

## Notice Inviting Tender (E-Procurement mode)

INDIAN INSTITUTE OF TECHNOLOGY DELHI

HAUZ KHAS, NEW DELHI-110016

**Open Tender Notice No.IITD/LHC(SP-1724)/2018**

Indian Institute of Technology Delhi invites online Tender for following work as per details given below.

<b>Details of the item</b>	<b>A.R &amp; M.O D.G. Sets of LHC at IIT Delhi. Sub Head: Preventive, Routine Maintenance of 750 KVA capacity Commins Make D.G. Sets for LHC installed at IIT Delhi.</b>
<b>Tender Amount</b>	<b>Rs.3,67,098/- (18 % GST inclusive)</b>
<b>Warranty</b>	<b>N.A</b>
<b>Performance security</b>	<b>5%</b>
<b>Completion Time</b>	<b>12 months</b>

Tender Documents may be downloaded from Central Public Procurement Portal <http://eprocure.gov.in/epublish/app>. Aspiring Bidders who have not enrolled / registered in e-procurement should enroll / register before participating through the website <http://eprocure.gov.in/epublish/app>. The portal enrolment is free of cost. This is an online tender process where bidders need to submit physical bids at office of the indenter (Ref. Para 7 of Schedule, Next page).

Bidder can access tender documents on the website (For searching in the NIC site, kindly go to Tender Search option and type 'IIT'. Thereafter, Click on "GO" button to view all IIT Delhi tenders). Select the appropriate tender and fill them with all relevant information and submit the completed tender document online on the website <http://eprocure.gov.in/epublish/app> as per the schedule given in the next page.

## SCHEDULE

Name of Organization	Indian Institute of Technology Delhi
Tender Type (Open/Limited/EOI/Auction/Single)	Open
Tender Category (Services/Goods/works)	Works
Type/Form of Contract (Work/Supply/ Auction/ Service/ Buy/ Empanelment/ Sell)	Services
Product Category (Civil Works/Electrical Works/Fleet Management/ Computer Systems)	Electrical
Source of Fund (Institute/Project)	Budget Code __NPN10/LHC_____
Is Multi Currency Allowed	No (INR Only)
Date of Issue/Publishing	09/07/2018 (11:00 Hrs)
Document Download/Sale Start Date	09/07/2018 (11:00 Hrs)
Document Download/Sale End Date	23/07/2018 (15:00 Hrs)
Date for Pre-Bid Conference	---
Venue of Pre-Bid Conference	---
Last Date and Time for Uploading of Bids	23/07/2018 (15:00 Hrs)
Date and Time of Opening of Technical Bids	24/07/2018 (15:00 Hrs)
Tender Fee	Rs. __NIL_____/- (For Tender Fee)
EMD	Rs. __ 7,342_____/- (For EMD) (To be paid through RTGS/NEFT. IIT Delhi Bank details are as under: Name of the Bank A/C : IITD Revenue Account SBI A/C No. : 10773572622 Name of the Bank : State Bank of India, IIT Delhi, Hauz Khas, New Delhi-110016 IFSC Code : SBIN0001077 MICR Code : 110002156 Swift No. : SBININBB547 (This is mandatory that UTR Number is provided in the on-line quotation/bid. (Kindly refer to the UTR Column of the Declaration Sheet at Annexure-II)
No. of Covers (1/2/3/4)	02
Bid Validity days (180/120/90/60/30)	90 days (From last date of opening of tender)
Address for Communication	Dean Academics office, IIT Delhi, Hauz Khas, New Delhi - 110016
Contact No.	011-26597199/6751
Email Address	a26318@admin.iitd.ac.in

**Office of Dean Academics**  
**Indian Institute of Technology**  
**Hauz Khas, New Delhi-110 016**

**NOTICE INVITING TENDER**

Subject: **A.R & M.O D.G. Sets of LHC at IIT Delhi.**

Sub Head: **Preventive, Routine Maintenance of 750 KVA capacity Commins Make D.G. Sets for LHC installed at IIT Delhi.**

**Invitation for Tender Offers**

Indian Institute of Technology Delhi invites online Bids (Technical bid and Commercial bid) from eligible and experienced OEM (Original Equipment Manufacturer) OR OEM Authorized Dealer of DG sets of Cummins or Kirloskar or Greaves make as per details given below: at Lecture Hall complex which is available on CPP Portal <http://eprocure.gov.in/epublish/app> .

Sl. No.	N.I.T. No.	Name of work & Location	Estimated cost put to bid	Earnest Money	Period of completion	Last date & time of submission of Bid (online mode)	Time & date of opening of Technical Bid
[1]	[2]	[3]	[4]	[5]	[6]	[7]	[8]

1		A.R & M.O D.G. Sets of LHC at IIT Delhi. Sub Head: Preventive, Routine Maintenance of 750 KVA capacity Communes Make D.G. Sets for LHC installed at IIT Delhi.	Rs. 3,67,098.00	Rs. 7,342.00	12 months	22/07/2018 upto 3 PM	23/07/2018 at 4 PM
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1. The successful bidders shall be required to submit a performance guarantee of 5% of the tendered amount in the form of Bank Guarantee or F.D.R. from a Nationalized / Scheduled Bank within 15 days of issue of letter of intent before award of work. In case of failure by the Contractor to submit the performance guarantee within the specified period, full earnest money will be forfeited and the tender shall be treated as null and void. **The performance guarantee shall be initially valid up to the stipulated date of completion plus 60 (Sixty) days beyond that.**
2. Contractors who fulfill the following requirements shall be eligible to apply. Joint ventures are not accepted.
  - i] Firms/Contractors should have satisfactorily completed one similar work of value not less than **Rs. 2,93,679.00** or two similar works each of value not less than **Rs. 2,20,259.00** or three similar works each of value not less than **Rs. 1,46,839.00** during last 7 years ending previous day of last date of submission of bids.
  - ii) **Earnest Money of Rs. 7,342.00** to be deposited on-line as indicated in Schedule
3. **Similar work means Maintenance & Repairing of DG sets of 750 KVA with associated panels**
4. **The intending bidder must read the terms and conditions [both commercial & Additional]& IITD - 6 carefully** which will be the part of the Contract. He should only submit his bid if he considers himself eligible and he is in possession of all the documents required.
5. Information and Instructions for bidders posted on website shall form part of bid document.
6. The bid document consisting of plans, specifications, the schedule of quantities of various types of items to be executed and the set of terms and conditions of the contract to be complied with and other necessary documents can be seen and downloaded from website [e-procure.gov.in](http://e-procure.gov.in).

7. But the bid can only be submitted after depositing requisite EMD as specified in the schedule.
8. Copy of enlistment order and certificate of work experience and other documents as specified in the Press Notice / web notice shall be scanned and up-loaded to the e-Tendering website within the period of bid submission. However, certified / original copy of all the scanned and up-loaded documents as specified in press notice web / notice shall have to be submitted by the lowest bidder only within a week physically in the office of e-tendering authority.
9. Online bid documents submitted by intending bidders shall be opened only of those bidders, who has deposited requisite EMD and other documents scanned and uploaded are found in order.
10. Completion certificates are required to be got issued by an officer not below the rank of Executive Engineer of similar works completed by the Firm. The work experience certificates submitted by the bidders shall clearly indicate that:
  - a. The similar work executed shall be **as 'per S.No 3' above.**
  - b. The completed cost of the work
  - c. Actual date of completion of the work
11. Attested copy of registration certificates to be submitted. Registration of firms/ Contractors must be valid on the day of submission of Tenders or extended date of submission of Tenders whichever is later.
12. Work means only work under Government/ Public Sector Undertaking / Central Autonomous bodies.
13. The value of executed work shall be brought to current costing level by enhancing the actual value of work at simple rate of 7% per annum; calculated from the date of completion to last date of submission of financial bid.
14. Those contractors not registered on the website mentioned above, are required to get registered beforehand. If needed they can be imparted training on online bidding process as per details available on the website.
15. When bids are invited in two / three stages systems and if it is desired to submit revised financial bid it shall be mandatory to submit revised financial bid. If not submitted then the bid submitted earlier shall become invalid.
16. The department reserves the right to reject any prospective application without assigning any reason and to restrict the list of qualified contractors to any number deemed suitable by it, if too many bids are received satisfying the laid down criterion.
17. **The bid submitted shall become invalid if:**
  - a. The bidder is found ineligible.
  - b. The bidder does not upload all the documents (including GST registration) as stipulated in the bid document including the undertaking / declaration.
  - c. EMD not deposited as specified
18. The Technical bid shall be opened first on due date and time as mentioned above. The time and date of opening of financial bid of contractors qualifying the technical bid shall be communicated to them at a later date.

## **TECHNICAL SPECIFICATION:**

The bidder has to do Preventive, Routine Maintenance of 750 KVA capacity D.G. Sets Cummins Make for LHC installed at IIT Delhi.

A complete set of tender documents\* may be Download by prospective bidder free of cost from the website <http://eprocure.gov.in/epublish/app>. Bidder has to make payment for EMD online through RTGS/NEFT only.

## **Terms & Conditions Details**

Sl. No.	Specification
1.	<b>Due date:</b> The tender has to be submitted On-line before the due date. The offers received after the due date and time will not be considered.
2.	<b>Preparation of Bids:</b> The offer/bid should be submitted in two bid systems (i.e.) Technical bid and financial bid. The technical bid should consist of all technical details along with commercial terms and conditions. Financial bid should indicate item wise price for the items mentioned in the technical bid.
3.	<b>EMD:</b> The bidder should submit an EMD amount through RTGS/NEFT. The Technical Bid without EMD would be considered as UNRESPONSIVE and will not be accepted. The EMD will be refunded without any interest to the unsuccessful bidders after the award of contract. Refer to Schedule (at page 1 of this document) for its actual place of submission.
4.	<b>Refund of EMD:</b> The EMD will be returned to unsuccessful Bidder only after the Tenders are finalized. In case of successful Bidder, it will be retained till the successful and complete installation of the equipment.
5.	<b>Opening of the tender:</b> The On-line bid will be opened by a committee duly constituted for this purpose. On-line bids (complete in all respect) received along with UTR info of EMD fund transfer (if any) will be opened as mentioned at "Annexure".. Bid received without EMD will be rejected straight way. The technical bid will be opened on-line first and it will be examined by a technical committee (as per specification and requirement). The financial offer/bid will be opened only for the offer/bid which technically meets all requirements as per the specification.
6.	<b>Acceptance/ Rejection of bids:</b> The Committee reserves the right to reject any or all offers without assigning any reason.
7.	<p><b>Pre-qualification criteria:</b></p> <p>(i) Bidders should be the manufacturer / authorized dealer. Letter of Authorization from original equipment manufacturer (OEM) on the same and specific to the tender should be enclosed.</p> <p>(ii) An undertaking from the OEM is required stating that they would facilitate the bidder on a regular basis with technology/product updates and extend support for the warranty as well. (Ref. Annexure-II)</p> <p>(iii) OEM should be Nationally/Internationally reputed Company.</p> <p>(iv) Non-compliance of tender terms, non-submission of required documents, lack of clarity of the specifications, contradiction between bidder specification and supporting documents etc. may lead to rejection of the bid.</p> <p>(v) In the tender, either the Indian agent on behalf of the Principal/OEM or Principal/OEM itself can bid but both cannot bid simultaneously for the same item/product in the same tender.</p> <p>(vi) If an agent submits bid on behalf of the Principal/OEM, the same agent shall not submit a bid on behalf of another Principal/OEM in the same tender for the same item/product.</p> <p>(V) The OEM should authorize only one bidder to participate in this tender.</p>
8.	<b>Performance Security:</b> The bidder shall require to submit the performance security in the form of irrevocable bank guarantee issued by any Indian Nationalized Bank for an amount which is stated at page #1 of the tender document within 10 days from the date of receipt of the Award letter and should be kept valid for a period of 60 days beyond the date of completion of the work.
9.	<b>Force Majeure:</b> The bidder shall not be liable for forfeiture of its performance security, liquidated damages or termination for default, if and to the extent that, it's delay

	<p>in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.</p> <ul style="list-style-type: none"> <li>• For purposes of this Clause, "Force Majeure" means an event beyond the control of the bidder and not involving the bidder's fault or negligence and not foreseeable. Such events may include, but are not limited to, acts of the IITD either in its sovereign or contractual capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.</li> <li>• If a Force Majeure situation arises, the bidder shall promptly notify the IITD in writing of such conditions and the cause thereof. Unless otherwise directed by the IITD in writing, the bidder shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.</li> </ul>
<b>10.</b>	<p><b>Resolution of Disputes:</b> The dispute resolution mechanism to be applied pursuant shall be as follows:</p> <ul style="list-style-type: none"> <li>• In case of Dispute or difference arising between the IITD and a domestic firm relating to any matter arising out of or connected with this agreement, such disputes or difference shall be settled in accordance with the Indian Arbitration &amp; Conciliation Act, 1996, the rules there under and any statutory modifications or re-enactments thereof shall apply to the arbitration proceedings. The dispute shall be referred to the Director, Indian Institute of Technology, Delhi and if he is unable or unwilling to act, to the sole arbitration of some other person appointed by him willing to act as such Arbitrator. The award of the arbitrator so appointed shall be final, conclusive and binding on all parties to this order.</li> <li>• The venue of the arbitration shall be the place from where the order is issued.</li> </ul>
<b>11.</b>	<p><b>Applicable Law:</b> The place of jurisdiction would be New Delhi (Delhi) INDIA.</p>
<b>12.</b>	<p><b>Governing Language</b> The contract shall be written in English language. English language version of the Contract shall govern its interpretation. All correspondence and other documents pertaining to the Contract, which are exchanged by the parties, shall be written in the same language.</p>
<b>13.</b>	<p><b>Applicable Law</b> The Contract shall be interpreted in accordance with the laws of the Union of India and all disputes shall be subject to place of jurisdiction.</p>
<b>14.</b>	<p><b>Notices</b></p> <ul style="list-style-type: none"> <li>• Any notice given by one party to the other pursuant to this contract/order shall be sent to the other party in writing or by cable, telex, FAX or e mail and confirmed in writing to the other party's address.</li> <li>• A notice shall be effective when delivered or on the notice's effective date, whichever is later.</li> </ul>
<b>15.</b>	<p><b>Taxes</b> The bidder shall be entirely responsible for all taxes, duties, license fees, octroi, road permits, etc., incurred until delivery of the contracted Goods to the IITD. However, GST in respect of the transaction between the IITD and the bidder shall be payable extra, if so stipulated in the order.</p>
<b>16.</b>	<p><b>Payment:</b></p> <ol style="list-style-type: none"> <li>(i) The payment in respect of AMC shall be made in quarterly installments after rendering of service/ maintenance as per scope of the contract</li> <li>(ii) In the event of failure to provide satisfactory maintenance support, the IITD shall be at liberty to forfeit a minimum 3 months payment from</li> </ol>

	<p>AMC charges. The decision of the IITD in this regard shall be final &amp; binding on the Bidder.</p> <p>(iii) If the dissatisfaction in maintenance support continues beyond two consecutive quarters, the IITD shall proceed against the Bidder for forfeiture of the performance security and be at liberty to appoint another agency for Annual Maintenance Contract.</p>
17.	<p><b>Application Specialist:</b> The bidder should mention in the Techno-Commercial bid the availability and names of Application Specialist and Service Engineers in the nearest regional office.(Ref. to Annexure-III)</p>
18.	<p><b>Defective Equipment:</b> If any of the equipment supplied by the Bidder is found to be substandard, refurbished, un-merchantable or not in accordance with the description/specification or otherwise faulty, the committee will have the right to reject the equipment or its part. The prices of such equipment shall be refunded by the Bidder with 18% interest if such payments for such equipment have already been made. All damaged or unapproved goods shall be returned at Bidders cost and risk and the incidental expenses incurred thereon shall be recovered from the Bidder. Defective part in equipment, if found before installation and/or during warranty period, shall be replaced within 45 days on receipt of the intimation from this office at the cost and risk of Bidder including all other charges. In case Bidder fails to replace above item as per above terms &amp; conditions, IIT Delhi may consider "Banning" the Bidder.</p>
19.	<p><b>Termination for Default</b></p> <p>The IITD may, without prejudice to any other remedy for breach of contract, by written notice of default sent to the Bidder, terminate the Contract in whole or part:</p> <ol style="list-style-type: none"> <li>i. If the Bidder fails to deliver any or all of the Goods within the period(s) specified in the order, or within any extension thereof granted by the IITD; or</li> <li>ii If the Bidder fails to perform any other obligation(s) under the Contract.</li> <li>iii If the Bidder, in the judgment of the IITD has engaged in corrupt or fraudulent practices in competing for or in executing the Contract.</li> </ol> <ul style="list-style-type: none"> <li>● For the purpose of this Clause: <ol style="list-style-type: none"> <li>i. “<b>Corrupt practice</b>” means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution.</li> <li>ii. “<b>Fraudulent practice</b>” means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Borrower, and includes collusive practice among Bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the Borrower of the benefits of free and open competition;”</li> </ol> </li> <li>● In the event the IITD terminates the Contract in whole or in part, the IITD may procure, upon such terms and in such manner, as it deems appropriate, Goods or Services similar to those undelivered, and the Bidder shall be liable to the IITD for any excess costs for such similar Goods or Services. However, the Bidder shall continue the performance of the Contract to the extent not terminated.</li> </ul>
20.	<p><b>Downtime</b></p> <p>Major break down to be rectified within 24 hrs. &amp; minor break down to be rectified within 08 hrs.</p>
21.	<p><b>Disputes and Jurisdiction:</b> Any legal disputes arising out of any breach of contract pertaining to this tender shall be settled in the court of competent jurisdiction located within New Delhi.</p>



22.

**Equipment Maintenance Schedule-** The details given in (Annexure -A)

## List of Documents to be scanned and uploaded within the period of tender submission

1. Certificate of Registration for GST and acknowledgement of upto date return filed, duly self-attested.
2. The description of the work is as follows: **A.R & M.O D.G. Sets of LHC at IIT Delhi. Preventive, Routine Maintenance of 2x 750 KVA capacity Commins make D.G. Sets for LHC installed at IIT Delhi.**

Intending Bidders are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their bids as to the nature of the ground and sub-soil (so far as is practicable), the form and nature of the site, the means of access to the site, the accommodation they may require and in general shall themselves obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect their bid. A bidder shall be deemed to have full knowledge of the site whether he inspects it or not and no extra charge consequent on any misunderstanding or otherwise shall be allowed. The bidders shall be responsible for arranging and maintaining at his own cost all materials, tools & plants, water, electricity access, facilities for workers and all other services required for executing the work unless otherwise specifically provided for in the contract documents. Submission of a bid by a bidders implies that he has read this notice and all other contract documents and has made himself aware of the scope and specifications of the work to be done and of conditions and rates at which stores, tools and plant, etc. will be issued to him by the Government and local conditions and other factors having a bearing on the execution of the work.

3. Annexure – I duly filled in and got signed
4. OEM Authorization Certificate of Service Dealer [other than OEM itself]
5. Attested certificate of work experience as desired
6. Any other document as specified in the NIT
7. The competent authority on behalf of the President of India does not bind itself to accept the lowest or any other bid and reserves to itself the authority to reject any or all the bids received without the assignment of any reason. All bids in which any of the prescribed condition is not fulfilled or any condition including that of conditional rebate is put forth by the bidders shall be summarily rejected.
8. Canvassing whether directly or indirectly, in connection with bidders is strictly prohibited and the bids submitted by the contractors who resort to canvassing will be liable to be rejected.
9. The competent authority on behalf of President of India reserves to himself the right of accepting the whole or any part of the bid and the bidders shall be bound to perform the same at the rate quoted.
11. The bid for the works shall remain open for acceptance for a period of 60 Days from the date of opening of technical bid. If any bidder withdraws his bid before the said period or issue of letter of acceptance, whichever is earlier, or makes any modifications in the terms and conditions of the bid which are not acceptable to the department, then the Government shall, without prejudice to any other right or remedy, be at liberty to forfeit 50% of the said earnest money as aforesaid. Further the bidder shall not be allowed to participate in the rebidding process of the work.
12. This notice inviting bid shall form a part of the contract document. The successful bidder/contractors, on acceptance of his bid by the Accepting Authority shall within 15 days from the stipulated date of start of the work, sign the contract consisting of:-
  - a) The Notice Inviting Bid, all the documents including additional conditions, specifications and drawings, if any, forming part of the Bid as uploaded at the time of invitation of bid and the rates quoted online at the time of submission of bid and acceptance thereof together with any correspondence leading thereto.

## GENERAL TERMS AND CONDITIONS (I)

### COMMERCIAL AND ADDITIONAL CONDITIONS

#### 1 General

1.1 A good maintenance program is the key to long generating set life. Maintenance & service should only be carried out by experienced and qualified technicians. The maintenance and service which are done must be recorded to the Maintenance Record Form for the following work:

1.1 **Name of work & location: A.R & M.O D.G. Sets of LHC at IIT Delhi. Sub Head: Preventive, Routine Maintenance of 750 KVA capacity Commins Make D.G. Sets for LHC installed at IIT Delhi**

1.2 The work shall be executed as per CPWD General Specifications for Electrical works **Part I, II, IV & VII** as amended up to date, relevant IE Rules, relevant IS, **DG Set manufacturer's recommendation** and as per directions of Engineer-in-charge. These additional specifications and conditions are to be read in conjunction with above and in case of variations, specifications given in the Additional specifications and conditions shall apply. However, nothing extra shall be paid on account of these as the same are to be read along with schedule of quantities for the work.

1.3 The tenderer should in his own interest visit the site and get familiarized with the site conditions before tendering.

1.4 No T&P shall be issued by the Department and nothing extra shall be paid on account of this.

#### 2 COMMERCIAL CONDITIONS

2.1 Type of contract

The work to be awarded by this tender shall be treated as indivisible works contract.

2.2 Submission of Tender:-

Bidder shall submit the cost of tender documents, if any, e-tendering processing fee and earnest money, other documents, price bid in prescribed manner as indicated in "INFORMATION AND INSTRUCTIONS FOR CONTRACTORS FOR e-TENDERING FORMING PART OF NIT AND TO BE POSTED ON WEBSITE"

2.3 The tenderers are advised not to deviate from the technical specifications / items, commercial terms and conditions of NIT like terms of payment, guarantee, arbitration clause, escalation etc.

2.4 **The department reserves the right to reject any or all the price bids and call for fresh price tenders as the case may be without assigning any reason.**

3.0 Validity

Tenders shall be valid for acceptance for a **period of 90 days from the date of opening of price bid.**

#### 4.0 SAFETY CODES AND LABOUR REGULATIONS

(i) In respect of all labour employed directly or indirectly on the work for the performance of the contractor's part of work, the contractor at his own expense, will arrange for the safety provisions as per the statutory provisions, B.I.S. recommendations, factory act, workman's compensation act, CPWD code and instructions issued from time to time. Failure to provide such safety requirements would make the tenderer liable for **penalty as specified in applicable clause.** In addition the Engineer-In-Charge shall be at liberty to make arrangements and provide facilities as aforesaid and recover the cost from the contractor.

- (ii) The contractor shall provide necessary barriers, warning signals and other safety measures while laying pipelines, cables etc. or wherever necessary so as to avoid accident. He shall also indemnify IITD against claims for compensation arising out of negligence in this respect. Contractor shall be liable, in accordance with the Indian Law and Regulations for any accident occurring due to any cause. The department shall not be responsible for any accident occurred or damage incurred or claims arising there from during the execution of work. The contractor shall also provide all insurance including third party insurance as may be necessary to cover the risk. No extra payment would be made to the contractor due to the above provisions thereof.

## 5.0 Payment Terms

The payment in respect of AMC shall be made in quarterly installments after rendering of service/ maintenance as per scope of the contract.

- 5.1 Unless otherwise specified, in the additional conditions of the contract, the payment shall be made as per the relevant clauses of form PWD 7/8 forming a part of the tender documents. **Necessary taxes [e.g. Income Tax, Work Contract Tax, Labour Cess etc.] as applicable shall be got deducted from the bill of the contractor.**

## 7.0 Performance Guarantee

The successful tenderer shall submit an irrevocable performance guarantee of 5 percent of the tendered amount in addition to other deposits mentioned elsewhere in the contract in the contract for his proper performance of the contract agreement within 90 days of issued of letter of acceptance of tender. This guarantee shall be in the form of Demand draft/ Pay order or irrevocable bank guarantee bond of any scheduled bank or the State Bank of India in the specified format or in the form of Government security, fixed deposit pledged in favour of Executive Engineer or as specified in the letter of acceptance of tender. **The performance guarantee shall be initially valid up to the stipulated date of completion plus 60 Days beyond.** This bank guarantee shall be kept valid till the recoding of completion certificate for the work by the competent authority.

## 8.0 Rates

- 8.1 The rates quoted by the tenderer, shall be firm and inclusive of all taxes (i/c works contract taxes), duties & levies, octroi etc. and all charges for packing forwarding, insurance, freight and delivery, installation, testing, commissioning etc. at site including risk, overhead charges, general liabilities / obligations and clearance from concerned authority, if any.

## 9.0 STORAGE AND CUSTODY OF MATERIALS

**The existing DG set room may be used for storage of materials and equipments in consultation of the E-in-C. No separate storage accommodation shall be provided by the department.** Watch and ward of the stores and their safe custody shall be the responsibility of the contractor till the final taking over the installation by the department.

## 10.0 COMPLETION PERIOD

The completion period of **12 months** as indicated in the tender documents is for the entire work of routine maintenance and servicing including breakdown maintenance to the satisfaction of the Engineer-in-charge.

## 11.0 CARE OF THE BUILDING

Care shall be taken by the contractor while handling and installing the various equipments and components of the work to avoid damage to the building. He shall be responsible for repairing all damages and restoring the same to their original finish at his cost. He shall also remove at his cost all unwanted and waste material arising out of the installation from the site of work.

- 12.0 Any item required for completion of the project but left inadvertently shall be executed with-in the quoted rate.

### 13.0 Compliance with Regulations and Indian Standards

13.1 All works shall be carried out in accordance with relevant regulation, both statutory and those specified by the Indian Standards related to the works covered by this specification. In particular, the equipment and installation will comply with the following:

[a] Factories Act

[b] IE Rules

[c] BIS and other standards as applicable

[d] Workmen's Compensation Act

[e] Statutory norms prescribed by local bodies like CEA, Power Supply Co. etc.

### 14.0 Mobilization Advance:

No mobilization advance shall be paid for this work.

### 15.0 Verification of correctness of Equipment at Destination:

The contractor shall have to produce all the relevant records to certify that the genuine equipment from the manufacturers has been supplied and erected.

### 16.0 CLEAN UP WORKS AT SITE

During maintenance the contractor shall at all times keep the working and storage areas free from waste or rubbish. On completion of maintenance / servicing he shall remove all temporary structures, debris and leave the premises clean to the full satisfaction of the department.

### 17.0 TERMS OF PAYMENT

The terms of payments shall be as indicated in General Conditions of Contract.

### 18.0 INTERPRETING SPECIFICATIONS

In interpreting the specifications, the following order of decreasing importance shall be followed in case of contradictions:

[a] schedule of quantities

[b] Technical specifications

[c] Drawing [if any]

[d] General specifications

[d] Relevant BIS or other international code in case BIS code is not available

### 19.0 COOPERATION WITH OTHER AGENCIES

The successful tenderer shall co-ordinate with other contractors and agencies in the site of work, if any, and exchange freely all technical information so as to make the execution of this work / contract smooth.

No remuneration should be claimed from the department for such technical cooperation. If any unreasonable hindrance is caused to other agencies and any completed portion of the work has to be dismantled and re-done for want of cooperation and coordination by the tenderer during the course of work, such expenditure incurred will be recovered from the successful tenderer if the restoration work to the original condition or specification of the dismantled portion of the work was not undertaken by the tenderer himself.

19.1 The work will be carried out with least disturbance to the Institute during maintenance, servicing and shutdown.

20.0 Any kind of break down on the engine or in any of the systems **shall be attended within one hour of receipt of information** and necessary repairs shall be carried out promptly. **The cost of required spares shall be borne by the Department / IITD.**

20.1 Periodical preventive maintenance shall be carried out including general cleaning and checking of components as mentioned. Batteries so installed to be inspected including note on the sp. gravity of electrolyte / charge, voltage, ampere etc. & distilled water to be filled as and when required.

- 20.2 For any kind of fault arising out at any time, the Engineer-In-charge / AEE concerned must be kept informed and repair work has to be attended immediately in consultation with Engineer-In-charge.
- 20.3 Before conducting B-Check servicing or any other scheduled servicing, the contractor shall inform the E-in-C / AEE in charge the programme for such service in advance in writing / in person.
- 20.7 Each time after maintenance / servicing / attending fault or breakdown maintenance the contractor shall make detailed record for the maintenance job.

**21.0 INDEMNITY**

The successful tenderer shall at all times indemnify the department, consequent on this works contract. The successful tenderer shall be liable, in accordance with the Indian Law and Regulations for any accident occurring due to any cause and the contractor shall be responsible for any accident or damage incurred or claims arising there from during the period of erection, construction and putting into operation the equipment and ancillary equipments under the supervision of the successful tenderer in so far as the latter is responsible. The successful tenderer shall also provide all insurance as may be necessary to cover the risk. No extra payment would be made to the successful tenderer on account of the above.

**22.0 ERECTION TOOLS**

No tools and tackles either for unloading or for shifting the equipments for erection purposes would be made available by the department. The successful tenderer shall make his own arrangement for all these facilities.

**Equipments Maintenance Schedule**

<b>Equipment</b>	<b>Frequency</b>	<b>Activates</b>
750 KVA DG	Monthly checks	Routine inspection, checking and testing of following DG sets for their smooth functioning including attending all electrical and mechanical faults pertaining to DG set up to AMF Panel and attending breakdown nature maintenance at any time when situation so warrants within a hour from intimation [else the work shall be got done by the Institute itself at the risk & cost of the contractor]. In case of any malfunction of DG set(s), the contractor shall attend the set(s) and shall take immediate actions for restoring the set to service. [fresh materials, if required while repairing, to be supplied by the Department] N.B. - 1 job means: Per DG set (of respective rating) per month
750 KVA DG	Six Monthly checks	B-check servicing of following rated DG sets including supplying & replacement of all Lub oil filters, all Fuel oil filters, By Pass filters, Seal O rings [wherever existing] and draining out of used degraded lub oil from its sump after warming up the set, filling up of fresh lub oil of required capacity followed by topping up, cleaning the set and site, test run of the set etc. complete as required. [This is one Job]
750 KVA DG	As and when required	Supplying of engine [lubricant] oil of 15W40 grade in sealed drum / container and transportation to respective sites for refilling etc. as directed by the Engineer-in-Charge.
750 KVA DG	Annually checks	Heat exchanger / Radiator de-scaling and cleaning with chemical and thorough cleaning with fresh water of the following rated DG sets including supplying and pouring / filling of coolant of requisite capacity, etc. complete as required.
750 KVA DG	Annually checks	Supplying & replacement of Air Filter set [including primary & secondary] after dismantling and removing the existing one in respect of the following rated DG sets etc. complete as required.

## COMPLIANCE SHEET

Sl. No.	Commercial	Compliance Y/N
1	EMD - Rs. 7,342/- (Rs. Seven Thousand Three hundred Forty Two only) (To be paid through RTGS/NEFT)	
2	Certificate of Registration for GST and acknowledgement of up to date filed return.	
3	Enlistment Order of the Contractor.	
4	Copy of the valid Electrical license issued to the Contractor/firm	
5	An affidavit as regard to that works qualifying the eligibility criteria has/have not been got executed through another contractor on back to back basis.	
6	Particulars of all completed works during last seven years by the lead agency and performance duly authenticated/certified by an officer not below the rank of Executive Engineer.	

I have also enclosed all relevant documents in support of my claims, (as above) in the following pages.

**Signature of Bidder**

**Name:** \_\_\_\_\_

**Designation:** \_\_\_\_\_

**Organization Name:** \_\_\_\_\_

**Contact No. :** \_\_\_\_\_



**<< Organization Letter Head >>  
DECLARATION SHEET**

We, \_\_\_\_\_ hereby certify that all the information and data furnished by our organization with regard to this tender specification are true and complete to the best of our knowledge. I have gone through the specification, conditions and stipulations in details and agree to comply with the requirements and intent of specification.

This is certified that our organization has been authorized (Copy attached) by the OEM to participate in Tender. We further certified that our organization meets all the conditions of eligibility criteria laid down in this tender document. Moreover, OEM has agreed to support on regular basis with technology / product updates and extend support for the warranty.

The prices quoted in the financial bids are subsidized due to academic discount given to IIT Delhi.

We, further specifically certify that our organization has not been Black Listed/De Listed or put to any Holiday by any Institutional Agency/ Govt. Department/ Public Sector Undertaking in the last three years.	NAME & ADDRESS OF THE Vendor/ Manufacturer / Agent
1 Phone	
2 Fax	
3 E-mail	
4 Contact Person Name	
5 Mobile Number	
6 GST Number	
7 PAN Number	
(In case of on-line payment of EMD)	
9 UTR No. (For EMD)	

**(Signature of the Bidder)**

**Name:**

**Seal of the Company**

List of Govt. Organization/Deptt.

List of Government Organizations for whom the Bidder has undertaken such work during last three years (must be supported with work orders)		
Name of the organization	Name of Contact Person	Contact No.

Name of application specialist / Service Engineer who have the technical competency to handle and support the quoted product during the warranty period.		
Name of the organization	Name of Contact Person	Contact No.

Signature of Bidder

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Organization Name: \_\_\_\_\_

Contact No. : \_\_\_\_\_

**FORM OF PERFORMANCE SECURITY (GUARANTEE)  
BANK GUARANTEE BOND**

In consideration of the President of India (hereinafter called "the Government") having offered To accept the terms and conditions of the proposed agreement between.....and..... (Herein after called "the said contractor(s)" for the work..... (Herein after called "the said agreement") having agreed to production of an irrevocable Bank Guarantee for Rs.....Rupees.....only) as a security/ guarantee from the contractor(s) for compliance of his obligations in accordance with the terms and conditions in the said agreement.

1. We .....(Indicate the name of Bank)..... (Hereinafter referred to as "Bank") hereby undertake to pay to the Government an amount not exceeding Rs..... (Rupees.....) only, on demand by the Government.
2. We ..... (indicate the name of Bank) do hereby undertake to pay the amounts due and payable under this Guarantee without any demure, merely on a demand from the Government stating that the amount claimed is required to meet the recoveries due or likely to be due from the said contractor (s). Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the bank under this Guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs.....(Rs. ....) only.
3. We, the said bank, further undertake to pay the Government any money so demand notwithstanding any dispute or disputes raised by the contractor(s) in any suit or proceeding pending before any court or Tribunal relating thereto, our liability under this present being absolute and unequivocal. The payment so made by us under this bond shall be a valid discharge of our liability for payment there under and the contractor(s) shall have no claim against us for making such payment.
4. We .....(indicate the name of the Bank) further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said agreement and that it shall continue to be enforceable till all the dues of the Government under or by virtue of the said Agreement have been fully paid and its claim satisfied or discharged or till Engineer-in-Charge on behalf of the Government certifies that the terms and conditions of the said Agreement have been fully and properly carried out by the said contractor(s) accordingly discharges this guarantee.
5. We.....(indicate the name of Bank) further agree with the Government that the Government shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said Agreement or to extend time of performance by the said contractor(s) from time to time or to postpone for any time or from time to time any of the powers exercisable by the Government against the said contractor(s) and to forebear or enforce any of the terms and conditions relating to the said agreement and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the said contractor(s) or for any forbearance, act of omission on the part of the Government or any indulgence by the Government to the said contractor(s) or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.

## ACCEPTABLE MAKE OF EQUIPMENTS AND MATERIALS

S.No.	Name of items	Acceptable Make
1.	MCB (10 KA)	Legrand (DX MCB,s) / Schneider / Siemens
2.	MCCB	Schneider (NS Compact Series) /G.E. / A.B.B / L & T
3.	XLPE Aluminium / Copper Conductor Armoured cables upto 1100 V Grade	Havells/Skytone /Nicco/Polycab / Grandlay (ISI Marked)
4.	Copper Conductor Control Cable	Skytone /Nicco/Grandlay / Gloster / Havells (ISI Marked)
5	FRLS Copper Conductor PVC Insulated Wires	Skytone / Polycab / Finolex / Havells (ISI Marked)
6.	Multifunction Meter	Socomec /Schneider / Ducati / L & T (VEGA series)
7.	Ammeter	Automatic Electric / I.M.P./Rishav
8.	Voltmeter	Automatic Electric / I.M.P./Rishav
9.	Frequency Meter	Automatic Electric / I.M.P./Rishav
10.	CT's	Automatic Electric/KAPPA
11.	Selector Switches	Kaycee / L & T / Schnieder / Siemens
12.	Contactors	L & T / Schnieder / G.E. / BCH
13.	Push Button & Pilot Lamps	Vaishno / Concord / L & T
14.	Timers.	Legrand / L & T / BCH
15.	Protection Relays.	Schnieder / L&T / Alsthom / PIL
16.	Toggle Switch	Kaycee.
17.	Indicating Lights (L.E.D. Type)	Vaishno / Concord /L & T
18.	Panels Manufacturers	Shall be CPRI Approved
19.	G.I Pipe	Jindal Steel / Hissar / Prakash / TATA / Bansal
20.	LED Light & fittings	Philips / Havells / GE / Wipro / Osram / Polycab / Equivalent make having SSI Registration
21.	<b>Lub oil</b>	<b>Valvoline / Castrol / MOTUL</b>
22.	<b>All filter sets</b>	<b>Fleet guard Cummins or as recommended by the OEM</b>
23.	<b>Any other component related to DG set</b>	<b>Recommended by the OEM</b>

**N.B.:**For any item not covered in the above list, the contractor shall require to get the samples approved from the Engineer-in-charge before the supply is made.

## Bid Submission

### Online Bid Submission:

The Online bids (complete in all respect) must be sealed in **two** Envelops as explained below:-

<b>Envelope – 1</b> (Following documents to be provided as single PDF file)			
<b>Sl. No.</b>	<b>Documents</b>	<b>Content</b>	<b>File Types</b>
1.	Technical Bid	Compliance sheet for as per Annexure - I	.PDF
2.		Organization Declaration Sheet as per Annexure - II	.PDF
3.		List of organizations/ clients where the same products have been supplied (in last two years) along with their contact number(s). (Annexure-III)	.PDF
4.		Technical supporting documents in support of all claims made at Annexure-I (Annexure-IV)	.PDF
<b>Envelope – 2</b>			
<b>Sl. No.</b>	<b>TYPES</b>	<b>Content</b>	
1.	Financial Bid	Price bid should be submitted in Excel format.	.BOQ/Excel