

**OFFICE OF THE RESIDENT COMMISSIONER
GOVT. OF MADHYA PRADESH, MADHYA PRADESH BHAWAN
2, LOKPRIYA GOPINATH BARDOLAI MARG,
CHANAKYAPURI, NEW DELHI-110021
Phone No. 011-42340180,190 Fax No. - 23019461**

DETAILED NOTICE INVITING TENDERS

NIT NO.-13/CTC/168/MPB/2022

Date: 10 /10 /2022

Cost of Tender form	:	₹ 200/- Cash/DD (non-refundable)
Date of Issue of N.I.T.	:	10/10/2022
Last date and time of purchase tender	:	02/11/2022 upto 03:00 PM
Last date and time of submission	:	02/11/2022 upto 03:00 PM
Bidding Systems	:	Single Stage Two Envelope Systems
Date and Time of opening of Techno-Commercial Bid	:	02/11/2022 upto 03:30 PM
Date and Time of opening of Financial Bid	:	09/11/2022 upto 03:30 PM

1. Sealed tenders are invited on behalf of the Governor of Madhya Pradesh from reputed & experienced contractors in the similar field in prescribed form which will be received at the Office of the Resident Commissioner, M.P. Bhawan on or before 03:00 P.M. of dated 02/11/2022 and will be opened on the same day at 03:30 P.M.
- 1.1 The prescribed tender form can be obtained from reception counter of M.P. Bhawan by depositing of a non-refundable fee of ₹ 200.00. The tender form can be down loaded from web site www.mpbhawan.gov.in and can be submitted with tender fee of ₹ 200.00 through bank draft in favour of Addl. Resident Commissioner, Government of Madhya Pradesh, New Delhi.
- 1.2 Financial offer should accompany with requisite earnest money in the form of DD in favour of "**Addl. Resident Commissioner, M.P. Bhawan, New Delhi**".
 1. Name of work : Comprehensive AMC of Water Softener Plant at Madhyanchal Bhawan, Plot No. 12, IHC Pocket, Vasant Kunj, New Delhi.
 2. Amount of Estimate : **₹ 1,80,000/-**
 3. Amount of Earnest Money : **₹ 3,600/-**
(Rs Three Thousand Six Hundred Only)
 4. Period : **One year from the date of work order,**
which can be extended on mutual consent.
- 1.3 Not more than one tender shall be submitted by a contractor or by a firm of contractors.
- 1.4 No two or more concern in which an individual is interested as a proprietor and/or partner shall tender for the execution of the same work. If they do so, all such tenders shall be liable to be rejected.

- 1.5 The **Resident Commissioner, M.P. Bhawan, New Delhi** shall be accepting officer here in after referred to as such for the purpose of this contract.
- 1.6 Application for issue of tender documents shall be submitted to **The Addl. Resident Commissioner, M.P. Bhawan, New Delhi** so as to reach the office not later than 02/11/2022 upto 03:00 PM.
- 1.7 The EMD must be deposited by an account payee bank draft of any scheduled bank drawn in favour of "**Addl. Resident Commissioner, M.P. Bhawan, New Delhi**" payable at New Delhi and must be submitted in a separate sealed cover along with the tender.
- 1.8 **SECURITY DEPOSIT:** The Earnest Money Deposit (EMD) of successful tenderer shall be retained and converted as Security Deposit. The successful bidder will have to deposit the prescribed Security deposit Rs. 5400/- (3% of the approved tender value) and to be paid in the form of Bank Draft to the "**Additional Resident Commissioner, Madhya Pradesh Bhawan, New Delhi**" payable in New Delhi. The Security Deposit is liable to be forfeited in case the bidder violates the terms and conditions of the agreement in any manner. The security deposit shall be released after successful completion of Comprehensive AMC period.

2 RATES:

- 2.1 The schedule of items: -

The schedule of main items of work to be executed as per memorandum of Financial Bid.

- 2.2 Annexure - (A) Techno-Commercial Bid.
- 2.3 Rate to be quoted in Annexure - (B) Financial Bid.

3 SCOPE OF WORK:

Madhyanchal Bhawan is Government Guest House responsible for providing boarding, lodging and other related services to the constitutional authorities during their visit to Delhi. It has well organized rooms, lounge, restaurants and halls for providing the required facilities to the guests.

The work under the contract will include the Sand, Strainer, Sand Media, Activated Carbon, Resin, Multiple port Valve, Butter Fly Valve, Dosing Pump, Water Consumption Meter, PVC container, painting of softening plant and fittings etc., as and when required all accessories and all parts electrical/ non-electrical etc.

Addl. Resident Commissioner
M.P.Bhawan, New Delhi

4 TERMS & CONDITIONS: -

- 4.1 AMC will be comprehensive, which will include
 - 4.1.1. Recharging plant by recharging salt (30 to 40 kg approx per recharge), chlorine etc. twice in a week by the contractor at its own cost.
 - 4.1.2. which include all spares/parts/existing operating systems and service charges transportation and taxes if any.
 - 4.1.3. Backwash, Recharging plant & Checking of water hardness once in a week by the contractor and submit the report to the MP Bhawan Authorities.
 - 4.1.4. Providing quarterly water testing report by Authorised Testing Lab.
 - 4.1.5. Replacement of Sand, Strainer, Resin (Na 225 Ion Exchange make), Multiple Port Valve, Butter Fly Valve, Dosing Pump, Water Consumption Meter and PVC container by the contractor at its own cost, as and when required.
 - 4.1.6. Painting of softener plant and related parts as per requirement of the client.
 - 4.1.7. The contractor must ensure to maintain and doing repairs to keep the plant in working condition at all time.
 - 4.1.8. Checking of Softener Plant & FRP Vessel once in a week and ensure to maintain and doing repairs to keep the vessel in working condition at all time.
- 4.2 The lowest tender will be decided based on the lowest quoted amount.
- 4.3 The contractor has to ensure the replacement of Resin (Na 225 Ion Exchange make/250 Ltr. approx) of softener plant at starting of the contract. Resin will be provided by the contractor.
- 4.4 The contractor must ensure round the clock telephonic contact at his residence and workshop etc. The complaints will be lodged by Sub Engineer or his representative to the contractor on his registered telephone or email. The contractor shall ensure immediate rectification of such complaints with-in twenty-four hours.
- 4.5 The Resident Commissioner, Govt. of M.P., New Delhi or his representative will have the right to inspect the existing work of the contractor before awarding the work.
- 4.6 In the event of any accident or major damage due to inadequate maintenance/repairs or negligence of the AMC staff, the complete compensation will have to be borne by the contractor and the Bhawan Authorities will not be responsible for any compensation (under various Central & State Acts, like Workmen's Compensation Act (Amendment) 2009, etc.) and repair/replacement of the equipment.
- 4.7 Monthly running payment will be made for AMC and no advance payment shall be given. Deduction shall be made for income tax, etc. as per rules.
- 4.8 Initially the agreement shall be executed for a period of one year and may be extendable for further period of one year's basis on satisfactory performance with mutual consent on the same terms and conditions.
- 4.9 The contractor shall supervise and maintain the equipment's directly or through his authorised trained staff without any assistance/resonance from Bhawan Authorities.
- 4.10 Only approved materials are to be used by the contractor.
- 4.11 The contractor must ensure that staff engaged by him are technically qualified for the job and bear good moral character and shall also be responsible for their good behavior and other deeds. The contractor shall arrange for obtaining security clearance/ verification

from proper authority of the person engaged by him and replace them if so asked by the authorities.

- 4.12 All old/unserviceable items required by the contractor due to replacement by New Items will be retained by the contractor and can be taken out of the premises only after obtaining written consent of the engineer-in-charge.
- 4.13 Conditional tender, tenders received without Tender Fee & EMD will not be accepted.
- 4.14 In situation where two or more contractors/ bidders are at par with each other in respect of their rates after all the arithmetic and other checks are carried out, then the rebate on the quoted amount from all the agencies whose rates are at par shall be invited, in sealed envelopes, which shall be opened in the presence of the agencies whosoever choose to remain present.
- 4.15 The bidder shall be solely responsible for any accident/medical/health related liability/compensation for the personnel deployed by it at Madhyanchal. The Madhyanchal shall have no liability in this regard.

5 MINIMUM ELIGIBILITY CRITERIA: -

- 5.1 The Bidder should have experienced in the annual maintenance of water softener plant/water treatment plant or erection of water softener plant in the Government Departments / Public Sector (Central or State) /Three Star Hotels / Guest Houses or equivalent in any three years during last Six years.
(Relevant documents i.e. copy of work order & received successful payment/transaction details or completion certificate to be submitted along with bid as documentary proof.)
- 5.2 The Bidder should be registered with GST portal and must submit the photo copy of provisional GSTIN registration certificate.
- 5.3 Photo copy of PAN Card.

6 PENALTY: -

- 6.1 A minimum penalty of ₹ 500/- per occasion will be imposed on the contractor for any inconvenience caused on accounts of the workman's dereliction of duty, disobedience of orders or shabby work performances.
- 6.2 The contractor must ensure round the clock telephonic contact at his residence and workshop etc. The complaints will be lodged by the Addl. Resident Commissioner or his representative to the contractor on his registered telephone or email. The contractor shall ensure immediate rectification of such complaints within 24 hours failure to which a penalty of ₹ 700/- per day will be imposed beyond reasonable time required for such repair of which the decision of the Engineer-in-Charge will be final & binding.
- 6.3 The contractor shall be liable to pay an additional penalty up to maximum of 6% of the contractor value or part thereof in the event of non-satisfactory performance of if it observed that services rendered are not up to the expectations or are delayed (normally). The decision of Resident Commissioner will be final and binding.
- 6.4 In the event of total failure for providing services within 24 hours, the Bhawan Authorities are free to hire services from the other service provider at the cost of contractor in addition to terminating the contract and forfeiting the security deposit.
- 6.5 A maximum penalty of ₹ 1000/- per day will be imposed on violation of any delay.

7 DISPUTE SETTLEMENT: -

- 7.1 In the event of any dispute all matter shall be referred to Resident Commissioner, Govt. of Madhya Pradesh, M.P. Bhawan, New Delhi for arbitration, whose decision shall be final & binding.
- 7.2 All disputes arising out of or in any way connected shall be deemed to have arisen in New Delhi. Only the courts in New Delhi shall have jurisdiction.

8 TERMINATION OF CONTRACT: -

- 8.1 The M.P. Bhawan will have the right to terminate the contract by issuing 30 days' notice if it is felt that the services rendered are not satisfactory or there is a delay in rendering service/ repairs. The Security Deposit shall be forfeited and all payments shall be with hold till closing of financial year/satisfactory repair of the equipment's.
- 8.2 In the event of total failure for providing services within 24 hours, the Bhawan Authorities are free to hire services from the other service provider at the cost of contractor in addition to terminating the contract and forfeiting the security deposit.

9 SINGLE STAGE TWO ENVELOPE SYSTEM: -

The two envelopes may contain the following:

Envelop - A (Techno-Commercial Bid):

Bidder is requested to submit all the required documents properly indexed in the Techno-Commercial Bid envelope with cross reference, to enable a faster scrutiny. It must have all necessary documents to support its claims made in the bid. This will include -

- (a) All the details sought from the bidder in the tender document.
- (b) Tender Fee Rs. 200/- (Rupees Two Hundred only).
- (c) EMD of Rs. 3,600/- (Rupees Three Thousand & Six Hundred only).
- (d) Photo copies of all documents on which relies upon to meet the specification given in the Tender document.

Envelop - B (Financial Bid):

Envelope shall contain the Financial Bid as explained in the document.

10 BID EVALUATION CRITERIA: -

- (a) Techno-Commercial Bid shall be evaluated by a Tender Evaluating Committee based on the available documents submitted by the tenderer.
- (b) The Financial Bid of those bidders who are found eligible in Techno-Commercial Bid shall be opened on 09/11/2022 in the presence of bidders who choose to be present.
- (c) M.P. Bhawan Authority reserves to seek confirmation / clarification on the supporting documents submitted by the tenderer.

11 VALIDITY OF TENDERS: -

Tenders shall remain valid and open for acceptance for a period of 60 days from the last date of submission of Tenders.

(Prakash Unhale)
Addl. Resident Commissioner,
M.P. Bhawan, New Delhi
Date:

()
Authorized Signature
For:
Date:

12. UNDERTAKING

Tender for Comprehensive AMC of Water Softener Plant installed at Madhyanchal, Plot No. 12, IHC Pocket, Institutional Area, Vasant Kunj, New Delhi – 110070

- 12.1 I/We hereby tender for the Comprehensive AMC of Water Softener Plant at Madhyanchal.
- 12.2 I/We hereby agree to abide by and fulfill all the terms and provisions of the said conditions of contract annexed hereto so far as applicable, or in default thereof to forfeit and pay to the Governor of Madhya Pradesh or his successor in Office the sums of money mentioned in the said conditions.
- 12.3 The sums of **Rs. 3,600/- (Rupees Three Thousand & Six Hundred Only)** through bank draft of nationalize bank payable to Addl. Resident Commissioner is herewith, forwarded as earnest money which shall be converted to security deposit of the said conditions of contract should this tender be accepted.
- 12.4 I/We.....has not been blacklisted by any of the Department/ Organization.
- 12.5 The security deposit shall be released after successful completion of Comprehensive AMC period.

Dated / /2022

Signature of Contractor

13. PROFORMA FOR TECHNO-COMMERCIAL BID

Comprehensive AMC of Water Softener Plant installed at Madhyanchal, Plot No. 12, IHC Pocket, Institutional Area, Vasant Kunj, New Delhi – 110070

S.N.	Description	Details
1	Name of Firm / Agency	
2	Full Address of the Firm / Agency	
3	Email ID Firm / Agency	
4	Mobile No./Phone No. of the Firm	
5	GST Registration No. of the Firm (Attached Copy)	
6	Constitution of the Firm (Attached Copy)	
7	PAN no. of the Firm /Agency (Attached Copy)	
8	Details of Tender Fee Rs. 200/- paid (Attached Receipt or Demand Draft in favour of Addl. Resident Commissioner, Government of Madhya Pradesh, New Delhi.)	
9	Details of EMD Rs. 3,600/- in the form of Demand Draft in favour of Addl. Resident Commissioner, Government of Madhya Pradesh, New Delhi.	DD No.- Amount- Date- Bank-
10	Experience as mentioned in the Tender Document Clause 5.1 (Minimum Eligibility Criteria) {Attach Proof}	
11	Whether Agency has been blacklisted by any of the Department/Organization (attach undertaking on the letter Head of the Firm duly signed and stamped)	
12	Details of Bank Account a) Name of the Beneficiary: b) Name of the Bank and Branch: c) Account Number: d) IFSC Code: (Attached Proof- Self cancelled cheque)	

This is to certify that I/We have carefully read the contents of the Tender Document and fully understood all the terms and conditions therein and undertake myself/ ourselves to abide by the same.

Signature of Tenderer_____

Name of the Signatory _____

Name of the Firm/ Agency _____

Seal of the Firm/Agency _____

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Annexure- 'B'

**14. FINANCIAL BID
TENDER FOR WORKS**

I/we hereby tender for the execution for the Governor of Madhya Pradesh of the work specified by in the underwritten memorandum within the time specified in such memorandum at the rates specified therein and in accordance in all respects with the specifications, design, drawings, and instruction in writing referred to in rule 1 hereof and in clause 12 of the conditions of M.P. PWD manual, and with such materials as the provided for, and in all other respects in accordance with such condition so for applicable.

MEMORANDUM

- (a) General description: Comprehensive AMC of Water Softener Plant installed at Madhyanchal, 12 IHC Pocket Institutional Area, Vasant Kunj, New Delhi-110070
- (b) Name of Work: **Comprehensive AMC of Water Softener Plant**
- (c) Estimated cost: **₹ 1,80,000/-**
- (d) Earnest Money: **₹ 3,600/- (Three Thousand & Hundred Only)**
- (e) Security deposit: **₹ 5,400/- (3% of the tender value including earnest money.)**
- (f) Percentage if any, to be deducted from bills **TDS & other taxes as per rules**

S.No.	Particular	Annual Rates*
1.	Comprehensive AMC for Water Softening Plant including FRP Vessel installed at Madhyanchal, 12 IHC Pocket, Vasant Kunj, New Delhi, which includes: (a) Providing & replacement of Sand, Strainer, Sand Media, Activated Carbon, Resin, Multiple port Valve, Butter Fly Valve, Dosing Pump, Water Consumption Meter, PVC container and fittings etc., as and when required. (b) Painting of Softening Plant, vessel and other parts of the plant at the beginning of the contract. (c) Weekly visit for the routine check-up and other services on demand basis to repair the plant including hardness test, recharging plant by backwash, providing & filling resin (Na 225 Ion Exchange make) and sand, recharging salt etc. complete. (d) Providing & filling of Resin 250 Ltr. approx (Na 225 Ion Exchange make) of softener plant including cost of replacement of old resin at starting of the contract. (e) Providing quarterly water testing report by Authorised testing Lab.	₹.....
Total (.....)		₹

***Note: - Above rates to be quoted exclusive of GST and other taxes etc.**

Should this tender be accepted, I/We hereby agree to abide by and fulfill all the terms and provisions of the said conditions of contract annexed hereto so far as applicable, or in default thereof to forfeit and pay to the Governor of Madhya Pradesh or his successor in Office the sums of money mentioned in the said conditions.

The sums of ₹ **3,600/- (Three Thousand & Six Hundred Only)** is herewith, forwarded in Demand Draft as earnest money, the full value of which is to be absolutely forfeited to the Governor of Madhya Pradesh or his successors in Office, should I/We not deposit the full amount of security deposit specified in the above memorandum, in accordance with the said condition of contract, otherwise said sum of ₹ **3,600/-** shall be retained by Government as on account of such security deposit as aforesaid, or full value of which shall be retained by Government on account of the security deposit specified in the said conditions of contract.

Dated theday of 20.....

.....
Signature of Contractor before
Submission of tender