

## निविदा सूचना

संख्या: 06 /26/ सम्पदा/ 2018-19- रावी टावर के आवासीय परिसर में लगे हुए 7.5 HP सबमरसिबल पम्प व 10 HP किलोसकर मेक वॉटर मोनो मोटर, कंट्रोल पेनल स्टाटर तथा पाइप लाइन इतियादी का व्यापक वार्षिक रखरखाव हेतु

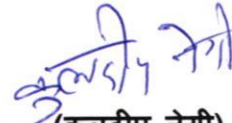
01.	निविदा आमंत्रण अधिकारी ,कार्यालय ,पदनाम एवं पता	निदेशक (कार्मिक), भारत के नियंत्रक महालेखापरीक्षक का कार्यालय, 9 दीन दयाल उपाध्याय मार्ग, न्यू दिल्ली वैबसाइट : <a href="http://www.cag.gov.in">www.cag.gov.in</a>
02.	अ) संबन्धित कार्य का नाम एवं  ब) निष्पादन का स्थान	7.5 HP सबमरसिबल पम्प , 10 HP किलोसकर मेक वॉटर मोनो मोटर, कंट्रोल पेनल स्टाटर तथा पाइप लाइन इतियादी का व्यापक वार्षिक रखरखाव सी.ए.जी आवासीय परिसर रावी टावर, वैशाली, सैक्टर-4 गाज़ियाबाद
03.	निविदा का प्रस्तुतीकरण	दिनांक 14.02.2019 से 12.03.2019, वैबसाइट <a href="http://eprocure.gov.in/eprocure/app">http://eprocure.gov.in/eprocure/app</a>

### प्रस्ताव अनुसूची:

प्रकाशन ( <a href="http://eprocure.gov.in/eprocure/app">http://eprocure.gov.in/eprocure/app</a> )	14 फरवरी 2019, 11.00 am
निविदा दस्तावेज़ डाउनलोड आरम्भ तारीख	14 फरवरी 2019, 3.00 pm
स्पष्टीकरण प्रस्तुत तारीख	20 फरवरी 2019, 11.00 am
स्पष्टीकरण समाप्ति करने की तारीख	22 फरवरी 2019, 11.00 am
प्रश्नों के सपष्टीकरण की तारीख	26 फरवरी 2019, 3.00 pm
निविदा अपलोड हेतु आरम्भिक तारीख	5 मार्च 2019, 11.00 am
निविदा अपलोड हेतु अंतिम तारीख	12 मार्च 2019, 05.00 am
निविदा खुलने की तारीख	15 मार्च 2019 03.00 pm

उपरोक्त निविदा संख्या:06/26/सम्पदा/2018-19 दिनांक 14 फरवरी 2019 से 12 मार्च 2019 तक रावी टावर के आवासीय परिसर के 7.5 एच.पी सबमरसिबल व 10 एचपी पानी की मोटर व कंट्रोल पैनल स्टाटर के साथ में लगे हुए पानी के पाइपो की व्यापक वार्षिक रखरखाव के लिए संलग्न नियमो, शर्तो, दिशानिर्देशों के अनुसार निविदाएँ आमंत्रित की जाती है।

इच्छुक निविदाकार, " केंद्रीय सर्वजनिक खरीद पोटल (CPPP)" की वैबसाइट <http://eprocure.gov.in/eprocure/app> से निविदा दस्तावेज़ डाऊनलोड कर सकते हैं। निविदा दस्तावेज़ इस कार्यालय की वैबसाइट : [www.cag.gov.in](http://www.cag.gov.in) से भी प्राप्त की जा सकती है। ऑनलाइन निविदाएँ, भौतिक रूप में जमा की गई EMD के सबूत की प्राप्ति के साथ उपलोड की जाएंगी। निविदाकार द्वारा भौतिक रूप में जमा की EMD के सबूत की प्रति के बिना अपलोड की गई निविदा अपूर्ण मानी जाएगी और खारिज कर दी जाएगी।

  
(कुलदीप नेगी)

वरिष्ठ प्रशासन अधिकारी (सम्पदा)

Tender Enquiry No: 06/26/ सम्पदा/ 2018-19- "Comprehensive Annual Maintenance of 7.5 HP Submersible pump, 10 HP Kirloskar make mono water motor, control panel with starter & pipe installed at Ravi Tower Vaishali, Ghaziabad

Online Tender Notice

(For "Comprehensive Annual Maintenance of 7.5 HP Submersible pump, 10 HP Kirloskar make mono water motor, control panel with starter & pipe installed at Ravi Tower Vaishali, Ghaziabad, Uttar Pradesh

## Section-1- Invitation of Bids

### 1. Proposal for tender Enquiry:

- a) This office invites on line tenders for enquiry from the eligible vendors for Comprehensive Annual Maintenance for 7.5 HP Submersible pump, 10 HP Kirloskar make mono water motor, control panel with starter & pipe for this office 9 storey residential building " Ravi Tower" at Sector IV, Vaishali. Ghaziabad, Uttar Pradesh. Detail of water pump items is as under:

<b>S. No.</b>	<b>Particulars</b>	<b>Number of items</b>
1.	7.5 HP submersible pump	01
2.	10 HP Kirloskar make mono water motor	01
3.	Control panel with sarter	01
4.	Installed plumbing Pipe line	02
5.	Installed electrical wiring	02

- b) Bids submitted in physical mode will not be accepted, EMD, which may be submitted in form of original Demand Draft/ Banker's Cheque and acknowledged. Proof/receipt of submission of EMD should be scanned and uploaded on line alongwith bid offer.
- c) Intending eligible may download the Tender documents/details from the "Central Public Procurement Portal (CPPP)" website <https://eprocure.gov.in> for information.
- d) The bidders, who claim the exemption for tender fee/EMD should scan and upload necessary proof online alongwith bid offer and also submit a hard copy of the same in physical mode.
- e) Bids may be submitted online mode at CPP Portal <https://eprocure.gov.in/eprocure/app>.
- f) Vendors/Bidders may inspection the site physically between the periods from 14th February 2019 to 12th March 2019.
- g) Bidders shall not temper/modify the tender form in any manner and provide all requisite information in prescribed formats.
- h) Bidders are advised to follow the instructions provided in the 'Instructions to the bidders at [https://eprocure.gov.in/e\\_procure/app](https://eprocure.gov.in/e_procure/app).



## 2. Schedule of the proposal:

Sl. No.	Particulars	Description
1.	Tender Reference	06/26/Estates/2018-19
2.	Tender inviting authority	The Director (Personnel), O/o the Comptroller and Auditor General of India, New Delhi
3.	Name of tender	Comprehensive Annual Maintenance of 7.5 HP Submersible pump, 10 HP Kirloskar make mono water motor, control panel with starter, wiring & pipe line installed at Ravi Tower, Vaishali, Ghaziabad,UP
4.	Tender cost/fee	Nil
5.	Earnest Money Deposit (EMD)	Rs.10,000/-
6.	Date of publication of Tender Enquiry	14th February 2019 , 11.00 am
7.	Bid document download start date	14th February 2019, 3.00 pm
8.	Start date for seeking clarification if any	20th February 2019, 11.00 am
9.	Last date for sending of queries, if any	22nd February 2019, 11.00 am
9.	Date of providing clarification to the queries	26th Feruary 2019, 3.00 pm
10.	Start date for submission of bids	5th March 2019, 11.00 am
11.	Last date and time for Submission of bids	12th March 2019, 5.00 am
12.	Date of opening of bids	15th March 2019, 3.00 pm
13.	Address of communication	O/o the C& AG of India, Pocker-9, Deen Dayal Upadhyay Marg, New Delhi-110124
14.	E-Mail ID	aoprotocol@cag.gov.in
15.	Contact person	Sr. AO (Estates), O/o the C &AG of India, New Delhi.
16.	Contact no.	Tel. no. 23509309

**Note: No bid shall be accepted after the due date and time given in the above schedule for any reasons whatsoever may be.**

## *Section-II \_ Eligibility Criteria*

1. *The bidder (s) should fulfil the following eligibility criteria:*
  - a) *The bidder must be registered under appropriate authorities' i.e GST/PAN/Income Tax etc.*
  - b) *The bidder should have their registered office/branch office in Delhi with valid proof such as rental agreement, latest telephone bill copy, GST registration and property tax receipt etc.*
  - c) *Bank details for NEFT/RTGS payment alongwith copy of cancelled blank cheque in format Annexure-III (enclosed), in case of refund, if any, shall be provided alongwith bid documents.*
  - d) *The proof of legal entity in form of Limited or Private Limited Company under the Companies Act, 1956, if applicable , shall be submitted in form of incorporation documents such as MoA, AoA etc.*



### Section-III: Instructions to the Bidders

1. **Registration:**
  - a) Bidders are required to enroll on the e-procurement module of the Central Public Procurement Portal (CPPP).
  - b) During enrolment/registration, the bidders should provide the correct/true information including valid e-mail ID & Phone/Mobile Number etc.
2. **Preparation of bids:**
  - a) The bids and all accompanying documents should be legible for reading. If the documents submitted by the bidders are not legible/ readable, their bid will not be considered and stands rejected.
  - b) Bidders shall search the tender mentioning name of the tender or the tender ID from the published tender list available on the site and download the complete tender document and should take into account corrigendum (s), if any published before submitting their bids.
3. **Submission of bids:**
  - a) Bidders shall go through the tender document carefully to understand the documents required. Any deviations from these may lead to rejection of the bid.
  - b) Bidders are required to submit duly authorized scanned copies of their bids electronically on the CPP Portal.
4. **Bid opening and Evaluation**
  - a) After opening of the bids and verifying the EMD, the bids shall be scrutinized and evaluated by the competent authority/ committee with reference to parameters specified in the tender documents.
  - b) The authority/committee will scrutinize the bids based on eligibility criteria and other compliance. The bidders shall be required to upload the self attested copies of the relevant documents in support of the documentary evidences for being considered during the evaluation. The bidder qualified in all or more categories as per eligibility criteria will be considered. Decision of the competent authority of this office will be final in this regard and binding on the bidders.
5. **Site visit or material check-up:**
  - a) Bidders are advised to inspect, examine the site/material and its surrounding and satisfy themselves before submitting their tenders. A tenderer shall be deemed to have full knowledge of the site/material whether he/she inspects it or not and no extra charges consequent on misunderstanding or otherwise shall be allowed. For inspection, bidders may contact on 011-23509255.
  - b) The inspection for items should be carried out in presence of authorized staff from this office only.
6. **Earnest Money Deposit:**
  - a) The bidders are required to deposit Earnest Money Deposit (EMD) of Rs. 10000/- (Rupees Ten thousand only) in form of Demand Draft/Banker's cheque in favour of Pay & Accounts Officers, O/o the C & AG of India, New Delhi.
  - b) The original documents of EMD, in an envelope, should be submitted in this office with Sr. AO (Estates) before bid submission deadline given in Section-I.



7. *Refund /Retention of EMD:*
  - a) *The EMD, without any interest accrued or as such will be refunded to the unsuccessful bidder within one month period.*
  - b) *EMD of successful bidder will be adjustable within total offered cost.*
8. *Forfeiture of EMD:*
  - a) *In case, where a bidder withdraws its bid during the period of Bid validity specified by the bidder on the bid document.*
  - b) *In case, successful bidder fails to sign the contract or breach any of conditions of the contract.*
9. *Contacting the Tendering Authority:*
  - a) *No bidder shall contact this office on any matter relating to its bid, from time of opening of bids to the time the contract is awarded. For any additional information, the competent authority reserves the right as to whether such additional information should be considered or otherwise.*
  - b) *Any efforts by a Bidder to influence this office in its decision on bid evaluation, bid comparison or contract award may result in disqualification of the Bidder's bid and also forfeiture of its EMD.*
10. *Period of validity of bids:*
  - a) *Bids shall be valid for 60 days after bid opening date. A bid valid for a shorter period shall be rejected as non-responsive. In exceptional circumstances, the Tendering Authority may solicit the Bidders consent to an extension of the period of validity. Such request and response thereto shall be made in writing.*
11. *Right to accept or reject any or all bids:*
  - a) *This office reserves the right to accept or reject any bid and to annul the bidding process and reject all bids at any time prior to award of contract without assigning any reason whatsoever and without thereby incurring any liability to the bidder (s).*
  - b) *Any deviation/irrelevant specifications in this tender will not be accepted. Final decision for accepting or rejecting any /all bid(s) will be at absolute discretion of competent authority of this office.*
12. *Award of contract:*
  - a) *This office reserves the right to terminate the order in case of violation of terms & conditions or non-fulfillment of the essential requirement.*
  - b) *This office reserves the right to cancel the order without assigning any reason whatsoever at any stage.*
  - c) *This office reserves the right to disqualify the contractor for a suitable period who habitually failed to take the services. This office also reserves the right to blacklist a bidder for suitable period in case he/she fails to honour his/her bid without sufficient and reasonable grounds.*
13. *Annulment of Award:*
  - a) *This office reserves the right to terminate the order in case of violation of terms & conditions or non-fulfilment of the essential requirement.*
  - b) *This office reserves the right to cancel the order without assigning any reason whatsoever at any stage.*
  - c) *This office reserves the right to disqualify the contractor for a suitable period who habitually failed to take the services. This office also reserves the right to blacklist a bidder for suitable period in case he/she fails to honour his/her bid without sufficient and reasonable grounds.*



## Section-IV: Conditions to the bidders

### 1. Definitions:

*In this contract, the following terms shall be interpreted as indicated:*

- a) "Tendering Authority" means the Director (Personnel), O/o the Comptroller and Auditor General of India.
- b) "Bidder" means any vendor that is participating in the tender process.
- c) "Price" means the total cost which is demanded by the successful bidder for his services in respect of Comprehensive Annual Maintenance of 7.5 HP Submersible pump, 10 HP Kirloskar make mono water motor, control panel with starter & pipe.
- d) "Contract" means the written agreement held between both parties.
- e) "Contractor" is the successful bidder to whom the contract will be awarded.

### 2. General Conditions:

*The period of annual contract shall be for one year from the date of award of the contract. The contract may be extended for another year by this office if vendor follow all below mentioned terms & conditions and provide satisfactory from the users. The contract can be extended upto maximum period of three years.*

(A) *The firm/Company must submit the copies of TIN/PAN Number etc.*

(B) *7.5 HP Submersible pump, 10 HP Kirloskar make mono water motor, control panel with starter, pipe & other installation are working properly but whenever problem occurs all non-functioning/defective/damaged parts {consumable as well as non-consumable, metal and non-metal, electric parts & cabling etc} shall be replaced by the vendor and the **cost therefor shall be borne** by the vendor during the entire COAMC period.*

(C) *At least a qualified & experience engineer/mechanic with mobile phone shall be provided at free of cost, **round the clock** to attend promptly when the water problems/complaints in Ravi Tower.*

(D) *All replacements of mechanical/electrical installations shall be made by using ISI certified materials. Replacement of parts/instruments shall be of the same model, make & capacity or higher and the cost of replacement shall be borne by the vendor. However, the notional cost of repair/service and that of parts/accessories replaced etc shall be communicated to this office **quarterly for record pupose**.*

(E) *An "Earnest Money Deposit (EMD)" to the tune of Rs. 10000/- (Rupees Ten thousand only) in the form of crossed Demand Draft drawn in favour of "PAO O/O CAG of India" shall be submitted.*



(F) The successful tenderer hereafter referred to as Contractor, has to furnish " Bank Guarantee" for an amount equal to 10% of total contract value which will be released on completion of the warranty/support period.

(G) Payment shall be made at the end of each quarter proportionately. The vendor shall also furnish the proof of remittance of tax (received from this office) in support of each quarter bill.

(H) Both the water motors system/equipments shall be checked thoroughly once in a month or as and when is required and a report thereon duly signed by the authorised official/representative from this office for smooth working thereof shall be submitted alongwith each quarter bill in support.

(I) All the complaints should be attended immediately, which could be unlimited based on the users" call. If any defect(s) is (are) noticed or any complaint made by the users during the contract period, the levy of compensation for any dislocation of work due to delayed rectification or any other reason, will be decided by the Director (P) of this office to enforce penalty claim.

(J) Maintenance Service shall be comprehensive in nature which shall include preventive, corrective maintenance of both the water pump and other related components including plumbing, electrical fitting & cabling etc. The entire system & equipments shall be checked thoroughly every month and serviced properly once in three months or as and when required and a report thereon shall be submitted. Materials/labours required for checking & servicing of the equipment (s) and other components shall be borne by the vendor.

(K) The vendor shall not sublet the whole or part of the works, except where otherwise provided in the contract, without the prior written consent of the Director (P) of this office. Such consent if given shall not relieve the vendor from any liability or obligation under the contract and he shall be responsible for the acts, defaults and neglects of any agents, his agents' servants or workmen as fully as if they were the acts, defaults or neglects of the vendor, his agents' servants or workmen.

(L) The vendor should indemnify this office against any liability for compensation due to injury to his own workmen or to other persons inside the office premises while executing the work and for any damage to the property.

(M) The contractor shall at all times during the currency of contract confirm to and comply with the regulations and by laws of the NCT of Central Government or of this office and of all other local authorities, the provisions contained in the various labour acts enacted by the State Legislature and Central Parliament in force and the rules made there under including those under Minimum Wages Act, Workmen Compensation Act,

*Provident Fund Regulation etc. for welfare and protection of workers or for the safety of the public and other insurance provisions.*

*(N) In case of breach of any terms as mentioned in this contract, shall be terminated by this office without any notice and moreover the contractor shall be liable for black listing in various Departments of Government Sector including Ministries for a period of two (2) years.*

*(O) The contract of the successful Firm/Company shall be continued upto three years without any enhancement in the contract value, if Firm/Company follows all aforesaid terms & condition and provides satisfactory services.*

*(P) In case of any dispute/s, arising out of this contract during its tenure of operation the same shall be subject to the jurisdiction before courts of law in Delhi & NCR.*

*(Q) The vendor shall hand over all the major equipment (s) and other related components, installations & cabling etc., which are under COAMC in working condition on expiry of the contract.*

*(R) The vendor, his sub-contractors, employees and agents shall keep the facts coming to their knowledge during or in connection with the performance of the COAMC as **CONFIDENTIAL**.*

*(S) Competent Authority on its discretion may cancel the whole COAMC of vendor, whenever the work is found unsatisfactory.*



3. **Payment details:**

- a) The CAMC payment shall be made only at the end of each quarter proportionately.
4. GST and any other taxes & duties on materials/services and components for the work or the work as a whole shall be payable by the vendor. This office will not be responsible for or entertain any claim whatsoever in this respect.
5. An "Earnest Money Deposit (EMD)" to the tune of Rs.10,000/- (Rupees Ten thousand only) in the form of Crossed Demand Draft drawn in favour of "PAO, CAG of India shall be submitted.
6. The successful tenderer here after referred to as contractor has to furnish "Bank Guarantee" for an amount equal to 10% of total contract value, with the acceptance of contract which would be valid up to the contract period irrespective of its registration status etc. The performance security deposit will be forfeited, if any deviation by the contractor is found from the instruction given by this office. After expiring of the contract, the same will be returned after deduction of dues, if any, without any interest.
7. If any defect(s) is (are) noticed or any complaint made by the residents during the contract period, the levy of compensation for any dislocation of work due to delayed rectification or any other reason, will be decided by the Director (P) of this office to enforce penalty claim from the vendor.
8. If for any reason, the vendor is not able to attend the complaints/problem, the job shall be got done from some other firm or from the open market and the expenditure incurred thereon shall be recovered from the vendor. This may also entail the termination of the contract.
9. The vendor shall not sublet the whole or part of the works without the prior written consent of the Director (P) of this office. Such consent if given shall not relieve the vendor from any liability or obligation under the contract and vendor shall be responsible for the acts, defaults and neglects of any agents, his agents' servants or workmen as fully as if they were the acts, defaults or neglects of the vendor, his agents' servants or workmen.
10. The vendor shall at all times during the currency of contract confirm to and comply with the regulations and by laws of the U.P. / NCT or Central Government or of this office and of all other local authorities, the provisions contained in the various labour acts enacted by the State Legislature and the Parliament in force and the rules made there under including those under Minimum Wages Act, Workmen Compensation Act, Provident Fund Regulation etc. for welfare and protection of workers or for the safety of the public and other insurance provisions.

11. The vendor should indemnify this office against any liability for compensation due to injury to his own workmen or to other persons inside the premises while executing the work and for any damage to the property.
12. The vendor shall observe all environmental norms and laws while carrying out the replacement/repair works.
13. The vendor shall hand over all the Electrical installations of Ravi Tower in working condition on expiry of the contract.
14. **Legal jurisdiction:** All legal disputes are subject to jurisdiction of Delhi Courts only.



### Annexure-1: Bid

Duly self attested copies with office seal of each required document (s) are to be uploaded as stated below:

a) Details of the bidder:

Name of firm : \_\_\_\_\_

Name of authorized person : \_\_\_\_\_

Designation : \_\_\_\_\_

Contact No. (Mobile/Landline) : \_\_\_\_\_

E-Mail ID : \_\_\_\_\_

Corresponding Address : \_\_\_\_\_

b) Proof of submission of EMD Yes/No

c) In case of exemption availed for EMD, a valid certificate from NSIC/MSME etc.  
Yes/No

d) Copies of Original Registration Certificates:

(i) Incorporation Certificate Registration of the company. Yes/No

e) Audited financial statements for last three financial years(copies of P&L statements along with Balance sheet for the year 2015-16, 2016-17, & 2017-18). Yes/No

f) Copy of proof having registered office/branch office in Delhi with valid proof such as rent agreement/latest telephone bill copy/GST registration certificate/ property tax receipt etc. Yes/No

g) Self attested bid document duly signed and affixing office seal in all pages including blank financial bid page.

I/We certify that all terms and conditions of the bid/tender documents are acceptable to us.

**Signature of authorized person**

Name:

Designation:

Company Seal:

Date:

Place:

## Annexure –II

### Bank Details for NEFT/RTGS Payment

Sl. No.	Particulars	Description
1.	Name of Bank	
2.	Branch Name	
3.	Account Type	
4.	Account No.	
5.	Name of Account holder (s)	
6.	IFSC Code	

The bidder is requested to enclose copies of bank cancelled cheque for verification of details.

#### Signature of authorized person

Name:

Designation:

Company Seal:

Date:

Place:



**Annexure-III**

**" Non –Disclosure agreement"**

<b>Tender Inviting Authority</b>	<b>Bidder/Contractor</b>
Office of the Comptroller and Auditor General of India Pocket-9, Deen Dayal Upadhayay Marg, New Delhi- 110124 Phone: 23509309	

1. I/We, the undersigned certify that I /We have gone through the requirement and terms & conditions of the tender enquiry and undertake to comply with the same.
2. The rates quoted are final and binding upon us.
3. I/We give the rights to the competent authority of office of the Comptroller and Auditor General of India to take appropriate action as deems fit in case, contravenes of any of directions or terms & conditions of the tender enquiry is observed against the firm or its representative (S) at any stage.
4. I/We hereby agree and undertake to maintain such information as confidential and undertake not to use any of part or the whole of such information.

**Signature of authorized person**

Name:

Designation:

Company Seal:

Date:

Place: