

Sub: Tender for “Dismantling of existing polycarbonate sheet roofing, Painting of MS structure truss at Lakshya and Parthenon terrace floors, Installation of new polycarbonate sheet roofing on terrace floors, along with plaster works, at MDI Campus.”

Time schedule for tender process:

Sr. No	Description Details	Date and Time
1	Date of publication of Tender notification	29/10/2026
2	Last date for receipt of duly filled in bids	12/11/2026

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 Construction Agency having adequate experience in doing the similar type of work.

TENDER NOTICE:

MDI Gurgaon invites Sealed bids under “Single Bid Systems (price bid only)” for “Dismantling of existing polycarbonate sheet roofing, painting of MS structure truss at lakshya and parthenon terrace floors along with plaster work, at MDI Campus from the Agencies who have been carrying out the similar nature works. The prospective Bidders are advised to read the entire Tender document carefully and satisfy themselves about the work, site condition by visiting the MDI Campus (PI Department), on any working day between 10.00 a.m. and 5.00 p.m. 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 12/11/2026 03.00 PM, at Dispatch section at Scholar building by Speed Post/Courier/By hand only before last date and time. Bids received through email will not be considered.
- **Submit the following documents:** The Construction agencies shall enclose the copies of the following documents
 - The Valid GST registration (Copy attached).
 - The Valid PAN registration (Copy attached).
 - ESI, PF registration Certificate, if available.
- **Mode of Submission:**
- The bid should be sealed in a cover duly super scribed and mentioned in top of cover Bid for “Dismantling of existing polycarbonate sheet roofing, Painting of MS structure truss at Lakshya and Parthenon terrace floors, Installation of new polycarbonate sheet roofing on terrace floors, along with plaster works, at MDI Campus.” Any Addendum/Corrigendum date extension in respect of above Tender shall be uploaded on MDI Gurgaon website only. No separate notification shall be issued in the press/Bidders.



1. Earnest Money Deposit (EMD):

2. The Earnest Money Deposit (EMD) of an amount of Rs. 25,000/- in the form of Demand Draft only in favor of **Management Development Institute Society** and payable at **Gurgaon**. EMD will not bear any interest.
3. **Forfeiture of the EMD:** - If any Tenderer withdraws the rates, the EMD amount deposited shall be forfeited and bidder will be disqualified from participating in any future Tender of the Institute.
4. Refund of EMD: The EMD of unsuccessful Tenderer will be refunded within 60 working days of award of contract.
5. If the EMD is not enclosed, the bid will be summarily rejected
6. **Cheque will not be accepted towards EMD.**
7. The Earnest Money Deposit/Security Deposit will be forfeited and Tenderer/bidder will be disqualified from participating in any future tender of the Institute if:
 - a. Tenderer withdraws his bid or backs out after acceptance of work order.
 - b. Tenderer fails to remit the EMD.
 - c. Tenderer violates any of the conditions prescribed in the Tender Document.
 - d. Tenderer revises any of the terms quoted, during validity period
 - e. If the successful tenderer refuses to carry out work on any grounds.

8. Performance Guarantee (PG):

9. The EMD amount of Rs. 25,000/- of successful bidder will be retained as Performance Guarantee for the period of 360 days from satisfactory completion of works. No interest shall be paid.
10. **Forfeiture of the EMD:** - If any Tenderer withdraws the rates, the EMD amount deposited shall be forfeited and bidder will be disqualified from participating in any future Tender of the Institute.

11. AWARD OF WORK

12. The Construction 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.

13. Terms and Conditions: -

- a. The price quoted should be inclusive of manpower, material, transportation, unloading, Construction, and exclusive of GST. The price should be quoted in price format (Annexure- A) only.
- b. The scope of work shall include for "Dismantling of existing polycarbonate sheet roofing, Extension of passage corridor with MS structure work, installation of new polycarbonate sheet roofing at the roof of Lakshya and Parthenon terrace floors, with allied civil works, at MDI Campus (complete work) until final acceptance by the Institute.
- c. The quantity to be executed may vary according to actual requirement at site. The payment shall be made on the basis of actual quantity and at the rates quoted by the Construction agency, as per schedule of quantities enclosed of the items supplied and installed. Construction Agency shall bring only the actual quantity of materials required after measuring the actual area of work to be done at site. During the execution, if any cable, pipe line etc. damaged, which is repair or replace by the agency without any extra cost.
- d. Payment will be restricted to actual quantity supplied at site.
- e. The entire work should be completed within 60 days from the date of Work Order issued in writing by the Institute. Before quoting the amount visit Institute physically,
- f. In case the work is not completed within the period stipulated penalty shall be imposed @ Rs. 5000/- each day of delay subject to a maximum of Rs.1,00,000/- (Rs One Lakh only). However, Director, MDI Gurgaon may consider for granting extension of time on valid grounds cited by the agency.



- g. In case any item is found to be defective /substandard, the same shall be rejected and no amount shall be paid for such items. Such items shall have to be replaced by the Construction Agency, or shall be removed from the site immediately on cost to the Agency.
- h. The work shall be executed as per CPWD specification. The mode of measurements of work done shall also be based on CPWD specification.
- i. The Agency shall take all safety precautions for the safety of his employees deployed for work at the Institute. The Institute shall not be, in any way, liable for any damage/ liability on account of any mishap or negligence of the Construction Agency.
- j. The Agency shall be responsible for any mishap/accident and liability, if any, falling thereof, shall be entirely responsibility of agency and the Institute shall in no way be responsible for the same.
- k. Water and electricity shall be supplied by the Institute free of cost.
- l. The dismantled malba/rubbish should be disposed of time to time outside the campus at a suitable dumping place as per MCG guidelines at no extra cost to the Institute, however final malba should be disposed of within 5 days of completion of work, or it would be got done by the Institute at the risk and cost of the Agency and the said amount shall be deducted from the bills of the Construction Agency.
- m. The watch and ward of materials brought at site shall be the responsibility of the Agency.
- n. The Construction Agency must get acquainted with the proposed site for the work and study specifications and conditions before quoting the rates.

14. Terms of payment:

- a. No advance payment will be made.
 - b. Running bill payments shall be raised by the agency against the 95% of the work done and shall be paid on submission of bills in original jointly verified by the Agency and MDI Gurgaon.
 - c. Retention amount of 5 % will be retained till the satisfactory completion of work and will be released after 12 months of handover of the completed work.
15. The rates fixed shall be valid for entire duration of work.
16. The Institute reserves the right to get the whole or part of work done through one or more agencies. The quantities indicated in the schedule of quantities are approximate only. The quantities can be increased or decreased or totally deleted while placing work order by the Institute. Payment shall be made as per actual quantity receipt at site.
17. MDI reserves the right to accept or reject any or all the bids without assigning any reason whatsoever.

Thanking you,

Yours faithfully,

Chief Engineer,
Physical Infrastructure

Enclose: Annexure-A



FINANCIAL BID PROFORMA - SCHEDULE OF QUANTITIES

(To be printed on the letterhead of the tenderer and to be sealed in an envelope)

MDI/Estate/ Ploy. Sheet/2026

dated- 29/10/ 2026

Tender for “Dismantling of existing polycarbonate sheet roofing, Painting of MS structure truss at Lakshya and Parthenon terrace floors, Installation of new polycarbonate sheet roofing on terrace floors, along with plaster works, at MDI Campus.”

S.N	Description	Unit	Qty	Rate	Amount
1	Providing and fixing multiwall three or more-layered polycarbonate sheet panel co-extruded UV protective coating on external surface with standing seam on both running ends, connected using polycarbonate connectors having grip lock double tooth locking mechanism, endcap at ends. Light transmission from transparent/translucent/opaque or combination polycarbonate sheet varies from 15 to 85%, decided by Engineer-in-charge. Dart drop impact value >60 Joules as per IS 14434:2023. Flame retardancy UL-94HB/V-0 as per IS-14434:2023 or ASTM D635-18 or EN13501. Yellowness index as per ASTM E313: ≥ 10 unit (initial) or ≥ 6 units after 5000 hours UV exposure. Cross section ends sealed with self-adhesive aluminum impermeable tape (top) and aluminum ventilated tape (bottom) and covered with polycarbonate/aluminum U-shaped protective profile. Sheet held by SS304 trapezoidal cleats (1 mm thick, min bottom 35 mm, top 50 mm) fixed with 2+ SS screws 5 mm dia $\times$ 25 mm. Cleat tested for pull-out at wind speed 50 m/s as per IS:875. Cost of ridge and gutters and structural steel framework paid separately. Sub-item: 12 mm thick, $U \leq 2.50$ W/m ² K, weight ≥ 2.25 kg/sqm. (Inclusive of all shuttering/ Scaffolding, etc complete in all respects). Make: Lexon/Indolight similar	Sqm	320		
2	With ready mixed red oxide zinc chromate primer and 2 coats of enamel Paint of approved brand and manufacture on steel galvanized iron/ steel works	Sqm	330		
3	15 mm cement plaster on the rough side of single or half brick wall of mix 1:6	Sqm	30		
4	Removing of existing Polycarbonate sheet of roof and cladding & providing & fixing of new Polycarbonate multiwall sheet of 10mm thickness for roofing (existing & new both)	Sqm	320		
	Total				
	GST @ 18%				
	Total Amount				



Sign & Stamp of Contractor