

INTERNATIONAL INDIAN SCHOOL - JEDDAH

(AFFILIATED TO CENTRAL BOARD OF SECONDARY EDUCATION, NEW DELHI - INDIA)

MEMBER, COUNCIL OF C.B.S.E. SCHOOL IN GULF

MINISTRY OF EDUCATION - K.S.A. - LICENCE NO. 045 / J

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C. C.No. 136593

المدرسة الهندية العالمية - جدة

المملكة العربية السعودية

وزارة التربية والتعليم - ترخيص رقم ج/ ٤٥

ص.ب: ١٤٨٦١ جدة ٢١٤٣٤

ت: قسم البنين: +٩٦٦ ١٢ ٦٧٥١٥٣٦ / ٦٧١١٩٣٤ / ٦٧١٢٠٩٧ - فاكس: ٦٧٥١٥٣٩

ت: قسم البنات: +٩٦٦ ١٢ ٦٧٢١٦٠٧ / ٦٧١٨٣٤٥ - فاكس: ٦١٧٠٤٨٧

ت: قسم البنات فصل ١ و ٢: +٩٦٦ ١٢ ٦٧٣٧٥٢ - روضة وتمهيدي: ٦٧٤٧٣٧٧

رقم العضوية: ١٣٦٥٩٣



TENDER NOTICE

Ref. IISJ/Tender/2020-21

Date: February 24, 2021

Subject: Providing & Fixing of False Ceiling and Replacement of Damaged Electrical Fittings at Auditorium of Boys Section Building of International Indian School, Jeddah

Sealed item rate tenders are hereby invited on behalf of International Indian School, Jeddah from experienced Contractors

Sl. No.	Name of the Work	Completion Time	Last Date of Submission Tender
1.	Providing and fixing of False ceiling & replacement of damaged Electrical Fittings at IISJ Boys' Section auditorium at Rehab District.	60 days	15-Mar-2021 upto 3.00 PM

- The bidders may download the tender documents from the website www.iisjed.org.
- The tenderers should have completed minimum two works of similar nature (office/institutional/commercial complex) during last five years. Photocopies of the completion certificates/award letters should be submitted along with the tender. Completion certificate issued by the reputed organization / MNC shall also be accepted.
- Work of similar nature means "Interior works as modification and providing and fixing of false ceiling etc."
- While applying for the tender document, the intending tenderers shall furnish proof of experience certificates; works completed/awarded, valid work contract tax/Sales Tax/VAT as applicable.
- The tender issuing authority reserves the right to issue or refuses to issue the tender document to any party without assigning any reason thereof and tenderer shall meet all requisite terms and conditions in participating tenders.
- International Indian School Jeddah reserves the right to reject all or any tender wholly or partly without assigning any reason whatsoever.

(Syed Ghazanfar Mumtaz)
Administrative Officer



(Dr. Muzaffar Hassan)
Principal

INTERNATIONAL INDIAN SCHOOL, JEDDAH

(A CBSE affiliated Senior Secondary School under the patronage of Embassy of India)

Date: February 24, 2021

**Subject: Providing and fixing of False Ceiling Work & Replacement of Damaged Electrical Fittings
at IISJ Auditorium , Boys section Building at Al-Rehab District.**

Sir,

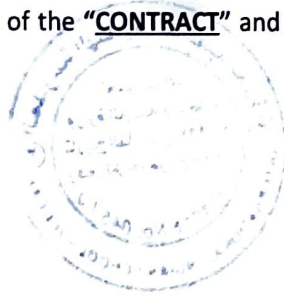
Tender documents in respect of the above mentioned works as detailed (Index) are forwarded herewith. **Please note that tender is to be delivered in the office of the Administrative Officer, International Indian School, Boys Section –Al Rehab District and also to be sent on tenders@iisjed.org .**

The Tender should be signed on each page, dated and witnessed in all places provided for in the documents; all other papers should be initialed.

The person, signing the tender on behalf of company/firm or on behalf of another person shall attach with tender a certified copy of proper authority/power of attorney duly executed in his favour by such person, company/firm and must state specifically that he has authority to sign such tenders for and on behalf of such person or company/firm as the case may be, and in all matters pertaining to the contract including arbitration clause.

This letter shall form part of the **"CONTRACT"** and must be signed and returned along with the tender documents.

Encl. as above




(Dr. Muzaffar Hassan)
Principal

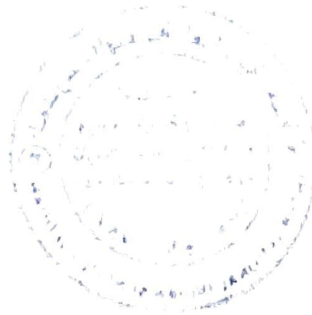
Signature of the Contractor with Stamp



International Indian School Jeddah

INDEX OF TENDER DOCUMENTS

Sl. No.	Description	Pages
1	Instruction to Tenderers	4 - 5
2	General Conditions of Contract	6 - 12
3	Form of Tender	13
4	Appendix	14
5	Special Conditions	15
6	Schedule of Quantities	16



INSTRUCTIONS TO TENDERERS

1.0 GENERAL

Tenderers are advised to acquaint themselves fully with the description of work, scope of services, time schedule and terms and conditions including all the provisions of the Tender Document before framing up their tender.

2.0 SITE PARTICULARS

Tenderers are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their tenders as to site conditions, means of access to the site.

3.0 SUBMISSION OF TENDER

The expression "Tender Notice" referred to in the Tender Documents shall be deemed to include any Notice / Letter Inviting Tender with respect to the work for the subject matter of the documents and vice versa.

The tender complete in all respects shall be submitted within the date stipulated in the Notice / Letter Inviting Tender ONLY.

Tenders shall be submitted in Two sealed envelopes superscribing as following: -

I. Technical Bid

Name of work: _____

Tender Reference No. & Date: _____

Addressed to: Administrative Officer, International Indian School Jeddah

From: _____

This envelope shall contain the following:

- Details of the two similar nature of works by the bidder during last five years,
- Valid registration with Sales Tax department for Work Contract Tax/VAT.

II. Price Bid

This envelope containing shall contain the tender document with **PRICES and amount duly filled by the party against the each item prescribed in the Schedule of quantity of tender document** and no conditions (i.e. deviations/assumptions/stipulations/clarifications/comments/any other request) whatsoever and the conditional offers will be rejected.



4.0 ABNORMAL RATES

If it is noticed that the unit rates quoted by the Tenderer for any items are unusually high or unusually low, it will be sufficient cause for rejection of the tender unless the school is convinced about the reasonableness of the unit rates on scrutiny of the analysis for such unit rate to be furnished by the tenderer on demand.

5.0 DEVIATIONS TO TENDER CLAUSES:

Tenderers are advised to submit the tenders strictly based on the terms and conditions and specification contained in the Tender Documents and not to stipulate any deviations. Conditional tenders are liable to be rejected.

6.0 VALIDITY OF OFFER

Tender submitted by tenderers shall remain valid for acceptance for a minimum period of 120 days from the date of opening of the tenders.

7.0 AWARD OF WORK

The school reserves the right to split the job into two or more parts and to award the work to separate agencies/contractors. Work shall be awarded to the lowest bidder, subject to the work experience and fulfillment of other terms & conditions and specifications.

8.0 ACCEPTANCE / REJECTION OF TENDER

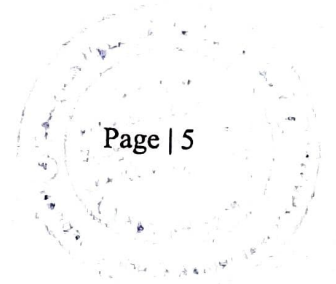
- i. School also reserves the right to accept or reject any tender in part or full without assigning any reason whatsoever.
- ii. School also reserves the absolute right to reject any or all the tenders at any time solely based on the past unsatisfactory performance by the bidder(s) the opinion/decision of IISJ regarding the same shall be final and conclusive.

9.0 CORRECTIONS

No corrections or overwriting will be entertained in schedule of rates by using correcting fluid. All correction in the schedule of rate should be initialed.

10.0 FIRM RATES

The rates quoted by bidder shall remain firm till completion of all works even during the extended period, if any, on any account what so ever. It is provided that the contractor shall not change any of the rates, quoted in the tender till the completion of work.



GENERAL CONDITIONS OF CONTRACT

1. Where the context so requires, words importing the singular only also include the plural and vice versa.
2. International Indian School Jeddah means 'International Indian School Jeddah and shall include its legal representatives, successors and permitted assigns.
3. The Contractor is required to approach the school for execution of agreement for the said work as per the prescribed pro forma to be provided by the school within 10 days from the issue of the letter of award.

4. **Contract Documents:**

The Contractor shall be provided, free of charge, one certified true copy of the Contract Documents and of all further drawings, which may be issued during the progress of the Works. He shall keep these Documents on the Site in good order.

5. **Works to be carried out:**

The work to be carried out under the Contract shall, except as otherwise provided in these conditions, include all labour, materials, taxes tools, plant, equipment and transport which may be required in preparation of and for and in the full and entire execution and completion of the works.

6. **Inspection of Site**

The Contractor shall inspect and examine the Site and its surrounding and shall satisfy himself before submitting his tender as to the nature of the Site, the quantities and nature of works and material necessary for the completion of the Works and the means of access to the Site, the accommodation he may require and in general shall himself obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect this tender.

7. **Sufficiency of Tender**

The Contractor shall be deemed to have satisfied himself before tendering as to the Correctness and sufficiency of his tender for the works and of the rates and prices quoted in the Schedule of Quantities, which rates and prices shall except as otherwise provided, cover all his obligations under the contract and all matters and things necessary for the proper completion and maintenance of the Works.

8. Any error in description, quantity or rate in Schedule of Quantities or any omission there from shall not vitiate the Contract or release the Contractor from the execution of the whole or any part of the Works comprised therein according to drawings and specifications or from any of his obligations under the Contract.



In the event of an error occurring in the amount column of Schedule of Quantities as a result of wrong extension of the unit rate and quantity the unit rate shall be regarded as firm and extension shall be amended on the basis of the rate.

All errors in totaling in the amount column and in carrying forward totals shall be corrected.

9. Initial Security Deposit

Contractor will deposit initially ten percent (10%) of the accepted tender cost as an initial security deposit within ten (10) days of receipt of the letter of Intent/notification of acceptance of the tender by him.

9.1 All compensation or other sums of money payable by the contractor under the terms of this Contract or any other Contract or any other account whatsoever may be deducted from the security deposit.

9.2 Refund of **Security deposit**: Security deposit refundable to the Contractor worked out on the basis of the value of work completed shall be refunded to the Contractor on the declaration in writing that the work has been completed satisfactorily.

10. Deviations/Variations Extent and Pricing

IISJ shall have power (i) to make alteration, in omissions from, additions to, or substitutions for the original specifications, drawings, designs and instructions that may appear to him to be necessary or advisable during the progress of the work, and (ii) to omit a part of the works in case of non-availability of a portion of the site or for any other reasons and the contractor shall be bound to carry out the works in accordance with any instructions given to him in writing signed by the school and such alterations, omissions, additions or substitutions shall form part of the contract as if originally provided therein and any altered, additional or substituted work which the contractor may be directed to do in the manner specified above as part of the works, shall be carried out by the contractor on the same conditions in all respects including price on which he agreed to do the main work except as hereafter provided.

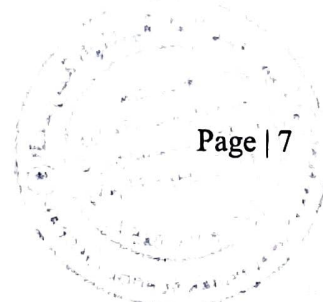
11. Time and Extension for Delay

11.1 The time allowed for execution of the works as specified in the Appendix or the extended time in accordance with these conditions shall be the essence of the Contract. The execution of the works shall commence from the 10th day after the date on which the school issues written orders to commence the work or from the date of handing over of the site, whichever is earlier.

11.2 As soon as possible after the Contract is concluded the school and the Contractor shall agree upon a Time and Progress Chart.

12. The Contractor shall arrange, at his own expense, all tools, plant and equipment hereafter referred to as (T & P) labour, P.O.L. & electricity required for execution of the work.

13. Force Majeure



Any delays in or failure of the performance of either party herein shall not constitute default hereunder or give rise to any claim for damages, if any, to the extent such delays or failure of performance is caused by occurrences such as Act of god or the public enemy; expropriation or confiscation of facilities by Government authorities, or in compliance with any order or request of any Governmental authorities or due acts of war, rebellion or sabotage or fires, floods, explosions, riots or illegal joint strikes of all the workers of all the contractors.

14. Materials

All materials to be provided by the Contractor shall be in conformity with the specifications laid down in the contract.

15. Labour

- a. The Contractor shall employ its labour in sufficient numbers to maintain the required rate of progress and of quality to ensure workmanship of the degree specified in the Contract. The Contractor shall not employ in connection with the Works any person who has not completed eighteen years of age.
- b. All the workers or employees deployed by the contractors shall consider the employees of contractor and IISJ shall not have any liability what so ever in nature in regard to such workers/employees.
- c. The Contractor shall in respect of labour employed by him or his sub-contractor comply with or cause to be complied with the Contractor Labour Regulation in regard to all matters provided therein.
- d. The Contractor shall indemnify and keep indemnified the IISJ against:
 - i. Any claim arising out of third party loss/ damage to life or property caused by/ during execution of the work.
 - ii. Any claim arising out of loss/ damage to the workmen engaged by the contractor during execution of the work.
 - iii. Any claim due to non-compliance of applicable PF/ Labour laws, regulations etc.

16. Inspection and Approval:

All work embracing more than process shall be subject to examination and approval at each stage thereof and the Contractor shall give due notice to the school when each stage is ready. The school shall have powers at any time to inspect and examine any part of the Works and the contractor shall give such facilities as may be required for such inspection and examination.

17. Liquidated Damages for Delay

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Time is essence of the contract. In case the CONTRACTOR fails to complete the whole work within the stipulated period, and clear the site he shall be liable to pay liquidated damages @ 0.5% (One Half of one percent only) of the value of contract per week and or part thereof of the delay subject to a maximum of 10% (ten percent only) of the value of the contract. The amount of Compensation may be adjusted or set-off against any sum payable to the Contractor under this or any other contract with the school.

18. Defect Liability Period

The Contractor shall be responsible to make good and remedy any defect in the work executed within defect liability period of one year which shall be reckoned from the date of completion of the works to the school.

19. Instruction and Notices:

19.1 Subject as otherwise provided in this contract, all notices to be given on behalf of the school and all other actions to be taken on its behalf may be given or taken by the school official for the time being entrusted with the duties.

19.2 All instructions, notices and communications, etc., under the contract shall be given in writing and if sent by registered post to the last known place of abode or business of the Contractor shall be deemed to have been served on the date when in the ordinary course of post these would have been delivered to him.

19.3 Foreclosure of Contract in Full or in Part due to Abandonment or Reduction in Scope of Work.

If at any time after acceptance of the tender the school shall decide to abandon or reduce the scope of the works for any reason whatsoever and hence not require the whole or any part of the Works to be carried out the school shall give notice in writing to that effect to the Contractor and Contractor shall have no claim to any payment of compensation or otherwise whatsoever, on account of any profit or advantage which he might have derived from the execution of the works in full but which he did not derive in consequence of the foreclosure of the whole or part of the works.

19.4 The Contractor shall be paid at Contract rates full amount for works executed at Site as certified by the school official.

20 Cancellation of Contract in Full or in Part:

If the Contractor:

- At any time makes defaults in proceeding with the Works with due negligence and continues to do so even after a notice in writing of 7 days from IIS, or
- Commits default in complying with any of the terms and conditions of Contract and does not remedy it or take effective steps to remedy it within 7 days after a notice in writing is given to him in that behalf by IISJ; or
- Fails to complete the works or items of work on or before the date(s) of completion, and



does not complete them within the period specified in a notice given in writing in that behalf by IISJ; or

d. Violates any of the terms and conditions stipulated in this agreement.

21 Liability for Damage, Defects or Imperfections and Rectification thereof:

If the Contractor or his workmen or employees shall injure or destroy any part of the building in which they may be working or any building, road, fence, etc. contiguous to the premises on which the work or any part of it is being executed, or if any damage shall happen to the work while in progress the Contractor shall upon receipt of a notice in writing in that behalf make the same good at his own expense. If it shall appear to the school or his Representative at any time during construction or re-construction, that any work has been executed with unsound, imperfect or unskilled workmanship or that any materials or articles provided by the Contractor are of sub- standard quality shall, upon receipt of a notice in writing in that behalf from the school, forthwith rectify or remove and reconstruct the work so specified in whole or in part, as the case may require or as the case may be, and / or remove the materials or articles at his own expense, notwithstanding that same may have been inadvertently passed, certified and paid for and in the event of his notice aforesaid, the IISJ may rectify or remove and re-execute the work and / or remove and replace with others the materials or articles complained of, as the case may be, by other means at the risk and expense of the Contractor.

21.1 In case of repairs and maintenance works, splashes and dropping from white washing, painting, etc. shall be removed and surfaces cleaned simultaneously with completion of these items of work in individual rooms, cabins or premises, etc. where the work is done, without waiting for completion of all other items of work in the contract. In case the Contractor fails to comply with the requirements of this condition, the IISJ shall have the right to get the work done by other means at the cost of the Contractor. Before taking such action, however, the school shall give three days notice in writing to the Contractor.

22 Urgent Works

If any Urgent work (in respect whereof the decision of the school authority shall be final and binding) becomes necessary and Contractor is unable or unwilling at once to carry it out, the school may by his own or other workpeople carry it out, as he may consider necessary. If the urgent work shall be such as the Contractor is liable under the contract to carry out at his expenses, the expenses incurred on it by the school shall be recoverable from the Contractor and be adjusted or set off against any sum payable to him.

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23 Valuations and Payment

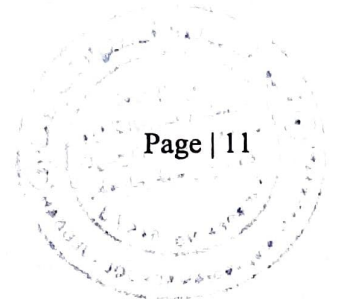
- 23.1 The school shall accept as otherwise stated ascertain and determine by measurement the value in accordance with the contract work done in accordance therewith.
- 23.2 All items having a financial value shall be entered in Measurement Book, etc. prescribed by the IISJ so that a complete record is obtained of all work performed under the contract.
- 23.3 Payment will be made on actual measurement as carried out at the site. The quantities given in the schedule of quantities are only approximate and contractor will have to carry out the work as per the increased/decreased quantity of work as per the directions of IISJ, for which no extra claim over and above the tender rate will be considered.
- 23.4 The Contractor shall, without extra charge, provide assistance with every appliance, labour and other things necessary for measurements. In regard to measurement, variation; the decision taken by the school shall be final. No escalation will be paid even in extended period, if any.
- 23.5 All measurements shall be taken jointly by the IISJ or its authorized representative and by the contractor or his authorized representative from time to time during the progress of the work and such measurements shall be signed and dated by the school and the parties. If the Contractor objects to any of the measurements recorded on behalf of the school a note to that effect shall be made in the Measurement Book against the item object to and such note shall be signed and dated by all the parties engaged in taking the measurement. The decision of the Competent Authority on any such dispute or difference or interpretation shall be final and binding on both the parties and shall be beyond the scope of the settlement of disputes of Arbitration in respect of all contract items, substituted items, extra items and deviations.

24 Methods of Measurement:

Except where any general or detailed description of the work in Quantities expressly shows to the contrary, Schedule of Quantities shall be deemed to have been prepared and measurements shall be taken in accordance with the procedure set forth in the Schedule of Rates / Specification notwithstanding any provision in the relevant Standard Method of Measurement or any general or local custom.



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25 Carrying out part work at risk & cost of contractor

The school without prejudice to any other right or remedy against the contractor which have either accrued or accrue thereafter to the school, by a notice in writing to take the part work/ part incomplete work of any item(s) out of his hands and shall have powers to:

- a. Take possession of the site and any materials, constructional plant, implements, stores, etc., thereon; and/or
- b. Carry out the part work/ part incomplete work of any item(s) at the risk and cost of the contractor.

Any excess expenditure incurred or to be incurred by the school in completing the part work/ part incomplete work of any item(s) or the excess loss of damages suffered or may be suffered by the school as aforesaid without prejudice to any other right or remedy available to school in law or as per agreement be recovered from any money due to the contractor on any account, and if such money is insufficient, the contractor shall be called upon in writing and shall be liable to pay the same within 30 days.

26 Arbitration and Laws

Arbitration:

Except where otherwise provided for in the contract all questions and disputes relating to the meaning of the specifications, designs, drawings and instructions herein before mentioned and as to the quality of workmanship or materials used onto work or as to any other question, claim right matter or thing whatsoever in any way arising out of or relating to the contract, designs drawings, specifications, estimates, instructions, orders and these conditions or otherwise concerning the works, or the execution or failure to execute the same whether arising during the progress of the work or after the completion or abandonment thereof shall be referred to the sole arbitration of the Chairman-School Managing Committee.




(Dr. Muzaffar Hassan)
Principal

FORM OF TENDER

To
Principal
International Indian School Jeddah
Jeddah

I/We have read and examined the following documents relating to _____

**FALSE CEILING WORK & REPLACEMENT OF DAMAGED ELECTRICAL FITTINGS
AT IISJ AUDITORIUM
(BOYS SECTION BUILDING)**

- a. Notice inviting tender
- b. Instructions to Tenderers
Technical Specifications
- c. General Conditions of Contract including Contractors, Labour Regulations, Model Rules for Labour Welfare and Safety Code appended to these conditions together with the amendments thereto if any.
- d. Special Conditions of contracts if any.
- e. Bill of Quantities

I/We hereby tender for execution of the works referred to in the aforesaid documents upon the terms and conditions contained or referred to therein and in accordance in all respects with the specifications, designs, drawings and other relevant details at the rates contained in Schedule and within the period(s) of completion as stipulated in Appendix.

In consideration of I/We being invited to tender, I/We agree to keep the tender open for acceptance for 120 days from the due date of submission thereof and not to make any modifications in its terms and conditions which are not acceptable to the school.

I /We agree to abide by & fulfill all the terms conditions of aforesaid document.

If, after the tender is accepted, I/we fail to commence the execution of the work as provided in the conditions, I/we agree that school shall without prejudice to any other right or remedy is at liberty cancel the awarded work.

Signature of Contractor _____
Duly authorized to sign the tender on behalf of the (in block capitals)

Dated _____

Witness _____

Date _____

Address _____



APPENDIX

- | | | |
|----|---|--|
| 1. | Competent Authority | International Indian School Jeddah |
| 2. | Security Deposit | 10% of the contract value. |
| 3. | Time allowed for execution of work | Two months |
| 4. | Authority competent to decide if "any other cause" of delay is beyond Contractors control | International Indian School Jeddah |
| 5. | Approving authority for releasing the payment up to the accepted tender cost. | International Indian School Jeddah |
| 6. | Defect Liability Period | 12 months from the date of completion of work. |



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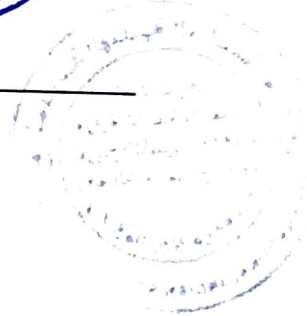
SPECIAL CONDITIONS

1. During working at site, some restrictions may be imposed by IISJ regarding safety and security etc., the contractor shall be bound to follow all such restrictions/instruction & nothing extra shall be payable on this account.
2. The tender shall be based on general conditions of Contract and tenderers are required to quote their own rates against each item in schedule of quantities, which is enclosed. All rates shall remain firm for the contract period/extended contract period.
3. If the contractor fails to proceed with the work within the stipulated time as specified from the date of issue of letter of intent/letter to proceed with the work, the IISJ shall forfeit the security money deposited by him along with the tender.
4. All the works to be carried out in accordance with the specification specified in the bill of quantities and as per the directions of the school.




(Dr. Muzaffar Hassan)
Principal

Signature of the Contractor



Schedule of Quantities

Sl. No.	Fire-fighting rated False Ceiling Item & Replacement of Damaged Electrical Fittings Details & Specifications	Qty.	Unit	Rate (SAR)	Amount (SAR)
1.					
				Total	

Total Saudi Riyals in words: _____

Signature of bidder with Stamp

