



**HIDAYATULLAH NATIONAL LAW
UNIVERSITY, RAIPUR**



**TENDER DOCUMENT FOR SUPPLY & INSTALLATION OF FABRICATED RAIN
SHED WITH STEEL STRUCTURE & 6MM TWIN WALL POLYCARBONATE
SHEET IN BOYS AND GIRLS HOSTEL AT HNLU**

No.:HNLU/515/NIT/2026-27

Date:02.06.2026

NOTICE INVITING TENDER

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| | |
|-----------------------------------------|--------------------------------------------|
| Last Date for Submission of Tender Bid | 09.06.2026 at 5:00 p.m. |
| Date & Time of Opening of Technical Bid | 10.06.2026 at 12:00 p.m. |
| Venue of Opening Tender | Board Room, 1st Floor, HNLU Campus |
| Tender Fees | Rs. 1,500/- + 18% GST (Non- refundable) |

Account Details for Depositing EOI Fees:

Registrar, Hidayatullah National Law University

Bank Name: State Bank of India

Account No.: 00000041394244908

IFSC: SBIN0018097

Branch: Indravati Bhawan, Naya Raipur (18097)



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The offer may be submitted in TWO-BID SYSTEM (Separate Technical Bid and Financial/Price Bid), from the reputed and experienced firms/agencies/companies having qualified certificates and experience in this field for a minimum period of 05 years along with the institutional/organizational performance report.:

| | |
|----------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Notice Inviting Tender (NIT) No & date | HNLU/515/NIT/2026-27 Date: 02.06.2026 |
| Place of Supply | Hidayatullah National Law University, Nava Raipur Atal Nagar - 493661 (C.G.) |
| Estimated Cost of Tender | Rs.60,50,000 + applicable GST |
| Bid Submission Start date | 02.06.2026 |
| Pre-Bid Inspection / Meeting Date | 05.06.2026 at 12:00 Hrs. |
| Last Date of Submission of Bids | 09.06.2026 at 17:00 Hrs. |
| Date of Opening of Technical Bids | 10.06.2026 at 12:00 Hrs |
| Tender Fee | Rs. 1500/- + 18% GST (non-refundable) |
| Earnest Money Deposit (EMD) | Earnest Money Deposit of Rs.3,02,500 (Rupees Three Lakhs Two Thousand Five Hundred only). <ul style="list-style-type: none">• The Tender Fee/ EMD should be deposited through the online portal (The online payment receipt should be submitted in the technical e-bid)• The EMD will be returned to unsuccessful tenderers only after the Tenders are finalized.• In case of successful Tenderer, it will be retained till the successful and complete installation of the equipment |
| Tender Processing Fees | As applicable through online |
| Opening of Technical Bids and evaluation mode | Bids shall be opened online. |
| Contact information | Registrar, Hidayatullah National Law University Nava Raipur Atal Nagar, Raipur-493661 Phone: +91-7587017804 Email: registrar@hnlu.ac.in |
| Proposed date to completion of work/testing/commissioning and handing over | Girls Hostel (Both Blocks) – By July 10 th , 2026. Boys Hostel (Both Blocks) – By August 10 th , 2026. |

If any of the above-mentioned dates are declared as a holiday / closed day, the bids will be opened on the next working day at the appointed time. Bids must be submitted through the eWizard portal only. A copy of the bid document is available on the eWizard Portal at <https://hnlu.ewizard.in/> and the University website at www.hnlu.ac.in. Instructions for submitting online bids are available at <https://hnlu.ewizard.in/>.



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Bidders are responsible for monitoring the website for any corrigendum/ amendments and for submitting their bid documents accordingly. Any changes to the tender documents will be reflected only on the website, and no additional Newspaper notification will be provided.

Sd/-

Registrar (I/c)



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PROCEDURE FOR SUBMISSION OF E-TENDER

Bidders are required to submit soft copies of their bid electronically on the HNLU e-Wizard Portal using valid Digital Signature Certificates. The following instructions are intended to guide the bidders in registering on the e-Wizard Portal, preparing their bids in accordance with the requirements, and submitting their bids online on the HNLU e-Wizard Portal. For more information, bidders may visit the HNLU e-Wizard Portal <https://hnluewizard.in>

1. REGISTRATION PROCESS ON ONLINE PORTAL

- (a) Bidders must enrol in the e-Procurement module of the portal at <https://hnluewizard.in> by clicking on the link “Bidder Enrolment” link as per portal norms.
- (b) Bidders choose a unique username and assign a password for their accounts. Bidders are advised to register their valid email addresses and mobile numbers as part of the registration process. It will be used for any communication from the e-Wizard Portal.
- (c) Bidders must provide the details of PAN and other applicable registration details and submit the related documents. The user ID will be activated only after the submission of complete details. After completing the registration payment, bidders can also send a copy of their acknowledgment to the help desk email id ewizardhelpdesk@gmail.com to activate their account.
- (d) Bidders must ensure they register on the portal at least 1 week before the tender submission date and get trained on the online tender submission process. They are advised to refer to the respective manuals on the website for the tender submission and registration process. The tender inviting Authority/Department will not be held responsible for any sort of delay, or the difficulties faced during the online submission of bids by the bidders due to local issues like internet connectivity/PC speed/etc.
- (e) Bidders must register their valid Digital Signature Certificate (DSC: Class III Certificates with signing key and encryption usage) issued by any Certifying Authority recognized by CCA India with their profile upon enrolment.
- (f) A bidder should register only one valid DSC. Bidders are responsible for ensuring they do not lend their DSCs to others, as this may lead to misuse. Foreign bidders are advised to refer “DSC details for Foreign Bidders” for Digital Signature requirements on the portal.
- (g) The bidder then logs in to the site through the secured login by entering their user ID/password and the password of the DSC / e-Token.

2. TENDER DOCUMENT SEARCH

- (a) The e-Wizard Portal offers various built-in options for bidders to search active tenders using several parameters including Tender ID, organization, location, date, value, etc.



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- (b) The portal also provides an advanced search option for tenders, allowing bidders to combine several search parameters, such as organization name, form of contract, location, date, other keywords, etc., to find tenders published on the Online Portal.
- (c) Once the bidders have selected the tenders they are interested in, they may download the required documents/tender schedules. These tenders can be moved to the 'Interested Tenders' folder enabling the Online Portal to inform the bidders through SMS/e-mail if any corrigendum is issued to the tender document.
- (d) The bidder should note the unique Tender ID assigned to each tender in case they need to obtain any clarification or assistance from the Helpdesk.

3. BID PREPARATION

- (a) Bidders should review any corrigendum published on the tender document before submitting their bids.
- (b) Please read the tender advertisement and the tender document carefully to understand the documents that must be submitted as part of the bid.
- (c) Please note the number of covers in which the bid documents must be submitted, as well as the number of documents required, including the names and content of each document. Any deviations from these requirements may lead to rejection of the bid.
- (d) The bidder should prepare the bid documents to be submitted as indicated in the tender document/schedule in advance. These documents can generally be in PDF/XLS/PNG, etc. formats.
- (e) The bidder / tenderer or his authorized representative has to sign on every page of the bid document with the seal of the firm/ agency.

4. BID SUBMISSION

- (a) The bidder must log into the site well before the bid submission to ensure that they can upload the bid on time, i.e., on or before the bid submission time. Bidders will be responsible for any delay due to other issues.
- (b) The bidder must digitally sign and upload the required documents one by one as indicated in the tender document.
- (c) Bidders must make the required payments (Form fee, EMD, tender processing fee, etc.) as mentioned, before submitting the bid.
- (d) The bidder must select the payment option mode as specified in the Schedule (EMD/FORM FEE Section) to pay the form fee/ EMD, wherever applicable, and enter details of the instrument.
- (e) The tender document includes a standard BoQ format that all bidders must fill in. Bidders should submit their financial bids in the prescribed format, as no other format is acceptable.



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- (f) The server time (displayed on the bidders' dashboard) will be considered the standard time for referencing deadlines for submitting bids, opening bids, etc. The bidder should follow this time during bid submission.
- (g) All the documents being submitted by the bidders will be encrypted using PKI encryption techniques to ensure the secrecy of the data, preventing unauthorized persons from viewing the documents until the time of bid opening.
- (h) The uploaded tender documents will become readable only after the authorized bid openers have opened the tender.
- (i) Upon the successful and timely submission of bids, the portal will display a successful bid submission message & a bid summary will be displayed with the bid no., the date & time of submission of the bid and all other relevant details.
- (j) Please ensure that all relevant documents are downloaded / compiled in a single PDF file.
- (k) Off-line tenders will not be accepted, and no requests in this regard will be entertained.

5. AMENDMENT OF BID DOCUMENT

At any time prior to the tender submission deadline, the University reserves the right to add/ modify/ delete any portion of this document by issuing a Corrigendum. The corrigendum will be published on the website and made available to all the Bidders who have been issued the tender document. It shall be binding on all bidders and form part of the bid.

6. INSTRUCTION TO BIDDERS

- (a) The process for Bid submission through the HNLU eWizard portal is explained in the Bidder Manual. Bidders are requested to download the Bidder Manual from the website's home page (<https://hnlu.ewizard.in>). The steps are as follows:

Home page → Downloads → Bidder Manuals

- (b) The tenders will be received online through the portal <https://hnlu.ewizard.in>. In the Technical Bids, the bidders must upload all the documents in .pdf format.
- (c) Possession of a Valid Class III Digital Signature Certificate (DSC) in the form of a smart card or e-Token is a prerequisite for registration and participation in the bid submission activities through <https://hnlu.ewizard.in>. Digital Signature Certificates can be obtained from authorized certifying agencies, details of which are available on the website <https://hnlu.ewizard.in> under the link 'DSC help.'
- (d) Tenderers are advised to follow the instructions provided in the 'User Guide and FAQ' for the e-submission of the bids online through the HNLU e-Wizard Portal for eProcurement at <https://hnlu.ewizard.in>.



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- (e) The bidder has to “**Request the tender**” to the portal before the “Date for Request tender document” to participate in bid submission.
7. All entries in the tender should be entered in the online Technical & Commercial Formats without any ambiguity.
 8. The tender document, which contains the eligibility criteria, scope of work, terms and conditions, and draft agreement, can be downloaded from the website www.hnlu.ac.in. Those who download the tender document from the website must pay a Tender fee of Rs 1500/- (Rupees One Five Thousand only) through online transfer mode such as Debit Card/Credit Card/Net Banking.
 9. The bidder shall pay **Bid Security (EMD) of Rs. 3,02,500 (Rupees Three Lakhs Two Thousand Five Hundred only)** through online transfer mode such as Debit Card/Credit Card/Net Banking, along with the technical bid. Bids received without Earnest Money Deposit (EMD) shall be rejected and will not be considered for evaluation at any stage.
 10. Any order resulting from this e-tender shall be governed by the terms and conditions mentioned in the tender document.
 11. No deviation from the technical and commercial terms & conditions allowed.
 12. The tender inviting authority has the right to cancel this e-tender or extend the due date for the receipt of the bids.

Technical Support

Tel: 011-49606060, ewizardhelpdesk@gmail.com
Tariq Anwar: 9355030608, eprochelpdesk.35@gmail.com
Saikat Pal: 9355030620, eprochelpdesk.38@gmail.com



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TENDER DOCUMENT

1. INTRODUCTION TO THE UNIVERSITY –

Hidayatullah National Law University (HNLU), established by the Government of Chhattisgarh under the Hidayatullah National University of Law, Chhattisgarh, Act (Act No.10 of 2003), is desirous of engaging a service provider to offer **SUPPLY & INSTALLATION OF FABRICATED RAIN SHED WITH STEEL STRUCTURE & 6MM TWIN WALL POLYCARBONATE SHEET IN BOYS AND GIRLS HOSTEL AT HNLU.**

The tender has been invited under two bid system i.e., **Technical Bid** and **Financial Bid**. The Interested companies/agencies/firms are advised to submit **two separate sealed envelopes** super scribing

(a) "**Technical Bid for SUPPLY & INSTALLATION OF FABRICATED RAIN SHED WITH STEEL STRUCTURE & 6MM TWIN WALL POLYCARBONATE SHEET IN BOYS AND GIRLS HOSTEL AT HNLU.**

and

(b) "**Financial Bid for SUPPLY & INSTALLATION OF FABRICATED RAIN SHED WITH STEEL STRUCTURE & 6MM TWIN WALL POLYCARBONATE SHEET IN BOYS AND GIRLS HOSTEL AT HNLU**

Bidders must visit the campus premises on the specified date to acquaint themselves with the scope of the services and other requirements. If additional requirements are needed in a location or building other than those mentioned, an additional contract may be entered into on a pro-rata basis.

2. MINIMUM ELIGIBILITY CRITERIA

(a) All bidding parties must meet the following minimum eligibility criteria before applying for the bid. Bidders meeting these criteria must enclose their supporting documents with the technical bid.

Minimum Eligibility Criteria:

1. The firm should have an experience of installation of polycarbonate sheet/ profile sheet or work of similar nature. Satisfactory completion of similar steel fabrication/erection works.
2. Retrofitting & Site Experience: Documented experience in structural anchoring, erection, or retrofitting attached to existing operational buildings.
3. Valid NABL Test report shall be submitted by bidder in regards to Angle Iron Steel beam.
4. Steel Processing Capability: Proof of handling/supplying specific minimum tonnages of structural steel (e.g., IS:2062 or IS:1161 or IS 4923 structural sections). Tata, Jindal or equivalent approved make



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5. Bidders must conduct a mandatory site survey prior to bid submission to access constraints, and elevation heights. A signed **Site Visit Certificate** must be uploaded with the technical bid.
6. Definition of "Similar Work": Supply, fabrication, and erection of structural steel frames (canopies, trusses, or cantilever sheds) along with polycarbonate sheet, tensile fabric.
7. Non-Blacklisting: A notarized affidavit confirming the firm is not blacklisted or debarred by any government body, ministry, or public sector undertaking (PSU)
8. Declaration in prescribed proforma with regard to EMD.
9. Valid Authorization of Polycarbonate is required from OEM with assurance of Prompt supply.
10. The firm should have valid registration for GST and PAN (Attach documents).

The proof of the above requirements is to be uploaded along with the tender documents.

Note: Non-compliance of tender terms, non-submission of required documents, lack of clarity of the specifications, contradiction between tenderer specification and supporting documents etc. may lead to rejection of the bid.

3. SCOPE OF WORK:

1. Supply & installation of fabricated Rain Shed with Steel Structure & 6 MM Twin Wall Polycarbonate sheet in Boys and Girls Hostel as per the sample picture attached in Annexure-6 with the tender document and as per the instruction of the Engineer incharge.

4. QUALITY OF MATERIALS AND WORKMANSHIP:

- i) The components of the installation shall be of the existing design so as to satisfactorily function under all conditions of operation. The entire work of manufacture/fabrication, assembly and installation shall conform to sound engineering practice.
- ii) The entire installation shall be such as to cause minimum transmission of noise and vibration to the building structure.
- iii) All equipment and materials to be used in work shall be of reputed manufacturers having excellent track record of quality manufacturing, performance and proper after sales service.
- iv) Fixing System: Must utilize extruded aluminium U-profiles and top-bottom glazing bars equipped with EPDM gaskets. Direct screwing through the polycarbonate sheet without thermal expansion margins is strictly prohibited.
- v) Sealing: All joints must be rendered entirely watertight using non-hardening, non-sagging neutral cure structural silicone sealants
- vi) Impact Resistance: Compliant with IS: 14443 (no shattering or cracking under hail/impact testing).



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- vii) Shop Drawings: The winning bidder must provide detailed structural stability calculations and fabrication drawings vetted by a certified Structural Engineer before beginning on-site fabrication.
- viii) Material Sourcing: Sheets must be sourced directly from authorized manufacturers or OEMs (e.g., Sabic/Lexan, Bayer/Makrolon, Tuflite) with integrated UV protection on the exterior face.
- ix) Corrosion Protection: Mild steel members must receive a mechanical wire-brush or sandblast cleaning, followed by one coat of zinc chromate primer and two coats of anti-corrosive synthetic enamel or polyurethane (PU) paint.
- x) Material Grade: All mild steel hollow rectangular/square/circular profiles must conform to IS: 4923 or IS: 1161, and structural steel flats/plates must conform to IS: 2062 (Grade E250).
- xi) Anchor Fasteners: Mandated use of M16/M20 chemical anchor fasteners (approved brands such as [Hilti](#) or Fischer). Bidders must have proven experience executing chemical grouting on existing RCC beams or columns.
- xii) Welding Standard: Welders must hold valid structural welding certifications satisfying IS: 817 regulations. Weld testing via non-destructive methods (dye penetrant or ultrasonic) may be requested.

5. INSTRUCTIONS TO BIDDERS

- (a) Bidders should review notifications, and the corrigendum published on the website and on the E-wizard portal, if any, on the tender document before submitting their bids. Any deviations from these may lead to rejection of the bid.
- (b) The Bidder shall provide an undertaking that he/ she will comply with all conditions in the tender documents. Therefore, the tender documents must be completed in all respects.
- (c) The tender will have
 - i. Technical Bid and
 - ii. Financial / Commercial bid.
- (d) **Technical Specifications:**
 - i. The **Technical e-Bid** shall include the following documents to establish compliance with the minimum eligibility criteria:
 - Technical service details.
 - Performance report from the client organization.
 - Experience certificate.
 - Firm registration details.
 - ii. Tenders shall be considered only for the **SUPPLY & INSTALLATION OF FABRICATED RAIN SHED WITH STEEL STRUCTURE & 6MM TWIN WALL POLYCARBONATE SHEET IN BOYS AND**



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GIRLS HOSTEL AT HNLU in strict accordance with the **detailed technical specifications provided.**

- iii. Bidders must ensure that the **quoted rates strictly conform to the specified technical requirements.** If the specifications are not suitable for a firm/agency/company/vendor, they **should refrain from submitting a quotation.**
 - iv. If any misleading or false information is discovered at any stage, the concerned firm/agency/company/vendor shall be liable to **forfeit the Earnest Money Deposit (EMD).**
- (e) **Financial e-Bid Submission**
- i. The **Financial e-Bid** shall consist of the **BoQ in .xls (Excel format).**
 - ii. Only **technically qualified bidders** shall be invited to present before the committee on specified parameters, and their evaluation shall contribute to the final scoring.
 - iii. The **financial bids** of only those Tenderers whose **technical bids are recommended by the Purchase Committee** will be opened after the technical evaluation process. The bidder's offer shall remain valid for **six (06) months** from the last date of bid submission or any revised offer (if applicable).
 - iv. The **e-Bid** must include attested photocopies of the following documents:
 - Registration certificate as per existing norms.
 - Copy of GST Registration Certificates.
 - Copy of PAN of the tenderer.
 - Copy of Income Tax Return filed by the firm/agency/company for the last three financial years.
 - v. **Hypothetical, conditional, or incomplete bids will be summarily rejected.** Bidders must ensure that they **quote for all categories** mentioned in the tender.
- (f) The technical bid of the tender shall be opened on scheduled date and time in the presence of the authorized representatives of the tenderers who wish to be present at that time. The tenderers whose technical bids are accepted /qualified will be informed about the date and time of opening of financial bids. At the second stage, Financial Bid of only technically qualified Tenders will be opened for further evaluation and ranking before awarding the tender.
- (g) All entries in the tender form should be legible and filled clearly. "If the space for furnishing information is not sufficient, a separate sheet duly signed by the authorized signatory may be attached. No overwriting or cutting is permitted in the financial bid form. In such cases, the tender shall be summarily rejected. However, the cuttings, if any, in the technical bid application must be initiated by the person authorized to sign the tender bids



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- (h) No bidders will be allowed to withdraw after submission of bids/opening of the tender otherwise the EMD submitted by the firm would be forfeited.
- (i) All taxes and duties levied will be paid by the bidder only.
- (j) The University reserves the right to
 - i. modify the conditions of the tender at any time without assigning any reasons for the same.
 - ii. accept/reject any Tender in part or full without assigning any reason whatsoever.

6. SCOPE OF WORK:

- (a) The successful vendor shall be responsible for the **SUPPLY & INSTALLATION OF FABRICATED RAIN SHED WITH STEEL STRUCTURE & 6MM TWIN WALL POLYCARBONATE SHEET IN BOYS AND GIRLS HOSTEL** in accordance with the **technical specifications outlined in Annexure I** and to the satisfaction of the University.
- (b) The vendor shall be responsible for **SUPPLY & INSTALLATION OF FABRICATED RAIN SHED WITH STEEL STRUCTURE & 6MM TWIN WALL POLYCARBONATE SHEET IN BOYS AND GIRLS HOSTEL**. Any **tools or equipment** required for installation, testing and commissioning of a VRF system must be arranged and brought by the vendor at their own expense.
- (c) In the event of any **damage to the equipment or supplies during transit**, the vendor shall immediately **replace the damaged items with new equipment at their own cost and risk**. The vendor shall handle any claims with the insurance company as per their discretion. **HNLU, Raipur shall bear no liability for any losses incurred during transit or installation.**

7. SITE PREPARATION & ARRANGEMENT OF SPARE PARTS:

- (a) The supplier/contractor shall promptly inform the University of any **site preparation requirements** necessary for the installation of the equipment **immediately upon receipt of the work order**. The supplier must provide detailed specifications regarding **space and other infrastructural requirements** that the University needs to arrange before the arrival of the equipment to ensure **timely installation fabricating/erecting and seamless operation**.
- (b) The supplier may **visit the University premises** to inspect the designated installation site and offer **recommendations or assistance** in site preparation and fulfilling other **pre-installation requirements** as necessary.



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8. BID EVALUATION SCHEME:

- (a) The University will evaluate technical and commercial/financial acceptable offers on a landed net price basis.
- (b) L1 will be decided based on the Grand total quoted in the Price bid.
- (c) Offer which deviates from the vital conditions (as illustrated below) of the tender shall be rejected:
 - i. Non submission of complete offers.
 - ii. Receipt of offers after due date and time and or by email / fax (unless specified otherwise).
 - iii. Receipt of offers in open conditions.
- (d) In case any Tenderer is silent on any clauses mentioned in this tender document, the University shall construe that the Tenderer had accepted the clauses as per the invitation to tender.
- (e) No revision in the terms and conditions quoted in the offer will be entertained after the last date and time fixed for receipt of tenders.
- (f) The University shall correct arithmetical errors on the following basis:
 - i. If there is a discrepancy between the unit price and the line-item total that is obtained by multiplying the unit price by the quantity, the unit price shall prevail and the line-item total shall be corrected, unless in the opinion of the Purchaser there is an obvious misplacement of the decimal point in the unit price, in which case the line-item total as quoted shall govern and the unit price shall be corrected.
 - ii. If there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail, and the total shall be corrected; and
 - iii. If there is a discrepancy between words & figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail subject to (i) and (ii) above.
- (g) The University reserves the right at the time of contract award to increase or decrease the quantity of goods and services originally specified in the tender document or without any change in unit price or other terms and conditions. Further, at the discretion of the University, the quantities in the contract may be enhanced by 30% within the delivery period.

9. OTHER TERMS AND CONDITIONS OF THE CONTRACT

- (a) The Contractor shall make their own arrangements, and, at their own cost, for the engagement of all technical staff and labour, whether local or otherwise, required to **Supply & Installation of fabricated Rain Shed with Steel Structure & 6MM Twin Wall Polycarbonate Sheet in Boys and Girls Hostel** as per the requirement and satisfaction of the University.



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- (b) The Contractor shall be solely responsible for any damage to the property of the University whether accidental or deliberate, caused by him or his technical staff / his agents or servants.
- (c) No leftover items or those installed by the university will be taken by the contractor. Items belonging to the contractor that need to be taken back must have a gate pass. The Contractor shall not transfer or assign or sublet any part of the service once agreed or any share or interest herein in any manner or degree directly or indirectly to any person, firm or company whatsoever.
- (d) The Tenderer will be bound by the details furnished by him/her to HNLU, while submitting the tender or at subsequent stages. In case, any of such documents furnished by him/her is found to be false at any stage. It would be deemed to be a breach of terms of contract making him/her liable for legal action besides termination of contract
- (e) Notwithstanding anything stated in the Tender document, the University reserves the right to assess the bidder's capability and capacity to provide the specified service (should the circumstances warrant such as assessment in the overall interest of the University) and decision of the University in this regard shall be final and binding.
- (f) The University may increase or decrease the quantity of work (items) by up to 25% of the total quantity specified in the tender document, at the same rate quoted by the contractor.
- (g) The contractor shall provide a list of workers who will be employed on the premises along with their ID proofs, and issue them firm-issued ID cards for entry and exit from the campus. The workers' identities shall be checked at every entry and exit.

10. DEFECTIVE EQUIPMENT: If any of the equipment supplied by the Contractor is found to be substandard, refurbished, un-merchantable or not in accordance with the description/specification or otherwise faulty, the committee will have the right to reject the equipment or its part. The prices of such equipment shall be refunded by the Supplier with 18% interest if such payments for such equipment have already been made. All damaged or unapproved goods shall be returned at contractors cost and risk and the incidental expenses incurred thereon shall be recovered from the supplier. Defective part in equipment, if found before installation and/or during warranty period, shall be replaced within 7 days on receipt of the intimation from this office at the cost and risk of supplier including all other charges. In case a supplier fails to replace the above item as per above terms & conditions, HNLU, Raipur may consider "Banning" the supplier.

11. TERMINATION FOR DEFAULT

- (a) The Purchaser may, without prejudice to any other remedy for breach of contract, by written notice of default sent to the Supplier, terminate the Contract in whole or part:
- (b) If the Supplier fails to deliver any or all of the Goods within the period(s) specified in the order, or within any extension thereof granted by the Purchaser; or



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- (c) If the Supplier fails to perform any other obligation(s) under the Contract.
- (d) If the Supplier, in the judgment of the Purchaser has engaged in corrupt or fraudulent practices in competing for or in executing the Contract.

For the purpose of this Clause:

- (a) "Corrupt practice" means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution.
- (b) "Fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Borrower, and includes collusive practice among Tenderer (prior to or after bid submission) designed to establish bid prices at artificial noncompetitive levels and to deprive the Borrower of the benefits of free and open competition;"
- (c) In the event the Purchaser terminates the Contract in whole or in part, the Purchaser may procure, upon such terms and in such manner, as it deems appropriate, Goods or Services similar to those undelivered, and the Supplier shall be liable to the Purchaser for any excess costs for such similar Goods or Services. However, the Supplier shall continue the performance of the Contract to the extent not terminated.

12. DOWNTIME: During the warranty period, not more than 1% downtime will be permissible. For every day exceeding permissible downtime, a penalty of 1/365 of the 1% FOB value will be imposed. Downtime will be counted from the date and time of the filing of complaint within the business hours.

13. TRAINING OF PERSONNEL: The supplier shall be required to undertake to provide the technical training to the personnel involved in the use of the equipment at the University premises, immediately after completing the installation of the equipment as per Annexure IX

14. FORCE MAJEURE:

- (a) The Supplier shall not be liable for forfeiture of its performance security, liquidated damages or termination for default, if and to the extent that, its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.
- (b) For purposes of this Clause, "Force Majeure" means an event beyond the control of the Supplier and not involving the Supplier's fault or negligence and not foreseeable. Such events may include, but are not limited to, acts of the Purchaser either in its sovereign or contractual capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.
- (c) If a Force Majeure situation arises, the Supplier shall promptly notify the Purchaser in writing of such conditions and the cause thereof.



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- (d) Unless otherwise directed by the Purchaser in writing, the Supplier shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event
- 15. PAYMENT:** For supply/work executed 95% payment shall be made by the university against acceptance of the equipment/service at HNLU, delivery, inspection, successful installation, testing and commissioning at HNLU in good condition and to the entire satisfaction of the University as per the terms specified in the technical specifications. The remaining 5% (performance guarantee) shall be paid after one year from the date of satisfactory completion of work.
- 16. RISK PURCHASE CLAUSE:** In event of failure of supply of the item/equipment/service within the stipulated delivery schedule, the purchaser has all the right to purchase the item/equipment from the other source on the total risk of the supplier under risk purchase clause
- 17. TAXES, LABOUR LAWS AND OTHER APPLICABLE REGULATIONS**
- (a) Suppliers shall be entirely responsible for all taxes, duties, license fees, octroi, road permits, etc., incurred until delivery of the contracted Goods to the Purchaser. However, GST in respect of the transaction between the Purchaser and the Supplier shall be payable extra, if so, stipulated in the financial bid and order.
 - (b) The contractor shall be liable to comply with all the rules and regulations in respect of all statutory obligations applicable to the workmen including safety regulations
 - (c) The contractor is liable for the payment of all existing taxes of the Central or State Government or of any other authority with respect to the contract or any item sold or supplied pursuant thereto or anything done, or services rendered pursuant thereto.
- 18. DELIVERY AND DOCUMENTS:** Delivery of the goods/service should be made within a maximum of 2 weeks from the date of placement of work order.
- 19. LIQUIDATED DAMAGES (L.D):** If a supplier fails to execute the order in time as per the terms and conditions stipulated therein, it will be open to the purchaser to recover liquidated damages for delay in delivery and installation from the supplier at the rate 0.5% of the value of the stores per week subject to a maximum of 10% of the total order value. The L.D charges can be increased in case of gross violation of the Work Order terms as decided by the Vice Chancellor of HNLU.
- 20. PRICES:** The rate should be quoted in net per unit (after breakup) and must be inclusive of packing and delivery charges. The offer/bid should be exclusive of taxes and duties, which will be paid by the purchaser as applicable. However, the percentage of taxes & duties shall be clearly



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indicated. The price should be quoted without custom duty and excise duty, since HNLU Raipur is exempted from payment of Excise Duty and is eligible for concessional rate of custom duty. Necessary certificates will be issued on demand.

21. In case of any damage to equipment and supplies during the carriage of supplies from the origin of equipment to the installation site, the supplier has to replace it with new equipment/supplies immediately at his own risk.

22. WARRANTY:

(a) Warranty period shall be for one year from the date of successful completion of work and acceptance at HNLU Raipur. The contractor shall, in addition, comply with the performance and/or consumption guarantees specified under the contract. If for reasons attributable to the Supplier, these guarantees are not attained in whole or in part, the Supplier shall at its discretion make such changes, modifications, and/or additions to the Goods or any part thereof as may be necessary in order to attain the contractual guarantees specified in the Contract at its own cost and expense and to carry out further performance tests. The warranty should be comprehensive on site.

(b) The University shall promptly notify the Contractor in writing of any claims arising under this warranty. Upon receipt of such notice, the Supplier shall arrange to repair or replace the defective goods or parts within 3 days free of cost in HNLU, Raipur. The Contractor shall take over the replaced parts/goods at the time of their replacement. No claim whatsoever shall lie on the Purchaser for the replaced parts/goods thereafter. The period for correction of defects in the warranty period is 03 days. If the supplier, having been notified fails to remedy the defects within 03 days, the purchaser may proceed to forfeit the performance guarantee of the supplier.

23. USER LIST: Brochure detailing technical specifications and performance, list of Central Government/State Government/Public Sector Undertakings/Autonomous Bodies / reputed private sector companies/ Universities. other National Law Universities showing the time period establishments where the items enquired have been supplied must be provided.

24. OFFENCES AND MISCONDUCT

The contractor shall keep the University indemnified from and against all personal and third-party misconduct claims whatsoever arising out of any commission or omission by contractor or his employees, or representative as the case may be.

25. REJECTION OF TENDER

The University reserves the right to reject any or all the Tenders relating to the work under this Tender Document without assigning any reason whatsoever / The University reserves the rights to amend or withdraw any of the terms and conditions obtained in the tender document or to reject



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any or all the tenders in whole or in part without giving any notice or assigning any reasons and not bound to expect the lowest tender. The decision of the Vice-Chancellor, HNLU in this regard shall be final and binding on all.

26. JURISDICTION It is agreed and declared by and between the parties hereto that so far it concerns the jurisdiction of any court in enforcing any of the rights or remedies of the parties hereto against each other or one another, a court in the city of Raipur alone shall have jurisdiction to the exclusion of all other courts in anyplace in the Union of India so that none of the parties hereto shall be entitled to any proceedings whatsoever in respect of any matters touching or relating to or in connection with or arising under agreement and the terms and conditions thereof in any court except the court or courts having jurisdiction in the city of Raipur.



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Annexure-1

TECHNICAL SPECIFICATIONS FOR SUPPLY & INSTALLATION OF RAIN SHED WITH STEEL STRUCTURE & 6MM TWIN WALL POLYCARBONATE SHEET IN BOYS AND GIRLS HOSTEL AT HNLU

| SR. NO. | DESCRIPTION | QTY. | UNIT |
|---------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|------|
| 1 | Providing and fixing double scaffolding system (cup lock type) on the exterior side, up to seven story height made with 40 mm dia M.S. tube 1.5 m centre to centre, horizontal & vertical tubes joining with cup & lock system with M.S. tubes, M.S. tube chollies, M.S. clamps and M.S. staircase system in the scaffolding for working platform etc. and maintaining it in a serviceable condition for the required duration as approved and removing it thereafter. The scaffolding system shall be stiffened with bracings, runners, connection with the building etc wherever required for inspection of work at required locations with essential safety features for the workmen etc. complete as per directions and approval of Engineering- charge. The elevational area of the scaffolding shall be measured for payment purpose. The payment will be made once irrespective of duration of scaffolding. | 14000.00 | sqm |
| 2 | Providing and fixing semi-transparent polycarbonate compact sheet roofing of approved colour to make any normal shape of roofing / covering of any pitch and fixing with specially designed powder coated aluminium section with 60mm wide flange of standard design weighing not less than 1.1 kg/ m at spacing not more than 1.2 m centre to centre with EPDM gasket and silicon sealant on all four edges of aluminium section fixed with self drilling stainless steel screws all complete including aluminium edge angle 40 mm x 40 mm x3mm as per manufacture specification and as per direction of Engineer-in-Charge. (make Sabic/Lexan, Bayer/Makrolon, Tuflite) | | |
| | 6 mm thick twin wall | 1400.00 | sqm |
| 3 | Structural steel work riveted or bolted or welded or fastened in built-up sections, trusses and frames work at all heights above plinth level, including cutting, hoisting, fixing in position and applying a priming coat of red oxide zinc chromate primer. @ 25 kg per sqm as directed by Architect / Engineer-in-charge as per satisfaction of Client Mild steel members must receive a mechanical wire-brush or sandblast cleaning, followed by one coat of zinc chromate primer and two coats of anti-corrosive synthetic enamel or polyurethane (PU) paint (Make – Jindal / Tata for M.S.) (Make – Asian / Nerolac for enamel paint and Primer) | 35000.00 | kg |



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Annexure II : Profile of the Firm

| | | |
|-----|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------|
| 1. | Name of the Vendor/Supplier | |
| 2. | Type of Vendor/Supplier (Whether Proprietary / Partnership / Private Ltd., Public Ltd.) | |
| 3. | Complete Postal Address of Registered Office | |
| 4. | Telephone No./ Mobile No | |
| 5. | Mailing Address of Local Office | |
| 6. | Name of the Contact Person | |
| 7. | Designation | |
| 8. | Whether your firm is Registered under (Please tick whichever is applicable and attach the photocopies of current Registration certificate and other documents) | |
| 9. | Details of the Client (Please attach separate sheet, if required) | |
| 10. | PAN/GSTN (Attached copies) | |
| 11. | Details of item categories for which registration is sought. | |
| 12. | Description of Items | |
| 13. | Annual Turnover for last 3 year (Attach copy of certificate duly certified by Chartered Accountant) (a) F.Y. 2022-2023 (b) F.Y. 2023-2024 (c) F.Y. 2024-2025 | |
| 14. | Bank Details of the firm (Details required for payment through NEFT/RTGS) | Name of Bank: IFSC Code: A/c No.: |

I hereby certify that the above-mentioned particulars are true and correct

Signature of Tenderer with date and seal



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Annexure III: Proof of Payment of GST / Service Tax

Name of the Tenderer:

Address:

PAN Card No.

GST No.:

Proof of Payment of Service Tax / GST (Last 3 years)

| Financial Year | Taxable Value (Rs.) | GST/Service Tax paid (Rs.) |
|-----------------------|----------------------------|-----------------------------------|
| 2022-23 | | |
| 2023-24 | | |
| 2024-25 | | |

(Please enclose copy of Service Tax/GST Return & payment receipts)

Proof for payment of Income Tax (last three years)

| Financial Year | Annual Income (Rs.) | Net Income (Rs.) | Income Tax Paid (Rs.) |
|-----------------------|----------------------------|-------------------------|------------------------------|
| 2022-23 | | | |
| 2023-24 | | | |
| 2024-25 | | | |

(Please also attach form 26AS downloaded from TDS Centralized Processing Cell of Income Tax Department)

Signature of Tenderer with date and seal



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Annexure IV: Certificates

Name of the Tenderer:

Address:

Quality certification obtained (ISO 22000: 2018 or similar or OEM)

| S No. | Certificate Name | Issuing Authority | Valid Until |
|--------------|-------------------------|--------------------------|--------------------|
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

Signature of Tenderer with date and seal



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DECLARATION LETTER

To,
The Registrar,
Hidayatullah National Law University,
Nava Raipur, Atal Nagar
Chhattisgarh-493661

Dear Sir,

Sub:

With reference to the above, I / we am / are offering rates for the above Services.

I / We hereby reconfirm and declare that I / We have carefully studied the tender document including instructions, terms & conditions, specifications, and all the contents stated therein.

Further I / We accept all the terms and conditions of the tender documents in bid form and this acceptance shall prevail over any other conditions, if any given in our bid.

The rates quoted are inclusive of all duties, taxes, packing, forwarding, transportation, insurance and any other cost incidental to delivery of services in the University campus, Raipur.

I / We will be liable for forfeiture of my / our "PERFORMANCE GUARANTEE/EMD" to HNLU, Raipur, in case I / We could not execute the awarded work. I / We will execute the work as per the rates quoted in the attached schedule for the entire period of contract and are also bound to undertake work by the date specified in the letter of intent.

I / We have not been blacklisted by any of the firm / government agencies.

Thanking you,

Yours faithfully,

Signature (Name)

Encl: As stated.



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Annexure V: Financial Bid

The Financial Bid is required to be submitted in a separate sealed envelope.

FINANCIAL BID FOR SUPPLY & INSTALLATION OF FALSE CELING, ELECTRICAL & HVAC WORK OF CLASSROOMS AT HNLU

| SR. NO. | DESCRIPTION | QTY. | UNIT | Rate | Amount |
|---------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|------|------|--------|
| 1 | Providing and fixing double scaffolding system (cup lock type) on the exterior side, up to seven story height made with 40 mm dia M.S. tube 1.5 m centre to centre, horizontal & vertical tubes joining with cup & lock system with M.S. tubes, M.S. tube challies, M.S. clamps and M.S. staircase system in the scaffolding for working platform etc. and maintaining it in a serviceable condition for the required duration as approved and removing it thereafter .The scaffolding system shall be stiffened with bracings, runners, connection with the building etc wherever required for inspection of work at required locations with essential safety features for the workmen etc. complete as per directions and approval of Engineering- charge. The elevational area of the scaffolding shall be measured for payment purpose. The payment will be made once irrespective of duration of scaffolding. | 14000.00 | sqm | | |
| 2 | Providing and fixing semi-transparent polycarbonate compact sheet roofing of approved colour to make any normal shape of roofing / covering of any pitch and fixing with specially designed powder coated aluminium section with 60mm wide flange of standard design weighing not less than 1.1 kg/ m at spacing not more than 1.2 m centre to centre with EPDM gasket and silicon sealant on all four edges of aluminium section fixed with self drilling stainless steel screws all complete including aluminium edge angle 40 mm x 40 mm x3mm as per manufacture specification and as per direction of Engineer-in-Charge. (make Sabic/Lexan, Bayer/Makrolon, Tufelite) | | | | |
| | 6 mm thick twin wall | 1400.00 | sqm | | |
| 3 | Structural steel work riveted or bolted or welded or fastened in built-up sections, trusses and frames work at all heights above plinth level, including cutting, hoisting, fixing in position and applying a priming coat of red oxide zinc chromate primer. @ 25 kg per sqm as directed by Architect / Engineer-in-charge as per satisfaction of Client | 35000.00 | kg | | |



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| | | | | | |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|--|--|--|
| Mild steel members must receive a mechanical wire-brush or sandblast cleaning, followed by one coat of zinc chromate primer and two coats of anti-corrosive synthetic enamel or polyurethane (PU) paint (Make – Jindal / Tata for M.S.) (Make – Asian / Nerolac for enamel paint and Primer) | | | | | |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|--|--|--|

I/We hereby declare that I/We abide by the terms and conditions and rules & regulations of HNLU, laid down in the said tender document and quote the rates accordingly.

Date

Place

Signature of the Bidder / Authorized signatory:

Name and Address:

Mobile:

E-mail:

SEAL of the Bidder:



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Annexure-6: Sample picture of the Rain Shed

