



राष्ट्रीय पुस्तक न्यास, भारत  
शिक्षा मंत्रालय, भारत सरकार  
**NATIONAL BOOK TRUST, INDIA**  
Ministry of Education, Government of India

**Nehru Bhawan, 5 Institutional Area,  
Phase-II, Vasant Kunj, New Delhi – 110 070**  
**Tel.: 011-26707700-756/868, Fax: 011-2612883**  
**Website: [www.nbtindia.gov.in](http://www.nbtindia.gov.in), E-mail: [ad.admn@nbtindia.gov.in](mailto:ad.admn@nbtindia.gov.in)**

### **TENDER NOTICE**

National Book Trust, India (NBT), an autonomous organization of the Government of India, Ministry of Education, invites sealed Bids/Quotations from registered and reputed firms in the prescribed Tender Form for Construction of NBT's Book shop at Kashmere Gate Metro Station New Delhi as per Specifications for Scope of Work given in Annexure-II and Annexure-III (as per DMRC guidelines).

Tender Document can be obtained from the Superintendent (Admin.), National Book Trust, India, Nehru Bhawan, 5, Institutional Area, Phase-II, Vasant Kunj, New Delhi-110070 on any working day till 4:00p.m **from 19.11.2020 to 09.12.2020** against payment of Rs.1,180/- including 18% GST in the form of Demand Draft. Tender documents can be downloaded from NBT website [www.nbtindia.gov.in](http://www.nbtindia.gov.in). In such a case, the Tender fee may be remitted through Demand Draft /Banker's cheque drawn in favour of **National Book Trust, India**, payable at **New Delhi** alongwith the Complete Bid Documents. The Tender Document is also available in e-procurement portal [www.eprocurement.gov.in](http://www.eprocurement.gov.in)

<b>Start of Sale of Tender Document</b>	<b>: From 19.11.2020 to 09.12.2020 (upto 4.00 p.m.)</b>
<b>Cost of Tender document</b>	<b>: Rs. 1,180/- including 18% GST</b>
<b>Earnest Money Deposit</b>	<b>: Rs.50,000/-</b>
<b>Date of Pre-Bid Meeting</b>	<b>: 27.11.2020 at 11:00 a.m.</b>
<b>Last date of receipt of Bids</b>	<b>: 10.12.2020 upto 11:00 a.m.</b>
<b>Date of opening of Technical Bids</b>	<b>: 10.12.2020 at 11:30 a.m.</b>
<b>Date of opening of Financial Bids</b>	<b>: Would be informed to the technically Qualified Bidders later</b>

**Director, NBT reserves the right to accept/reject any or all the bids without assigning any reason whatsoever.**

**CHECK LIST** – The Firms/Contractors should ensure the following before submission of the Technical Bids:

<b>Sl. No.</b>	<b>Particular(s)</b>	<b>Yes</b>	<b>No.</b>
1.	Copy of valid license from authorities concerned/ Govt. regulatory bodies. <b>(Documentary proof to be enclosed)</b>		
2.	Certified copy of Income Tax Returns & Balance Sheet with Annexure and Profit & Loss A/c for last three financial years 2017-18, 2018-19 & 2019-20		
3.	Certified copy of last three financial years' Profit & Loss Account showing minimum annual turnover of Rs. 50 Lakh each year continuously from similar services.		
4.	Attested copy of Registration Certificate of the Firm and Self-attested copy of MOA/AOA/Deed/ Bye Laws.		
5.	Attested copy of GST Registration & GST Return for the financial year 2020-21		
6.	Attested copy of PAN card		
7.	Specimen. Signature, Name, Address, Contact No., designation/capacity of the person signing the Tender document on letterhead of the Firm.		
8.	The firm has to declare the status such as partnership/ proprietorship/ company etc.		
9.	ISO certificate enclosed.		
10.	The Firm should have at least 3 years' experience of working with Central/State Government or Public Sector Undertaking or Autonomous bodies of Central/State Government or National Level Professional Bodies in India of providing similar services. <b>(Documentary proof to be enclosed). Experience of Private organizations shall not be considered at all.</b>		
11.	During the last three years i.e. 2017-2018, 2018-19 & 2019-20, Construction/ Fabrication work to Central/State Govt. offices/ Institutions/ PSUs should be done either of following for each year: i. Three completed works costing not less than Rs.7 Lakh for each year <b>or</b> ii. Two completed works costing not less than Rs.10 Lakh for each year <b>or</b> iii. One completed work costing not less than Rs.20 Lakh during the year <b>(Work Orders to this effect should be enclosed)</b>		
12.	An Affidavit on Rs.100/- Stamp Paper to the effect that the Firm/Company has not been blacklisted/ debarred by any Government Department nor has it any civil or criminal case pending against any court of law in the country. <b>(Affidavit to be submitted physically in original)</b>		
13.	Acceptance letter for Tender terms and conditions <b>(To be given on Firm/Company Letter Head).</b>		
14.	Demand Draft for Earnest Money Deposit of Rs.50,000/-		
15.	Demand Draft for Tender Fee of Rs.1,180/-		



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**Tel.: 011-26707700-756/868, Fax: 011-2612883**  
**Website: [www.nbtindia.gov.in](http://www.nbtindia.gov.in), E-mail: [ad.admn@nbtindia.gov.in](mailto:ad.admn@nbtindia.gov.in)**

## **TENDER DOCUMENT**

### **CONSTRUCTION OF NBT BOOK SHOPS AT KASHMERE GATE METRO STATION**

National Book Trust, India (NBT), an autonomous organization of the Government of India, Ministry of Education, invites sealed Bids/Quotations from registered and reputed firms in the prescribed Tender Form for Construction of NBT's Book shop at Kashmere Gate Metro Station New Delhi as per specifications for Scope of Work given in Annexure-II and Annexure-III (as per DMRC guidelines). **Last date for submission of the Bids is 10.12.2020 upto 11:00 a.m.**

### **TERMS AND CONDITIONS**

#### **1. Eligibility Criteria**

- 1.1.** The Bidder should have at least 3 years' experience of working with Central/State Government or Public Sector Undertaking or Autonomous bodies of Central/State Government or National Level Professional Bodies in India of providing similar services. A certificate to this effect must be submitted. Experience of Private Organization shall not be considered at all.
- 1.2.** Bidder should have handled turnover of aggregate billing of minimum Rs.50 Lakh per annum during each of the three preceding years.
- 1.3.** Bidder must have sufficient and qualified supervisory staff to ensure providing of satisfactory Construction/ Fabrication services to NBT.
- 1.4. Essential Parameters for Qualification in Technical Bids:**
  - Self-attested copy of PAN card.
  - Self-attested copy of MOA/AOA/Deed/ Bye Laws.
  - An Affidavit on Rs.100/- stamp paper duly signed and stamped by Notary (Required to be enclosed and Photocopy of the affidavit will not be accepted) stating that:-
    - "The Firm has not been Debarred or blacklisted by Government, Quasi Government, PSU or Autonomous Organization".
    - "Bidder has not defaulted on any bank/financial institution loans in the past. There should not be any statutory dues or disputed liability".

- Specimen signature, name, address, contact no., designation/capacity of the person signing the tender document on letter head are required to be enclosed.
- Experience Certificate as per clause 1.1 above from the Administrative Head of the unit where services were provided or Work Order & completion certificate should be enclosed.
- Certified copy of Income Tax Returns, Profit & Loss Account and Balance Sheet with Annexure for the last 3 financial years i.e. 2017-18, 2018-19 & 2019-20.
- The Firm should have valid license from authorities concerned/ Govt. regulatory bodies **(Self attested copy of Certificate to be enclosed)**.
- GST Return copy for the financial year 2020-21 and Self-attested copy of GST Registration.
- Performance Security will be 10% of the value of contract after getting of Contract.
- Demand Draft for Earnest Money Deposit of Rs.50,000/-.

## 2. Two Bid system tender

Separate Technical and Financial Bids duly sealed and superscribed as “Technical Bid for Construction of NBT’s Book shop at Kashmere Gate Metro Station New Delhi” and “Financial Bid for Construction of NBT’s Book shop at Kashmere Gate Metro Station New Delhi” should be submitted as per Bid details given in the document and addressed to Deputy Director (Admin), National Book Trust, India, Nehru Bhawan, 5, Institutional Area, Phase-II, Vasant Kunj, New Delhi – 110070, **must reach on the above address latest by 11:00 hrs on 10.12.2020.**

The Tender not submitted in the prescribed format(s) or incomplete in any respect is liable for rejection. NBT is not responsible for non-receipt of bids/quotations within the specified date and time due to any reason including postal delays, holidays etc.

### Envelope – 1 (Technical Bid):

The Technical Bid should be complete in all respects and contain all the required information except rates. The Technical Bid should include all the components asked for in Annexure I. The format prescribed for submission of Technical Bid is as under:

- Covering letter
- EMD in the form of an Account payee Demand Draft drawn in favour of “National Book Trust, India” payable at New Delhi, for Rs.50,000/-.
- The Company profile
- Experience/Details of operation in the last 3 years
- Duly signed copy of Tender Document
- Technical Documentation, if any
- All Documents mentioned under clause 1.4 and as per Annexure-I

**Envelope – 2 (Financial bid):**

The Financial Bid should give all relevant price information as per Annexure –II. The bid form must be filled in completely, without any errors, erasures or alterations. The Financial Bid must not contradict the Technical Bid in any way.

**3. Documentation**

The Bidder shall furnish, as part of his tender, documents establishing his eligibility to participate in the tender and his competence to perform the Contract.

**4. Earnest Money Deposit**

Bidder must submit Earnest Money Deposit (EMD) of Rs.50,000/- (Fifty thousand only) in the form of a Demand Draft drawn in favour of “National Book Trust, India” payable at New Delhi.

**5. Costs**

The Bid should include the following

- Rates of services or other additional items, if any, should be inclusive of all taxes and statutory levies.
- Rates Quoted: The Bidders should quote rates only in Annexure - II

**6. Preliminary Scrutiny**

NBT will scrutinize bids to determine whether they are complete, whether any errors have been made in the Technical Bid, whether required technical documentation has been furnished, whether the documents have been properly signed, and whether items are quoted as per the schedule. NBT may, at its discretion waive off any minor non-conformity or infirmity in a bid provided such waiver does not affect relative ranking of other bidders. The decision of NBT in this regard will be final & binding.

**7. Clarification on Bids**

To assist in the scrutiny, evaluation and comparison of bids, NBT may, at its discretion, ask some or all vendors for clarification on their bids. The request for such clarification and the response will necessarily be in writing. If deemed necessary, the bidder may be required to give presentation on the proposed Bid.

**8. Technical Inspection and Performance Evaluation**

NBT reserves its right to carry out a technical inspection and performance evaluation (benchmarking) of the Bids made by short listing eligible Bidders. This may also include site inspection of the current engagements of the Bidders.

**9. Verification**

NBT reserves the right to verify any or all statements made by the Bidder in the tender document and to inspect the Bidder's facilities, if necessary, to establish to its satisfaction about the vendor's capacity to perform the job.

#### **10. Short listing of bidders**

NBT will make a list of technically qualified Bidders. The Financial Bids of only such qualified Bidders will be opened.

#### **11. Cancellation of contract**

NBT reserves the right to cancel the Tender process /Contract without assigning any reason.

#### **12. Legal Jurisdiction**

The Contract shall be deemed to have been concluded in the National Capital Territory of Delhi and all obligations hereunder shall be deemed to be located at the NCT of Delhi and the Court within NCT of Delhi only will have jurisdiction to the exclusion of all other Courts.

#### **13. Income Tax as applicable will be deducted at source**

#### **14. TDS under GST as applicable will be deducted at source**

#### **15. The Contractor shall provide the following services in Kashmere Gate Metro Station New Delhi:-**

- a) To provide Construction/Fabrication of NBT Book Shop as per specification for Scope of Work given in Annexure-II and Annexure-III (as per DMRC guidelines). The contractor will be responsible for removal and proper disposal of waste material, garbage etc.
- b) The contractor will be fully responsible for any loss/damage at Kashmere Gate Metro Station New Delhi during the construction of NBT Book Shop and same will have to be made good by the Contractor at his cost.
- c) The size and weight including quality of various items should be approved by NBT. No new items would be introduced without approval of NBT. No rate will be revised without prior approval of NBT.

#### **16. It is necessary to provide copy of valid license from authorities concerned/ Govt. regulatory bodies along with the tender document.**

#### **17. Penalty clause**

Failure to execute any job regarding construction/ fabrication of NBT Book Shop at Kashmere Gate metro Station New Delhi will render the Contractor liable to penalty as may be decided by NBT. The decision of NBT with regard to the quantum of penalty shall be final and binding on the Contractor.

#### **18. Performance Security**

Before award of the contract the successful Bidder will be required to deposit **10% of contract value as Performance Security (refundable)** in the form of a Demand Draft drawn in favour of **National Book Trust, India**, payable at **New Delhi**. The Performance Security deposited by the Contractor will be retained till completion of the job. It will be forfeited by order of the Competent Authority of NBT, India in the event of any breach or negligence or non-observance of any terms/conditions of contract or for unsatisfactory performance of the job.

#### 19. Change in Quantities:

The quantities mentioned in Annexure-II may be increased or decreased at the discretion of NBT and no claim in this regard will be entertained. **If considered necessary, any item could be dropped completely.**

#### 20. Handing over

After completion of the works, i.e. construction/ fabrication of NBT Book Shop at Kashmere Gate metro Station New Delhi, the site shall be handed over to NBT. The maintenance and upkeep of the items provided while undergoing the said construction would be responsibility of the Contractor(s). Contractor shall provide warranty/ guarantee on all the installed items for a period of **two years (twenty four months)** after its supply and installation, without any extra or additional cost to NBT, except any damage due to termite, water leakage, or any other fault caused to other factors which do not involve the quality of the furniture/ workmanship.

## **GENERAL TERMS AND CONDITION OF CONTRACT**

1. The tender shall be submitted on the prescribed tender application form.
2. If the cover of the tender is not sealed and marked, the NBT will assume no responsibility for the tender's misplacement or premature opening.
3. The tenderer should clarify whether the individual signing the tender or other documents in connection with the tender signs as:

A "sole proprietor" of the firm or constituted attorney of such sole proprietor, or a partner of the firm if it be a partnership in which case he must have authority to refer to arbitration disputes concerning the business of the partnership either by virtue of the partnership agreement or a power of attorney. In the alternative, the tender should be signed by all the partners or Director in case of a Company.

The tender should be signed either by the proprietor or by his authorized representative. In case of the latter, an authority letter should be enclosed with the tender.

4. Incomplete tenders are liable to be rejected. It means Tenderer should quote for all items. If any item is missed or not quoted, the entire Tender will be rejected.
5. The quantities mentioned in the schedule may either be increased or reduced at the discretion of the NBT. However, for the reduced quantity no claim shall be entertained and if considered necessary, any item could be dropped completely.
6. The tenderers should fill the rates both in figures as well as in words. The tender form may be filled in English and all entries must be handwritten in ink. Overwriting of rates is not permitted.
7. If there is a discrepancy in rates between words and figures, the amount in words will prevail.
8. When deemed necessary, the NBT may seek clarification on any aspect from the tenderers. However, that would not entitle the tenderer to change or cause any change in the price quoted.
9. The tenderers, in their own interest, are advised to inspect the layout of NBT Book Shop site at Kashmere Gate Metro Station before submitting tenders.
10. The NBT will examine the tenders to determine whether they are complete, whether any computational errors have been made, whether the documents have been properly signed, and whether the tenders are generally in order.



11. The NBT may waive any minor infirmity or non-conformity in the tender which does not constitute a material deviation, provided such waiver does not prejudice or affect the relative ranking of other tenderers. The decision of the NBT in this regard will however be final.
12. **Liquidated Damages**
- Work must be completed with in 20 days from the date of award of the contract in all respects. Failure to do so will entitle the NBT to impose a penalty of Rs.10,000/- per day on the contractor and he may be blacklisted for future work.** In addition to it the Performance security deposits shall stand forfeited. Further, failure on the part of the contractor to complete the job in accordance with the terms and conditions set out and within the time schedule will confer on the NBT the right to get the work done through another contractor, in which event, the entire cost/damages so incurred by the NBT will have to be paid by the first contractor.
13. It will be the responsibility of the successful contractor to take a comprehensive insurance cover against fire, damage, pilferage, etc., at his own cost. He should take necessary precautions to safeguard against possible hazards/ accidents.
14. The successful tenderer will have to get a Layout/Grid/Picture of the NBT Stalls approved by the NBT before execution of the work.
15. The quality of material to be used for the construction should conform to the approved model/presentation. Any deviation in quality will render the contractor liable to penalty as may be decided by the Trust. The decision of the Trust in this regard shall be final and binding on the contractor.
16. The contractor shall engage technically competent personnel for executing the work.
17. The NBT will award the contract to the tenderer whose tender has been determined to be substantially responsive and has been determined as the lowest evaluated bid, provided further that the tenderer is determined to be qualified to perform the contract satisfactorily.
18. During the period of construction of NBT Book shop, the contractor shall have to make his own arrangement for various amenities necessary for the smooth execution of his work.
19. The payment of the billed amount will be made subject to a physical verification by the officers of the NBT.

**20.** The decision of the NBT in this regard would be final and binding.

**21. Opening of Tender**

The Tenderer is at liberty either himself or authorize not more than one representative to be present at the opening of the tender. The representative attending the opening of the Tender on behalf of the Tenderer should bring with him a letter of authority from the Tenderer and proof of identification.

**22. Criterion for Evaluation of Tenders**

The evaluation of the tenders will be made first on the basis of technical and commercial information of the Firm/Agency. The Financial Bids of those firms which are found eligible based on technical parameters only will be opened. The reasons for selection or rejection of a particular tender will not be disclosed. The award of work will be further subject to any specific terms and conditions of the contract given in tender document.

The work will be awarded to the L-1 Bidder. In case the financial bid of more than one Bidder is same as L-1, the work will be awarded to the firm which is better in Technical evaluation.

**23. Force Majeure**

Neither party shall be in default if a failure to perform any obligation hereunder is caused solely by supervening conditions beyond that party's reasonable control, including acts of God, civil commotion, strikes, acts of terrorism, Labour disputes and government or public authority's demands or requirements.

**24. Insolvency etc.**

In the event of the firm being adjudged insolvent or having a receiver appointed for it by a court or any other order under the Insolvency Act made against them or in the case of a company the passing of any resolution or making of any order for winding up, whether voluntary or otherwise, or in the event of the firm failing to comply with any of the conditions herein specified NBT shall have the power to terminate the contract without prior notice.

**Essential Technical Parameters for Technical evaluation of Bids**

<b><u>Sl. No.</u></b>	<b><u>Item</u></b>	<b><u>Points</u></b>
1.	The Firm should have valid license from authorities concerned/ Govt. regulatory bodies. <b>(Documentary proof to be enclosed)</b>	Essential
2.	Certified copy of Income Tax Returns & Balance Sheet with Annexure and Profit & Loss A/c for last three financial years 2017-18, 2018-19 & 2019-20	Essential
3.	Certified copy of last three financial years' Profit & Loss Account showing minimum annual turnover of Rs. 50 Lakh each year continuously from similar services.	Essential
4.	Attested copy of Registration Certificate of the Firm and Self-attested copy of MOA/AOA/Deed/ Bye Laws.	Essential
5.	Attested copy of GST Registration & GST Return for financial year 2020-21	Essential
6.	Attested copy of PAN card	Essential
7.	Specimen. Signature, Name, Address, Contact No., designation/capacity of the person signing the Tender document on letterhead of the Firm.	Essential
8.	The firm has to declare the status such as partnership/ proprietorship/ company etc.	Essential
9.	The firm should be ISO certified.	Essential
10.	The Firm should have at least 3 years' experience of working with Central/State Government or Public Sector Undertaking or Autonomous bodies of Central/State Government or National Level Professional Bodies in India of providing similar services. <b>(Documentary proof to be enclosed). Experience of Private organizations shall not be considered at all.</b>	Essential
11.	During the last three years i.e. 2017-2018, 2018-19 & 2019-20, Construction/ Fabrication work to Central/State Govt. offices/ Institutions/ PSUs should be done either of following for each year: i. Three completed works costing not less than Rs.7 Lakh for each year <b>or</b> ii. Two completed works costing not less than Rs.10 Lakh for each year <b>or</b> iii. One completed work costing not less than Rs.20 Lakh during the year <b>(Work Orders to this effect should be enclosed)</b>	Essential
12.	An Affidavit on Rs.100/- Stamp Paper to the effect that the Firm/Company has not been blacklisted/ debarred by any Government Department nor has it any civil or criminal case pending against any court of law in the country. <b>(Affidavit to be submitted physically in original)</b>	Essential
13.	Acceptance letter for tender terms and conditions. <b>(To be given on Firm/Company Letter Head)</b>	Essential
14.	Demand Draft for Earnest Money Deposit of Rs.50,000/-.	Essential
15.	Demand Draft for Tender Fee of Rs.1,180/-.	Essential

**Annexure-I**



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**TECHNICAL BID**

1. THE FIRM
  - a. Name \_\_\_\_\_
  - b. Regd.Address \_\_\_\_\_
  - c. Contact Person's
    - i) Name &Design. \_\_\_\_\_
    - ii) Address \_\_\_\_\_
    - iii) Tel No. Landline No \_\_\_\_\_ Mobile No \_\_\_\_\_
    - iv) Email ID \_\_\_\_\_
2. Type of Firm :  
Proprietary; Partnership; Private Ltd./Public Ltd./PSU (Please tick and enclose copy of Bye-laws/ Deed/Memorandum/ Articles of Association/ Certificate of Incorporation) \_\_\_\_\_ (Pl. specify)
3. PAN : \_\_\_\_\_ (Please enclose certified photocopy)
4. GST. No.: \_\_\_\_\_ (Please enclose certified photocopy).
5. Copy of valid Registration/ License from Authorities concerned/ Govt. Regulatory Bodies.
6. Attested copy of GST Return for financial year 2020-21.
7. Certified copies of Income Tax Return for the last three financial years: 2017-18, 2018-19 & 2019-20
8. Annual Turnover for the last 3 financial years : (Should be minimum Rs. 50 Lakh as per Profit & Loss Account in each year)

9. Certified copies of Balance Sheet and Profit & Loss Account with annexure etc. for the financial year 2017-18, 2018-19 & 2019-20 enclosed.

10. The Firm should have at least 3 years' experience of working with Central/State Government or Public Sector Undertaking or Autonomous bodies of Central/State Government or National Level Professional Bodies in India of providing similar services.

**(Experience of Private organisations shall not be considered).**

During the last three years i.e. 2017-2018, 2018-19 & 2019-20 Construction/ Fabrication work to Central/State Govt. offices/ Institutions/ PSUs for **(Work Orders should be enclosed):**

i. Three completed works costing not less than Rs.7 Lakh for each year **or**

ii. Two completed works costing not less than Rs.10 Lakh for each year **or**

iii. One completed work costing not less than Rs.20 Lakh during the year

**(Work Orders to this effect should be enclosed)**

11. Tender Fee details:

Demand Draft No. \_\_\_\_\_ Dated \_\_\_\_\_

Amount Rs.1,180/- Drawn On \_\_\_\_\_

12. Earnest money details:

Demand Draft No. \_\_\_\_\_ Dated \_\_\_\_\_

Amount Rs.50,000/- Drawn On \_\_\_\_\_

13. Affidavit on Rs.100/- Stamp Paper to the effect that the Firm/ Company has not blacklisted/ debarred by any Government Department nor has it any civil or criminal case pending against any court of law in the country. **(Affidavit to be submitted physically in original).**

14. Acceptance letter for tender terms and conditions. **(To be given on Firm/Company Letter Head).**

15. The firm should be ISO certified. **(Please enclose self attested Copy of ISO Certificate).**

16. Specimen. Signature, Name, Address, Contact No. , designation/capacity of the person signing the Tender document on letterhead of the Firm.

**Signatures of authorized signatory-----**

**Name** \_\_\_\_\_

**Designation** \_\_\_\_\_

**Seal:** \_\_\_\_\_



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**TENDER APPLICATION FORM**

From

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

To  
The Director,  
National Book Trust, India  
5, Institutional Area, Phase-II,  
VasantKunj, New Delhi – 110 070

Tender No.  
Dated:

Sub.: **Submission of Tender for Construction of NBT Book Shop at Kashmere Gate Metro Station  
New Delhi.**

Sir,

With reference to your above-mentioned Notice Inviting Tenders, I/We hereby offer to provide required services to National Book Trust. I/We shall execute the work truly and faithfully as set forth in the attached terms and conditions. I/We shall be responsible for all complaints as regards the quality of service and in case of any dispute; the decision of Director, National Book Trust shall be final and binding on me/us.

A Demand Draft No \_\_\_\_\_ Dated \_\_\_\_\_ drawn on \_\_\_\_\_ for the prescribed amounts in favour of National Book Trust, India payable at New Delhi is enclosed towards Tender fee and Earnest Money Deposit as required. I fully understand that in the event of my/our tender being accepted, you shall adjust this Earnest Money Deposit against Security Deposit payable by me/us for the faithful and satisfactory execution of the contract.

My/our PAN No \_\_\_\_\_ and GST No \_\_\_\_\_.

**14 | Signature of Tenderer with Stamp)**

I/WE shall have no claim to the refund of Earnest Money/Security Deposit prescribed against this tender in the event of my/our noncompliance of the contract.

I/We further understand that my/our Earnest Money Deposit shall stand forfeited in case of unsatisfactory execution/violation of any term/terms or if I/We withdraw my tender at any stage during the period of validity.

My/our tender shall remain valid for a period of 90 days from the date of opening. My/Our Tender along with terms and conditions with relevant columns and appendix duly filled in under my/our attestation and with each page of the tender paper including the enclosed terms and conditions signed by me/us in the capacity of sole Proprietor/Partner/ Director or special attorney attached is submitted for your consideration.

I/We have read the enclosed terms and conditions carefully and have signed the same in token of my/our absolute and unconditional acceptance.

Thanking you,

Yours faithfully,

Place  
Date

Name  
Signatures with stamp  
& Full Address

### ***UNDERTAKING***

1. I/we undertake that I/we have carefully studied all the terms and conditions and understand the parameters of the proposed work of NBT and shall abide by them.
2. I/we further undertake that all the information given in this Tender are true and correct in all respects and I/we hold the responsibility for the same.

(Signature of the Tenderer with stamp of the firm)

Date

Place \_\_\_\_\_





राष्ट्रीय पुस्तक न्यास, भारत  
शिक्षा मंत्रालय, भारत सरकार  
**NATIONAL BOOK TRUST, INDIA**  
Ministry of Education, Government of India

**Nehru Bhawan, 5 Institutional Area,  
Phase-II, Vasant Kunj, New Delhi – 110 070**  
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Website: [www.nbtindia.gov.in](http://www.nbtindia.gov.in), E-mail: [ad.admn@nbtindia.gov.in](mailto:ad.admn@nbtindia.gov.in)

### **FINANCIAL BID**

**WORK FOR NBT BOOK SHOP AT KASHMIRI GATE METRO STATION**  
**TOTAL AREA 240 SQ FT (16 FEET X 15 FEET, Height - 10 Feet)**

No	Scope Of Work	Quantity	Unit Price	Amount
1	<b>Wooden Fabrication</b>			
1.1	Back Wall with Laminate Finish of 16' x 10'	1		
1.2	Back Wall with Laminate Finish of 15' x 10'	1		
1.3	Bookshelves Display & Lockable Storage at the base with Laminate Finish as per design. Final Size is subject to change as per committee.			
1.4	Laminate Finish, Cash Cum Reception Counter with Lockable & Storage Facility.	1		
1.5	Centre Book Display as per Design, laminate finish with lockable wheel	2		
1.6	Platforms for Book Stacking	6		
1.7	Front & Side Facade, laminate finish with grooves element at the gate.	2		
1.8	Foldable Laminate Finish Gate with Glass along with Lock & Key Facility	1		
1.9	All the Edges should be neatly finished with good quality edge binding tape with proper finish.			
2	<b>Glass Work</b>			
2.1	Front & Side of Outer Book Display Covered with 8mm Toughened Glass			
2.2	At the Gate TV Screens has to be covered with 8mm Toughened glass from outside.			
2.3	Glass Partition in Gate			

<b>3</b>	<b>Graphics &amp; Logos</b>			
3.1	3D Acrylic Lit Branding in Hindi & English as per Design. (National Book Trust)	1 Each		
3.2	Acrylic Back Lit Logo at Entrance Gate as per design	1		
3.3	Non Lit Book Store Letters 6mm	2		
3.4	Rest of the Graphics in Digital Prints with Matte Laminate as per Design.			
3.5	Display Names in Vinyl Cut Letters as per design.			
<b>4</b>	<b>Electrical Fittings, TV Screens &amp; CCTV Cameras</b>			
4.1	2'x 2' of Led Panels	5		
4.2	Ceiling Fans	2		
4.3	1.5 Ton Split Ac	1		
4.4	Electrical Sockets with Switches as per requirements. ( 5/15 Amp )			
4.5	CCTV Cameras with DVR	4		
4.6	Samsung Professional Display TV with USB Facility, flushed in the gate's sides. (Dimension 38"L x 22"W x 2"D)	2		
<b>5</b>	<b>Gypsum Fall Ceiling Covered with Fiber Shed from Top.</b>	240 Sq Ft		
<b>6</b>	<b>PVC Vinyl Flooring</b>	240 Sq Ft		
	<b>GST@18% (as applicable by Govt. of India)</b>			
	<b>TOTAL</b>			

**Note: All fabrication, electrical work of the Shop should be done as per the approval material from DMRC.**

**Signatures of authorized signatory-----**  
**Name** \_\_\_\_\_  
**Designation** \_\_\_\_\_  
**Seal:** \_\_\_\_\_

**FABRICATION OF NBT BOOK SHOP AT KASHMERE GATE METRO STATION, DELHI AS PER ATTACHED DESIGN & APPROVED DMRC MATERIALS ONLY, DETAILS ARE GIVEN BELOW :-**

**Fabrication of the shop using given below plywood only as per DMRC Guidelines -**

1. Duroply Sharda Plywood Industries
2. Century Ply
3. Kitply
4. Green Plywood
5. Virgo Lam (M/s Virgo Industries -
6. Virgo Plywoods Ltd
7. Swastik Plyboard Ltd (Swati Plyboard)
8. Merino

**Using Pre-laminated Particle Board whereas required as per design of the given below companies -**

1. Novopan (GVK Group)
2. Ecoboard
3. Action Tesa (Action Buildwell)
4. Bhutan Board

**PVC Flooring -**

1. Armstrong World Industries (India) Pvt Ltd
2. Gerffloor India
3. Tarken
4. VeeKay Polycoats Limited

**Toughened Glass for Front Display-**

1. Float Glass India Ltd (Asahi float)
2. Asahi Float (AIS)
3. Modigaurd
4. Glaverbel
5. Saint Gobam
6. Sejat

**Electrical Luminaries -**

1. Philips
2. Schrader
3. Osram
4. Bajaj
5. Crompton

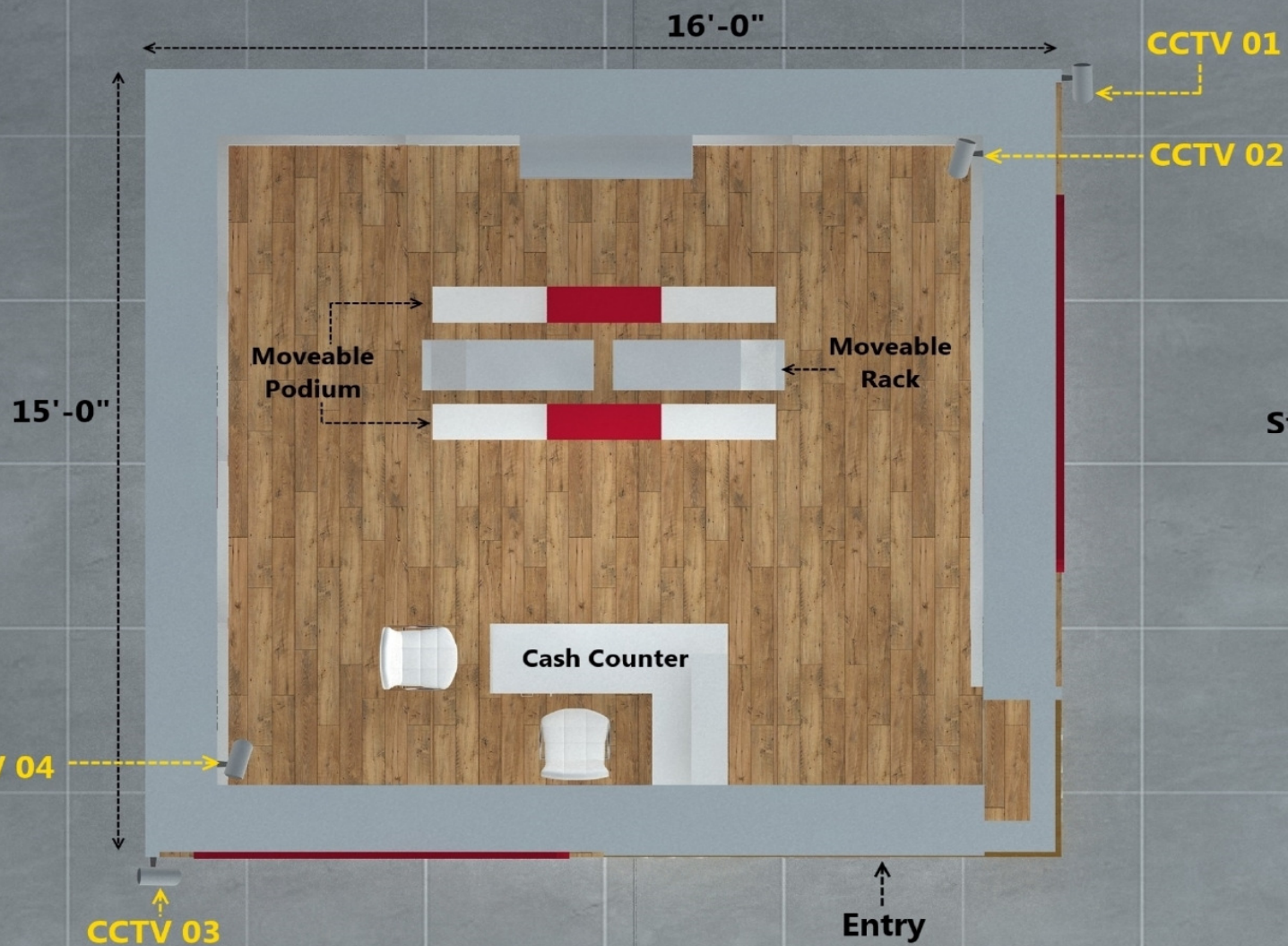
**PVC insulated Wires -**

1. National
2. Ecko
3. Finolex
4. Havells
5. Grandly
6. NICCO
7. Asian
8. Poly Cab

<b>Switches &amp; Socket outlets -</b> <ol style="list-style-type: none"> <li>1. Crabtree</li> <li>2. Anchor,</li> <li>3. MDS,</li> <li>4. LK (Schneider)</li> </ol>
<b>Distribution Boards</b> <ol style="list-style-type: none"> <li>1. L&amp;T Hager</li> <li>2. MDS</li> <li>3. Siemens</li> <li>4. ABB</li> <li>5. INDO ASIAN</li> <li>6. Havells</li> <li>7. GE</li> <li>8. Schnieder</li> </ol>
<b>Split AC shall be five star rated.</b>  Approved makes are Hitachi / O-general / Daikin / Carrier.
<b>GYP BOARD CEILINGS</b> <ol style="list-style-type: none"> <li>1. Gyproc (Saint Gobain)</li> <li>2. Lafarge Boral Gypsum India Pvt Ltd</li> </ol>
<b>Roofing Sheets</b> <ol style="list-style-type: none"> <li>1. Roof fit ( Fibre Glass Roofing, Metal, Roofing, galvalume Sheets)</li> <li>2. Wonder sheets (3 layer - UPVC Wonder Sheets Pro )</li> <li>3. I Loyd Insulations India Limited</li> </ol>
<b>GI &amp; MS PIPES (IS: 1239 PART I &amp; II, IS: 3589)</b> <ol style="list-style-type: none"> <li>1. Jindal (Hissar).</li> <li>2. Surya</li> <li>3. Swastik Plyboard Ltd (Swati Plyboard)</li> <li>4. Prakash</li> </ol>
<b>DOOR HARDWARE</b> <ol style="list-style-type: none"> <li>1. Dorma</li> <li>2. Hafele</li> <li>3. Dorset</li> <li>4. Dline</li> <li>5. Ozone</li> <li>6. Heffich India Pvt Ltd.</li> </ol>
<b>EMULSION PAINTS</b> <ol style="list-style-type: none"> <li>1. ICI Dulux</li> <li>2. Modi Industries</li> <li>3. Berger</li> <li>4. Nerolac</li> <li>5. Shalimar Paints</li> </ol>

# **APPROVED DESIGN OF NBT BOOK SHOP AT KASHMERE GATE METRO STATION DELHI**

with  
side







# NATIONAL BOOK TRUST, INDIA

Ministry of Education, Government of India



## BOOK STORE













SPACE FOR  
GRAPHIC



SPACE FOR  
GRAPHIC

SPACE FOR  
GRAPHIC

SPACE FOR  
GRAPHIC

ENGL

HINDI

HINDI

URDU

URDU

ENGLISH

ENGLISH

COUNTER















Podium

Locking  
Wheel

Move  
Ra

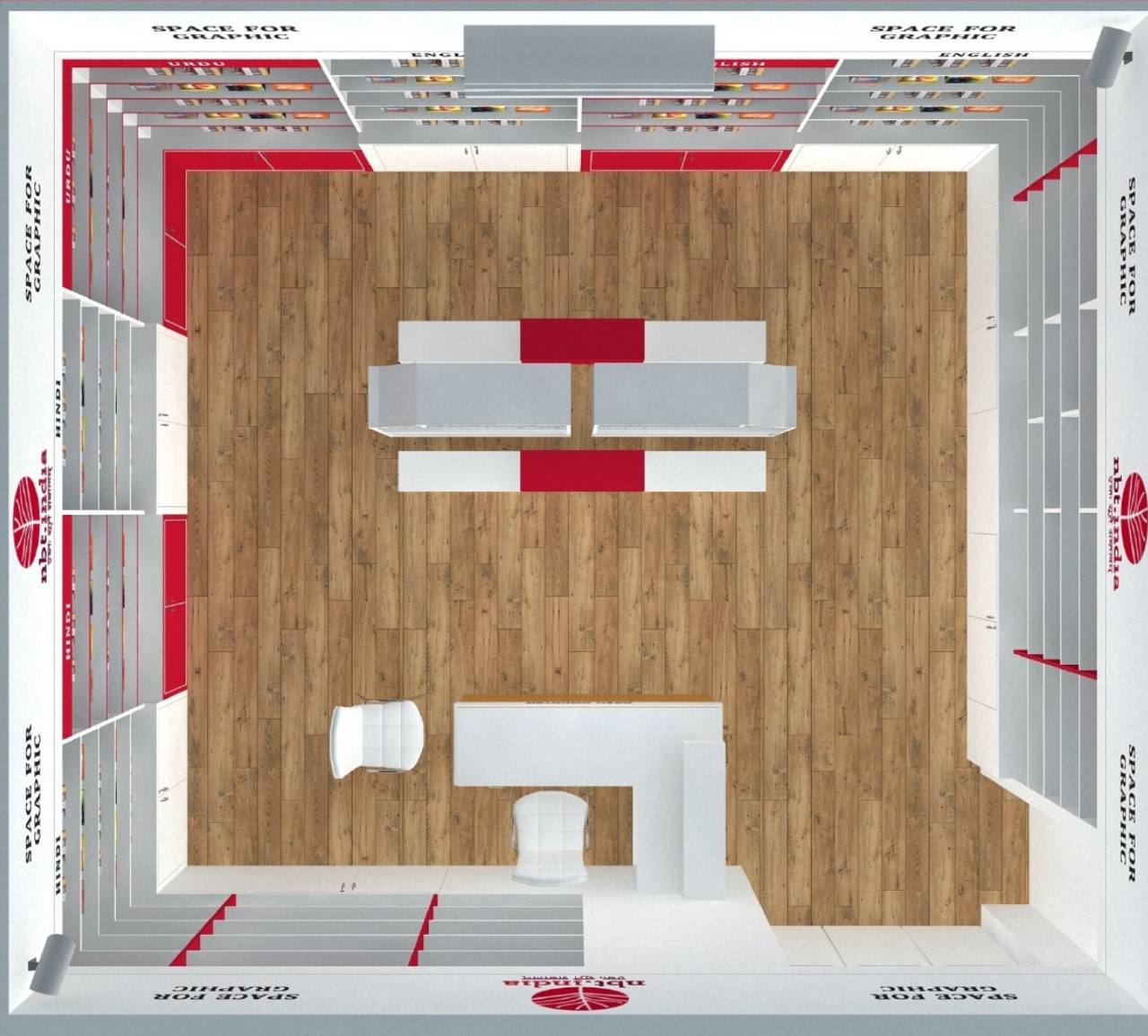


Front Side View

Back Side View







Stamp)



# THANK YOU