

**Government of India
Ministry of Science and Technology
Department of Science and Technology
General Administration Section
Technology Bhavan, New Mehrauli Road
New Delhi-110 016**

T.E No. D-13020/1/1/2020 (GA)

Date: 21 Sep., 2020

To,

All interested & Eligible firms.

Sub: Tender Enquiry for item wise annual rate contract (% Below / above) for Comprehensive AMC of Electrical items and Supply & S/I/T/C of electrical items and consumables in Department of Science & Technology, Technology Bhavan for a period of one year from the date of commencement of contract

Dear Sirs,

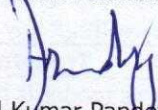
For and on behalf of the President of India, sealed bids are invited for the subject mentioned job in DST, Technology Bhavan, New Delhi-16 for period of one year from the date of commencement of contract and extendable yearly basis for a maximum period of two years (total three years including initial period of contract) depending upon the performance of the firm and compliance of terms & conditions stipulated in the tender document by the firm and mutually agreed upon, as per the attached **Annexure I**.

2. In case your firm is interested in the above said work, you are requested to quote your **justified** prices (% above/ below) of the items as per Delhi Schedule of Rates (DSR) 2018 published by CPWD and mentioned in the enclosed Proforma (**Schedule I**) in a sealed cover along with the documents as mentioned in the tender document with an Earnest Money Deposit (EMD) amount of Rs.25,000/- (Rupees Twenty Five Thousand only) in the prescribed form. The sealed cover containing the bid should be super scribed "**item wise annual rate contract (% Below / above) for Comprehensive AMC of Electrical items and Supply & S/I/T/C of electrical items and consumables in Department of Science & Technology, Technology Bhavan for a period of one year from the date of commencement of contract and not to be opened before 27th October, 2020**" and should be dropped in the tender box of Admin II (B) kept near the Reception of the Technology Bhavan **latest by 1500 hours** on or before the **27th October, 2020**. Sealed bids received within the closing time limit will be opened on the same day at 1530 hrs in Raman Auditorium, S & T Block II in the presence of such tenderers who wish to be present. The Department reserves the right to accept or reject any quotation/ estimates without assigning any reason thereof.

3. Successful bidder will be required to submit a Performance Guarantee deposit as mentioned in the tender document in the form of Demand Draft/ Fixed Deposit Receipt in favour of DDO, DST / Performance Bank Guarantee from any Scheduled Commercial Indian Bank valid up to as mentioned.

4. Tendering firms fulfilling the requirements prescribed in this tender document are requested to quote their competitive lowest prices as per the requirements given in the attached schedule. Before participation, interested firms are requested to read & understand the "Important information, general instructions and terms & conditions" and fill up the "Contractor's details (Mandatory Information)" in **Annexure II** to this tender document. Bid received without duly filled **Annexure II**, will be rejected straightway and will not be considered. No representation in this regard will be considered by the Department.

Yours faithfully,



(Anil Kumar Pandey)

Under Secretary to the Govt of India

Tel: 26590264

Copy to: Web Support, DST: For posting the complete tender document on Department's website

Cont'd...02/-

Signature of bidder with seal & date

**IMPORTANT INFORMATION, GENERAL INSTRUCTIONS
& TERMS & CONDITIONS**

1. Purchaser
THE PRESIDENT OF INDIA
2. Bid System
This tender will be processed in single bid system
3. Tender Fee
Nil
4. Eligibility of Firm
<p>i. Submission of EMD as prescribed. <u>No repeat</u> No firm is exempted for submission of EMD irrespective of their registration with any organisation.</p> <p>ii. Valid GST Registration certificate.</p> <p>iii. Self-undertaking on the firm's letter head that the firm will not enter into any sub-contract with any other firm</p> <p>iv. Income tax returns for the past two years i.e. 2018-19 & 2019-20.</p> <p>v. <u>If the firm has 10 and more employees on roll, all the employees should be covered under ESIC.</u></p> <p>vi. Undertaking from the contractor to the effect that he will not allow or permit any employee to participate in any trade union activities or agitation in Technology Bhawan Premises.</p> <p>vii. Original tender document duly signed and stamped at all pages. Tender document other than the published one will not be accepted and evaluated.</p> <p>viii. The participating firm is requested to attach the relevant order/ documents in support of their eligibility with the Technical bid and failure to do so will render the bid incomplete and the same will be rejected straightway without assigning any reason thereof. No representation in this regard will be entertained by the Department.</p>
5. Earnest Money Deposit (EMD)
<p>An amount of Rs.25,000/- (Rupees Twenty Five Thousand only) has to be submitted by way of Demand Draft, Pay Order/Banker's Cheque in favour of DDO, DST along with the original copy of the tender submitted by the firm. Payment by any other mode shall not be accepted. <u>No firm is exempted from submission of EMD.</u> Offers received without EMD shall be ignored straightaway and will not be considered under any circumstances. EMD of tendering firms who submit the sealed quotation but withdraw the same before expiry of the tender validity date may be forfeited at the discretion of DST. The EMD of the successful bidder and the unsuccessful bidders will only be released after submission of Performance Security of the successful bidder. If the successful firm fails to submit the Performance Security within the stipulated date the EMD will be forfeited and the bid of <u>second responsive</u> bidder will be considered and if the second responsive bidder is willing to render the services at par the rate quoted by the first responsive bidder, then the contract will be awarded to the second responsive bidder. If the second responsive bidder is firm unwilling to accept the award of contract, then the whole tendering process will be treated as cancelled and no representation in this regard will be entertained. No interest will be paid by the Department for not releasing the amount within the tender validity period.</p>
6. Firm and fixed rates
<p>Prices should be quoted on net destination basis at DST and firm & fixed price basis including statutory taxes (GST, Service Tax, Service Charge etc., duties (ED- if any), freight, packing, labour etc. The prices/rates quoted should be indicated in words as well as in figures and in INR only. Request for enhancement of contracted rates shall not be considered under any circumstances during the contractual period. Tenders with variable prices or seeking provision for enhancement of prices/ contracted rates during the currency of the contract shall be rejected straightaway without any consideration.</p>
7. Transferability of Tender
This tender is non-transferable.
8. Terms & conditions
<p>Terms & Conditions as set out in this Tender Document shall have to be complied with by the tendering firm. Offers not complying with such terms & conditions shall be ignored/ rejected.</p>
9. Prescribed Forms
<p>Tenders of firms received in the format prescribed in this tender document shall only be considered. Offers not received in prescribed format shall be ignored and no correspondence in this regard will be entertained. Telegraphic/ Telex/ Fax/ E-mail/ Letter head Quotations will not be accepted and ignored straightaway.</p>

10. Time & date of receipt and opening of bids

In the event of any confusion, the time set in the clock in the room of Under Secretary (General Administration), DST will be taken as standard and decisive. Tenderers may note that if the date of tender opening given in this Tender Document is declared a closed holiday by the Central Government, the tender shall be opened on the next working day at the same time. In such an event the closing hours for receipt of tenders in DST will stand automatically extended up to 1500 hours of the next working day in the Central Government offices.

11. Purchaser's right

Purchaser reserves the right to reject any tender/all tenders in full or part thereof without assigning any reason.

12. Purchaser's Address & Work site

The bid should be addressed to "Under Secretary, General Administration, Department of Science & Technology, Technology Bhavan, New Mehrauli Road, New Delhi-16 and dropped in the Tender Box of General Administration Section kept near Reception Room at the entrance of Technology Bhavan, New Mehrauli Road, New Delhi **on or before 1500 hours on 27th October, 2020.** In case the sealed envelope is larger than the mouth of the Tender Box, and cannot be dropped in the Tender Box, the same may be submitted by hand to Under Secretary, General Administration or S.O. General Administration, DST before expiry of the closing time & date.

13. Contract period

Initially One year from the date of commencement of contract and extendable on yearly basis for a maximum period of two years (Total three years including initial period of contract) depending upon the performance of the firm and compliance of terms & conditions stipulated in the tender document by the firm and mutually agreed upon. Prices during the currency of contract shall remain firm & fixed.

14. Termination of contract

- i. On expiry of period given in the contract. Further, the contract can be terminated at any time during the currency due to unsatisfactory performance established on the part of the contractor or any such material complaints.
- ii. The contract can be terminated at any time by giving a Notice of one month in advance from either party. Any complaints pending on the day of giving notice & also before the expiry of the Notice served shall have to be attended to in accordance with the terms & conditions of the contract.

15. Dispatch Instruction

Maintenance work shall be carried out at Technology Bhavan. Any replacement of defective parts/ spare parts will be done only with written permission. For taking away such parts out of Technology Bhavan, proper markings & signatures of Estate Supervisor/ SO (General Admin) should be obtained in indelible ink. Permission for taking the items from DST premises will not be allowed on holidays, Saturdays & Sundays.

16. Warranty

Six months comprehensive from the date of completion of job. Any complaint shall be attended within a response time of 48 hours on 24X7 basis. Any defects in workmanship or deterioration in the quality or deviation from tender specifications coming to notice shall be rectified at site within 72 hours of the reporting of the same to the contractor. If a system is required to be picked up and taken to contractor's premises for removing the defects, the same shall be picked up from the consignee latest by the next working day and dropped back to the consignee within 07 working days. Any component required to be replaced within the warranty period shall be totally new component and not reconditioned or repaired component.

17. Inspecting Officer

Authorized representative of DST, New Delhi

18. Inspection Authority

Department of Science and Technology (DST), Technology Bhavan, New Delhi or any party, a Govt. agency, so authorized by DST.

19. Performance Guarantee (PG)

1. Successful bidders awarded the work order for carrying out the jobs on the basis of this Tender Enquiry shall be required to furnish a Performance Security of the amount equivalent to Rs.50,000/- (Rupees Fifty thousand only) in the form of DD/ Pay order, Fixed Deposit Receipt (FDR) in favour of DDO, DST or Bank Guarantee from any Scheduled Commercial Indian Bank to be submitted within 15 days of the receipt of the Contract by them. The format for Performance Bank Guarantee (PBG) will be provided by DST along with the award of contract. In the event of failure on the part of the successful bidder awarded the Contract to furnish Performance Security, the contract awarded shall be cancelled. Non-submission of PBG in prescribed format or submission by other mode shall be viewed as adverse performance which may further lead to de-registration/ suspension of business dealing with the Department and the amount of performance security deposited by the firm will be forfeited. ***The Performance Guarantee will be released after the six months from the date of expiry of the contract.***

Signature of bidder with seal & date

Cont'd...04/-

20. Validity of Tender

Tender shall be kept valid for acceptance by DST for a period not less than 90 days after the tender opening date.

21. Rates

A. Before quoting the rates, bidders are requested/ advised to refer the following points and **Point No. 26 & 27 of Annexure I** to this Tender Document.

B. Rates should be quoted in Schedule I attached with this tender document as per following details:

Table A to Schedule I: - Rates mentioned in Table A to Schedule I and rates should be quoted **% above or below basis** in the enclosed Performa as per **Table A of Schedule I** attached with the tender document.

b) Rates should be inclusive of all statutory taxes & duties (CST, VAT, Service Charge, Service Tax, ED etc.) and freight (free delivery to the consignee's premises) etc.

c) During the entire period of the contract, no request for any increase in rates will be entertained.

22. Taxes & Duties

a) **Tax Deduction at Source (TDS):-** TDS will be deducted from each bill (as applicable) of the contractor under the statutory rules of Union Govt. in respect of Income Tax & other Taxes etc.

b) No claim on account of sales taxes or any other statutory taxes/ charges for execution of work awarded under this contract will be entertained by DST and such taxes and charges should be paid by the contractor himself.

23. Consignee's address

Department of Science & Technology and Authorized representative of DST, New Delhi-16.

24. Inspection Authority & Inspecting Officer

Department of Science & Technology and Authorized representative of DST, New Delhi-16.

25. Submission, acceptance and rejection of tender

a) A complete set of the tender document may be collected personally from **Section Officer General Administration, Department of Science & Technology, New Delhi**. Complete tender document is available on Departmental website: <http://dst.gov.in> and may be downloaded and used for submission of the bid. The envelope containing the quotation should be duly sealed and super-scribed as **"item wise annual rate contract for day to day repair/ maintenance/ servicing/ overhauling/ fitment of electrical gadgets procured and maintained by DST, Technology Bhavan, New Delhi-16 for a period of one year"**. The sealed envelope should be dropped in the tender box kept **[Tender Box General Administration] near the reception of Technology Bhavan** on or before 3.00 PM on **27th October, 2020** which will be opened on the same day at 3.30 PM in the presence of one representative of such tenderers who wish to be present.

b) **Tenders which are not complete in all respects are liable to be rejected.**

c) While submitting the tender for this work the tenderers will be **deemed to have read, understood and accepted** all the terms and conditions stated in the tender document. Any doubts or clarifications with regard to the interpretation of the Terms & Conditions stipulated in this Tender Enquiry, may be got clarified from DST at least 03 days before tender closing date. Requests for postponing the tender opening date for the same shall not be accepted.

d) Tenderers will indicate the complete address of their firm/ office along with telephone numbers.

e) Contract shall be awarded to the firm offering the lowest / net bundled price and not with reference to the lowest prices quoted for the sub-items.

Cont'd...05/-

Signature of bidder with seal & date

26. Evaluation of Bid

For Evaluation of Bid, following points will be taken into consideration. Hence the Bidders are requested to quote justified rate (s) to avoid cancellation of bid: -

A. Abnormally Low Bid/ proposal: -

aa. If any bidder is quoting an abnormally low bid/ proposal. An abnormally low bid / proposal is one in which the bid/ proposal price in combination with other elements of the bid/ proposal, appears so low that it raises material and services concern with the Department as to the capability of the bidder to perform the contract for the offered price.

ab. If the Department i.e. DST identifies a potentially abnormally low bid/ proposal, DST shall seek written clarifications from the bidder, including item wise detailed analysis of rate as per market trend of its bid/ proposal price in relation to the subject matter of the contract, scope, proposed methodology, schedule, allocation of risks and the responsibilities and any other requirements of the request for bids/ proposals for proposal document.

ac. If after evaluation of the price analysis, DST determines that the bidder has quoted the unjustified rate and failed to demonstrate its capability to deliver the contract for the offered price, DST shall reject the bid/ proposal without assigning any further reason.

B. Seriously unbalanced or Front Loaded bids/ proposal: -

If DST feels that the bid/ proposal submitted by the bidder, is seriously unbalanced or front loaded (i.e. Overpriced) DST may ask the bidder to provide written clarifications, including item wise detailed price analysis to demonstrate the consistency of the prices with scope of works, proposed methodology and schedule. After evaluating the item wise detailed price analysis, DST may/ may not accept/ reject the bid/ proposal without assigning any further reason.

C. If it is found in case of receipt of more than two qualified technical bids/ proposals, that the difference between the lowest quoted rate and the highest quoted rate is 25% or above, the average of all the rates, quoted by all the participating firms, will be calculated and the bids/proposals of only those firms will be considered for evaluation whose quoted rates fall within the range of $\pm 10\%$ of the calculated average rate, and among such firms only, the L1 will be decided and will be considered as most responsive bid.

27. Award of contract

a) The Accepting officer shall award the contract to the tenderer whose tender has been determined to be substantially responsive and who has offered the lowest evaluated tender price **as mentioned in the preceding paragraph (Point No.26).**

b) Notwithstanding the above, the Department reserves the right to seek previous work orders, references, justification of quoted rates etc. and to accept or reject any quotations and to cancel the process and reject all tenders at any time prior to award of contract.

c) The tenderer whose rate is accepted will be notified for the award of contract by the Department prior to expiry of the tender validity period. The terms and conditions stipulated in the tender document shall be fully applicable to the resultant contract and taken as an integral part of the contract concluded on the basis of this Tender Enquiry.

d). In case two firms are offering the same net bundled price in Schedule I, then the contract will be awarded to the firm, who has deposited higher Total Income tax for the past three Financial Years i.e. 2018 – 19 & 2019-20 in total and as per the direction of the Competent Authority.

Signature of bidder with seal & date

Cont'd...06/-

28. Working Hours

a) The Manpower should be provided on all days during GOI working hours (09:00 to 17:30 hours including lunch break from 12:30 hours to 13:30 hours) except Sundays & Govt. holidays.

B) In case of special requirements of services beyond office hours or on holidays, the contractor has to provide the required manpower for which no additional payment will be made.

29. Scope of Work

The work includes the works mentioned in **Schedule I** on actual basis.

I. Comprehensive AMC for Electrical items/ gadgets: -

- A. Comprehensive AMC of Desert Coolers, Wall Mounted & Pedestal Fans, Hot Cases (As mentioned Schedule I) owned by the department installed at various offices, blocks & halls in Technology Bhavan. The number may increase/ decrease from time to time. The period of contract is one year from the date of commencement of contract.
- B. The contractor shall depute minimum one experienced service engineer/ supervisor/ mechanic at site from Monday to Friday who shall report to the concerned officer in charge on every day at 0900 hrs and remain in the office up to 1730 hrs or as required by the concerned officer and for which no separate payment will be made by the Department. The payment to the service engineer/ supervisor/ mechanic will be borne by the contractor. All complaints/ repairs shall be attended to within 24 hours, failing which the contractor will be required to provide requisite number of standby air conditioners at his own expenses. If urgent work is required to be attended on Saturday/ Sunday or a public holiday, contractor shall be duly intimated by DST and it will incumbent upon the contractor to carry out the work on such Public Holidays.
- C. The routine services will include: Checking of motor, checking of main plug connections, cleaning & servicing of fans, Desert Coolers, hot cases, cleaning of equipment, and also shall include supply of all parts and spares, motor, thermostat, switches and other items for smooth operation of the equipment.

II. Supply & S/I/T/C of electrical items & consumables

Supply & S/I/T/C of Electrical items & consumable as per the requirement of the Department and on actual basis. Payments will be made accordingly.

30. Submission of bill and Terms of payment

- a. The Payment for work where work was not attended due to any reason whatsoever is will be deducted on pro rata basis from the bill submitted by contractor.
- b. Bills to be submitted (preferred in 3 copies) along with the certificates/ job card duly certified/ signed by the officer concerned on actual basis and for Comprehensive quarterly bill submission will be preferred.
- c. The preparation job card Proforma is the sole responsibility of the contractor.
- d. No advance payment under any circumstances be made to the contractor.

31. Paying Authority

Controller of Accounts or his authorized representative, Pay & Accounts Office, DST, New Delhi-110016

32. Applicable Law

The resultant contract shall be interpreted in accordance with the laws of Union of India. Settlement of disputes shall be within the jurisdiction in Delhi.

33. Disputes

Any disputes/ differences arising shall be settled through arbitration. The purchaser and contractor shall first try to resolve the differences/ disputes amicably by mutual consultation. If they fail to resolve the disputes by such mutual consultation within 21 days, then, depending upon the position of the case, either the purchaser or the contractor shall give notice to the other party of its intention to commence arbitration as per the Indian Arbitration and Conciliation Act, 1996.

34. General Terms & Conditions

- a) The contractor shall observe all security provisions as applicable to the offices of the DST which comes under the security cover provided by Ministry of Home Affairs, GoI. Any violation shall be the responsibility of the Contractor.
- b) The tenderer shall not enter into sub contract with any person or transfer the contract or any benefit thereunder to any person or firm without written approval of the Department.
- c) Acceptance of the tender by the Government shall be communicated to the successful tenderer by a formal letter of acceptance of tender.
- d) In case in the opinion of the Department, any defective item needs to be brought back to proper working order, same shall have to be done by the firm within the rate quoted and within 15 days of start of contract period. In case of failure to bring the item to proper order within stipulated period, damages/ penal charges shall be applicable.
- e) The firm must inspect the Department before submitting the tender.
- f) Tenderer shall treat the tender specifications and contents thereof as confidential.
- g) The contractor shall not divulge any information that is made known to him to anyone he may come across or to any person not authorized to receive such information.
- h) The contractor shall submit copies of Income Tax Returns for the last two years.
- i) Contractor shall ensure that its personnel shall not take any material, equipment, papers, plants, trees, wood etc. out of Technology Bhawan premises. In the events of such cases, suitable action as per law shall be taken.
- j) The Contractor shall indemnify and hold Department and/ or any officer, employee thereof harmless from any loss, damage, liability or expense, on account of damage and injuries, including death, to any persons employed by him. The vendor shall, at its expense, defend any suits or proceedings brought against Department, on account thereof, and shall satisfy all judgments and pay all expenses which may be incurred by or rendered against them, or any of them, in connection therewith. It is expressly understood that the Contractor shall keep fully indemnified against third party claims and damages to or caused by work performed under this contract.
- k) The contractor shall be responsible for complying with all the statutory provisions of the applicable Labour laws applicable to the contractors and DST. Breach or ignorance of the applicable laws, by contractor or employees if any, noticed at any point of time shall render the contractor liable and responsible for the consequences under Labour Laws and other applicable laws.

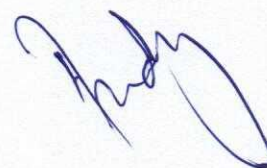
Signature of bidder with seal & date**Cont'd...08/-**



34. General Terms & Conditions	cont'd....
<p>l) The contractor shall not allow or permit employees to participate in any trade union activities or agitation in Technology Bhawan Premises.</p> <p>m) Frequent changes of contract employees shall not be preferred but any changes shall be done to the satisfaction of DST, New Delhi.</p> <p>n) In case any employee proceeding on long leave or suspended/ dismissed from services or leave the job, the temporary Identity Pass/ Card of such employee shall be withdrawn and shall be deposited with the issuing authority.</p> <p>o) DST, New Delhi shall not be responsible for any injuries or loss of life of any employee of the contractor that may take place while on duty or otherwise. Any expenditure towards treatment for such injuries shall be sole responsibility of contractor. DST, New Delhi shall not have any liability whatsoever in this aspect. For all the purposes, the contractor will be the Principal Employer and all liability towards the workers shall rest with the contractor.</p> <p>p) The contractor shall ensure that personnel are selected after due verification of antecedents from police authority of the concerned locality. Verification of character and antecedents of the employee shall be completed within a month of appointment. DST, New Delhi shall reserve the right to suggest changes, if any, as and when considered necessary.</p> <p>q) DST, New Delhi reserves the right to reject any person proposed to be employed by the contractor without assigning any reason.</p> <p>r) Any theft or damage caused by the Contractor's employee shall be borne by the contractor and shall be made good at the earliest but not later than 20 days.</p> <p>s) Personal bag & baggage of the contract personnel shall be liable for physical check-up both at the time of entry into the campus and while leaving at the security gate.</p> <p>Inspection: - The contractor or his authorized representative having special power of attorney shall attend the office whenever required and shall be available during inspection.</p> <p>aa) The contract workers employed by the contractor shall be the employees of the contractor and there shall not be any employer – employee relationship between DST, New Delhi and the said contract workers on any ground whatsoever. DST, New Delhi will not issue any experience certificate to the employees of the contractor.</p>	

Certificates:-

- i) I/ we (including all partners) certify that I/ we have read the Terms & Conditions mentioned in the tender enquiry form and shall abide by them.
- ii) I/ we certify that the information given is true to the best of my/ our knowledge. I/ we also understand that if any of the information is found wrong/ false at any stage, I/ we are liable to be deregistered from panel of approved contractors/ banned for doing any business dealings with Government Departments or blacklisted or subject to any monetary penalties that be deemed fit and appropriate by DST/ Government.

Signature of bidder with seal & date**Signature of bidder with seal & date****Cont'd...09/-**


Department of Science & Technology
General Administration Section

Contractor's details (Mandatory Information)

Supporting documents be annexed with the application form (Applications found deficient in any respect are liable to be rejected without further correspondence)

Sl No.	Description	Information	
01	Name of the Applicant/ Firm		
02	Nationality		
03	Address (attach separate paper for addresses of other offices) Enclose Voter ID/ Electricity Bill/ Landline Telephone Bill or any other authenticate copy of address proof)	Regd. Office	
		Head office	
04	Telephone Numbers	Landline/ Mobile No.	
		Fax No.	
		E-mail address	
05	Other Details (Enclose copies)	PAN Details	
		GST Registration Number	
06	Constitution of firm	Individual	
		Sole Proprietorship Concern	
		Partnership Firm	
		Public Ltd. Company	
		Private Ltd. Company/ Public Sector Enterprises	
07	Details of Bank account (Enclose copy of front page of pass book & personalized cancelled cheque)	Account No:- Type of account:- Name of Bank:- Name & address of the branch	
08	Is any person working with the applicant a near relative of the official of DST? If yes, give details		

Signature of bidder with seal & date

Cont'd...10/-



Sl No.	Description	Information										
09.	Details of Business Profile	A. Annual Turn Over Details <table border="1"> <thead> <tr> <th>Financial Year</th><th>Amount in Rs.</th></tr> </thead> <tbody> <tr> <td>2018-19</td><td></td></tr> <tr> <td>2019-20</td><td></td></tr> </tbody> </table> B. Tax Deposited/ Paid with Income Tax Department <table border="1"> <tbody> <tr> <td>2018-19</td><td></td></tr> <tr> <td>2019-20</td><td></td></tr> </tbody> </table>	Financial Year	Amount in Rs.	2018-19		2019-20		2018-19		2019-20	
Financial Year	Amount in Rs.											
2018-19												
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2018-19												
2019-20												
10.	Earnest Money Deposit (EMD) details	a. Amount in Rs. 25,000/- (Rupees Twenty-Five thousand only) b. DD/ BC/ PO No. c. Date of Issue: - d. Name of issuing Bank: - e. Address of the issuing Branch: -										
10	Certificates/ Undertakings	a. I/ we (including all partners) certify that I/ we have carefully read the Terms & Conditions mentioned in the tender enquiry form and shall abide by them. b. I/ we certify that the information given is true to the best of my/ our knowledge. I/ we also understand that if any of the information is found wrong/ false at any stage. I/ we are liable to be deregistered from panel of approved contractors/ banned for doing any business dealings with Government Departments or blacklisted or subject to any monetary penalties that be deemed fit and appropriate by DST/ Government. c. I/ We agree to the forfeiture of the Earnest Money Deposit if I/ We fail to comply with all or any of the terms & conditions in whole or in part as laid down in the Tender Enquiry Notice No. -D-13020/1/1/2020 (GA) dated 21st Sep.,2020 Which would constitute and have force of a contract between me/ us and the Department of Science & Technology, if I/ we am/ are declared a successful bidder. d. I/ we hereby declare the items mentioned in the Schedule to this notice will be used for bonafide/ lawful purposes only as per the guidelines of Department of Environment & Forest, Govt. of NCT Delhi. e. I/ we hereby also certify that, I/ we have signed all the pages of the document with my/ our conscious and no body from this Department influenced/ compelled to do so.										

Cont'd...11/-

Signature of bidder with seal & date


Name of the Firm:-

Schedule I to TE NoD-13020/1/1/2020 (GA) Dated 21st Sep., 2020.

Sub: Tender Enquiry for item wise annual rate contract (% Below / above) for Comprehensive AMC of Electrical items and Supply & S/I/T/C of electrical items and consumables in Department of Science & Technology, Technology Bhavan for a period of one year from the date of commencement of contract

Table I

A. Comprehensive Annual Maintenance Contract (CAMC) of Desert Cooler, Wall mounted/ pedestal fans, hot cases: -

Sl No.	Description of item	Period	Unit	Unit Rate in Rs.
01	<p>Comprehensive AMC of Desert Coolers which includes the followings:</p> <p>Replacement of pads, replacement of front grill, Painting of cooler with water proof paint (whole/ inside body), Repair/ replacement of fan motor, Change of motor condenser, Repair/ replacement of cooler pump (submersible), Water distribution pipe set with Distributor & elbow, Change of fan blades (metallic) or any other items for functioning of Desert Cooler.</p> <p>If any Desert Cooler is not working during accepting the contract, the same has to be brought back to the working condition without any extra charge.</p> <p>The CAMC does not include provisioning Iron stand.</p>	12 Months	Each	750/-
02	<p>Comprehensive AMC of Pedestal/ Wall mounted fans includes the following: -</p> <p>Servicing of fan includes cleaning/ oiling/ greasing/ minor adjustments twice in a year.</p> <p>Repair/ replacement of fan regulator, Provisioning of Fan blades (Plastic/ Metallic: 300mm/ 400mm), Repair/ replacement of fan motor, Capacitor Change, Fitment of 5A/ 15A plug as per the requirement, shifting/ re-installation of fans whenever required or any other items for functioning of Fan.</p> <p>If any fan is not working during accepting the contract, the same has to be brought back to the working condition without any extra charge.</p>	12 Months	Each	500/-
	<p>Comprehensive AMC for Hot Case includes the following:</p> <p>Repair/ replacement of element, thermostat, indicator lamp, door lock, metallic shelf etc. or any other items for functioning of hot case.</p> <p>If any hot case is not working during accepting the contract, the same has to be brought back to the working condition without any extra charge.</p>	12 Months	Each	500/-
	<p>Comprehensive AMC for Oil Filled Heat Convector includes the followings:</p> <p>Repair/ replacement of thermostat, repair in case of oil spillage, heater repair/ replacement, Fitment of 5A/ 15A plug as per the requirement or any other items for functioning of heat convector.</p> <p>If any heat convector is not working during accepting the contract, the same has to be brought back to the working condition without any extra charge.</p>	12 Months	Each	750/-

Cont'd...12/-

Signature of bidder with seal & date


Table II

Supply & S/I/T/C of electrical items and consumables

Sl No.	Description of items	Unit	Unit Rate in Rs.
Supply of New Items			
1	LED Bulb 5W/ 7W/ 9W (Philips/ Havells/ Syska etc.)	Each	100
2	New Table Lamp with 5 W LED Bulb (Metallic/ plastic as per requirement)	Each	500
3	Electric Wire 3 Core of make Kalinga/ Havells etc. Fire retardant, FR PVC insulated single core copper conductor flexible wires (Multi strand) 1100 Volts 2.5 sqmm	Mtr.	30
4	Electric Wire 3 Core of make Kalinga/ Havells etc. Fire retardant, FR PVC insulated single core copper conductor flexible wires (Multi strand) 1100 Volts 4.0 sqmm	Mtr	100
5	Remote Call Bell (Cona)	Each	500
7	Electric Call Bell	Each	200
8	Electric Call Bell Switch	Each	50
9	Electrical Extension Board (3- 5 A Switch, 3- 5A Socket, 01- 15 A Switch, 01- 15 A Socket, 1-Indicator Lamp- 5 Mtrs 3 core 40/76 wire with 5 A/ 15 A Plug Top as per requirement) All the items should of ISI Marked. The length of the wire should be of 5 Mtrs. (in wooden frame)	Each	700
10	Insulation Tape (Black tape) 25 mm width X 2 mtrs length	Each	25
11	" C" Series of MCB (Conforming to IS/ IEC: 60898-1) Single Pole (SP) 6/ 10/ 16/ 20/ 32 Amp. (Havells/ Crab tree/ Legrand/ Anchor/ Siemens/ Generic)	Each	250
12	" C" Series of MCB (Conforming to IS/ IEC: 60898-1) Single Pole (SP) 40/ 50/ 63 Amp. (Havells/ Crab tree/ Legrand/ Anchor/ Siemens/ Generic)	Each	500
13	" C" Series of MCB (Conforming to IS/ IEC: 60898-1) Double Pole (DP) 20/ 32/ Amp. (Havells/ Crab tree/ Legrand/ Anchor/ Siemens/ Generic)	Each	700
14	" C" Series of MCB (Conforming to IS/ IEC: 60898-1) Double Pole (DP) 40/ 50/ 63 Amp. (Havells/ Crab tree/ Legrand/ Anchor/ Siemens/ Generic)	Each	1200
15	" C" Series of MCB (Conforming to IS/ IEC: 60898-1) Three Pole Neutral (TPN) 20/ 32 Amp. (Havells/ Crab tree/ Legrand/ Anchor/ Siemens/ Generic)	Each	1250
16	" C" Series of MCB (Conforming to IS/ IEC: 60898-1) Three Pole Neutral (TPN) 40/ 50/ 63 Amp. (Havells/ Crab tree/ Legrand/ Anchor/ Siemens/ Generic)	Each	1800
17	" C" Series of MCB (Conforming to IS/ IEC: 60898-1) Single Pole Neutral (SPN) 20/ 32 Amp. (Havells/ Crab tree/ Legrand/ Anchor/ Siemens/ Generic)	Each	700
18	" C" Series of MCB (Conforming to IS/ IEC: 60898-1) Single Pole Neutral (SPN) 40/ 50/ 63 Amp. (Havells/ Crab tree/ Legrand/ Anchor/ Siemens/ Generic)	Each	950
19	" C" Series of MCB (Conforming to IS/ IEC: 60898-1) Three Pole (TP) 20/ 32 Amp. (Havells/ Crab tree/ Legrand/ Anchor/ Siemens/ Generic)	Each	1500
20	" C" Series of MCB (Conforming to IS/ IEC: 60898-1) Three Pole (TP) 40/ 50/ 63 Amp. (Havells/ Crab tree/ Legrand/ Anchor/ Siemens/ Generic)	Each	1800
21	S/I/T/C of exhaust fan (Airy type) ceiling mounted 300 mm (Usha/ Havells/ Crompton/ Bajaj) Plastic Body	Each	1600
22	S/I/T/C of exhaust fan (Airy type) ceiling mounted 300 mm (Usha/ Havells/ Crompton/ Bajaj) Metallic with MS mounting	Each	2000
23	" C" Series of MCB Isolator (Conforming to IS/ IEC: 60898-1) Single Pole (SP) 40/ 63 Amp. (Havells/ Crab tree/ Legrand/ Anchor/ Siemens/ Generic)	Each	750
24	" C" Series of MCB Isolator (Conforming to IS/ IEC: 60898-1) Three Pole (TP) 40/ 63 Amp. (Havells/ Crab tree/ Legrand/ Anchor/ Siemens/ Generic)	Each	1400
25	Prewired Distribution Box (DBs) made of CRCA steel sheets, phosphate powder coated with copper bus bar, earth stud DIN Rail, polyimide terminal blocks for incoming and outgoing circuits, in built loose wire box, ground terminal blocks duly prewired with thimble flame retardant copper conductors (Without MCBs) Double Door 8 Ways (2+8) (Havells/ Crab tree/ Legrand/ Anchor/ Siemens/ Generic)	Each	7000
26	Mounded Case Circuit Breaker (MCCBs) conforms to IS 13947-2 & IEC 947 240/ 415, 50 Hzs Thermal & Fixed Magnetic Settings (Havells/ Crab tree/ Legrand/ Anchor/ Siemens/ Generic) 100 A/ 125 Amp. Three Pole (TP) 10 KA	Each	4200
27	S/I/T/C of 18 W LED 4' Tube light without batten/ frame (Philips/ Syska/ Havells/ Usha/ Crompton)	Each	300
28	S/I/T/C of 18 W LED 4' Tube Light with batten/ frame (Philips/ Syska/ Havells/ Usha/ Crompton)	Each	350
29	S/I/T/C of 2'X 2' 30 W Recessed type ceiling light (Philips/ Syska/ Havells/ Usha/ Crompton)	Each	3200
30	S/I/T/C of 15 litres geyser with fittings & fixtures (Bajaj/ Havells/ Usha)	Each	4000

Sl No.	Description of items	Unit	Unit Rate in Rs.
31	Electric Kettle 1 Litres (Bajaj/ Usha/ Havells)	Each	1200
32	S/I/T/C of 300 mm sweep wall mounted fan (Usha/ Bajaj/ Crompton)	Each	1200
33	S/I/T/C of 400 mm sweep wall mounted fan (Usha/ Bajaj/ Crompton)	Each	1800
34	Supply of 48 litres Hot case	Each	2800
35	Supply of Industrial Top 16 A (Metallic)	Each	100
36	S/I/T/C of 9 W LED Tube Light with batten/ frame	Each	200
37	S/I/T/C Industrial Power Socket	Each	200
38	20 mm PVC Conduit	Mtr	50
39	15 A Combination Switch Box (Havells/ Cona)	Each	200
40	S/I/T/C of 15 A socket (Havells/ Cona)	Each	150
41	S/I/T/C of 15 A Switch (Havells/ Cona)	Each	100
42	S/I/T/C of 5 A Socket (Havells/ Cona)	Each	70
43	S/I/T/C of 5 A switch (Havells/ Cona)	Each	70
44	S/I/T/C of Multi plug (15 A) (Havells/ Cona)	Each	100
45	S/I/T/C of Multi plug (5 A)(Havells/ Cona)	Each	70

Rates

S.No	Description of item	Rates
1	All the items Mentioned in Table I and Table II in Schedule I to this tender Document along with the rates	
2	Quoted Rate % above or below on Schedule 1 above inclusive GST and other charges	

Advisories to the bidder before submission of bids: -

- Before quoting the rate, all the bidders are requested to follow CPWD's Delhi Analysis of Rate- 2018 and consider the rate of material cost, Labour Charges as per notification issued by Department of Labour- GNCTD, Sundries, Water Charges, Contractor's profit, ESI & EPF component as per notification issued by the Competent Authority, GST and other component.
- Before quoting the rate, bidders are advised to consider **Point No.26 & 27, Annexure I** to this tender document.
- The rate quoted against S.No.2 of materials required for the work shall also include material cost, transportation cost, operation cost, administrative cost, all taxes.
- The tender shall quote the amount as total cost of items as per Schedule I at Sl.No.2 of above table.
- The Financial Bid shall be free from any conditions. Conditional bid shall be rejected straightway and no representation in this regard shall be entertained.
- The approximate value of the contract is approximately **Rs.5.00 Lakhs per annum**, but this Department does not give any guarantee that the yearly work value will be Rs.5.00 Lakhs, it can vary depending upon the requirement of the Department and actual execution of supply/ work carried out by the successful vendor.
- All the items to be supplied/ fitted of "Make in India". If any item supplied/ fitted "Made in China/ PRC" will be rejected straightway by the Department without further assigning any reason.

Signature of bidder with seal & date
