Ref. No. 09/SPAV/Hostels/Repair and Maintenance/25-26/ (1) Date: 11.06.2025

# NOTICE INVITING QUOTATIONS

The School of Planning and Architecture, Vijayawada, invites sealed quotations from eligible State/Central Government empaneled contractors/GST registered agencies for the following work as per the details given below:

|  |  |
| --- | --- |
| Notice Inviting Quotation No | 09/SPAV/Hostels/Repair and Maintenance/25-26/(1) Date: 05.06.2025 |
| Type of Tender/Form of Contract/ Bidding  | Open/ Works Contract/ |
| Name of Work | Hostel maintenance works at SPAV Student Hostels Campus, including mesh replacement, cloth string installation, and painting works, School of Planning and Architecture, Vijayawada, Survey No. 4/4, ITI Road, Vijayawada - 520008. |
| Estimated Amount  | 4,80,000/- |
| Earnest Money Deposit (EMD) | Rs 9,600/- (i.e. 2% of the estimated amount (DD/Bank Guarantee in favor of Registrar School of Planning and Architecture, Vijayawada) |
| Performance Guarantee  | 5% of the Contract value (DD/Bank Guarantee in favor of Registrar, School of Planning and Architecture, Vijayawada) |
| Date of start of Bid Submission | 11-06-2025 @ 11:00 AM |
| Last date & Time for submission of Bids  | 17-06-2025 @ 11:00 AM |
| Time allowed for completion | 30 days |

Blank quotation form can be downloaded from the SPAV website.

### **Essential Documents to be Submitted:**

1. **Experience Proof:**

Experience Proof: The bidder must have at least 5 years of experience in maintenance works for government buildings or educational institutions, especially in hostel repair, fixture installation (i.e., cloth strings, carpentry, and plumbing fixtures), painting, and mesh replacement etc. Submit copies of work orders, completion certificates, or similar documents as proof

1. **Income Tax Documents:**
Submit **Income Tax Returns (ITRs)** for the **last 3 years**.
2. **Tax and Company Registrations:**
Provide copies of the following:
	* **GST Registration Certificate**
	* **PAN Card**
	* **Company/Firm Registration Certificate**

# Terms & Conditions

1. The sealed envelope should clearly mention the name of the work and the name & address of the bidder. It must be addressed to: **The Registrar, School of Planning and Architecture, Vijayawada.**
2. NIQ documents for quoting rates can be downloaded from the Institute’s website: <https://www.spav.ac.in/Tenders>.
3. All essential documents listed in the NIQ must be submitted. Incomplete submissions will be rejected, and such vendors will not be eligible to proceed further.
4. Safety precautions as per **CPWD General Conditions of Contract** must be followed to ensure the safety of workers, especially during execution.
5. Contractors shall make their own arrangements for storing materials at site and must follow local regulations and directions from the SPAV Authorities.
6. Any removal or shifting of equipment/material during work shall be done by the contractor as instructed, and must be restored afterward without extra cost.
7. It is assumed that the contractor has examined the site, transport access, and other work conditions before quoting. SPAV will not be responsible for any lack of awareness.
8. The SPAV may reject any materials brought to site if they do not meet the required specifications. Such materials must be removed at the contractor’s cost.
9. The work must be executed without disturbing SPAV’s routine functioning or work by other agencies.
10. Any damage caused to existing or ongoing work by the contractor must be repaired by them at their own cost.
11. The contractor is responsible for maintaining the quality of all executed work until the full scope of the project is completed.
12. No compensation will be paid for any damage to the work due to natural calamities (rain, flood, etc.). The contractor must repair it at their own cost.
13. Instructions regarding the stacking and collection of materials must be followed as directed by the SPAV Authorities.
14. All tools, equipment, and materials required for executing and maintaining the work shall be arranged by the contractor at their own expense.
15. All fuel, lubricants, and consumables for running machinery shall be provided by the contractor.
16. SPAV will not be responsible for any injuries, accidents, or fatalities occurring at the site due to negligence or malfunction of equipment.
17. Any damage caused to public utilities or property must be repaired by the contractor immediately, failing which the cost will be recovered from their bill.
18. If SPAV property (buildings, roads, drains, etc.) is damaged, it must be restored by the contractor. Otherwise, the cost will be deducted as assessed by the SPAV Authorities
19. Rates should include all costs, such as transportation to SPAV and incidental charges.
20. GST percentage must be mentioned separately in the quotation.
21. No advance payment shall be made under any circumstances.
22. Verbal or incomplete quotations will not be considered.
23. Any deviation or alteration to specified items during the repair/servicing will not be accepted.
24. The total work must be completed within **30 days** from the issue date of the **Work Order**. Delay will attract a penalty of **1% of contract value per week,** up to a maximum of **10%** of the contract value.
25. Payment will be released only after the work is satisfactory and a proper invoice is submitted, as per actual measurements.
26. Quoted rates are final and inclusive of all charges. No extra payment will be made.
27. Applicable taxes will be deducted at source as per government norms.
28. In case of breach of contract, the **Performance Security** will be forfeited and credited to SPAV’s account. If no issues arise, it will be refunded **without interest**, after 60 days of fulfilling all obligations.
29. A **Security Deposit @ 2.5%** of the contract value will be deducted from the bill and will be refunded after completion of the **Defect Liability Period.**

**Contractor Sign with Name & Address**

# SCHEDULE OF QUANTITIES

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Sl No** | **Item Description** | **Unit** | **Quantity** | **Rate Rs** | **Amount Rs****(Including GST)** |
| 01 | Replacing of existing fly-proof stainless steel 304-grade mosquito mesh (wire dia 0.2 mm, aperture 1.4 mm) with black coating on aluminium/steel frame above doors and windows, including cutting to size, fixing with rubber beading or adhesive, etc., complete as per direction of SPAV Authorities. | Sqm | 120 |  |  |
| 02 | Providing and fixing cloth hanging arrangements using L-angle brackets (6 mm thick, 40×40 mm), T-type MS square pipes (40×40 mm, 2.5 mm thick), and 5 mm GI strings, including fabrication, drilling, wall bolt fixing, clamps, and painting with approved enamel, complete in all respects as per the direction of SPAV Authorities. (The quoted rate shall be inclusive of all materials, labour, tools, and incidental charges). |  |  |  |  |
|  L-Angles (6mm thick, 40mm × 40mm, 3.49 kg/m) | Kg | 280 |  |  |
| T-Type square MS pipe (40×40 mm, 2.5 mm thick – 2.85 kg/m)-285 | Kg | 285 |  |  |
| 5mm GI wire | Rmt | 1200 |  |  |
| 03A | Providing and applying low-VOC acrylic emulsion paint (one coat) of approved brand and shade over wall surfaces, including cleaning, scrubbing, sandpapering, filling cracks, applying primer where necessary, staging/scaffolding, and completing all work as per the direction of SPAV Authorities | Sqm | 1000 |  |  |
| 03B | Providing and applying synthetic enamel paint of approved make and shade over previously painted or new steel surfaces, including surface cleaning, removing loose paint, sandpapering, applying one coat of primer and two coats of enamel, with necessary staging, brushes, and finishing, complete as per the direction of the SPAV Authorities | Sqm | 500 |  |  |
|  | **Total Amount (Including GST)** |  |

**Note**: The vendor shall supply all materials strictly in accordance with CPWD specifications

**Contractor Sign with Name & Address**