



RFP No.:Eng/67/2026-Engineering-AIIMS GHY(2950)

Date:25.08.2026

Notice Inviting E-Tender for

Modification of Night Shelter 2nd floor at AIIMS Guwahati Campus

**Certified that this tender document contains
28 (Twenty-Eight) pages only.**

Sd/-
Comdt. T Ngamlie
Superintending Engineer (i/C)
AIIMS, Guwahati

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अखिल भारतीय आयुर्विज्ञान संस्थान (एम्स), गुवाहाटी
All India Institute of Medical Sciences, Guwahati
स्वास्थ्य और परिवार कल्याण मंत्रालय, भारत सरकार के तत्वावधान में एक वैधानिक निकाय
(A statutory body under the aegis of Ministry of Health and Family Welfare, Govt)

BID DOCUMENT

Name: Modification of Night Shelter 2nd floor at AIIMS Guwahati Campus

NOTICE INVITING TENDER

RFP No.: Eng/67/2026-Engineering-AIIMS GHY(2950)

Date: 25.08.2026

The Executive Director, AIIMS Guwahati, invites online bids in item rate wise in Two Bid System (Technical Bid and Financial Bid) from eligible and experienced Contractors/Proprietors/Firms/Companies for the work of "Construction of Aluminium Partition and Supply & Installation of Electrical Work at Night Shelter, 2nd Floor, AIIMS Guwahati Campus. AIIMS Guwahati is one of the Apex Healthcare Institutes established by the Ministry of Health and Family Welfare, Government of India, under the Pradhan Mantri Swasthya Suraksha Yojana (PMSSY). The Institute intends to execute the above-mentioned work through a competitive e-tendering process on mutually agreed terms and conditions and subject to satisfactory performance by the successful bidder.

SN	Tender No.	Brief Description of Services
1	Eng/67/2026-Engineering-AIIMS GHY(2950) Date:25.08.2026	Modification of Night Shelter 2nd floor at AIIMS Guwahati Campus

The Bidder is expected to examine all instructions, terms and conditions, forms, and specifications in the bid document. The bid should be precise, complete and in the prescribed format as per the requirement of the bid document. **The bid shall not be conditional.** Failure to furnish all information required by the bid document or submission of a bid not responsive to the bid document in every respect will be at the Bidder's risk and may result in rejection of the bid. The Bidder shall bear all costs associated with the preparation and submission of its bid and AIIMS Guwahati will in no case be held responsible or liable for these costs, regardless of the conduct or outcome of the bidding process.

E-Tender Portal: www.tenderwizard.com/AIIMSG

Helpdesk No. 9073677150/151/152 **Mr.ABHAY KR SINGH:** - 9708966660

BID DATA SHEET

Name: Modification of Night Shelter 2nd floor at AIIMS Guwahati Campus

1.Tender No.	Eng/67/2026-Engineering-AIIMS GHY(2950) Date:25.08.2026
2.Issue/Publishing Date	25/08/2026
3.Date of availability of E-Tender document in the AIIMS GUWAHATI - Tendering Solution portal	25/08/2026 from 1700 hr www.tenderwizard.com/AIIMSG for Download & participation and (aiimsguwahati.ac.in) for downloading only.
4. Date of receipt of Queries/ Clarification	01/09/2026 before 15:00 hr through mail to exec.engineer.electrical@aiimsguwahati.ac.in
5. Last date for online Bid submission	15/09/2026 till 15:00 hr on e- procurement portal www.tenderwizard.com/AIIMSG (Technical and Financial Bid)
6. Date, Time & Place of Opening of Technical Bid	16/09/2026 at 12:00hr online www.tenderwizard.com/AIIMSG . In case, the scheduled date is declared Holiday the tender shall be opened on next working day.
7. Date, Time & Place of opening of Financial Bid.	Only Technically Qualified Bidders will be informed.
8. Cost of Bid Document	To be downloaded from website, hence no cost is applicable.
9. Estimated Amount	Rs 41,47,895.00/-
10.E-Tendering Solution Registration & processing fee for providing online participation support & necessary DSC Certificates to Vendor for participate in Online E-Tender process	As applicable and displayed on www.tenderwizard.com/AIIMSG and payable to www.tenderwizard.com/AIIMSG directly by the Prospective Bidder.
11. Class of DSC	Class III for online submission of bids.
12. Earnest Money Deposit (EMD)/ Bid Security	Rs 82,958/- (only by RTGS/NEFT. Account Holder Name: AIIMS Guwahati EMD/SD Account No: 497701000072 IFSC Code: ICIC0004977 Bid security must be valid for the period of 60 days more beyond the bid validity period. However, MSME bidders are exempted from submission of EMD. MSME bidders are required to upload valid MSE registration certificate, instead of the EMD deposit receipt, with the bid.
13. Duration of the work	90 days from the issue of Letter of Award
14. Performance Bank Guarantee (PBG)	5% of the Contract Value
15. Bid Validity Period	180 days (or as amended if applicable)

1. Earnest Money Deposit (Bid Security) Declaration: -

The Bid Security Declaration, as per Annexure-4, shall be submitted by bidders who are exempted from furnishing the EMD. If bidder withdraw or modify their bids during period of validity etc. then they will be black listed and shall be debarred from participating in future tenders of the Institute for 3 (Three) years. Scanned copy of declaration must be uploaded in the E-Tendering Solution.

2. Clarification of Bid Document

Any query/clarification regarding the bid document shall be submitted by the prospective bidders through email at exec.engineer.electrical@aiimsguwahati.ac.in. Any modification, if necessary, will be issued in the form of a **Corrigendum/Addendum**, which shall be made available only on the Tender Wizard/AIIMS Guwahati website. No separate press advertisement shall be published for such Corrigendum/Addendum.

3. Amendments in Bid Document

At any time till 7 (seven) days before the deadline for submission of bids, the ED/AIIMS Guwahati may for any reason, whether at own initiative or in response to a clarification requested by a prospective Bidder, modify the bid document through amendment. All amendments will be uploaded on the website regularly. ED/AIIMS Guwahati shall not be responsible to notify the amendments to individual bidders. All amendments by the ED/AIIMS Guwahati till 7 (seven) days before the deadline for submission of bids, shall be binding on the participatory bidders.

4. Language

All notices/correspondence/letters required to be given by one Party to the other Party and all other communications, Documentation and proceedings which are in any way relevant to this Agreement shall be in writing and in English language.

5. Instruction to Bidders

5.1 Bids shall be submitted at www.tenderwizard.com/AIIMSG

5.2 The complete bidding process is online. Bidders shall be in possession of valid digital Signature Certificate (DSC) of class III for online submission of bids.

5.3 Bidders are requested to follow the instructions provided in the Bid Data Sheet.

5.4 Bid documents may be scanned with 100 dpi with black and white option, which helps in reducing size of the scanned document.

6. Scope of Work

6.1 The scope of work includes providing aluminium partitioning for patient attendants, arranging necessary electrical connections/ modifications to the dormitories, and supplying essential amenities for patient attendants staying in the night shelter." The details scope of work and list of materials is to be provided is mentioned in the BOQ attached as Annexure-11.

6.2 Bidder has to do all required works as defined in the specification, institute will provide working space with water supply and one-point electrical connection, rest bidder has to do from planning, supply, installation and commissioning of all. In addition to the above work, if

the Bidder has to do any required additional work as per direction of Engineer-in-Charge, payment for that extra work will be done by AIIMS Guwahati.

6.3 Bidders are requested to visit the site and carry out the assessment of works (if required).

6.4 Bidder has to submit one layout design proposed with material used for construction /Civil works to ED/AIIMS Guwahati for approval. Bidder can start the execution of work after getting approval only.

6.5 Any other necessary work not mentioned in BOQ/Technical specifications/Civil/ Electrical works but required for successful completion of the work, installation, commissioning etc. should be carried out by the bidder as per direction of Engineer-in-Charge.

7. Eligibility Criteria

The bidders meeting the following minimum criteria shall be eligible to submit bids with documentary evidence (copy of all to be enclosed):

- (a) The Applicant should be registered contractors of appropriate list of CPWD / M.E.S. / BSNL (Construction) / Railway / State P.W.D. or any other Govt. / PSU. Bidder must have their registered office in Assam (preferably Guwahati), operational from last 3 years at least.
- (b) NSIC / MSME Registration certificate for the exemption for EMD submission.
- (c) GST Registration certificate.
- (d) Bidders must be registered with ESI, EPF, Labour License.
- (e) PAN Card.
- (f) Power of Attorney.
- (g) Declaration of Non- blacklisting/Non-Debarment from any Union Government/ State Government/ Departments/ PSU's in last 5 years.
- (h) Average Annual Turnover shall not be less than Rs 12.45 Lakhs in the last 3 (Three) Financial years (2023-24, 2024-25, 2025-26) signed by CA with UDIN. The value of annual turnover figures shall be brought to current value by enhancing the actual turnover figures at simple rate of 7% per annum.
- (i) No Joint Venture is allowed.
- (j) Experience of having successfully completed similar work in Govt./ Semi Govt./ PSU/ Autonomous Bodies of Govt. during last 5 years ending on previous day of last day of submission of tender. The value of executed works shall be brought to current costing level by enhancing the actual value of work at simple rate of 7% per annum; calculated from the date of completion to previous day of last day of submission of tenders:

(i) Three Civil works each of value not less than Rs.16.59 Lakhs

OR

(ii) Two Civil works each of value not less than Rs.24.88 Lakhs

OR

(iii) One Civil work of value not less than Rs.33.18 Lakhs

Note:

- 1. All the above works must be certified or countersigned not below the rank of Executive Engineer.**
- 2. Non submission of any of the document will lead to rejection of the bid document.**

8. Submission of Bid

- 8.1** Bids shall be submitted online in two parts, viz., Technical Bid and Financial Bid. All the pages of bid being submitted must be signed and sequentially numbered by the bidder irrespective of nature of content of the documents before uploading. The offers submitted by Fax/e-mail will not be considered. No correspondence will be entertained in this matter.
- 8.2** Persons signing the Bid shall have the Power of Attorney given by the Bidder. The Power of Attorney shall be submitted along with the schedules/annexures in the Bid.
- 8.3** Bidders shall submit the bid for all the items mentioned. Incomplete/Conditional bid will be summarily rejected. Two cover bid procedure as per Rule will be followed.
- 8.4** Bids of only those bidders who fulfil the Terms and Conditions of this bid will be considered for evaluation. The bid will undergo evaluation at every stage of the bid process and any bidder found at any stage, not in conformity with the stipulated bid conditions including specification / found to be having defective and incomplete documents will be rejected.
- 8.5** Corrigendum/ Addendum/ Modifications/ Alterations (if any) will be published in the website only. No other mode of communication will be provided.
- 8.6** Bidders must upload the documents as mentioned in Annex – 3 for the Technical bid otherwise the bid will be summarily rejected.
- 8.7** Bidders are requested to download & upload the documents within the stipulated date and time. The Institute is not responsible, if bidders are not able to access on the last day for submission of bids due to network issue or any reason thereof.
- 8.8** Bidders are requested to note that they should necessarily submit their financial bids in the format provided in Annexure 11 and no other format is acceptable. If the price bid has been given as a standard BoQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BoQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.
- 8.9** ED/AIIMS Guwahati reserves the right to accept/reject/cancel the bid partially or fully without assigning any reason at any stage of bid process.

9. General Conditions

- 9.1** Employer” means Executive Director/AIIMS Guwahati.
- 9.2** Employer’s Representative” means Superintending Engineer/AIIMS Guwahati.
- 9.3** Only bidders who meet the qualification criteria shall be considered for further evaluation.
- 9.4** If a bidder submits more than one bid all bids of that bidder will be rejected.

- 9.5 Check list format must be duly filled and enclosed along with the bid.
- 9.6 Bidders must submit an affidavit duly notarized that they have not abandoned & blacklisted of any work of Union Government/ State Governments/ PSU 's etc. during the last 5 years.
- 9.7 Bidders must provide information regarding litigation/ Arbitration cases if any, such instances are found later, the contract will be terminated.
- 9.8 Bidders found misleading or false representation in the form, statement and attachments submitted will be rejected/terminated forfeiting EMD/PBG.

9.9. Abnormal Rates:

- (a) The Contractor is expected to quote rate for each item after careful analysis of cost involved for the performance of the completed item considering all specifications and conditions of contract. This will avoid loss of profit or gain in case of curtailment or change of specification for any item. In case it is noticed that the rates quoted by the tenderer for any item are unusually high or unusually low it will be sufficient cause for the rejection of the tender unless the Owner is convinced about the reasonableness of the rates on scrutiny of the analysis for such rate to be furnished by the tenderer on demand. The Institute may adopt it's all possible process to justify the rates quoted so that the quality of work cannot be compromised and only unexpectedly high/ low rates is not considered towards the allotment of work. For such issue, no claim of any bidder will be entertained. Only fulfilling the lowest rate criteria, will not automatically stand for award of work.
 - (b) If a bid appears unusually low compare to the scope the AIIMS Guwahati may request detailed pricing justification. Failure to prove viability may lead to bid rejection.
 - (c) If the accepted bid is more than 10% below the estimated cost put to tender, the successful bidder shall submit an Additional Performance Security (APS), in addition to the Performance Guarantee, equal to the value corresponding to the percentage by which the bid is below 10% of the estimated cost. The Additional Performance Security shall be submitted within 15 days of issue of the Letter of Acceptance (LOA) and shall be refunded after successful completion of the work. In case of failure to complete the work, the Performance Guarantee and Additional Performance Security shall be liable to forfeiture, and the contractor may be debarred from participating in the Institute's tenders for a period of up to two years after due notice.
- 9.10 Bidders with record of poor performance such as abandoning the work, not properly completing the contract, inordinate delays in completion or financial failures, etc. will be rejected/terminated forfeiting EMD/PBG.
- 9.11 Bidders are requested to visit the site to get first-hand information as regards its approach, accessibility, working conditions, site conditions, availability of labour etc. and other matters affecting cost and work. All costs incurred in connection with submission of the bid shall be borne by the bidder.
- 9.12 ED/AIIMS Guwahati reserves the right to verify the particulars furnished by the bidder independently at any stage of bid process. If any information furnished by bidder is found to be incorrect at any time, the contract is liable to be terminated without any notice and the security deposit is liable to be forfeited by the institute.
- 9.13 Bidder shall comply with the labour laws applicable, and Institute shall not be responsible for any litigation/default from Bidders side.
- 9.14 In case any person engaged by the bidder is found to be inefficient, quarrelsome, unfit and non-cooperating or found indulging in unlawful or union activities, the bidder will have to replace such person with a suitable substitute at the direction of the Competent Authority.
- 9.15 The institute will not provide any sort of accommodation to the staff or person deployed by the bidder and no cooking/lodging will be allowed inside the premises

of the Institute at any time.

- 9.16 If any situation arises out in violation of any terms and conditions of the contract executed between the parties to terminate or cancel or at the time of expiry of the contract, the bidder will be held responsible to preserve the executed work without disturbing and handover the same in functional status. Otherwise, bidder shall be liable to pay the damages occurred due to any lapse on his part and the amount of the damages of equipment/materials/services will be deducted from the amount of security deposited.
- 9.17 Bidder shall not, at any stage, cause or permit any sort of nuisance in the premises of Institute or do anything which may cause unnecessary disturbance or inconvenience to others working there as well as to the general public in the Institute premises and near to it.
- 9.18 In case of breach of any of the conditions stipulated herein ED/AIIMS Guwahati will be at liberty to terminate contract without any prejudice to the right of the Institute to claim damages on account of breaches thereof.
- 9.19 All works shall be executed in compliance with latest CPWD specifications and guidelines.
- 9.20 All materials/items provided, supplied, installed, or handed over under this contract shall remain the sole property of AIIMS Guwahati. The bidder/contractor shall have no ownership rights, claim, lien, or interest whatsoever over such materials/items at any stage.

10. Bid Validity

- 10.1 The bid shall remain valid for a period of 180 days (or as amended if applicable) from the date of opening of technical bids.
- 10.2 In exceptional circumstances, prior to expiry of the original bid validity period ED/AIIMS Guwahati may request the bidder for extension of the bid validity period. Request shall be made in writing or e-mail. A bidder may refuse the request and ED/AIIMS Guwahati may forfeit the bid security.

11. Misinterpretation of Bid Document

- 11.1 If any bidder fails to understand the conditions/clause of bid document or misinterprets any condition/clauses thereof, is requested to get clarity in understanding/familiarise in consultation with the Superintending Engineer/AIIMS Guwahati. No such query shall be entertained after submission of bids, declaration of results etc.

12. Bid Opening and Evaluation

- 12.1 Bid opening shall be as mentioned in Bid Data Sheet.
- 12.2 Bid/Tender Evaluation Committee shall examine the bids to determine whether it is complete in nature, whether required bid security have been furnished, whether documents have been properly signed and whether the bids are generally in order.

13. Process to be confidential

- 13.1 After the public opening of bids, information related to examination, clarification, evaluation and comparison of bids and recommendations concerning the award of Contract, shall not be disclosed to bidders or other persons not officially concerned with the bid process.
- 13.2 Any effort by a bidder to influence ED/AIIMS Guwahati during the entire process of evaluation and decision concerning Award of Contract may result in the rejection of bid.
- 13.3 ED/AIIMS Guwahati may ask bidders for clarification/justification of their bids including breakdown of unit prices, any calculation/information etc. The request for clarification and the response shall be in writing but no change in the price or substance of the bid

shall be sought, offered or permitted except as required to conform the correction of arithmetical errors discovered during the evaluation of bids.

- 13.4 ED/AIIMS Guwahati reserves the right not to disclose any information pertaining to evaluation of bids and contract award to successful bidder. Any effort by a bidder to influence ED/AIIMS Guwahati during the entire process of evaluation and decision concerning award of Contract may result in the debarment/blacklisting from participating in future tenders of the Institute for 3 (Three) years.

14. Determination of Responsiveness

- 14.1 Prior to the detailed evaluation of bids, ED/AIIMS Guwahati shall determine whether each tender is substantially responsive to the requirements of the bid document. For the purpose of this clause, a substantially responsive bid is one which conforms to all the terms, conditions and specifications of the bid document without material deviation or reservation.
- 14.2 A material deviation or reservation is one which affects in any substantial way the scope, quality, completion timing or administration of the Service to be undertaken by the bidder under the Contract, or which limits in any substantial way inconsistent with the bid document.
- 14.3 A bid determined to be not substantially responsive shall be rejected by the Bid/Tender Evaluation Committee.

15. Correction of Errors

- 15.1 Bids determined as substantially responsive shall be checked for any arithmetic errors in the computations and summations. Errors will be corrected as follows:
- (a) Where there is a discrepancy between amount in figures and the amount in words, the least of two will govern.
 - (b) Where there is a discrepancy between the unit rate and the line-item total resulting from multiplying from unit rate by the quantity, the least of the two will prevail.
 - (c) The amount stated in the bid will be adjusted in accordance with the above procedure for the correction of errors and with concurrence of the bidder, shall be considered as binding upon the bidder. If the bidder does not accept the corrected amount, the bid may be rejected and bid security will be forfeited.
 - (d) ED/AIIMS Guwahati may ask for justification of rate of items if found exceptionally lower or higher during evaluation. If the bidder fails to submit proper justification, the bid shall summarily be rejected.

16. Negotiation of Bids

- 16.1 If two or more bidders quote the same price, Competent Authority, AIIMS Guwahati reserves the right to seek revised offer from the same bidders and awarding contract on revised L-1 offer. If same situation prevails then Competent Authority, AIIMS Guwahati reserve the right to award the contract to any of them.

17. Legal Matters

- 17.1 All matters and disputes under this contract shall be subject to the jurisdiction of Hon'ble High Court, Guwahati (Assam) only.

18. Award of Contract

18.1 After successful evaluation of bids (techno-commercial) ED/AIIMS Guwahati shall award the Contract to the successful bidder whose bid shall be determined to be substantially responsive and best bid, provided further that the bidder is determined to be qualified to perform the Contract satisfactorily. ED/AIIMS Guwahati, shall however not bind itself to accept the lowest bid or any bid and reserves the right to accept any bid, wholly or in part.

19. Performance Bank Guarantee

19.1 The successful bidder shall submit a Performance Bank Guarantee valid for a period of 60 days beyond defect liability period, within 14 days from issue of Letter of Acceptance (LOA) in favour of Executive Director/AIIMS Guwahati payable at Guwahati in the amount specified in the Bid Data Sheet to guarantee its faithful performance of the Contract. The Performance Bank Guarantee payable in Rupees, shall be in the proforma attached herewith.

19.2 The successful Bidder shall renew this PBG or to extend the period of guarantee, as the case may be on being called upon to do so by ED/AIIMS Guwahati.

19.3 After submission of Performance Bank Guarantee by the successful bidder, the EMD/Bid Security of the unsuccessful bidders shall be returned not beyond 30 days from the date of signing of Contract Agreement with the Client.

20. Termination of Contract

20.1 If the successful bidder fails to proceed with the conditions, works as mentioned in the Work Order, ED/AIIMS Guwahati may issue Termination notice forfeiting EMD/PBG.

20.2 If ED/AIIMS Guwahati determines, based on reasonable evidence, that the bidder has engaged in corrupt, fraudulent, collusive or coercive practices, in competing for or in executing the Contract, then ED/AIIMS Guwahati may, after giving 7 days' notice to the bidder, terminate the Contract and expel him/her from AIIMS premises forfeiting PBG.

20.3 If the bidder fails to comply with any of the obligations under the contract or not adhering to any instruction from Competent Authority, ED/AIIMS Guwahati may terminate the contract by forfeiting the PBG.

20.4 After termination of this Agreement for Bidders Default, ED/AIIMS Guwahati may complete the Works and/or arrange for any other entities to do so. ED/AIIMS Guwahati and these entities may then use any Materials, Plant and Equipment, Bidder's documents and other design documents made by or on behalf of the Bidder.

21. Force Majeure

21.1 Neither AIIMS GUWAHATI nor the bidder shall be considered in breach of this contract to the extent that performance of their respective obligations is prevented by an act/event beyond their control [Natural Calamities, Earthquake, Pandemic, Act of God etc.] that arises after the effective date.

22. Penalty

22.1 If the bidder fails to execute the work within the stipulated time as per the terms and conditions stipulated therein, it will be open to ED/AIIMS Guwahati to recover liquidated damages for delay in delivery and installation, delayed goods from the bidder at the rate

0.2% of the awarded contract value per week (or part thereof) subject to a maximum of 10% of the total awarded contract value. Once the maximum is reached, ED/AIIMS Guwahati may consider termination of contract.

- 22.2 In case of breach of any of the conditions stipulated herein ED/AIIMS Guwahati will be at liberty to terminate the contract agreement without any prejudice to the right of the Institute to claim damages on account of breaches thereof.

23. Personnel and Equipment Capabilities

- 23.1 Personnel Capabilities: Bidder must have qualified and experienced personnel for the successful completion of the works.
- 23.2 Equipment Capabilities: Bidder shall submit the list of equipment for successful completion of the works. A brief note demonstrating the operation along with technical specifications is to be provided.

24. About the Project-

The Night Shelter building at AIIMS Guwahati was handed over on 29.10.2024. However, to date, only one floor (i.e., the first floor) is functional. Considering the increasing footfall of patients and the need to provide immediate shelter to the attendants of admitted patients coming from distant places, it is proposed to make the second-floor dormitories operational.

To ensure privacy, safety, and a sense of dignity for the individuals staying there, the installation of properly sized partitions between the beds is essential. Such partitions will enable individuals to manage their personal space and belongings more effectively. Additionally, partitions can provide a sense of security by reducing visibility and clearly demarcating personal spaces for each occupant.

25. Supervision and Quality Control

- 25.1 AIIMS Guwahati Authority shall have the right to terminate the contract of the services rendered by the Bidder, which are not of the requisite standard.
- 25.2 AIIMS Guwahati Authorities will have unfettered right to inspect the work, quality control check, any document/file (related to work) etc. at any time during execution of work and the Bidder shall cooperate with the authorities.
- 25.3 During execution of work, proper safety norms shall be examined and followed.
- 25.4 No loitering inside the AIIMS campus is allowed. Once work is complete immediately shall leave the campus.
- 25.5 The Engineer/Supervisor shall daily update the progress of work to AIIMS Engineer-in-Charge and apprise any issue related to execution of the work.

26. Security and Safety

- 26.1 AIIMS Guwahati, shall not be held responsible for any loss or damage due to any reasons whatsoever to any type of inventory that may be kept/stored by the Bidder. The premises provided to the Bidder should only be used for the purpose as mentioned in the contract. Under no circumstances, the premises are to be used for any other purpose, than what has been mentioned in the contract. The general safety & ensuring fire safety of the premises is the responsibility of the Bidder.
- 26.2 Bidder shall maintain one proper stock register of the items.

27. Payment

27.1 Payment shall be made against the Running/Final bill submitted by the bidder, which must be duly verified and checked prior to submission.

27.2 Bills/Tax invoices will be verified by AIIMS Engineer-in-Charge before release of payment.

28. Defect Liability Period (DLP)

The Defect Liability Period shall be **06 (Six) months** from the date of completion and handing over of the work to the satisfaction of the Engineer-in-Charge. During this period, the contractor shall, at his own cost, rectify, repair, or replace any defect, deficiency, faulty workmanship, or malfunction in the aluminium partition work, electrical installations, and all other miscellaneous works executed under the contract. In case the contractor fails to rectify the defects within the stipulated time after notice, the department shall have the right to carry out the rectification work at the risk and cost of the contractor and recover the expenditure from any dues, Security Deposit, or Performance Security payable to the contractor.

29. Annexures

1. Letter of Bid (Annexure-1)
2. Bidder Information Form (Annexure-2)
3. Check List for Technical Bid (Annexure-3)
4. Format of Declaration in lieu of EMD/Bid Security (Annexure-4)
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LETTER OF BID

Bid Submission Format for the Bidder

(To be typed on the Letter Head of the Bidding firm)

To,

The Executive Director,
AIIMS GUWAHATI
Changsari, Assam- 781101

Dated:

Dear Sir,

In response to your tender no....., we are submitting our bid as under:

(Name of the Bidder) declares that:

1. We have examined and have no reservations to any clause, terms, and conditions of contract as stated in the Bid Document.
2. We offer to provide the services in conformity with the Bid Document.
3. Our bid shall be valid for a period of 120 days from the date of submission of online bids in accordance with the bid Document, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.
4. We are financially qualified and compliant to bid of this project in accordance with the minimum qualification requirement of bidders for this project.
5. We are not participating as bidders, in more than one bid in this bidding process in accordance with the bid document.
6. We are not debarred by any Union Government/State Government/Any Departments/PSU's in last 5 years.
7. We have submitted all the information required under this bid document is true and valid.
8. We understand that this bid, together with your written acceptance thereof included in your Letter of Award of bid, shall constitute a binding contract between us, until a formal Contract Agreement is prepared and executed.
9. We understand that you are not bound accept the lowest bid or any other bid that you may receive.
10. Any/All works shall be executed in compliance with CPWD specifications and guidelines.

Very Truly Yours,

(Name and Signature of Authorised person):

(Designation):

(Name of Bidder/Company/Firm):

(Business Address, Phone No.):

(E-Mail ID):

Annexure-2

BIDDER INFORMATION FORM

1.	TRADE NAME OF BIDDER	
2.	PAN No.	
3.	GST No.	
4.	COMMUNICATION ADDRESS	
5.	PHONE NUMBER/MOBILE NUMBER	
6.	FAX No.	
7.	E-MAIL ID	

PARTICULAR DETAILS OF BIDDER'S REPRESENTATIVE/AUTHORISED PERSON

1.	NAME OF BIDDER'S REPRESENTATIVE	
2.	DESIGNATION	
3.	PHONE NUMBER/MOBILE NUMBER	
4.	FAX No.	
5.	E-MAIL ID	

DATE:
PLACE:
Bidder)

Signature of Authorised Person
Designation: (Office Seal of the

Annexure-3**CHECK LIST FOR DOCUMENTS SUPPORTING FOR TECHNICAL BID ELIGIBILITY
CRITERIA AND OTHER NECESSARY SUPPORTING DOCUMENTS**

SN	Description	Copy Attached	Page No.
1.	CPWD / M.E.S. / BSNL (Construction) / Railway / State P.W.D. or any other Govt. / PSU Registration Certificate	Yes/No	
2.	NSIC/MSME Registration Certificate	Yes/No	
3.	PAN Card of the Bidder	Yes/No	
4.	GST Registration Certificate	Yes/No	
5.	Labour Licence, EPF, ESIC Registration etc.	Yes/No	
6.	Turnover Certificate of last 3 years (To be certified by CA).	Yes/No	
7.	Non-Blacklisting/Non-Debarment declaration	Yes/No	
8.	Copies of Experience Certificates/ Completion Certificates (as per bid document).	Yes/No	
9.	Earnest Money Deposit/Bid Security	Yes/No	
10.	Power of Attorney	Yes/No	
11.	Bank Details: 1.Beneficiary Name 2.Bank Name 3.Account No. 4.IFSC code 5.Branch Name and Address	Yes/No	
12.	List of Arbitration Cases (If any)	Yes/No	
13.	Any Corrigendum/Addendum will constitute as a part of Bid Document.	Yes/No	

Declaration: Non-submission of any of the above-mentioned document shall lead to disqualification and rejection of bid. No justification/clarification is admissible after bid submission.

DATE:
PLACE:

Signature of Authorised Person
Designation: (Office Seal of the Bidder)

Annexure-4

FORMAT OF DECLARATION IN LIEU OF EMD/BID SECURITY

(To be submitted on the Bidder's Letter Head)

I (Insert Name and Address of Bidder) am submitting this declaration in lieu of Bid Security/Earnest Money Deposit of the Bid for (Insert Title of the Tender) (Tender No.....), thereby fully accepting that I..... (Insert Name and Address of Bidder) will be suspended and shall not be eligible to participate in the bids invited by AIIMS Guwahati, for a period of (3) Three years from the date of such Suspension Orders, under the following circumstances: -

If after the opening of Bid, I..... (Insert Name and Address of Bidder) withdraw or modify my Bid during the period of validity specified in the Bid Document (including extended validity, if any) or do not accept the correction of the Bid Price pursuant to any arithmetical errors.

If after the award of work, I..... (Insert Name and Address of Bidder) fail to furnish the required Performance Security or sign the Contract, within the time limit specified in the Bid Document or Letter of Award (LOA).

DATE:
PLACE:

Signature of Authorised Person
Designation: (Office Seal of the Bidder)

Annexure-5

FORMAT OF PERFORMANCE BANK GUARANTEE

Bank Guarantee No.....

Dated.....

To,

The Executive Director,
AIIMS GUWAHATI
Changsari, Assam-781101

Reference: Contract No. (LOA).....

awarded on.....

This deed of Guarantee made this day of ----- between ----- (name of bank) having registered office at ----- and branch office at ----- (hereinafter referred to as "Bank") of the one part and Executive Director/ AIIMS GUWAHATI, Changsari, Assam-781101 (hereinafter called the **ED, AIIMS GUWAHATI**) of the other part. Whereas Executive Director, AIIMS GUWAHATI, Changsari (Assam-781101) has awarded the Contract No. (LOA)..... for the work **Modification of Night Shelter 2nd floor at AIIMS Guwahati Campus** (Hereinafter called "the Contract") To M/s ----- its registered office at ----- (hereinafter called "the Bidder"). Whereas the bidder is bound by the said Contract to submit to **ED, AIIMS GUWAHATI** an irrevocable performance bank guarantee bond for a total amount of Rs. ----- (Rs. in words). Now, we the undersigned (Name of Bank official), of the bank being fully authorized to sign and to incur obligations for and on behalf of the Bank hereby declare that the said Bank will guarantee **ED, AIIMS GUWAHATI** the full amount of Rs. ----- (Rs. in words) as stated above. After the Bidder has signed the aforesaid contract with the **ED, AIIMS GUWAHATI**, the Bank further agree and promise to pay the amount due and payable under this guarantee without any demure merely on a demand from the **ED, AIIMS GUWAHATI** stating that the amount claimed is due by way of loss or damage cause to or would be caused or suffered by **ED, AIIMS GUWAHATI** by reason of any breach by the said Bidder of any of the terms or conditions contained in the said agreement or by reason of the Bidder's failure to perform the said agreement. Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs. ----- (in words) only. We ----- (indicate the name of Bank), further undertake to pay to **ED, AIIMS GUWAHATI** any money so demanded notwithstanding any dispute or dispute raised by the Bidder in any suit or proceeding pending before any court or Tribunal relating to liability under this present being absolute and unequivocal.

The payment so made by us (name of Bank) under this bond shall be a valid discharge of our liability for payment there under and the Bidder shall have no claim against us for making

such payment. We ----- (indicate the name of bank), to further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said agreement and that it shall continue to be enforceable till all the dues of **ED, AIIMS GUWAHATI** under or by virtue of the said agreement have been fully paid and its claims satisfied or discharged by ----- (Designation & address of contract signing authority) on behalf of **ED, AIIMS GUWAHATI** certify that the terms and conditions of the said agreement have been fully and properly carried out by the said Bidder and accordingly discharges this guarantee. Notwithstanding anything to the contrary contained herein the liability of the bank under this guarantee will remain in force and effect until such time as this guarantee is discharged in writing by **ED, AIIMS GUWAHATI** or until (date of

validity/extended validity) whichever is earlier and no claim shall be valid under the guarantee unless notice in writing thereof is given by **ED, AIIMS GUWAHATI** within validity/extended validity period of guarantee from the date of aforesaid. Provided always that we ----- (Name of bank) unconditionally undertakes to renew this guarantee or to extend the period of guarantee from year to year before the expiry of the period or the extended period of guarantee, as the case may be on being called upon to do so by **ED, AIIMS GUWAHATI**. If the guarantee is not renewed or the period extended on demand, we ----- (Name of bank) shall pay **ED, AIIMS GUWAHATI** the full amount of the guarantee on demand without demur. We ----- (indicate the name of Bank), to further agree with **ED, AIIMS GUWAHATI** that **ED, AIIMS GUWAHATI** shall have the fullest liberty without our consent and without effecting in any manner out of obligation hereunder to vary any of the terms and conditions of the said contract from time to time or to postpone for any time or from time to time any to power exercisable by **ED, AIIMS GUWAHATI** against the said Bidder and to forbear or enforce any of the terms and conditions of the said agreement and we shall not be relieved from our liabilities by reason of such variation, or extension being granted to the said Bidder for any bearance act or omission on the part of **ED, AIIMS GUWAHATI** or any indulgence by **ED, AIIMS GUWAHATI** to the said Bidder or by any such matter or thing whatsoever which under the law relating to sureties for the said reservation would relieve us from the liability. The Guarantee hereinbefore contained shall not be affected by any change in the constitution of Bank or of the Bidder. The expressions "**ED, AIIMS GUWAHATI**", "**The Bank**" and "**The Bidder**" hereinbefore used shall include their respective successors and assigns. We ----- (name of the bank) lastly undertake not to revoke this guarantee during its currency except with the previous consent of **ED, AIIMS GUWAHATI** in writing.

Notwithstanding anything to the contrary contained hereinbefore:

- i) Our liability under this Bank Guarantee shall not exceed and restricted to Rs. ----- (In words).
 - ii) This Bank Guarantee shall be valid up to -----, unless extended on demand by **ED, AIIMS GUWAHATI**.
 - iii) The Bank is liable to pay the guaranteed amount or any part thereof under this Bank Guarantee only if **ED, AIIMS GUWAHATI** serve a written claim or demand on or before -----
- IN WITNESS WHEREOF we of the Bank have signed and stamped this guarantee on this day of ----- being herewith duly authorized.

Bank Seal Signature of Bank Authorize Official with seal

Name.....
Designation:
Address:

Witness:

Name:

Designation:

Address:

Name:

Designation:

Address:

Annexure-6

Litigation History

(On the letter head of Bidder)

Year	Award / order / judgement / decree etc. for or against the Bidder including present litigation	Name of client, cause of litigation, and matter in dispute	Disputed amount (current value)

DATE:

PLACE:
Bidder)

Signature of Authorised Person
Designation: (Office Seal of the

Annexure-7

Format to provide details of relating to fulfilment of Eligibility Criteria

SN	Name of Project	Name of company / organization with contact details for reference check	Exact scope of services for which the contract was awarded	Value of contract	Date of award of contract	Completion time as stated at the time of contract award or tender (weeks)	Actual completion (weeks)	Explanation why the Project is Similar Work

DATE:
PLACE:

Signature of Authorised Person
Designation: (Office Seal of the Bidder)

Annexure-8

Undertaking Regarding Non- Blacklisting / Non – Debarment

[on the letter head of the Bidder]

Kind Attention:

Location:

Date:

To,

**The Executive Director,
AIIMS GUWAHATI, Changsari
Kamrup (R), Guwahati-781101
Assam**

RFP No. _____

For carrying out work of _____

We hereby confirm and declare that we, M/s _____, is not blacklisted/ Deregistered/ debarred by any Government department/Public Sector Undertaking/ Private Sector/ or any other agency for which we have Executed/ Undertaken the works/ Services during the last 5 years.

For _____

Authorised Signatory

Date

Annexure-9

Financial Information certified by Chartered Accountant or Statutory Auditor

Note: Turn over amount from Contracting Works shall only be included in below table.

The financial details of M/s_____ for the past financial years are given below and certified that the figures as given below are in conformity with the audited statement of accounts and other statutory returns (i.e., Income Tax & GST) and are true and correct.

Financial Information in INR Lakh	Historical Information for previous 3 financial years			
	FY 2023-24	FY 2024-25	FY2025-26	Average
Total Assets				
Total Liabilities				
Net Worth (Share capital + Reserves and Surplus)				
Liquid Resources (Cash and bank balances)				
Current Liabilities				
Turnover				
Profit Before Taxes				
Profit After Taxes				

This is to certify that above turn over amount is from Contracting Works only.

Sign and seal of CA
With registration no.

Annexure-10

FORMAT FOR POWER OF ATTORNEY TO AUTHORIZED SIGNATORY

(To be executed on non-judicial stamp paper of the appropriate value in accordance with relevant Stamp Act. The stamp paper to be in the name of the firm/ company who is issuing the **Power of Attorney**)

We, M/s. (Name of the Bidder/firm/Company with address of the registered office) hereby constitute, appoint and authorize Mr./Ms. (Name and residential address) who is presently with us and holding the position of and whose signature is given below as our Attorney to do in our name and our behalf all or any of the acts, deeds or things necessary or incidental to our bid **Modification of Night Shelter 2nd floor at AIIMS Guwahati Campus** including signing and submission of application/ tender/ proposal, participating in the meetings, responding to queries, submission of information/ documents and generally to represent us in all the dealings with **AIIMS GUWAHATI**, in connection with the works until culmination of the process of bidding, till the Contract Agreement is entered into with **AIIMS GUWAHATI** and thereafter till the expiry of the Contract Agreement.

We hereby agree to ratify all acts, deeds and things lawfully done by our said Attorney pursuant to this Power of Attorney and that all acts, deeds and things done by our aforesaid Attorney shall always be deemed to have been done by us.

Dated this the day of..... 2024.

.....

(Signature and name of authorized signatory being given **Power of Attorney**).

(Signature and name in block letters of Proprietor/ All the partners of the firm/Authorized Signatory for the Company) Strike out whichever is not applicable) - procedure if any laid down by the applicable law and the charter documents of the executant(s) and when it is so required the same should be under common seal affixed in accordance with the required procedure.

Name in Block Letter:

Signature:

Power of Attorney is to be attested by Notary.

Witness 1:

Name:

Address:

Occupation:

Witness 2: -

Name:

Address:

Occupation:

Annexure-11

PRICE BID (To be uploaded in BOQ Format Only)

Estimate for Modification of Night Shelter 2nd floor at AIIMS Guwahati Campus					
S.N	Description of Work	Qty	Unit	Rate	Amount
1	Providing and fixing aluminium work for doors, windows, ventilators and partitions with extruded built up standard tubular sections/ appropriate Z sections and other sections of approved make conforming to IS: 733 and IS: 1285, fixing with dash fasteners of required dia and size, including necessary filling up the gaps at junctions, i.e. at top, bottom and sides with required EPDM rubber/ neoprene gasket etc. Aluminium sections shall be smooth, rust free, straight, mitred and jointed mechanically wherever required including cleat angle, Aluminium snap beading for glazing / panelling, C.P. brass / stainless steel screws, all complete as per architectural drawings and the directions of Engineer-in-charge. (Glazing, paneling and dash fasteners to be paid for separately) :21.1.1 For fixed portion 21.1.1.2 Powder coated aluminium (minimum thickness of powder coating 50 micron)	1,350.00	KG		
2	Providing and fixing 12 mm thick prelaminated particle board flat pressed three layer or graded wood particle board conforming to IS: 12823 Grade I Type II, in panelling fixed in aluminum doors, windows shutters and partition frames with C.P. brass / stainless steel screws etc. complete as per architectural drawings and directions of engineer-in-charge. 21.2.1Pre-laminated particle board with decorative lamination on one side and balancing lamination on other side	570.00	Sqm		

3	For shutters of doors, windows & ventilators including providing and fixing hinges/ pivots and making provision for fixing of fittings wherever required including the cost of EPDM rubber / neoprene gasket required (Fittings shall be paid for separately) 21.1.2.2 Powder coated aluminium (minimum thickness of powder coating 50 micron) Minimum anodic coating of grade AC 15)	200.00	kg		
4	Sliding/Hinged door accessories (lock, handle, stopper, other accessories etc.)	28.00	Set		
5	Mattresses of size 6 ft x 4.0 ft (bottom) (min. 4inch of height).	28.00	Nos.		

6	Mattresses of size 6 ft x 3.0 ft (top) (min. 4inch of height).	28	Nos.		
7	Supply of Pillows	56	Nos.		
8	Supply of Bedsheet with Pillow cover.	56	Nos.		
9	Supply of Blankets	56	Nos.		
10	Supply of Storage Unit	28	Nos.		
11	Supply of Mosquito nets.	56	Nos.		
12	Supply and installation of double tier bunk bed with railings on upper bunk for safety, secure fittings and joints for safety, sturdy construction to support weight with high quality durable ply (water proof ply) and smooth polished surface with non-toxic long-lasting paint or varnish or mica finish. The finish must be scratch resistant, treated for termite and moisture protection. The size of bunk bed is 6 ft x 4.0 ft (bottom) & 6 ft x 3 ft (top) with a staircase in between 2 ft width all complete and as directed by Engineer-In-Charge.	28	Nos.		
13	Wiring for light point/ fan point/ exhaust fan point/ call bell point with 1.5 sq.mm FRLS/HFFR PVC insulated copper conductor single core cable in surface/ recessed steel conduit, with modular switch, modular plate, suitable GI box and earthing the point with 1.5 sq.mm FRLS/HFFR PVC insulated copper conductor single core cable etc. as required.				
a	Group A	105	Point		
14	Installation, Testing and Commissioning of pre-wired, fluorescent fitting / compact fluorescent/ LED fitting of all types, complete with all accessories and tube/lamp etc. directly on ceiling/ wall, including connections with 1.5 sq. mm FRLS/HFFR PVC insulated, copper conductor, single core cable and earthing etc.	71	Each		

	as required.				
15	Installation, Testing and Commissioning of ceiling fan, including wiring the down rods of standard length (upto 30 cm) with 1.5 sq. mm FRLS/HFFR PVC insulated, copper conductor, single core cable, including providing and fixing phenolic laminated sheet cover on the fan box etc. as required.	60	Each		
16	Wiring for circuit/ sub main wiring along with earth wire with the following sizes of FRLS/HFFR PVC insulated copper conductor, single core cable in surface/ recessed medium class PVC conduit as required.				
	2 X 2.5 sq. mm + 1 X 2.5 sq. mm earth wire	600	Meter		

17	Supplying and fixing following size/ modules, GI box along with modular base & cover plate for modular switches in recess etc. as required.				
a	6 Module (200mmX75mm)	28	Each		
b	4 Module (125mmX75mm)	28	Each		
18	Supplying and fixing following piano type switch/ socket on the existing switch box/ cover including connections etc. as required.				
a	3 pin 5 / 6 A socket outlet (For Ceiling Rose Adjustment)	56	Each		
19	Supplying and fixing following modular switch/ socket on the existing modular plate & switch box including connections but excluding modular plate etc. as required.				
a	5/6 A switch	84	Each		
b	2 way 5/6 A switch	84	Each		
20	Supply of 1 x 10 Watt LED Batten Light	28	Each		
21	Supply of wall Bracket Fan	28	Each		
22	Supply of Pedestal Fan	28	Each		
Grand Total (Including GST)					

Note:

1. The rates are inclusive of all taxes and charges (including GST)
2. All works shall be executed in compliance with latest CPWD specifications and guidelines.

