

**MANAGEMENT DEVELOPMENT INSTITUTE GURGAON
PHYSICAL INFRASTRUCTURE**

MDI/Estates/porta cabin/2026

Date: 01 June 2026

LIMITED TENDER

Sub: - "Supply & Installation of Porta cabin (2 Nos.) at MDI Gurgaon Campus.

1. Time schedule for tender process:

Sr. No	Description Details	Date and Time
1	Date of publication of tender notification	01/06/2026 at 10.00 AM
2	Last date for receipt of duly filled in tenders	15/06/2026 at 3 PM
3	Contact details, in case of any query	0124-4560517

2. Introduction: -Management Development Institute Gurgaon, (MDIG), Haryana (hereinafter referred to as the "Institute") is one of the Institute of national repute and is dedicated to offer world class programmes in Management Education. The Institute Invites Sealed bids on 'Single Bid System' as mentioned hereunder in the attached prescribed format only from reputed Agency having adequate experience in doing the similar type of work.

3. Tender Notice:

MDI Gurgaon invites sealed bids under "Single Bid Systems (Price Bid only) "Supply & Installation of Porta cabin (2 Nos.) at MDI Gurgaon Campus" from the agencies who have been regularly carrying out similar works. The Prospective Bidders are advised to read the entire Tender document carefully and satisfy themselves about the work. Prospective bidders are advised to compulsory visit MDI Campus (PI Department) and assess the work for installation of porta cabin with existing infrastructure, on any working day between 10.00 a.m. and 05:00 PM for seeing site conditions/work requirement, before submitting their Bids (nothing is payable for visiting the MDI campus in this regard). The sealed Bids as specified in the Tender document should be addressed to: -

**The Chief Engineer
Management Development Institute,
Mehrauli Road Sukhrali, Gurgaon, Haryana-122007"**

so as to reach on or before 03.00 PM, 15/06/2026, at Dispatch Office, Main Reception, Scholar building, MDI Gurgaon by Speed Post/ Registered Post/ By Hand only before last date and time. Bids received through email will not be considered.

4. Submit the following documents: The agencies shall enclose the copies of the following documents

- (i) The Valid GST registration (Copy attached).
- (ii) The Valid PAN registration (Copy attached).
- (iii) Cancel Cheque of the agency (Copy attached).
- (iv) Work order supply & installation of porta cabin similar work.
- (v) The agency is self-manufacture/OEM authored is acceptable only.

5. Mode of Submission: The Limited Tender should be sealed in a cover duly super scribed on top of cover "Supply & Installation of Porta cabin (Office Container-2 Nos.) at MDI Gurgaon Campus"

Any Addendum/Corrigendum date extension in respect of above Limited Tender shall be uploaded MDI Gurgaon website only. No separate notification shall be issued in the press/Bidders.

6. Award of work: -The Agency quoting the lowest rate in bid shall be considered for award of work. However, MDI does not bind itself to accept the lowest or any other offer and reserves the right to accept or reject any or all the offers either in full or part without assigning any reason or bargain to arrive reasonable rates.

7. Terms and Conditions with scope of works: -

- I. The price quoted should be inclusive of packing, transportation, insurance, unloading, installation, freight charges up to MDI Gurgaon and exclusive of GST. The price should be quoted in price format (Annexure-A) only. Any overwriting / erasing / cutting, use of white fluid/ correction fluid/ correction tape is strictly prohibited.
- II. Price bid should be valid for a minimum period of 60 days.
- III. The bidder shall ensure that the work is completed within **60 days from the date of release of advance payment** against acceptance of the **Work Order/Purchase Order and 30 days from the site handover to the bidder for execution of super structure work.**



- IV. In case the work is not completed within the date penalty shall be imposed @ Rs. 5,000/- each day of delay, subject to a maximum @10% of PO Value (without GST). However, Director, MDI Gurgaon shall be empowered to grant extension of time, on valid grounds.
 - V. The Conditional bids will not be accepted.
 - VI. The Institute reserves the right to accept or reject any of the bid received including the lowest one, at any time at its own discretion.
 - VII. The agency should provide the details for online transfer of the payment. A copy of the cancelled cheque, PAN No, GST No and address may please be attached with the Financial Bid.
 - VIII. If any dispute arises, Director, MDI Gurgaon decision shall be final and binding on both the parties.
 - IX. The Specifications of items offered by the bidder must exactly tally with the specifications mentioned in Annexure -A. Different specification will not be accepted. (Tentative typical drawing and layout is placed at Annexure -B)
 - X. Supplies shall be accepted subject to the complete satisfaction of officials of MDI Gurgaon. Any defect found in the materials supplied will render the supplies open to rejection. The rejected items shall have to be taken back by the bidder/ agency at their own cost and risk.
 - XI. The bidder/ agency shall replace such rejections with the items of similar standard specifications / quality as acceptable to the MDI Gurgaon.
 - XII. The agency shall make suitable arrangements for execution of complete work at site, in coordination with Estate department
 - XIII. Any damage to the building during the execution of work shall have to be repaired/rectified immediately by the agency at its own cost.
 - XIV. Civil works, if any required for the installation of porta cabin shall be done by MDI Gurgaon, in consultation with the agency sub structure. Foundation work to be executed by the MDI Gurgaon, however design/drawing of the foundation are to be provided by the agency/bidder within 7 days from the acceptance of the PO.
 - XV. The work has to be carried out with entire satisfaction of Engineer-in charge, MDI Gurgaon and before the painting works of the porta cabin the MDI shall plan to visit factory/ manufacture unit for final work/ painting.
 - XVI. Electricity and water for execution of the work shall be provided free of cost by the MDI Gurgaon.
 - XVII. The agency will be responsible for free of charge repair of any damage of porta cabin due to material failure and /or replacement of the item within Defect Liability Period. No payment request in this regard from the agency will be entertained by MDI Gurgaon.
 - XVIII. If the supplier agency is unable to take up such repair/replacement work, MDI Gurgaon shall use retention money held for such repair/replacement purpose.
 - XIX. The DLP of above items is one year from the satisfactory completion of work & submission of correct original Invoice by the agency.
 - XX. Please submit all the pages of this document duly signed in blue/black ink by the authorized signatory and official stamped on each page along with the Financial Bid.
- 8. Payment Terms & Conditions: -**
- a. 50% on acceptance of the Purchase Order/Work order by the agency.
 - b. Balance 45% after completion of works and acceptance by the MDI Gurgaon
 - c. Balance 5% retain as security for one-year DLP from the date of final bill payment to the agency.
9. MDI reserves the right to accept or reject any or all the bids received without assigning any reason whatsoever.
10. The authorized representative of the agency should sign and officials stamped on all pages of this Tender documents and should be submitted in the sealed envelope along with 'Annexure-A'.

Thanking you,



Yours faithfully,

(Mithilesh Kumar Pande)
CE, MDI Gurgaon

FINANCIAL BID

“Supply & Installation of Porta cabin (Office Container-2 Nos.) at MDI Gurgaon Campus.
(To be printed on the agency letter head)

Specification	Unit	Qty	Rate (Exclusive e GST) (Rs.)	Amount (Exclusive GST) (Rs.)
Supply & Installation of Porta Cabin Size (ft) - 16' X 10' x 10' x 2 Nos.				
1. Prefabricated double layer insulated accommodation Size- 16' x10' x 10' 2. M.S Pipe: - M.S hollow pipe Mian Pillars 63 mm x 63 mm with bracing 38mm x 38 mm MS square hollow pipe 2' x 4' vertical and horizontal structure. 3. Wall Thickness: - Wall Thickness will be approx. 56 mm. 4. Filling: - 25 mm thick wool Twiga (for sound a heat insulation) 5. Entry Door: - One door, size 3' x 7', 35 mm thick ISI-marked flush door shutter. Core of block board with first-class hardwood frame. Commercial ply veneering with vertical grains on both sides. Fitted with ISI-marked MS hinges (10x58x1.90 mm). 25x25x1.6 mm MS tube frame for door installation. Door equipped with L-drop locking system. 6. Windows: Two (2) UPVC sliding windows, size 3' x 3' with 4 mm thick glass, powder-coated finish, security grills, and 1.5 ft x 3 ft rain protection chajja on the outside. 7. Ventilator: - Powder coated. 8. Inner Cladding: Outer cladding 8mm thick medium density silica fiber board (Visaka/ Everest) Equivalent, weather, termite, water & fire Proof with (80-minute fire rating) 9. Outer Cladding: Outer cladding 8mm thick medium density silica fibre board (Visaka/ Everest) Equivalent, weather, termite, water & fire proof with (80-minute fire rating. 10. Outer Look: Designer plank with 8mm thick (Visaka or Everest). 11. Covering: Silica fiber board covered with epoxy & P. U. texture/ silicon coating. 12. Coating/ Painting: P.U. texture coating on outer wall of desired shade with classic texture finish covered with silicon coating with water proof paint nerolac/berger/ace. 13. Roof: Colour coated metro profile sheet in sloping / Hut shape {insulated} (0.5mm) Asian/Essar/Jindal/Equivalent. 14. Height: 10' ceiling height inside as per drawing (Extra ceiling height on extra cost). 15. False ceiling: The false ceiling provided silica fibre board 8mm thickness. 16. Flooring: M.S. Hollows pipe grid structure 38 mm X 38mm false floor with 16mm thick silica fibre board over its PVC vinyl flooring. 17. Vitrified floor tile: - 2'x 2' reputed brand (Kajaria/somany/Nitco) with scattig in cabin 18. Electrical & Lighting: Complete electrical setup includes: (i) SPN MCB Box (8-way) – 1 No. & DP 40 AMP, MCB 16 & 32 AMP (ii) LED panel lights (2' x 2') – 6 Nos. & Ceiling fans – 2 Nos. (iii) Exhaust fan – 1 No. & Bulkhead light – 1 No. (iv) Power points: - 16 AMP – 3 Nos & 6 AMP – 2 Nos. (Switches, sockets, regulators, and male-female connectors for external power supply connection (Make- North-West). Wiring: Heavy-duty 2 mm ² and 2.5 mm ² wire, with 1 mm earthing complete works)	Nos	2		
Total (exclusive of GST)				
GST @ _____%				
Total (Inclusive GST)				



Note-

1. Before quoting the rates, bidders are advised to compulsory visit MDI Campus (PI Dept.) to discuss and assess the work for supply & installation of porta cabin with existing infrastructure, on any working day between 10 a.m. and 5 p.m. No payment for cisit shall be made to the agency by MDI Gurgaon.
2. Conditional bids will not be accepted.
3. The painting/design of the porta cabin at MDI Gurugram will be final by the **Engineer-in charge, MDI Gurgaon.**
4. The aesthetic view of the porta cabin is to be match with our existing infrastructure.

Name and signature of the authorized person of Agency

Place:

Date:

Official Seal





OLD DELHI-JAIPUR ROAD

GATE-2

2 nos. PROPOSED
PORTA CABIN

374889.0 M Wide Road

9.0 M Wide Road

7.0 M Wide Road

7.0 M Wide Road

17465

24580

2480

9999

999

P9

553

560

564

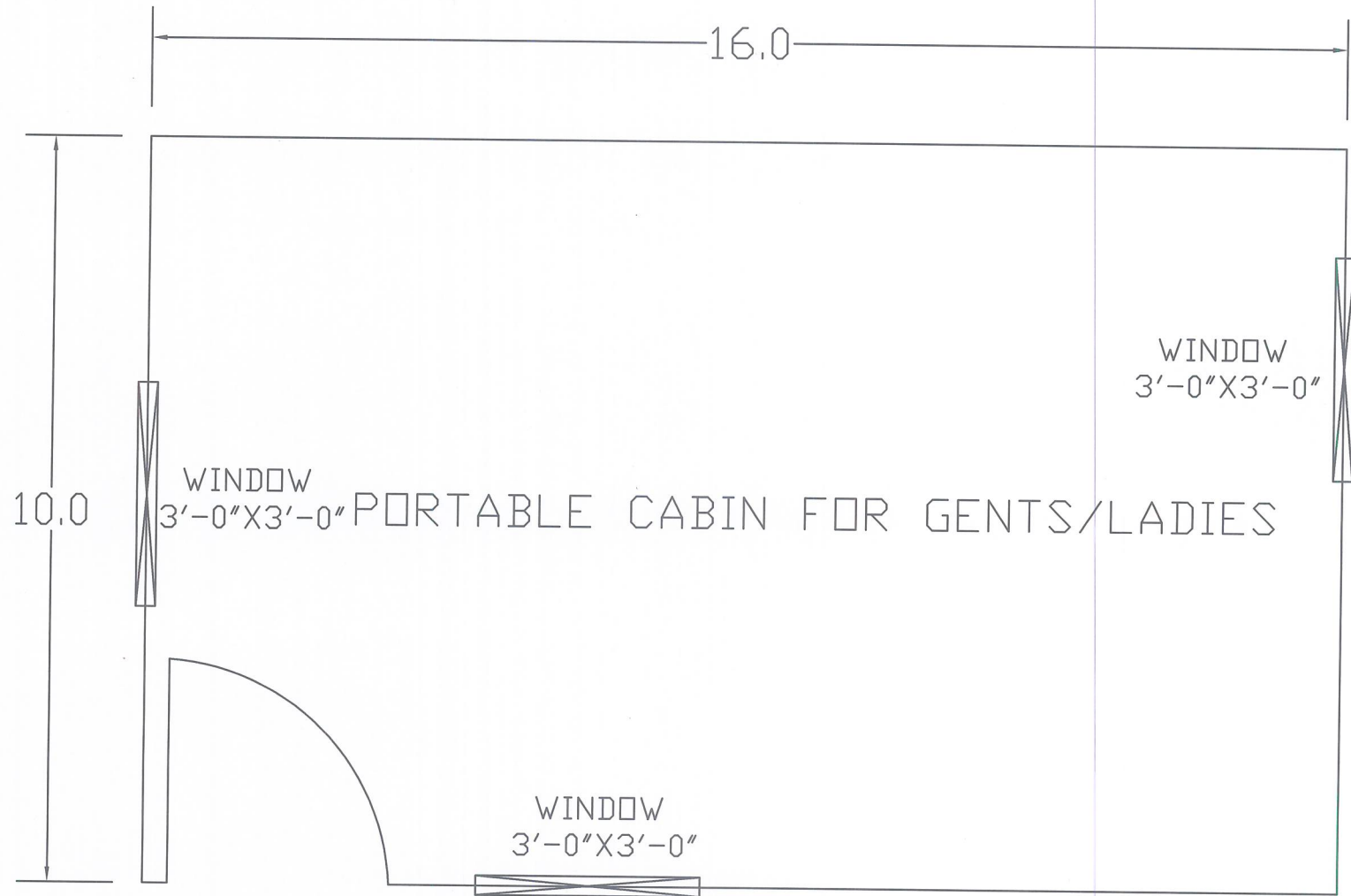
595

600

609

ALL READY
O.C. TAKEN

on map



LAYOUT FOR PORTABLE CABIN(Tentative)

