

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

NOTICE INVITING TENDER

NIT No. 02/FIRE/MAY/MPB/2020

Dated: 18/05/2020

Cost of Tender form	:	₹ 200/- cash (non-refundable) (Paid Online)
Date of Issue of N.I.T.	:	19/05/2020
Last date and time of purchase tender	:	11/06/2020 upto 03:00 PM
Last date and time of submission	:	11/06/2020 upto 03:00 PM
Date and Time of opening of Technical Bid	:	12/06/2020 upto 03:30 PM
Date and Time of opening of Financial Bid	:	19/06/2020 upto 03:00 PM

1. INTRODUCTION

1.1 Sealed tenders for Annual Maintenance Contract of Fire Fighting System in State Guest Houses of Government of Madhya Pradesh at Madhya Pradesh Bhawan, 2 Lokpriya Gopinath Bardoloi Marg, Chanakyapuri, New Delhi & Madhyanchal, 12 IHC Pocket, Institutional Area, Vasant Kunj, New Dehi are invited with two bid system (Technical bid & Financial bid through e-Tendering) in the prescribed proforma from interested parties/ Registered Firms/ Registered Companies/ Reputed Organizations.

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|----|-------------------------|---|---|
| 1. | Name of work | : | AMC Fire Fighting System at Madhya Pradesh Bhawan, Chanakyapuri and Madhyanchal, Vasant Kunj, New Delhi. |
| 2. | Amount of Estimate | : | ₹ 2,50,000/- (Annual) |
| 3. | Amount of Earnest Money | : | ₹ 5,000/- (Five Thousand Only) (Paid Online) |
| 4. | Period | : | One year from the date of order |
| 5. | Rates | : | Rates be quoted through online in Annexure 'B' |

1.2 Detailed job descriptions have been made in the relevant section of the body of tender document.

1.3 Tender documents shall be downloaded from the website: <http://mpbhawan.gov.in> or <https://mptenders.gov.in> and submission of bids through e-tendering with non-refundable cost of the form ₹ 200/- (Rs. Two Hundred only) to be paid online.

1.4 The financial bid have to be submitted through e-tendering process online up to 03:00 PM on 11/06/2020 on site <https://mptenders.gov.in> In no case financial bids would be received and accepted on paper. Financial bid would be opened in respect of bidders whose technical bids are found acceptable by the committee constituted for this purpose.

- 1.5 The last date of submission of Technical Bid is 11/06/2020, up to 3.00 PM and the same will be opened in the presence of such bidder who may wish to present in Conference Hall, Madhya Pradesh Bhawan, 2 Lokpriya Gopinath Bordoloi Marg, Chanakyapuri, New Delhi on 12/06/2020 at 3.30 PM.
- 1.6 Technical bid must be submitted in two cover system, 1st for technical bid and IInd for EMD ₹ 5,000/-(Rs. Five Thousand only) paid online payment receipt, technical bid and EMD receipt paid online to be enclosed in large envelope.
- 1.7 A pre-bid conference shall be held on 05.06.2020 at 03.00 PM in the Conference hall, M.P. Bhawan, Chanakyapuri, New Delhi
- 1.8 The Competent Authority reserves the right to reject any or all the bids without assigning any reason and the decision of the Competent Authority shall be final and binding.
- 1.9 Not more than one tender shall be submitted by a contractor or by a firm of contractors.
- 1.10 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.
- 1.11 The Resident Commissioner, M.P. Bhawan, New Delhi Shall be accepting officer here in for the purpose of this work.
- 1.12 The Officer competent to dispose of the tenders shall have the right of rejecting all or any of the tenders.
- 1.13 Conditional tender will not be accepted.
- 1.14 The EMD must be deposited by a account payee bank draft of any scheduled bank drawn in favor of "Additional Resident Commissioner, M.P, Bhawan" payable at New Delhi and must be submitted in a separate sealed cover along with tender. Only Micro & Small Scale Industries of M.P. State are exempted for payment of EMD.
- 1.15 All disputed arising out of or in any way connected shall be deemed to have arisen in New Delhi and only the courts in New Delhi shall have jurisdiction determine the same.

2 RATES:

- 2.1 Rate to be quoted in Annexure - (B) Financial Bid Through e-tendering process online

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

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Annexure 'A'

Name of work

Comprehensive Maintenance of Fire Fighting System, Fire Alarm System, Fire pumps, valves, smoke detectors, Sprinklers, Fire pipe lines, Fire hydrant, Fire pumps and fire Extinguishers etc. at Madhya Pradesh Bhawan, Chanakyapuri and Madhyanchal, Vasant Kunj, New Delhi.

PRE QUALIFICATION

S.No.	Particulars	Remarks
1	Must have more than 3 years experiences of handling the comprehensive AMC of Fire Fighting System of buildings of equal or more than the magnitude of M.P. Bhawan and Madhyanchal, Vasant Kunj, New Delhi.	Certificate to be attached

Place:-

Signature of Contractor

Date:- / /2020

With seal

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Annexure-‘B’

TENDER FOR WORKS

I/we hereby tender for the execution for the Governor of Madhya Pradesh of the work specified by in the under written 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 annexed conditions, 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 Fire Fighting System.
- (b) Estimated cost : ₹ 2,50,000.00 (Per Annum)
- (c) Earnest Money : ₹ 5,000.00 **(Five Thousand Only)**
- (d) Security deposit **(5% of the tender value** including earnest money.)
- (e) Percentage if any, to be deducted from bills **TDS & As per rules.**

Financial Bid Through e-tendering process online

S. N.	Particulars of AMC	Period of AMC	Rate per month
1.	Comprehensive Maintenance of Fire Fighting System, Fire Alarm System, Fire pumps, valves, smoke detectors, Sprinklers, Fire pipe lines, Fire hydrant, Fire pump and Fire Extinguishers at Madhya Pradesh Bhawan, 2 Lokpriya Gopinath Bardoloi Marg, Chanakyapuri and Madhyanchal, 12 IHC Pocket Institutional Area, Vasant Kunj, New Delhi.	One year from date of order.	₹

GST extra as applicable

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 ₹ **5,000/- (Five Thousand Only)** is paid online as earnest money (a), 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 clause 1(A) of the said condition of contract, otherwise said sum of ₹ 5,000/- 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 clause 1(B) of the said conditions of contract.

Dated theday of 2020

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Signature of Contractor before
Submission of tender

3. Terms & Conditions :-

- 3.1 AMC will be comprehensive, which include all spares/parts/existing operating systems and software/service charges transportation and taxes if any.
- 3.2 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 through a committee constituted for the purpose.
- 3.3 The contractor shall supervise and maintain the equipments directly or through his authorised trained staff without any assistance/resonance from Bhawan Authorities.
- 3.4 In the event of any accident or major damage due to inadequate maintenance/repairs or negligence of the maintenance 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.
- 3.5 The contractor will keep store of necessary spares, lubricants, tools & plant at the worksite at all time to minimize the repair time.
- 3.6 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.
- 3.7 The contractor must provide the Bio-data of persons engaged for services duly verified by police. Frequent change in manpower engaged may be avoided and any change in the manpower must be brought to the knowledge of Bhawan Authorities in advance.
- 3.8 Monthly running payment will be made and no advance payment shall be given. Deduction shall be made for income tax, security deposit, etc. as per rules.
- 3.9 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.
- 3.10 Conditional tender will not be accepted.

4 Penalty :-

- 4.1 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.
- 4.2 The firm will carry out daily/weekly checking for the equipment as per the maintenance schedule provided by the Bhawan Authorities to the full satisfaction of the Bhawan Authorities, any other checking required will also be done by the firm as per the direction of the engineer-in-charge and will submit monthly report to the engineer-in-charge. It may be necessary that one person is available weekly for four hours on working days failing which a penalty of ₹ 1,000/ per day will be imposed.
- 4.3 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 two hours failing which a penalty of ₹ 500/- per hour will be imposed beyond reasonable time required for such repair of which the decision of the Engineer-in-Charge will be final & binding.
- 4.4 The contractor shall be liable to pay an additional penalty up to maximum of 6% of the contract value or part thereof in the event of non-satisfactory performance or 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.
- 4.5 A minimum penalty of ₹ 500/- per day will be imposed on violation of any clause.

5 Dispute Settlement :-

- 5.1. 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.
- 5.2. 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.

6 Termination of Contract :-

- 6.1 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 EMD shall be forfeited and all payments shall be with hold till closing of financial year/satisfactory repair of the equipments.
- 6.2 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.

7. SPECIAL TERMS & CONDITIONS:-

The following special terms & conditions are to be followed:-

- 7.1 Weekly visit of qualified engineer to inspect all the equipment's as specified for smooth functioning must be ensured by the contractors.
- 7.2 Breakdown maintenance as and when required with in time limit will have to be ensured by the contractor.
- 7.3 Emergency services beyond office hours will have to be provided by the contractor.
- 7.4 Problems experienced during operation must be rectified immediately by the contractor.
- 7.5 Regular weekly inspection visit by a technically trained person for particular equipment has to be ensured and precautionary measures to be taken for avoiding any break downs should be incorporated in the routine reports.
- 7.6 Repairs/periodic services only to be taken up by genuine technical person for equipment with genuine spare and lubrications.
- 7.7 A mock fire drill will required to be done quarterly by the contractor.
- 7.8 Since the contract will be comprehensive in nature, spare parts required due to failure would be provided by the company as a result of normal wear & tear except due to external damage, major breakdown & natural calamity.
- 7.9 Periodic servicing of sets are to be done with changing of oil, lubricants & chemicals etc. at their cost as per respective manufacturer manually.
- 7.10 Replacement of battery is out of scope of above contract.
- 7.11 To keep at least two Fire Fighting System as spare standby for immediate replacement in the event of Fire Fighting System needs repair.
- 7.12 All works will be carried out as per the procedures prescribed by the manufacturer or standard specification or as may be directed by the engineer in charge.
- 7.13 Complaint Register, Log Book for FIRE FIGHTING SYSTEM and history books will be provided & maintained by the Contractor & it should be deposited in the office, with his quarterly bills.
- 7.14 The contractor will have to submit a performance report of the FIRE FIGHTING SYSTEM every quarter along with the details of all major repairs with the monthly bills.
- 7.15 The contract, if awarded, shall be for one year from the date of award which may be extended for a further period on mutual consent.
