

**MANAGEMENT DEVELOPMENT INSTITUTE, GURGAON**

**PHYSICAL INFRASTRUCTURE**

Mehrauli Road Sukhrali, Gurgaon Haryana-122007,

Phone: -0124-4560000. Website:-www.mdi.ac.in

MDI/PI/ Kaveri Hostel/ PVC flooring/2023-24

03<sup>rd</sup> July 2023

**Providing & fixing 2 mm thick PVC vinyl flooring in room no.1 & common area of 13 flats at Kaveri Hostel, Dining hall (FF) of C.M Hostel and Estate office, MDI Gurgaon.**

**Schedule for the tender process:**

Sr. No	Description Details	Date and Time
1	Date of publication of tender notification	03/07/2023
2	Last date for receipt of duly filled in tenders	10/07/2023

**1. INTRODUCTION**

Management Development Institute Gurgaon, (MDIG), Haryana (hereinafter referred to as the "Institute") is one of the Institute of national reputed on which is dedicated to offering world-class programs in Management Education. The Institute Invites Sealed Tenders under 'single bid System' as mentioned hereunder in the attached prescribed format from reputed Agency/Firm having adequate experience in the field of Civil renovation work.

**2. TENDER NOTICE:**

MDI Gurgaon invites sealed Tenders under single bid system (price bid only) for "**Providing & fixing 2 mm thick PVC vinyl flooring in room no.1 & common area of 13 flats at Kaveri Hostel, Dining hall (FF) of C.M Hostel and Estate office, MDI Gurgaon**" as per the BOQ and specifications given at Annexure-'A'.

The prospective Bidders are advised to read the entire tender document carefully before submitting their bids. The bidder may visit the MDI Gurgaon Campus on any working day between 10:00 a.m. and 05:00 p.m. taking advance appointment. Nothing is payable for visiting the MDI campus in this regard. The sealed bid as specified in the tender document should be addressed to

**"The Chief Administrative Officer (Institutional Services)"  
Management Development Institute, Gurgaon  
Mehrauli Road Sukhrali, Gurgaon, Haryana-122007"**

to reach on or before 03.00 PM, 10.07.2023 . The tender may be dropped in Tender Box placed at the Physical Infrastructure department at Takshashila building before the last date and time.

**3. Mode of Submission:**

The price bid should be sealed in a cover duly super scribed as "**Providing & fixing 2 mm thick PVC vinyl flooring in room no.1 & common area of 13 flats at Kaveri Hostel, Dining hall (FF) of C.M Hostel and Estate office, MDI Gurgaon**". Any Addendum/Corrigendum date extension in respect of the above tender shall be updated on our website only and no separate notification shall be issued in the press/Bidders



4. **Award of work**

The agency quoting the lowest rate for the work given at "Annexure-A" shall be considered for the award of work. However, MDI does not bind itself to accept the lowest or any other bid and reserves the right to accept or reject any or all the bids either in full or part without assigning any reason or bargain to arrive at reasonable rates.

5. **Terms and conditions are as under**

- (i) The price quoted for the work given at "Annexure-A" should be inclusive of Material, packing, transportation, insurance, installation, and exclusive of GST. The price should be quoted in price format (Annexure-A) only.
- (ii) The scope of work includes **Providing & fixing 2 mm thick PVC vinyl flooring in room no.1 & common area of 13 flats at Kaveri Hostel, Dining hall (FF) of C.M Hostel and Estate office, MDI Gurgaon.** This will also include delivery at the site. The successful bidder will assume full responsibility for the complete Supply & Installation work.
- (iii) Payment will be restricted to the actual quantity supplied at the site.
- (iv) The entire work should be completed within 45 days of the confirmed order in writing by the Institute.
- (v) In case the work is not completed within the date stipulated penalty shall be imposed @Rs. 2000/- each day of delay, subject to a maximum of Rs.50,000/- (Rs FiftyThousand only). However, Director, MDI Gurgaon shall be empowered to grant extension of time on valid grounds.
- (vi) In case any item is found to be defective /substandard, the same shall be rejected and no amount shall be paid for such items and such items shall be removed by the supplier from the site immediately at his own cost.
- (vii) The contractor shall take all safety precautions for the safety of his employees and the Institute shall not be, in any way, liable for any damage/ liability on account of any mishap or negligence of the contractor.
- (viii) You shall be responsible for any mishap/accident and liability, if any, falling thereof, the Institute shall in no way be responsible for the same.
- (ix) The contractor shall bring only the actual quantity of material required.
- (x) The watch and ward of materials brought at the site shall be the responsibility of the contractor.
- (xi) The contractor must get acquainted with the proposed site for the work and study specifications and conditions before quoting the rates.
- (xii) The contractor shall get the samples of materials approved sufficiently in advance from the Institute. The materials brought to the site shall strictly conform to the quality of samples approved and in case of variation such materials shall be liable to be rejected and to be removed from the site within 24 hours of the rejection by the Engineer-in-Charge/Officer.



6. **TERMS OF PAYMENT:** - 95% Payment shall be made for actual work executed at site and submission of original bill of works.
7. **Performance Guarantee:** - Retention money 5% retention money retain up to 90 days from the completion of work.
8. Before quoting the rates, the supplier may ascertain the requirement(s), and for this purpose supplier may visit the MDI Campus on any working day (Mon-Fri) during working hours, on prior appointment.
9. The rates are fixed and shall be valid for the entire work.
10. The Institute reserves the right to get the whole or part of the work done through one or more parties.
11. The quantities indicated in the price bid are approximately only. The quantities can be increased or decreased or deleted while placing the order by the Institute. Payment shall be made to the agency for actual work executed at site.
12. MDI reserves the right to accept or reject any or all the quotations without assigning any reason whatsoever.
13. Page no.1-3 are to be signed by the authorized representative of the agency, officials stamped on all pages and to be submitted in the sealed envelope along with 'Annexure-A' .

Thanking you,

Yours faithfully,

(D S Rawat)  
C.E MDI

Enclose: Annexure-A



To be printed on company letterhead

Annexure- A

**Providing & fixing 2 mm thick PVC vinyl flooring in room no.1 & common area of 13 flats at Kaveri Hostel, Dining hall (FF) of C.M Hostel and Estate office, MDI Gurgaon.**

S. No.	Item Description	Unit	Qty.	Rate (Rs.)	Amount (Rs.)
			(A)	(B)	C= (A X B)
	<b>Providing &amp; fixing Flooring</b>				
1	Providing & fixing 2mm thick vinyl flooring as per sample approved. cost includ wastage & fixing charges completely. Size 920mm X 180mm X 2mm (plank ) Make – LG, DECO Tile ECONO, wooden appearance	Sft	11,000 sft		
2	Providing & fixing 3 mm thick vinyl flooring as per sample approved. cost included wastage & fixing charges completely. size 920mm X 180mm X 2mm (plank ) Make – LG, DECO Tile ECONO, wooden appearance	sft	Rate Only		-
				GST@.....%	
				<b>Grand Total (Inclusive GST)</b>	

(Signature of contractor)

Name: .....

Date.....

Place.....

Official Stamp

