

File No. E-171479/RDSO-TEST/1/2023-O/o DIRECTOR/TESTING/HQ/RDSO/LKO

Date: 28.07.2023

M/s _____

Sub: Interiors up-gradation work in Berthing Complex of Testing Directorate,
R.D.S.O. Lucknow.

Dear Sirs,

Sealed quotations are invited for "**Interiors up-gradation work in Berthing Complex of Testing Directorate, R.D.S.O. Lucknow**". The quotations complete in all respects as per format in Part-I i.e. General Terms & conditions and Part-II i.e. Specification/Special Terms & Conditions enclosed herewith shall reach to Director Testing/HQ, RDSO, Manak Nagar, Lucknow **up to 15.00 hrs. On 11.08.2023**. Quotation received after this time & date are liable to be rejected.

The sealed quotations will be opened **on 11.08.2023 at 15.30hrs**, in Testing Directorate/Finance Directorate in the presence of such of the parties or their authorized representatives submitting the quotations who may like to be present.

Please note that quotations without the details required in Part-I and Part-II will not be considered and are liable to be summarily rejected.

Thanking you,

(Ajay Kumar Jaiswal)
Director Testing (HQ)
For Director/General / Testing

Sign. Of Quotationer with Seal

Director Testing/HQ
RDSO/LKO



Government of India
Ministry of Railways

Quotation Document for the work of
“Interiors up-gradation work in Berthing Complex of Testing Directorate, R.D.S.O.
Lucknow.”.

Testing Directorate of R.D.S.O.,
Manak Nagar, Lucknow

ESTIMATED COST OF WORK: 5,36,800/- (Inclusive all expanses & taxes)

WORKS OPEN QUOTATION NO.: E-171479/RDSO-TEST/1/2023-O/o
DIRECTOR/TESTING/HQ/RDSO/LKO ,Dated: 28.07.2023

to be opened on **11.08.2023 at 15.30 hrs.**
No. of pages including cover: 09 (Nine, including covering page)

Testing Directorate
RESEARCH DESIGNS & STANDARDS ORGANISATION

Sign. Of Quotationer with Seal

Director Testing/HQ
RDSO/LKO

Part-I

1. GENERAL TERMS & CONDITIONS:

- 1.1 The quotations shall be addressed to Director Testing (HQ), Room No- 1, Air Brake Lab, Testing Directorate, R.D.S.O., Manak Nagar, Lucknow-226011, in a sealed cover & cover should be marked with "**Quotation/offer for Interiors up-gradation work in Berthing Complex of Testing Directorate, R.D.S.O. Lucknow.**"
Quotation No. **E-171479/RDSO-TEST/1/2023-O/o DIRECTOR/TESTING/HQ/RDSO/LKO**, quotation can be sent by registered post/physically submission at office of Director/Testing/HQ, Air Brake Lab, Testing Directorate, R.D.S.O., Manak Nagar, Lucknow with acknowledgement due. The RDSO administration does not take any responsibility on account of delay, loss or misdelivery of the quotation documents sent by post.
- 1.2 Quotations can also be submitted in the office of Executive Director Testing, Air Brake Lab, Testing Directorate, R.D.S.O., Manak Nagar, Lucknow till the closing date and time otherwise offer will be rejected.
- 1.3 Telegraphic bids will not be accepted under any circumstances.
- 1.4 R.D.S.O. will not be responsible for the loss of documents/delay in postal transit.
- 1.5 The contract for the work of "Interiors up-gradation work in Berthing Complex of Testing Directorate, R.D.S.O. Lucknow" will be for a period of 04 months from the date of the issue of LOA.
- 1.6 Deduction of Income Tax as per provisions of Section 194-C of the Income Tax Act 1961 shall be made for sum paid for carrying out the work under this contract.
- 1.7 The Quotations, when submitted, shall not constitute an agreement and the contractor shall have no cause of action or claim against the R.D.S.O. for rejection of his offer. The RDSO shall always be at liable to reject or accept the offer at the own discretion and any such action will not be called into question and the contractor shall have no claims in that regard against R.D.S.O.
- 1.8 Acceptance of contract shall be communicated by FAX/ Telex /Email/Express Letter/Postal/Physical receiving or a formal letter of Acceptance of Tender. When acceptance is communicated by FAX/ Telex/ Telegram/ Express Letters, the formal letter of acceptance will be sent to the Tenderer as soon as possible. But the FAX/ Telex/ Telegram or express letter should be deemed to conclude the contract.
- 1.9 **The contractor shall quote his rate on the Form-1 attached** with the tender document. The rates given in the schedule of rates shall consist sum of Rs. 5,36,800.00 only that shall include the cost of all the materials, labours, taxes, transportation, art of work, tools and plants etc. required for proper completion of the job detailed in Scope of Work under Part-II "Special Conditions of Contract".
- 1.10 The amount under item above, shall be payable on successfully completion of work and after receiving all the documents and certificates (if applicable).
- 1.11 The contractor before quoting may inspect the Berthing Complex, Building in Testing Directorate of RDSO Lucknow.
- 1.12 **Termination of the contract:** RDSO Administration shall have the rights to terminate the contract at any time without assigning any reason during the currency by giving one-day notice to the contractor in writing.
- 1.13 GCC services of Railway will be applicable. In case of any contradiction in the general conditions with the special conditions of contract, the special conditions shall prevail.
- 1.14 Bidder must have a valid mobile No. & Email address for official communication from Testing Directorate.

File No. RDSO-TEST/1/2023-O/o DIRECTOR/TESTING/HQ/RDSO/LKO
1.15 Bidder must sign & seal each page of this Quotation Notice to comply/accept the terms & condition. In case of deviation may please see statement of deviation of para 6, part-II as below.

PATRT –II

SPECIAL CONDITIONS OF THE CONTRACT

2.0 General

- The intending quotationers are advised to study the General Conditions of Contract of services Regulations and Instructions and standard forms of contract (GCC Service 2020) as corrected from time to time and as mentioned in the special conditions of the contract (SCC) attached, and make themselves conversant with their contents, as these shall govern this contract and shall form an integral part thereof, save and except where these are repugnant to the terms and conditions brought out in the quotation documents.
- The special conditions of contract are in addition to the General condition of contract for Services. In case of any conflict in clauses of SCC & GCC, The SCC shall prevail.

2.1 Scope of the Work: -

2.1.1 General Requirement: - Berthing complex building, which interiors needs to be upgraded. Berthing complex & Labs of Testing Directorate are very important offices i.e. visited by Railway Board members, Foreign Representatives and other eminent dignitaries.

The general condition/ appearance of Berthing complex is poor, dull & that of a neglected dilapidated Office. The Berthing complex does not have adequate Sign boards for Officers/ Team-Hall, Occupancy boards for Officers, several windows do not have any arrangement of curtain or blinds. There are at least 10 wide Channel gates/ Wire-Grills, in the corridor resulting into a poor/ shabby look.

As per international standards, Quality policies, procedures of testing and analyses of the data has to be displayed on the boards hanged in working areas.

Compliance of Rajbhasha bilingual boards of all technical instruction displayed and safety related instructions in all the working areas are important to comply with Rajbhasha, IMS and safety related requirements.

The Firm has to collect raw material like write-up matter and available photographs from Testing Directorate. Firm has to be arranged the photography as per requirement of international standards. If any requirement of additional photographs is there, firm has to be collected from coaches stabled in Charbagh yards in good resolution/quality. After above said collections, Firm has to do matter designing and affix photographs/acrylic sheet at suitable place. After doing the necessary works, Firm has to be get checked and verified each designed matter of UV printed acrylic sheet from RDSO representative before getting final printing & Installation work at site and required accessories which will be borne by the supplier.

2.1.1 In the proposed work there are total 16 different types/items to be provided with different types of UV Printing, spacer nuts, transportation, installation charges, fixing/pasting charges & labour charges etc. details are tabulated as under: -

Sl. No	Material Description	Size in feet	Qty.	Total Square feet	Remarks
1	Printed Vinyl on 4mm Acrylic sheet with spacer nuts. (Upper Side of Gate Entrance)	8x2	1	16	
2	Printed Vinyl on 4mm Acrylic sheet with spacer nuts. (At Entry Point of front wall)	8x4	1	32	
3.	Cutting & Pasting Vinyl on 4mm Acrylic sheet with spacer nuts. (Incumbency Board)	4 X3	1	12	
4.	Printed Vinyl on 4mm Acrylic sheet with spacer nuts. (Sign mark board of Units and officer room in left and right at entrances)	4 X3	2	24	
5.	Printed Vinyl on 4mm Acrylic sheet with spacer nuts. (Fire Numbers & Safe Assembly Point)	2 x 1.1/2	7	21	
6.	Printed Vinyl on 4mm Acrylic sheet with spacer nuts. (Emergency fire Exit)	1 x 1/2	25	12.5	
7.	Printed Vinyl on 4mm Acrylic sheet with spacer nuts and Hanged clips of fire Extinguishers. (Fire Extinguishers)	1 X 3/4	28	21	
8.	Printed Vinyl on 4mm Acrylic sheet with spacer nuts. (Units room and Gallery)	6 X 4	12	288	
9.	Printed Vinyl on 6mm Acrylic sheet with spacer nuts. (Officer room, Units room and Gallery)	3 x 2	30	180	
10.	Printed Vinyl on 4mm Acrylic sheet with spacer nuts. (Officer room, Units room and Gallery)	2 x 1.3/4	18	63	
11.	Z -type Welcome Board & Stand in golden colour, covered with acrylic sheet with red base and 05 sets of all alphabets.	4 x 2	1	8	
12.	Flex Printed with Iron gauged framing	9 x 7 x 1/8	5	315	
13.	Horizontal rolling blind (colored/printed)	9 x 8	3	216	
14.	Name plates for work station	8x4 inch	45	45	
15.	Vertical Blinds (Area 780 Sq. ft.)	multiple	55		
16.	All above work inclusive of all other services like transportation, labour charges, fixing charges, nuts bolts, glue, etc.	-	-	-	

2.1.3 Photo, Picture, Text (in Hindi English) and other Matter designing will be done by successful bidder until the satisfaction of Testing Directorate in this regard final print will be processed/print (for each print) only after approval of Testing Directorate representative.

2.1.4 Before installation of Vertical Blind, Horizontal rolling Blind, Flex quality, acrylic sheet, Z-type welcome board alphabets & vinyl etc... advance sample and design must be approved by Testing Directorate.

2.1.5 Good Quality/resolution pictures with bilingual text related to Testing Directorate/RDSO will be provided by Testing Directorate, in case if good quality pictures/good resolution is not available at Testing Directorate, Firm will arrange photography work for Sensors, Data Acquisition Systems, Machines, etc. with the instruction/support of Testing Directorate.

2.1.6 Arrangement of Good Quality/resolution pictures, bilingual text for Printing on acrylic sheet (thickness as tabulated above) & Installation shall be done by Successful bidder as per requirement of Testing Directorate with all the Consumables, transportation or any other thing which required during processing/completion the work will be in scope of

- 2.1.7 Fixing place of all printed material, incumbency board (printed as required by Testing Directorate), Vertical Blind & Horizontal rolling blind will be as per only decision/instruction of Testing Directorate authorities.
- 2.1.8 Inspection by consignee after successful reception with good quality print & installation of material as per RDSO specification at RDSO by the authorized representative nominated by Director Testing (HQ).
- 2.1.9 Warranty: - The tenderer shall offer full replacement warranty on the complete system or part (As defect/query raised by Testing Directorate) comprising of all deliverables for minimum of 06 months from the date of successful work completion report/inspection report at RDSO.
- 2.1.10 The supplier/Manufacturer shall submit all valid Test certificates (if applicable).
- 2.1.11 Successful bidder/Vender will provide maintenance work if required like changing the name on incumbency board, tightening/loosing spacer nuts, bilingual text correction or any other small work as directed by Director Testing (HQ) with in warranty period/contract period.
- 2.1.12 Those conditions which have not been brought out here will be as per IR conditions of the contract.
- 2.1.13 During completion of said work all garbage/traces will be removed/cleaned by the Firm accordingly.

2.2 Payment terms:-

- 2.2.1 100% Payment after successful reception, accepting, installation & issuing of inspection report/work completion certificate i.e., signed by competent authority subjected to deposit of warranty bank guarantee @ 10% of the total cost & validity for WBG is 1 years+ 60days.
OR
90% Payment after successful reception, accepting, installation & issuing of inspection report/work completion certificate i.e., signed by competent authority & remaining 10% amount from the total bill may be deducted in form of WBG on request of Successful bidder in form of warranty bank guarantee (WBG).
- 2.2.2 10% amount will be released after completion of 06 months from the date of successful work completion certificate/inspection report of the work.
- 2.2.3 Bills for the work of “Interiors up-gradation work in Berthing Complex of Testing Directorate” shall be submitted to RDSO Office/Testing Directorate for verification and payment. The bills will be verified and forwarded to the accounts for payments, after deducting taxes in vogue from the bills if any. The contractor shall mention name of the work and reference of agreement in the bills as well as name of bank, branch, a/c no., bank code no. and PAN on the bills. The contractor, who has signed the contract, should sign the bills. The Income Tax will be deducted from your bill as per extant rule however Service Tax (if any) will be paid by you to the Government of India (Service Tax Department).

3.0 Warranty:-

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RDSO/LKO

The successful bidder should give a Warranty Bank Guarantee amounting to 10% of the contract value in any of the following forms after issuing of LOA (refer GCC):-

- (i) A deposit of cash (ii) Irrevocable Bank Guarantee (iii) Government Securities including state loan bonds at 5% below the market value (iv) Deposit receipts, Pay Orders, Demand Drafts and Guarantee bonds. These forms of Performance Guarantee could be either the State Bank of India or of any of the nationalized Banks (v) Guarantee Bonds executed or Deposits Receipts tendered by all Scheduled Banks (vi) A Deposit in the Post Office Saving Bank (vii) A Deposit in the National Savings Certificates (viii) Twelve years National Defence Certificates (ix) Ten years Defence Deposits (x) National Defence Bonds and (xi) Unit Trust Certificates at 5% below market value or at the face value whichever is less. Also FDR in favour of Executive Director/Finance, RDSO (free from ant encumbrance) may be accepted.

OR

May be recovered/deposited WBG at the rate of 10% from the total bill amount in form of Security Deposit (Warranty Bank Guarantee) after issuing of LOA.

The Warranty Bank Guarantee shall be released without interest after the physical completion of the work and successful completion of warranty period based on the “Completion Certificate/Inspection Certificate” issued by the competent authority stating that the contractor has completed the work in all respects satisfactorily based on “No claim Certificate.”

Wherever the contract warranty is rescinded, the warranty bank guarantee shall be encashed/forfeited and the balance work should be got done separately.

4.0 Penalties:-

In case of misbehaving to any testing staff/officer, not doing work in proper way, Testing Directorate may levy penalty @ Rs 500.00/per day.

In case of any miss-happening/accident to person during manufacturing or transportation the liability lies on the Contractor and no liability will lie on the Research Designs & Standards Organization, Ministry of Railways during the currency of the contract.

5.0 ILLEGAL GRATIFICATION:

Any bribe, commission, gift or advantage given, promised or offered by or on behalf of the contractor or his partner, agent or servant or anyone on his or on their behalf to any officer or employee of the Railway or to any person on his or their behalf in relation to the obtaining or the executive of this any other contract with the RDSO shall in addition to any criminal liability which he may incur subject the contractor to the payment of any loss or damage resulting from such rescission and the RDSO shall be entitled to deduct the amounts so payable from any moneys due to the contractor under the contract or any other contract with the RDSO. The contractor shall not lend or borrow from or have or enter into any monetary dealings or transactions either directly or indirectly with any employee of RDSO and if he shall do so the RDSO

File No.RDSO-TEST/1/2023-O/o DIRECTOR/TESTING/HQ/RDSO/LKO

shall entitle forthwith to rescind the contract the all other contracts with the RDSO. Any question or dispute as to the submission of any offence or compensation payable to the RDSO under this clause shall be settled by the Director General of the RDSO in such a manner as he shall consider fit and sufficient and his decision shall be final and conclusive.

6.0 GENERAL CONDITIONS:-

- 6.1 The rates quoted by the firms for “Interiors up-gradation work in Berthing Complex of Testing Directorate” and other taxes shall be all-inclusive.
- 6.2 No any extra charges will be admissible at the time of material cost hike. The accepted rates will be constant during contract period & its subsequent extension if any also.
- 6.3 In case of default no amount will be payable to the firm.
- 6.4 In case of unsatisfactory work of “Interiors up-gradation work in Berthing Complex of Testing Directorate” or in any respect whatsoever, the decision of the Director Testing (HQ), RDSO, Lucknow shall be final.
- 6.5 Director Testing (HQ), Testing Directorate, RDSO Lucknow shall reserve the right to terminate the contract at any time without assigning any reason.
- 6.6 In case of any other dispute of any kind and in any respect, whatsoever the decision of the **Executive Director/Testing/RDSO Lucknow** shall be final the authority for final decision to resolve the issues
- 6.7 Bidder has to quote the rate as per Form-1 Schedule of rates, if not quoted accordingly then bidder may be rejected.
- 6.8 STATEMENT OF DEVIATIONS: - The Tenderer shall indicate his compliance or otherwise against each clause and sub-clause of the terms & conditions listed in the “Special Terms and Conditions, In case of deviations, the Tenderer shall, for this purpose, enclose a separate statement of deviations with detailed reasons.
- 6.9 RDSO administration shall reserve the right to terminate the contract at any time without assigning any reasons.

FORM - 1
SCHEDULE OF RATES

Name of work: “Interiors up-gradation work in Berthing Complex of Testing Directorate, R.D.S.O. Lucknow”.

Estimated Cost of The Work :Rs. 5,36,800.00 (Rs. Five Lakhs Thirty Six Thousand & Eight Hundred only).

Completion Period :04 months from issuing of work order (LOA).

Sl. No	Material Description	Size in feet	Qty.	Total Square feet	Total cost in Rs.
1	Printed Vinyl on 4mm Acrylic sheet with spacer nuts. (Upper Side of Gate Entrance)	8x2	1	16	
2	Printed Vinyl on 4mm Acrylic sheet with spacer nuts. (At Entry Point of front wall)	8x4	1	32	
3.	Cutting & Pasting Vinyl on 4mm Acrylic sheet with spacer nuts. (Incumbency Board)	4 X3	1	12	

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Director Testing/HQ
RDSO/LKO

File No. RDSO-TEST/1/2023-O/o DIRECTOR/TESTING/HQ/RDSO/LKO					
4.	Printed Vinyl on 4mm Acrylic sheet with spacer nuts. (Sign mark board of Units and officer room in left and right at entrances)	4 X 3	2	24	
5.	Printed Vinyl on 4mm Acrylic sheet with spacer nuts. (Fire Numbers & Safe Assembly Point)	2 x 1.1/2	7	21	
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13.	Horizontal rolling blind (colored/printed)	9 x 8	3	216	
14.	Name plates for work station	8x4 inch	45	45	
15.	Vertical Blinds (Area 780 Sq. ft.)	multiple	55		
16.	Note: Total amount will be inclusive of all other service charges like transportation, labour charges, fixing charges, nuts bolts, glue, etc.)	-	-	-	
17.	Total quoted amount inclusive of all Expenses & taxes for completion of work in all aspects in Figures-				
18.	Total quoted amount inclusive of all Expenses & taxes for completion of work in all aspects in words-				

Note:

1. The rates quoted should be inclusive of all taxes and discount (if any). The offers wherever rates are not quoted in this manner are liable to be summarily rejected.
2. Rate to be quoted for above works should be in figures and words. In case of any difference in the rates quoted in figures and words the rates quoted in words only will be considered as correct. Rate quoted is inclusive of all taxes.
3. We RDSO reserves the right to reject all or any of the offers received without assigning any reason and that it also reserves the right to accept more than one offer.
4. We agree that in the event of any doubt or dispute about the "Interiors up-gradation work in Berthing Complex of Testing Directorate, R.D.S.O. Lucknow" Including the rates charges, we shall abide by the decision of the Executive Director/Testing, Lucknow.

Signature & Name of the Proprietor
With address & stamp of the firm with date

Note:-

1. The rates quoted should be inclusive of all taxes and discount (if any), excluding service tax. The offers wherever rates are not quoted in this manner are liable to be summarily rejected.
2. Rate to be quoted for above works should be in figures and words. In case of any difference in the rates quoted in figures and words the rates quoted in words only will be considered as correct.

Signature of Tenderer with SEAL

Sign. Of Quotationer with Seal

Director Testing/HQ
RDSO/LKO