



**JAGADIS BOSE NATIONAL SCIENCE TALENT SEARCH**  
**1300, R AJDANGA MAIN ROAD**  
**KASBA , KOLKATA – 700107**  
**Tel : (033) 24428270**

**N.I.T no. JBNSTS/2-1/2022-23/19 dated 03.10.2024**

## **NOTICE INVITING TENDER**

Sealed quotations are invited by JBNSTS from reputed agencies for selection of consultant for renovation and interior decoration work at its office at 1300, Rajdanga Main Road, Kolkata – 700107.

Details are as under :

- 1. Name of work :** Consultancy for renovation and interior decoration work at its office at 1300, Rajdanga Main Road, Kolkata – 700107.
- 2. Scope of work :** The agency shall perform the following functions on behalf of JBNSTS
  - Preparation of computerized drawing and internal perspective views
  - Preparation of detailed working drawing after approval of conceptual drawing.
  - Preparation of technical specification and estimates
  - Preparation of tender documents to select executing agency
  - Evaluation of tender documents
  - Periodic supervision and bill checking
  - Issuing completion certificate
  - Any other work incidental to the work and mutually agreed upon by the agency
- 3. Minimum qualification of agencies for participation in the bidding process :**  
Interested bidders must satisfy all the criteria given below to be qualified for consideration in the bidding process
  - Completion of atleast one educational/institutional/residential of value not less than Rs. 3 (three) crores during last 5 (five) financial years
  - Average annual financial turnover for last 3 (three) financial years is not less than Rs.1.0 crore.

#### 4. Documents to be submitted with tender document

- Valid trade license
- Valid GST registration certificate of the firm/agency
- Valid PAN of the firm/agency
- Valid registration under PF and ESI.
- IT Return of last 3 (three) financial years
- Atleast one Job completion certificate of completing educational/institutional/residential project of value not less than Rs. 3 (three) crores during last 5 (five) financial years

#### 5. General terms and conditions

a) **Collection of Tender papers :** Interested vendors may either download the tender paper from our website [www.jbnsts.ac.in](http://www.jbnsts.ac.in) or collect it from our office on any working day (except Saturdays, Sundays and Government holidays) between 11.00 am to 03.00 p.m. during October 03, 2024 till 12.00 noon (IST) of October 23, 2024.

b) **Submission of tender :**

i) Bidders should submit the tender in their official letterhead, duly filled up and signed, with necessary documents (as per clause 4). Tenders may be submitted either by post or courier or by hand at the office of JBNSTS at 1300, Rajdanga Main Road, Kasba, Kolkata – 700107 latest by **02.00 p.m. (IST) of 23.10.2024**

ii) All quotations to be submitted in sealed envelop and addressed to “**The Director, Jagadis Bose National Science Talent Search , 1300, Rajdanga Main Road, Kolkata – 700107**”. Vendors should also mention the name of the organization, address and contact details on the envelop. Vendors should write clearly the N.I.T number, name of the items and name and contact details of the agency on the envelops.

iii) Interested vendors may visit the site of work on October 04, 2024 or October 21, 2024 between 03.00 p.m. to 05.00 p.m.

c) **Opening of tender :** The tender shall be opened **on 23.10.2024 at 03.00 p.m.** at the office of Jagadis Bose National Science Talent Search , 1300, Rajdanga Main Road, Kolkata – 700107 . One representative from each bidder may remain present at the time of opening the tender. In case of any change in either date or time or place of opening the tender, the same shall be intimated to the bidders in advance through official website of JBNSTS.

d) **Evaluation of tenders :**

Tenders shall be evaluated on the basis of total quoted price of the work inclusive of all charges and taxes. Separate evaluation for separate items shall not be done.

e) **Validity of tender:** The quoted price and all other terms and conditions stated in the tender to be remain valid for 120 (one hundred twenty) days from the date of opening the tender. No change in price shall be allowed within that period otherwise the tender will be rejected.

f) **Completion Period :** The job should be completed within 90 (ninty) days of the issue of work / purchase order by JBNSTS.

## **6. Payment :**

- i) Quoted rate should be inclusive of all expenses for execution of the jobs given in clause 2 (incl. tax etc.). No extra payment shall be made for any reason whatsoever. However, in case of any extra work, extra payment shall be made on the basis of mutual agreement.
- ii) Payment shall be made only after completion of the entire work. No part payment shall be made.
- iii) All payments shall be made by a/c payee cheque or through online payment system.
- iv) Legal deductions, if any, shall be made from the final bill amount.

**7. Rejection of tender :** A tender shall be rejected if any of the following defects is found :

- i) If the tender is submitted beyond the last date and / or time as stated in clause 5(b)(i).
- ii) If the tender is incomplete in any respect.
- iii) If any necessary document/s are not attached with the tender document.
- iv) If the tender is submitted by email or through any other social media platform.
- vi) In case of refusal to perform any item of the stated "scope of work" .
- vi) JBNSTS reserves the right to reject any or all tenders without assigning any reason.

**8.** It may be noted that primarily this shall be treated as expression of interest of the vendor. The final work order shall be issued by JBNSTS after approval of the appropriate authority

**9.** Bidders should read and understand this tender document fully before submitting tender. Once the tender is submitted, it will be assumed that the bidder has read, understood and agreed to all terms and conditions stated herein.

**10.** Any dispute shall be governed by acts as applicable only within jurisdiction of the High Court at Kolkata, West Bengal, India

For further details contact:

Asst. Director (Admin.)  
Phone : 033-24428270