



सं. 31016/4/2019-Ad (G)
No. _____

भारत सरकार
GOVERNMENT OF INDIA
इस्पात मंत्रालय
MINISTRY OF STEEL
उद्योग भवन
UDYOG BHAWAN
नई दिल्ली-110107
New Delhi-110107
Dated : 18.07.2019

Notice Inviting Tender

Subject: To invite Online Bid for award of Annual Maintenance Contract for minor electrical repair and supply of electrical fittings/accessories work and C-Dot EPABX exchange and UPS for the year 2019-2021.

Online Bid are hereby invited at Central Public Procurement (CPP) Portal (www.eprocure.gov.in) from reputed, experienced and financial sound companies/firms/agencies for award of **Annual Maintenance Contract for minor electrical repair and supply of electrical fittings/accessories work and C-Dot EPABX exchange and UPS** in the Ministry of Steel for the period of two year from the date of awarding the Annual Rate Contract (ARC).

2. The bid will be accepted as e-Tender (in two bids system-Technical Bid and Financial Bid) only and intending bidders must be registered with the Central Public Procurement (CPP) Portal.

3. The tender document contains the following enclosures:

Annexure-I	-	Term and Condition
Annexure-II	-	Proforma for Technical Bid Submission
Annexure-III-V	-	List of Items (Proforma for Financial Bid Submission)
Annexure-VI	-	Details of Bank Account
Annexure-VII	-	Instructions for Submission of e-Tender

4. Important Dates for the invitation of aforesaid Online Bid:

✓ Publish Date of Bid	-	19 .07.2019 12.00 PM
✓ Bid/Document Downloading Start Date	-	19 .07.2019 12.30 PM
✓ Bid Submission Start Date	-	19 .07.2019 12.30 PM
✓ Bid/Document Downloading End Date	-	07 .08.2019 03.00 PM
✓ Bid Submission End Date	-	07 .08.2019 03.00 PM
✓ Bid Opening Date	-	08.08.2019 03.30 PM

5. The Bid should invariably be accompanied by a Demand Draft of Rs. 10,000/- (Ten Thousand only) in favour of 'Pay and Accounts Officer, Ministry of Steel' payable at New Delhi as Earnest Money Deposit (EMD). The bid received without the requisite EMD will not be entertained. The scanned copy of the Earnest Money Deposit (EMD) along with all requisite documents must be uploaded with the bid and original Earnest Money Deposit (EMD) should be dropped in a sealed cover superscripted with 'for minor electrical repair and supply of electrical fittings/accessories work, and C-Dot EPABX exchange in the Tender Box fixed outside Room No. 64, Ministry of Steel, Udyog Bhavan, New Delhi on or before 08th August, 2019 by 03.00 P.M.

6. Tender may also be downloaded from the website of the Ministry of Steel (www.steel.nic.in).

7. In case, any holiday is declared by the Government of India on the day of Bid Opening Date, the bid will be opened on the next working day at the same time.

8. The Ministry reserves the right to reject or select any bid without assigning reasons thereof.

(Mukesh Rai)

Under Secretary to the Govt. of India


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Copy with request to upload it on the website of the Ministry of Steel to: NIC, Ministry of Steel

हिन्दी का प्रयोग उपेक्षित नहीं है, पत्र का उत्तर शीघ्र दिया जाएगा।

Terms and Conditions

1. The contract for for minor electrical repair and supply of electrical fittings/accessories work, and C-Dot EPABX exchange will be valid for a period of 24 months w.e.f. award of the contract. However, the contract may be further extended as per the requirement of the Ministry for a period of six months or may be curtailed/terminated before expiry of this period owing to deficiency in service after giving one weeks' notice to the selected firm.
2. The 'Technical Bid' should contain company profile, authenticated documents to prove the eligibility of all conditions and any additional documents to show the competency of the firm. The firm/agency should also upload the copy of PAN in the Technical Bid and a copy of the Earnest Money Deposit of Rs. 10,000 (Ten thousand only) in the form of Bank Draft in favour of "Pay and Accounts Officer, Ministry of Steel, New Delhi.
3. The repair work is to be carried out in the premises of the Ministry of Steel, Udyog Bhawan, New Delhi.
4. The firms are required to upload copies of the following documents along with the Technical Bid (information furnished by the firm for evaluation of technical bids) in .pdf format, failing which their Bids shall be summarily/uprightly rejected and will not be further considered:
 - (a) Scanned copy of Annexure-II (information furnished by the firm for evaluation of technical bids)
 - (b) Scanned copy of Earnest Money Deposit (EMD)
 - (c) Scanned copy of PAN Card
 - (d) Scanned copy of GST registration certificate
 - (e) Scanned copy of work experience certificate
 - (f) Scanned copy Annexure-VI (details of bank account of firm)
 - (g) Scanned copy of cheque from account furnished in Annexure-VII
 - (h) Scanned copy of financial statement of account of firm like Balance Sheet, Profit & Loss Account etc.
5. Payment shall be made by electronic transfer to the account of the firm on submission of pre-receipted typed bill in triplicate. No advance payment shall be made in any case. Bidder should furnish details of bank accounts in Annexure-VIII along with the other requisite documents.
6. Overwriting or correction in any of the tender document is not permissible. The rates should be quoted both in figures and words.
7. Any loss or damage of any item during repair work within the premises of the Ministry of Steel shall be the liability of the contractor and the Ministry of Steel as its discretion deduct total cost of the item or any part thereof from the Bill of the contractor.


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8. The contractor shall depute at least one licensed electrician to the Ministry every day (9.00 AM to 5.30 PM) for doing day to day electric repair work. If any eventuality arises, Ministry of Steel shall within its competence to requisition the service of electrician on Sunday/Holiday and beyond office hours without payment of any additional remuneration. The contractor shall also keep sufficient stock of spare parts which may be required for repairing/maintenance in the event of the electric items becoming non functional or defective during the currency of the contract.
9. The contractor shall be responsible for payment of wages/settlement of dues of workers engaged by the firm as per the prevailing labour/wages laws in force in NCT of Delhi and the Ministry of Steel shall not be the party to any dispute between the contractor and the worker.
10. No extra payment/compensation whatsoever on account of natural calamity/accident or otherwise will be made to the firm.
11. In case of any deficiency in service, a penalty of 5% of the total amount of the Bill for the relevant period will be imposed.
12. The contractor shall use the material conforming ISI standards wherever applicable for supply of electric items.
13. The contractor shall undertake repair work only after receiving a written order signed by the SO(GA). Any work undertaken otherwise shall be treated as unauthorized work and the cost of such work shall not be paid by the Ministry.
14. The contractor shall maintain job card for each repair work undertaken by him. The card should be got signed by the official concerned after satisfactory completion of work.
15. The successful contractor shall be required to do the work during the entire period of one year at the rates as approved on the basis of the quotation. If for any reason, the firm is not able to do the work, the same shall be got done from the open market at the cost of the contractor and the expenditure incurred thereon shall be recovered from the Bill of the contractor.
16. The conditional bid will not be accepted under any circumstances.
17. The contractors himself make arrangements for fitting of material in electric item and he will quote rates for material items including of all service charges as well as taxes.
18. The firm must have valid GST Nos.
19. The firm should have a minimum 3 years experience in the operational area. List of three successfully completed/ present contracts from any Ministry/Govt. Departments/Autonomous body/CPSEs may also be enclosed with the quotation.
20. In case more than one bidder quoted the same rates resulting in a tie, the lowest bidder will be decided on the basis of highest turnover during the last 3 years.

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21. The successful tenderer will have to deposit a Security-cum-Performance Guarantee of 5% of contract value in form of Fixed Deposit from any Nationalized Bank drawn in favour of pay and Accounts Officer, Ministry of Steel, New Delhi within 30 days after notification of the award. It should remain valid for a period of 60 days beyond the date of compilation of all contractual objects. The Performance Security deposit will be refunded only after satisfactory completion of the contract.
22. No increase in amount shall be considered during the period of Annual Contract. No other charges like transportation/fare etc., will be payable.
23. If the firm commits breach of any of the term and conditions who not able to complete the work in time or the quality of work is not of the desired level etc, the contract will be cancelled and security deposit shall be forfeited.
24. This Ministry reserves the right to terminate the contract any times without assigning any reason therefore.
25. The firm is not black listed by any Government Ministries/Departments nor any criminal case is registered/pending against the firm or its owner/partner anywhere in India.
26. No bidder is allowed to withdraw the tender. In case of withdrawal, the EMD shall stand forfeited besides action being taken to black list the bidder.
27. The bidder will indicate the complete address of their firm/office and residence along with telephone numbers and other related information.
28. Each and every page of NIT will be signed by the authorized signatory of the Firm/Agency and submitted alongwith the tender.
29. The tender will be finalized on the basis of the net bundled rate and not on the item wise lowest rate quoted by the bidders.
30. Only domestically manufactured items to be used.

Arbitration Clause

31. Arbitration: In the event of any dispute or disagreement under or in relation to this Agreement or over the interpretation of any of the terms hereinabove contained or any claim or liability of the party, the same shall be referred to the sole Arbitrator to be nominated by mutual consent of both parties therein. The intending party will serve notice in writing upon the other party notifying its intention for appointment of Arbitrator. Should both parties fail to agree on by mutual consent, then Ministry will appoint the sole Arbitrator. The provisions of Arbitration and Conciliation Act, 1996 will apply. The arbitration proceedings will be held in New Delhi. The Arbitrator will give reasons for his award and the award passed by the Arbitrator shall be final and binding upon the parties herein. Such reference shall be deemed to be a submission to arbitration under the Indian Arbitration and Conciliation Act, 1996, or of any modifications or re-enactment there of including the rules framed there under.

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Annexure-II

INFORMATION FURNISHED BY THE FIRM FOR EVALUATION OF TECHNICAL BIDS

Sl.NO.	Particulars	To be filled by the Bidder		
1.	(a) Name of the Firm			
	(b) Address of the Firm			
	(c) Name of the Proprietor			
	(d) Telephone No.			
	(e) Mobile No.			
	(f) Email Address			
2	PAN Number (copy to be enclosed)			
3	GST Number (copy to the enclosed)			
4	List of three successfully competed contracts/present contracts from any Ministry/Govt. Depts./Autonomous body/CPSEs			
5	Annual Turn over (In Rs.) (copy of financial statement of account like balance sheet, profit and loss account etc. to be enclosed) (Average Annual Turn Over during last three financial years should be at least of Rs. 15 LAKH Per annum.			
6	Details of EMD (i) Amount (ii) DD No (iii) Date (iv) Issuing Bank	Year	Annual Turn Over (in Rs.)	
		2016-17		
		2017-18		
		2018-19		
7	Whether terms and conditions of the tender is acceptable?			

It is certified that the above information are true and correct to the best of my knowledge and belief. It is also certified that the firm is not black listed by any Government Ministries/Departments nor any criminal case is registered/pending against the firm or its owner/partner anywhere in India. Further it is certified that I/we have read and understood the terms and conditions of the Notice Inviting Tender No 31016/4/2019-Ad (G) 10th July, 2019 and will abide by them till the completion of the contract period.

Date:

Place:

(Signature of the authorized person)

Name;

Designation

Seal

Note: Any bid received without all the details and the certificate dully signed with the seal of the firm will be treated as incomplete and unresponsive bid and therefore bid will be summarily/uprightly rejected and financial bid will not be opened.

ANNEXURE-VI**DETAILS OF BANK ACCOUNT**

(Real time Gross Settlement(RTGS)National Electronic Fund Transfer (NEFT) facility for receiving payments)

Sl.No.	Particulars	To be filled by the bidder
1.	Name of Account Holder	
2.	Address of Account Holder	
3.	Name of the Bank	
4.	Name and Address of the Branch	
5.	IFSC Code	
6.	MICR Code	
7.	Account Number	
8.	Type of Account	

I, hereby declare that the particulars given above are correct and complete. If the transaction is delayed or not effected at all for reasons of incomplete or incorrect information, I would not hold the user institute responsible.

Date:

Name:

Place:

Designation

Seal

Note Please attach a photocopy of the cheque.

Instructions for Submission of e-Tender(in two bids system-Technical Bid and Financial Bid)

As per the directives of Department of Expenditure, Ministry of Finance, this tender document has been published on the Central Public Procurement (CPP) Portal (www.eprocure.gov.in). The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in submission of e-Tender through the CPP Portal. More useful information for submitting online bids on the CPP portal may be obtained at www.eprocure.gov.in/eprocure/app

REGISTRATION

1. Bidders are required to enroll on the e-Procurement module of the CPP Portal (<https://eprocure.gov.in/eprocure/app>) by clicking on the link "Online Bidder Enrolment". Enrolment on the CPP Portal is free of charge.
2. As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
3. Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP portal.
4. Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (DSC) (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India(e.g. Sify/TCS/nCode/eMudhra etc.) with their profile.
5. Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSCs to others which may lead to misuse.
6. Bidder then logs in to the site through the secured log-in by entering their user ID, password and the password of the DSC/e-Token.

PREPARATION OF BIDS

1. Bidder should take into account any corrigendum published on the tender document before submitting their bids.
2. Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid Documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.

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3 Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document/schedule and they should be in PDF formats. Bid documents may be scanned with 100 dpi with black and white option.

4 To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use "My Space" area while submitting a bid. This will lead to a reduction in the time required for bid submission process.

SUBMISSION OF BIDS

1. Bidder should log into the site well in advance for bid submission so that he/she upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to any issues.

2. The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.

3. Bidder has to select the payment option as "offline" to pay the tender fee/EMD as applicable.

4. *Bidder should upload their Technical Bid (information furnished by the firm for evaluation of technical bids given in Annexure-II) and Financial Bids (information furnished by the firm for evaluation of financial bids (rate of sanitary items given in Annexure-III) alongwith the other requisite documents in .pdf. format.*

5. The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. the bidders should follow this time during bid submission.

6. All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket layer 128 bit encryption technology.

7. The uploaded tender documents become readable only after the tender opening by the authorized bid openers.

8. Upon the successful and timely submission of bids, the portal will give a successful bid submission message & a bid summary will be displayed with the bid No. and the date & time of submission of the bid with all other relevant details.

9. *The e-Tender has been invited under two bids system (Technical Bid and Financial Bid).* The interested firms are advised to submit their bids-Technical Bid and Financial Bid "on-line" by visiting the Central Public Procurement (CPP) Portal

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Annexure III

List of Electric items (only domestically manufactured items shall be used/fitted)

1.	Bulb(Philips,Surya)	Rate in (Rupees)
i	100W	
ii	60W	
iii	40W	
iv	15W(Red&Green}	
2.	Tube Light(Osram,Bajaj,Philips,Surya,ECE)	
i	Tube light 2feet white/yellow	
ii	Tube light 4feet white/yellow	
iii	Round shape tube	
iv	Choke ord./Chock Elect.	
v	Starter	
vi	Repairing of tube light fitting	
vii	Single tube light fitting without tube	
viii	Double tube light fitting without tube	
2(a)	LED Tube light fitting	
i	1 ft	
ii	2 ft	
iii	4 ft	
3.	Bulb and Tube light spare	
i	Side holder	
ii	Brass holder	
iii	Repair of light	
4.	Supply of Readymade Extension Board-ISI Mark(OPL, Pram, Surya, Arkay light)	
i	15 Amp. -2 switch & socket board	
ii	5 Amp. 2 switch & socket board	
iii	15 Amp. 3 switch & socket board	
iv	5 Amp. 3 switch & socket board	
v	15 Amp. 5 switch & socket board	

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vi	5 Amp. 5 switch & socket board	
vii	All size of repair board	
5.	Supply of Call Bell(Shivam,Parkash)	
i	Call Bell Musical	
ii	Call Bell Ordinary	
iii	Remote Bell	
iv	Call Bell repair	
v	Call Bell Switch	
vi	Call Bell Musical Imported	
vii	Call Bell remote Imported	
6.	PVC Channel	
i	½" PVC Channel	
ii	1" PVC Channel	
iii	1&1/2" PVC Channel	
iv	2" PVC Channel	
v	Loose wire fixing	
7.	M.C.B.	
i	12Amp.	
ii	25Amp.	
iii	32 Amp./63 Amp	
iv	Change of MCB	
v	Repair of MCB Box	
8.	Fan(Usha,Crompton,Bajaj,Khaitan)	
i	Ceiling Fan	
ii	Pedestal Fan	
iii	Wall Fan	
iv	Exhaust Fan	
v	Fan fitting	
vi	Fan repairing	
9.	Spear of Fan	
i	Motor	
ii	Condenser	
iii	Bush	

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iv	Ball Bearing	
v	Blade	
vi	Regulator	
10.	Motor Binding	
i	Wall Fan	
ii	Ceiling Fan	
iii	Pedestal Fan	
iv	Exhaust Fan	
11.	Switch & Socket	
i	5 Amp.Three pin plug top	
ii	15 Amp.Three pin plug top	
iii	5 Amp. Socket	
iv	15 Amp. Socket	
v	5 Amp.Switch	
vi	15 Amp.switch	
vii	5 Amp.Multi plug	
viii	15 Amp Multi Plug	
11(a)	Switch & Socket (Modular)	
i	5 Amp.Three pin plug top	
ii	15 Amp.Three pin plug top	
iii	5 Amp.Three pin plug Socket	
iv	15 Amp.Three pin plug Socket	
v	5 Amp.Switch	
vi	15 Amp. Switch	
11(b)	Modular Plate	
i	Modul 4,	
ii	Modul 6	
iii	Modul 8	
iv	Modul 12	
11(c)	Modular Box	
i	Modul 4,	
ii	Modul 6	
iii	Modul 8	

iv	Modul 12	
12.	PVC Wire	
i	Three core flexible 70-76 (per mtr.)	
ii	Three core flexible 40-76 (per mtr.)	
iii	Three core flexible 23-76 (per mtr.)	
iv	Two core flexible 23-76 (per mtr.)	
v	1.5 mm multi stand wire per meter	
vi	2.5 mm multi stand wire per meter	
vii	4 mm multi stand wire per meter	
viii	6 mm multi ^{stand} wire per meter	
ix	1 mm Earth wire (per mtr.)	
13.	New Emergency Light(BPL,Philips)	
I	Emergency Light repairing	
li	Emergency Light battery	
lii	Emergency Light Tube	
14.	New Table lamp	
I	Table lamp Philips	
li	Table lamp repairing	
lii	New Halogen light	
lv	Four fit decorative surface without tube light fitting	
15	Energy saver LED Bulb (Havel,Philips,Crompton, OSARAM)	
i	3 W	
ii	5 W	
iii	8 W	
iv	10 W	
v	18 W	
vi	Decorative round LED Fitting	
vii	Decorative 2x2 LED Fittings	

xi	2000W Rod element	
xii	Rod Heater/Heat Convactor/hellogen/rediant Heater repairing	
xiii	New Halogen Heater	
xiv	New Radiant Heater 9 fin	
xv	New Radiant Heater 11 fin	
xvi	New Radiant heater 13 fin	
18.	Hot Case	
i	New Hot Case	
ii	Repairing of hot case	
iii	Element of hot case	
iv	Thermostat of hot case	
v	Iron Plug	
vi	China Plug	
vii	Repairing of geyser	
viii	Element of geyser	
ix	Thermostat of geyser	
19.	AC metal Box	
i	AC metal Plug	
ii	AC ^{plastic} modular Box	
iii	Ac metal socket	
20.	New meeting indicator light	
i	Repairing of indicator light	
21.	PVC Pipe size ½" per ft.	
i	PVC Pipe size ¾" per ft	
ii	PVC Pipe size 1" per ft	
iii	PVC Pipe size 2"per ft	
iv	Metal pipe size ½", per ft.	
v	Metal pipe size ¾", per ft.	
vi	Metal pipe size 1", per ft.	
vii	Metal pipe size 2" per ft.	
viii	PVC pipe band & metal pipe band ½" per ft.	

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ix	PVC pipe band & metal pipe band ¾", per ft.	
x	PVC pipe band & metal pipe band 1" per ft.	
xi	PVC pipe band & metal pipe band 2" per ft.	
22.	Electric Kettle	
i	Philips & Murphy	
23	Fixing charges for all electrical item/repairing	


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Annexure IV

List of Telephone accessories/ repairing & channeling of telephone work and purchase of telephone instrument (Only domestically items shall be used/fitted)

S.No.	Items	Rate in (Rupees)
1.	Line Card+Coil Card	
2.	Green Foil/Hard PCB	
3.	Piezoelectric Transmitter/Receiver	
4.	Ringer Beetle/Tata	
5.	Holding Piece Upper	
6.	Cradle Switch	
7.	Plan Lead	
8.	Plan Box/Rozzett Box	
9.	Key Pad	
10.	IC1240, 2560, 91611,4013, 2418,3726, 1060	
11.	Connector	
12.	Volume knob	
13.	Cabinet	
14.	Preset100K	
15.	Capacitor1.5, 2.5V	
16.	Flash Key	
17.	Redial key	
18.	Rubber Pad	
19.	Key Housing	
20.	Extra Ringer	
21.	Music on hold	
22.	Parallel Disconnecter	
23.	Cordless Battery	
24.	Power supply plan set/cordless	
25.	Hybridge	

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26.	Line card(LCC)C-Dot EPABX	
27.	Line card digital Panasonic	
28.	Trunk line card digital Panasonic	
29.	Line analog Panasonic	
30.	Power supply(FCBC)C-Dot	
	PVC CABLE	
1.	Single pair	
2.	Three pair	
3.	Five pair	
4.	Ten pair	
5.	Twelve pair	
6.	Twenty pair	
7.	Cable Installation	
	PVC CHANNEL	
1.	PVC Channel1" per feet	
2.	PVC Channel2" per feet	
3.	PVC Channel Double Lock per feet	
4.	PVC Channel grey colour double lock per feet	
5.	Channel Installation	
	TELEPHONE INSTRUMENT	
1.	Beetel B 15	
2.	Beetel B 11	
3.	Beetel Caller ID Phone M59	
4.	Beetel1+1Planset	
5.	Beetel1+2Planset	
6.	Beetel1+1speaker plan set	
7.	Beetel1+2speaker plan set	
8.	Panasonic KX-TS-500	
9.	Panasonic KX-TS-625X	
10.	Panasonic KX-TS-580 MX	
11.	Panasonic KX-TS-880	
12.	Beetel M 78 plan set	

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13.	Panasonic KX-TG-3615BX	
14.	Panasonic KX-TG-4312	
15.	Panasonic KX-TC-3412	
16.	Panasonic KX-TG-2480	
17.	Panasonic KX-PG-3821	
18.	Beetel M-70	
19.	Panasonic KX-TG-3721 SX	
20.	Beetel M-56	
21.	Beetel M-60	
22.	Beetel M-75	
	D.P.BOX	
1.	10pair	
2.	20pair	
3.	30pair	
4.	50pair	
5.	Krone module10pair	
	SERVICING	
1.	Telephone	
2.	Cordless	
3.	Planaset	
4.	Colour I.D.Telephone	


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Annexure V

AMC for C-DOT EPBAX

S.No.	Item	Rate in (Rupees)
1.	AMC of C-Dot256port EPBAX system with full time resident engineer	


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