



SOUTH ASIAN UNIVERSITY

Rajpur Road, Maidan Garhi

New Delhi – 110 068

Phone: +91 -11-20863540 www.sau.int

SAU / 9B-11 / 2025

Date: 08.05.2025

NOTICE INVITING QUOTATION

Name of Work: Providing & fixing Aluminium & uPVC door/windows, partitions and covering of electrical panels work in club & Guest House of South Asian University, Maidangarhi, New Delhi 110068

The Registrar, South Asian University, (SAU), invites sealed percentage rate quotations on behalf of the **President, SAU**, from the specialised agencies, who are dealing in similar nature of work, for the above cited work, so as to reach this office on or before 15.05.2025 up to 3.00 P.M. For more details, please refer attached terms and conditions along with schedule of quantity. Copy of this Notice Inviting Quotation (NIQ) can also be downloaded from SAU website; www.sau.int.

- Encl:** a) Terms & conditions (7 pages)
b) Schedule of Quantities for Quoting Rates (2 page)

 08/05/2025

Assistant Director(Infra.)
South Asian University





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Name of Work: Providing & fixing Aluminium & uPVC door/windows, partitions and covering of electrical panels work in club & Guest House of South Asian University, Maidangarhi, New Delhi 110068

TERMS AND CONDITIONS

1. The percentage rate quotation should be submitted by the bidder/agency in hard copy **on or before 3.00 PM on 15.05.2025** at 4th Floor, Engineering wing, Administration Building, South Asian University, Maidangarhi, New Delhi 110068.
2. **Eligibility criteria:** (Bidder to attach following in support)
 - a) The bidder should have completed at least one similar work of value not less than Rs.3.0 lacs or two similar work of value not less than 2.5 lacs or three similar work of value not less than 1.5 lacs during the last seven years ending on the previous day of last date of submission of bids in any Govt. organisation / PSU /reputed organization/ institution
Similar work means Providing & fixing Aluminium & uPVC door/windows, partitions and coverings etc.
 - b) The agency shall submit self attested copy of GST registration certificate, PAN card along with the quotation.
3. The percentage rate quotation should be submitted in sealed envelope cover. Name of work and contact details of the bidder written clearly over it.
4. The intending bidders are requested to visit the site and inspect the areas of work before submitting their quotation.
5. The work will be awarded to the lowest bidder; however it will not be binding on University.
6. SAU reserves its right not to accept any proposal/ quotation without assigning any reason.
7. The site of work is South Asian University, Rajpur Road, Maidangarhi Campus, New Delhi-110068
8. **Time for Execution:** The time allowed to complete the work in all respect shall **not to exceed 30 days from the date of the issue of work order**. The date of completion should strictly be adhered to, failing which the University reserves the right of not accepting the work and to charge suitable damages. If and when required, the extension for date of delivery should be obtained with proper justification incase of reasons beyond control. Beyond this period SAU is not bound to honour this order.



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9. The payments shall be made strictly on the basis of the rates quoted in the bid and actual measurements. The agency is advised not to change anything over and above the amount stipulated in the order. In the event of there being any discrepancy, the matter should first be referred to the undersigned for issue of necessary amendments to the supply order before submission of the bill.
10. All the tools, machinery, etc. required by the agency shall be arranged by the bidders themselves to complete the work.
11. The Bidder / Representative shall visit the work site on daily basis to monitor the work and his staff to ensure smooth execution of work.
12. For transportation of material, tools and labour for working, the bidder will not be paid anything extra on this account.
13. Any accident caused due to negligence or during the course of normal work etc., shall be responsibility of the bidder agency. The bidder shall be responsible for all compensation to the staff engaged by him.
14. Any damage to any existing installations or building structure, during the execution of work shall be the responsibility of the bidder and the same shall be made good and nothing extra will be paid on this account.
15. Payment shall be made only after completion of the work.
16. INVOICE: The Agency shall submit the invoice in duplicate which is pre-receipted and affixed with stamps, wherever necessary. Invoice not conforming to Clause below are liable to be returned to the agency and responsibilities of delay in payment would rest with them.
17. **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 centres 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



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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.

18. Goods and Services Tax (GST):

- 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.
- The estimated rates in SOQ are as per CPWD, DSR 2023 and market rates but without GST. The bidder 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.
- 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.
- 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.

19. Water & electricity shall be allowed to use from nearest available source for execution of work. Drinking water shall be provided to team of agency, no deduction shall be made for these.

20. The agency has to vacate and hand over the godown, storage space, if any provided by SAU, immediately after completion of the term contract.

21. The Agency shall adhere to the rules, regulations and instructions given by SAU from time to time.

22. Quantity given in schedule of quantity (SOQ) is approximate. The agency shall not deviate the quantity without prior approval of the competent authority.

23. **Earnest Money Deposit:-** EMD of Rs.20,000/- shall be deposited by the bidder as per the bank details mentioned below. The same shall be refunded without interest to the unsuccessful bidders after finalization of the tender / cancellation by SAU.

The bank details of the SAU for deposition of EMD is as below:

Beneficiary Name	: South Asian University
Name of Bank	: State Bank of India
Bank Address	: NIHFV, Munirka, New Delhi
Beneficiary A/C No.	: 30796569318
IFSC Code/ RTGS No.	: SBIN0001624
MICR Code	: 110002056
PAN Number	: Not Applicable in view of tax exemption.





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The proof of deposition of EMD shall be attached with the tender/quotation

The agency may also furnish the bank details for refund of EMD.

24. Performance security. NIL

25. Security Deposit –NIL

26. Defect Liability Period; The EMD shall be returned after completion of the Defect Liability Period (DLP) of one calendar year.

27. Labour Cess: Being O&M head no labour cess shall be deducted.

28. Water & Electricity for the work shall be provided free of cost.

29. The work shall be governed by the CPWD Specifications for Civil Works 2019.

30. Bidder to submit this NIQ in hard copy duly signed on each page and by filling best percentage as above, below at par for estimated amount without GST.

31. DISPUTE REDRESSAL MECHANISM: -

- a) 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.
- b) 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.

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33. Scope of work

1. Providing and fixing of aluminium partition/door at the designated location with partial glass & partially panelled with all necessary fittings and fixtures like handles, door closers, door stoppers, locks, frosted films, fastners as per drawing.
2. Providing & Fixing uPVC partition and doors at the designated location with glass and panel with all necessary fittings and fixtures like handles, door closers, door stoppers, locks, frosted films, fastner etc. as per drawing.
3. Contractor will fix the partition/door/window at desired location and seal the peripheral gap by silicon sealent/baker rod without any extra cost.
4. Pasting of frosted films at desired locations.
5. The cost of accessories like handles, door closers, door stoppers, forsted films will be paid as actual on production of Tax invoice.





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34. SPECIAL/PARTICULAR/GENERAL CONDITION

1. The work is to be carried out in accordance to CPWD standard specifications 2019.
2. Any damage to existing structure during fixing of door/partition shall be make good by the agency without any extra cost.
3. The rates are inclusive of work at any height and no extra amount will be paid in lieu of any extra height.
4. No cartage/freight is applicable and will be inclusive in rates.
5. All accessories will be fixed after due approval of sample by Engineer In Charge or their representative of SAU.
6. The contractor shall be solely responsible for safety & security and general well being of his men working on the site. Special care shall be taken while working at height. The university in no way be responsible for any accident or mishappening on the university work site or any injury caused to any worker of the contractor during the course of his work in the university premises.
7. The work shall be asked to be done in Club & Guest House where rich specifications of civil works has been followed. The technician / helper have to work carefully in these areas and any damage to university infrastructure should be recovered from the bills of the contractor.
8. The contractor shall be responsible for maintaining office decorum and good behavior and character of the staff engaged by him.
9. All types of tools, ladders, testing equipment, measuring equipment, safety harness and any other material shall be arranged by the agency for execution of work. Proper nut bolts, rawl plugs, screws, PVC gitti, fastners, clamps etc shall also be arranged for the purpose free of cost.
10. The loading, unloading of any material required for execution of work at SAU and bringing the material upto the work location shall be responsibility of the contractor.
- 11 .In case of any query please email to surendrakumar_78@sau.int, manori@sau.int ; .


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SCHEDULE OF QUANTITIES (SOQ)

Name of Work : Aluminium & uPVC door, windows, partitions and covering of electrical panels work in club & Guest House of South Asian University, Maidangarhi, New Delhi

Sl. No.	Description	Unit	Qty	Rate	Amount	DSR ref	Remarks
1	Providing and fixing aluminium work for doors, windows, ventilators and partitions with extruded built up standard tubular sections/appropriate Z sections and other sections of approved make conforming to IS: 733 and IS: 1285, fixing with dash fasteners of required dia and size, including necessary filling up the gaps at junctions, i.e. at top, bottom and sides with required EPDM rubber/neoprene gasket etc. Aluminium sections shall be smooth, rust free, straight, mitred and jointed mechanically wherever required including cleat angle, Aluminium snap beading for glazing / aluminium, C.P. brass / stainless steel screws, all complete as per architectural drawings and the directions of Engineer-in-charge. (Glazing, aluminium and dash fasteners to be paid for separately) 21.1.1 For fixed portion 21.1.1.2 Powder coated aluminium (minimum thickness of powder coating 50 micron)	kg	66	437.78	28894	21.1.1.2	Rates are without GST
2	For shutters of doors, windows & ventilators including providing and fixing hinges/ pivots and making provision for fixing of fittings wherever required including the cost of EPDM rubber / neoprene gasket required (Fittings shall be paid for separately) 21.1.2.2 Powder coated aluminium (minimum thickness of powder coating 50 micron)	Kg	75	523.18	39238	21.1.2.2	





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3	Providing and fixing 12 mm thick prelaminated particle board flat pressed three layer or graded wood particle board conforming to IS: 12823 Grade I Type II, in panelling fixed in aluminium doors, windows shutters and partition frames with C.P. brass / stainless steel screws etc. complete as per architectural drawings and directions of engineer-in-charge	sqm	5	919.75	4599	21.2.2
	21.2.2 Pre-laminated particle board with decorative lamination on both sides					
4	Providing and fixing glazing in aluminium door, window, ventilator shutters and partitions etc. with EPDM rubber / neoprene gasket etc. complete as per the architectural drawings and the directions of engineer-in-charge. (Cost of aluminium snap beading shall be paid in basic item):	sqm	22	1240.48	27290	21.3.2
	21.3.2 With float glass panes of 5 mm thickness (weight not less than 12.50 kg/sqm)					
5	Providing & fixing uPVC partition including casement door made of frame section size 60mm X 55mm (shutter style 102mm X 60mm) with complete accessories like locks, door closer, door stopper, gasket, 5mm glass with installation complete in all respect.	Sqm	40	6617	264680	NDSR
						Based on market rate without GST
6	Providing and fixing of any item available in DSR 2023 related to this work				6500	DSR 2023
7	Providing & fixing frosted glass film on float glass for door, window etc (complete area of frost film shall be measured)-	Sqm	7	500	3500	NDSR
	TOTAL (In Rs.)				3,74,721	

Note: - 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 amount	



08/05/2025