

CENTRAL INDUSTRIAL SECURITY FORCE
MINISTRY OF HOME AFFAIRS
RC-RTC THAKKOLAM



**NOTICE INVITING TENDER FOR EXPANSION AND RENOVATION OF SB KPKB
CANTEEN AT RC RTC THAKKOLAM**

Dated: 15 04.2026

Sealed tenders are invited by CISF RTC THAKKOLAM, Dist- RANIPET T.N- 631152 from eligible contractors for **Expansion and Renovation of Existing SB KPKB Canteen** at RC RTC Thakkolam including civil, structural, flooring, electrical, glazing, shutter works, ventilation provisions, and false ceiling.

The detailed Tender document containing specifications, terms & conditions governing the award of order may be obtained on any working day from the date of publication of this notice between 11:00 A.M. to 04:30 P.M. on payment of Rs.1000.00/- (Rupees one thousand only) in cash or demand draft drawn in favor of Deputy Commandant, DDO, RC RTC THAKKOLAM.

Tender in the prescribed two-bid system (Technical Bid & Financial Bid) along with stipulated EMD (Earnest Money Deposit) should be submitted along with all relevant documents. The last date and time for submission of Technical Bid is **29.04.2026 up to 14:00 hrs.** at the above address and the Technical Bid will be opened on **01.05.2026 at 11:30 hrs.** The last date and time for submission of Financial Bid is **09.05.2026 up to 14:00 hrs.** at the above address and the Financial Bid will be opened on **12.05.2026 at 11:30 hrs.** at DIG Office, RC RTC THAKKOLAM, RANIPET T.N- 631152 which reserves the right to accept or reject any tender without assigning any reason whatsoever.


Sr. Commandant 15/04/26
RC-RTC Thakkolam


NOTICE INVITING TENDER

For Expansion and Renovation of SB KPKB Canteen at RC RTC Thakkolam

1. Name of Work

Expansion and Renovation of Existing SB KPKB Canteen at RC RTC Thakkolam including civil, structural, flooring, electrical, glazing, shutter works, ventilation provisions, and false ceiling.

2. Scope of Work

The work shall include expansion, structural modification, finishing and installation works as detailed below:

A. Structural Expansion

- a) Extension of building towards North side by 30 feet
- b) Increase in width from 25.9 ft to 31.9 ft (East Side)
- c) Structural integration with existing building including foundation, columns, beams and roofing

B. Height Modification

- a) Raising internal clear height to 14 feet
- b) Provision of false ceiling (heat-resistant, commercial grade)

C. Flooring Work

- a) Complete flooring using vitrified tiles (minimum 600×600 mm or equivalent)
- b) Proper base preparation, leveling, and finishing
- c) Provision of adequate drainage slope for cleaning and water flow

D. Doors and Shutters

South Side (Main Entry-Mall Type)

- a) Installation of heavy-duty sliding glass door (toughened glass with aluminium frame)
- b) Provision of manual rolling shutter (hand-operated type)

North Side (Exit)

- a) Installation of glass door
- b) Provision of manual rolling shutter

E. Ventilation and Comfort Features

- a) Installation of industrial exhaust fans
- b) Provision of ridge ventilation / roof ventilators for heat dissipation

F. Finishing Works

- a) Internal and external plastering
- b) Painting (primer + minimum two coats)
- c) Edge finishing and sealing

3. Bill of Quantities (BOQ): Indicative

(Quantities are indicative; bidder must verify at site. Payment will be based on actual measurements.)

SI No	Description of Work	Unit	Approx Qty
1	Site clearing, dismantling of shelves at Centre	LS	1
2	Earthwork in excavation & foundation	Cum	As required
3	PCC for foundation	Cum	As required
4	RCC work (footing, columns, beams – M20 or above)	Cum	As required
5	Structural steel framework / fabrication	Kg	As required
6	Roofing sheet (GI/PPGI or equivalent)	Sqm	Approx 300–400
7	Brickwork / blockwork	Cum	As required
8	Internal & external plaster	Sqm	Approx 400–600
9	Vitrified tile flooring (including base and slope)	Sqm	Approx 280–300
10	False ceiling (gypsum/metal grid)	Sqm	Approx 250–280
11	Sliding glass door (North side)	Nos	1
12	Glass door (South side)	Nos	1
13	Rolling shutter (manual, hand-operated)	Nos	2
14	Painting (internal & external)	Sqm	As required
15	Electrical minor works	LS	1
16	Miscellaneous finishing works	LS	1
13	Rolling shutter (manual, hand-operated)	Nos	2

Additional Requirements

SI No	Description	Unit	Qty
17	Industrial exhaust fans (heavy-duty)	Nos	2–4
18	Ridge ventilators / roof ventilation system	Nos	As required
19	Floor drainage slope and water outlet provision	LS	1

4. Eligibility Criteria

Bidders must:-

- a) Have executed at least 2 similar works
- b) Possess valid GST registration
- c) Submit proof of past performance
- d) Have adequate manpower and technical capability

5. Time of Completion

Work shall be completed within 60 days from date of award of work.

6. Payment Terms

- a) No advance payment shall be made
- b) Payment shall be released only after satisfactory completion and certification
- c) Running bills may be considered at discretion of DIG RC RTC(T)

7. Defect Liability Period

- a) Minimum **06 months from completion**
- b) Contractor shall rectify defects at own cost

8. SPECIAL CONDITIONS

8.1 Site Verification Clause

The bidder shall inspect the site before quoting. No claim regarding site conditions shall be entertained later.

8.2 Quantity Variation Clause

BOQ quantities are indicative. Payment shall be made on actual measured quantities. No extra claim shall be entertained.

8.3 Quality Assurance Clause

All materials shall conform to approved standards (BIS/ISI). Substandard materials shall be rejected and replaced at contractor's cost.

8.4 Workmanship Clause

All works shall be executed in a professional manner. Defective work shall be rectified without additional cost.

8.5 Time & Penalty Clause

Delay shall attract penalty of 1% of contract value per week, subject to maximum 10% of contract value.

8.6 Safety Clause

Contractor shall ensure:

- a) Worker safety
- b) Compliance with labour laws
- c) Responsibility for any accident or damage

8.7 No Escalation Clause

Rates quoted shall remain firm. No escalation due to market fluctuation shall be allowed.

8.8 Payment Protection Clause

Payment shall be made only after:

- a) Measurement verification
- b) Quality certification
- c) Approval by DIG RC RTC(T)

8.9 Termination Clause

The DIG RC RTC(T) reserves the right to terminate the contract in case of unsatisfactory performance and get the work completed at risk and cost of the contractor.

8.10 Dispute Resolution Clause

All disputes arising out of this contract shall be **decided and finalized by** DIG RC RTC Thakkolam, and the decision shall be binding.

8.11 Force Majeure Clause

Delays due to natural calamities or circumstances beyond control may be considered without penalty, subject to approval.

9. Earnest Money Deposit (EMD)

- a) An Earnest Money Deposit (EMD) of 2% of the estimated cost shall be submitted along with the tender.
- b) The EMD shall be in the form of Demand Draft / Banker's Cheque drawn in favour of Deputy Commandant/DDO payable at SBI Thakkolam.
- c) Tenders without EMD shall be summarily rejected.
- d) EMD of unsuccessful bidders shall be returned without interest after finalization of tender.
- e) EMD of successful bidder shall be adjusted towards Security Deposit.

- f) MSME/NSIC registered firms are exempted from submission of EMD, subject to submission of valid documentary proof.

Forfeiture of EMD

The EMD shall be liable to be forfeited in case:-

- a) Withdrawal of bid during validity period
- b) Refusal to accept work order
- c) Failure to commence work within stipulated time

10. BID SUBMISSION REQUIREMENTS

The tender shall be submitted in two-bid system comprising:

- (a) Technical Bid
- (b) Financial Bid

Both bids shall be submitted in separate sealed envelopes, clearly superscribed and placed inside one outer sealed cover.

(a) TECHNICAL BID

The Technical Bid shall contain the following:

1. Basic Details

- a) Name of firm/contractor
- b) Registered address and contact details
- c) Name of authorized signatory

2. Eligibility Documents

- a) Copy of **GST Registration Certificate**
- b) PAN Card copy

3. Experience Documents

- a) Proof of execution of at least 2 similar works (civil/construction works)
- b) Work orders and completion certificates issued by Government / PSU / reputed organizations

4. Financial Capability

- a) Basic financial details (Turnover summary for last 2 years preferred)

5. Technical Understanding

- a) Brief write-up confirming understanding of scope of work
- b) Confirmation of site visit (self-declaration) [Format Enclosed]

6. EMD Details

- a) Original Demand Draft / proof of EMD submission
- b) OR valid MSME/NSIC exemption certificate

7. Declaration

- a) Signed declaration stating:
 - 1) Bidder has not been blacklisted by any Government department
 - 2) All terms and conditions of tender are accepted

(b) FINANCIAL BID

The Financial Bid shall contain:

- a) Item-wise rates as per BOQ
- b) Total quoted amount (in figures and words)
- c) Inclusive of all taxes, labour, material, transport, etc.

Important:-

- a) Financial Bid shall not contain any conditions
- b) Any conditional bid shall be liable for rejection

(c) SUPPORTING DOCUMENTS

The following supporting documents must be submitted along with the Technical Bid:

Mandatory Documents

1. GST Registration Certificate
2. PAN Card
3. EMD proof / MSME exemption certificate
4. Work experience documents (minimum 2 works)
5. Authorization letter/board resolution authorizing the person to make the application
6. Identity proof of bidder / authorized signatory.
7. Firm registration certificate.
8. Bank details / cancelled cheque.
9. Labour registration Certificate
10. ISO certifications and Safety certifications

11. TWO-STAGE BID SUBMISSION PROCESS

The tender shall be processed under a two-stage bidding system, comprising Technical Bid and Financial Bid, to be submitted separately as per the schedule below:

(a) **Submission of Technical Bid**

- a) The Technical Bid shall be submitted in a sealed envelope, superscribed as: **“Technical Bid Expansion and Renovation of SB KPKB Canteen, RC RTC Thakkolam”**
- b) The last date and time for submission of Technical Bid shall be: 29 April 2026, up to 1400 hrs
- c) Only Technical Bids received within the stipulated time shall be considered for evaluation.

(b) **Evaluation of Technical Bid**

- a) The Technical Bids shall be opened on 01.05.2026 at 11:30 hrs and evaluated by the designated Board of Officer constituted by DIG RC RTC Thakkolam.
- b) Only those bidders who are found technically qualified shall be eligible for submission of Financial Bid.
- c) The decision of the DIG RC RTC(T) regarding technical qualification shall be final and binding.

(c) **Submission of Financial Bid**

- a) The Financial Bid shall be invited only from technically qualified bidders.
- b) The Financial Bid shall be submitted in a sealed envelope, superscribed as: **“Financial Bid Expansion and Renovation of SB KPKB Canteen, RC RTC Thakkolam”**
- c) The last date and time for submission of Financial Bid shall be: 09 May 2026, up to 1400 hrs
- d) Financial Bids received after the due date shall not be considered.

(d) **Opening of Financial Bid**

- a) Financial Bids shall be opened only in respect of those bidders who have qualified in the Technical Bid.
- b) The Financial Bids of technically qualified bidders shall be opened on 12.05.2026 at 1130 hrs, and the same shall be duly intimated to the qualified bidders.

(e) **Important Conditions**

- a) Bidders shall not submit Financial Bid along with Technical Bid.
- b) Any Financial Bid submitted prematurely or along with Technical Bid shall be rejected outright.
- c) The department reserves the right to accept or reject any bid without assigning any reason.

12 GENERAL POINTS

- a) The bidder must sign and affix the seal on every page of the submitted documents.
- b) Bids should be free from erasures and overwriting. Any necessary corrections must be clearly initialed and authenticated by the authorized signatory.
- c) Bidders are responsible for thoroughly reviewing all instructions, terms and condition prior to submission. Incomplete bids or non-compliant submissions may be **rejected outright**. **Each bidder must submit a signed declaration confirming they have read, understood, and agree to abide by the full contents of the tender document.**
- d) If any stage post-award, any information or documents submitted by the bidder are found to be misleading, incorrect, or false, the contract is liable to be terminated without notice by the Centre-in-Charge, CISF RC RTC Thakkolam.
- e) The security must be in favor of Deputy Commandant, DDO, RC RTC Thakkolam, and must be deposited within the timeline specified in the letter of award. The Security Deposit shall remain valid for the entire duration of the contract and will be released **two months after completion** of the contract, subject to satisfactory performance and settlement of all liabilities.
- f) In the event of any dispute arising between the successful bidder and their employees, RC RTC Thakkolam shall not be held responsible or liable for any claims, compensation, or legal obligations. The successful bidder shall remain solely responsible for their workforce during the entire tenure and after the expiry of the contract.
- g) The successful bidder must ensure strict compliance with all applicable laws, statutory regulations, and contractual terms throughout the duration of the contract.
- h) The successful bidder shall not do anything inside or outside the premises which may create nuisance or any cause of annoyance to the neighbor, to the CISF personnel and or to the visitors and persons living/ visiting the premises.
- i) The successful bidder shall not encroach upon any area of vacant land or constructed portion other than allotted portion for any purpose.
- j) The bidder shall be solely responsible for:
 - 1. The safety of its employees, and
 - 2. Any damage to CISF property or injury to CISF personnel arising due to their operations.
- k) In case, any dispute arises with regard to the tender, the decision of the DIG RC RTC Thakkolam will be final and binding.
- l) All legal proceedings concerning this tender shall fall under the jurisdiction of the Courts at Arakkonam, as per prevailing Indian law.

13. Submission of Tender

Sealed tenders shall include:-

- a) Technical Bid
- b) Financial Bid
- c) Supporting documents

Last Date: _____

Time: _____

Place: _____

SELF-DECLARATION

TO WHOM IT MAY CONCERN

I, _____, being the proprietor/ Authorized Representative, of
_____ [Name of firm/contractor] located
at _____ [Registered address and contact address],
holding GST Registration Number _____, do hereby solemnly declare
and affirm as follows:

1. That I visited the CISF RC RTC(T) Campus on _____ at

2. That I personally inspected and verified the site of the Subsidiary Bhandar, which has
been identified as requiring renovation.
3. That I have fully familiarized myself with the site conditions, the scope of work, and the
requirements for which this tender has been floated.
4. That this declaration is made to confirm my technical understanding of the project site
prior to the submission of the tender bid.

Declared on this _____ day of _____ 2026.

Signature: _____

Name: _____

Designation : _____

Seal of the business:

TECHNICAL BID FORM

To be submitted in envelope "A"

Annexure-I

The following details documents/ certificates issued by the concerned Authorities in respect of the bidder are required to be submitted

1	Name of Firm, Agency			
2	Name of the Proprietor/ Authorized Supplier			
3	Postal address of the Firm			
4	Contact details(Telephone No, Fax No, Email id)			
5	PAN Number(Self Attested photo copy to be enclosed)			
6	GST Number(Self Attested photo copy to be enclosed)			
7	ITR of last three Financial Year to be enclosed			
8	Supporting document of Annual Turnover of the Firm for last three years to be attached			
9	Details of similar contract work done for CAPFs/ Central State Govt. department (attach copy of supply order)			
10	Details of Earnest money deposit (EMD)	DD No.	Date	Amount
11	Details of Tender Document Fees (if downloaded from website)	DD No.	Date	Amount
I/We do hereby undertake responsibility for all the contractual obligations as per terms and conditions and specifications, outlined in the tender document in the event of ward of contract.				
(Signature of Authorized Signatory) With seal of Firm/ Agency				
Encl: As above				

CISF RC-RTC THAKKOLAM

TENDER FOR EXPANSION AND RENOVATION OF SBKPKB CANTEEN AT

RC RTC THAKKOLAM**FINANCIAL BID**

(To be submitted in envelope "B")

1. Name of Firm/ Agency _____
2. Name of Proprietor/ Partner _____
3. Address of the Firm _____

S.No	Description of items	Quality / Brand	Units	Rate inclusive of all applicable taxes/ GST etc. and freight charges F.O.R

I/We hereby submit our competitive rates/ amount inclusive of all applicable taxes/ VAT etc and Fright charges F.O.R

I/We have read and understood the above terms and conditions of this tender and shall abide by the same.

It is certified that I am the authorized signatory of the Firm.

(Signature of Authorized Signatory)

With seal of Firm/ Agency