

## **CORRIGENDUM**

**National Productivity Council  
5-6 Industrial Area, Lodhi Road  
New Delhi- 110003**

### **TENDER INVITING QUOTATIONS FOR ACOUSTIC PANEL SOUND PROOFING AT NPC HQ DELHI (Tender no Admin/1/2023-ADMN\_HQ\_NPC) Dated: - 12.07.2023**

#### **Introduction**

National Productivity Council, 5-6 Industrial Area, Lodhi Road, New Delhi-110003 invites sealed tender from bidder for Acoustic Panel Sound Proofing with all material and labour charges at Room no. 302, 3rd floor, NPC, HQ. The total area of wall including door, window and roof is 1074 Sq Feet and the Floor/Carpet area is 324 Sq feet.

The detailed tender document can be downloaded from NPC Website (www. <https://www.npcindia.gov.in/NPC/User/index> from 12.07.2023 to 17.07.2023 (upto 1.00 PM)

The Tender documents in sealed envelope must be received up to 17.07.2023 Hrs. (upto 1.00 PM) Each copy of the tender document must be duly signed. No Tender will be accepted after 17.07.2023 Hrs. (upto 1.00 PM).

#### **Tender documents requirements:**

##### **Schematics Diagram/ Dimensions of Media Centre/ Recording Studio Room:-**

- The total area of wall including door, window and roof is 1074 Sq Feet and the Floor/Carpet area is 324 Sq feet.

## Functional Requirements

1. Acoustic Performance:
  - The acoustic panel soundproofing should effectively reduce external noise transmission into the media center or recording studio room.
  - The solution should minimize internal sound reflections and reverberations, ensuring optimal audio clarity and quality.
2. Durability and Maintenance:
  - The soundproofing materials and panels should be durable, capable of withstanding regular use, and resistant to wear and tear.
  - The solution should have a long lifespan and require minimal maintenance.
3. Aesthetics:
  - The acoustic panels should be visually appealing and seamlessly integrate with the existing interior design of the room.
  - Consideration should be given to the color and finish of the panels to ensure they complement the overall aesthetics.
4. Compatibility and Integration:
  - The soundproofing solution should be compatible with the existing infrastructure, electrical installations, and equipment in the room.
  - It should not interfere with the functionality or accessibility of any existing equipment or systems.
5. Safety:
  - The soundproofing materials used should adhere to relevant safety standards and regulations to ensure occupant safety.
  - The solution should be non-toxic and non-allergenic, promoting a healthy environment within the room.
6. Flexibility and Adaptability:
  - The soundproofing solution should allow for future modifications or expansions if required.
  - It should be adaptable to accommodate changes in equipment or room layout.
7. Documentation and Warranty:
  - The bidder should provide comprehensive documentation, including technical specifications, installation guidelines, and warranty information for the supplied soundproofing materials.

- The warranty should cover any defects or performance issues for a specified period.

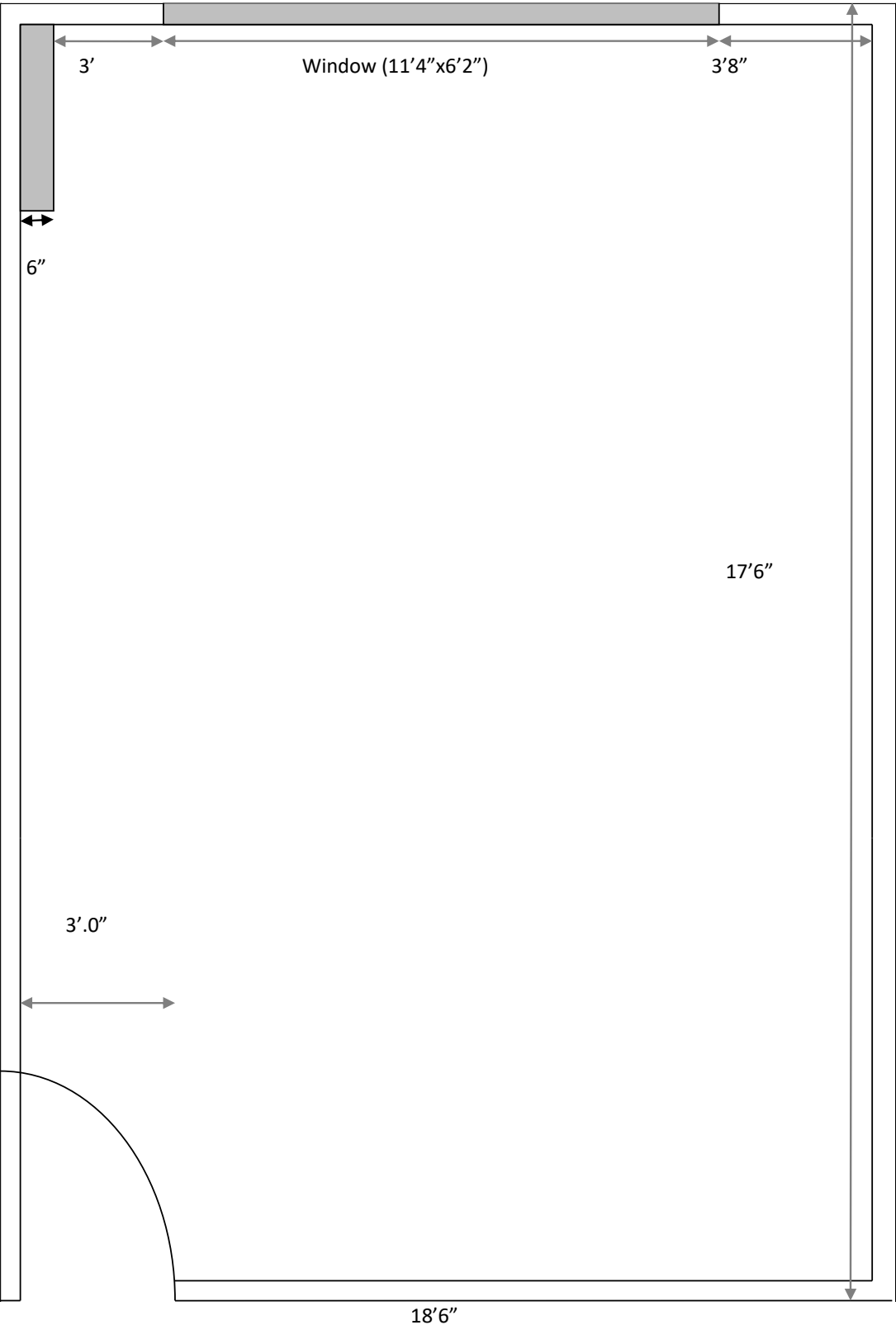
## Technical Specifications of Acoustic Sound proofing treatment:-

1. The bidders to specify Technical Specifications of Acoustic Sound proofing treatment including materials to be used, Acoustic Sealants and Insulation, Installation Techniques, Fire Safety, Environmental Considerations, Performance Testing etc.

## Studio Room Dimensions and Specifications:-

- 1) Room Size: 17'6"x18'6"x9'4".
- 2) Window size: 11'4"x6'2".
- 3) Door width: 3'0"
- 4) Door Height: 7'0"
- 5) Fall ceiling size: 29"x35"x32".
- 6) Area of Studio Wall 1: 9'4"\*17'6"= **168.8 sq ft.**
- 7) Area of Studio Wall 2: 9'4"\*17'6"=**168.8 sq ft.**
- 8) Area of Studio Wall 3: (9'4"\*18'6") - (Area of window)=(181-75.8) sq ft.=**105.2 sq ft**
- 9) Area of Studio Wall 4: (9'4"\*18'6")- (Area of door) =(181-21) sq ft.=**160 sq ft**
- 10) Area of Ceiling : 17'6"\*18'6" = **330 sq ft**
- 11) Area of Window : 11'4"\*6'2" = **75.8 sq ft**
- 12) Area of Door : 7'\*3'=**21 sq ft**

Schematics Diagram of Recording Studio Recording Room



Design and Safety Guidelines

- 1. Design

#### Guidelines:

- Ensure Sufficient Coverage: The design should ensure sufficient coverage of acoustic panels to effectively address the soundproofing requirements.
- **Consider Panel Thickness: Select an appropriate panel thickness (e.g., 12mm) to achieve the desired sound absorption and transmission loss properties.**
- Optimize Panel Placement: Strategically place the panels to optimize sound diffusion and absorption. Consider factors such as room dimensions, seating arrangement, and speaker/monitor placement to achieve a balanced acoustic environment.
- Seamless Integration: Design the installation to seamlessly integrate the acoustic panels with the existing room aesthetics. Consider color coordination, panel finish options, and other decorative elements to create a visually appealing result.

#### 2. Safety Guidelines:

- Fire Safety: Ensure that the selected acoustic panels, sealants, and insulation materials meet the required fire safety standards (e.g., Class A fire rating as per ASTM E84). This is crucial for maintaining a safe environment.
- Compliance with Building Codes: Adhere to local building codes and regulations regarding soundproofing materials, installation techniques, and fire safety measures.
- Structural Considerations: Assess the structural integrity of the walls, ceilings, and floors to ensure they can support the added weight of the acoustic panels and other soundproofing components. Consult with structural engineers if needed.
- Electrical and HVAC Considerations: Take into account the electrical wiring and HVAC systems in the room when designing the acoustic treatment. Ensure that access to electrical outlets, switches, and HVAC vents is not obstructed by the installation.

## Scope of Work

1. Assessment and Planning:
  - Conduct a thorough assessment of the media center or recording studio room to understand the existing acoustic conditions and identify areas that require improvement.
  - Analyze the specific soundproofing needs and requirements of the room.
  - Develop a detailed plan outlining the approach, materials, and techniques to be used for soundproofing.
2. Material Procurement:
  - Identify and procure the required acoustic panel soundproofing materials in accordance with the approved plan.
  - Ensure that the materials meet the specified technical requirements and quality standards.
3. Installation of Acoustic Panels:
  - Install the acoustic panels on the walls, ceiling, and floor of the room as per the approved plan and design.
  - Ensure proper placement and alignment of the panels for optimal sound absorption and diffusion.
  - Securely fasten the panels using appropriate techniques and materials.
4. Sealing and Insulation:
  - Apply acoustic sealants and insulation materials to seal any gaps, cracks, or openings that may allow sound leakage.
  - Ensure a tight seal around doors, windows, electrical outlets, and other potential sound leakage points.
  - Implement appropriate insulation techniques to minimize sound transmission through walls, ceilings, and floors.
5. Testing and Quality Assurance:
  - Conduct sound tests and measurements to assess the effectiveness of the soundproofing treatment.
  - Verify that the implemented solutions meet the desired soundproofing objectives and standards.
  - Make any necessary adjustments or improvements to ensure the desired acoustic performance.
6. Documentation and Reporting:
  - Prepare a detailed report documenting the entire soundproofing process, including materials used, installation techniques, and test results.
  - Provide relevant documentation, including warranties and maintenance guidelines for the installed acoustic panels.
  - Submit the report and documentation to the National Productivity Council as part of the project deliverables.

## Terms and Conditions

- the bidder to provide the details of functional and technical requirements of the Acoustic soundproofing material for the supply, installation and commission of the said acoustic soundproofing work at media centre/ studio at NPC, HQ.
  
- the bidder to furnish the Complete illustrated and descriptive technical literature with specifications Schematics Diagram / drawing of Sound Acoustic Treatment supply & installation items / equipment for the Sound Acoustic Treatment supply & installation items / equipment along with the tender document.
  
- the bidder to provide the details of the work experience of completed Sound Acoustic Treatment on Supply-Installation-Commissioning-Testing (SICT) basis for a minimum of 5 years on the date of submitting the tender.
  
- the bidder to furnish the documentary evidence of at least one completed work experience of a similar nature of Sound Acoustic Treatment on Supply-Installation-Commissioning-Testing (SICT) basis at any Government department/ organization/ institutions, along with documentary evidence to corroborate the works carried out.
  
- In absence of the above details pertaining to the technical specifications of the acoustic soundproofing material along with the functional requirements of the same, it will not be possible to ascertain the technical qualification of bidders as well as ascertain the reasonableness of the rates quoted by responsive bidders.
  
- the bidder(s) should provide the name of the material to be used in the Acoustic panel sound proofing service.

## General Instructions to Bidders

1. Time Allowed: 30 days for completion of the work from issue of work order.
2. Contractor must possess valid DVAT certificate, TIN no.
3. No Transportation charges shall be issued to the Contractor.
4. The contractor shall be provided with electricity and water at one point ,he shall make his own arrangements for further distribution of electricity , water supply and all other labour ,tools, plant and equipment etc as required for the works complete.
5. Any damage done to existing walls /ceiling /floors /electrical /fire alarm/ fighting/plumbing equipment /building during execution shall be on the part of the Contractor.
6. Payment shall be made as per actual quantities of executed works against Final bill. No partly payment will be made to the contractor.
7. Conditional offers will not be accepted. The offer shall remain valid for 30days.
8. The contractor should be from Delhi /NCR Region
9. The Colour of the panel will be decided after awarding the work order.

➤ **Schedule for Invitation to Bid:-**

- **Addressee and Address:**

**Shri Amitava Ray,**  
**Director, Administration Group (HQ Delhi)**  
**National Productivity Council**  
**Utpadakta Bhavan**  
**5-6 Institutional Area Lodhi Road, New Delhi – 110003**

**CRITICALDATESHEET**

<b>Published Date</b>	<b>12thJuly, 2023</b>
<b>Submission Start Date &amp;Time</b>	<b>12thJuly, 2023</b>
<b>Submission End Date &amp; Time</b>	<b>17<sup>th</sup>July , 2023, 01:00 PM</b>
<b>Financial Bid Opening Date &amp; Time</b>	<b>18<sup>th</sup>July, 2023, 03:00 PM</b>



## I. Annexure

### Checklist for Technical Proposal Submission

<b>Sl. No.</b>	<b>Description</b>	<b>Compliance / Confirmation by the Tenderer</b> <b>( Please tick) √ Yes / No /</b> <b>Pl. Indicate Page No. of the Bid document</b>
1.	Covering Letter	
2.	Check List with Page No.	
3.	Details of works/services of similar nature carried out by the bidder during the last 5 years.	
4.	Last three years audited financial statement with balance sheets	
5.	Authorization letter for signing the bid document on behalf of the bidder	
6.	Affidavit regarding blacklisting	

## II. Annexure

### Technical Proposal Covering Letter

To,

National Productivity Council  
5-6 Industrial Area, Lodhi Road  
New Delhi- 110003

**Sub: Submission of the Technical bid for ACOUSTICS WORKS/TREATMENT OF STUDIO at NPC headquarters on supply, installation, testing and commissioning basis (SITC)**

Dear Sir,

We, the undersigned, offer to provide services for \_\_\_\_\_ at NPC headquarters on supply, installation, testing and commissioning basis (SITC) with your Request for Proposal dated <insert date> and our Proposal.

We hereby declare that all the information and statements made in this Technical bid are true and accept that any misinterpretation contained in it may lead to our disqualification.

We undertake, if our Proposal is accepted, to initiate the Implementation services related to the assignment not later than the date indicated in the contract agreement.

We agree to abide by all the terms and conditions of the RFP document. We would hold the terms of our bid valid for 90 days as stipulated in the RFP document.

We understand you are not bound to accept any Proposal you receive.

Yours sincerely,

Authorized Signature [In full and initials]: Name and Title of Signatory:

Name of Firm:

Address:

Location: \_\_\_\_\_ Date: \_\_\_\_\_

### III. Annexure

#### : Particulars of the Bidder

SL	Particulars	Details of the bidder
	Name and Address of the bidder:	
	Name and Designation of the concerned officer or authorised person to whom all references shall be made:	
	Mobile Nos.:	
	Phone Nos./	
	e-Mail ID:	
	Type of the Organization (Public Sector/ Limited/Private limited/ Partnership/ Proprietary/Society/Any other):	

Place:

Signature of bidder:

Date:

Name in Full:

Designation/Status:

## IV. Annexure

### Project Citation Format

**Format for providing details of works/services of similar nature carried out by the bidder during the last 5 years.**

Name of the Bidder:

S.N	Name of the Customer & contact details	Description of work	Value of contract / work	From	To	The work is done directly or through another successful bidder	Remarks
\							

Authorized Signature [In full and initials]: Name and Title of Signatory:

Name of Firm:

Address:

Place: \_\_\_\_\_ Date: \_\_\_\_\_

**Note:** Photocopy of Performance Certificate/Completion Certificate of customer in support of the work mentioned above is required to be enclosed.

## V. Annexure

### Turnover Details

**Format for providing details on annual turnover from similar work:**

Name of the Bidder:

The bidder shall indicate herein his annual turnover from similar work during preceding 3 years.

<b>Financial year</b>	<b>Annual turnover (Rs.)</b>
<b>2020-21</b>	
<b>2021-22</b>	
<b>2022-23</b>	

Authorized Signature [In full and initials]: Name and Title of Signatory:

Name of Firm:

Address:

Place: \_\_\_\_\_ Date: \_\_\_\_\_

## VI. Annexure

### UNDERTAKING REGARDING BLACKLISTING / NON – DEBARMENT

To,

National Productivity Council  
5-6 Industrial Area, Lodhi Road  
New Delhi- 110003

We hereby confirm and declare that we, M/s \_\_\_\_\_, are not blacklisted/ De-registered/ debarred by any Government department/ Public Sector Undertaking/ Private Sector/ or any other agency for which we have Executed/Undertaken the works/ Services during the last 5 years.

Authorized Signature [In full and initials]: Name and Title of Signatory:

Name of Firm:

Address:

Place: \_\_\_\_\_ Date: \_\_\_\_\_

## VII. Annexure

### Schedule of Quantities:

#### ACOUSTICS WORKS/TREATMENT OF STUDIO SIZE:

The vendor must visit Studio Room at Room no. 302, 3rd floor, NPC, HQ Building to physically ascertain customized requirements at site before quoting quantities and rates for various items under this head.

The studio acoustic soundproofing has been proposed for Virtual classroom recording of lecture/presentation etc. and Normal recording

Sr.	Description of Items	Unit	Rate (in Rs.)	Amount (In Rs.)	Remarks
		Sq ft.			
	Studio Size (For reassurance of measurements, Bidders are suggested to do a site survey before bidding. Changes in cost due to measurements will not be accepted at a later stage)	Studio Wall 1 = Studio Wall 2 = Studio Wall 3 = Studio Wall 4 = Ceiling = Door = Window =	1074		
1.	<b>Ceiling Treatment.</b>	Sq ft.			
	<ul style="list-style-type: none"> <li>Providing and fixing Mineral Fibre acoustic ceiling tiles 600mm*600mm*12mm</li> <li>Ceiling suspended using GI frame of 24mm thick.</li> </ul> This includes all necessary cut-outs for electric fixtures, AC fixtures etc., to get an even smooth surface to receive paint with corner /J beads as required to get straight and true edges <b>all complete as per the drawing &amp; as per Acoustical design and directions by NPC.</b>	330 sq ft			
2.	<b>Wall Treatment including Doors and Windows.</b>	Sq ft.			
	<ul style="list-style-type: none"> <li>Providing and fixing Acoustic Wall punning made out with Mineral Fibre acoustic ceiling tiles 600mm*600mm*12mm</li> <li>Fix on Wall with using FevicolHeatex adhesive.</li> </ul> This includes all necessary cut-outs for electric fixtures, AC fixtures etc., to get an even smooth surface to receive paint with corner /J beads as required to get straight and true edges <b>all complete as per the drawing &amp; as per Acoustical design and directions by NPC.</b>	744 sq. ft			
	Providing and fixing of stainless-steel mirror caps of 25mm diameter on each joint of acoustic	350 no.s			

	tiles as per the drawing & as per Acoustical design and directions by NPC.				
	<b>Studio Flooring</b>	Sq ft.			
	<ul style="list-style-type: none"> <li>Flooring. Providing, laying and fixing nonwoven carpet 4mm acoustical mat over the entire surface of the floor and extended 100mm along the skirting.</li> <li>The mat is pasted using Fevicol 505 adhesive material with preparation of surface including the cost of all material, labour, adhesive solutions for fixing, cleaning, pressing and keeping tightly to the fixed surfaces, grouting, hardware, finishing, taxes, transportation, T&amp; P etc. all complete as per the drawing &amp; as per Acoustical design and directions by NPC.</li> </ul>	360 sp.ft			
	<b>Minor Electrical Work</b>				
	<p>Minor Electrical Work of Studio Room includes the following: -</p> <ul style="list-style-type: none"> <li>Shifting of lights from real roof to false ceiling</li> <li>Reinstallation of the switchboard Faceplate including cabling wires etc.</li> <li>Proper ground/wall system should be provided for carrying the cables between studio room as per the drawing &amp; as per Acoustical design and directions by NPC.</li> </ul>	Lumpsum basis			

Authorized Signature [In full and initials]: Name and Title of Signatory:

Name of Firm:

Address:

Place: \_\_\_\_\_ Date: \_\_\_\_\_

Place.....



## VIII. Annexure

### FINANCIAL BID DOCUMENT

To,

National Productivity Council  
5-6 Industrial Area, Lodhi Road  
New Delhi- 110003

S.N	Item	Make of Item	Model	Unit/ Qty.	Basic Cost (Rs.)	Taxes (Rs.)	Any other charges, if any (Rs.)	Institutional Rebate/ Discount (Rs.)	Total Cost (Rs.)
1	2	3	4	5	6	7	8	9	10
	Sound Acoustic Treatment, false ceiling, air conditioning duct of Studio Room and false flooring of Control Room on SICT (Supply-Installation-Commissioning-Testing) basics ( <i>complete unit in all respect</i> )								
	<b>TOTAL</b>								

Authorized Signature [In full and initials]: Name and Title of Signatory:

Name of Firm:

Address:

Place: \_\_\_\_\_ Date: \_\_\_\_\_