

## **The Institute of Cost Accountants of India**

(Statutory body under an Act of Parliament)

### **Bhubaneswar Chapter**

CMA Bhawan, A/122/2, Nayapalli, Nilakantha Nagar, Bhubaneswar-751012, Tel: 0674-2396622

Email: [cbc@icmai.in](mailto:cbc@icmai.in), web: [www.icmaibbsr.in](http://www.icmaibbsr.in)

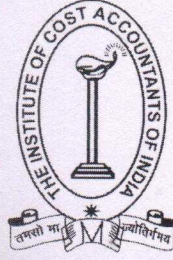
**Tender Ref: ICMAI/BBSR/31718 /Tender/2025 ,Date :03.04.2025**

**Invitation of Tender Documents**

**For**

**LABOUR CONTRACT**

**CONFERENCE TABLE, WALL PANELING, CUP BOARD, CEILING WORK ETC  
(FOR MINI CONFERENCE HALL)**



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Tel: 0674-2396622, Email: cbc@icmai.in, web: www.icmaibbsr.in

Ref : ICMAI/BBSR/31718/Tender/2025

Date : 03.04.2025

#### TENDER FOR RENOVATION OF MINI CONFERENCE HALL (LABOUR PART ONLY)

The Institute of Cost Accountants of India - Bhubaneswar invites sealed tenders from the eligible labour contractor for Conference Table, Wall paneling, Cupboard, Ceiling work for Renovation Work of Mini Conference Hall at CMA Bhawan, Nayapalli, Nilakantha Nagar, Bhubaneswar-12 as detailed below.

01. Details of Works (Approx) as given below
  - A. Conference table.
  - B. Wall paneling.
  - C. Ceiling work and supporting work.
02. Tenderer shall quote labour amount for all works (A + B+C) together in financial Bid (Annexure-II).
03. The tender documents in this regard comprises of  
Scope of work as Annexure-I, Terms and conditions as Annexure-II, Financial Bid as Annexure-III and list of materials to be supplied by this office in Annexure –IV (A, B & C) which are enclosed with this notice. The Tenderer should go through in detail before participation in tendering process.
04. Last date for submission of Tender at CMA Bhawan in Drop Box is 10<sup>th</sup> April, 2025 by 6.00 P.M ( No Tender document will be accepted through email or postal or courier mode.
05. The Tender documents shall be opened on 10<sup>th</sup> April, 2025 at 6.00 P.M at CMA Bhawan in the presence of Tenderer or his authorized representative if interested.
06. The ICMAI – Bhubaneswar Chapter reserve the right to reject the tender without assigning any reasons thereof. No correspondence in this regard will be entertained. The tender found to be incomplete in any respect will be rejected.

  
(CMA Ramesh Chandra Patra)

Chairman

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Copy to:-

1. Notice Board of the ICMAI- Bhubaneswar Chapter.
2. Concerned Staff in charge of ICMAI- Bhubaneswar Chapter for uploading the tender documents in the Chapter website.

ANNEXURE-I

**SCOPE OF WORKS**

The Service provider shall undertake only labour part of the following works at CMA Bhawan:

- A. **Conference Table**
- B. **Wall paneling, Cupboard**
- C. **Ceiling work**

The list of material to be supplied by this office is enclosed at **Annexure (IV)** A, B, C respectively for the above works.

**DECLARATION BY THE BIDDER**

This is to certify that I/We have understood the "Scope of Work" as given above along with the materials to be supplied by the Chapter Office and have quoted accordingly.

(Signature of the Tenderer)

Name:

Address:

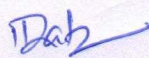
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**ANNEXURE –II**

**TERMS AND CONDITIONS**

1. This contract shall be valid upto completion of specific project, the assigned work should be completed within 15 days from the receipt of the work order.
2. In case the services of the contract workers are not found to be satisfactory by ICAI Bhubaneswar Chapter, the contract shall be terminated.
3. The contractor cannot engage any child labour for execution of the work.
4. During execution of work, Contractor should follow necessary precautionary measures for safety of the workers. If any incident happens during work, loss/damage or compensation to the workers is the responsibility of Contractors. ICAI-Bhubaneswar Chapter shall not be held responsible.
5. In case the contract is terminated before completion of the work, the amount payable to service provider will be calculated on pro-rata basis and balance work will be got executed by engaging other contractor and differential amount of any will be recovered from your bill. Besides penalty will be levied @10% of work not completed. ,
6. Scaffolding cost for the said works shall be borne by the ICAI-Bhubaneswar Chapter.
7. The service provider shall carry out execution of the work as per instruction of the competent authority of ICAI-Bhubaneswar Chapter.
8. The service provider who is awarded the work by the ICAI-Bhubaneswar Chapter is not permitted to Sub-contract the work.
9. The amount quoted in the financial bid will be the only criteria for evaluating the bids. So, the Tenderer has to quote the rate as per the scope of works and the terms and conditions of tender.
10. The service provider shall be solely responsible for payment of GST and other statutory dues if applicable.
11. Any violation of Minimum Wages Act regarding daily labour so engaged, Contractor will be held responsible for.
12. **TERMS OF PAYMENT**
  - a) Payment will be released through Account Payee Cheque / RTGS to the Contractor only after successful completion of work and within 7days from the date of submission of bill.
  - b) The payment will be released after due certification of the bill as per actual measurement by the Competent authority of ICAI-Bhubaneswar Chapter.
  - c) TDS will be deducted as applicable.
  - d) No interim advance will be given to the Contractor.
13. The ICAI- Bhubaneswar Chapter reserves the right to postpone and /or extend the date of receipt/opening of bid or to withdraw the same, without assigning any reason thereof.
14. Any Corrigendum /Amendment on Tender Documents shall be Hoisted in the website of the ICAI- Bhubaneswar Chapter ( [www.icmaibbsr.in](http://www.icmaibbsr.in)) and also to be displayed in the notice board.
15. Labour contract will be awarded on the basis of L1 basis.

  
(CMA Ramesh Chandra Patra)  
Chairman  
ICAI-Bhubaneswar Chapter

**FINANCIAL BID DOCUMENT**

1. Name of the Tenderer/Labour Contractor:-
2. Full Address ( with Telephone / Mobile Number and email id):-
3. GST Registration No:-

**A. Details of Work**

| SL. No | Particulars                              | Brand                                    | Quantity                       | Unit        | Labour Rate Excluding GST per Unit | Qty.      | Estimated Total labour Amount excluding GST @ |
|--------|--|--|--------------------------------|-------------|------------------------------------|-----------|---|
| (1)    | (2)                                      | (3)                                      | (4)                            | (5)         | (6)                                | (7)       | (8)=(6)X(7)                                   |
| A      | Conference Table (20x4) = 80 square feet | Green super quality (Green gold)         | List enclosed at Annexure IV-A | Square feet |                                    | 80 sqft   |   |
| B      | Wall panelling                           | Green super quality (Green gold)         | List enclosed at Annexure IV-B | Square feet |                                    | 1200 sqft |   |
| C      | Ceiling                                  | Gypsom board, Ceiling section, 2x2 board | List enclosed at Annexure IV-C | Square feet |                                    | 420sqft   |   |
|        | Total excluding GST @                    |  |                                |             |                                    |           |   |
|        | GST @                                    |  |                                |             |                                    |           |   |
|        | Grand Total                              |  |                                |             |                                    |           |   |

**Signature of Authorized Person:-****Name of the Authorized Person of Tenderer**  
  
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List of materials

## CONFERENCE TABLE

| S.NO. | Description of item and Specifications            | Quantity<br>(Unit) |
|-------|---|--------------------|
| 01    | 19 mm ply (8X4)- Green Super Quality (Green Gold) | 16 PCS             |
| 02    | 9 mm Ply (8x3)- Green Super Quality (Green Gold)  | 7 PCS              |
| 03    | Corian Laminate Sheet                             | 16 PCS             |
| 04    | Nail 2 inch                                       | 01 KG              |
| 05    | Nail 1.5 inch                                     | 01 KG              |
| 06    | Nail 17 No  | 02 PKT             |
| 07    | Nail 20 No  | 02 PKT             |
| 08    | Abro Tape   | 01 ROLL            |
| 09    | Lock Bond (Gum)                                   | 15KG               |
| 10    | Hitex   | 01 KG              |
| 11    | Favicol SPBX                                      | 01 KG              |

  
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## Annexure-IV (B)

## List of Materials for Wall Paneling, Cup Board and Doors

| S.NO. | Description of item and Specifications         | Quantity<br>(Unit) |
|-------|--|--------------------|
| 01    | 9 mm Ply (8x4) - Green Ply (Super) Green Gold  | 42 Pcs             |
| 02    | Aluminum Tube 2/1 inch                         | 50 Pcs             |
| 03    | Lock Bond (Gum)                                | 60 kg              |
| 04    | Hitex SS                                       | 05 kg              |
| 05    | Hilex Screw (1 Inch)                           | 05 pkt             |
| 06    | 75/10 screw                                    | 04 pkt             |
| 07    | 100/10 screw                                   | 01 pkt             |
| 08    | PVC Pluck                                      | 05 pkt             |
| 09    | Abro Tape                                      | 01 roll            |
| 10    | 7 ft X 3ft 6 inch Flush Door Green             | 01 pcs (21sqft)    |
| 11    | 7ft X 3 ft Flush Door Green                    | 02 pcs (42 sqft)   |
| 12    | 5 inches hinges                                | 09 pcs             |
| 13    | Door Stopper -Godrej                           | 03 pcs             |
| 14    | Aldrop (10 inch)                               | 02 pcs             |
| 15    | Handle Steel for Door (1.5 ft)                 | 06 pcs             |
| 16    | Door Closer                                    | 03 pcs             |
| 17    | Tabord (10 inch)                               | 03 Pcs             |
| 18    | Auto Hinges (Zer Degree) for Cup Board near TV | 08 pairs           |
| 19    | Handle Steel Cup Board (4inch)                 | 08 pcs             |
| 20    | Fibre Sunmica (8x4) (0.8 Mica)                 | 60 pcs             |
|       |  |                    |

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## LIST OF MATERIALS FOR CEILING WORK

| S.NO. | Description of item and Specifications | Quantity<br>(Unit) |
|-------|--|--------------------|
| 01    | Parameter                              | 13 pcs             |
| 02    | Inter meter                            | 10 pcs             |
| 03    | Ceiling section                        | 21 pcs             |
| 04    | Hanger                                 | 04 pcs             |
| 05    | Roll Pluck                             | 30 pcs             |
| 06    | Shocket L                              | 30 pcs             |
| 07    | Connecting Clip                        | 01 pkt             |
| 08    | Star Screw                             | 02 pkt             |
| 09    | Metal Screw                            | 120 pcs            |
| 10    | Nut Bolt (1/4) 1/2 inch                | 30 pcs             |
| 11    | 50/10 screw ND                         | 01 pkt             |
| 12    | 50/60 PVC Pluck                        | 01 pkt             |
| 13    | Wall Pluck                             | 01 pkt             |
| 14    | Gypsom Board                           | 16 pcs             |
| 15    | Joint Compound                         | 01 bag             |
| 16    | Fibre Tape                             | 02 Roll            |
| 17    | Wall L (10 Ft)                         | 06 pcs             |
| 18    | Main T (12 ft)                         | 02 pcs             |

  
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|----|---------------|----------|
| 19 | Cross T (4ft) | 10 pcs   |
| 20 | Cross(T) 2ft  | 20 pcs   |
| 21 | 2x2 Board     | 30 pcs   |
| 22 | GI Wire       | 500 Gram |
| 23 | Roll Pluck    | 05 pcs   |
| 24 | Shocket L     | 05 pcs   |

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