



**MANOHAR PARRIKAR INSTITUTE FOR  
DEFENCE STUDIES AND ANALYSES**  
मनोहर पर्रिकर रक्षा अध्ययन एवं विश्लेषण संस्थान

Assistant Director (Admin), MP-IDSA, Shankar Vihar, Delhi Cantt, New Delhi – 100010 [Phone No. 011-26717983] on behalf of Director General invites **Item Rate Tender** in two parts [Part-I: Technical cum commercial, Part-II: Financial] from the reputed OEMs of Lifts as per details given below::

1	Name of Work	: Special Repairs to 02 Nos Existing lifts (8 Passenger-cum-Goods lifts at MP-IDSA ) Sub Head: SITC of 2 Nos. Passenger cum Goods Lifts .
2	NIT No.	:
3	Estimated cost	: <b>Rs.23,90,000.00 (including GST) for SITC of lifts and buyback</b>
4	Earnest Money	: <b>Rs.50000/-</b>
5	Period of completion	: 03 Months
6	Last date & time of bid submission	: 23-11-2023 upto 05:00 PM
7	Performance Bank Guarantee	: 5% of the tendered amount

The bid forms and other details may be downloaded from GEM Portal bidders who have not enrolled / registered in e-procurement should enroll / register before participating through the GEM website The portal enrolment is free of cost. Bidders are advised to go through instructions provided at 'Instructions for Bid Submission'.

Bidders can access Quotation / tender documents on the website. Select the appropriate Quotation / tender and fill them with all relevant information and submit the completed Quotation / tender document on the website as per the schedule given in the next page.

**No manual bids will be accepted. All bids (both Technical and Financial should be submitted in the GEM portal).**

Col. Rajeev Agarwal (Retd.)

Assistant Director (Admin)

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## SCHEDULE

1	Name of Organisation	:	Manohar Parrikar Institute for Defence Studies and Analyses
2	Tender / Quotation Type [open / limited / EOI / auction / single]	:	Open
3	Tender / Quotation Category [services / goods / works]	:	Goods & Works
4	Type / Form of Contract [work / supply / auction / service / buy / empanelment / sell]	:	Work & Supply
5	Product Category [civil works / electrical works / fleet management / computer systems]	:	Electrical Works
6	Is Multi Currency Allowed?	:	No
7	Date of issue / publishing /start	:	01-11-2023, 5:00 PM
8	Document download start date	:	01-11-2023, 5:00 PM
9	Document download end date	:	23-11-2023, 3:00 PM
10	Date of pre-bid meeting	:	15-11-2023 at 11:00 AM
11	Venue of pre-bid meeting	:	Office of the Assistant Director (Admin)
12	Last date & time of uploading of bids	:	23-11-2023 upto 05:00 PM
13	Date & time of opening of Technical Bids	:	24-11-2023 at 11:00 AM
14	Tender fee	:	Free of cost.
15	EMD	:	Rs 50,000 to be paid online/RTGS. MSME bidders are exempted as per rules.
16	No. of covers [1/2/3/4]	:	02
17	Address for communication	:	Assistant Director (admin) , MP-IDSA, Shankar Vihar, Delhi Cant-110010, 011-26717983
18	Contact No.	:	011- 26717983
19	E-mail address	:	<a href="mailto:gavasthi.idsa@nic.in">gavasthi.idsa@nic.in</a>

## **INSTRUCTIONS FOR BID SUBMISSION**

As per the directives of Department of Expenditure, this Quotation / tender document has been published on the GEM portal and Institute's Website. The bidders are required to submit soft copies of their bids electronically on the GEM Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the GEM Portal, prepare their bids in accordance with the requirements and submitting their bids on the GEM Portal.

### **REGISTRATION**

- 1) Bidders are required to enroll on the GEM Portal. Enrolment on the GEM Portal is free of charge.
- 2) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- 3) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the GEM Portal.
- 4) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority . (e.g. Sify / TCS / nCode / eMudhra etc.), with their profile.
- 5) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSCs to others which may lead to misuse.
- 6) Bidder then logs in to the site through the secured log-in by entering their userID / password and the password of the DSC / e-Token.

### **SEARCHING FOR QUOTATION /TENDER DOCUMENTS**

- 1) There are various search options built in the GEM Portal, to facilitate bidders to search active Quotations / Tender by several parameters. These parameters could include Quotation ID, organization name, location, date, value, etc. There is also an option of advanced search for Quotations, wherein the bidders may combine a number of search parameters such as organization name, form of contract, location, date, other keywords etc. to search for a Quotation published on the GEM Portal.
- 2) Once the bidders have selected the Quotations they are interested in, they may download the required documents / Quotation schedules. These Quotations can be moved to the respective 'My Quotations' folder. This would enable the GEM Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the Quotation document.
- 3) The bidder should make a note of the unique Quotation ID assigned to each Quotation / Tender, in case they want to obtain any clarification / help from the Helpdesk.

### **PREPARATION OF BIDS**

- 1) Bidder should take into account any corrigendum published on the Quotation document before submitting their bids.

- 2) Please go through the Quotation / Tender advertisement and the Quotation / Tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- 3) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the Quotation document / schedule and generally, they can be in PDF / XLS / RAR / DWF formats. Bid documents may be scanned with 100 dpi with black and white option.
- 4) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use "My Space" area available to them to upload such documents. These documents may be directly submitted from the "My Space" area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

### SUBMISSION OF BIDS

- 1) Bidder should log into the site well in advance for bid submission so that he/she upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- 2) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the Quotation document.
- 3) Bidder has to select the payment option as "offline" to pay the Quotation fee / EMD as applicable and enter details of the instrument.
- 4) A standard BoQ format has been provided with the Quotation document to be filled by all the bidders. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. Bidders are required to download the BoQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it , without changing the filename. If the BOQ file is found to be modified by the bidder, the bid will be rejected.

OR

In some cases Financial Bids can be submitted in PDF format as well (in lieu of BOQ).

- 5) The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
- 6) All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done.
- 7) The uploaded Quotation documents become readable only after the Quotation opening by the authorized bid openers.
- 8) Upon the successful and timely submission of bids, the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
- 9) Kindly add scanned PDF of all relevant documents in a single PDF file of compliance sheet.

**ASSISTANCE TO BIDDERS**

- 1) Any queries relating to the Quotation document and the terms and conditions contained therein should be addressed to the Quotation Inviting Authority for a Quotation or the relevant contact person indicated in the Quotation.
- 2) Any queries relating to the process of bid submission or queries relating to GEM Portal in general may be directed to the 24x7 GEM Portal Helpdesk. The contact number for the helpdesk is 1800 419 3436.

**GENERAL INSTRUCTIONS TO THE BIDDERS**

- 1) The Quotations will be received through GEM portal . In the Technical Bids, the bidders are required to upload all the documents in .pdf format.
- 2) Possession of a Valid Class II/III Digital Signature Certificate (DSC) in the form of smart card/e-token in the company's name is a prerequisite for registration and participating in the bid submission activities through GEM . Digital Signature Certificates can be obtained from the authorized certifying agencies, details of which are available in the web site <https://eprocure.gov.in/eprocure/app> under the link "Information about DSC".

Bidders are advised to follow the instructions provided in the 'Instructions to the Bidder for the e-submission of the bids through the GEM Portal for E-tendering .

Information and Instructions to Bidders

Assistant Director (admin) , New Delhi-10 (Phone No. 011-26717983) on behalf of Director General , MP-IDSA invites Item **Rate Tender** from the reputed OEMs of Lifts in two bid system for the following work:

Sl. No.	N.I.T. No.	Name of work & Location	Estimated cost put to bid	Earnest Money	Period of completion (months)	Last date & time of submission of bid, EMD and other documents as specified in the NIT	Time & date of opening of Technical Bid
[1]	[2]	[3]	[4]	[5]	[6]	[7]	[8]
1		Special Repairs to 02 Nos. Passenger-cum-Goods lifts at MP-IDSA , NEW Delhi) Sub Head: Providing 2 Nos.Passenger cum Goods Lifts (Electrical Work)	Rs.23,90, 000. 00	Rs.50000	0 3	23-11-2023 upto 05:00 PM	24-11-2023 at 11:00 AM

- The successful bidders shall be required to submit a performance guarantee of 5% of the tendered amount in the form of Bank Guarantee or F.D.R. from a Nationalized / Scheduled Bank within 15 days of issue of letter of intent before award of work. In case of failure by the Contractor to submit the performance guarantee within the specified period, full earnest money will be forfeited and the tender shall be treated as null and void. **The performance guarantee shall be valid up to defect liability period plus 60 (Sixty) days beyond that.**
- Only OEMs who qualifies eligibility criteria above shall allowed to participate in financial bidding. No agent /subcontractor on behalf of OEMs shall be allowed in bidding process. OEMs who fulfill the following requirements shall be eligible to apply. Joint ventures are not accepted.

### 3. Eligibility Criteria :

- (i) Average Annual Financial Turnover for last three financial year should not be less than Rs 200 Crore
- (ii) The firm shall have in India :-
  - (a) Manufacturing and testing facility
  - (b) Research and development center
  - (c) Dedicated training centers to train its personnel
- (iii) Manufacturing experience of the manufacturer shall not be less than 15 years.
- (iv) Domestic production capacity of the factory in India shall not be less than 1000 lifts per Annum .
- (v) The manufacturer shall have service centers in 25 Nos towns/cities including 15 Nos state Capitals in India .
- (vi) Testing Tower in India shall be available with travel height not less than :-
  - A. 12 meters for requirement of lift speed upto 1.5 metres/sec. and
  - B. 20 Meters for requirement of lift speed above 1.5 metres/sec with facility of testing at least 02 lifts simultaneously.
- (vii) The manufacturer shall furnish an undertaking regarding availability of spares for the entire life of the lift ( 20 years) .
- (viii) The lift includes safety features and testing shall conform to relevant Indian standard .
- (ix) Quality standard shall confirm to IS/ISO-9001: 2015.
- (x) The fire rating of car door and landing door shall be National buiding code 2016
- (xi) Completion certificates ( at least for 10 sites ) are required to be got issued by an officer not below the rank of Executive Engineer of similar works completed by the Firm. The work experience certificates submitted by the bidders shall clearly indicate that:
  - a. The similar work executed
  - b. The completed cost of the work
  - c. Actual date of completion of the work

**(xii) To become eligible , the bidders shall have to furnish an affidavit as under :-**

“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 MP-IDSA , Delhi in future forever. Also, if such a violation comes to the notice of Department 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)”

4. **The intending bidder must read the terms and conditions [both commercial & Additional] carefully** which will be the part of the Contract. He should only submit his bid if he considers himself eligible and he is in possession of all the documents required.
5. Information and Instructions for bidders shall form part of bid document.
6. The bid document consisting of plans, specifications, the schedule of quantities of various types of items to be executed and the set of terms and conditions of the contract to be complied with and other necessary documents can be seen and downloaded from GEM portal .
7. But the bid can only be submitted after depositing requisite EMD as specified in the schedule and mandatory documents. Bidders under MSME category are exempted to deposit the EMD.
8. Copy of certificate of work experience and other documents as specified in the NIT shall be scanned and up-loaded to the e-Tendering website within the period of bid submission. However, certified / original copy of all the scanned and up-loaded documents as specified in NIT shall have to be submitted by the lowest bidder only within a week

physically.

9. Bid documents submitted by intending bidders shall be opened only of those bidders, who has deposited requisite tender fee, if any and EMD and other documents scanned and uploaded are found in order.
10. MP-IDSA is committed to follow the principle of transparency, equity and competitiveness in public procurement. Before submission of bid, **each bidder should sign integrity pact at respective places** and submit the bid. If duly signed integrity pact is not submitted by bidder, such bid shall not be considered.
11. When bids are invited in two stages systems and if it is desired to submit revised financial bid it shall be mandatory to submit revised financial bid. If not submitted then the bid submitted earlier shall become invalid.
12. The department reserves the right to reject any prospective application without assigning any reason and to restrict the list of qualified contractors to any number deemed suitable by it, if too many bids are received satisfying the laid down criterion.
13. **Certificate of Financial Turn Over:** At the time of submission of bid contractor may upload Certificate from CA mentioning Financial Turnover of last three years or for the period as specified in the bid document and further details if required may be asked from the contractor after opening of technical bids. There is no need to upload entire voluminous balance sheet.
14. The technical bid shall be opened first on due date and time as mentioned above. The time and date of opening of financial bid of contractors qualifying the technical bid shall be communicated to them at a later date.
15. The pre-bid conference shall be held in the office of Assistant Director's office at 11:00 AM on 27-09-2023 to clear the doubts of intending bidders, if any.

**List of Documents to be scanned and uploaded within the period of bid submission:**

1. Annexure – I duly filled in and got signed
2. Certificate of work experience
3. Certificate of financial turnover from CA
4. Bank solvency certificate
5. Certificate of Registration for GST and acknowledgement of up to date filed return
6. Affidavit as per Notice Inviting Tender Condition 1.(ii) [To be submitted on Rs 100/-stamp paper]
7. Acceptance to execute INTEGRITY PACT [see integrity pact]
8. Any other document as specified in the NIT

  
**Col . Rajeev Agarwal**  
 Assistant Director (Admin)



## MANOHAR PARRIKAR INSTITUTE FOR DEFENCE STUDIES AND ANALYSES

मनोहर पर्रिकर रक्षा अध्ययन एवं विश्लेषण संस्थान

### NOTICE INVITING E-TENDER

1. Item rate tenders are invited on behalf of Director General , MP-IDSA ; New Delhi - 110010 in two parts [Part-I: Technical cum commercial, Part-II: Financial] from the OEMs of Lifts as per details given below for the work of Special Repairs to 02 Nos Existing lifts (**8 Nos. Passenger-cum-Goods lifts at MP-IDSA** ) Sub Head: **SITC of 2 Nos. Passenger cum Goods Lifts.**
  - a. The work is estimated to cost **Rs.23,90,000.00. (including GST)** This estimate, however, is given merely as a rough guide
    - i. The authority competent to approve NIT for the combined cost and belonging to the major discipline will consolidate NITs for calling the bids. He will also nominate an Incharge which will deal with all matters relating to the invitation of bids.
 

For composite bid, besides indicating the combined estimated cost put to tender, should clearly indicate the estimated cost of each component separately. The eligibility of bidders will correspond to the combined estimated cost of different components put to bid.
  - b. Intending bidder is eligible to submit the bid provided he has definite proof from the appropriate authority, which shall be to the satisfaction of the competent authority, of having satisfactorily completed similar works of magnitude specified below:-
2. **Agreement shall be drawn with the successful bidders on prescribed Form No. 1 . Bidders shall quote their rates as per various terms and conditions of the said form which will form part of the agreement.**
3. The time allowed for carrying out the work will be **03 months** from the date of start (as defined in tender document) from the first date of handing over of the site, whichever is later, in accordance with the phasing, if any, indicated in the bid documents.
4. The site for the work is available / to be made available.
5. The bid document consisting of plans, specifications, the schedule of quantities of various types of items to be executed and the set of terms and conditions of the contract to be complied with and other necessary documents except Standard General Conditions of Contract.
6. After submission of the bid the contractor can re-submit revised bid any number of times but before last time and date of submission of tender as notified.
7. While submitting the revised bid, contractor can revise the rate of one or more item(s) any number of times (he need not re-enter rate of all the items) but before last time and date of submission of tender as notified.
8. If it is desired to submit revised financial bid then it shall be mandatory to submit revised financial bid. If not submitted then the tender submitted earlier shall become invalid.
9. Earnest Money as specified to be paid through RTGS / NEFT/Demand Draft.
10. The bid submitted shall become invalid, if:
  - a) The bidder is found ineligible.
  - b) The bidder does not upload all the documents as stipulated in the bid document.
  - c) EMD & Tender fee [if any] not deposited as specified
  - d) If any discrepancy is noticed between the documents as uploaded at the time of submission of bid and hard copies as submitted **physically by the lowest bidder** in the office of the bid opening authority.

11. The contractor whose bid is accepted will be required to furnish **performance guarantee of 5% (Five Percent)** of the bid amount within the period specified. This guarantee shall be in the form of Deposit at Call receipt of any scheduled bank / Banker' cheque of any scheduled bank/ Demand Draft of any scheduled bank/ Pay order of any Scheduled Bank (in case guarantee amount is less than Rs. 1,00,000/-) or Government Securities or Fixed Deposit Receipts or irrevocable Bank Guarantee Bonds of any Scheduled Bank or the State Bank of India in accordance with the prescribed form. In case the contractor fails to deposit the said performance guarantee within the period as indicated in Tender document ' including the extended period if any, the Earnest Money deposited by the contractor shall be forfeited automatically without any notice to the contractor.
12. Intending Bidders are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their bids as to the nature of the ground and subsoil (so far as is practicable), the form and nature of the site, the means of access to the site, the accommodation they may require and in general shall themselves obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect their bid. A bidder shall be deemed to have full knowledge of the site whether he inspects it or not and no extra charge consequent on any misunderstanding or otherwise shall be allowed. The bidders shall be responsible for arranging and maintaining at his own cost all materials, tools & plants, water, electricity access, facilities for workers and all other services required for executing the work unless otherwise specifically provided for in the contract documents. Submission of a bid by a bidder implies that he has read this notice and all other contract documents and has made himself aware of the scope and specifications of the work to be done and of conditions and rates at which stores, tools and plant, etc. will be issued to him by the Government and local conditions and other factors having a bearing on the execution of the work.
13. The competent authority does not bind itself to accept the lowest or any other bid and reserves to itself the authority to reject any or all the bids received without the assignment of any reason. All bids in which any of the prescribed condition is not fulfilled or any condition including that of conditional rebate is put forth by the bidder shall be summarily rejected.
14. Canvassing whether directly or indirectly, in connection with bidders is strictly prohibited and the bids submitted by the contractors who resort to canvassing will be liable for rejection.
15. The competent authority reserves to himself the right of accepting the whole or any part of the bid and the bidder shall be bound to perform the same at the rate quoted.
16. The contractor shall not be permitted to bid for works in the MP-IDSA responsible for award and execution of contracts, in which his near relative is posted. He shall also intimate the names of persons who are working with him in any capacity or are subsequently employed by him and who are near relatives to any officer in the MP-IDSA. Any breach of this condition by the contractor would render him liable to be debarred from bidding process in future in MP-IDSA.
17. The bid for the works shall remain open for acceptance for a period of **ninety [90] days from the date of opening of financial bids**, if any bidder withdraws his bid before the said period or issue of letter of acceptance, whichever is earlier, or makes any modifications in the terms and conditions of the bid which are not acceptable to the department, then the MP-IDSA, Delhi shall, without prejudice to any other right or remedy, be at liberty to forfeit the said earnest money as aforesaid. Further the bidder shall not be allowed to participate in the re-bidding process of the work.
18. This notice inviting bid shall form a part of the contract document. The successful bidder / contractor, on acceptance of his bid by the Accepting Authority shall **within 15 days** from the stipulated date of start of the work, sign the contract consisting of:-
- a) The Notice Inviting Bid, all the documents including additional conditions, specifications and drawings, if any, forming part of the bid as uploaded at the time of invitation of bid and the rates quoted at the time of submission of bid and acceptance thereof together with any correspondence leading thereto.
  - b) Standard Form -No 1 or other Standard MP-IDSA Form as applicable.

19. In case any discrepancy is noticed between the documents as uploaded at the time of submission of the bid and hard copies as to be submitted physically in MP-IDSA , if so desired by the accepting authority, then the bid submitted shall become invalid and the Institute shall, without prejudice to any other right or remedy, be at liberty to forfeit earnest money as aforesaid. Further the bidder shall not be allowed to participate in the bidding process of the work.
20. The Work includes removal of old lifts . Bidders shall clearly indicate the cost of buy back amount in the price bid section of the tender document.
21. Bidders are requested to inspect the site and make acquaintance about site conditions. The SITC of new lifts will have to be completed within the existing provisions of civil infrastructure of the existing lifts . The old lifts shall be handed over to them 'as is where is' basis . No material from old lifts shall be used. Any additional requirement regarding old lift removal, hoistway path and other infrastructure for lift installation is in the scope of work . No complaint/excuse in this regard shall be entertained during course of work . Bidders has to take this work on turnkey basis ie every thing required for successful SITC of lift is in the scope of work under this tender . Nothing extra is payable on any account .

## INTEGRITY PACT

To

.....

.....

.....

Sub: NIT No. .... for the work of " Special Repairs to Existing 02 Nos Lifts at MP-IDSA (8 Nos. Passenger-cum-Goods lifts at MP-IDSA , Delhi) Sub Head: SITC of 2 Nos. Passenger cum Goods Lifts )"

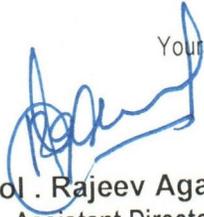
Dear Sir,

It is here by declared that MP-IDSA is committed to follow the principle of transparency, equity and competitiveness in public procurement.

The subject Notice Inviting Tender (NIT) is an invitation to offer made on the condition that the Bidder will sign the Integrity Agreement, which is an integral part of the tender/bid documents, failing which the tender/bidder will stand disqualified from the tendering process and the bid of the bidder would be summarily rejected.

This declaration shall form part and parcel of the Integrity Agreement and signing of the same shall be deemed as acceptance and signing of the Integrity Agreement on behalf of the MP-IDSA.

Yours faithfully,

  
Col . Rajeev Agarwal (Retd)  
Assistant Director (Admin)

[TO BE SUBMITTED DULY SIGNED BY THE BIDDER ALONGWITH BID DOCUMENTS]

To

**Assistant Director (Admin)**  
01, Development Enclave  
Delhi Cantt, New Delhi – 110010

Subject: Submission of Bid for the work of “ **Special Repairs to Existing 02 Nos Lifts ( Passenger-cum-Goods lifts at MP-IDSA , Delhi) Sub Head: Providing 02 nos. Passenger cum Goods Lifts (Electrical Work)”**

Dear Sir,

I / We acknowledge that MP-IDSA . is committed to follow the principles thereof as enumerated in the Integrity Agreement enclosed with the tender/bid document.

I / We agree that the Notice Inviting Tender (NIT) is an invitation to offer made on the condition that I / We will sign the enclosed integrity Agreement, which is an integral part of tender / bid documents, failing which I / We will stand disqualified from the tendering process. I / We acknowledge that THE MAKING OF THE BID SHALL BE REGARDED AS AN UNCONDITIONAL AND ABSOLUTE ACCEPTANCE of this condition of the NIT.

I / We confirm acceptance and compliance with the Integrity Agreement in letter and spirit and further agree that execution of the said Integrity Agreement shall be separate and distinct from the main contract, which will come into existence when tender/bid is finally accepted by MP-IDSA. I / We acknowledge and accept the duration of the Integrity Agreement, which shall be in the line with Article 1 of the enclosed Integrity Agreement.

I / We acknowledge that in the event of my/our failure to sign and accept the Integrity Agreement, while submitting the tender/bid, MP-IDSA shall have unqualified, absolute and unfettered right to disqualify the tenderer /bidder and reject the tender/bid in accordance with terms and conditions of the tender/bid.

Yours faithfully,

(Duly authorized signatory of the Bidder)

[To be signed by the bidder and same signatory competent / authorized to sign the relevant contract on behalf of MP-IDSA]

### INTEGRITY AGREEMENT

This Integrity Agreement is made at ..... on this ..... day of.....  
20.....

### BETWEEN

The Director General , MP-IDSA Delhi, Shankar Vihar , New Delhi - 10 represented through Assistant Director (Admin ) , MP-IDSA , New Delhi  
....., (Hereinafter referred as the  
**'Principal/Owner'**,

**'Principal/Owner'**, which expression shall unless repugnant to the meaning or context hereof include its successors and permitted assigns)

### AND

.....  
.....  
(Name and Address of the Individual/firm/Company)  
through .....  
(Hereinafter referred  
(Details of duly authorized signatory)  
to as the **"Bidder/Contractor"** and which expression shall unless repugnant to the meaning or context hereof include its successors and permitted assigns)

### Preamble

WHEREAS the Principal / Owner has floated the Tender (NIT No. ....) (hereinafter referred to as **"Tender/Bid"**) and intends to award, under laid down organizational procedure, contract for **"Special Repairs to 02 Nos Existing Lifts (8 Nos. Passenger-cum-Goods lifts at MP-IDSA) Sub Head: Providing 2 Nos. Passenger cum Goods Lifts )"** (Name of work) hereinafter referred to as the **"Contract"**.

AND WHEREAS the Principal/Owner values full compliance with all relevant laws of the land, rules, regulations, economic use of resources and of fairness/transparency in its relation with its Bidder(s) and Contractor(s). AND WHEREAS to meet the purpose aforesaid both the parties have agreed to enter into this Integrity Agreement (hereinafter referred to as **"Integrity Pact"** or **"Pact"**), the terms and conditions of which shall also be read as integral part and parcel of the Tender/Bid documents and Contract between the parties.

NOW, THEREFORE, in consideration of mutual covenants contained in this Pact, the parties hereby agree as follows and this Pact witnesses as under:

### Article 1: Commitment of the Principal / Owner

- 1) The Principal/Owner commits itself to take all measures necessary to prevent corruption and to observe the following principles:  
No employee of the Principal / Owner, personally or through any of his / her family members, will in connection with the Tender, or the execution of the Contract, demand, take a promise for or accept, for self or third person, any material or immaterial benefit which the person is not legally entitled to.
  - (a) The Principal/Owner will, during the Tender process, treat all Bidder(s) with equity and reason. The Principal/Owner will, in particular, before and during the Tender process, provide to all Bidder(s) the

same information and will not provide to any Bidder(s) confidential / additional information through which the Bidder(s) could obtain an advantage in relation to the Tender process or the Contract execution.

- (b) The Principal/Owner shall Endeavour to exclude from the Tender process any person, whose conduct in the past has been of biased nature.
- 2) If the Principal/Owner obtains information on the conduct of any of its employees which is a criminal offence under the Indian Penal code (IPC)/Prevention of Corruption Act, 1988 (PoC Act) or is in violation of the principles herein mentioned or if there be a substantive suspicion in this regard, the Principal/Owner will inform the Chief Vigilance Officer and in addition can also initiate disciplinary actions as per its internal laid down policies and procedures.
  - 3) If the Principal/Owner obtains information on the conduct of any of its employees which is a criminal offence under the Indian Penal code (IPC)/Prevention of Corruption Act, 1988 (PoC Act) or is in violation of the principles herein mentioned or if there be a substantive suspicion in this regard, the Principal/Owner will inform the Chief Vigilance Officer and in addition can also initiate disciplinary actions as per its internal laid down policies and procedures.

#### **Article 2: Commitment of the Bidder(s) / Contractor(s)**

- 1) It is required that each Bidder/Contractor (including their respective officers, employees and agents) adhere to the highest ethical standards, and report to the Government / Department all suspected acts of **fraud or corruption or coercion or collusion** of which it has knowledge or becomes aware, during the tendering process and throughout the negotiation or award of a contract.
- 2) The Bidder(s)/Contractor(s) commits himself to take all measures necessary to prevent corruption. He commits himself to observe the following principles during his participation in the Tender process and during the Contract execution:
  - a) The Bidder(s)/Contractor(s) will not, directly or through any other person or firm, offer, promise or give to any of the Principal/Owner's employees involved in the Tender process or execution of the Contract or to any third person any material or other benefit which he/she is not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever during the Tender process or during the execution of the Contract.
  - b) The Bidder(s)/Contractor(s) will not enter with other Bidder(s) into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to cartelize in the bidding process.
  - c) The Bidder(s) / Contractor(s) will not commit any offence under the relevant IPC/PoC Act. Further the Bidder(s) / Contractor(s) will not use improperly, (for the purpose of competition or personal gain), or pass on to others, any information or documents provided by the Principal / Owner as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.
  - d) The Bidder(s) / Contractor(s) of foreign origin shall disclose the names and addresses of agents / representatives in India, if any. Similarly Bidder(s) / Contractor(s) of Indian Nationality shall disclose names and addresses of foreign agents/representatives, if any. Either the Indian agent on behalf of the foreign principal or the foreign principal directly could bid in a tender but not both. Further, in cases where an agent participate in a tender on behalf of one manufacturer, he shall not be allowed to quote on behalf of another manufacturer along with the first manufacturer in a subsequent/parallel tender for the same item.

- e) The Bidder(s)/Contractor(s) will, when presenting his bid, disclose any and all payments he has made, is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the Contract.
- 3) The Bidder(s)/Contractor(s) will not instigate third persons to commit offences outlined above or be an accessory to such offences.
- 4) The Bidder(s)/Contractor(s) will not, directly or through any other person or firm indulge in fraudulent practices **means a willful misrepresentation or omission of facts or submission of fake/forged documents in order to induce public official to act in reliance thereof, with the purpose of obtaining unjust advantage by or causing damage to justified interest of others and/or to influence the procurement process to the detriment of the Government interests.**
- 5) The Bidder(s)/Contractor(s) will not, directly or through any other person or firm use Coercive Practices (means the act of obtaining something, compelling an action or influencing a decision through intimidation, threat or the use of force directly or indirectly, where potential or actual injury may befall upon a person, his/ her reputation or property to influence their participation in the tendering process).

### Article 3: Consequences of Breach

Without prejudice to any rights that may be available to the Principal /Owner under law or the Contract or its established policies and laid down procedures, the Principal/Owner shall have the following rights in case of breach of this Integrity Pact by the Bidder(s)/Contractor(s) and the Bidder/ Contractor accepts and undertakes to respect and uphold the Principal/Owner's absolute right:

- 1) If the Bidder(s)/Contractor(s), either before award or during execution of Contract has committed a transgression through a violation of Article 2 above or in any other form, such as to put his reliability or credibility in question, the Principal/Owner after giving 14 days notice to the contractor shall have powers to disqualify the Bidder(s)/Contractor(s) from the Tender process or terminate/determine the Contract, if already executed or exclude the Bidder/Contractor from future contract award processes. The imposition and duration of the exclusion will be determined by the severity of transgression and determined by the Principal/Owner. **Such exclusion may be forever or for a limited period as decided by the Principal/Owner.**
- 2) **Forfeiture of EMD/Performance Guarantee/Security Deposit:** If the Principal/Owner has disqualified the Bidder(s) from the Tender process prior to the award of the Contract or terminated/determined the Contract or has accrued the right to terminate/determine the Contract according to Article 3(1), the Principal/Owner apart from exercising any legal rights that may have accrued to the Principal/Owner, may in its considered opinion forfeit the entire amount of Earnest Money Deposit, Performance Guarantee and Security Deposit of the Bidder/Contractor.
- 3) **Criminal Liability:** If the Principal/Owner obtains knowledge of conduct a Bidder or Contractor, or of an employee or a representative or an associate of a Bidder or Contractor which constitutes corruption within the meaning of IPC Act, or if the Principal / Owner has substantive suspicion in this regard, the Principal/Owner will inform the same to law enforcing agencies for further investigation.

### Article 4: Previous Transgression

- 1) The Bidder declares that no previous transgressions occurred in the last 5 years with any other Company in any country confirming to the anticorruption approach or with Central Government or State Government or any other Central/State Public Sector Enterprises in India that could justify his exclusion from the Tender process.
- 2) If the Bidder makes incorrect statement on this subject, he can be disqualified from the Tender process or

action can be taken for banning of business dealings/ holiday listing of the Bidder/Contractor as deemed fit by the Principal/ Owner.

- 3) If the Bidder/Contractor can prove that he has resorted / recouped the damage caused by him and has installed a suitable corruption prevention system, the Principal/Owner may, at its own discretion, revoke the exclusion prematurely.

**Article 5: Equal Treatment of all Bidders/Contractors/Subcontractors**

- 1) The Bidder(s)/Contractor(s) undertake(s) to demand from all subcontractors a commitment in conformity with this Integrity Pact. The Bidder/Contractor shall be responsible for any violation(s) of the principles laid down in this agreement/Pact by any of its Sub-contractors/sub-vendors.
- 2) The Principal/Owner will enter into Pacts on identical terms as this one with all Bidders and Contractors.
- 3) The Principal/Owner will disqualify Bidders, who do not submit, the duly signed Pact between the Principal/Owner and the bidder, along with the Tender or violate its provisions at any stage of the Tender process, from the Tender process.

**Article 6: Duration of the Pact**

This Pact begins when both the parties have legally signed it. It expires for the Contractor/Vendor 6 months after the completion of work under the contract or till the continuation of defect liability period, whichever is more and for all other bidders, till the Contract has been awarded.

If any claim is made/lodged during the time, the same shall be binding and continue to be valid despite the lapse of this Pacts as specified above, unless it is discharged/determined by the Competent Authority of MP-IDSA.

**Article 7: Other Provisions**

- 1) This Pact is subject to Indian Law, place of performance and jurisdiction is the Head Quarters of the Division of the Principal/Owner, who has floated the Tender.
- 2) Changes and supplements need to be made in writing. Side agreements have not been made.
- 3) If the Contractor is a partnership or a consortium, this Pact must be signed by all the partners or by one or more partner holding power of attorney signed by all partners and consortium members. In case of a Company, the Pact must be signed by a representative duly authorized by Board Resolution.
- 4) Should one or several provisions of this Pact turn out to be invalid; the remainder of this Pact remains valid. In this case, the parties will strive to come to an agreement to their original intentions.
- 5) It is agreed term and condition that any dispute or difference arising between the parties with regard to the terms of this Integrity Agreement / Pact, any action taken by the Owner/Principal in accordance with this Integrity Agreement/ Pact or interpretation thereof shall not be subject to arbitration.

**Article 8: LEGAL AND PRIOR RIGHTS**

All rights and remedies of the parties hereto shall be in addition to all the other legal rights and remedies belonging to such parties under the Contract and/or law and the same shall be deemed to be cumulative and not alternative to such legal rights and remedies aforesaid. For the sake of brevity, both the Parties agree that this Integrity Pact will have precedence over the Tender/Contact documents with regard any of the provisions covered under this Integrity Pact.

IN WITNESS WHEREOF the parties have signed and executed this Integrity Pact at the place and date first above mentioned in the presence of following witnesses:

.....  
(For and on behalf of Principal / Owner)

.....  
(For and on behalf of Bidder / Contractor)

WITNESSES:

1. ....  
(signature, name and address)

2. ....  
(signature, name and address)

Place:

Dated :



MANOHAR PARRIKAR INSTITUTE FOR  
DEFENCE STUDIES AND ANALYSES

मनोहर पर्रिकर रक्षा अध्ययन एवं विश्लेषण संस्थान

## Percentage Rate Tender / Item Rate Tender & Contract for Works

Tender for the work of " Special Repairs to 02 Nos Existing Lifts (8 Nos. Passenger-cum-Goods lifts at MP-IDSA) Sub Head: Providing 02 Nos. Passenger cum Goods Lifts"

(A) (I) To be submitted by 23-11-2023 upto 05:00 PM

(II) To be opened on 24-11-2023 at 11:00 AM

### e-TENDER

I / We have read and examined the Notice Inviting Tender, schedules, Specifications applicable, , General Rules and Directions, Conditions of Contract, Clauses of Contract, , Schedule of Rate & other documents and Rules referred to in the conditions of contract and all other contents in the tender document for the work.

I / We hereby tender for the execution of the work specified for MP-IDSA within the time specified, schedule of quantities and in accordance in all respect with the specifications, designs, drawing and instructions in writing referred to General Rules and Directions and Conditions of contract and with such materials as are provided for, by, and in respect of accordance with, such conditions so far as applicable.

We agree to keep the tender open for ninety (90) days from the due date of its opening / ninety days from the date of opening of financial bid in case tenders are invited on 2envelop system and not to make any modification in its terms and conditions.

A sum of **Rs.50000/-** is hereby deposited in MP-IDSA as earnest money. If I / We, fail to furnish the prescribed performance guarantee within prescribed period I / We agree that the said MP-IDSA , New Delhi - 10 or his successors, in office shall without prejudice to any other right or remedy, be at liberty to forfeit the said earnest money absolutely. Further, if I / We fail to commence the work as specified, I / We agree that MP-IDSA , New Delhi - 10 or the successors in office shall without prejudice to any other right or remedy available in law, be at liberty to forfeit the said earnest money and the performance guarantee absolutely, otherwise the said earnest money shall be retained by him towards security deposit to execute all the works referred to in the tender documents upon the terms and conditions contained or referred to those in excess of that limit at the rates to be determined in accordance with the provision contained in the tender form. Further, I / We agree that in case of forfeiture of Earnest Money & Performance Guarantee as aforesaid I / We shall be debarred for participation in the re-tendering process of the work.

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

I / We hereby declare that I / We shall treat the tender documents drawings and other records connected with the work as secret/confidential documents and shall not communicate information/derived there from to any person

other than a person to whom I / We am/are authorized to communicate the same or use the information in any manner prejudicial to the safety of the State.

Dated:

Signature of Contractor

Witness:

Postal Address

Address:

Occupation:

**Schedule of work****Schedule 'A'**

Reference to General Conditions of contract [GCC]

1	Name of work	:	<b>Special Repairs to Existing 02 Nos Lifts (8 Nos. Passenger-cum-Goods lifts at MP-IDSA) Sub Head: SITC of 02 Nos . Passenger cum Goods Lifts</b>
2	Estimated cost of work	:	<b>Rs.23,90,000.00</b>
3	Earnest Money	:	<b>Rs.50000/-</b>
4	Performance Guarantee	:	5 percent of tendered value

**SCHEDULE 'B'**

<b>Clause 1:</b>		
[i]	Time allowed for submission of Performance Guarantee from the date of issue of letter of acceptance	: <b>10 days</b>
<b>Clause 2:</b>		
	Number of days from the date of issue of letter of award for reckoning date of start	: <b>10 [ten] days</b>

**Schedule 'C'**

Milestone(s) as per table given below:-

Sl. No.	Description of Milestone (Financial)	Time allowed in days (from date of start)	Penalty to be levied in case of non-achievement of mile stone per week
1	Submission of drawings	Within 15 days of issue of LOI	0.5% of tendered cost
2	Delivery of all lifts, equipments etc.	Within 45 days from date of award	1.5% of tendered cost
3	Installation of all lifts	Within 60 days from the date of award	1.5% of tendered cost
4	Commissioning & testing of all lifts	Within 75 days from the date of award	1% of tendered cost
5	Trial run and completion of all lifts	Within 90 days from the date of award	0.25% of tendered cost

Time allowed for execution of work	:	03 months
Authority to decide:	:	
Extension of time	:	<b>Assistant Director (Admin)</b>
Rescheduling of mile stones	:	Estate Manager

<< Organization Letter Head >>  
**DECLARATION**

I / We, \_\_\_\_\_ hereby declare that all the information and data furnished by our organization with regard to this tender specification are true and complete to the best of our knowledge. I / we have gone through the specification, conditions and stipulations in details and agree to comply with the requirements and intent of specification.

1	Name & Address of the bidder	:	
2	Phone	:	
3	E-mail	:	
4	Contact person name	:	
5	Mobile number	:	
6	TIN number	:	
7	PAN number	:	
8	UTR no. [for depositing tender fee]	:	Not applicable
9	UTR no. [for payment of EMD]	:	Not Applicable , in case of MSME
<b>BANK DETAILS</b>			
10	Bank name	:	
11	Branch address	:	
12	Branch telephone no.	:	
13	MICR Code of the bank	:	
14	IFSC code	:	
15	Bank Account no.	:	
16	Type of account	:	

We further declare that our organization has not been blacklisted / delisted or put to any holiday by any Institutional agency / Govt. Department / Public Sector Undertaking in the last three years.

[Signature of the bidder]

Name:

Seal of the bidder

## COMMERCIAL AND ADDITIONAL CONDITIONS

### 1 GENERAL

- 1.1 This specification covers manufacture, testing as may be necessary before dispatch, delivery at site, all preparatory work, assembly and installation, commissioning, putting into operation of Lifts & Escalators.
- 1.2 **Name of work & location: Special repairs to existing Lifts at MP-IDSA( 08Nos. Passenger-cum- Goods lifts at Mp-IDSA) Sub Head: SITC of 02 Nos Passenger cum Goods Lifts.**
- 1.3 The work shall be executed as per CPWD General Specifications for Electrical works **Part – III Lifts & Escalators - 2003** as amended up to date, relevant IE Rules, relevant BIS / IEC and as per directions of Engineer-in-charge. These additional specifications are to be read in conjunction with above and in case of variations, specifications given in the Additional specifications and conditions shall apply. However, nothing extra shall be paid on account of these as the same are to be read along with schedule of quantities for the work.
- 1.4 The tenderer should in his own interest visit the site and get familiarized with the site conditions before tendering.
- 1.5 No T&P shall be issued by the Department and nothing extra shall be paid on account of this.

### 2 COMMERCIAL CONDITIONS

- 2.1 Type of contract  
The work to be awarded by this tender shall be treated as indivisible works contract.
- 2.2 Submission of Tender:-  
Bidder shall submit the cost of tender documents, if any and earnest money, other documents, price bid in prescribed manner as indicated in "INFORMATION AND INSTRUCTIONS FOR CONTRACTORS FOR e-TENDERING FORMING PART OF NIT AND TO BE POSTED ON WEBSITE"
- 2.3 The tenderers are advised not to deviate from the technical specifications / items, commercial terms and conditions of NIT like terms of payment, guarantee, arbitration clause, escalation etc.
- 2.4 **The department reserves the right to reject any or all the price bids and call for fresh price tenders as the case may be without assigning any reason.**

### 3.0 VALIDITY

Tenders shall be valid for acceptance for a **period of 90 days from the date of opening of price bid.**

### 4.0 SAFETY CODES AND LABOUR REGULATIONS

- (i) In respect of all labour employed directly or indirectly on the work for the performance of the contractor's part of work, the contractor at his own expense, will arrange for the safety provisions as per the statutory provisions, B.I.S. recommendations, factory act, workman's compensation act, CPWD code and instructions issued from time to time. Failure to provide such safety requirements would make the tenderer liable for **penalty for Rs. 200/- for each violation**. In addition the Engineer-In-Charge shall be at liberty to make arrangements and provide facilities as aforesaid and recover the cost from the contractor.

- (ii) The contractor shall provide necessary barriers, warning signals and other safety measures while laying pipelines, cables etc. or wherever necessary so as to avoid accident. He shall also indemnify MP-IDSA against claims for compensation arising out of negligence in this respect. Contractor shall be liable, in accordance with the Indian Law and Regulations for any accident occurring due to any cause. The department shall not be responsible for any accident occurred or damage incurred or claims arising there from during the execution of work. The contractor shall also provide all insurance including third party insurance as may be necessary to cover the risk. No extra payment would be made to the contractor due to the above provisions thereof.

5.0 For item / equipment requiring initial inspection at manufacturer's works the contractor will intimate the date of testing of equipments at the manufacturer's works before dispatch. The department also reserves the right to inspect the fabrication job at factory and the successful tenderer has to make the arrangement for the same. The successful tenderer shall give sufficient advance notice regarding the dates proposed for such tests / inspection to the department's representative (s) to facilities his presence during testing / fabrication. The Engineer-in-charge at his discretion may witness such testing / fabrication. Also equipment may be inspected at the Manufacturer's premises, before dispatch to the site by the contractor.

## 6.0 TERMS OF PAYMENTS

- 6.1 The following percentage of contract rates for the various items included in the contract shall be payable against the stage of work shown herein.
- 6.2 50% after inspection and delivery of all material required for the work at site in good condition .
- 6.3 Balance 50% will be paid after testing, commissioning trial run, safety certificate & handing over to the department for use.

## 7. PERFORMANCE GUARANTEE

7.0 The tenderer shall guarantee among other things the following:

- [a] Quality, strength and performance of the material used
- [b] Safe mechanical and electrical stress on all parts under all specified conditions of operation
- [c] Satisfactory operation during the maintenance period.

7.1 The successful tenderer shall submit an irrevocable performance guarantee of 5 percent of the tendered amount in addition to other deposits mentioned elsewhere in the contract in the contract for his proper performance of the contract agreement within 90 days of issued of letter of acceptance of tender. This guarantee shall be in the form of Demand draft/ Pay order or irrevocable bank guarantee bond of any scheduled bank or the State Bank of India in the specified format or in the form of Government security, fixed deposit pledged in favour of Executive Engineer or as specified in the letter of acceptance of tender. **The performance guarantee shall be initially valid up to the stipulated date of defect liability period completion plus 60 Days beyond.** This bank guarantee shall be kept valid till the recoding of completion certificate for the work by the competent authority.

8. GST, TDSs & other statutory deduction etc. shall be made at source as per prevalent laws. The deductions of security deposit, income-tax, works contract tax etc. shall be done after calculation of the above due payments.

## 9.0 RATES

- 9.1 The rates quoted by the tenderer, shall be firm and inclusive of all taxes (i/c GST), duties & levies, octroi etc. and all charges for packing forwarding, insurance, freight and delivery, installation, testing, commissioning etc. at site i/c temporary construction of storage, risk, overhead charges, general liabilities / obligations and clearance from concerned authority.
- 9.2 The contractor has to carry out routine & preventive maintenance for 12 months from the date of hand over. Nothing extra shall be paid.

## 10.0 COMPLETION PERIOD

The completion period of **03 months** indicated in the tender documents is for the entire work of planning, designing, approval of drawings etc. arrangement of materials and equipments delivery at site including transportation, installation, testing, commissioning and handing over of the entire system to the satisfaction of the Engineer-in-charge.

## 11.0 COMPLETENESS OF TENDER

All sundry equipment, fittings, unit, assemblies, accessories, hardware items, foundation bolts, termination lugs for electrical connections, cable glands, junction boxes and all other items which are useful and necessary for efficient assembly and installation of equipment and components of the work shall be deemed to have been included in the tender irrespective of the fact whether such items are specifically mentioned in the tender documents or not.

## 12.0 STORAGE AND CUSTODY OF MATERIALS

**The Lift machine room may be used for storage of sundry materials and erection equipments if available or else the agency has to make his own arrangement.** No separate storage accommodation shall be provided by the department. Watch and ward of the stores and their safe custody shall be the responsibility of the contractor till the final taking over the installation by the department.

## 13.0 CARE OF THE BUILDING

Care shall be taken by the contractor while handling and installing the various equipments and components of the work to avoid damage to the building. He shall be responsible for repairing all damages and restoring the same to their original finish at his cost. He shall also remove at his cost all unwanted and waste material arising out of the installation from the site of work.

14.0 The successful tenderer should furnish well in advance three copies of detailed instructions and manuals of manufacturers for all items of equipments regarding installation, adjustments operation and maintenance including preventive maintenance & trouble shooting together with all the relevant data sheets, spare parts catalogue and workshop procedure for repairs, assembly and adjustment etc. all in triplicate.

## 15.0 GUARANTEE

All equipment shall be guaranteed for a period of 12 months from the date of taking over the installation by the department against unsatisfactory performance and / or breakdown due to defective design, workmanship of material. The equipment or components, or any part thereof, so found defective during guarantee period shall be forthwith repaired or replaced free of cost to the satisfaction of the Engineer-in-charge. In case it is felt by the department that undue delay is being caused by the contractor in doing this, the same shall be got done by the department at the risk and cost of the contractor. The decision of the Engineer-in-charge in this regard shall be final & binding on the contractor.

## 16.0 POWER SUPPLY

Electric service connection of 415 V, 3 phase, 4 wire, 50 Hz, a.c. supply shall be provided by the Deptt. for installation purpose free of charge.

## 17.0 DATA MANUAL AND DRAWINGS TO BE FURNISHED BY THE TENDERERS:

17.1 **With Tender:** The tenderer shall furnish along with the tender, detailed technical literature, pamphlets and performance data for appraisal and evaluation of the offer.

## 17.2 After Award of work

The successful tenderer would be required to submit the drawings within **a month** of award of work for approval before commencement of installation.

[a] All general arrangement drawings.

[b] Details for foundations for the equipment, load data, location etc. of various assembled equipment as may be needed generally by other agencies for purpose of their work. The data will include breaking load on guides, reaction of buffers on lift pits, reaction on support points in machine room, lift well etc.

[c] Complete layout dimensions for every unit / group of units with dimensions required for erection purposes.

[d] Any other drawing / information not specifically mentioned above but deemed to be necessary for the job by the contractor.

## **18.0 TRAINING**

The scope of work includes on job technical training of two persons nominated by the Institute at site. Nothing extra shall be payable on this account.

## **19.0 EXTENT OF WORK**

**19.1** The work shall comprise of entire labour including supervision and all materials necessary to make a complete installation and such tests and adjustments and commissioning as may be required by the department. The term complete installation shall not only mean major items of the plant and equipments covered by specifications but all incidental sundry components necessary for complete execution and satisfactory performance of installation with all layout charts whether or not those have been mentioned in details in the tender document in connection with this contract.

**19.2** Minor building works necessary for installation of equipment, foundation, making of opening in floors or in walls and restoring to their original condition, finish and necessary grouting etc. as reqd.

**19.4** Maintenance [Routine & Preventive] for one year from the date of completion and handing over.

**19.5** The work is turnkey project. Any item required for completion of the project but left in-advertantly shall be executed within the quoted rates.

**19.6** Contractor has to provide technical assistance as and when required for approval of drawings etc.

## **20.0 COMPLIANCE WITH REGULATIONS AND INDIAN STANDARDS**

**20.1** All works shall be carried out in accordance with relevant regulation, both statutory and those specified by the Indian Standards related to the works covered by this specification. In particular, the equipment and installation will comply with the following:

[a] Factories Act

[b] IE Rules

[c] IS and BS standards as applicable

[d] Workmen's Compensation Act

[e] Statutory norms prescribed by local bodies like CEA, NDMC etc.

**20.2** Nothing in this specifications shall be construed to relieve the successful tenderer of his responsibility for the design, manufacture and installation of the equipment with all accessories in accordance with currently applicable statutory regulations and safety codes.

**20.3** Successful tenderer shall arrange for compliance with statutory provisions of safety regulations and departmental requirements of safety codes in respect of labour employed on the work by the tenderer. Failure to provide such safety requirement would make the tenderer liable for penalty of Rs.5000 for each default. In addition, the department will be at liberty to make arrangement for the safety requirements at the cost of tenderer and recover the cost thereof from him.

## **21.0 MOBILIZATION ADVANCE:**

21.1 No mobilization advance shall be paid for this work.

**22.0 INSURANCE AND STORAGE:**

All consignments are to be duly insured up to the destination from warehouse to warehouse at the cost of the contractor. The insurance covers shall be valid till the equipment is handed over duly installed, tested and commissioned.

**23.0 VERIFICATION OF CORRECTNESS OF EQUIPMENT AT DESTINATION:**

The contractor shall have to produce all the relevant records to certify that the genuine equipment from the manufacturers has been supplied and erected.

**24.0 CLEAN UP WORKS AT SITE**

During erection the contractor shall at all times keep the working and storage areas free from waste or rubbish. On completion of erection he shall remove all temporary structures, debris and leave the premises clean to the full satisfaction of the department.

**25.0 INSPECTION AND TESTING**

Copies of all documents of routine and type test certificates of the equipment, carried out at the manufacturer's premises shall be furnished to the Engineer-in-charge and consignee.

25.1 After completion of the work in all respect the contractor shall offer the installation for testing and operation.

**26.0 PAINTING WORK**

This shall include cost of painting of entire exposed iron work complete in the installation. All equipment work shall be painted at the works before dispatch to the site.

**27.0 INTERPRETING SPECIFICATIONS**

In interpreting the specifications, the following order of decreasing importance shall be followed in case of contradictions:

[a] schedule of quantities

[b] Technical specifications

[c] Drawing [if any]

[d] General specifications

[e] Relevant BIS or other international code in case BIS code is not available

**28.0 COOPERATION WITH OTHER AGENCIES**

The successful tenderer shall co-ordinate with other contractors and agencies engaged in the construction of buildings, if any, and exchange freely all technical information so as to make the execution of this work / contract smooth. No remuneration should be claimed from the department for such technical cooperation. If any unreasonable hindrance is caused to other agencies and any completed portion of the work has to be dismantled and re-done for want of cooperation and coordination by the tenderer during the course of work, such expenditure incurred will be recovered from the successful tenderer if the restoration work to the original condition or specification of the dismantled portion of the work was not undertaken by the tenderer himself.

28.1 The work will be carried out with least disturbance during shifting and shutdown.

**29.0 INDEMNITY**

The successful tenderer shall at all times indemnify the department, consequent on this works contract. The successful tenderer shall be liable, in accordance with the Indian Law and Regulations for any accident occurring due to any cause and the contractor shall be responsible for any accident or damage incurred or claims arising there from during the period of erection, construction and putting into operation the equipment

and ancillary equipments under the supervision of the successful tenderer in so far as the latter is responsible. The successful tenderer shall also provide all insurance as may be necessary to cover the risk. No extra payment would be made to the successful tenderer on account of the above.

### 30.0 ERECTION TOOLS

No tools and tackles either for unloading or for shifting the equipments for erection purposes would be made available by the department. The successful tenderer shall make his own arrangement for all these facilities.

### 31.0 MAINTENANCE

31.1 Sufficient trained and experienced staff shall be made available to meet any exigency of work during the guarantee period of one year from the handing over of the installation.

31.2 The maintenance, routine as well as preventive for one year from the date of taking over the installation as per manufacturer's recommendation shall be carried out and the record of the same shall have to be maintained.

32.0 A separate supplementary agreement shall be made with the successful tenderer for Sub Head b of Schedule of Work i.e. Comprehensive Maintenance for 5 years after guarantee period of 1 year. The payment for comprehensive maintenance may be made quarterly after the end of each quarter.

33.0 For item / equipment requiring initial inspection at manufacturer's works the contractor will intimate the date of testing of equipments at the manufacturer's works before dispatch. The department also reserves the right to inspect the fabrication job at factory and the successful tenderer has to make the arrangement for the same. The successful tenderer shall give sufficient advance notice regarding the dates proposed for such tests / inspection to the department's representative[s] to facilities his presence during testing / fabrication. The Engineer-in-charge at his discretion may witness such testing / fabrication. The cost of Engineer's visit to the factory will be borne by the Department. Also equipment may be inspected at the manufacturer's premises, before dispatch to the site by the contractor.

34.0 Some restrictions may be imposed by the security staff of MP-IDSA etc. on the working and or movement of labour & material. **No labour camp/ huts shall be allowed in the Campus. The contractor shall make his own arrangement for loading/boarding outside the campus.** The contractor shall be bound to follow all such restrictions/ instructions and nothing shall be payable on this account.

### 35.0 PRE-BID CONFERENCE

It is proposed to hold a pre-bid conference with the prospective tenderers to enable them to seek clarification on the technical specification and in tender documents that they may consider necessary for submission of tenders [technical bid & price bid]. All clarifications sought for shall be finalized during the pre-bid conference and confirmatory minutes for the pre-bid conference shall be circulated among all tenderers who have been issued the tender documents irrespective of the fact they have attended the pre-bid conference or not. It is upto the prospective tenderers to take part in the pre-bid conference. Non-attendance of pre-bid conference does not debar the prospective tenderer from participating & submission of tender. No separate pre-bid conference will be conducted for the firms who do not attend the pre-bid conference on the date & time fixed for the purpose.

## ADDITIONAL SPECIFICATIONS FOR GOODS CUM PASSENGER LIFTS

1	Type of Lift	:	GOODS CUM PASSENGER
2	Number of lifts required [Location wise]	:	1 + 1 = 2 nos. in Residential Area
3	Load: Number of persons	:	544 kg: 08 persons
4	Rated speed	:	1 MPS
5	Travel in meters	:	15.5 m [approx.].
6	Number of floors served	:	G + 5.
7	[a] Inside size of lift well	:	Available well size is about 1780 mm x 1760 mm
	[b] Pit depth	:	1700 mm
8	Clear inside size of lift car	:	About 1300 mm x 1050 mm
9	Dimension of lift machine room	:	About 2900 mm x 4100 mm
10	Position of counter weight	:	At the back side of the car
11	Position of machine room	:	At the top of the lift shaft
12	Type of control	:	Microprocessor based AC variable voltage variable frequency
[a]			
[b]	Type of operation	:	Simplex selective-collective operation with / without attendant
[c]	Potential free contacts	:	Potential free contacts for each floor position and up and down movement of the lift shall be provided in the controller which can be used for the building automation system at later date
13	Car entrance door		
[a]	Number	:	One
[b]	Size	:	Not less than 800 mm x 2000 mm [Height]
[c]	Type of doors	:	Horizontal sliding – center opening / telescopic
[d]	Car open in front only or open	:	In front only
14	Construction design and finish of car	:	Stainless steel [moon rock finish]

	body work		
<b>15</b>	<b>Type of signal system</b>		
<b>[a]</b>	Digital floor position indicator in the car and at all landings [to be provided above the car / landing doors]		
<b>[b]</b>	Travel direction indicator in the car and at all landings [to be provided above the car / landing doors]		
<b>[c]</b>	Gongs and visual indication on all landings for pre arrival of the car for two or more cars		
<b>[d]</b>	Overload warning Audio & Visual indicator, inside the car [lift should not start on overload]		
<b>[e]</b>	Battery operated alarm bell and emergency light		
<b>[f]</b>	Car operating panel with fade proof luminous buttons in car and with intercom		
<b>[g]</b>	Luminous hall buttons at all landings		
<b>[h]</b>	Fireman's switch at ground floor		
<b>16</b>	<b>Landing entrance</b>		
<b>[a]</b>	Location of landing entrance in different floors	:	All doors on the same side
<b>[b]</b>	Number	:	6 nos.
<b>[c]</b>	Size	:	Not less than 800 mm x 2000 mm [h]
<b>[d]</b>	Type of doors	:	Horizontal sliding center opening / telescopic
<b>[e]</b>	Lift in use / lift out of order sign	:	A suitable box above the lift landing with LED illuminated [in English & Hindi] sign of "LIFT OUT OF ORDER" coming up simultaneously at all floors
<b>17</b>	Electric supply	:	[a] Power: 415 V, a.c., 3 phase, 50 Hz, 4 wire system
			[b] Lighting: 230 V, 50 Hz, a.c.
<b>18</b>	Is neutral wire available for control circuits	:	Yes
<b>19</b>	Proposed date for commencement on site	:	As per contract
<b>20</b>	Proposed date for completion	:	As per contract
<b>21</b>	Environmental condition at site of installation	:	Summer condition

		Winter condition
		Monsoon condition
		Height above sea level
22	Storage space provided	: Yes in the machine room
23	Additional item, if any	: <b>ARD with battery Bank of suitable Capacity.</b>

Note :

1. Above specification are general guidelines only .Firms may visit the Campus and independently access the volume of work , measurements , site conditions etc .

## TECHNICAL PARTICULARS

**[to be filled & submitted by the bidder alongwith bid]**

Sl. No.	Particulars of details	:	
<b>A</b>	<b>General</b>		
1	Name of manufacturer	:	
2	Country of manufacture	:	
3	Model No of lift	:	
4	Capacities [persons / weight]	:	
5	Service	:	
6	Speed of travel	:	
7	Height of travel	:	
8	No. of floors served	:	
9	No. of openings	:	
10	Position of counterweight	:	
11	Type of levelling method	:	
<b>B</b>	<b>Machine</b>		
1	Position of machine	:	
2	Motor	:	
3	Electric supply particulars for which it is suitable for operation	:	
<b>C</b>	<b>Brake</b>		
1	Type	:	
<b>D</b>	<b>Car and Doors</b>		
1	Outside dimensions of car	:	
2	Inside clear dimensions	:	
3	Construction of car	:	
4	Design / type of enclosure of car	:	

	5	Details of flooring	:	
	6	Attachment and fitting inside the car	:	
	7	Car doors		
	[a]	Size	:	
	[b]	Operation	:	
	[c]	Construction, Design & finish	:	
	8	<b>Landing Doors</b>		
	[a]	Size	:	
	[b]	Operation	:	
	[c]	Construction, design & finish	:	
	<b>E</b>	<b>Safety Devices</b>		
	1	Car safety type	:	
	2	Counterweight safety type	:	
	3	Door inter locks in car-type	:	
	4	Door locks in landing-type	:	
	<b>F</b>	<b>Other safeties included in the offer</b>		

## LIST OF INDIAN STANDARDS CONNECTED WITH LIFT & ESCALATOR INSTALLATIONS

1	IS 14665 [Part-I]: 2000	:	Electric traction lifts  Part-I Guidelines for outline dimensions of passenger, goods, service and hospital lifts
2	IS 14665 [Part-2 / Sec 1 & 2]: 2000	:	Electric traction lifts  Part-2 Code of Practice for installation operation and maintenance  Section-1 Passenger and goods lifts  Section – 2 Service lifts
3	IS 14665 [Part-3/Sec 1&2]: 2000	:	Electric Traction Lifts  Part -3 Safety Rules  Section-1 Passenger & Goods Lifts  Section-2 Service Lifts
4	IS 14665 [Part-4 / Sec 1 to 9]: 2001	:	Electric Traction Lifts  Part – 4 Components
5	IS 14665 [Part-5]: 1999	:	Electric Traction Lifts  Part-5 Inspection Manual
6	IS 4591-1968 [Reaffirmed 1996]	:	Code of Practice for Installation and Maintenance of Escalators  [Fourth Reprint February 2001]
7	IS 14671-1999	:	Code of Practice for Installation and Maintenance of Hydraulic Lift
8	IS 7754-1975	:	Specifications for hoistway door-locks
9	IS 1735-1975	:	Rules for the design, installation, testing and operation of lifts, escalators and moving parts

## INSTRUCTION TO BE DISPLAYED IN HINDI / ENGLISH IN THE LIFT CARS AND LIFT LANDINGS

### Goods cum Passenger Lift for Residential Buildings

Sr. No.	Inside the car			Sr. No.	Outside the car		
1	Lift number	:		1	Lift number	:	
2	Capacity [kg]	:		2	Capacity [kg]	:	
3	No smoking			3	Smoking not permitted inside the car		
4	Operate push buttons / switches			4	Passenger travel at their own risk		
5	Do not lean against the lift door			5	Watch before you step into and out of the lift car		
6	Watch before stepping out			6	Do not force open the landing door		
7	Do not panic in the event of breakdown. Press alarm buttons and follow instructions of authorised staff			7	Avoid use of lift during fire		
				8	Please stand in 'Q'		
				9	Please keep the lift neat and clean		
				10	Heavy articles / luggage not allowed		
				8	Complaints if any may be sent to	:	
				9	Children below 12 Years shall be permitted with elders only	:	

## TECHNICAL SPECIFICATIONS

- 1.0 The work shall be executed as per CPWD General Specifications for Electrical works **Part III** [Lifts & Escalators – 2003] as amended up to date, as per relevant IE Rules, relevant IS and as per directions of Engineer-in-charge. These additional specifications and conditions are to be read in conjunction with above and in case of variations, specifications given in the Additional specifications and conditions shall apply.

## BID SUBMISSION

The bids (complete in all respect) must be uploaded in **two** Envelops as explained below:-

<b>Envelope – 1</b> (Following documents to be provided as single PDF file)			
Sl. No.	Documents	Content	File Types
1	Technical Bid	Organization Declaration Sheet as per Annexure - I	.PDF
2		Certificate of work experience	.PDF
3		Certificate of financial turnover from CA	.PDF
4		Bank solvency certificate	.PDF
5		Affidavit as per NIT condition 1.(ii) on stamp paper	.PDF
6		OEM authorization certificate	.PDF
7		Acceptance to execute integrity pact	.PDF
8		Certificate of registration of GST and acknowledgement of upto date filed return	.PDF
9		Any other document as specified in the NIT	.PDF
<b>Envelope – 2</b>			
Sl. No.	TYPES	Content	
1.	Financial Bid	Price bid should be submitted in PDF / BOQ format.	.EXL

### SCHEDULE OF QUANTITY (Price Bid)

Name of work: Special Repairs to Existing Lifts at MP-IDSA (8 Nos. Passenger-cum-Goods lifts at MP-IDSA) Sub Head: SITC of 02 Nos Passenger cum Goods Lifts .(Rates Quoted shall be Inclusive of GST)

SubHead (a) : SITC including buyback of existing lifts including 12 months of defect liability period

S.N	Description of work	Qty	Rate	Amount
1	<p>Supplying, installation, testing and commissioning of Goods cum Passenger (544 kg-8 passengers) Lift having contract speed of 1 MPS in the existing lift shaft as per detailed specifications enclosed and as per under:</p> <p>Location of lifts:</p> <p>[i] Speed : 1 MPS / 1.5 MPS [ii] Floors: G + 5</p> <p>[iii] Travel: 15.5 m [approx] [iv] Stops &amp; opening: 6 nos.</p> <p>[v] Controller: AC variable voltage &amp; variable frequency</p> <p>[vi] Automatic rescue device complete with dry maintenance free batteries as required.</p> <p>[vii] Operation: Microprocessor based single automatic push button / simplex selective collective / duplex collective selective with / without attendant</p> <p>[viii] Power: 415 volt, 3 phase, 50 Hz, 4 wire system</p> <p>[ix] Type of doors:</p> <p>[a] Car: Power operated, centre opening horizontal sliding stainless steel scratch proof [moon rock finish]</p> <p>[b] Landing doors: SS doors finished of approved shade. A hand rail not less than 600 mm long at 900 mm above floor level to be fixed adjacent to control panel in the lift car.</p> <p>(c). Mirror and designer ceiling with LED lights</p> <p>Voice announcement system in the car to announce the position of the elevator in the hoist way as the car passes or stops at a floor served by the elevator.</p>	02 sets		
2	Lift Inspection by lift Inspector and safety clearance	02		
3	Buyback of existing lifts	02		
4	Net effective cost (1+2-3)			

Subhead (b) : Comprehensive AMC Offer .

S.N	Description	Qty	Rate	Amount
5	Comprehensive maintenance of lifts which include routine, preventive and breakdown maintenance for period of five years including repair / replacement of worn out items with minimum downtime and warranty & guarantee of repaired / replaced items after completion of one year guarantee period. [1 job means comprehensive maintenance for 1 lift for 5 years]	2 job		
	<b>Total of Sub Head – (b)</b>			
	<b>Total of S.H. (a+b)</b>			

