



# South Asian University

(A University established by SAARC Nations)  
Rajpur Road, Maidan Garhi, New Delhi - 110068 India  
Tel. : 91-11-20862652, 91-11-20862806  
Website : www.sau.int

SAU / 9A-146/ 2025/ Vol-III/654

Date: 01.10.2025

## NOTICE INVITING QUOTATION

**Name of Work:** Construction of South Asian University Maidan Garhi New Delhi -110068.  
(**Sub Work:** Providing & fixing of granite stone threshold at door sill at the balcony doors of hostel & housing block).

Sealed quotations are invited on behalf of the **President, SAU**, from the agencies, who are dealing in similar nature of work, for the above cited work, so as to reach this office on or before **09.10.2025** up to 3.00 P.M. For more details, please refer attached terms and conditions along with schedule of quantity.

- Encl:** a) Terms & conditions (6 pages)  
b) Schedule of Quantities for Quoting Rates (1 page- Annexure-III)

Superintending Engineer  
South Asian University



## **A. TERMS AND CONDITIONS**

1. The South Asian University is an international University established by eight member states of the 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.
2. The quotation should be submitted by the bidder/agency in hard copy **on or before 3.00 PM on 09.10.2025** at 1<sup>st</sup> Floor, Engineering wing, Administration Building, South Asian University, Maidangarhi, New Delhi 110068. The bids will be opened on the same day at 3.30 PM in presence of the available representatives of the bidders.
3. **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. 5.20 lacs or two similar works of value Rs.3.90 lacs or three similar works of value not less than Rs. 2.60 lacs during the last seven years ending on the previous day of last date of submission of bids in any Govt. organization / PSU /reputed organization/ institution.
  - b) Civil construction works/renovation.
  - c) The agency shall submit self-attested copy of GST registration certificate. PAN card along with the quotation.
4. The quotation should be submitted in sealed envelope cover. Name of work and contact details of the bidder written clearly over it. Once tenders are submitted by bidder, further information shall be conveyed through SAU website /email only.
5. The intending bidders are requested to meet the concerned officer of SAU to visit the site before submitting their quotation.
6. SAU reserves the right to verify the particulars and documents furnished by the applicant independently. If any information furnished by the applicant is found incorrect at later stage, and it is found that the tenderer/bidder does not qualify as per the terms and conditions 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.
7. The work will be awarded to the lowest bidder; however, it will not be binding on university.



8. SAU reserves its right not to accept any proposal/ quotation without assigning any reason.
9. The location of work is Life Science & Earth Science Building at South Asian University, Rajpur Road, Maidangarhi Campus, New Delhi-110068.
10. **Time for Execution:** The time allowed to complete the work in all respect shall **not to exceed 60 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 to charge suitable damages. If and when required, the extension for date of completion should be obtained with proper justification in case of reasons beyond control.
11. 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 charge 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 work order before submission of the bill.
12. All the lead or lift etc. required by the agency shall be arranged by the bidders themselves to complete the work without any damage.
13. The Bidder / Representative shall visit the site and also monitor the execution of work till end to ensure smooth execution and quality of construction.
14. For transportation of material, labour & loading /unloading the bidder will not be paid anything extra on this account.
15. Any accident caused due to negligence or during the course of execution etc., shall be responsibility of the bidder agency. The bidder shall be responsible for all compensation to the staff engaged by him.
16. Any damage to any existing installations or building structure, during the execution shall be the responsibility of the bidder and the same shall be made good and nothing extra will be paid on this account.
17. Payment shall be made only after completion of work. Intermediate/adhoc payment can only be made on the recommendation of the Engineer-in-charge.
18. **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.



19. **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 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.

20. **Goods and Services Tax (GST):**

- a) 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.
  - b) The estimated rates are as per **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.
  - c) 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.
  - d) The agency shall file GST returns in a timely manner so that the GST reimbursement claims of SAU are not being dishonored. If this happens, the amount of GST will be deducted from the dues of the contractor.
21. The agency has to vacate and hand over the godown, storage space, if any provided by SAU, immediately after completion of the term contract.





22. The Agency shall adhere to the rules, regulations and instructions given by SAU and Statutory Authorities from time to time.
23. Quantity given in schedule of quantity (SOQ) is approximate. The agency shall not deviate the quantity without prior approval of the competent authority.

**24. Earnest Money Deposit:- EMD of Rs. 13,000/-**

It 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.

Beneficiary Name : South Asian University  
Name of Bank : State Bank of India  
Bank Address : NIHFWS, 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.

25. 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.
26. **Performance Security-** @ 5% of the tendered amount, EMD will be adjusted against the Performance Guarantee and balance amount shall be deposited in SAU account through online transfer .
27. **Security Deposit -** @ 2.5% of the tendered amount.
28. **Defect Liability Period-** The security deposit shall be returned after completion of the Defect Liability Period (DLP) of one calendar year.
29. **Labour Cess-** Being O&M head no labour cess shall be deducted.
30. **Water –** The contractor shall arrange his own water for work, failing which the water will be provided by SAU, but recovery shall be made of a rate of 1% of the gross value of the bill.
31. **Electricity-** The contractor shall arrange his own electricity for work failing which the electricity will be provided by SAU, but recovery shall be made of a rate of 2% of the gross value of the bill.
32. Bidder to submit this NIQ in hard copy duly signed on each page and by filling best rates without GST.



**33. 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.

**34. General condition of Contract:** The work shall be carried out as per latest and relevant CPWD specification applicable as on last date of submission of tenders.

**35. Scope of Work:** List attached at Annexure-I

**36. Special condition of work:** List attached at Annexure-II

**37. Schedule of Quantities (SOQ) / Bill of quantities (BOQ):** Attached at Annexure-III

In case of any query please email to [surendrakumar\\_78@sau.int](mailto:surendrakumar_78@sau.int), [manori@sau.int](mailto:manori@sau.int) ;



Superintending Engineer  
South Asian University



**Annexure-I**

**B. (i) SCOPE OF WORK**

1. Removal of existing damaged/unsuitable thresholds at balcony door sills, if required.
2. Supplying and providing 18 mm thick gang saw cut, mirror polished, machine cut granite stone thresholds of approved shade, colour and texture.
3. Fixing of granite thresholds with araldite compound; treating all joints with epoxy touch-ups.
4. Rubbing, moulding and polishing of exposed edges to achieve a smooth and uniform finish.
5. Execution of work at balcony doors of Hostel & Housing Block as per site conditions and instructions of the Engineer-in-Charge.

**(II) List of approved makes:**

1. **Granite Stone** – Best quality granite of approved shade, colour and texture from reputed suppliers. Final selection to be approved by Engineer-in-Charge.
2. **Adhesive / Fixing Compound** – Araldite / Roff / Pidilite or equivalent approved make.
3. **Epoxy for joints / touch-ups** – Fevicol / Roff / Pidilite or equivalent approved make.



## **Annexure-II**

### **C. SPECIAL CONDITION**

1. Any damage to existing structure during execution/delivery of material shall be make good by the agency without any extra cost.
2. The rates are inclusive of supplying of material & labour at desired location and no extra amount will be paid in lieu of any extra lead or lift.
3. No cartage/freight is applicable and will be inclusive in rates.
4. All material will be delivered after due approval of sample by Engineer In Charge or their representative of SAU.
5. The agency shall be solely responsible for safety & security of their material/work till handover of completed work. Special care shall be taken while loading and unloading. The university in no way be responsible for any accident or mishappening on the university site or any injury caused to any worker of the agency during the course of construction in the university premises.
6. The agency shall be responsible for maintaining office decorum and good behaviour and character of the staff engaged by him.
7. All types of tools, ladders, loading unloading shall be arranged by the agency for executing the work.





**Annexure -III**

BILL OF QUANTITIES							
S. No	DSR Code No	Description	Quantity	Unit	Rate	Amount	Remarks
1	Non DSR	Providing and fixing 18 mm thick gang saw cut, mirror polished pre-moulded and pre-polished machine cut granite stones sill for door sills etc. or at other places of required size after rubbing the receiving slab/surface, approved shade, colour and texture fixed with araldite compound joints treated with epoxy touch ups including rubbing moulding and polishing of exposed edges to give smooth finish etc., complete at all levels and height. (The bidder may see the samples of stone before quoting). (The width of strips shall be 50 mm to 100 mm)	100	Sqm			

**Note: - Bidder should quote their rates without GST only**



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