

Limited tender for Comprehensive Maintenance Contract of Water Coolers at AIIMS-Jodhpur.

NIT No. : AIIMS/JDH/EE/ELECT/ LTE/2020-21/04

NIT Issue Date : 22-03-2021

Last Date of Submission : 31-03-2021 up to 03:00 PM.



All India Institute of Medical Sciences, Jodhpur

Basni Phase - II, Jodhpur – 342005, Rajasthan

Telefax: 0291- 2740741, email: saxenap@aiimsjodhpur.edu.in

www.aiimsjodhpur.edu.in

INDEX

S. No.	Detail provided	Page No.
1.	Notice Inviting Tender	3
2.	Instructions for the Bidder / The service provider/ Bidder and Criteria of eligibility	4
3.	General Conditions of Contract	5
4.	Annexure – I (Scope of Work)	8
5.	Annexure – II (Details of the Bidder / Bidder)	9
6.	Annexure – III (Undertaking)	10
7.	Annexure – IV (Tender Acceptance Certificate)	11
8.	Item rate BOQ (Financial bid)	Separately attached in excel

Executive Engineer (E)
AIIMS, Jodhpur

NOTICE INVITING TENDER

S. No.	Particular	Remarks
1.	Name of work	Limited tender for Comprehensive Maintenance Contract of Water Coolers at AIIMS-Jodhpur
2.	Tender No.	AIIMS/JDH/EE/ELECT/ LTE/2020-21/04
3.	Contract period	01 year
4.	Performance Guarantee	03% of contract value
5.	Security deposit	05% of contract value
6.	Tender documents	Download from following websites- www.aiimsjodhpur.edu.in http://eprocure.gov.in
7.	Last date and time of online submission of tender	22-03-2021 upto 03:00 PM
8.	Date and time of online tender opening	31-03-2021

❖ Please read carefully the notes given with the tender Notice.

Executive Engineer (E)
AIIMS, Jodhpur

Instructions for the Bidder/ The service provider/ Bidder:-

All India Institute of Medical Sciences (AIIMS), Jodhpur, Rajasthan, an apex healthcare institute established by an Act of Parliament of India under aegis of Ministry of Health & Family Welfare, Government of India calls for Limited tender is hereby invited by the undersigned on behalf of the Director, AIIMS Jodhpur for Comprehensive Maintenance Contract of water Coolers installed at AIIMS-Jodhpur from authorized service providers of Eureka Forbes only.

1. **“Bids shall be submitted online only at CPPP website: <https://eprocure.gov.in/eprocure/app>.**
2. The complete bidding process is online. Bidder should be possession of valid digital Signature Certificate (DSC) of class II or III for online submission of bids. Prior to bidding DSC need to be registered on the website mentioned above. For any assistance for e-bidding process, if required, bidder may contact to the helpdesk at 0291-2740741.
3. Bidder/service provider are advised to follow the instructions provided in the ‘Instructions to the service providers/Bidder for the e-submission of the bids online through the Central Public Procurement Portal for e-Procurement at <https://eprocure.gov.in/eprocure/app>’.
4. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
5. **Criteria of eligibility:** Bidder should be **authorized service providers of Eureka Forbes. *Joint ventures are not accepted***
6. **Submission of Tender:**
The tender shall be submitted online in two part, viz., technical bid and financial bid. The tender received after this deadline & unsealed shall not be entertained under any circumstances whatsoever. In case of postal delay this Institute will not be responsible.
✓ ***The offers submitted by Telegram/Fax shall not be considered. No correspondence will be entertained in this matter.***
7. **Technical Bid**
The following documents are to be furnished by the bidder along with **Technical Bid** as per the tender document:
 - ***Copy of authorized dealership / distributorship certificate.***
 - Copy of Income Tax Return Acknowledgement for last three consecutive financial years.
 - Copy of PAN Card Registration.
 - Copy of GST registration certificate.
 - Certificate as per Annexure-II, III & IV

II. Financial Bid

Price bid Form - Price must be quoted as per format specified; failing which tender shall be summarily rejected.

**Executive Engineer (E)
AIIMS, Jodhpur**

General Conditions of Contract

1. **Rate:** Rates to be quoted as per Financial Bid considering costs of material, taxes and delivery at site / FOR etc.
2. **Validity:** The quoted rates must be valid for a period for **90 days** from the date of closing of the tender. The overall offer for the assignment and bidder(s) quoted price shall remain unchanged during the period of validity. If the bidder quoted the validity shorter than the required period, the same will be treated as unresponsive and it may be rejected. In case the tenderer withdraws, modifies or change his offer during the validity period, bid is liable to be rejected and the earnest money deposit shall be forfeited without assigning any reason thereof. The bidder should also be ready to extend the validity, if required, without changing any terms, conditions etc. of their original tender. In case the last date of sale / of receipt of tender / of opening the tender is declared as Holidays, the respective dates shall be treated as postponed to the next working day accordingly.
3. **Technical Evaluation:**
 - a) Detailed technical evaluation shall be carried out by the Institute pursuant to conditions in the tender document to determine the substantial responsiveness of each tender. For this clause, the substantially responsive bid is one that conforms to all the eligibility and terms and condition of the tender without any deviation.
 - b) The Institute's determination of bid's responsiveness is to be based on the contents of the bid itself without recourse to extrinsic evidence. The Institute shall evaluate the technical bids also to determine whether they are complete, whether required sureties have been furnished, whether the documents have been properly signed and whether the bids are in order. The Director, AIIMS, Jodhpur shall have right to accept or reject any or all tenders without assigning any reasons thereof.
4. **Financial Evaluation:**

The financial bid shall be opened of only those bidder who have been found to be technically eligible.

 - a. Arithmetical errors shall be rectified on the following basis:
 - If there is a discrepancy between the unit price and total price that is, the unit price shall prevail and the total price shall be corrected by the Institute.
 - If there is a discrepancy between words and figures, the lesser amount shall be considered as valid. If the Supplier does not accept the correction of the errors, his bid shall be rejected.
 - b. After due evaluation of the bid(s) AIIMS, Jodhpur will award the contract to the lowest evaluated responsive tenderer. Conditional bid will be treated as unresponsive and will be rejected.
5. Right to issue and to accept or reject any or all tenders without assigning any reason thereof is reserved by the Competent Authority.
6. **Award of Contract:** The Institute shall consider placement of orders for jobs on those bidder whose offers have been found technical and financially acceptable. The Institute reserves the right to counter offer price(s) against price(s) quoted by any bidder.
7. **Performance bank guarantee / Security deposit:**
 - a. As a contract security for faithful performance of the contract in accordance with all the terms and conditions specified in the tender the obligations under warranty period, the successful tenderer / contractor shall furnish a Performance Guarantee @ 3% of order value in the form of Fixed Deposit Receipt or Bank Guarantee (as per Annexure-VI) from any Nationalized Bank duly pledged in the name of the "All India Institute of Medical Sciences, Jodhpur" after receipt of work order. A 5% of order value will be deducted from running bills in the form of Security Deposit
 - b. AIIMS-Jodhpur shall have the right to encash the PBG in full or part for non-compliance of

any or all the terms and conditions of the tender / contract and to recover any Liquid Damages and penalties under the contract as well as against defects in the any of the warranty obligations as enumerated in the tender / contract.

- c. In case of part encashment, the validity of the PBG shall have to be kept valid for the remaining period as per contract, for the balance amount or for a period as required by AIIMS-Jodhpur.
 - d. **Refund of PBG-** Release of **Performance bank guarantee / Security deposit** of the work shall not be refunded till the contractor produces a clearance / completion certificate from the Engineer-In-Charge.
- 8. Authority of person signing document:** A person signing the tender form or any documents forming part of the contract on behalf of another shall be deemed to warranty, that he has authority to bind such other and if, on enquiry, it appears that the person so, signing had no authority to do so, the Director, AIIMS, Jodhpur may without prejudice to other Civil and criminal remedies cancel contract and held the signatory liable for all cost and damages.
- 9. Right of acceptance:** The Director, AIIMS, Jodhpur reserve the right to accepting the whole or any part or portion of the bid; and the bidder shall provide the same at the rates quoted. The Director, AIIMS, Jodhpur reserve the right to reject any or all tenders /quotations or all offers received in response to the tender or cancel or withdraw the tender notice without assigning any reason thereof and also does not bind itself to accept the lowest quotation or any tender and no claim in this regard shall be entertained
- 10.** Information and instruction for Service provider for tendering forming part of NIT and to be posted on website.
- 11.** Right to issue and to accept or reject any or all tenders without assigning any reason thereof is reserved by the Competent Authority, AIIMS-Jodhpur.
- 12.** Rate should be quoted in Indian Rupees (INR) inclusive of all charges. The service provider shall take into account all the costs involved in compliance of all the special conditions and as stated above while quoting his rates in his tender for this work.
- 13. Subletting of Work:** The firm shall not assign or sublet the work/job or any part of it to any other person/party or will first obtain permission in writing from the Competent Authority of AIIMS, Jodhpur, which will be at liberty to refuse if thinks fit. The tender is not transferable. Only one tender shall be submitted by one bidder.
- 14. Breach of Terms and Conditions:** In case of breach of any terms and conditions as mentioned in tender, the Competent Authority, will have the right to reject the bid at any stage without assigning any reason thereof and nothing will be payable by AIIMS, Jodhpur in that event the **Performance bank guarantee / Security deposit** shall also stands forfeited.
- 15.** The taxes or any other charge if payable extra should be clearly mentioned otherwise no extra charge will be paid.
- 16.** The items will have to be supplied at Institute site. No transportation/ cartage charges will be provided for the same.
- 17.** After the evaluation of the bid(s) AIIMS, Jodhpur will award the contract to the lowest evaluated responsive bidder on composite basis.
- 18. Applicable Law:**
- The contract shall be governed by laws and procedures established by Govt. of India, within the framework of applicable legislation and enactment made from time to time concerning such commercial dealings/ processing.

- Any disputes are subject to exclusive jurisdiction of competent court and forum in Jodhpur, Rajasthan, India only.
 - The Arbitration shall be held in accordance with the provision of the Arbitration and conciliations Act, 1996 and the venue of arbitration shall be at Jodhpur. The decision of the Arbitrator shall be final and binding on both the parties.
 - Force Majeure: Any delay due to Force Majeure will not be attributable to the service provider.
19. The rates shall be quoted only in the schedule of quantities attached with the tender and nowhere else i.e. letter heads etc.
20. Contractor shall be fully responsible for any damages caused to govt. property or allottee's property by his or his labour in carrying out the work and shall be rectified by the contractor at his own cost.
21. Rejected materials shall have to be removed by the contractor at his own cost within a week of the instructions of doing so. Also go down rent as decided by Engineer-in-Charge shall be charged by the department.

Executive Engineer (E)
AIIMS, Jodhpur

Annexure – I

Scope of Work

1. Free replacement of worn-out/exhausted parts like Compressor, Fan motor, Chiller tank, Ultra-Violet Lamp, On-off switch, controlling PCB, RO system and inlet/ outlet pipe with new parts during the periodical servicing or breakdown visits during the service contract period.
2. Replacement of pre-filter candles and activated carbon will be done as per the requirement during service contract period.
3. Additional visits should be made during the contract period, as and when required, in the event of any breakdown/malfunctioning of the equipment, on intimation in this regard by the customer is within the purview of this tender and no extra payment will be made.
4. Payment will be made on a quarterly basis after completion of services satisfactorily.
5. Check the total purifying system including inlet & outlet pipe/hoses. Clean the pipes if required
6. Maintenance visit will be quarterly basis per water purifier, but in case of breakdown repair should be attended within 24 hrs. after lodging the complaint failing which a penalty at the rate of Rs.1000/- per day shall be applicable.
7. All consumables required for servicing /repairing will be in the bidder's scope.
8. Firm has to submit a service / repair report during each visit. Service report to be submitted once in three months.
9. Service provider has to depute a technician to visit the institute on daily basis.

**Executive Engineer (E)
AIIMS, Jodhpur**

Annexure- II

S. No.	Details of the Bidder / Bidder	
1.	Name of Firm /Service provider / service provider	
2.	Complete Address:	
3.	Name of Proprietor/ Partner	
4.	State clearly whether it is sole proprietor or partnership firm or a company or a Government Department or a Public Sector Organization	
5	Whether the firm is a registered firm with M/s Eureka Forbes Yes/No (attach copy of authorization certificate issued M/s Eureka Forbes Ltd.).	
6	GST Registration No.	
7	Permanent Account No. (Copy must be provided)	
8	Any other information, if necessary	
9	Official Email ID	
10	Contact No.	

Date:
Place:

Name :
Business Address:
Signature of Bidder:
Seal of the Bidder:

Annexure- III
UNDERTAKING
(To be submitted on letter head of the company / firm)

I hereby certify that the above firm has not been ever blacklisted by any Central / State Government / Public Undertaking / Institute on any account.

I also certify that firm will supply the services as per the specification given by Institute and also abide all the terms and conditions stipulated in tender.

I also certify that the information given in the bid is true and correct in all aspects and if in any case at a later date it is found that any detail/s provided are false and incorrect, any contract given to the concern firm or participation may be summarily terminated at any stage, the firm will be blacklisted and Institute may impose any action as per NIT rules.

Date:

Name :

Place:

Business Address :

Signature of Bidder :

Seal of the Bidder :

ANNEXURE –IV
TENDER ACCEPTANCE CERTIFICATE
(On letter head of company /firm)

To,
The Director,
All India Institute of Medical Sciences,
Jodhpur (Raj.)

Ref.: Your NIT No.: AIIMS/JDH/EE/ELECT/ LTE/2020-21/04 due date: 24-03-2021

I / We, the undersigned have examined the above mentioned Tender Enquiry Document, including amendment / corrigendum (if any), the receipt of which is hereby confirmed. We now offer to supply and deliver in conformity with your above referred document for the sum as shown in the Price Schedules (BoQ) uploaded herewith and made part of this bid. If our bid is accepted, we undertake to supply the items / services for which tender has been concluded, in accordance with the delivery schedule specified in the Schedule of Requirements. We further confirm that, if our bid is accepted, we shall provide you with a Performance Security of required amount in an acceptable form as mentioned in your NIT. We agree to keep our bid valid for a period of 180(one hundred eighty) days for acceptance as required in your NIT Document, read with modification, or for subsequently extended period, if any, agreed to by us. We also accordingly confirm to abide by this bid up to the aforesaid period and this bid may be accepted any time before the expiry of the aforesaid period. We further confirm that, until a formal Agreement / Contract is executed; this bid read with your written acceptance thereof within the aforesaid period shall constitute a binding contract between us. We further understand that you are not bound to accept the lowest or any bid you may receive against your above referred advertised tender enquiry. We confirm that we do not stand deregistered/banned/blacklisted by Central / State Govt. / Ministries / Departments /PSU etc. We confirm that we fully agree to the terms and conditions specified in above mentioned Tender Enquiry Document, including amendment / corrigendum, if any.

We hereby certify that if at any time, information furnished by us is proved to be false or incorrect; we are liable for any action as deemed fit by the purchaser in addition to forfeiture of the Performance Security deposit.

I/We undertake and confirm that eligible similar works(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 bidding in AIIMS organization in future forever. Also, if such a violation comes to the notice of the institute before date of start of work, the Engineer-in-Charge shall be free to forfeit the entire amount of Earnest Money Deposit/ Performance Guarantee.

(Scanned copy to be uploaded at the time of submission of bid along with the technical bid)

Name: _____

Business _____

Address: _____

Place:

Date:

CHECKLIST

<u>S. No.</u>	<u>Information for bidder</u>	<u>Remarks</u>	<u>Refer page no. of submitted bid</u>
1.	Notice Inviting Tender (read)	<u>Yes / No</u>	
2.	Copy of Authorization Certificate issued by M/s Eureka Forbes Ltd.	<u>Yes / No</u>	
3.	Acceptance of Tender Condition and Scope of Work (read and duly signed)	<u>Yes / No</u>	
4.	Annexure- II (Details of Bidder) (duly filled & signed)	<u>Yes / No</u>	
5.	Annexure- III (Undertaking) (duly filled & signed)	<u>Yes / No</u>	
6.	Annexure-IV (Tender Acceptance Certificate) (duly filled & signed)	<u>Yes / No</u>	
7.	Copy of constitution or legal status of the Bidder Manufacturer /Sole proprietorship/Firm /Agency etc.	<u>Yes / No</u>	
8.	Copy of PAN Card (submitted)	<u>Yes / No</u>	
9.	Copy of GST Registration (submitted)	<u>Yes / No</u>	
10.	Price Bid Form (duly filled & attached)	<u>Yes / No</u>	

Date:

Name :

Place:

Business Address :

Signature of Bidder :

Seal of the Bidder :