

**TENDER FOR TERRACE REPAIR & WATERPROOFING WORKS AT
STPI, SITAPURA, JAIPUR (RAJASTHAN)**

PART – I

Tender Schedule (Tentative)	
Date of Issue of Tender	30.06.2025
Date of Pre-Bid Meeting	02.07.2025 11.30AM
Bid-Submission Start Date	03.07.2025
Bid-Submission End Date	10.07.2025 03.00 PM
Date of Opening of Technical Bids	10.07.2025 04.00 PM
Date of Opening of Financial Bid	Will be communicated



SOFTWARE TECHNOLOGY PARKS OF INDIA

PLOT NO. IT-21, IT PARK, EPIP

SITAPURA, JAIPUR - 302022

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REF. NO. (FILE NO TO BE INSERT)

Date:

M/s _____

I. NOTICE INVITING TENDER

Terrace Repair & waterproofing works at STPI old building, IT Park, Sitapura, Jaipur.

1. Software Technology Parks of India (STPI) intends to undertake terrace repair & waterproofing works of STPI Old building at STPI, Plot No. IT-21, IT Park, Sitapura Jaipur and invites Limited Tender from Civil Contractors of Class I to V who have enrolled in any Institutions such as, CPWD/ State PWD/ Railways/ MES/ BSNL/ Posts & Telegraphs/ PSU/ Autonomous Bodies / Semi Govt. Organizations/ CSIR / other Private Institutions / Organisations and from those who have satisfactorily carried out similar works. The bidder/System Integrator shall submit two separate E-bids for the work - Technical Bid and Financial Bid. The same can be downloaded from the website of Central Public Procurement Portal (CPPP) and STPI Website.
2. The tender document is available on STPI's website <https://gurugram.stpi.in/jaipur> OR Central Public Procurement Portal i.e. <https://eprocure.gov.in> for download. No physical copy shall be provided by STPI.
3. The interested tenderers have to submit their bids along with duly signed copies of all relevant documents etc., in support of their Technical & Financial bids at STPI-Jaipur, within the prescribed time limit. The evaluation of Tender will be based on bids submitted by the tenderers.
4. Properly filled tenders as Technical Bid (Part-I) and Financial Bid (Part-II) shall be submitted, furnishing all the required information/documents.
5. It may be noted that it will be a Two Bid System Tendering wherein the 1st bid will be 'Technical Bid' and 2nd bid will be the 'Financial Bid'. Tenderers are required to submit both Technical Bid and Financial Bid, **each in separate envelopes (superscribing "TECHNICAL BID FOR TERRACE REPAIR & WATERPROOFING WORKS" & "FINANCIAL BID FOR TERRACE REPAIR & WATERPROOFING WORKS" respectively) and both these envelopes shall be submitted in one big sealed envelope superscribing "TENDER FOR TERRACE REPAIR & WATERPROOFING WORKS", in Tender Box at STPI-Jaipur.**

6. In case of any further guidance, help and support tenderer may contact at following numbers:

Sr. No.	Name of Division	Contact no.
1	Purchase	0141-2770891/892

7. Instructions regarding Technical Bid, Financial Bid, submission process and description & scope of works and the services required have been elaborated in the Terms and Conditions of the Tender and other parts of the tender document.
8. A Pre-Bid meeting is scheduled to be held on DD/06/2025 at 11.00 AM in the Conference Hall at Ground Floor, STPI Office, Plot No. IT-21, IT Park, EPIP, Sitapura, Jaipur – 302022. The clarifications given in pre bid meeting will also form part of tender document and will be uploaded on the website. STPI reserves the right to revise the Financial Bid after pre-bid meeting, if required, and same will be uploaded on website.
9. Tenderers shall submit the Tender in a sealed envelope duly superscribed “TENDER FOR TERRACE REPAIR & WATERPROOFING WORKS”, on or before 10/07/2025, 3 PM. Tenders received after stipulated date and time shall not be entertained. Bidders are requested to ensure that the bids are to be submitted within the stipulated date & time.
10. The Financial Bid shall be opened after detailed evaluation of the Technical Bid(s) only for the Technically Qualified Bidders. The date of opening of Financial Bid shall be intimated separately.
11. The Financial Bid should not contain any conditions whatsoever and any such conditional bids received shall be rejected.
12. STPI does not bind itself to accept the lowest bid (L1). STPI reserves the right to accept or reject any /all tender/s in part or whole of any firm / firms without assigning any reasons whatsoever. The decision of the STPI in this regard shall be final. In the event of intending tenderers failure to satisfy the STPI, the STPI reserves the right to reject the tender.
13. The decision of STPI shall be final and binding with regard to Technical and Financial Bids.
14. The tender will be rejected, if any bidder proposes any deviation from the prescribed Technical Criteria requirement.
15. Tenderers must ensure submission of relevant documents, supporting the Pre-Qualification Criteria and Technical Document Sheets.
16. All documents that comprise the offer shall be signed and sealed by the firm, as a token of acceptance to the Terms and Conditions specified in the Tender.
17. The bids shall remain valid and open for acceptance for 180 days from the date of opening of Financial Bid.

18. Liquidated damages for delay in completion of the works will be levied at 0.25% of the value of the accepted tender for every week of delay or part thereof, subject to maximum of 5%.
19. STPI reserves right to change/modify/amend any or all provisions of the Tender document. Such revision/amendment or corrigendum/addendum, if any, will be made available on e-Procurement portal and STPI's website <https://gurugram.stpi.in/jaipur>.
20. Tenderer should inspect the existing site and other conditions up to their satisfaction before bid submission.
21. Applications containing false and/or incomplete information are liable for rejection.
22. The work shall have to be done in strict coordination with the STPI, as per directions issued and within the stipulated timeframe in an expeditious manner.

SD/-

Officer-In-Charge
STPI-Jaipur

II. FORM OF TENDER

Date:

To

The Officer-In-Charge,
Software Technology Parks of India,
Plot No. IT-21, IT Park, EPIP,
Sitapura, Jaipur – 302022.

Dear Sir,

TERRACE REPAIR & WATERPROOFING WORKS AT STPI, SITAPURA, JAIPUR (RAJASTHAN).

1. Having examined the tender document relating to the works specified in the Memorandum hereinafter set out, having visited and examined the site of the works specified in the said Memorandum and having acquired the requisite information relating thereto as affecting the tender, I/We hereby offer to execute the works specified in the said Memorandum within the time specified, at the rates mentioned in the Financial Bid in all respects of the tender and with such materials as are provided for, in accordance with such conditions in so far as they may be applicable.

2. MEMORANDUM

Subject	Specification
Description of work	TERRACE REPAIR & WATERPROOFING WORKS AT STPI, SITAPURA, JAIPUR (RAJASTHAN), FOR THE APPROXIMATE AREA 4000 SQ. FT.
Location	Software Technology Parks of India Plot No. IT-21, IT Park, EPIP, Sitapura Jaipur – 302022.
Time allowed for completion of the work	28 days from the acceptance of the work order.
Defect Liability Period	02 year from the date of completion as certified by STPI.
Percentage, if any, to be deducted from bills towards IT, GST, etc.	As per Government Notifications
Performance Security Deposit	<ul style="list-style-type: none"> Performance Security Deposit will be 5% of the total value of work executed. No interest will be paid on Performance Security Deposit. No mobilisation advance will be given to contractor. Performance Security Deposit shall be in the form of Performance Bank Guarantee.

III. PRE-QUALIFICATION CRITERIA

The bidder shall fulfil the following eligibility criteria for participating in the tender. Non-production of the documents will make the bid liable for rejection.

S. No.	Description
1.	<p>The bidder should have experience of executing similar works during the last one financial year as on 31.03.2025.</p> <p>Experience of having successfully completed Similar works in any Institutions such as, CPWD/ State PWD/ Railways/ MES/ BSNL/ Posts & Telegraphs/ PSU/ Autonomous Bodies / Semi Govt. Organizations/ CSIR / other Private Institutions / Organisations and from those who have satisfactorily carried out similar works.</p> <p>Following documents shall be submitted:</p> <ol style="list-style-type: none"> Copy of work order (s) /Contract document (s). Completion Certificate (s) At least two similar completed works, whose individual work value shall be of not less than Rs. 1.0 Lakh <p>Definition of Similar Works: Similar work means terrace waterproofing works or waterproofing works as a part of building construction/repair works.</p>
2.	The contractor/firm must have their registered office in the state of Rajasthan preferable one office in Jaipur city. Proof of registration of office and address of office shall be submitted with the bid.
3.	Minimum Average Annual Turnover of the bidder (For last one financial year ending 31.03.2025) Rs. 5.00 lakhs (Documentary evidence in the form of certified Audited Balance Sheets and Profit and Loss Statement of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be submitted with the bid)
4.	Registration Certificate as per existing norms (indicating the legal status – Company / Partnership firm/ Proprietorship Concern, etc.)
5.	Copy of GST Registration Certificates
6.	Copy of PAN Card
7.	The tenderer should submit declaration / undertaking stating that his / their/her firm is not blacklisted by STPI/ Govt. / Semi Govt. / Institutions /Organisations on company's letter head. The undertaking should be of latest date and in original.

[Please ensure that contractors provide details of works fulfilling the eligibility criteria in statements I]

IV. GENERAL CONDITIONS

1. The tenderers are advised to submit the tender strictly based on the General Conditions of the Contract and Technical Specifications contained in the tender documents, and not to stipulate any deviations. If acceptance of the terms and conditions given in the tender documents has any price implications, the same should be considered and included in the quoted price. Tender containing deviations from the terms and conditions shall be rejected at the STPI's discretion.
2. **Submission of Tender:**
 - a. Tenderers are advised to use only the forms issued by STPI. However, if they desire to submit additional information, they may do so on their own letter head / paper. Each page of the forms shall be signed & sealed by the contractor. Insertions, post scripts, additions and alterations shall not be valid unless confirmed by the tenderer's signature.
 - b. **Part I Technical Bid** - This part shall contain the covering letter, un-priced tender consisting of complete technical specification and commercial terms and conditions. Part I of the tender as submitted shall also contain the following:
 - i. Documents required as per **PRE-QUALIFICATION CRITERIA (as mentioned at III)**.
 - ii. **If for any reason, it is found that the Technical Bid reveals the Financial Bid related details in any manner whatsoever, or, the Financial Bid is swapped in the file marked "Technical Bid", the Bid document will be rejected.**
 - c. **Part II - Financial Bid** - This part shall contain prices in Indian Rupees only as per format (Part II). No other enclosure is permitted in Part II. Change of terms and conditions and technical deviations, if any, found in Part II of the tender will not be taken into account and will be treated as null and void. Tender in which prices are quoted in any other currency will not be considered.
 - i. This contract is neither a fixed lump sum contract nor a piece work contract but is a contract to carry out the work in respect of provision of the tender to complete in all respect.
 - ii. Bills to be paid for according to actual measured quantities at the rates/quantities provided.
 - iii. The rates quoted shall be deemed to be for the finished work and shall be firm and binding without any escalation whatsoever till the completion of work.
 - iv. The item rate shall be inclusive of all Material, Labour cost and all other charges / expenses incurred during the execution of works till the completion of the works except GST / Taxes as applicable.
 - v. The price /rate should be quoted exclusive of GST / Applicable taxes.
 - vi. **AWARD CRITERIA:** STPI will award the Contract to the successful Bidder whose Bid would be determined to be substantially responsive, Technically Complied and determined as L1.
The lowest rates (L1) will be evaluated as per the "Basic Rate per sq. ft. quoted in Financial Bid (ANNEXURE-D). In case the lowest amount quoted is identical for more than one Bidder then the contract will be awarded to the Bidder, based on the Average Annual Turnover & the number of projects executed. However, STPI reserves the right to award the contract at its discretion.
 - vii. The award of the contract will be based on the Basic Rate quoted without GST / applicable taxes.
 - viii. The tenderer shall have valid GST / GST Composition Registration. While

- raising bills, the contractor should write their GSTIN number in the Tax Invoice and should also clearly indicate applicable GST amounts payable. Any changes in GST rate prevailing shall be applicable on the quoted rates. All the measurements of the work shall be recorded by the contractor and the same shall be made available to officials of STPI for verification.
- ix. The contractor should clean the work area on daily basis. Further, the contractor shall remove all the debris of work as and when instructed by STPI's official.
 - x. The L-1 agency will be decided on the basis of amount quoted without GST/applicable taxes for the work in the Financial Bid.
 - xi. The tenderer has to quote for all the items of the tender. Incomplete tenders will be rejected.
 - xii. All terms & conditions of Technical & Financial Bid are acceptable to the contractor.
3. Tenderer shall supply all tools, plants, labour, power and consumables etc. as required for executing the work as per tender.
 4. The documents submitted by the contractor, if found to be fraudulent/ manipulated/ false/amended, the contractor shall be blacklisted for minimum period of 01 year for working in STPI.
 5. During the execution of work, contractor must deploy skilled personnel having experience in executing the similar works.
 6. SITE VISIT: The Bidder may visit and examine the Site of Works and its surroundings and obtain all information that may be necessary for preparing the Bid and entering into a contract for the said works. The costs of visiting the Site shall be at the Bidder's own expense.
 7. The applicant should also produce original documents for verification if called for. Failure to attach requisite documents with application will render applicant not eligible for qualification of bid without any intimation.
 8. Application containing false and/ or incomplete information is liable for rejection.
 9. The application must be submitted in the Pro-forma without editing the text whatsoever. Any Violation of this condition shall render the application invalid. [Please ensure that contractors provide details of works fulfilling the eligibility criteria in statement I].
 10. The tenders shall be signed by the person/persons on behalf of the Organization having necessary Authorization/Power of Attorney to do so. (Copy of Power of Attorney/Authorization / Memorandum of Association shall be furnished along with application, if required).
 11. If the space in the Pro-forma is insufficient for furnishing full details, such information shall be supplemented on separate sheets of paper stating therein the part of the Pro-forma and serial number. Separate sheets shall be used for each part of application, if required.
 12. While filling up the tender with regard to the list of important assignments completed or on hand, the contractors shall only include major assignments having agreement /completion value of Rs. 1 lakh and above.
 13. The applicant must have successfully completed the work according to the eligibility criteria as given under **PRE-QUALIFICATION CRITERIA**.
 14. For the execution of said work, all the necessary arrangements viz. electricity points, cable, switch etc. shall be arranged by the contractor.

15. **Taxes-** The price quoted for the works and the prevailing taxes levied on should be mentioned separately. If the tenderer fails to include the applicable taxes and duties in the tender, no claim thereof will be entertained by STPI afterwards. As per laws, income tax and GST-TDS etc. will be deducted at source and a certificate for the same will be issued to the contractor. The tendered rates shall be firm and shall not be subject to any variations, on account of fluctuations in the market rate or any other source.
16. **Validity of Tender-** The Tender along with the prices shall remain valid initially for a period of 180 days from the date of opening of Part II of tender, which period may be further extended by mutual agreement in writing by the tenderer and the tenderer shall not cancel or withdraw the tender during this period.
17. **Performance Security Deposit:** 5% of accepted value of tender shall be provided by the successful bidder through Performance Bank Guarantee before the commencement of the work.
18. The performance security deposit will be liable to be forfeited in case the Contractor commits breach of any of the terms and conditions of the Contract or fails to complete the works. This forfeiture is independent of the liquidated damages provided for in the Contract. The Performance Bank Guarantee shall be released on completion of the Performance Guarantee Period i.e. 05 Years.
19. **Defect Liability Period:** Defect Liability Period shall be 02 year from the date of completion as certified by the STPI. All repair costs during aforesaid Defects Liability Period shall be borne by the Contractor. If the Contractors do not carry out the rectification work during the Defects Liability Period, then the STPI shall have the right to forfeit the Performance Security Deposit.
20. **Performance Guarantee:** After completion of the work, the contractor shall submit Performance Guarantee declaration / certificate from the manufacturer / tenderer for terrace repair & waterproofing works for a period of **05 years**. The cost of the repair shall be borne by the contractor during the Performance Guarantee Period.
21. **Labor stay at site:** No Labor stay is allowed at work site.
22. **Issuing of work order**
 - i. The Purchase Order/work order will be issued to the successful L1 Bidder.
 - ii. On receipt of intimation from STPI of the acceptance of his/their tender, the successful tenderer shall be bound to accept the Purchase Order/work order within 07 days from the date of issue of Purchase Order / Work Order.
 - iii. The contractor shall not assign sub-contract. He shall not sublet any portion of the contract.
23. **Inspection of materials/work at site:**
 - i. STPI at its discretion may inspect the material at site.
 - ii. STPI's officials shall have free and full access at any time during execution of the contract to the contractor's works or site in case of the execution of work for the aforesaid purpose.
24. **Completion Period:** Time allowed for carrying out the work, as mentioned in the Memorandum, shall be strictly observed by the Contractor. The work throughout the stipulated period of the contract should proceed with all the due diligence and if the contractor fails to complete the work within the specified period, he shall be liable to pay liquidated damages as defined in the tender. However, the responsibility and safety of the materials stored will be with the contractor. All disposed materials to be stacked outside municipal limits by the contractor at his risk and cost.

25. **Insurance:** On or before the date of commencement of the contract, the contractor shall be liable for all insurances at his cost covering all kinds of risks till the completion of the work.

26. **FORCE MAJEURE:**

If, at any time, during the continuance of the work contract, the performance in whole or in any part by either party of obligation under the contract shall be prevented or delayed by reasons of any war, hostile acts of the enemy, civil commotion, subrogate, fire, floods, earthquakes, explosions, epidemics, strikes and quarantine restrictions by acts of God, (herein after referred to as eventualities) then provided notice of the happening of any such eventualities is given by either party to the other within two days from the date of occurrence thereon, neither party shall, by reason of such eventualities be entitled to terminate this contract nor shall either party have any claim of damages against the other in respect of such non performance or delay in performance. Performance of the contract shall, however be resumed as soon as practicable after such eventuality has come to an end.

27. **DISPUTE RESOLUTION:**

If any disputes or differences of any kind whatsoever arise between the parties in connection with or arising out of or relating to or under this contract the parties shall promptly and in good faith negotiate, with a view to reaching an amicable resolution and settlement. In the event no amicable resolution or settlement is reached within a period of thirty (30) days from the date on which the above-mentioned disputes or differences arose, such disputes or differences shall be referred to the Sole Arbitrator to be appointed in accordance with the relevant provisions of the Arbitration and Conciliation Act, 1996. The seat of Arbitration shall be at Jaipur. The award made by the arbitrator shall be binding on the parties hereto. Such arbitration shall be governed by the Arbitration and Conciliation Act, 1996 as amended upto date. The language for the conduct of Arbitral proceedings shall be English.

28. **JURISDICTION OF COURT:**

The courts at Jaipur shall have the exclusive jurisdiction to try all disputes, if any, arising out of this contract between the parties.

29. **Other Issues**

- i. The Contractor shall carry out all the work strictly in accordance with the Scope of Work as per Tender Document. If in the opinion of STPI, nominal changes have to be made to suit the site condition and with the prior approval in writing of STPI, they desire the Contractor to carry out the same, the Contractor shall carry out the same without any extra charge.
- ii. The contractor shall not be entitled to any compensation for any loss suffered by him on account of delays in commencing or executing the work, whatever the cause of delays may be, including delays arising out of modifications to the work entrusted to him or in any sub-contract connected therewith or delays in awarding contracts for other trades of the project or in commencement or completion of such works. STPI does not accept liability for any sum besides the tender amount, subject to such variations as are provided for herein.
- iii. The successful bidder is bound to carry out all items of work necessary for completion of the job even though such items are not included in the quantities and rates.
- iv. The contractor must bear in mind that all the work shall be carried out strictly in accordance with the specifications made by STPI.

- v. Confidentiality: The Contractor shall treat the details of the Contract as private and confidential, except to the extent necessary to carry out obligations under it or to comply with applicable Laws. The Contractor shall indemnify STPI for any loss suffered by them as a result of disclosure of any confidential information. The Contractor shall not publish, permit to be published, or disclose any particulars of the Works in any trade or technical paper or elsewhere without the written permission of STPI.

I/We hereby declare that I/we have read and understood the above instructions for the guidance of the tenderers.

(SEAL & SIGNATURE OF THE TENDERER)

PLACE:

DATE:

V. SPECIAL CONDITIONS

1. The tenderer must obtain for himself on his own responsibility and at his own expense all the information which may be necessary for the purpose of making a tender for entering a contract and must examine the site and must inspect the site of the work and acquaint himself with all local conditions, means of access to work, nature of the work and all matters pertaining thereto.
2. The rates quoted shall be deemed to be for the finished work to be measured at site including all applicable taxes. The rates shall also be firm and shall not be subject to exchange variations, labour conditions, fluctuations in railway freights or any conditions whatsoever.
3. The Contractor should note that unless otherwise stated the tender is strictly on item rate basis and his attention is drawn to the fact that rates for each and every item should be correct, workable and self-supporting. No claim shall be entertained on this account.
4. The Contractor shall not be entitled to any compensation for any loss suffered by him on account of delays in commencing or executing the work, whatever the cause of delays may be, including delays arising out of modification to the work entrusted to him or in any sub-contract connected therewith or delays in awarding contracts for other trades of the project or in commencement or completion of such works or in procuring Government controlled or other building materials or in obtaining water and power connections for construction purposes or for any other reason whatsoever and the STPI shall not be liable for any claim in respect thereof. The STPI does not accept liability for any sum besides the tender amount, subject to such variations as are provided for herein.
5. The Performance Security Deposit of the successful tenderer will be forfeited if he fails to comply with any of the conditions of the Contract.
6. **CONTRACTOR'S LIABILITY AND INSURANCE:** From commencement to completion of works, the Contractor shall take full responsibility for the care of the work and for taking precautions to prevent any loss or damage to the works and shall be liable for any damage or loss or theft that may arise to the works or any part thereof from any cause whatsoever, inherent defects and failures due to poor workmanship and causes such as lightning, explosion, earthquake, storm hurricane, floods, inundation, riots excluding civil war, rebellion, revolution and insurrection and shall at his own cost repair and make good the same so that at all times the work shall be in good order and condition and in conformity in every respect with the requirements of the Contract.
Explanation: For the purpose of this condition, the expression "from the commencement to completion of work" shall mean the time commencing from the issue of the work order to the contractor and ending with completion of defect liability period.
7. The contractor shall indemnify and keep indemnified the STPI against all losses and claims, damages or compensation under the all applicable provisions of the Act, like, Wages Act, Minimum Wage Act, Employer's Liability Act, Workmen's Compensation Act, Maternity Benefit Act, Industrial Dispute Act, Contractor Labour (Regulation and Abolition) Act, Employee's State Insurance Act or any modification thereof or any other law relating thereto and rules made there under from time to time or as consequence of any accident or injury to any workmen or other person in or about the work whether in the employment of the employer or Contractor or not, and also against cost, charges and expenses of any suit, action or proceedings whatsoever out of such accident or injury of combination or any such claim.

8. Before commencing the work, the Contractor shall without limiting his obligations and responsibilities under this condition, insure against any loss of life or injury to any personnel in the Employment of Contractor/sub- Contractor.
9. The Contractor shall at all-time indemnify and keep indemnified the STPI against all losses and claims for injuries or damage to any person or any property whatsoever which may arise out of or in consequence of the construction and or rehabilitation/repair and during the defects liability period and against all claims, demands, proceedings, damages, costs, charges and expenses whatsoever in respect of and in relation thereto. Before commencing the execution of the works, the Contractor shall without in any way limiting his obligations and liabilities under this condition, insure at his cost and expense against any damage or loss or injury which may be caused to any person or property including the Employee or servants of the Employer and the Consultants and their property by or in the course of the execution of the works.
10. **MATERIALS AND WORKMANSHIP TO CONFORM TO DESCRIPTION:**
The Specifications shall wherever not mention in the tender be taken in accordance with the latest CPWD Specifications and its latest revision or BIS, if any. If the Contractor contends that any of the material, goods or workmanship specified as aforesaid, is unobtainable, he shall submit to the clients, his grounds for his contention, and thereupon, the STPI shall decide whether the same is unobtainable in fact. STPI shall issue an order in writing as what is to be substituted thereof and such order shall be deemed to be an order for variation; such order shall however be got approved before issue.
11. **SETTING OUT:** The Contractor shall at his own expense, set out the works, accurately in accordance with the plans and to the complete satisfaction of the STPI. The Contractor shall be solely responsible for the true and perfect setting out of the works, and for the correctness of the position, levels, dimensions and alignment of all parts thereof. If at any time any error shall appear during the progress or on completion of any part of the work, the Contractor shall at his own cost rectify such error if called upon, to the satisfaction of the STPI. The STPI or his representatives shall from time to time inspect the work but such inspections shall not exonerate the Contractor in any way from his obligations to remedy any defects which may be found to exist at any stage of the work or subsequently after the same is completed.
12. **CONTRACTOR'S SUPERINTENDENCE AND REPRESENTATIVE ON WORKS:**
The Contractor shall give all necessary personal superintendence during the execution of the works and as long thereafter as the STPI may consider it necessary until the expiration of the "Defects Liability Period". The Contractor shall meet the STPI or his representative whenever required if demanded by STPI.
13. The Contractor shall maintain and be represented on site by qualified site supervisor, having sufficient experience in the said field, at all times while the work is in progress, details of the Site Supervisor must be shared prior commencement of the work. The site Supervisor must thoroughly understand all the traces entailed and be constantly in attendance, while the men are at work. Any directions, explanations, instructions or notices given by the STPI to such Engineer shall be deemed to be given to the Contractor and shall be binding as such on the Contractor.

14. **DEFECTS AFTER COMPLETION** :Any defect may appear within the "Defects Liability Period" stated in the Appendix hereto or if none stated, then for a period of **two year** after the Completion of the work and responsibility for making good at their own cost of the latent/patent imperfections or defect becoming apparent during this period arising in the opinion of the STPI from materials or workmanship not in accordance with the Contract, shall upon the directions and writing of the STPI and within such reasonable time as shall be specified therein, be amended and made good by the Contractor, at his cost, in consultation with the STPI.
15. **DELAY AND EXTENSION OF TIME** - If in the opinion of the STPI the works be delayed
 - i. by force majeure or
 - ii. by reason of any exceptionally inclement weather or
 - iii. by reason of STPI instructions, or
 - iv. by reason of civil commotion, local commotion of workmen or strike or lock-out affecting any of the building trades or
 - v. in consequence of the Contractor not having in due time necessary instructions from the STPI for which he shall have specifically applied in writing, ahead of time, giving the reasonable time to prepare such instructions, the STPI shall make a fair and reasonable extension of time for completion of the Contractured works. In case of such strike or lock-out, the Contractor shall, as soon as may be, given written notice thereof to the STPI, but the Contractor shall nevertheless constantly use his endeavours to prevent delay and shall do all that may reasonably be required to the satisfaction of the STPI to proceed with the work. The Contractor shall take all practicable steps to avoid or reduce any delay in the execution and completion of the works.
16. **KEEPING SITE CLEAN** - The contractor shall at all times keep the Site clean and shall dispose of all rubbish, debris and offensive material from the site.
17. **MOBILIZATION ADVANCE** - No advance payment shall be made.
18. **TERMS OF PAYMENT**
 - i. No advance payment shall be paid by STPI.
 - ii. Payment shall be made after the successful completion of the work and as per terms & conditions of the work order.

DECLARATION BY THE CONTRACTOR

We / I have read and understood all the instructions / conditions made above and we / I have taken into account the above Instructions / Terms and Conditions while quoting the rates. We / I accept all the above Terms and Conditions without any reservation, in all respects.

(SEAL & SIGNATURE OF THE TENDERER)

PLACE:

DATE:

VI. SCOPE OF WORKS

1. Repair & water proofing treatment on RCC roofs by applying cement slurry mixed with suitable water proofing cement compound and finishing the work in four layers using appropriate type of chemicals, fiber mesh, coarse sand and observing well laid out procedure for fool-proof execution of water proofing treatment. The repair & water proofing work shall also include making of C.C Gola upto 30 cm on parapet wall and tucked into groove in parapet all around.
2. The area of the RCC roof is approximately 4000 sq. ft.
3. The work to be executed as per the Technical Specifications and in accordance with the Industry Standards.
4. There should not be any deviation from the prescribed Technical Specifications / requirement.
5. The repair & waterproofing treatment shall be with **05 Years Guarantee (from acceptance for the completion of the work)**. The contractor shall submit Performance Bank Guarantee for a period of **05 Years** from acceptance of the completion of the work.

VII. TECHNICAL SPECIFICATIONS

Sr. No.	Work Specifications	Approx. Area
1.	Cleaning of the surface by mechanical or manual means as required on-site to have Dust/Dirt/Laitance free and sound surface to have an optimum technical property of a waterproofing system to be laid on the top as per the manufacturer specification or as per the instruction of Engineer In-charge.	<u>4000 Sq. Ft.</u>
2.	<p>Filling of cracks with a high strength build up structural repair mortar (should be in the ratio as per the Industry Standards) formulated with graded filler additive, cement and filler, applying of water proof coating after filling the joints with fibre mesh.</p> <ul style="list-style-type: none"> • First coat with SBR diluted as a primer coating. • Second coat with diluted roof guard/ roof protect Black (ROOF GUARD BLACK / ROOF PROTECT BLACK, a cold applied and rubber, reinforced with special water-repelling fillers, minerals stabilizers and gelling agents.). • Third & fourth coat of diluted roof guard / roof protect white. (ROOF GUARD / ROOF PROTECT WHITE, a special synthetic resin-based waterproof coating.) for use on vertical as well as horizontal surfaces. It should be a single pack, with excellent UV Resistance & Solar reflectivity. 	
3.	Gola Making on all wall corners with mixture of cement and SBR.	
4.	The Entire Treatment will be taken up to 30 cm on parapet wall and tucked into groove in parapet all around.	

Seal and Signature of the Tenderer

Place:

Date:

VIII. SAFETY PRECAUTIONS

1. Appropriate precaution should be taken care of during the work.
2. The Contractor shall maintain in a readily accessible place first aid appliances including adequate supply of sterilized dressings and cotton wool.
3. An injured person shall be taken to a public hospital without loss of time, in cases where the injury necessitates hospitalization.
4. Every opening in the floor of a building or in a working platform be provided with suitable means to prevent the fall of persons or materials by providing suitable fencing or railing whose minimum height shall be one meter.
5. Workers employed on mixing and handling material shall be provided with protective footwear and rubber hand gloves.
6. Hoisting machine and tackle used in the works, including their attachments, anchorage and supports shall be in perfect condition.
7. The STPI reserves the right to instruct the Contractors to take additional safety precautions if found necessary.
8. All workers shall be provided with helmet, Safety Shoes, Safety belts, Safety Jackets and Safety Equipment for using Jhula.
9. All workers shall be provided kits in order to ensure the COVID-19 appropriate behavior in the premises.

I/We accept to abide by the above scope of work & technical specifications.

Date:

Signature of tenderer

Place:

Name, Address & Seal

ANNEXURE-A**STATEMENT – I****List of important contracts executed by the contractor ***

Sr. No.	Name of the Work including name of the building and location.	Nature of work involved in the contract.	Name of the owner and indicate whether it is a State Govt./Govt. of India undertaking or Pvt. body with full address and telephone numbers. ***	Completion Period		Value of the work ** (Rs in lakh)
				Stipulated	Actual	
1	2	3	4	5	6	7

* Use separate /additional sheets as per the requirement

** Mention the assignments where value of works costing Rs. 1.0 lakh and above only.

*** Attach client's certificates, Copy of work order, Scope of work etc.

Signature of the applicant with full address and office seal

PRO-FORMA OF FURNISHING THE PAYMENT DETAILS

**TENDER FOR TERRACE REPAIR WATERPROOFING WORKS AT STPI, IT PARK,
SITAPURA, JAIPUR**

Name of the Agency		
Contact Details	Name	
	Email	
	Phone No	
PAN details (enclose copy of PAN)		
GST Number (enclose copy of GST registration)		
Address of principle place of business in the state as per GST registration certificate	Address	
	City	
	PIN	
	State	
Bank account number		
Account Name		
Type of the account		
Name & Address of Bank		
IFSC Code (enclose copy of cancelled cheque)		

Name of the Agency:

Date:

Place: Signature with seal:

ANNEXURE-C

BANK GUARANTEE FROM THE CONTRACTOR

Bidder shall submit the Performance Bank Guarantee of 5% value of the work order, in lieu of Performance Security Deposit, drawn on any Nationalized Bank (as per their Standard Proforma), in favor of Software Technology Parks of India, Jaipur.

The validity of the said Bank Guarantee shall be for Five Years from the date of acceptance of the work by the STPI.

The Performance Bank Guarantee shall be submitted by the successful bidder before the commencement of the work.

Name of the Agency/Firm:

Date:

Place:

Signature with seal

PART-II-Financial Bid**FORMAT OF FINANCIAL BID**

Name of the Vendor.....

Sr. No.	Description of Work	Approx. Area	Basic Rate Per Sq. Ft. (In INR)
1.	Cleaning of the surface by mechanical or manual means as required on-site to have Dust/Dirt/Laitance free and sound surface to have an optimum technical property of a waterproofing system to be laid on the top as per the manufacturer specification or as per the instruction of Engineer In-charge.	4000 Sq. Ft.	
2.	Filling of cracks with a high strength build up structural repair mortar (should be in the ratio as per the Industry Standards) formulated with graded filler additive, cement and filler, applying of water proof coating after filling the joints with fibre mesh. First coat with SBR diluted as a primer coating. Second coat with diluted roof guard/ roof protect Black (ROOF GUARD BLACK / ROOF PROTECT BLACK, a cold applied and rubber, reinforced with special water-repelling fillers, minerals stabilizers and gelling agents.). Third & fourth coat of diluted roof guard / roof protect white. (ROOF GUARD / ROOF PROTECT WHITE, a special synthetic resin-based waterproof coating.) for use on vertical as well as horizontal surfaces. It should be a single pack, with excellent UV Resistance & Solar reflectivity.		
3.	Gola Making on all wall corners with mixture of cement and SBR.		
4.	The Entire Treatment will be taken up to 30 cm on parapet wall and tucked into groove in parapet all around.		
Applicable Taxes in percentage (%) (2)			

Basic Amount in Words.....

NOTE:

The award of the contract will be based on the Basic Rate quoted without GST / applicable taxes.

Name with Seal & Signature of the Bidder
Seal of the Company