आई सी एम आर – राष्ट्रीय विषाणु विज्ञान संस्थान
स्वास्थ्य अनुसंधान विभाग
स्वास्थ्य एवं परिवार कल्याण मंत्रालय, भारत सरकार
ICMR - NATIONAL INSTITUTE OF VIROLOGY
Department of Health Research
Ministry of Health & Family Welfare, Govt. of India

Ref: Pur/PP 3983/e-file 298394/26-27

Date: 22-10-2026

Advertisement Tender Enquiry

We are interested in Procurement of Products as per details given below:

Please go through the attached **Terms and Conditions** and submit the quotation immediately addressing to **the Administrative Officer (Stores & Purchase), ICMR-National Institute of Virology, 20-A, Dr. Ambedkar Road, Pune 411 001.**

S.No.	Full description with complete specification	Qty
1	Job Work, Renovation of meeting room as per annexure enclosed	1 Job

The above requirement is uploaded on CPP Portal (ePublishing) for open information to offer the genuine quote on the proprietary nature of the Product/Services.

Bidders are requested to quote the revised rates of GST as applicable issued by Department of Revenue, Ministry of Finance, Government of India.

The quotation super scribed as "PP 3983/2026-27- Job Work, Renovation of meeting room" addressed to the Director, ICMR-National Institute of Virology, 20-A, Dr. Ambedkar Road, Post box-11, Pune – 411 001 (Attention: Administrative Officer-Stores) should be either dropped at the Admin Department at NIV or sent through by Speed post / courier (with signature & seal in company letter head) latest by 12/11 /2026 till 3. 00P.M

Due Date to submit the offer/quotation: 12/11/2026 3:00 P.M.

25/11/2026.

Thanking you,

DDmarathe
18/11/2026

Sincerely,

DDmarathe
22/10/2026

For **Administrative Officer (Stores & Purchase)**

Bidders may refer to OM No. P-45021/2/2017-PP(BE-II)-Part(4) Vol.II dated 08th July 2025 for requirements vis-à-vis 'Make in India' policy

a) Eligibility: The Bidder must be a Manufacturer or its authorized Agent.

b) One Bid per Bidder: A firm shall submit only one bid either individually or as a partner of a joint venture. A firm that submits either individually or, as a member of a joint venture, more than one bid will cause all the proposals with the firms' participation to be disqualified.

c) ICMR reserves the right to cancel the bid in part or full without assigning any reason and liability on the buyer. On such cancellation the decision of the DG, ICMR will be binding and final on the subject.

d) You are requested to kindly submit your detailed quote inclusive of all breakups with discounts and all applicable taxes, duties etc., and complete address of your OEM.

e) The price quoted should be upto **ICMR- National Institute of Virology** (consignee location) inclusive of packing and forwarding charges, freight and insurance. In case of local suppliers the prices quoted should be on "Free delivery basis" at ICMR-NIV Stores. No other charges except those mentioned clearly in the quotation will be paid.

f) Prices shall be quoted in Indian Rupees only.

g) Signed / E-sign & scanned quotes through email are acceptable.

h) For hazardous chemical/item, all precautionary measure as per regulation from the point of transportation/ handling/ storage/ safety/ health/ environment to be undertaken/ specified before dispatch. During dispatch, proper symbol for the hazard/ MSDS/ Batch No./ date of manufacturing/ Gross Weight/ Net Weight/ shelf Life etc are to be written/ printed/ pasted on the body of the packing.

i) **Payment Terms:** 100% payment shall be made after receipt of complete goods/Equipment in good condition, acceptance and successful installation of goods/Equipment. This payment is subject to recoveries, if any, either on account of statutory deduction/ taxes/ Liquidated Damages, if any and non-rectification of defects/ deficiencies not attended by the Supplier or otherwise.

j) Delivery Time: Maximum within 3 weeks. However, please indicate the delivery period clearly in the Quote.

k) Penalty Clause: Any delay in dispatching the material may attract penalty @ 0.5% per week subject to a maximum of 10% of the total value of order.

l) Insurance: The supplier shall make all necessary arrangements for insuring the goods against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery.

m) Address of Consignee (Place of Work) : Watch and Ward, ICMR-NIV, Camp Road, Pune- 411001

n) Validity of the quotation: Minimum 180 days validity from the date of quote to be provided.

o) GST will be applicable as per the latest GoI notification.

p) If the material is perishable in nature, sufficient dry ice/gel should be added, so that sustainability of the material remains for at least 10 days.

q) Bidder is requested to give undertaking Certificate regarding land border "I/ We have read the clause issued by Government of India regarding restrictions on procurement from a bidder of a country which shares a land border with India; I/ We certify that the bidder is not from such a country or, if from such a country, have been registered with the Competent Authority"

Signature of the Bidder with seal

UNDERTAKING FOR REASONABLE PRICE .ANNEXURE-I

This is to Certify that we have offered the possible reasonable prices vide our Quote No. _____ dated _____ in response to ICMR-NIV Enquiry No. _____, Dated _____ and we further undertake that we will not offer less than the offered rates during the validity period to any other State / Central / PSU / Autonomous Bodies / Universities / R&D Institutes / Pharmaceutical Laboratories / Public Limited Companies.

Place:

Date:

Sign. of Bidder with Seal

Annexure

Meeting Room Renovation: Detailed Scope of Work, Specifications

Room Dimensions: 34 feet length and 16 feet width (Total Area: 544 sq. ft.)

1. Detailed Scope of Work & Technical Specifications

A. Chair Overhaul & Re-upholstery Works (36 Cushioned Chairs)

- **Dismantling & Inspection:** Strip the existing checkered fabric and worn-out foam padding from all 36 chairs. Inspect internal frames, base plywood, armrests, and cantilevers/pedestals for structural integrity.
- **Frame & Mechanism Repair:** Tighten all loose screws, brackets, and structural fixings. For revolving chairs, service/replace faulty hydraulic gas-lift cylinders, tilt mechanisms, and castors. Clean, polish, or touch-up paint on metal cantilever frames/legs.
- **Foam Replacement/Augmentation:** Replace degraded seat/back padding with high-resilience (HR), high-density PU molded foam (40–45 density for seat cushions; 32–35 density for back support) to restore ergonomic lumbar comfort.
- **New Upholstery:** Re-upholster using heavy-duty, high-abrasion commercial-grade upholstery fabric or breathable synthetic leatherette in an executive shade (e.g., charcoal grey, navy blue, or dark tan) complementing the new room palette. Apply neat piping, heavy-gauge stitching, and seamless edge stapling

B. False Ceiling Works

- **Removal & Disposal:** Carefully dismantle and clear away the existing old false ceiling framework and damaged tiles/boards.
- **New False Ceiling Installation:** Install a modern, durable grid or gypsum false ceiling system designed to accommodate improved acoustic and lighting layouts. Provide proper cut-outs and structural support for the existing projector and AC units.

C. Laminate Pasting Work

- **Main Conference Table:** Smooth and level the existing table surface, and apply high-quality 1mm Pre-laminated / HPL (High-Pressure Laminate). Safely remove integrated

microphones, cable management ports, and power sockets, and refit them precisely after the laminate installation.

- **Wall Panelling:** Inspect the existing veneer finish on all four walls, and accurately fix the matching new laminate to give a uniform loo
- **Other Furniture:** Apply the same new laminate to all other smaller wooden furniture items in the room (such as side tables or utility units) to ensure a cohesive design theme.

D. Custom UPS Unit Table Fabrication

- **Dimensions & Structure:** Fabricate a sturdy custom wooden table measuring 4 to 4.5 feet in length and 3.5 feet in height, using heavy-duty plywood (IS 303/710 grade).
- **Finish & Features:** Finish the exterior with matching laminate consistent with the rest of the room's furniture. Include proper ventilation grilles to dissipate heat from the UPS/batteries and neat cable cut-outs for wire management.

E. Window Grills, Frames & Painting Works

- **Window Grills & Frames:** Thoroughly scrape, sand, and clean existing metal window grills and wooden/metal window frames to remove rust or old peeling paint. Apply anti-rust primer followed by two coats of premium enamel paint.
- **Top 3.5 Feet Wall Section:** Prepare the upper 3.5 feet of wall space above the veneer/laminate panelling by scraping, applying new putty for surface levelling, one coat of primer, and two coats of high-grade washable emulsion or royal paint.
- **Ceiling Painting:** Apply two fresh coats of anti-fungal paint on the new false ceiling.

F. Electrical Rewiring, Switches & LED Lighting Upgrade

- **Wiring & Conduiting:** Run new heavy-duty FRLS (Flame Retardant Low Smoke) copper wiring concealed within the new false ceiling and wall chases for safety.
- **Modular Switches & Sockets:** Install modern, high-grade modular switches and indicator sockets, providing dedicated plug points near the custom UPS table and conference seating.
- **LED Lighting Fixtures:** Install energy-efficient modern LED panel lights and cove lighting integrated into the new false ceiling, ensuring optimal lux levels across the 34 x 16 ft area.

G. Flooring & Carpeting

- **Commercial Carpet Tiles:** Install heavy-duty commercial carpet tiles (loop pile/modular carpet tiles) over the 544 sq. ft. vitrified tile flooring.
- **Installation:** Ensure the floor is clean and level, using appropriate commercial-grade adhesive to fix the tiles straight and securely.

Sr. No.	Description of Work	Approx. Quantity
1	**Chair Repair & Re-upholstery** (Stripping, frame repair/tightening, new high-density foam & commercial-grade fabric)	36 nos
2	**False Ceiling Work** (Dismantling old + New grid/gypsum ceiling installation)	544 sq. ft.
3	**Laminate Pasting Work** (Conference table, wall paneling, and other furniture)	Approx. 1,300 sq. ft. (face area)
4	**Custom UPS Table Fabrication** (4 to 4.5 ft length & 3.5 ft height)	1 Unit (Custom Made)
5	**Window frames and grill painting Grills/Frames**	4 nos
6	**Wall & ceiling Lustre painting**	320 sq ft
7	**Electrical Rewiring, Modular Switches & LED Lights** (Complete overhaul, new LED panels, switches & cabling)	Comprehensive
8	**Carpet Flooring** (Commercial carpet tiles supply & installation)	Approx. 600 sq. ft.
9	**Surface Protection & Deep Cleaning**	Comprehensive (Lump sum)

1. Chair Overhaul & Re-upholstery Works (36 Cushioned Chairs)

- **Dismantling & Inspection:** Strip the existing checkered fabric and worn-out foam padding from all 36 chairs. Inspect internal frames, base plywood, armrests, and cantilevers/pedestals for structural integrity.
- **Frame & Mechanism Repair:** Tighten all loose screws, brackets, and structural fixings. For revolving chairs, service/replace faulty hydraulic gas-lift cylinders, tilt mechanisms, and castors. Clean, polish, or touch-up paint on metal cantilever frames/legs.
- **Foam Replacement/Augmentation:** Replace degraded seat/back padding with high-resilience (HR), high-density PU molded foam (40–45 density for seat cushions; 32–35 density for back support) to restore ergonomic lumbar comfort.
- **New Upholstery:** Re-upholster using heavy-duty, high-abrasion commercial-grade upholstery fabric or breathable synthetic leatherette in an executive shade (e.g., charcoal grey, navy blue, or dark tan) complementing the new room palette. Apply neat piping, heavy-gauge stitching, and seamless edge stapling.

2. False Ceiling Works

- **Framework:** Heavy-duty Galvanized Iron (GI) channels and grid system (e.g., Armstrong, Saint-Gobain Gyproc, or equivalent) ensuring rust resistance and structural stability.
- **Board/Tiles:** Gypsum Board Ceiling: 12.5mm thick tapered edge gypsum boards with design.
- **Suspension:** Heavy-duty rawl plugs, suspension rods, and adjustable clips.

3. Laminate Pasting Work (Conference Table, Wall Panelling & Furniture)

- **Laminate Sheet:** 1.0mm thickness High-Pressure Laminate (HPL) of commercial grade with scratch-resistant, anti-fingerprint, and heat-resistant properties (e.g., Merino, Greenlam, Century, or Royale Touché).
- **Adhesive / Gum:** High-grade synthetic resin adhesive (e.g., Fevicol SH or Euro 700) ensuring strong, bubble-free bonding without peeling over time.
- **Edge Banding (if applicable):** Matching 0.8mm to 2mm PVC edge banding tape applied with automated hot-melt edge banding machine for neat corners.

4. Custom UPS Unit Table Fabrication

- **Plywood / Board:** 18mm thick commercial/boiling water resistant (BWR) grade plywood conforming to IS 303 or IS 710 standards (e.g., CenturyPly, Greenply, or Kitply).
- **Internal Structure & Lipping:** Solid hardwood or thick ply reinforcement for load-bearing sections to support heavy UPS equipment and battery weights.
- **Surface Finish:** Exterior finished with the same 1.0mm laminate matching the conference table; internal surfaces treated with enamel paint or matching laminate.
- **Hardware:** Heavy-duty brushed stainless steel or powder-coated metal ventilation grilles, heavy-duty concealed hinges, and rubber wire managers/grommets.

5. Window Grills, Frames & Painting Works

- **Metal Grills & Frames Primer:** Anti-rust red oxide metal primer or zinc chromate primer (e.g., Asian Paints, Berger).
- **Enamel Paint:** High-gloss synthetic enamel paint for metal grills and wooden window frames, providing a smooth, durable finish (e.g., Asian Paints Apcolite or Berger Luxol).
- **Wall Putty:** Acrylic/Polymer-based white wall putty (e.g., Birla White or Asian Paints TruCare) for smooth surface leveling on the top 3.5 feet wall section.
- **Wall Primer & Paint:** Interior acrylic emulsion or premium washable royal emulsion paint (e.g., Asian Paints Royale Luxury Emulsion) for smooth texture and stain resistance.
- **Ceiling Paint:** Nero;ac/Asian paint lustre paint.

6. Electrical Rewiring, Switches & LED Lighting Upgrade

- **Wiring:** FRLS (Flame Retardant Low Smoke) multi-strand copper wires (e.g., Polycab, Havells, or Finolex) of appropriate gauge (1.5 sq.mm for lighting, 2.5/4.0 sq.mm for power sockets and AC/UPS lines).
- **Conduits:** Heavy-duty PVC rigid conduits and accessories concealed securely behind false ceilings and wall chases.
- **Modular Switches & Sockets:** Polycarbonate-bodied, high-conductivity brass/copper contact modular switches, sockets with shutters, and RJ45/data plates (e.g., Legrand, Anchor Roma, Schneider, or Havells).
- **LED Light Fixtures:** Energy-efficient recessed LED panel lights (e.g., 2x2 feet LED grid lights or round recessed downlights, 15W/36W) with high lumen output, flicker-free drivers, and long operational life (e.g., Philips, Wipro, or Havells).

7. Flooring & Carpeting

- **Commercial Carpet Tiles:** Heavy-duty modular carpet tiles (typically 50cm x 50cm) with solution-dyed nylon or PP loop pile construction, bitumen or PVC backing for dimensional stability, and high commercial traffic rating (Class 33 / Heavy Contract) (e.g., Interface, Milliken, or Welspun).
- **Adhesive:** Low-odor, pressure-sensitive acrylic flooring adhesive designed specifically for carpet tiles to prevent shifting.

Note: 1. Visit Before submitting the quote

2. Payment will be done after satisfactory completion of work from Engineer in charge