



Strategy and Synergy for Security

**Society for Electronic Transactions and Security [SETS]  
MGR Knowledge City, C.I.T. Campus,  
Taramani, Chennai - 600 113.**

**Notice Inviting Tender**

**TENDER NOTICE NO: SETS/CHE/Interior/2024-25/ 19**

**Name of Work: Providing and Fixing of Slim profile telescopic sliding panel with 10mm clear toughened glass work at Green Zone First Floor at SETS, MGR Knowledge City, C.I.T Campus, Taramani, Chennai – 600 113.**

<b>S. No.</b>	<b>Contents</b>	<b>Page Number</b>
SECTION – I	NOTICE INVITING TENDER (Along with EMD / BID Security Declaration)	1-3
SECTION – II	FORM OF AGREEMENT & GENERAL RULES AND DIRECTIONS FOR GUIDANCE OF THE CONTRACTOR AND ITEM RATE TENDER FOR WORKS	4-7
SECTION – III	SCOPE OF WORK AND TECHNICAL SPECIFICATIONS	8-10
SECTION – IV	SPECIAL CONDITIONS OF CONTRACT	11-18
SECTION – V	CONDITIONS OF CONTRACT	19-21
SECTION – VI	DRAWINGS	22-25
SECTION – VII	ISSUE OF MATERIALS	26-27
SECTION – VIII	SCHEDULE OF QUANTITIES	28-29

**SECTION – I**

**NOTICE INVITING TENDER**

**SOCIETY FOR ELECTRONIC TRANSACTIONS AND SECURITY [SETS]**  
(Under O/o the Principal Scientific Adviser to the Government of India)



(Registered under The Societies Registration Act XXI of 1860 Registration No. S.42605 of 2002)

MGR Knowledge City, CIT Campus, Taramani, Chennai – 600 113. India.

Phone: 044 – 66632506 Fax: 044 – 66632501 website: www.setsindia.in

Strategy and Synergy for Security

10<sup>th</sup> March 2025

**Notice Inviting Tenders**

**Name of work:** Providing and Fixing of Slim profile telescopic sliding panel with 10mm clear toughened glass work at Green Zone First Floor at SETS MGR Knowledge City, C.I.T Campus, Taramani, Chennai – 600 113.

**TENDER NOTICE NO: SETS/CHE/Interior/2024-25/**

Sealed item rate bids are invited on behalf of the Society for Electronic Transactions and Security [SETS], from reputed and experienced contractors who are interested to do Interior works in buildings of SETS, Chennai.

Estimated Cost	: Rs. 6,31,000/-
Earnest Money Deposit (2%) *	: Rs. 12,620/-
Tender Processing Charges*	: Rs.525/- (non-refundable)
Time Allowed	: 10 Days
Security Deposit	: 10% of the Tendered cost

The tender document can be downloaded from the websites: <https://setsindia.in/tender-eol/>  
The downloaded tender document is to be submitted along with the tender processing charges of Rs.525/- as mentioned above. The tenders submitted without the tender processing charges shall be rejected.

Bids will be received upto 15:00 hrs on 19.03.2025 by SETS at the above address. Bids will be opened on the same day at 16:00 hrs in the presence of attending tenderers.

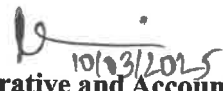
**BIDS NOT ACCOMPANYING THE FOLLOWING ARE LIABLE TO BE SUMMARILY REJECTED**

- DD payable at Chennai for the Tender Processing Charges indicated above in favour of SETS
- DD payable at Chennai for the Earnest Money Deposit indicated above in favour of SETS.
- Copy of PAN Card, Copy of MSME and Copy of GST.
- Minimum 3 years' experience in the field of interior works.
- The bidding firm should have successfully carried out at least 3 similar works in last 3 years for Central Govt./ State Govt. / PSUs/ Govt. bodies/Reputed Private Organizations and Institutions in India and the project value not less than.
  - 40% value of work order (Not less than 2.5 lakhs - at least 3 similar works in last 3 years) Or
  - 60% value of work order (Not less than 3.8 lakhs - at least 2 similar works in last 3 years) Or
  - 80% value of work order (Not less than 5.05 lakhs - at least 1 similar works in last 3 years)
- Performance Certificate with details of work done (at least 3 works)
- Name, full address and phone number of clients are to be furnished.

Note: 1. Cash, Cheques & Bank Guarantees for Earnest Money Deposit will not be accepted.

2. \* (MSME Registered firms are exempted)

SETS does not bind itself to accept the lowest or any other tender and reserves to itself the authority to reject any or all of the bids or to allot parts of the works to different agencies without assigning any reason therefor. All bids in which any of the prescribed conditions is not fulfilled and or conditional rebates are offered will be summarily rejected.

  
10/3/2025  
**Chief Administrative and Accounts Officer**  
**For and on behalf of SETS, Chennai.**

Strategy and Synergy for Security

Registered Office:

C/o. Electronics Corporation of India Limited, North Zone, B-7, LSC, 'A' Block, Naraina, Ring Road, New Delhi – 110028.

Delhi Office:

Room No. 418, TIFAC, Wing-A, Vishwakarma Bhavan, Shaheed Jeet Singh Marg, New Delhi – 110 016

**EMD / BID SECURITY DECLARATION  
(INTERIOR WORK AT SETS MAIN BUILDING)**

“We Hereby accept that in case we modify or withdraw Bid during the period of validity, we shall be liable to be suspended / blacklisted to participate in tender of SETS for a period of Three (03) years from such modifications / withdrawal of Bid”

SIGNATURE OF THE CONTRACTOR  
(WITH SEAL)

## **SECTION – II**

**FORM OF AGREEMENT & GENERAL  
RULES OF CONTRACT AND DIRECTIONS  
FOR GUIDANCE OF THE CONTRACTOR  
AND ITEM RATE TENDER FOR WORKS**

**FORM OF AGREEMENT AND GENERAL RULES OF CONTRACT  
AND  
DIRECTIONS FOR THE GUIDENCE OF CONTRACTOR**

**ITEM RATE TENDER AND CONTRACT FOR WORKS  
(CENTRAL P.W.D. CODE, PARAGRAPH-95)**

1. All works proposed for execution by contract will be notified in a form of invitation to tender pasted in public places and signed by the Officer inviting tender or publication in newspapers as the case may be.  
This form will state the work to be carried out as well as the date for submitting and opening tenders and time allowed for carrying out the work, also the amount of earnest money to be deposited/ bid security declaration to be submitted along with the tender, and the amount of security deposit to be deposited by the successful and the percentage, if any to be deducted from the bills. Copies of the specification, designs and drawing for the purpose of identification by the Officer inviting tender shall also be open for inspection by the Contractor at the Office of the Officer inviting tender during office hours.
2. In the event of the tender being submitted by a firm, it must be signed separately by each member thereof, or in the event of absence of any partner, it must be signed on his behalf by a person holding a power of attorney authorizing him to do so, such power of attorney to be produced with the tender and it must disclose the firm is duly registered under the Indian partnership Act.
3. Receipts for payment made on account of a work, when executed by a firm, must also be signed by all the partners except where the contractors are described in their tender as a firm, in which case the receipts must be signed in the name of the firm by one of the partners or by some other persons having due authority to give effectual receipts for the firm.
4. Any person who submits a tender shall fill up the prescribed form, stating at what rate he is willing to undertake each item of the work. Tenders, who propose any alteration in the work specified in the said form of invitation to tender, or in the time allowed for carrying out the work, or which contains any other condition, of any sort, including conditional rebates will be summarily rejected. Tenders shall have the name and number of the work to which they refer written outside the Envelops.  
The rate(s) and amount(s) must be quoted in decimal coinage both in words and figure.
5. The Officer inviting tender or his duly authorized assistant will open tenders in the presence of any intending contractors who may be present at the time, and will enter the amounts of the several tenders in a comparative statement in a suitable form.  
In the event of tender being accepted, a receipt for the earnest money forwarded therewith shall there upon be given to the contractor who shall thereupon for the purpose of identification sign copies of the specifications and other documents mentioned in Rule – 1. In the event of a tender being rejected, the earnest money forwarded with such unaccepted tender shall thereupon be returned to the contractor marking the same, without any interest.
6. The Officer inviting tenders shall have the right of rejecting all or any of the tenders, and will not be bound to accept the lowest tender or any other tender.
7. The receipt of an accountant or clerk for any money paid by the Contractor will not be considered as any acknowledgement of payment to the Officer inviting tender and the Contractor

shall be responsible for seeing that he procures a receipt signed by the Officer inviting tender or duly Authorized Accounts Officer/Cashier.

8. The tenderers shall sign a declaration under the Official Secret Act 1923, for maintaining secrecy of the tender documents drawing or other records connected with the work given to them. The unsuccessful tenderers shall return all the drawings given to them.
9. In the case of Item Rate Tenders, only rates quoted shall be considered. Any tender containing percentage below/above the rates quoted is liable to be rejected. Rates quoted by the contractor in item rate tender in figures and words shall be accurately filled in so that there is no discrepancy in the rates written in figure and words. However, if discrepancy is found, the rate which correspond to the amount worked out by the contractor shall unless otherwise proved be taken as correct. If the amount of an item is not worked out by the contractor or it does not correspond with the rates quoted by the contractor in words shall be taken as correct. Where the rates quoted by the contractor in figures and in words tally but the amount is not worked out correctly, the rates quoted by the contractor will unless otherwise proved be taken as correct and not the amount. **In event no rate has been quoted for any item(S), leaving space both in figure(S), words(S), and amount blank, it will be presumed that the contractor has included the cost of this/these item(S) in other items and rate for such item(S) will be considered as zero and work will be required to be executed accordingly.**
10. Other than filling in rates and amounts in the schedule of quantities, no additions, alterations made in the tender document and if any such additional/alteration are made the tender is liable to be rejected. Remarks and explanations if any should be set out in a covering letter and will become part of contract only if specially accepted in writing by the Officer in charge at the time of acceptance of the tender.
11. In case of any tender where unit rate of any item / items appears to be unrealistic, such tender will be considered as unbalanced and incase the tenderer is unable to provide satisfactory explanation, such tender is liable to be disqualified and rejected.
12. All rates shall be quoted on the tender form. The amount for each item should be worked out and requisite totals given. Special care should be taken to write the rates in figures as well as in words and the amount in figures only, in such a way that interpolation is not possible. The total amount should be written both in figures and in words. In case of figures, the word 'Rs' should be written before the figure of rupees e.g. Rs. 2.00 and in case of words, the word, 'Rupees' should precede. While quoting the rate in schedule of quantities, the word only should be written closely following the amount and it should not be written in the next line.
13. On acceptance of the tender, the name of the accredited representative(S) of the contractor who would be responsible for taking instructions from the Scientist / Civil Engineer / Electrical Supervisor shall be communicated in writing to the Scientist / Civil Engineer / Electrical Supervisor.
14. GST and all other Taxes on material in respect of this contract shall be payable by the Contractor and SETS will not entertain any claim whatsoever in respect of the same.

Signature of the contractor  
(With Seal)





Strategy and Synergy for Security

## SOCIETY FOR ELECTRONIC TRANSACTIONS AND SECURITY (SETS)

(Under O/o the Principal Scientific Adviser to the Government of India)

Operational Headquarters

M.G.R. Knowledge City, C.I.T.Campus, Taramani, Chennai – 600 113

Phone: 044-66632506 Fax No: 044 - 66632501 Website: www.setsindia.in

### ITEM RATE TENDER FOR WORKS

I/We have read and examined the notice inviting tender, Schedule of drawing, supply of material, specifications applicable, drawings & design, General rules and directions, conditions of contract, Clauses of contract, special conditions, schedule of quantities & other documents and Rules referred to in the conditions of contract and all other contents in the tender document for the work.

I/We hereby tender for the Execution of the work specified for the SETS, CHENNAI with in the time specified in the memorandum, schedule of quantities and in accordance in all respect with specifications, design, drawings and instructions in writing and with such materials as are provided for by, and in all respects.

#### MEMORANDUM

- a. **General Description** : **Providing and Fixing of Slim profile telescopic sliding panel with 10mm clear toughened glass Work at Green Zone First Floor at SETS, Chennai**
- b. **Estimated Cost** : Rs. 6,31,000/- (Rupees Six Lakhs Thirty One Thousand Only)
- c. **\*\*Earnest Money Deposit** : Rs. 12,620/- (2 percentage of estimated cost)
- d. **Security Deposit** : 10% of the Tendered cost
- e. **Time Allowed for the work** : 10 Days

The security deposit will be collected by deductions from the final bill of the contractor at the rate of 10% of the gross amount of value of work done, till total security deposit is recovered.

We agree to keep the tender open for sixty (60) days from the due date of submission thereof and not to make any modifications in its terms & conditions.

**\*\*1.Cash, Cheques & Bank Guarantees for Earnest Money Deposit will not be accepted.**

**\*\*2. (MSME Registered firms are exempted)**

To execute all the works referred to in the tender documents upon the terms and conditions contained or referred to therein and to carry out such deviation as may be ordered up to a maximum of an increase or decrease in the total value contract to the extend 15% and to the event of exceeding these limits to be determined in accordance with the provisions contained clause 12.2 & 12.3 of the tender general condition of contract.

#### DECLARATION

I/We hereby declare that I / We shall treat the tender documents, drawings and other records connected with work as secret / confidential documents and shall not communicate information / derived therefrom to any person other than a person to whom I / We am /are authorized to communicate the same or use the information in any manner prejudicial to the safety to the state.

Dated:

Signature of Contractor  
With Seal

Witness:

Address:

Occupation:

Strategy and Synergy for Security

Registered Office:

C/o. Electronics Corporation of India Limited, North Zone, B-7, LSC, 'A' Block, Naraina, Ring Road, New Delhi – 110028.

Delhi Office:

Room No. 418, TIFAC, Wing-A, Vishwakarma Bhavan, Shaheed Jeet Singh Marg, New Delhi – 110 016

## **SECTION – III**

### **SCOPE OF WORK AND TECHNICAL SPECIFICATIONS**

## Scope of Work and Technical Specifications

### Scope of Work

- Providing and Fixing of Slim profile telescopic sliding panel with 10mm clear toughened glass (Make: Saint Gobain).

### Technical Specifications:

1. **Glass Type:**
  - **Material:** Toughened (Tempered) Glass
  - **Thickness:** 10 mm
  - **Finish:** Clear
  - **Edge Treatment:** Polished edges, with safety chamfer if necessary
  - **Thermal Resistance:** Toughened glass should be able to withstand thermal stresses and temperature changes.
2. **Dimensions:**
  - **Height:** Customizable (typically up to 3 meters in height)
  - **Width:** Customizable per partition design (usually 800 mm to 1200 mm per panel for sliding partitions)
3. **Frame:**
  - **Material:** Aluminum Powder-coated (for corrosion resistance)
  - **Finish:** powder-coated finish for aesthetics and durability.
  - **Profile:** Slimline or heavy-duty profile depending on the design and installation type.
  - **Color Options:** Sample may be submitted for approval before taking up the job.
4. **Hardware:**
  - **Sliding Mechanism:** Stainless steel or heavy-duty aluminum track system with ball bearing rollers to ensure smooth movement.
  - **Top Track:** Ceiling-mounted or wall-mounted (depending on the design).
  - **Bottom Track:** Optional, floor-mounted track system, typically recessed into the floor for aesthetics.
  - **Locking Mechanism:** Magnetic lock or mechanical lock for secure partitioning.
  - **Handles:** Recessed or protruding handles made from stainless steel or aluminum.
5. **Performance Requirements:**
  - **Load-bearing Capacity:** The partition system should be able to withstand the weight of the glass panels without distortion or deflection.
  - **Sound Insulation:** Should provide moderate sound isolation (especially in office environments).
  - **Safety:** Must conform to safety standards (such as ASTM C1048 for tempered glass and EN 12150 for toughened glass).

**6. Installation:**

- **Mounting:** Fixing to the ceiling or wall, with options for recessed installations or surface mount.
- **Clearance:** 10-15mm gap between the glass and the track for smooth operation.
- **Sealant:** Silicon sealant used to provide tight gaps and prevent dust or dirt accumulation.

**7. Standards:**

- **ISO 9001** certified manufacturing processes for high quality and durability.
- **Compliance with local building regulations** related to safety and fire performance.

**Quality Assurance**

- The vendor shall provide all manufactured & shipped with proper packing & should take the full responsibility of the entire Scope of Works as specified in the tender.

**Submittals**

- **Manufacturer's Data:** Submit installation instructions for each type of casework.
- **3D Drawings – Submit 2D drawings for the places of furniture assemblies showing the required details along with Tender Document.**

**Products/Manufacturers**

- The selected manufacturer must warrant for a period of one-year starting (date of acceptance or occupancy, whichever comes first that all products sold under the contract referenced above shall be free from defects in material and workmanship).
- SETS, Chennai will retain the above samples of the successful manufacturer or owner to insure that material delivered to jobsite conforms in every respect to the samples submitted if need be.

**SECTION – IV**  
**SPECIAL CONDITIONS OF CONTRACT**

## Special Conditions of Contract

### 1. Site inspection:

You are requested to visit the site and acquaint yourself with all information which can in any way affect the work or cost thereof under this contract. Non-familiarity with site conditions will not be considered a reason either for extra claims or for not carrying out the work in strict conformity with specifications.

The contractor shall note that any clarifications regarding scope of work etc are required he should contact the SETS office. No claim on account of ambiguity in any respect will be entertained.

### 2. Nature and Scope of work

Nature and scope of the work is mentioned at in this bid document (enclosed herein).

### 3. Eligibility Criteria:

Only those firms who satisfy the following criteria may submit their tender along with documentary evidence in support of eligibility criteria

- i. The firm should have their establishment with in Chennai city and around (PAN, MSME, GST).
- ii. The firm should have relative valid license/registration certificate.
- iii. The firm should have minimum 3 years' experience in the field of interior works.
- iv. The bidding firm should have successfully carried out at least 3 similar works in last 3 years for Central Govt./ State Govt. / PSUs/ Govt. bodies/Reputed Private Organizations and Institutions in India and the project value not less than.
  - 40% value of work order (Not less than 2.5 lakhs - at least 3 similar works in last 3 years) Or
  - 60% value of work order (Not less than 3.8 lakhs - at least 2 similar works in last 3 years) Or
  - 80% value of work order (Not less than 5.05 lakhs - at least 1 similar works in last 3 years)
- v. Performance Certificate with details of work done (from reputed organizations at least 3 works)
- vi. Name, full address and phone number of clients are to be furnished.

Offer from tenderer who do not furnish these details and do not have proven and established experience in similar works will not be considered.

### 4. Submission of bid:

- a) The bidders are requested to submit their competitive offer by duly filling in the bid form only (enclosed as Annexure-I) along with the SETS's terms and conditions, which is part and parcel of the bid form. The bid along with the SETS's terms and condition duly signed is to be submitted in a sealed envelope superscribing the envelope "Bid for Providing and Fixing of Slim profile telescopic sliding panel with 10mm clear toughened glass work at Green Zone First Floor of SETS building". The bidders should submit along with the bid form.
- b) Price Bid Form (Annexure-II) to be submitted by duly filling up the rates for each item of work indicated in the prescribed price bid form.

- c) Earnest Money Deposit (EMD) amount of Rs.12,620/- by way of Demand Draft drawn in favour of "SETS" payable at Chennai.
- d) Bid shall be submitted in a sealed cover super scribed "**Providing and Fixing of Slim profile telescopic sliding panel with 10mm clear toughened glass work at Green Zone First Floor of SETS building**" at SETS, Chennai and due date is **19/03/2025**.

This shall contain separately sealed envelopes superscribed as below:

- i Envelope -I - EMD amount of Rs.12,620/- by way of demand draft.
- ii. Envelope -II - TECHNO-COMMERCIAL PART
- iii. Envelope -III- PRICE PART

- i. Envelope - I of offer shall contain EMD as specified.
- ii. Envelope -II of the offer shall contain all the pages of the bid document duly signed and stamped on each page, covering letter, bid form, documentary proof for eligibility, technical submissions, duly signed scope of work, deviations from the SETS terms & conditions, if any and other details required forming part of the offer.
- iii. Envelope -III of offer shall contain only the price schedule issued herewith, with all rates and amounts filled in and no conditions.

All the above three envelopes shall be enclosed in a single larger envelope superscribed as mentioned above.

- e) The SETS is not responsible for delay, loss or non- receipt of bids on time sent by post. Fax/Email offers shall not be accepted.
- f) Last date for submission
- The last date for receipt of the bid at the SETS, Chennai is **19/03/2025, 3:00 P.M.** The bid submitted beyond the above date and time shall not be considered for the bidding and shall be rejected outrightly.
  - The bid not submitted in the prescribed bid form shall be summarily rejected.
  - If the last date of submission and opening of the bid is a holiday, the bids shall be opened on the next working date.
- g) The bid submitted, without the prescribed EMD and/or the bid submitted without the SETS's terms and conditions duly accepted, shall be summarily rejected. Similarly, the bid submitted not in the prescribed bid forms of the SETS, the bid document shall be summarily rejected. Any deviation from the SETS terms & conditions shall be clearly brought in the bid.
- h) Earnest Money Deposit (EMD):
- i. The bidder shall submit along with the bid an Earnest Money Deposit amount of Rs.12,620/- in the form of Demand Draft from a nationalized Bank drawn in favour of "SETS", payable at Chennai.
  - ii. No interest is payable on EMD amount by the SETS. The EMD of unsuccessful bidders will be returned on finalization of successful bid and on placement of order to successful bidder.

**5. Validity of Tender:**

The tender shall be valid for a minimum period of 60 days from the date of opening of the tenders.

**6. Contract period:** Contract is valid for 10 Days

**7. Clarifications**

The bidders are requested to go through the 'Scope of Work' and 'Terms and conditions' of the bid before submitting their offer/bid. Any clarification, if required, may be obtained prior to filing of bid from the Civil Engineer, SETS, Chennai. No claim whatsoever on such account shall be entertained by the SETS in any circumstances. The bidders shall physically inspect the work premises during working hours on working days and ensure the quantity and scope of the work before bidding.

**8. Place of Submission**

The Chief Administrative and Accounts Officer, Society for Electronic Transactions and Security (SETS), MGR Knowledge City, CIT Campus, Taramani, Chennai – 600 113.

**9. Opening of Bids**

Envelope-I & Envelope-II of Bids shall be opened at **4.00 P.M. on 19/03/2025** in the presence of attending Bidders/Authorized representatives at the Video Conference Hall / Board Room, Society for Electronic Transactions and Security (SETS) MGR Knowledge City, CIT Campus, Taramani, Chennai – 600 113.

Envelope-III (Price Bid) of Techno Commercially qualified Bidders shall be opened at **4.00 P.M. on 20/03/2025** in the presence of attending Bidders/Authorized representatives at the Video Conference Hall / Board Room, Society for Electronic Transactions and Security (SETS) MGR Knowledge City, CIT Campus, Taramani, Chennai – 600 113.

**10. Award of work**

The work will be generally awarded to a single qualified bidder, who has quoted the lowest price on the overall cost of entire work. The work cannot be awarded on piece-meal basis to different bidders as the component of works is the part of the whole work. However, the SETS reserves the right to reject any or all the bids without assigning any reason thereof.

**11. Technical staff to be engaged:**

The work should be carried out by technically qualified and component supervisor

**12. Rates to be firm**

- All charges inclusive of all Taxes, Charges etc, including GST quoted shall be firm throughout the contract period. The tax component is to be indicated separately. IT/GST/TDS will be deducted from the payment.
- Bidders are requested to visit the site before quoting / submitting their bids.



### **13. Electrical Related Works Conditions**

- a) The work shall be carried out as per the rules of Chief Electrical Inspector to Government or Central Electricity Authority, New Delhi, as well as Indian Electricity rule 1956 & CPWD General Specification of Electrical work as applicable.
- b) Testing should be done as per the Chief Electrical Inspector to Government rules and after the installation is completed the test certificate should be given by the contractor / firm.
- c) The firm / contractor shall take all safety precautions and indemnify SETS against all losses claims for injuries or damages to any person's property including third party risks whatsoever.

### **14. Work Not to be sublet**

The contractor should not directly or indirectly sublet the work.

### **15. Terms of Payment**

- No advance payment will be made. Payment shall be made against the final bill within 7 days from the date of completion of the works to the satisfaction of the SETS in all respects and submission of completion certificate. The final bill shall be settled after adjusting a SD and TDS as applicable.
- The payment will be made after completion of work as per actual quantities.

### **16. Force Majeure**

The failure of a party to fulfill any of its obligation hereunder shall not be considered to be a breach or default under this contract in so far as such inability arises from an event of Force Majeure, provided that the party affected by such an event has taken all reasonable precautions, due care and reasonable alternative measures, all with the objective of carrying out the terms and conditions of this contract.

A party affected by an event of force majeure shall take all reasonable measures to remove such party's inability to fulfill its obligations hereunder with a minimum of delay. A party affected by an event of Force Majeure shall notify the other party of such event as soon as possible, and in any event not later than fourteen (14) days following the occurrence of such event, providing evidence of the nature and cause of such event, and shall similarly give notice of the restoration of normal conditions as soon as possible. The parties shall take all reasonable measures to minimize the consequences of any event of Force Majeure.

### **17. Accident Clause**

Society for Electronic Transactions and Security [SETS] shall not be held responsible for any accident of workmen/technician(s), deployed by the contractor at site for execution of jobs, related to this service contract. Any damage or accident will be the responsibility of the service provider and the SETS will not entertain any claim, compensation, penalty etc. on account of non-observance of any other requirement of law relevant to this work.

### **18. Working Time**

The SETS shall permit the visit of the authorized representative of the firm during the working hours and if necessary, beyond office hours and during holidays (In case of emergency service).

**19. Security Deposit & Performance Guarantee**

On acceptance of the award of contract, the successful bidder is required to submit the prescribed Performance Guarantee of 10% of the value of work order, within 7 days of intimation of acceptance of the award of contract for due and proper fulfilment of contract valid till the completion of the work to the satisfaction of the Officer-in-Charge.

The Performance Guarantee shall be by way of Bank Guarantee from any nationalized bank in the prescribed format (Annexure-4) to be provided to the SETS.

In case, the successful bidder is called upon to deposit the Performance Guarantee and if the successful bidder fails to furnish the same within the prescribed period, such failure will constitute a breach of the conditions and the SETS shall be entitled to forfeit the EMD without prejudice to any other right to damage that the company may have in the matter.

The Contractor shall also submit a bank guarantee for 10% of the bill amount towards security deposit. The bank guarantee shall be from a nationalized bank and shall be valid for a period of 6 months from the date of completion of the work to the full satisfaction of the SETS. The same shall be released by the SETS after the expiry of the guarantee period.

**20. Safety & Contractors liability**

You shall strictly observe and implement all safety precautions and indemnify SETS against all losses, claims, injuries, to any person including third party whatsoever and also any loss of materials. The contractor has to provide safety protective equipments to his personnel.

**21. Security Rules**

You have to ensure that movement of your personnel engaged on the work are confined strictly to the permitted constructions premises only and follow all security guide lines of SETS while at work.

**22. Area to be kept clean**

The work area should be kept clean and work is to be carried out without any inconvenience to the functioning of the office.

**23. Antecedents of persons employed**

It is to be ensured that all the employees and workers employed by the contractor are law abiding citizens, with clean record. Anti-social elements rowdies and person with adverse police records should not be employed at site of work.

**24. Breach of Contract**

Non-availability of competent staff, inordinate delay in rectification of faults and unsatisfactory maintenance of system shall be treated as breach of contract.

**25. Statutory Acts**

The contractor shall comply with all statutory requirements. SETS shall have no liability whatsoever in any manner.

**26. Right to Terminate the Contract**

Executive Director SETS reserves the right to terminate the contract by giving notice of 15 days and without any financial obligation.

## 27. Arbitration Clause

In the event of any dispute or difference arising out of this contract between the contracting parties, it shall be referred to the sole arbitration by a person nominated by the Executive Director, SETS, and his decision shall be final and binding on both the parties. All other terms and conditions will be as per the Indian Arbitration Act, 1996 as amended from time to time. The place of arbitration will be in Chennai.

28. The Contractor / Bidder may visit the site and understand the scope of work before quoting.
29. The Contractor may have to carry out the work on Holidays/ Odd hours without affecting the traffic/ vehicular movement.
30. All safety and security measures are the responsibility of the contractor. The contractor should not cause any damage to the existing structures, underground cables, smoke detectors, fire alarms etc.
31. The contractor shall follow the manufactures guidance, Engineer in charge directions and INDIAN STANDARD specifications and carry out the work safely
32. The contractor shall furnish sufficient forces and shall work such hours, including night shifts and over time operations as may be necessary to ensure the execution within the time specified in this contract. If the contractor fails to meet his obligations set forth above, the Engineer-in -Charge shall take necessary steps to increase the labour force, amount of machinery etc., as he deems fit to ensure completion of works in accordance with the schedule at the contractor's expense.
33. **The Contractor should Submit 2D View drawings for the places of Glass Telescopic Systems showing the required details along with Tender document.**
34. The References drawings are available in the Office of the Engineer – in –charge (Civil Engineer for the bidders interested to view only). It is advised to visit the location and site of work to get the correct information and details of the nature of work before tendering.
35. **The Contractor shall adhere all directions as per E.I.C**
36. **It is the intent of this specification to use specified make as per EN12150 & IS2553.**
37. Sliding Type (Single Sliding, bi-parting or telescopic with soft closing mechanism.
38. Installation and accessories directly mounted with aluminum profiles in wall fixing including with ceiling mounted / floor support.
39. The Electrical power supply shall be provided by SETS free of cost. The supply point will be provided only in one location. The contractor shall bring suitable extension board, cable etc. The power supply shall be drawn only for the purpose specified in the work order. No other materials/tools and plants will be supplied by department.
40. The contractor after completion of the work shall clear all the construction debris.
41. The contractor has to make his own arrangement for food and shelter to his staff and workers.
42. The payment will be only for actual work done, not for the total Amount quoted.
43. **The Contractor shall adhere to CPWD Specifications and Special Condition of the Contract.**
44. The SETS has the right to reject/accept any of the quotation without assigning any reason thereof.

## Annexure IV

### FORM OF BANK GUARANTEE BOND FOR PERFORMANCE SECURITY / SECURITY DEPOSIT

In consideration of the Head of the Department (hereinafter called The SETS") having agreed under the terms and conditions of Agreement/Work order No..... Dated..... made between.....(hereinafter called "the said contractor{s}") for the.....work (herein after called "the said Agreement") having agreed to production of an irrevocable bank Guarantee for Rs.....(Rupees.....Only), as a security / guarantee from the contractor (s) for compliance of his obligations in accordance with the terms and conditions in the said agreement, we.....(indicate the name of the Bank) (hereinafter referred to as "the Bank") hereby undertake to pay to the SETS an amount not exceeding Rs.....(Rs.....Only) on demand by the SETS.

2. We.....(indicate the name of the Bank) do hereby undertake to pay the amounts due and payable under this guarantee without any demur, merely on a demand from the SETS stating that the amount claimed is required to meet the recoveries due or likely to be due from the said contractor(s). 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.....(Rupees.....only).

3. We, the said Bank, further undertake to pay to the SETS any money so demanded notwithstanding any dispute or disputes raised by the contractor(s) in any suitor proceeding pending before any court or Tribunal relating thereto, our liability under this present being absolute and unequivocal.

The payment so made by us under this bond shall be a valid discharge of our liability for payment thereunder and the contractor(s) shall have no claim against us, for making such payment

4. We.....(indicate the name of the Bank) 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 the SETS under or by virtue of the said Agreement have been fully paid and its claims satisfied or discharged or till Engineer-in-charge on behalf SETS certifies that the terms and conditions of the said Agreement have been fully and properly carried out by the said contractor(s) and accordingly discharges this guarantee.

5. We..... (indicate the name of the Bank) further agree with the SETS that the SETS shall have the fullest liberty without consent and without affecting any manner our obligations hereunder to vary any of the terms and conditions of the said Agreement or to extend time of performance by the said Contractor(s) from time to time or to postpone for any time or from time to time any of the powers exercisable by the SETS against the said Contractor(s) and to forbear or enforce any of the terms and conditions relating to the said Agreement and we shall not be relieved from our liability by reason of any such variation, or extension being granted to that said Contractor(s) or for any forbearance, act of omission on the part of the SETS or any indulgence by the SETS to the said Contractor(s) or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.

6. This guarantee will not be discharged due to the changer in the constitution of the Bank or the Contractor(s).

7. We.....(indicate the name of the Bank) lastly under take not to revoke this guarantee except with the previous consent of the SETS in writing.

8. This guarantee shall be valid up to ....., unless extended or demand by SETS. Notwithstanding anything mentioned above, our liability against this guarantee is restricted to Rs.....(Rupees.....only) and unless a claim in writing is lodged with us within six months of the date of expiry or the extended date of expiry of this guarantee, all our liabilities under this guarantee shall stand discharged.

Signed and sealed  
Dated the .....day of ..... 2025  
(indicate the name of the Bank)

**SECTION – V**  
**CONDITIONS OF CONTRACT**

## **CONDITIONS OF CONTRACT**

### **1. Rate / Price**

- i. The unit rate to be quoted shall be unit rate and shall remain firm without the price variation clause. The bidders should not claim for any price variation / escalation.
- ii. The bid submitted with a price variation/escalation clause will be treated as non-responsive and rejected.
- iii. Bid / rates quoted by the bidder shall remain valid for 60 days from the date of opening of tenders for the purpose of acceptance and award of work; validity beyond 60 days from the date of opening shall be by mutual consent. No price variation / cost escalation is accepted.
- iv. The rates quoted by the bidder should be inclusive of all the tax applicable, levies, excise duties, transit, insurance and freight and any other statutory levies etc.
- v. The Income Tax and any other taxes or charges as applicable will be deducted at source by the SETS from the successful bidder while making the payment.
- vi. The price quoted by the bidder shall remain firm during the entire period of contract and shall not be subject to variation on any account.
- vii. The bidder should quote the rate as specified in the scope of work. The bids submitted other than in the specified scope of work at Annexure-II shall be summarily rejected.

### **2. Execution of work:**

- i. Time period of completion: The successful bidder shall execute and complete the work as per specification/Scope of work mentioned in Annexure-II to the satisfaction of the Scientist/Civil Engineer / Electrical Supervisor within a period of 10 days from the date of award of work.
- ii. The successful bidder to whom the work is awarded shall have to execute the work as per the work order AND the terms & conditions of this tender document.
- iii. The SETS is not responsible for the breakage/damage of any goods during the transit. In that case, it is the responsibility of the firm/contractor to whom the work has been awarded.
- iv. No extra cost shall be given for transportation; cost of labourers, insurance etc., as the rates quoted is all inclusive price.
- v. The contractor shall have to bring all the supporting materials for carrying out the above work.
- vi. The EMD will be released after a month from the date of submission of the performance guarantee.

### **3. Variation in quantity / scope of work**

- i. The quantity (area) mentioned in the scope of work is approximate. The SETS or any authorised person reserves the right at the time of award and executing of the contract to vary the quantity of the area specified in the scope of work without any change in the unit rate quoted and/or to cancel any work mentioned under the scope of work.
- ii. The successful bidder to whom work is awarded shall be paid for the actual work completed as per rate schedule furnished by the bidder.

**4. Liquidated damages**

For delay in completion of work, the liquidated damage @ 0.75% of order value per month or part thereof subject to the maximum of 10% of the order value shall be deducted.

**5. Extension of work completion time**

Ordinarily no time extension shall be granted.

**6. Payment terms**

No advance payment will be made. Payment shall be made against the final bill within 7 days from the date of completion of the works to the satisfaction of the SETS in all respects and submission of completion certificate.

**7. Completion Certificate**

Within 15 days of the completion of the work the contractor shall furnish a certificate for such completion.

**8. Guarantee Period**

Guarantee period should be 12 months from the date of completion of the works against poor workmanship, poor performance, and in case of deficiencies are found during guarantee period, the same shall be rectified free of cost by the Contractors at their own cost and risk.

**9. Quality assurance:**

The successful contractor should ensure the quality of material as per the requirement / discretion of the SETS.

**10. Right to accept or reject tender**

The right of acceptance of tender will rest with the SETS. The acceptance of the tender shall rest with the SETS who does not bind himself to accept the lowest tender and reserves to himself the authority to reject any or all of the tenders received without assigning any reason. Further, the SETS reserves the right to accept the whole or any part of the tender and tenderer shall be bound to perform the same at the rates quoted. All the tenders in whom any of the prescribed conditions are not fulfilled or are incomplete in any respect shall be liable to be rejected.

**11. Insurance**

Contractor shall at his own expenses carry and maintain insurance with reputable Insurance Companies for: (i) Employees State Insurance Act, (ii) workmen's Compensation & Employer's Liability Insurance, (iii) Any other Insurance required under Law or Regulations or by Owner and (iv) Automobile Liability Insurance.

**12. No canvassing**

Canvassing in connection with the bids is prohibited and the bids submitted by the contractor who resort to canvassing are liable for rejection.

**13. Other conditions**

Before submitting their bid proposals, bidders shall carefully examine the site of the work to familiarise themselves with the site conditions which exist regarding present work to be executed, materials to be matched, precautions required, working space available and other conditions necessary to the making of the intelligent bids.

All the above terms and conditions of the tender as mentioned above AND included in the tender document are duly accepted.

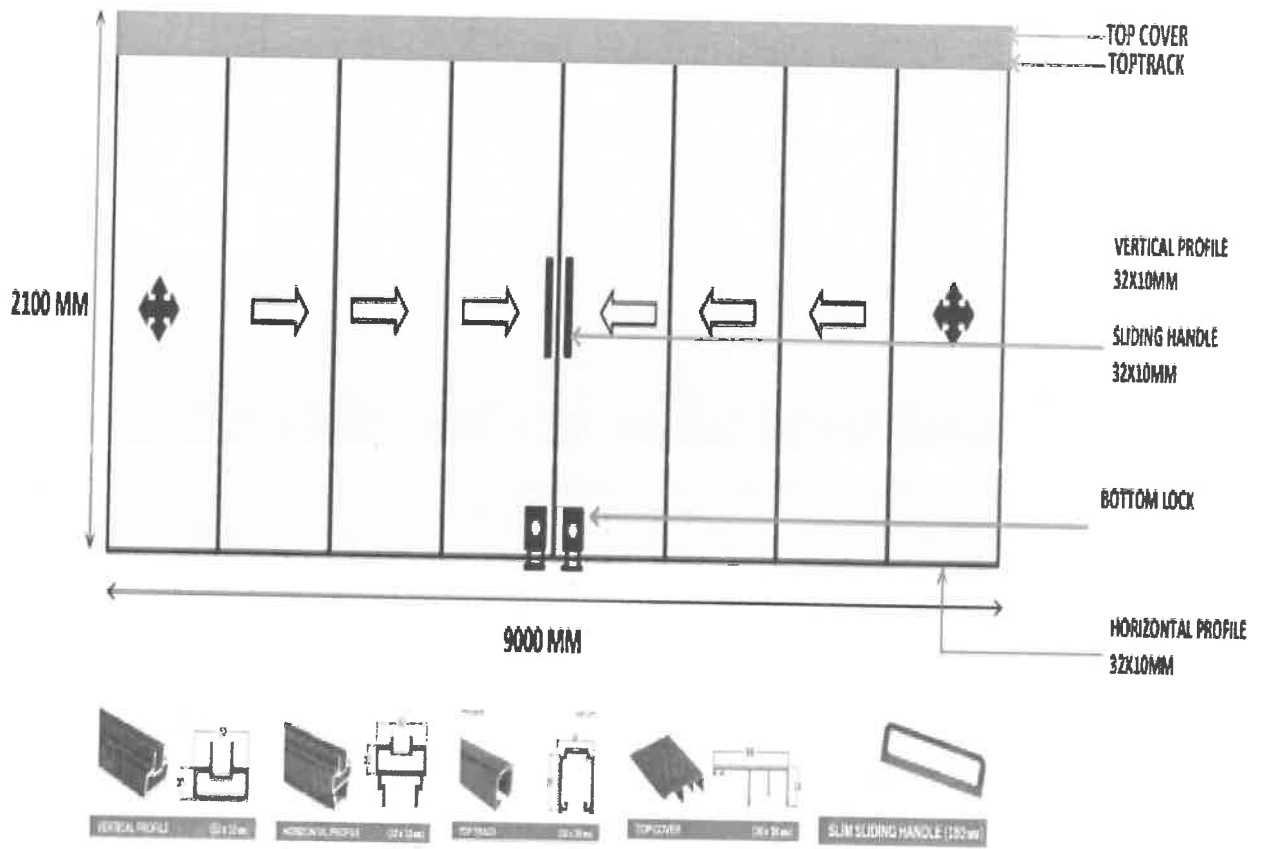
**SECTION – VI**  
**DRAWINGS**



**SECTION – 6:**

The SETS building drawings are available in the Office of the Civil Engineer (for the bidders interested to view only). It is advised to visit the location and site of work to get the correct information and details of the nature of work before tendering.





**SECTION – VII**  
**ISSUE OF MATERIALS**

**Section 7 – ISSUE OF MATERIALS:**

No free issue of materials other than, water and electricity required for the work. The firm shall have sufficient number of tools and materials for the execution of the work.

**SECTION – VIII**  
**SCHEDULE OF QUANTITY**

**SCHEDULE OF QUANTITY**

Name of Work: **Providing and Fixing of Slim profile telescopic sliding panel with 10mm clear toughened glass work at Green Zone First Floor of Society for Electronic Transactions and Security (SETS), Chennai**

<b>I</b>					
<b><u>INTERIOR WORKS</u></b>					
<b>S. No.</b>	<b>Description</b>	<b>Unit</b>	<b>Qty</b>	<b>Rate</b>	<b>Total</b>
1	Providing & Fixing of Slim Profile Telescopic Sliding System (Aluminum) With 10mm Clear Toughened Glass (Saint Gobain) with Necessary Hardware & Installation Complete (30'0" X 7'0" - 210 Sqft) all as per specification and as directed by the Engineer Incharge.	Sqft	210		
2	Box Support Work for Glass on Top & False Ceiling Erection Work	LS	1		
3	Transport, Loading & Unloading Charges	LS	1		
				<b>Total</b>	
				<b>Add: Applicable tax (Specify rate of GST)</b>	
				<b>Grand Total</b>	
<b>(Rupees .....</b>					
<b>.....)</b>					

**Note:**

1. The schedule must be read along with all specifications and scope of works and general specifications.
2. Rate quoted must include all components required for meeting specification and performance required of the item irrespective of whether they are specifically brought out in the schedule or not.
3. The rate quoted shall be inclusive of all charges, GST and other applicable taxes.
4. The firms are requested to quotes their rates after site inspection and analysis based on the list of requirements specified in the inquiry.
5. The payment will be made after completion of work as per actual quantities

Signature of the Contractor  
(With Seal)