

Date: 03-03-2026

Dear Sir / Madam,

Centre for Environment Education (CEE) is inviting quotation for the Civil and Electrical Work at “**Ghatiya Block, Ujjain, Madhya Pradesh**”. Please find all the details in the attached Annexure 1.

The Request for Quotation process shall be as follows:

The interested bidders may proceed to request for the RFQ document by sending an Email to purchase@ceeindia.com

The email must contain the following:

- The bid should be given on Company letter Head.
- The Company GST number to be mentioned.
- The bid should be signed and duly stamped.
- All the applicable taxes should be mentioned in the bid.

You are requested to submit your bid with all necessary documents by **09-03-2026 till 05pm**.

Thanks & Regards,

Snehal Bhatt
Purchase Officer

Scope of work:

Centre for Environment Education (CEE) in partnership with District Administration, Ujjain and HDFC Bank Parivartan is establishing a Material Recovery facility (MRF) and Material Recycling Centre (MRC) at the “**Ghatiya Block, Ujjain, Madhya Pradesh**” and Installing machines to promote recovery and recycling of plastic waste.

Before Installation of the machines, there is a requirement of civil and electrical work to be done on the land given by Zila Panchayat for establishment of MRF & MRC for installation of plastic waste recycling machines. The details of civil work are attached herewith in **Annexures**.

A. Bidder’s Qualification:

- Bidder should have at least 3 years’ experience in similar works.
- Bidder should have done minimum Rs. 40 Lac works in last 2 financial years.
- Bidder should submit related works completion certificates from minimum 3 parties in last financial year.

B. Duration: The duration of said work in Annexure 1 shall be within a maximum period of 120 days from the date of receipt of Work Order.

C. Payment terms & Conditions: The payment schedule is as follows:

- a) CEE shall, upon a written request by the Vendor, allow maximum 40 % of the total Contract amount, after submission of work plan & verified by CEE consultant/ official (*architect/engineer*).
- b) The vendor may submit a request for payment to be paid by Centre on completion of civil work up to the walls of the shed and foundation work, and we may allow 20% of the total Contract amount and certification of work done by Centre’s consultant/ official (*architect/engineer*).
- c) The vendor may submit a request for payment to be paid by Centre on starting erection of the MS poles and fabrication of trusses for roof, Centre may allow 20% of the total Contract amount and certification of work done by Centre’s consultant/ official (*architect/engineer*).
- d) The vendor may submit a request for payment to be paid by the Centre on completion of GI roofing work and fixation of GI mesh and starting of the electrification work inside the shed, we may allow 20% of the total Contract amount and certification of work done by Centre’s consultant/official (*architect/engineer*).
- e) Progress payment (remaining 20%) shall be adjusted by deducting the amount in Final Bill payment.

D. Bidding:

Bidder has to provide the details of all the required documents and also the filled BoQ item wise and the summary as below mentioned.

E. Summary of costing:

SUMMARY		
S. No.	Particulars	Amount (Rs.)
1	Civil Work Cost (Both the shed)	
2	Toilet Block	
3	Electrical Cost	
4	Pavers Block	
Sub Total		
GST @ 18%		
TOTAL AMOUNT		

F. Liquidated Damages:

Failure to comply with the Terms & Conditions of the contract will result in the payment of corresponding penalties /liquidate damages in the amount equal to 100 % of the cost of the unperformed portion for every day of delay.

G. Structure design attachments:

- a) Annexure-1 - Drawing of shed
- b) Annexure-2 - 3D design
- c) Annexure-3 - Shed 25x40m Structure drawing
- d) Annexure-4 - Toilet Block Structure drawing
- e) Annexure-5 - BoQ