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**Name of Work:** *Annual maintenance contract for fire alarm system in CESE, Advance Imagine Centre, Helicopter Building, NWTF, New Core Lab, SIDBI, Outreach Building, Media Asia Lab, SBRA all block, Faculty Apartment, RA Tower and New SAC.*

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**NIT amounting to Rs. 4,35,750/- (Rupees Four Lacs Thirty Five Thousand Seven Hundred Fifty Only) is approved.**

**Executive Engineer  
Electrical Division, I.W.D.  
I.I.T., Kanpur**

***PART-A***

**INDIAN INSTITUTE OF TECHNOLOGY KANPUR  
INSTITUTE WORKS DEPARTMENT  
ELECTRICAL DIVISION  
E-TENDER NOTICE**

NIT No.130 /IWD/ED/687

Dated: 27.03.2019

The Executive Engineer, IWD, I.I.T., Kanpur on behalf of Board of Governors of IIT Kanpur invites online item rate tender from empanelled contractor of IIT, Kanpur for the following electrical work:-

Sl. No	Name of work and location	Estimated cost put to tender (In Rs.)	Earnest Money (In Rs.)	Period of Completion (in Month)	Last date & time of submission of tender	Period during which EMD, Cost of Tender Document, e-Tender Processing Fee and other Documents shall be submitted	Time & date of opening of tender
1	Annual Maintenance Contract for Fire Alarm system in CESE, Advance Imagine Centre, Helicopter Building, NWTF, New Core Lab, SIDBI, Outreach Building, Media Asia Lab, SBRA all block, Faculty Apartment, RA Tower and New SAC.	4,35,750/-	8,715/-	12 Months	Upto 3:30 PM on 01.04.2019	After last date and time of submission of tender and upto 3:30 PM on 02.04.2019	At 3:30 PM on 03.04.2019

*The E-tender documents is available on [www.tenderwizard.com/IIT](http://www.tenderwizard.com/IIT)*

*(Raghvendra Singh)  
Executive Engineer*

Copy to:

1. Institute website: [www.iitk.ac.in/iwd/tenderhall.htm](http://www.iitk.ac.in/iwd/tenderhall.htm)
2. Notice Board

The enlistment of the contractors should be valid on the last date of submission of tenders.

**Eligibility Criteria for Fire alarm work (Empanelled Contractors):**

Should have similar nature of works "Fire Alarm system installation work/AMC of fire alarm" in different type of buildings.

In case the last date of submission of tender is extended, the enlistment of contractor should be valid on the original date of submission of tenders.

1. The intending tenderer must read the terms and conditions of FORM-6 for e-Tendering carefully. He should only submit his tender if he considers himself eligible and he is in possession of all the documents required.
2. Information and Instructions for tenderer posted on website shall form part of tender document.
3. The tender 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 [www.tenderwizard.com/IIT](http://www.tenderwizard.com/IIT) or [www.iitk.ac.in](http://www.iitk.ac.in) free of cost.
4. But the tender can only be submitted after uploading the mandatory scanned documents as per list given below.
5. The intending tenderer has to fill all the details such as Banker's name, Demand Draft/Fixed Deposit Receipt /Pay Order/ Banker's Cheque/Bank Guarantee number, amount and date.

The amount of EMD can be paid by multiple Demand Draft / Pay Order / Banker's Cheque / Deposit at call receipt / Fixed Deposit Receipts along with multiple Bank Guarantee of any Scheduled Bank if EMD is also acceptable in the form of Bank Guarantee.

6. 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.
7. The intending tenderer must have valid class-III digital signature to submit the tender.
8. On opening date, the contractor can login and see the tender opening process. After opening of tenders he will receive the competitor tender sheets.
9. Contractor can upload documents in the form of JPG format and PDF format.

10. Contractor must ensure to quote rate of each item. The column meant for quoting rate in figures appears in pink colour and the moment rate is entered, it turns sky blue.

In addition to this, while selecting any of the cells a warning appears that if any cell is left blank the same shall be treated as "0".

Therefore, if any cell is left blank and no rate is quoted by the tenderer, rate of such item shall be treated as "0" (ZERO).

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

- Enlistment Order of the Contractor.
- Certificates of Work Experience and EPF No. & ESI
- Copy of valid electrical licence

## • **FORM -6 FOR e-Tendering**

The Superintending Engineer, IWD, I.I.T., Kanpur on behalf of Board of Governors of IIT Kanpur invites online item rate tenders from approved and eligible empanelled contractors of IITK for the following work(s): *Annual Maintenance Contract for Fire Alarm system in CESE, Advance Imagine Centre, Helicopter Building, NWTF, New Core Lab, SIDBI, Outreach Building, Media Asia Lab, SBRA all block, Faculty Apartment, RA Tower and new SAC.*

- 1.1 The work is estimated to cost **Rs. 4,35,750/-** This estimate, however, is given merely as a rough guide.
- 1.2 The authority competent to approve NIT for the combined cost and belonging to the major discipline will consolidate NITs for calling the tenders. He will also nominate Division which will deal with all matters relating to the invitation of tenders.

### **2 Criteria of eligibility**

**The empanelled contractors of IIT Kanpur are eligible to submit their tender.**

3. Agreement shall be drawn with the successful tenderers on prescribed Form No. CPWD 7 (or other Standard Form as mentioned) which is available as a Govt. of India Publication and also available on website [www.iitk.ac.in](http://www.iitk.ac.in) Tenderers shall quote his rates as per various terms and conditions of the said form which will form part of the agreement.
4. The time allowed for carrying out the work will be **12 months** from the date of start as defined in schedule 'F' or from the first date of handing over of the site, whichever is later, in accordance with the phasing, if any, indicated in the tender documents.
5. The site for the work is available.\*
6. The tender 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 except Standard General Conditions of Contract Form can be seen on website [www.tenderwizard.com/IIT](http://www.tenderwizard.com/IIT) or [www.iitk.ac.in](http://www.iitk.ac.in) other necessary documents also can be seen in the office of the Executive Engineer (Electrical), IWD, IIT, Kanpur between hours of 11:00 AM to 4:00 PM from **27.03.2019 to 01.04.2019** every day accept on Sundays and Public Holidays in free of cost.
7. After submission of the tender the contractor can re-submit revised tender any number of times but before last time and date of submission of tender as notified.
8. While submitting the revised tender, contractor can revise the rate of one or more item(s) any number of times (he need not re-enter rate of all the items) but before last time and date of submission of tender as notified.
9. When tenders are invited in three stage system and if it is desired to submit revised financial tender then it shall be mandatory to submit revised financial tender. If not submitted then the tender submitted earlier shall become invalid.
10. Earnest Money can be paid in the form of Treasury Challan or Demand Draft or Pay order or Banker`s Cheque or Deposit at Call Receipt or Fixed Deposit Receipt (drawn in favour of Director, IIT, Kanpur along with Bank Guarantee of any Scheduled Bank wherever applicable.

A part of earnest money is acceptable in the form of bank guarantee also. In such case, 50% of earnest money or Rs. 20 lac, whichever is less, will have to be deposited in shape prescribed above, and balance in shape of Bank Guarantee of any scheduled bank.

- (i) **Cost of Tender Document – Rs. 590/-** drawn in favour of the Director IIT, Kanpur through e-payment.
- (ii) **e-Tender Processing Fee – Rs. 885/-** drawn in favour of "**ITI Limited**" payable at Delhi through e-payment.

Treasury Challan or Demand Draft or Pay Order or Banker`s Cheque or Deposit at Call Receipt or FDR or Bank Guarantee against EMD, Cost of Tender Document and Cost of Tender Processing Fee shall be placed in single sealed envelope superscripted as "Earnest Money, Cost of Tender Document and Cost of Tender Processing Fee" with name of work and due date of opening of the tender also mentioned thereon.

Copy of Enlistment Order and certificate of work experience wherever applicable and other documents if required and specified in this bid document shall be scanned and uploaded to the e-Tendering website within the period of tender submission and certified copy of each shall be deposited in a separate envelope marked as "Other Documents".

Both the envelopes shall be placed in another envelope with due mention of Name of work, date & time of opening of tenders and to be submitted in the office of Superintending Engineer after last date & time of submission of tender and up to 4:00 PM **on 01.04.2019**. The documents submitted shall be opened at 4.00 PM on **02.04.2019**.

Online tender documents submitted by intending tenderers shall be opened only of those tenderers, whose Earnest Money Deposit, Cost of Tender Document and e- Tender Processing Fee and other documents placed in the envelope are found in order.

The tender submitted shall be opened at 03:30 PM on **03.04.2019**.

- 11. The tender submitted shall become invalid and cost of tender & e-Tender processing fee shall not be refunded if:
  - (i) The tenderers is found ineligible.
  - (ii) The tenderers does not upload all the documents as stipulated in the tender document.
  - (iii) If any discrepancy is noticed between the documents as uploaded at the time of submission of tender and hard copies as submitted physically in the office of tender opening authority.
- 12. The contractor whose tender is accepted will be required to furnish performance guarantee of 5% (Five Percent) of the tendered amount within the period specified in Schedule F. This guarantee shall be in the form of cash (in case guarantee amount is less than ` 10000/-) or Deposit at Call receipt of any scheduled bank/Banker`s cheque of any scheduled bank/Demand Draft of any scheduled bank/Pay order of any Scheduled Bank of any scheduled bank (in case guarantee amount is less than ` 1,00,000/-) or Government Securities or Fixed Deposit Receipts or Guarantee Bonds of any Scheduled Bank or the State Bank of India in accordance with the prescribed form. **In case the contractor fails to deposit the said performance guarantee within the period as indicated in Schedule `F`, including the extended period if any, the**

**Earnest Money deposited by the contractor shall be forfeited automatically without any notice to the contractor.**

13. Intending Tenderers are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their tenders 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 tender. A tenderers 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 tenderers 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 tender by a tenderers 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 and local conditions and other factors having a bearing on the execution of the work.
14. The competent authority on behalf of the Board of Governors, IIT, Kanpur does not bind itself to accept the lowest or any other tender and reserves to itself the authority to reject any or all the tenders received without the assignment of any reason. All tenders in which any of the prescribed condition is not fulfilled or any condition including that of conditional rebate is put forth by the tenderers shall be summarily rejected.
15. Canvassing whether directly or indirectly, in connection with tenderers is strictly prohibited and the tenders submitted by the contractors who resort to canvassing will be liable for rejection.
16. The competent authority on behalf of Board of Governors, IIT, Kanpur reserves to himself the right of accepting the whole or any part of the tender and the tenderers shall be bound to perform the same at the rate quoted.
17. The contractor shall not be permitted to tender for works in the IIT Kanpur responsible for award and execution of contracts, in which his near relative is posted a Divisional Accountant or as an officer in any capacity between the grades of Superintending Engineer and Junior Engineer (both inclusive). He shall also intimate the names of persons who are working with him in any capacity or are subsequently employed by him and who are near relatives to any gazetted officer in the IIT Kanpur. Any breach of this condition by the contractor would render him liable to be removed from the approved list of contractors of this Department.
18. No Engineer of Gazetted Rank or other Gazetted Officer employed in Engineering or Administrative duties in an Engineering Department of the Government of India is allowed to work as a contractor for a period of one year after his retirement from Government service, without the prior permission of the Government of India in writing. This contract is liable to be cancelled if either the contractor or any of his employees is found any time to be such a person who had not obtained the permission of the Government of India as aforesaid before submission of the tender or engagement in the contractor's service.
19. The tender for the works shall remain open for acceptance for a period of **ninety (90) days** from the date of opening of tenders if any tenderer withdraws his tender before the said period or issue of letter of acceptance, whichever is earlier, or makes any modifications in the terms and conditions of



the tender 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 tenderers shall not be allowed to participate in the retendering process of the work.

20. This Notice Inviting Tender shall form a part of the contract document. The successful tenderers/contractor, on acceptance of his tender 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 Tender, all the documents including additional conditions, specifications and drawings, if any, forming part of the tender as uploaded at the time of invitation of tender and the rates quoted online at the time of submission of tender and acceptance thereof together with any correspondence leading thereto.
  - b) Standard C.P.W.D. Form 7 or other Standard C.P.W.D. Form as applicable.

20.1.1 The tender document will include following three components:

**Part A:-**

CPWD-6, CPWD-7 including schedule A to F for the major component of the work, Standard General Conditions of Contract for CPWD 2010 as amended/modified up to **01.04.2019**

**Part B:-**

General/specific conditions, specifications and schedule of quantities applicable to major component of the work.

**Part C:-**

Schedule A to F for minor component of the work. (SE/EE in charge of major component shall also be competent authority under clause 2 and clause 5 as mentioned in schedule A to F for major components), General/specific conditions, specifications and schedule of quantities applicable to minor component(s) of the work.

20.1.2 The tenderers must associate himself, with agencies of the appropriate class eligible to tender for each of the minor component individually.

20.1.3 The eligible tenderers shall quote rates for all items of major component as well as for all items of minor components of work.

20.1.4 Entire work under the scope of composite tender including major and all minor components shall be executed under one agreement.

20.1.5 Security Deposit will be worked out separately for each component corresponding to the estimated cost of the respective component of works. The Earnest Money will become part of the security deposit of the major components of work.

21. The EPF & ESI contribution paid to the contract worker shall be reimbursed on actual basis.

**Executive Engineer  
For & on behalf of the Board of Governors, IIT, Kanpur**

**ITEM RATE TENDER AND CONTRACT FOR WORK**

(A) **Tender for the work of:**

*Annual Maintenance Contract for Fire Alarm system in CESE, Advance Imagine Centre, Helicopter Building, NWTF, New Core Lab, SIDBI, Outreach Building, Media Asia Lab, SBRA all block, Faculty Apartment, RA Tower and New SAC.*

**Signature of officer issuing the documents**

Designation: **Executive Engineer (Electrical), IWD, IIT, Kanpur**

**TENDER**

I/We have read and examined the Notice Inviting tender, schedule, A,B,C,D,E&F. Specifications applicable, Drawings & Designs, General Rules and Directions, Conditions of Contract, clauses of contract, Special conditions, Schedule of Rate & other documents and rules referred to in the conditions of contract and all other contents in the tender document for the work.

I/We hereby tender for the execution of the work specified for the Board of Governors, IIT, Kanpur within the time specified in Schedule 'F', viz., schedule of quantities and in accordance in all respects with the specifications, designs, drawings and instructions in writing referred to in Rule-1 of General Rules and Directions and in Clause 11 of the Conditions of contract and with such materials as are provided for, by, and in respects in accordance with, such conditions so far as applicable.

We agree to keep the tender **open for (90) ninety days from the date of opening of tender** and not to make any modifications in its terms and conditions.

A sum of Rs. **8,715/-** is hereby forwarded in Cash/Receipt Treasury Challan/Deposit at call Receipt of a Scheduled Bank/Fixed deposit receipt of scheduled bank/demand draft of a scheduled bank/bank guarantee issued by scheduled bank as earnest money. If I/we, fail to furnish the prescribed performance guarantee or fail to commence the work within prescribed period I/we agree that the said Board of Governors, IIT, Kanpur or his successors in office shall without prejudice to any other right or remedy be at liberty to forfeit the said earnest money absolutely. Further, if I/we fail of commence work as specified, I/we agree that Board of Governors, IIT, Kanpur or his successors in office shall without prejudice to any other right or remedy available in law, be at liberty to forfeit the said earnest money and the performance guarantee absolutely, otherwise the said earnest money shall be retained by him towards security deposit to execute all the works referred to in the tender documents upon the terms and conditions contained or referred to therein and to carry out such deviations as may be ordered, up to maximum of the percentage mentioned in Schedule 'F' and those in excess of that limit at the rates to be determined in accordance with the provision contained in Clause 12.2 and 12.3 of the tender form.

Further, I/We agree that in case of forfeiture of earnest money or both Earnest Money & Performance Guarantee as aforesaid, I/We shall be debarred for participation in the re-tendering process of the work.

I/We undertake and confirm that eligible similar work(s) has/ have not been got executed through another contractor on back to back basis. Further that, if such a violation comes to the notice of Department, then I/we shall be debarred for tendering in IIT, Kanpur in future forever. Also, if such a violation comes to the notice of Department before date of start of work, the Engineer-in-Charge shall be free to forfeit the entire amount of Earnest Money Deposit/Performance Guarantee.

I/We hereby declare that I/we shall treat the tender documents drawings and other records connected with the work as secret/confidential documents and shall not communicate information derived therefrom to any person other than a person to whom I/we am/are authorized to communicate the same or use the information in any manner prejudicial to the safety of the State.

Dated \_\_\_\_\_ \*\* \_\_\_\_\_

Witness: \*\*  
Address: \*\*  
Occupation: \*\*

\*\*  
Signature of contractor  
Postal Address \*\*

# ACCEPTANCE

The above tender (as modified by you as provided in the letters mentioned hereunder) is accepted by me for and on behalf of the Board of Governors, IIT, Kanpur for a sum of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_)

The letters referred to below shall form part of this contract Agreement:-

- a) \_\_\_\_\_
- b) \_\_\_\_\_
- c) \_\_\_\_\_

For & on behalf of the Board of  
Governors, IIT, Kanpur

Dated \_\_\_\_\_

Signature \_\_\_\_\_  
Designation \_\_\_\_\_

**Operative schedules shall be supplied separately to each intending tenderer)**

**SCHEDULE 'A'**

Schedule of Quantities :

**Page 1 to 1**

**SCHEDULE 'B'**

Schedule of materials to be issued to the contractor:

S. No.	Description of item	Quantity	Rates in figures & words at which the material will be charged to the contractor	Place of issue
<i>1</i>	<i>2</i>	<i>3</i>	<i>4</i>	<i>5</i>
-----NIL-----				

**SCHEDULE 'C'**

Schedule of Tools and Plants to be hired to the contractor

S. No.	Description	Hire charges per day	Place of issue
<i>1</i>	<i>2</i>	<i>3</i>	<i>4</i>
-----NIL-----			

**SCHEDULE 'D'**

Extra schedule for specific requirements/document for the work, if any: ***As attached in tender form.***

**SCHEDULE 'E'**

Schedule of component of other Materials, Labour, POL etc. for price escalation : **N.A.**

**SCHEDULE 'F'**

Reference to General Conditions of contract.

<b>Name of Work:</b>	<b><i>Annual Maintenance Contract for Fire Alarm system in CESE, Advance Imagine Centre, Helicopter Building, NWTF, New Core Lab, SIDBI, Outreach Building, Media Asia Lab, SBRA all block, Faculty Apartment, RA Tower and New SAC.</i></b>		
<b>Estimated cost of the work:</b>	Electrical Items of Work		<b>Rs 4,35,750/-</b>
<b>Earnest money</b>			<b>Rs. 8,715/-</b>
<b>Performance Guarantee</b>		5% of the tendered value of the work	
<b>Security Deposit</b>		5% of the tendered value of the work	

**General rules and direction :**


**Definitions:**

2(v) **Engineer-in-Charge**

For Electrical items of work

**Assistant Engineer,  
Institute Works Department  
IIT, Kanpur**

2(vi) Accepting Authority

**Executive Engineer,  
Institute Works Department  
IIT, Kanpur**

2(vii) Percentage on cost of materials and labour to cover all overheads and profits

15%

2(viii) **Standard Schedule of Rates:**

Electrical Items of Work:

D.S.R. 2018 with up to date correction slips

2(ix) Department:

Central Public Works Department

2(x) Standard CPWD contract Form:

GCC 2010, CPWD **form-7** as modified & corrected up to **01.04.2019** (Whether correction vide latest circulars are incorporated or not in this document).

**Clause 1**

i) Time allowed for submission of Performance Guarantee from the date of issue of letter of acceptance

15 Days

ii) Maximum allowable extension beyond the period as provided in i) above

7 Days

**Clause 2**

Authority for fixing Compensation under Clause 2

**Executive Engineer,  
Institute Works  
Department  
IIT, Kanpur.  
Or successor thereof**

**Clause 2 A**

Whether Clause 2A shall be applicable

No

**Clause 5**

i) Number of days from the date of issue of letter of acceptance for reckoning date of start

**22 Days**

ii) Time allowed for execution of work

**12 (months)**

**Authority to decide**

**Extension of time**

**Executive Engineer,  
Institute Works Department  
IIT, Kanpur**

**Clause 6/ 6A**

**Only clause 6 applicable.**

<b>Clause 7</b>	Gross work to be done together with net payment/Adjustment of advances for material collected, if any, since the last such payment for being eligible to interim payment		<b>Not applicable</b>
<b>Clause 10A</b>	Material to be provided by the contractor.		<b>Applicable</b>
<b>Clause 10B (ii), (iii)</b>	Whether clause 10-B (ii) and 10-B (iii) shall be applicable.		<b>Not Applicable</b>
<b>Clause 10 C</b>	Component of labour expressed as percentage of value of work		---
<b>Clause 10 CA</b>	Materials covered under this clause.	Nearest material( <b>other than cement, reinforcement bars and structural steel</b> ) for which All India Whole sale price Index is to be followed.	Base price of all the materials covered under clause 10 CA
	1. Cement (PPC)	<b>Nil</b>	<b>NIL</b>
	2. Steel	<b>Nil</b>	<b>Nil</b>
<b>Clause 10 CC</b>	Increase/Decrease in Price of materials/wages		<b>Not Applicable</b>
<b>Clause 11</b>	<b>Specification to be followed for execution of work:</b>		
<b>For electrical works</b>	<b>CPWD specifications 2005 internal and 1994 external electrical works</b>		
For Civil items of work	CPWD Specifications 2009 Vol. 1 and Vol. 2 with up to date correction slips.(Hereinafter called CPWD specifications also)		
<b>Clause 12</b>			
12.2 & 12.3	Deviation limit beyond which clause 12.2 & 12.3 shall apply for building work		---
12.5	Deviation limit beyond which clause 12.2 & 12.3 shall apply for foundation work		<b>50%</b>
<b>Clause 16</b>	<b>Competent Authority for Deciding reduced rates:</b>		
	For electrical/civil items of work	<b>Executive Engineer, Institute Works Department IIT, Kanpur</b>	
<b>Clause 18</b>	List of mandatory machinery, tools & plants to be deployed by the contractor at site.	<b>Ladders, drill machine, crimping tools, chase cutting tools , cable jointing tools, blower</b>	
<b>Clause 36 (i)</b>		<b>Requirement of technical Representative(s)</b>	

For supervision of civil as well as electrical items of work, technical representatives of the respective disciplines will be required to be deployed.

**Clause  
42**

- i) a) Schedule/ statement for determining theoretical quantity of cement & bitumen on the basis of Delhi Schedule of Rates 2018 printed by CPWD **D.S.R. 2018(with up to date correction slips)**
- ii) **Variations permissible on theoretical quantities**
- a) Cement for works with estimated cost put to tender not more than Rs. 5 lakhs. **3% plus/minus**  
 For works with estimated cost put to Tender is more than Rs. 5 lakhs **2% plus/minus**
- b) Bitumen all works **2.5% plus only & nil on minus side.**
- c) Steel reinforcement and structural steel Sections for diameter, section and category. **2% plus/minus.**
- d) All other materials **Nil**

**RECOVERY RATES FOR QUANTITIES BEYOND PERMISSIBLE VARIATION**

SI No	Description of items	Rates in figures and words at which recovery shall be made from the contractor	
		Excess beyond permissible variation	Less use beyond the permissible variation
1.	Cement (PPC)	N. A	NIL
2.	Steel reinforcement (TMT Bars)		NIL



# SALIENT/MANDATORY REQUIREMENTS FOR THE TENDER

**Name of Work:** *Annual maintenance contract for fire alarm system in CESE, Advance Imagine Centre, Helicopter Building, NWTF, new Core Lab, SIDBI, Outreach Building, Media Asia Lab, SBRA all block, Faculty Apartment, RA Tower and new SAC.*

- 1 The tenderer is advised to read and examine the tender documents for the work and the set of drawings available with Engineer-in-charge. He should inspect and examine the site and its surroundings by himself before submitting his tender.
- 2 Separate schedule of quantity is included in this tender for civil and electrical items of work. If the tenderer wants to offer any unconditional rebates on their rates, the same should also be offered in the respective components of civil and electrical schedule separately. The contractor shall quote the Item rates in figures and words accurately so that there is no discrepancy in rates written in figures and words.
- 3 Time allowed for the execution of work is **12 (Months)**.
- 4 The contractor(s) shall submit a detailed program of execution in accordance with the master programme/milestone within ten days from the date of issue of award letter.
- 5 Contractor has to arrange and install field laboratory during the currency of work and nothing extra will be paid on this account.
- 6 Quality of the project is of utmost importance. This shall be adhered to in accordance with the provisions of CPWD specifications and guidelines given in the relevant paras.
- 7 Contractor has to deploy required Plant and machinery on the project. In case the contractor fails to deploy the plant and machinery whenever required and as per the direction of the Engineer-in-charge, he (Engineer-in-charge) shall be at a liberty to get the same deployed at the risk and cost of the contractor.
- 8 The contractor shall comply with the provisions of the Apprentices Act 1961, and the rules and orders issued there under from time to time. If he fails to do so, his failure will be a breach of the contract and the Superintending Engineer/Executive Engineer may in his discretion, without prejudice to any other right or remedy available in law, cancel the contract. The contractor shall also be liable for any pecuniary liability arising on account of any violation by him of the provisions of the said Act.
- 9 Temporary Electric connection shall be issued as per request and the water charges shall be recovered as per rule.

***PART-B***

## **QUALITY ASSURANCE OF THE WORK**

1. The contractor shall ensure quality control measures on different aspects of construction including materials, workmanship and correct construction methodologies to be adopted. He shall have to submit quality assurance programme within two weeks of the award of work. The quality assurance programme should include method statement for various items of work to be executed along with check lists to enforce quality control.
2. The contractor shall get the source of all other materials, not specified else where in the document, approved from the Engineer-in-Charge. The contractor shall stick to the approved source unless it is absolutely unavoidable. Any change shall be done with the prior approval of the Engineer-in-Charge for which tests etc. shall be done by the contractor at his own cost. Similarly, the contractor shall submit brand/ make of various materials not specified in the agreement, to be used for the approval of the Engineer-in-Charge along with samples and once approved, he shall stick to it.

### **3. Other Laboratories :**

1. The contractor shall arrange carrying out of all tests required under the agreement through the laboratory as approved by the Engineer-in-Charge and shall bear all charges in connection therewith including fee for testing. The said cost of tests shall be borne by the contractor/department in the manner indicated below.
  - i) By the contractor, if the results show that the test does not conform to relevant CPWD Specifications / BIS code or specification mentioned else where in the documents
  - ii) By the department, if the results conforms to relevant CPWD Specifications / BIS code or specification mentioned else where in the documents.
2. If the tests, which were to be conducted in the site laboratory are conducted in other laboratories for what ever the reasons, the cost of such tests shall be borne by the contractor.

### **C) Sampling of Materials :**

1. Sample of building materials fittings and other articles required for execution of work shall be got approved from the Engineer-in-Charge. Articles manufactured by companies of repute and approved by the Engineer-in-Charge shall only be used. Articles bearing BIS certification mark shall be used in case the above are not available, the quality of samples brought by the contractor shall be judged by standards laid down in the relevant BIS specifications. All materials and articles brought by the contractor to the site for use shall conform to the samples approved by the Engineer-in-Charge which shall be preserved till the completion of the work.
2. The contractor shall ensure quality construction in a planned and time bound manner. Any sub-standard material/work beyond set out tolerance limit shall be summarily rejected by the Engineer-in-Charge.
3. BIS marked materials except otherwise specified shall be subjected to quality test at the discretion of the Engineer-in-Charge besides testing of other materials as per the specifications described for the item/materials. Wherever BIS marked materials are brought to the site of work, the contractor shall if required, by the Engineer-in-Charge furnish manufacturers test certificate or test certificate from approved testing laboratory to establish that the material

produced by the contractor for incorporation in the work satisfies the provisions of BIS codes relevant to the material and/or the work done.

4. The contractor shall procure all the materials at least in advance so that there is sufficient time to testing and approving of the materials and clearance of the same before use in work.
5. All materials brought by the contractor for use in the work shall be got checked from the Engineer-in-Charge or his authorised representative of the work on receipt of the same at site before use.
6. The contractor shall be fully responsible for the safe custody of the materials issued to him even if the materials are in double lock and key system.

## ADDITIONAL TERMS AND CONDITIONS

- 1 Unless otherwise provided in the Schedule of Quantities/Specifications, the rates tendered by the contractor shall be all inclusive and shall apply to all heights, lifts, leads and depths of the work and nothing extra shall be payable to him on account of the same. Extra payment for centering/shuttering, if required to be done for heights greater than 3.5 m shall however be admissible at the rates arrived at in accordance with clause 12 of the agreement, if not already specified.
- 2 Other agencies doing works related with this project may also simultaneously execute their works and the contractor shall afford necessary facilities for the same. The contractor shall leave such necessary holes, openings etc. for laying/burying in the work, pipes cables, conduits, clamps, boxes and hooks for fan clamps etc. as may be required for the other agencies. Nothing extra over the Agreement rates shall be paid for doing these.
- 3 Some restrictions may be imposed by the security staff etc. on the working and for movement of labour, materials etc. The contractor shall be bound to follow all such restrictions/instructions and nothing extra shall be payable on account of the same.
- 5.1 The contractor shall fully comply with all legal orders and directions of the Public or local authorities or municipality and abide by their rules and regulations and pay all fees and charges for which he may be liable in this regard. Nothing extra shall be paid/reimbursed for the same.
- 5.2 The building work shall be carried out in the manner complying in all respects with the requirements of the relevant bylaws and regulations of the local body under the jurisdiction of which the work is to be executed or as directed by the Engineer-in-charge and nothing extra shall be paid on this account.
- 6 If as per local Municipal regulations, huts for labour are not to be erected at the site of work, the contractor shall be required to provide such accommodation at a place as is acceptable to the local body and nothing extra shall be paid on this account.
- 7 The structural and architectural drawings shall at all times be properly co-related before executing any work. However, in case of any discrepancy in the item given in the schedule of quantities appended with the tender and Architectural drawings relating to the relevant item, the former shall prevail unless otherwise given in writing by the Engineer-in-charge.
- 8.1 For the purpose of recording measurements and preparing running account bills, the abbreviated nomenclature indicated in the publications Abbreviated Nomenclature of Items of DSR 2018 shall be accepted. The abbreviated nomenclature shall be taken to cover all the materials and operations as per the complete nomenclature of the relevant items in the agreement and relevant specifications.
- 8.2 In case of items for which abbreviated nomenclature is not available in the aforesaid publication and also in case of extra and substituted items for which abbreviated nomenclature are not provided for in the agreement, full nomenclature of item shall be reproduced in the measurement books and bill forms for running account bills.
- 8.3 For the final bill, however, full nomenclature of all the items shall be adopted in preparing abstract in the measurement books and in the bill forms.
- 9 The contractor shall take instructions from the Engineer-in-charge for stacking of materials. No excavated earth or building materials etc. shall be

stacked/collected in areas where other buildings, roads, services, compound walls etc. are to be constructed.

- 10 Any trenching and digging for laying sewer lines/water lines/cables etc. shall be commenced by the contractor only when all men, machinery's and materials have been arranged and closing of the trench(s) thereafter shall be ensured within the least possible time.
- 11 It shall be ensured by the contractor that no electric live wire is left exposed or unattended to avoid any accidents in this regard.
- 12 In case the supply of timber/steel frames/shutters for doors, windows etc. is made by some other agency, the contractor shall make necessary arrangements for their safe custody on the direction of the Engineer-in-charge till the same are fixed in position by him & nothing extra shall be paid on this account.
- 13 The contractor shall maintain in perfect condition, all portions executed till completion of the entire work allotted to him. Where however phased delivery of work is contemplated these provisions shall apply separately to each phase.
- 14 The entire royalty at the prevalent rates shall have to be paid by the contractor on all the boulders, metals, shingle sand etc. collected by him for execution of the work, directly to the Revenue authority or authorized agents of the State Government concerned or the Central Government, as the case may be.
- 15.1 The contractor shall bear all incidental charges for cartage, storage and safe custody of materials issued by the departments and shall construct suitable godowns, yards at the site of work for storing all materials as to be safe against damage by sun, rain, dampness, fire, theft etc. at his own cost and also employ necessary watch and ward establishment for the purpose, at his own cost. Materials to be charged directly to work and stipulated for issue free of cost shall also be issued to the contractor as soon as those are received at site or at the stipulated place of issue. The provision of this para shall apply equally and fully to those as well.
- 15.2 All materials obtained from the Institute Works Department store or otherwise on receipt shall be got checked by the Engineer-in-charge of the work or his representations before use.
- 15.3 Registers for the materials to be issued by the department shall be maintained as required by the Engineer-in-charge and these shall be signed by the contractor or his authorized agent and representative of Engineer-in-charge on each day of transactions.
- 16 Contract agreement May be extended for further two or three year on same T&C**

## **SCOPE OF WORK AND SPECIAL CONDITIONS**

The scope of work for maintenance contract of fire alarm equipments at **CESE, Advance Imagine Centre, Helicopter Building, NWTF, new Core Lab, SIDBI, Outreach Building, Media Asia Lab, SBRA all block, Faculty Apartment, RA Tower and new SAC**. The following conditions are also covered in the scope of work.

1. The under mentioned equipments are covered in scope of maintenance contract.
  - Smoke detectors, heat detectors, response indicators of different type installed at above cited buildings.
  - Electronic hooter, manual call points, fire alarm panel of different zones.
  - Control wiring of all equipments i.e. all detectors, indicators & controls panels.
  - Battery of all automatic fire alarm panels.
2. The installation shall be maintained in the existing original condition/position. The installation is running quit satisfactory. The contractor shall be solely responsible for maintenance and upkeep of the equipments in good conditions.
3. The preventive maintenance schedule shall be prepared and submitted in advance. The necessary shutdown may be taken with prior permission of the Institute.
4. Proforma for monthly checking should be filled up after doing preventive maintenance of equipments. The maintenance records shall be checked & verified by the competitive authority. (One set of monthly maintenance & repair chart/proforma shall be provided by department)
5. A suitable complete shutdown shall be given once in a year for preventive maintenance of the complete system. All the equipments should be thoroughly checked & maintained for proper functioning/operations of the equipment.
6. Complete equipment cleaning should be done once in every three months time.
7. All the other repairs except given in the contract will be carried out by the Institute on his own cost.
8. The payment against maintenance during the contact period shall be made against quarterly running bills of the accepted amount for AMC subject to satisfactory maintenance of the installation and submission of all formats such as monthly as provided by the Institute duly filled and accepted by JE/AE of the work.
9. Testing, calibrating & setting of all the relays should be done in a year.
10. The adequate team of manpower shall be available at site as per quantum of the work. Also it is responsibility of the contractor to provide the manpower within 2-3 hours on call by any representative of the Institute in case of breakdown.
11. There shall be a penalty in case of short supply/fail to supply the man power at the time of maintenance/breakdown. A penalty of Rs.2000/- shall be liable on first occasion and the same shall be increased to Rs.4000/- for second occasion further on wards. In case the situation does not improve, the contract shall be rescinded.

12. Only the qualified and experienced staff for maintenance of fire equipments shall be engaged. The qualification & experience of technical staff shall be as under:-

<b>Category</b>		<b>Qualification and experience</b>
1. Supervisor	1 Nos.	Having licence issued by the Director electrical safety with experience 5-7 years.
2. Mechanics/Wireman	2 Nos.	Having licence issued by the Director electrical safety with experience 10-12 years.
3. Unskilled Workman.		As per site requirement.

13. **A list of spares (which are usually used) for each equipment shall be submitted by the contractor to the dept. alongwith the rates and price list.**

14. Taxes & Duties:

- a) The work shall be treated as on works contract basis and the rates tendered shall be for complete item of work and all charges for items contingent to the work, such as packing, forwarding, insurance, freight and delivery at site for the materials to be supplied by the contractor, watch and ward of all materials at the site, labour related expenses as per relevant labour laws, testing of materials/ samples etc excluding Goods and Service Tax (GST).
- b) Being an indivisible works contract, no other tax is payable other than GST. The GST shall be as applicable to IIT Kanpur as per Government rules.