



icmr
INDIAN COUNCIL OF
MEDICAL RESEARCH

NIN
NATIONAL INSTITUTE
OF NUTRITION

आई सी एम आर - राष्ट्रीय पोषण संस्थान
स्वास्थ्य अनुसंधान विभाग, स्वास्थ्य और परिवार
कल्याण मंत्रालय, भारत सरकार

ICMR – National Institute of Nutrition
Department of Health Research, Ministry of Health
and Family Welfare, Government of India

NOTICE INVITING TENDER

to carry out

Maintenance and Operation of Electrical Substations, Generators, A/C Plant and Pump House (NIN and NIN-Animal House)

Sealed quotations are invited on behalf of the Director, ICMR-NIN, Hyderabad, Ministry of Health & Family Welfare, Government of India from reputed, experienced, contractors / agencies with established experience and financial solvency to carry out 'Maintenance and operation of Electrical Substations, Generators, A/C Plant and Pump House (NIN and NIN-AH)'. The approximate estimated cost of the following work is Rs. 1,17,000.00 (Rupees one lakh and seventeen thousand only) per month plus GST as applicable from time to time. The details of the work are as follows:

			(In Rs.)
Sl. No.	Description of work	Estimated cost per month	
1.	Maintenance and Operation of Electrical Substations, Generators, A/C Plant, Pump House (NIN and NIN-Animal House)	Rs.1,17,000.00 + GST on it	

Qualifying criteria, instructions & general conditions for bidders:

- i. The entire works covered under the contract is for a period of 6 months (including monsoon period). However the contract can be extended up to another six months based on the performance and requirement.
- ii. The contract work of 'Maintenance and operation of Electrical Substations, Generators, A/C Plant and Pump House (NIN and NIN-Animal House)' shall have to be carried out as per tender schedule. Also, if any of unit / areas are un-clean, they shall be cleaned by the contractor without any extra payment. Suitable manpower shall be available at the premises as required for this type of work. Contractor will be required to fill **Schedule of Quantities**, and without filling this form; the tender application will be rejected.
- iii. If the contractor fails to do any operation on any day in a month, then that cost per operation will be deducted from contractor monthly bills.
- iv. The contractor shall give suitable dress, safety gadgets, monsoon gears, identity card to the personnel deployed, to identify their staff by security and other departmental personnel.

- v. The contract personnel engaged and working equipment brought by the contractor for the work shall be recorded in the NIN Security Gate before entering into the premises and obtain necessary gate passes.
- vi. Earnest Money Deposit(EMD) – Rs. 35,100.00 (Rupees thirty five thousand and one hundred only) in the form of crossed Demand Draft / Bankers cheque on any nationalized bank / schedule bank payable at Hyderabad in favor of 'Director, ICMR-National Institute of Nutrition' shall be submitted with tender in separate sealed cover. Tender received without EMD will be summarily rejected. Cheque for EMD will not be accepted.
- vii. Quotation by email or fax will not be accepted.
- viii. The quotation is to be printed on letter head. It should include of GST Registration Number and PAN number of the firm. Quotations received without signature, over-writing, summation errors etc., will be construed as invalid and thus rejected. The quotation should be sent in a sealed envelope. The envelope shall clearly be superscribed with:

The reference no.,

Due date :

Quotation : Not to be opened".

Quotation for 'Maintenance and operation of Electrical Substations and Generators (NIN and NIN-Animal House)'

Quotation is to be sent only through registered post or speed post. Hand delivery of quotation will not be accepted. It should reach the undersigned within the due date September 25, 2019, Time: 16:00 hrs along with EMD in a separate cover. The quotation reached after the due date & time will not be considered. If any corrections, they should be attested by the dated initials of the tenderer. All the signatures must be dated and accompanied by seal of the company. Bidder will sign on all pages of this 'Notice Inviting Tender' document at the bottom at '*I / we Sign & Agree with seal*' and submit along with Schedule of Quantities and without this Tender is invalid.

- ix. Performance guarantee @ 5% of work order value in the bank guarantee is required to be furnished within 15 days from the date of issue of work order. It will be refunded after work is completed.
- x. The tenderer may note that in case of the work being awarded to him, he has to produce police verification certificate for the employees to be deputed for the work inside the ICMR-NIN, Hyderabad and should bring all the tools and equipment for the above contract job at their own cost.
- xi. The bidder may visit the site with prior appointment with Sri Ch. Ranga Rao, and Mr. Micheal Technical Officers at 040-27197288/ 257 on all working days i.e, from Monday to Friday except public holidays from 10.00 AM to 5.00 PM.
- xii. The undersigned reserves all the rights to reject the tender without assigning any reasons.
- xiii. ICMR-NIN, Hyderabad is not responsible for any damage caused to the manpower personnel engaged by the contractor for execution of the work.

- xiv. The offer shall be valid for a period of ninety days and in case of placement of the work order, shall remain firm till the completion of the work.
- xv. Director, ICMR-NIN, Hyderabad reserves the right to increase / decrease the quantity of work.
- xvi. The quotations / Schedule of Quantities will be opened in the presence of the Bidders on 26th September, 2019 at 15.00 Hrs. If this date happens to be holiday, then the same will be opened on the next working day. Representatives on behalf of bidders will not be allowed.

Confidentiality Clause:

- A. No party shall disclose any information to any third party concerning the matters under this contract. In particular, any information identified as 'proprietary' in nature by the disclosing party shall be kept strictly confidential by the receiving party and shall not be disclosed to any third party without the prior consultants, advisors or the employees engaged by a party with equal force.
- B. Prohibition against use of ICMR-NIN's name without permission of publicity purpose:

The contractor, subcontractor, consultant, advisor or the employees of the contractor shall not use the ICMR-NIN's name for any publicity purpose through any public media like press, T.V., Radio or Internet without the prior written approval of ICMR-NIN.

The offer should be addressed to

Senior Administrative Officer
ICMR-NIN, Tarnaka, Near Tarnaka Metro Station
HYDERABAD – 500 007

and shall reach on or before 25th September, 2019 at 16.00 Hrs.

Enclosures:

1. The works to be carried out by the outsourcing agency
2. Scope of work / term of references
3. Manpower Deployment by Outsourcing Agency
3. Schedule of quantities

(R. HEMALATHA)
Director

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The works to be carried out by the Outsourcing agencies:

- 1). Electrical (11KV/433V) Substations at Three Locations
- 2). Main LT PCC Panels
- 3). DG sets with control panels
- 4). APFC Panels
- 5). PDBs at Load centers
- 6). Emergency calls in Residential Quarters, before and after office hours and also on holidays.
- 7). Earthing system at substations
- 8). Inter connecting HT & LT Cables

Scope of Work/Term of References:

- 1). Day-to-Day operations of all the items mentioned vide the above for trouble free operation
- 2). Round the clock operation on each and every day throughout the year
- 3). Log books shall be maintained for all the metering and the maintenance works carried out for all the items mentioned above under clause .1 Clearly mentioning the nature of maintenance /test results/repair done and material / spare used / replaced.
- 4). Carrying out minor modification in the electrical wiring /connections if required with office approval.
- 5). Repairs of Electrical Work at residential quarters after office hours (including holidays).
- 6). Minor rectifications in the equipment shall be done on office approval.
- 7). Replacement of spares /parts/components sub assemblies shall be carried out on office approval
- 8). Data logging for that equipments for which AMC has been entered into by office with the respective manufacturers.
- 9). Collecting Diesel from pumping station and pumping into DG sets.
- 10). Follow up with fuse - off call office of TSSPDCL.
- 11). Operation of AC plants at institute and
- 12). Operation of Pump House at ICMR-NIN and HMWD water pumps including checking of water levels at Sumps and supply of water to staff quarters.

Manpower Deployment by Outsourcing Agency:

- 1). One Electrical Engineer shall cross check the maintenance works being carried out once in a week and he will be available for all emergency calls with a residential phone facility. Electrical Engineer shall attend to the site for any major electrical break downs, emergencies, fire etc., and take charge of the situations.
- 2). Electrician & Helper 24 x 7 operations including relieving on holidays & weekly offs.

(R. HEMALATHA)
Director

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On company letterhead

SCHEDULE OF QUANTITIES

(To be supplied by the Contractor)

Name of the work : To carry out Maintenance and Operation of Electrical Substations, Generators, A/C Plant and Pump House of NIN and NIN-Animal House

Name of the contractor :

<i>(in Rs. per month)</i>			
Sl. No.	Description of work	Amount in figures	Amount in words
1.	To carry out Maintenance and Operation of Substations, Generators, A/C Plant and Pump House of NIN and NIN-Animal House		
2.	GST 18% (as applicable) *		
3.	GRAND TOTAL (1 + 2)		

* - GST will be regulated as per the existing rates from time to time.

Note: The price shall be quoted in numerals and words as well.

SIGNATURE OF THE BIDDER
WITH SEAL