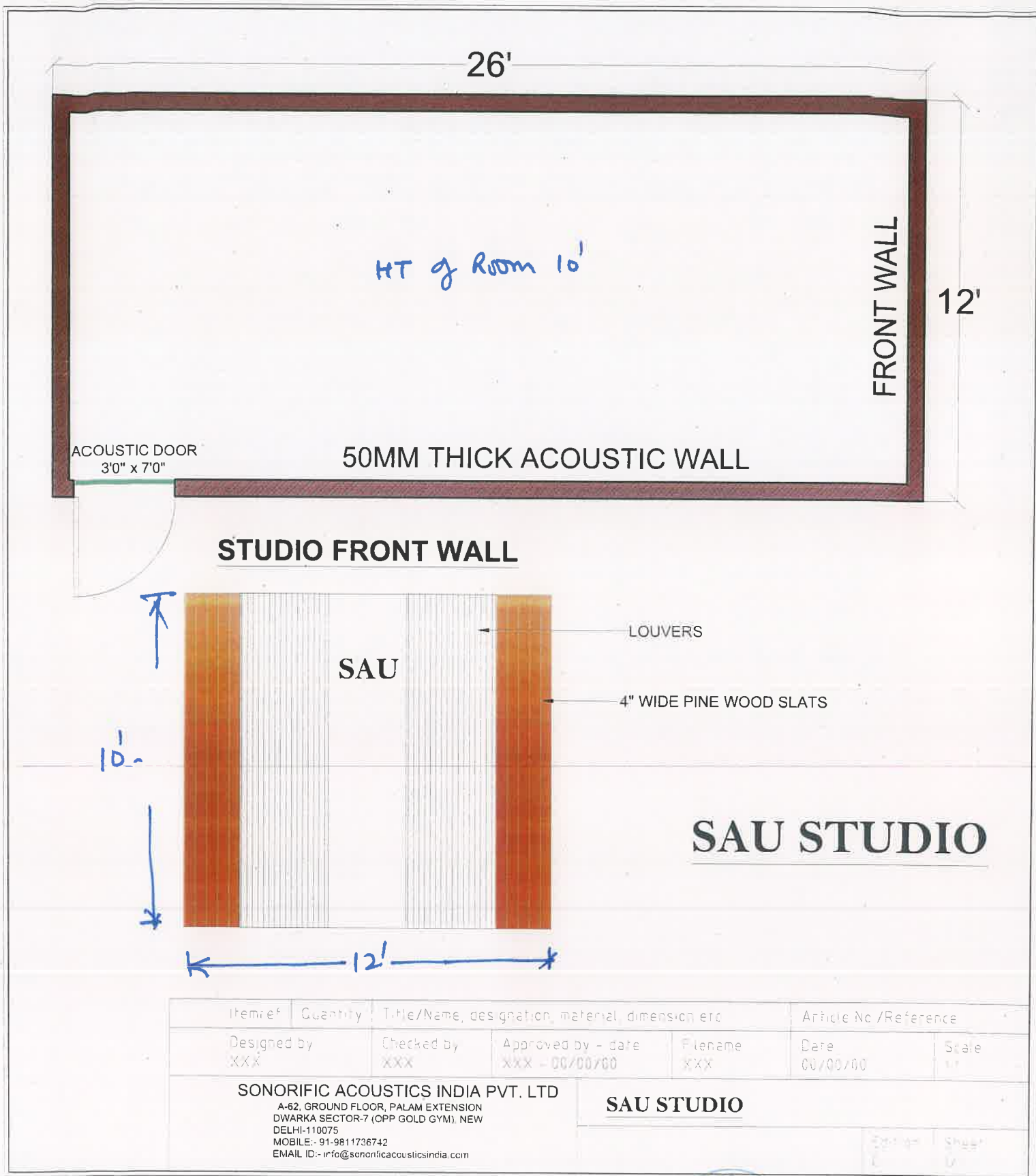
<b>S.no.</b>	<b>Item Description</b>	<b>Brand / Manufacturer</b>
1.	M.S. section	Appollo, Jindal, TATA
2.	Epoxy Paint	Asian, Dulux ICIC, Nerolac
3.	Anchor fastner	Hilti, Fischer, Bosch
4.	LED Lights	Crompton, Havells, Philips
5.	Wires/cables	KEI, Polycab, Finolex
6	Ceiling Tile	Saintgobain/Gypsum India/Armstrong



## **6.5 SCHEDULE OF DRAWINGS**







SAU



# **PART –C**

## **FINANCIAL BID**





**PART C**  
**SCHEDULE OF QUANTITIES**

### SCHEDULE OF QUANTITIES

S.No.	Item	Unit	Qty	Rate	Amount	Remarks
<b>1.</b>	<b>Wall Acoustics</b>					
	Providing & Fixing frame work of good quality wood, wood of size 50mmX37.50mm at 700mm X 450mm grid size, the frame shall be fixed to walls facing wood 50mm thick with 48 Kg/cubic meter density wood and antitermite resistive coating, thermal insulation with resin bonded fiber rock wool supported with fabric, absorbing material fixed with wooden frame for control the reverberation time of complete band width of sound for studio thin fabric fix on the frame for holding the rock wool. wall acoustics final finish by thick fabric for maintaining the mid and high frequency reverberation	Sqft	640	440	2,81,600	
<b>2.</b>	<b>Acoustics Ceiling</b>					
	Providing and fixing 12mm thick acoustics tiles (Black color) placed in existing G.I.Grid and repairing of existing grid if damaged or displaced during the work	Sqft	312	180	56,160	
<b>3</b>	<b>Studio Acoustics Door</b>					
	Acoustics layering on existing door 3'-3" X 7'-0" with door frame, door layering shall be made of fill of high density glass wool, neoperene, finished by mica, door edges covered by MS trip nickle electroplated and magnetic gasket for better sound isolation, long metallic handle and door closer will be fix on Acoustic door. All civil repair around the door if damaged due to treatment on door frame.	Nos	1	L.S.	75,000	
<b>4.</b>	<b>Vinyl Flooring</b>					
	Providing and fixing Vinyl Flooring with 1.5 mm th. in roll form with all fixing adhesive , surface preparation labour etc	Sqft	312	110	34,320	
<b>5.</b>	<b>Dry Wall (Isolation Acoustics for windows)</b>					
	Dry wall built on window with M.S. pipe 2" X 1" joint each other by welding to make a grid of 2' X 2' structure fix with the rooms wall/floor by metal screws , 18mm thick cement composition board fixed over the rubber sheet by metal screw	Sqft	94	580	54,520	
<b>6</b>	<b>Studio ambient light and electrical work</b>					
	Providing and fixing 6 watt COB led light of orient fix on Studio ceiling of 20 no with 2 socket 2 switch modular unit	Job	1	L.S.	35,000	



	of MAKE - Anchor 8 unit in studio with 1.5 mm copper wire with 0.75 " PVC conduit					
7	<b>Front wall aesthetical design and SAU logo</b>					
	Design and built Front wall as per standard design (12' X 10') with pine wood slats , louvers , LED COB spot light and LED effect 2'x2' dimension including SAU LOGO	Sqft	120	850	1,02,000	
8	<b>Studio Light</b>					
	LED light OF 100 watts with color temperature 36 k to 86K with R.F control & DMX also Brandoor for light cutting (MAKE – WELBORN) Model no WPLP1300BR	No	08	22,800	1,82,400	
9	<b>Studio Light Grid</b>					
	Steel work welded in built up sections/ framed work, including cutting, hoisting, fixing in position and applying a priming coat of approved steel primer using structural steel etc. as required on 2" diameter of M.S pipe of 18 gauge, joint with welding with cross section 3'x 3', fix up with studio side wall and suspended by metal suspender, required 4" metal tray will be place on the Gird. including primer Black color of 2 coat apply on the grid for final finish.	Kg	150	104	15,600	DSR10.25.1 without gst
10	<b>Studio Light Installation</b>					
	Complete installation of studio light with 1.5 mm copper wire with 0.75 "conduit for connectivity socket mount with junction box on light grid installation with DB box. All light connected with 16 amp MCB (make L&T / Schneider electric )	Job	01	L.S.	23,000	
				Total	8,59,600	
<b>Note:</b> - The estimated rates in SOQ are as per prevailing market rates/ DSR 2023 but without GST. The agency may quote their rates without GST. Contractor has to pay GST as per applicable rates and he will be paid for the same by SAU.						
	Percentage to be quote by the Bidder above/below/at par of the total amount ( in %) in words					
	Percentage to be quote by the Bidder above/below/at par of the total amount ( in %) in figure					
	Total quoted amount in words					
	Total quoted amount in figure					

