

Janki Devi Memorial College (University of Delhi)

Sir Ganga Ram Hospital Marg, New Delhi – 110060
Phone: 011-49876630 | Website: jdm.du.ac.in

TENDER DOCUMENT

NAME OF WORK

Part A – Diagnostic Package: Tap-Test Survey, Removal of Loose Material and Safety Measures — Tutorial Block

Tender Notice No.	JDMC/Tender/2026-27/21
Name of Work	Part A – Diagnostic Package: Tap-Test Survey, Removal of Loose Material and Safety Measures — Tutorial Block
Inviting Authority	The Principal, Janki Devi Memorial College
Type of Tender	Short Notice Tender Enquiry — Two-Bid System (Technical Bid + Financial Bid), Physical / Offline submission
Type of Contract	Item-Rate Contract
Estimated Cost of Work	Rs. 3,48,238 (inclusive of GST)
Earnest Money Deposit (EMD)	Rs. 7,000/- (Rupees Seven Thousand only)
Cost of Tender Document	NIL — free to download from the College website
Date of Availability of Document	29 May 2026 (Friday) onwards
Last Date & Time for Submission	Monday, 8 June 2026, up to 3:00 PM
Opening of Technical Bid	Tuesday, 9 June 2026, at 11:00 AM
Place of Submission & Opening	Office of the Principal, Janki Devi Memorial College, Sir Ganga Ram Hospital Marg, New Delhi – 110060

Tender document available for download at: jdm.du.ac.in (Notices / Tenders section)

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1. Tender Information Summary

Name of Work	Part A – Diagnostic Package: Tap-Test Survey, Removal of Loose Material and Safety Measures — Tutorial Block
Inviting Authority	The Principal, Janki Devi Memorial College, Sir Ganga Ram Hospital Marg, New Delhi – 110060
Type of Tender	Short Notice Tender Enquiry; Two-Bid System (Technical + Financial); Physical / Offline
Type of Contract	Item-Rate Contract — payment on actual quantities measured at site at quoted unit rates
Estimated Cost	Rs. 3,48,238/- (Rupees Three Lakh Forty-Eight Thousand Two Hundred Thirty-Eight only), inclusive of GST
Cost of Tender Document	NIL — free to download from the College website
Earnest Money Deposit (EMD)	Rs. 7,000/- by Demand Draft in favour of “JDM SS Account”, payable at New Delhi. EMD of unsuccessful bidders will be returned without interest.
Validity of Offer	90 (Ninety) days from the last date of submission of bids
Date of Availability of Document	29 May 2026 (Friday) onwards
Last Date & Time for Submission	Monday, 8 June 2026, up to 3:00 PM
Opening of Technical Bid	Tuesday, 9 June 2026, at 11:00 AM
Opening of Financial Bid	To be intimated separately to technically qualified bidders
Place of Submission & Opening	Office of the Principal, Janki Devi Memorial College, Sir Ganga Ram Hospital Marg, New Delhi – 110060
Time of Completion	30 (Thirty) days from the date of issue of the Work Order (as per the BOQ – Part A)
Security / Retention	5% of each bill retained as security; released after the joint final inspection
Penalty for Delay (Liquidated Damages)	1% of the contract value per week (or part thereof) of delay, subject to a maximum of 10% of the contract value
Contact for Clarification	Office of the Principal — Phone: 011-25787754 / 011-49876630; Email: principal@jdm.du.ac.in, info@jdm.du.ac.in. Queries on the defect-map / base plan: RSA Architects LLP (Architect).

2. Notice Inviting Tender (NIT)

To

All Eligible Bidders

Subject: Invitation of tenders for “**Part A – Diagnostic Package: Tap-Test Survey, Removal of Loose Material and Safety Measures — Tutorial Block**”.

Dear Sir / Madam,

The Principal, Janki Devi Memorial College, invites sealed item-rate tenders, under the two-bid system (Technical Bid and Financial Bid), from eligible and experienced contractors for the above work at the College’s Tutorial Block. The work covers a tap-test (sounding) diagnostic survey of RCC columns, chhajjas, beams, brick fins, elevation walls and corridor surfaces, marking and recording of defects, careful removal of loose / delaminated concrete and plaster from approved locations, associated scaffolding, dust containment, debris disposal and related safety measures, all as detailed in the BOQ (Part A) issued with this tender.

1. The estimated cost of the work is Rs. 3,48,238/- (inclusive of GST). The actual amount payable shall be on the basis of quantities actually executed at site, measured at the quoted unit rates.
2. The tender document is available, free of cost, for download from the College website jdm.du.ac.in (Notices / Tenders section) from 29 May 2026 (Friday) onwards.
3. Bids shall be submitted physically (offline) in a sealed envelopes at the Office of the Principal, Janki Devi Memorial College, Sir Ganga Ram Hospital Marg, New Delhi – 110060, on or before Monday, 8 June 2026, up to 3:00 PM.
4. Each bid must be accompanied by an Earnest Money Deposit (EMD) of Rs. 7,000/- in the form of a Demand Draft in favour of “JDM SS Account”, payable at New Delhi. Bids received without valid EMD are liable to be rejected.
5. Technical Bids will be opened on Tuesday, 9 June 2026, at 11:00 AM at the Office of the Principal, in the presence of such bidders or their authorised representatives who choose to be present. Financial Bids of only technically qualified bidders will be opened on a date intimated separately.
6. Bidders should satisfy the eligibility criteria set out in this document and should inspect the site before submitting their bids.
7. The Principal, Janki Devi Memorial College, reserves the right to accept or reject any or all bids, in whole or in part, without assigning any reason, and is not bound to accept the lowest bid.

Sd/-

The Principal

Janki Devi Memorial College

3. Eligibility Criteria

To be eligible, a bidder must satisfy all of the following criteria and must submit documentary proof of each in the Technical Bid:

1. **Constitution / registration:** The bidder shall be a proprietorship firm, partnership firm, company or registered contractor, and shall submit proof of registration / incorporation.
2. **Statutory registration:** The bidder shall hold a valid GST registration and a valid PAN, and shall submit copies of both.
3. **Experience:** The bidder shall have satisfactorily completed, within the last 5 (five) years reckoned from the last date of submission, at least one similar work of value not less than Rs. 1,40,000/- (Rupees One Lakh Forty Thousand only), and shall submit a completion certificate / work order in support.

“Similar work” means repair, rehabilitation or restoration of RCC or masonry building elements — including surface preparation, chipping / removal of loose concrete or plaster, structural repair, or allied building-repair works.

4. **Earnest Money Deposit:** The bidder shall furnish EMD of Rs. 7,000/- as specified in this document.
5. **Non-blacklisting:** The bidder shall submit a self-declaration that it has not been blacklisted or debarred by any Central / State Government department, public-sector undertaking, university or local body as on the date of submission.

Note: *Micro and Small Enterprises (MSEs) and Startups registered under the relevant Government schemes may claim exemptions admissible under the General Financial Rules, 2017, on submission of valid registration proof.*

4. Instructions to Bidders

1. **General.** These instructions, the eligibility criteria, the conditions of contract, the forms and the BOQ (Part A) together form the tender document. By submitting a bid, the bidder is deemed to have read, understood and accepted all of them.
2. **Site inspection.** Bidders are advised to inspect and examine the site and its surroundings before submitting their bid and to satisfy themselves about the nature and extent of the work, access, and working conditions in an operational college. No claim arising from any misunderstanding on these matters will be entertained.
3. **Rates.** Rates quoted shall be inclusive of GST, labour, materials, tools, equipment, light staging within the work zone, transport, mobilisation, dust masks for workers and daily clearing of debris, as set out in the Notes to the BOQ (Part A). No extra payment shall be made on these accounts.
4. **Two-bid system.** The bid shall be submitted in two separate sealed envelopes — the Technical Bid and the Financial Bid — placed inside one sealed outer envelope, as detailed under “Submission Format”. The Financial Bid (priced BOQ) must not be placed

in, or its prices disclosed in, the Technical Bid; doing so will render the bid liable to rejection.

5. **Earnest Money Deposit (EMD).** EMD of Rs. 7,000/- shall be furnished by Demand Draft in favour of “JDM SS Account”, payable at New Delhi, and placed in the Technical Bid envelope. The EMD of unsuccessful bidders will be returned without interest after award. The EMD of the successful bidder will be returned after submission of the security / on commencement, as decided by the College. EMD is liable to be forfeited if the bidder withdraws or alters its bid within the validity period, or, on being awarded the work, fails to commence it.
6. **Validity of bid.** Bids shall remain valid for 90 (Ninety) days from the last date of submission.
7. **Submission.** The sealed bid shall be submitted physically at the Office of the Principal, Janki Devi Memorial College, Sir Ganga Ram Hospital Marg, New Delhi – 110060, on or before Monday, 8 June 2026, up to 3:00 PM. Bids may be submitted by hand or by post / courier so as to reach by the due date and time; the College is not responsible for postal or courier delay.
8. **Late bids.** Bids received after the due date and time will not be accepted.
9. **Withdrawal / modification.** A bidder may withdraw or modify its bid before the due date and time of submission. No modification is permitted thereafter.
10. **Correction of errors.** In the Financial Bid, if there is a discrepancy between the rate in figures and in words, the rate in words shall govern; if there is a discrepancy between the unit rate and the line-item amount, the unit rate shall govern, and the amount shall be corrected accordingly.
11. **Right of the College.** The Principal, Janki Devi Memorial College, reserves the right to accept or reject any or all bids, in whole or in part, to increase or decrease quantities, or to omit any item, without assigning any reason, and is not bound to accept the lowest bid.

5. Submission Format (Two-Bid System)

The bid shall be submitted in two separate sealed envelopes, both placed inside a single sealed outer envelope, as follows.

Envelope 1 — Technical Bid

Super-scription on the envelope: “TECHNICAL BID — Part A — Tutorial Block”.

This envelope shall contain the documents listed in the Technical Bid checklist below. It shall not contain any priced BOQ or any indication of the quoted prices.

Envelope 2 — Financial Bid

Super-scription on the envelope: “FINANCIAL BID — Part A — Tutorial Block”.

This envelope shall contain only the duly priced BOQ (Part A) — the Price Schedule at Form C — with every item rated, signed and stamped on each page by the bidder.

Outer Envelope

Super-scription on the outer envelope: “TENDER FOR Part A — Tutorial Block — DUE ON 8 JUNE 2026, 3:00 PM”, addressed to The Principal, Janki Devi Memorial College, Sir Ganga Ram Hospital Marg, New Delhi – 110060.

The outer envelope shall also bear the name, address and contact details of the bidder.

Technical Bid — Checklist of Documents

S.No.	Document to be placed in the Technical Bid	Enclosed
1	Proof of registration / incorporation of the firm	<input type="checkbox"/>
2	Copy of valid GST registration certificate	<input type="checkbox"/>
3	Copy of PAN card	<input type="checkbox"/>
4	Completion certificate / work order for at least one similar work (\geq Rs. 1,40,000) in the last 5 years	<input type="checkbox"/>
5	Demand Draft towards EMD of Rs. 7,000/-	<input type="checkbox"/>
6	Self-declaration of non-blacklisting (Form B)	<input type="checkbox"/>
7	Bidder’s Details (Form A), duly filled	<input type="checkbox"/>
8	Tender Acceptance and Declaration (Form B), signed and stamped	<input type="checkbox"/>
9	This tender document, signed and stamped on each page as token of acceptance	<input type="checkbox"/>

6. Evaluation Procedure

1. Technical Bids will be opened first, on the appointed date and time, in the presence of bidders or their authorised representatives who choose to attend.
2. Each Technical Bid will be examined for completeness, for compliance with the eligibility criteria, and for responsiveness to the tender conditions. Bids that do not meet the eligibility criteria, or that are incomplete or conditional, are liable to be declared non-responsive.
3. The College may seek written clarifications from any bidder during evaluation. Such clarifications shall not change the substance or price of the bid.
4. Financial Bids of only the technically qualified bidders will be opened, on a date intimated separately to them. The qualified bidders will be informed of the date, time and place of the financial bid opening.
5. On opening of the Financial Bids, arithmetic errors will be corrected as stated under Instructions to Bidders. The work will ordinarily be awarded to the responsive bidder quoting the lowest total evaluated price (L-1) on the priced BOQ (Part A).
6. The Principal, Janki Devi Memorial College, reserves the right to accept or reject any or all bids without assigning any reason and is not bound to accept the lowest bid.

7. General Conditions of Contract

1. **Definitions.** “Owner” / “College” means Janki Devi Memorial College, acting through the Principal. “Engineer-in-Charge” means the officer appointed by the College to supervise the work. “Architect” means RSA Architects LLP. “Contractor” means the bidder whose tender is accepted. “Work” includes all labour and material required under the contract.
2. **Nature of contract.** This is an item-rate contract. The Contractor shall be paid for the actual quantity of work done, measured at site, at the unit rates quoted. The quantities in the BOQ are indicative; the College may increase, decrease or omit any quantity or item, and the Contractor shall carry out the work as directed without any claim for extras on that account.
3. **Scope and provisional items.** The scope of work is as set out in the BOQ (Part A). Item B.1.2 (chipping and removal) is a provisional-quantity item, paid on the actual area of material removed. Item B.1.7 (emergency temporary propping) is a contingency item, to be operated only on the written instruction of the Engineer-in-Charge after consultation with the Structural Consultant, and not otherwise. No chipping or removal shall begin until the Engineer-in-Charge has approved the defect-map in writing, as required by item B.1.1.
4. **Time of completion.** The work shall be completed within 30 (Thirty) days from the date of issue of the Work Order, inclusive of the tap-test survey, chipping and removal, and the joint final inspection, as stated in the BOQ (Part A).
5. **Working in an operational college.** The College is in academic session during the contract period. The Contractor shall coordinate all noisy, dusty or disruptive activities with the Engineer-in-Charge and, where required by the College, shall carry out such work on weekends, during college vacations or after academic hours, at no extra cost, as stated in the BOQ (Part A).
6. **Measurement and payment.** Measurements shall be taken jointly by the Contractor’s representative and the Engineer-in-Charge and recorded in the Measurement Book. The Contractor shall submit computerised bills with computerised measurement sheets. Payment shall be made on the certified bill within a reasonable period after certification by the Engineer-in-Charge. From each bill, 5% shall be retained as security, to be released after the joint final inspection on satisfactory completion. Statutory deductions (TDS on income tax, GST, labour cess, etc.) shall be made as applicable.
7. **Taxes.** All taxes, including GST and labour cess, are deemed included in the quoted rates, as stated in the BOQ (Part A). The College will not entertain any claim on account of taxes.
8. **Safety, and responsibility for injury, death or loss.** The Contractor shall, at its own cost, provide all safety equipment for its workers (helmets, hi-vis vests, harnesses for work at height, eye protection and dust masks) and shall comply with the CPWD Safety Code and all applicable safety requirements. The Contractor shall erect proper barricades, signage, lighting and protection for the safety of its workers, the college occupants and

the public, and shall always keep the work area safe. The Contractor shall be solely responsible for, and shall bear, any death, bodily injury, illness, accident or loss caused to any of its workers, the College's students, staff or other occupants, visitors, members of the public or any other person, and any loss of or damage to property, arising out of, in the course of, or caused by the carrying out of this work at the site. The College, the Principal, the Engineer-in-Charge and the Architect shall not be liable for any such death, injury, loss or damage, and the Contractor shall indemnify and keep them indemnified against all resulting claims, demands, proceedings, compensation, costs and expenses. This responsibility is in addition to, and not in substitution for, the Contractor's insurance obligations under this contract.

9. **Insurance.** The Contractor shall, for the duration of the work, maintain insurance covering its workmen (under the Employees' Compensation Act) and third-party liability for injury to persons or damage to property arising from the work, and shall indemnify the College against all such claims.
10. **Liquidated damages for delay.** If the Contractor fails to complete the work within the stipulated time or any extension granted, liquidated damages at 1% of the contract value per week (or part of a week) of delay shall be recoverable, subject to a maximum of 10% of the contract value.
11. **Quality and workmanship.** The work shall be carried out as per the BOQ, the latest CPWD specifications and the directions of the Engineer-in-Charge. Where reinforcement is exposed during chipping, it shall not be cut, bent or welded; the condition shall be photographed and brought to the notice of the Engineer-in-Charge. Defective work shall be made good by the Contractor at its own cost.
12. **Sub-letting.** The Contractor shall not sub-let the work, in whole or in part, without the prior written approval of the College.
13. **No price escalation.** Given the short duration of the work, no claim for escalation in the cost of labour or materials shall be entertained.
14. **Termination.** If the Contractor fails to commence or to proceed with the work with due diligence, or breaches any condition of the contract, the College may, after giving 7 (seven) days' written notice to make good the default, terminate the contract and get the balance work done at the risk and cost of the Contractor.
15. **Dispute resolution and jurisdiction.** In case of any dispute, the decision of the Principal, Janki Devi Memorial College, shall be final and binding. Any matter not so resolved shall be subject to the jurisdiction of the courts at Delhi. Arbitration, if invoked by the College, shall be governed by the Arbitration and Conciliation Act, 1996.

8. Form A — Bidder's Details

S.No.	Particulars	Details
1	Name of the firm	
2	Address of the firm	
3	Constitution (proprietorship / partnership / company)	
4	Name of proprietor / partner / director	
5	PAN	
6	GST registration number	
7	Telephone / mobile number	
8	Email address	
9	EMD — Demand Draft no. and date / issuing bank	

9. Form B — Tender Acceptance and Declaration

To

The Principal

Janki Devi Memorial College, Sir Ganga Ram Hospital Marg, New Delhi – 110060

Subject: Acceptance of terms and declaration for **“Part A – Diagnostic Package: Tap-Test Survey, Removal of Loose Material and Safety Measures — Tutorial Block”**.

Sir / Madam,

1. I / We have downloaded and read the complete tender document, including the instructions, eligibility criteria, conditions of contract, forms and the BOQ (Part A), and I / We accept all the terms and conditions contained therein.
2. I / We have inspected the site and have satisfied ourselves about the nature, extent and conditions of the work before submitting this bid.
3. I / We declare that the firm has not been blacklisted or debarred by any Central / State Government department, public-sector undertaking, university or local body as on the date of submission.
4. I / We certify that all information and documents furnished with this bid are true and correct, and I / We understand that if any information is found false, the College may reject the bid, forfeit the EMD and take such other action as warranted.
5. I / We understand that the College is not bound to accept the lowest or any bid and may reject any or all bids without assigning any reason.

Yours faithfully,

Signature of Bidder: _____

Name: _____

Designation: _____

Name & Stamp of the Firm: _____

Place: _____ Date: _____

10. Form C — Financial Bid (Price Schedule, BOQ Part A)

The bidder shall quote a unit rate (inclusive of GST) against every item below and work out the amount and the total. This Price Schedule shall be read together with the detailed BOQ (Part A) issued with this tender, which gives the full description, method, inclusions and notes for each item; quantities are indicative and payment shall be on actual measurement.

S.No.	DSR / NS	Description of Item	Unit	Qty	Rate (Rs.)	Amount (Rs.)
B.1.1	NS-27	Sounding (tap-test) survey, defect marking, photographic record and defect-map drawing over RCC columns, chhajjas, beams, brick fins, elevation walls and corridor surfaces; colour-coded marking; submission to the Engineer-in-Charge for approval before chipping.	sqm	2246.02		
B.1.2	NS-28	Chipping and careful removal of loose / delaminated concrete and plaster from approved marked locations only, by hand / light tools (provisional quantity).	sqm	250		
B.1.3	DSR 14.72	Providing and fixing double scaffolding (cup-lock type), up to seven-storey height, with safety features, maintained and dismantled on completion (measured on elevational area; one-time payment).	sqm	500		
B.1.4	DSR 26.81	Providing and fixing scaffolding net (HDPE, UV-stabilised, ≥ 100 g/sqm, $\geq 75\%$ shading), tied to building / scaffolding (one-time payment).	sqm	500		
B.1.5	NS-30	Providing and fixing temporary dust-containment enclosure (HDPE sheeting ≥ 200 micron on light frame) around the active chipping zone, relocatable; removal on completion.	sqm	100		
B.1.6	DSR 15.60	Disposal of building rubbish / malba by mechanical means to approved municipal dumping ground, all leads and lifts.	cum	10		
B.1.7	NS-31	Provisional / contingency: emergency temporary propping of a severely distressed column, on written instruction of the Engineer-in-Charge after consultation with the Structural Consultant.	each	5		
TOTAL — PART A (to be quoted by the bidder; inclusive of GST)						

Signature & Stamp of Bidder: _____

Date: _____