

**INDIAN INSTITUTE OF SCIENCE EDUCATION
AND RESEARCH (IISER) MOHALI
NOTICE INVITING QUOTATION (RFQ) FOR
“AMC OF FIRE ALARM CONTROL PANELS LOCATED IN VARIOUS BUILDINGS” AT
IISER MOHALI, SEC 81, SAS NAGAR**

1. Sealed quotation are invited on the behalf of Director IISER Mohali from the contractors for the work of - “ AMC of Fire Alarm Control Panels Located in Various Buildings” AT IISER Mohali, Sector-81, SAS NAGAR,” Punjab.

Estimated cost : Rs.2,96,867/-

Earnest Money: Rs.6,000/- favoring Registrar, IISER Mohali and payable at Chandigarh.

2. This document consists of schedule of quantities, brief specifications, general terms and condition, etc. can be downloaded from web site www.eprocure.gov.in & www.iisermohali.ac.in. Bidder who download the tender documents from web site are required to submit separately Demand Draft of Rs.500/- favoring Registrar, IISER Mohali and payable at Chandigarh.

3(A). The tender shall be received by the undersigned by 15:00 hrs on 04.03/16(4th day of March 2016) and envelope No.1 only containing earnest money, conditions and tender documents shall be opened on the same day at 15:30 hrs in the presence of tenderer or their authorized representative who may like to be present. No consideration will be given to a tender received after the above stipulated time and date. Eligibility related documents shall be evaluated for criteria stipulated at 3(B) and agencies/contractors will accordingly be qualified/disqualified by the competent Authority. The financial bid (Envelope No 2) of qualified tenderer shall then be opened at notified time, date and place in presence of tenderer or their representative. The rates of each items must be quoted in figures and words.

3(B). Contractors who fulfill the following criteria shall be considered by IISER Mohali for technical evaluation (if required) and opening of commercial bids: (Not for IISER Registered Contractor).

I). Contractors/firms should have successfully completed during last 7 years ending last day of the month previous to the one in which the bidding are invited, either three similar works costing not less than 40% or two similar works costing not less than 50% and one similar work costing not less than 80% of the estimated cost of the work out of which at least one should have been executed in Govt departments. Similar work means Fir detection related works only.

II). Average annual financial turn over during the last 3 (three) years ending 31st March of the previous year should at least be 100% of the estimated cost of work.

III). Not incurred loss in more than two years during the last five years ending 31st March of the previous year.

4. The time allowed for the completion of work is one year and extendable further for one year on mutual consent to be reckoned from the seventh day of date of written order to commence the work.6,000/- in the form of demand draft only drawn in favour of the “Registrar, IISER Mohali” payable at Chandigarh. Any tender not accompanied by such earnest money will not be opened. The earnest money in the shape of demand draft/bank guarantee of successful bidder will be adjusted towards initial security deposit.

6. The contractor will submit his tender after examining the whole of the tender documents, condition of the contract, clauses of contract, agreement specifications and drawings etc. He may familiarize himself with the site conditions, if he desires so.

7. The offer shall remain valid for 60 days from the date of submission of tender. The value of the tender quoted shall be valid for any variation upto 30 percent of the contract value of said work. Any item can be withdrawn or substituted without any claim from the contractor.

8. If any tenderer whose tender is accepted fails to undertake the work as per terms of the contract within ten days to be reckoned from the date of issue of allotment letter, the earnest money deposited

by him will be forfeited.

9. The Engineer-In-charge does not bind himself to accept the lowest or any tender and reserves the right to reject any or all tenders without assigning any reason.
10. Canvassing in connection with tenders is strictly prohibited and the tender submitted by the contractor who resorts to canvassing will be liable to rejection.
11. The undersigned will not reimburse any expenditure, whatsoever, that may be incurred by tenderers for the preparation and submission of tenders.
12. This notice inviting tenders, form the part of the contract agreement to be executed by the successful tenderer with the Engineer In charge.
13. All the correspondence on the above tender shall be addressed to undersigned.
14. The Institute reserves the right to accept or reject any tender without assigning the reasons thereof.

GENERAL CONDITIONS OF THE QUOTATION/RFQ

1. The rates shall be quoted in the enclosed schedule of quantities and duly signed by the contractor.
2. Rates to be inclusive of all taxes, duties, royalty, VAT, including Service Tax etc.
3. Rates to remain firm during the duration of work as well as for the extended period, if any. No escalation in rates will be allowed in any circumstances.
4. The contractor shall comply with all statutory requirements in respect of said work.
5. The work shall be for the period of one year and extendable for another one year to be reckoned from the day of issue of award letter.
6. All work to be carried out as per specifications as appended..
7. Work to be executed in accordance with CPWD general conditions of contract and all payments/guarantee/security/and other conditions as deemed necessary shall be governed in accordance with it.
8. EMD amounting to Rs.6,000- in favour of Registrar IISER, Mohali payable at Chandigarh.

Executive Engineer

FIRE ALARM CONTROL PANELS AMC

Terms and Conditions :

PART-I(SCOPE OF MAINTENANCE)

1. To ensure that complete fire detection system is always clean and in healthy working condition.
2. Perform daily checks as per part-III.
3. To perform tasks subsequent to a real alarm situation as per part-III.

PART-II(TASKS TO BE PERFORMED WITHIN 15 DAYS)

1. Familiarize the maintenance personnel with the Fire detection. and alarm system and their responsibility in consultation with maintenance in charge.
2. Inspect the complete system for proper functioning. Any shortcoming noticed should be recorded and brought to the notice of engineer-in-charge.
3. Carry out detector cleaning wherever required and zone testing schedule (refer Section III below).
4. Educate maintenance personnel regarding steps to be taken in case of fire.

PART-III (MAINTENANCE SCHEDULE TO BE FOLLOWED)

1. Check working of PA system.
2. Check working of F/D system from the control panel.
3. Check battery for proper charge, water level & clean contacts .
4. The Contractor shall replace the defective set of batteries,fire detectors,MCP etc or any other damaged/non working accessory whenever required after informing the engineer incharge and getting the necessary permission. The same shall be on chargeable basis separately to IISERM.
5. The Contractor shall be required to demonstrate the working of the Fire alarm and detection system to educate the campus residents /building users whenever asked to do so.
6. Cleaning of all Smoke / Heat detectors on every 3 months for good performance.
7. Testing by generating smoke or heat to check the sensitivity of the detectors.
8. Testing of fire alarm hooters by operating them from penal & by operating detectors.
9. Testing of Manual Call Points by operating.
10. Testing of response indicators are in working condition.
11. Testing the sub fire alarm control penal & main control penal.
12. Testing of batteries performance for the fire alarm control penal.
13. Testing of wiring from each detector/MCP/Hooter from penal.
14. Maintenance of the system if it's not in working.
15. Training to the staff that how to operate the fire alarm system in any emergency condition.

16. Checking the whole fire alarm system that already installed is in their place at their location or missing.

17. The complete performance report of each & individual panel will be provided for the system on every 3 months

NOTE:-

1. The methodology to be worked out in consultation with Engineer-in-charge as the same may vary according to number of detectors/zones.
2. The firm has to demonstrate (Fire Drill) to the Maintenance-in-charge proper working of the entire fire detection system including P.A. system once a month. Deficiencies if any noticed during demonstration shall be attended within a week's time.
3. In case of any fire alarm, true or false, or in case of any other fault or problem in the system it is expected that the maintenance person has to attend the same within one day of receiving the complaint in consultation with Engineer in charge and kept on record.
4. In case of persistent problem OR if required by the Engineer-in-charge, an inspection by an expert in the fire detection system or the concerned OEM shall be carried out for identifying defects and solutions and carrying out the necessary rectification work and repairs at the expense of the Contractor.

PART-IV(MATERIALS)

1. All material to be arranged by contractor. The consumables, repair of fire alarm control panel/detectors/MCPs etc will be free of cost whereas any physical damage to any part of the system/replacement will be on chargeable basis to IISERM.

PART-V(SPECIAL CONDITIONS RELEVANT TO PARTICULAR JOB/PARTICULAR STAFF)

1. Any addition/alteration during the period of contract shall also be maintained by the firm and nothing extra shall be payable on this account.
2. Failure of system to activate in the event of smoke/fire will invite suitable action as per the policy.
3. No part of the system should be swapped/transferred/relocated or taken out of the Institute without prior permission from the engineer in charge.

TERMINATION OF CONTRACT:

1. Right is reserved by IISERM for terminating the contract by giving one week notice due to serious default. This includes major break down or accident due to negligence on the part of firm, failure to attend breakdown, disobedience and abandoning the site etc. In such a case full performance guarantee shall be forfeited by IISERM. The decision of Executive Engineer in this regard shall be final and binding.
2. Right is reserved by IISERM for closure of the contract at any time by giving one month notice for reasons not attributed to the firm. The decision of Executive Engineer shall be final and binding on the contractor for closure of contract and for which contractor shall not have any claim on account of pre closure.

GENERAL CONDITIONS :

1. All damaged/worn out parts replaced during AMC should be returned to the Engineer in charge.
2. Record of preventive maintenance and testing of equipment etc. carried out has to be readily Available at site, failing which firm shall be liable of non execution of its liability under contract. If felt necessary Engineer-in-Charge has power to modify preventive / testing schedule. A proper register should be maintained having all record of maintenace etc.
3. The agency has to supply details of all the workers (Name, and address etc.) engaged by him and get it approved by the Executive Engineer before deployment at site. Any staff deployed without approval & entry in register shall be treated as poor performance on the part of agency.
4. Firm should have round the clock contact telephone number. In case of Emergency .contractor and authorized engineer/ supervisor shall be made available at site on short notice from engineer in charge and make all efforts to make the situation normal at the earliest.
5. In case of minor addition / alteration to the installation / existing equipment the Operation and maintenance of such addition shall be done by the firm without any extra cost.
6. Shut down for maintenance shall be taken with prior approval of the department.
7. The workers engaged by firm should maintain proper discipline and good behavior with occupants. The firm shall remove such workers from the site whose behavior is found improper. Executive Engineer's decision in this regard shall be final.
8. Agency has to observe all the labour rules and regulations in-force.
9. No equipment should be unmounted and taken out from the Institute without a proper Gate Pass issued by the Engineer In charge.
10. In case of any damage due to mishandling of the installation, recovery shall be made from the bill/performance guarantee.
11. The attending technician should be in possession of all tools and equipments to be used during the maintenance work and the same would be provided by the agency.
12. The contractor or his workers shall not misuse the premises allotted to them for any purpose other than for which the contract is awarded.
13. Cleaning of the premises, floor etc after work completion will be the responsibility of the agency.
14. The contractor has to deploy more manpower, if required, for attending breakdown and completing breakdown work in minimum possible time for which no extra payment would be made.
15. In case any shortage of equipment or need of additional equipment/s is felt by the firm then the same should be brought to the notice of the engineer in charge and can be installed after obtaining the necessary permission, on chargeable basis.
16. In case any shutdown is required for carrying out the AMC work, then the same should be

informed to the Engineer in charge well before hand and a shutdown should be carried out only after obtaining the necessary approval.

17. Any displacement, relocation of the Fire Detection equipment should be avoided by the firm.
18. All necessary drawings, Manuals etc will be provided to the firm on demand.
19. The firm should finish the work in stipulated time. Any extra labour incurred in meeting the work deadlines shall not be chargeable and will be the firm's liability.
20. AMC charges will be payable quarterly after satisfactory completion of work and certification by Engineer in Charge .
21. The annual maintenance contract rates will be same for one year which can be extended for a further period of one year on satisfactory performance by the agency as mutually agreed.
22. The contractor shall comply with all statutory requirements in respect of said work.
23. The quantities as mentioned in this order can be increased or decreased as per the requirement of work.
24. All material to be used in the work will have to be approved by the Engineer -in- Charge or his authorized representative.
25. All urgent calls and complaints should be attended within 1 hour, round the clock.
26. The company's attending technicians should be well trained to handle all the works. The Institute will not be responsible for any physical or personal damage to the company's technician while carrying out the AMC work.
27. All the company's attending technicians should take all necessary precautions while carrying out the AMC work. No compromise on safety should be allowed.
28. Carrying out liasoning with OEMs of individual equipments will be the sole responsibility of the agency. However, in case of any delay in repair etc. by the OEM, the agency should keep the Engineer in charge well informed from time to time.