



Indian Association for the Cultivation of Science

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Tender Notice No. EL/047/13/14

Date: -21/03/2013

TENDER NOTICE

Sealed item rate tenders in **two bid (Technical bid & financial bid)** system are invited from bonafide, resourceful and eligible contractors to carry out the following works at IACS, Jadavpur, Kolkata.

Name of Work : Annual Maintenance Contract for Electrical Distribution Network of the entire campus and round the clock operation & maintenance of indoor Electrical Substation including DG set of IACS, Jadavpur,

Type of Work: (A) Deployment of Technical Manpower for the Maintenance of Electrical Distribution Network in General Shift (6-days week pattern) for the entire campus of IACS.

(B) Deployment of Technical Manpower for the Operation & Maintenance of 3 MVA, 6KV, Substation and 200KVA DG set (7x24 hrs. basis) including odd-hours maintenance of Electrical Distribution Network of the entire campus of IACS.

Estimated Cost: **Rs. 46, 64,818.00**

Earnest Money Deposit : **Rs. 1,00,000/- (Rupees one lac only)** should be given in the form of Demand Draft/Banker's Cheque/Pay Order of a Scheduled Bank in favour of "**Indian Association for the Cultivation of Science**" payable at Kolkata. The EMD will be converted into SD towards performance guarantee for the successful bidders. **Tender submitted without EMD shall be summarily rejected.**

Validity of offer: The offer should be valid for a minimum period of **60** days from the date of opening of tender (Price Bid) for acceptance.

Quoted Rate : The quoted rate shall be **inclusive of all taxes & duties, cess etc but excluding of Service Tax component (which will be paid extra by IACS as per Govt. norm)**. Nothing extra will be paid to the contractor over the accepted rate.

Currency of contract : The contract shall be made initially for a period of 12 (twelve) months from the date of hand over/take over of site/installation between IACS & the Agency concerned. However, the same may be extended further on mutual consent basis of both the parties subject to satisfactory performance of the agency concerned during the currency of contract to be decided by the competent authority of IACS.

Termination of contract: The contract may be terminated by serving one month's notice from either side or in lieu of one month's payment of contract value.

Cost of Tender Form : Rs. 500/- per set (non refundable).

Tender Issue Date : Physical sale of Tender will not be made. All the intending bidders are requested to visit our website (www.iacs.res.in) and download the Tender Documents for submission within the due date. During submission of tender, the cost of tender papers as cited above (Rs. 500/-) should be deposited in the form of demand draft / pay order / banker's cheque of a scheduled bank payable at Kolkata to be drawn in favour of "**Indian Association For the Cultivation of Science**".

Pre-bid meeting : A pre-bid meeting will be held on **28.03.2013** at 3.30 P.M.
Intended bidders are requested to participate in the pre-bid Meeting to clear the doubts (if any) regarding the contents of the tender.

Tender Submission Date: On or before **08.04.2013 (up to 2 PM)**. The offer in the prescribed proforma of IACS along with complete tender documents shall be submitted through **two separate sealed envelopes** viz. "**Technical Bid**" & "**Financial bid**" in sealed condition covered by a **third envelope**. The third cover shall bear the *Name of work, NIT No., due date of opening, sender's name etc. on the top of the envelop addressed to the Registrar, IACS, Jadavpur, Kolkata 700 032 which may be submitted to our "Despatch & Receiving Section". The EMD in a separate envelop should be submitted with the technical bid. The technical bid will not be considered if EMD is not submitted with the technical bid.*

Date of Opening : The "**Technical Bid**" will be opened on **08.04.2013 at 3.30 P.M (in presence of intending bidders)**. The date of opening of price bid will be intimated subsequently to those firms only who will qualify in the "**technical bid**". However, if Holiday is declared on the Scheduled date of opening, the tenders will be opened on the next working day at same time.

Eligibility Criteria : The agency should have adequate experience for successful Operation & Maintenance (365 days on 7x24 hrs basis,) of Indoor type Substation of capacity not less than 2000 KVA (aggregate capacity) in a particular sub-station including operation & maintenance of DG set/ Capacitor Bank/MV Distribution Switch Panels etc for a period of not less than 3 (three) years in Govt./ Semi Govt. Organization/ Universities/Research Centre/PSU/large industry in the last 5 (five) years to be reckoned from the date of issue of this NIT.

Mode of payment: On monthly basis (likely to be paid within 40/45 days from the date of submission of complete bill in all respect) against production of bill with all relevant documents on successful completion of AMC for each month. Relevant documents towards disbursement of wages to employees, copy of bank challan in support of submission of EPF, ESI & P. Tax components with the concerned authorities are required to be submitted with the bill, failing which processing of bill may be kept pending.

Performance Guarantee: The total amount of performance guarantee would be Rs. 5 (five) lacs out of which the Performance Bank Guarantee amount would be Rs. 4 (Four) lacs (on a Scheduled Bank payable at Kolkata) and the balance amount of Rs. 1 (one) lac would be adjusted with the EMD to be submitted with the tender. The validity of BG should not be less than the currency of contract work plus one month which will be

released within one month after expiry/termination of contract, if no damage is found with the Electrical Equipments of the distribution network including sub-station or no loss is incurred by IACS due to negligence in duty on the part of the agency or the contract is made void unilaterally by the agency concerned without serving notice as mentioned in the relevant clause (termination of contract). The **Performance Bank Guarantee** of requisite amount as stated above is required to be submitted within 15 days from the date of acceptance of Letter of Acceptance/Work order before entering into agreement with IACS for the said work.

Acceptance of Tender: The IACS authority reserves the right to reject any or all the tenders without assigning any reason thereof.

The “**Technical bid**” (**Envelop-I**) shall comprise of the documents like Earnest Money Deposit in proper form and shape, proof of eligibility criteria, Photocopies of PAN Card, copy of valid trade license, Electrical Contractor’s license eligible for HT work upto 11 KV, ESI, EPF, Service Tax & P.Tax registration certificate, VAT registration Certificate, Company Profile etc. and any other documents in support of their technical capability. However, the **Price-Bid (Envelop-II)** shall include the quoted price as per the **Bill of Quantities (BOQ)** provided in the tender documents.

Conditional tender including conditional rebates shall not be accepted.

In case of any discrepancy in NIT/tender form, the office copy will be referred and shall be binding to the contractor.

REGISTRAR