

निविदा सूचना

संख्या: 23/43/ सम्पदा/ 2018-19- रावी टावर के आवासीय परिसर में स्थित 62.5 KVA के किलोस्कर डी.जी.सेट का व्यापक वार्षिक रखरखाव

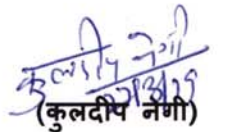
01.	निविदा आमंत्रण अधिकारी ,कार्यालय ,पदनाम एवं पता	निदेशक (कार्मिक), भारत के नियंत्रक महालेखापरीक्षक का कार्यालय, 9 दीन दयाल उपाध्याय मार्ग, न्यू दिल्ली वैबसाइट : www.cag.gov.in
02.	अ) संबन्धित कार्य का नाम एवं ब) निष्पादन का स्थान	62.5KVA के किलोस्कर डी सेट.जी.का व्यापक वार्षिक रखरखाव सी. ए . जी आवासीय परिसर रावी टावर, वैशाली, गाज़ियाबाद
03.	निविदा का प्रस्तुतीकरण	दिनांक 28.3.2019 से 03.05.2019, वैबसाइट http://eprocure.gov.in/eprocure/app

प्रस्ताव अनुसूची:

प्रकाशन (http://eprocure.gov.in/eprocure/app)	28 मार्च 2019 05.00 pm
स्पष्टीकरण प्रस्तुत करने की तारीख	01 अप्रैल 2019 11.00 am
प्रश्नों के स्पष्टीकरण की अंतिम तारीख	10 अप्रैल 2019 03.00 pm
निविदा अपलोड हेतु आरम्भिक तारीख	12 अप्रैल 2019 11.00 am
निविदा अपलोड हेतु अंतिम तारीख	26 अप्रैल 2019 03.00 pm
EMD के बाबत DD/FDR/BG मूल रूप में जमा करने की अंतिम तारीख	26 अप्रैल 2019 03.00 pm
तकनीकी निविदा खुलने की तारीख	29 अप्रैल 2019, 3.00 pm
वित्तीय निविदा खुलने की तारीख	03 मई 2019 3.00 pm

उपरोक्त निविदा संख्या:23/43 /सम्पदा/2018-19 के द्वारा दिनांक 28 मार्च 2019 से - भारत के नियंत्रक एवं महालेखाकार के कार्यालय के आवासीय परिसर, रावी टावर परिसर में स्थित 62.5 KVA के किलोस्कर डी.जी.सेट का व्यापक वार्षिक रखरखाव (COAMC) के लिए संलग्न नियमों, शर्तों, दिशानिर्देशों के अनुसार निविदाएँ आमंत्रित की जाती है।

इच्छुक निविदाकार, " केंद्रीय सर्वजनिक खरीद पोर्टल (CPPP)" की वैबसाइट <http://eprocure.gov.in/eprocure/app> से निविदा दस्तावेज़ डाउनलोड कर सकते हैं। निविदा दस्तावेज़ इस कार्यालय की वैबसाइट : www.cag.gov.in से भी प्राप्त की जा सकती है। ऑनलाइन निविदाएँ, EMD के सबूत की प्रति के साथ अपलोड की जाएंगी तथा निविदाकार को EMD भौतिक रूप से भी निविदा की अंतिम तारीख तक जमा करवानी होगी अन्यथा निविदा अपूर्ण मानी जाएगी।


(कुलदीप नेगी)

वरिष्ठ प्रशासन अधिकारी (सम्पदा)

**Tender Enquiry No: 23/43/ सप्पदा/ 2018-19- "Comprehensive Annual Maintenance of 62.5
KVA Kirloskar make D.G.Set installed at Ravi Tower Vaishali, Ghaziabad**

Online Tender Notice

**(For "Comprehensive Annual Maintenance of 62.5 KVA Kirloskar make D.G.Set 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 of **62.5 KVA Kirloskar make D.G.Set** this office 9 storey residential building " Ravi Tower" at Sector IV, Vaishali. Ghaziabad, Uttar Pradesh. Detail of D.G.Set is as under:

S. No.	Particulars	Number of items
1.	62.5 KVA D.G.Set	01
2.	Fixture/Panels	01
3.	Consumable/non-consumables components including cables etc.	01

- 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 at CPP Portal <https://eprocure.gov.in/eprocure/app>. Vendors/Bidders may inspection the site physically between the periods from 28 th March 2019 to 03rd May 2019.
- f) Bidders shall not temper/modify the tender form in any manner and provide all requisite information in prescribed formats.
- g) Bidders are advised to follow the instructions provided in the 'Instructions to the bidders at https://eprocure.gov.in/e_procure/app.

2. Schedule of the proposal:

Sl. No.	Particulars	Description
1.	Tender Reference	23/43/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 62.5 KVA D.G.Set installation 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	28th March 2019, 5.00 pm
7.	Explanation date of submission	01th April 2019, 11.00 am
8.	Last date for clarification	10th April 2019, 03.00 pm
9.	The initial date for the tender upload	12th April 2019, 11.00 am
10.	Last date for tendering upload	26th April 2019, 3.00 pm
11.	The last date for submission of DD/FDR/BG in respect of EMD	26th April 2019, 3.00 pm
12.	Date of opening technical bid	29th April 2019, 3.00 pm
13.	Date of opening financial bid	03rd May 2019, 3.00 pm
14.	Address of communication	O/o the C& AG of India, Pocker-9, Deen Dayal Upadhyay Marg, New Delhi-110124
15.	E-Mail ID	aoprotocol@cag.gov.in
16.	Contact person	Sr. AO (Estates), O/o the C & Ag of India, New Delhi.
17.	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 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 annual 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 violence 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 violence 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 payable by the successful bidder in full as value of COAMC of 62.5 KVA D.G.Set installed at Ravi Tower, Vaishali.
- 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:

1. This office does not bind itself to accept the lowest tender and reserves the right to reject any or all the tenders received without assigning any reason whatsoever. Inadequate or incomplete tenders in any respect or the prescribed conditions are not fulfilled are liable to be rejected. Canvassing in any form by the tender/vendor will result in rejection of their tenders.
2. The firm/ Company must submit the copies of TIN/PAN Number etc.
3. The contract will be valid for a period of one year from the date of commencement. The contract will commence from the date on which acceptance is given by the vendor accepting the contract. The payment will be made on submission of satisfactory services on quarterly basis. In case payment is delayed for any administrative reason, no interest thereon will be paid.
4. 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.
5. 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.
6. The contract shall be purely Comprehensive one, which includes complete DG Set unit, its inner parts, alternator, contractor, AMF Panel, auto switch on/off unit, main by-pass unit and other consumable/non-consumable fixtures including cables etc.
7. At least 4 periodical maintenance services or more depends upon necessity may be conducted after during entire contract period. All consumable / non-consumable

material for required preventive maintenance service shall be arranged by the vendor at his own cost, except cost of lubricant and service filter only.

8. All complaints related to working of DG Set or other fixtures shall be attended immediately on receipt of the complaint (s) especially in case of any sudden break down, even during holidays or after late hours. Failure of which in any manner shall attract penalty on full discretion of competent authority of this office and will be binding to the vendor.

9. All the consumable/ non-consumable material/spare to be used for periodical service or replace during currency of the contract shall be of standard makes only. A detailed service report mentioning name, make & quantity etc. of each consumable /non-consumable items (s) & cost thereof, to be used during the service shall be submitted alongwith each invoice. Any major part (s), if replaced during the contract for any reasons shall be of same make & model and faulty part, after replacement by new one shall be handed over to this office for record purpose.

10. If any part (s)/component (s) goes under repair for any reason, a suitable substitute part/component shall be arranged by the vendor at his own cost till rectification & reinstallation of original part (s). 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. In that case, the item (s) shall automatically come under COAMC after rectification of the problem/defect/damage by other firm/vendor. This may also entail the termination of the contract.

11. Payment shall be made at the end of each quarter proportionately after rendering satisfactory services at this end.

12. 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 of any other reason, will be decided by the Director (P) of this office to enforce penalty claim at full discretion of the competent authority of this office.

13. The contractor shall at all times during the currency of contract confirm to and comply with the regulations and by laws of the 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 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.

14. Maintenance Service shall be comprehensive in nature, which shall include preventive, corrective maintenance of the item (s) irrespective of make /brand. The D.G. Set and its supporting equipments/panels and other components shall be cleaned/serviced and checked thoroughly once in every month. A compliance report

(showing list of item, location, date & time of cleaning/servicing etc.) shall also be submitted to this wing for record purpose.

15. 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 of obligation under the contract and he shall be responsible for the acts, defaults and neglects of any agents, his agents' servants of workmen as fully as if they were the acts, defaults or neglects of the vendor, his agents' servants of workmen.

16. The vendor should indemnify this office against any liability for compensation due to injury to his own workmen or to other persons at location while executing the work/service and for any damage to the property.

17. The vendor shall hand over the entire DG Set unit along with all other fixtures & consumable/non-consumable components at location, which are under COAMC in working condition on expiry of the contract.

18. 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.

19. In case of breach of any terms as mentioned in this contract, the 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.

20. 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.

21. 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.

3. Payment details:

a) The CAMC payment shall be made only at the end of each quarter proportionately.

b) 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.

c). 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.

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

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

f) 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"

Tender Inviting Authority	Bidder/Contractor
Office of the Comptroller and Auditor General of India Pocket-9, Deen Dayal Upadhyay 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:

