

**NOTICE INVITING TENDERS**

**Through**

**E-Procurement**

**For**

**COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT (INCLUDING BATTERY,  
FAN AND LIGHT) OF 13 NOS-10 PASSENGER LIFT OF JOHNSON MAKE AT  
INSTITUTE CAMPUS OF RGUKT, NUZVID**

Proprietary & Confidential



**RAJIV GANDHI UNIVERSITY OF KNOWLEDGE TECHNOLOGIES  
NUZVID  
Mylavaram Road, Nuzvid-521202, Krishna Dist., A.P  
Phone No:8333981187**


## **Proprietary & Confidential**

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## News paper Advertisement

	<b>RAJIV GANDHI UNIVERSITY OF KNOWLEDGE TECHNOLOGIES</b> <b>Nuzvid, Krishna District, Andhra Pradesh- 521 202</b>
Ref: IIIT NZD/RGUKT/E-proc/T02 & T03/08/2018	dt: 09.08.2018
<b><u>E- Procurement Tender Notice</u></b>	
Online tenders are hereby invited from reputed firms/suppliers/persons/manufacturer for the following work/supply of the items at IIIT, Nuzvid campus, RGUKT-A.P.	
<b>1. Comprehensive Annual Maintenance Contract of 13 nos Ten passenger capacity lift - Johnson make</b>	
Interested bidders can download and submit the bids online from 09.08.2018 to 24.08.2018 up to 05:00PM through <a href="https://tender.apecurement.gov.in">https://tender.apecurement.gov.in</a> (AP Portal). For further details please visit our website: <a href="http://www.rguktn.ac.in">www.rguktn.ac.in</a> or <a href="https://tender.apecurement.gov.in">https://tender.apecurement.gov.in</a> (Andhra Pradesh Portal)	
<b>Sd/-</b> <b>Administrative Officer</b>	

**Time Schedule of various Tender related events**

**(COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT (INCLUDING BATTERY, FAN AND LIGHT) OF 13 NOS-10 PASSENGER LIFTS OF JOHNSON MAKE AT INSTITUTE CAMPUS OF RGUKT, NUZVID)**

<b>Bid calling date</b>	<b>09.08.2018</b>
<b>Bid document downloading start date</b>	<b>09.08.2018</b>
<b>Bid document download last date</b>	<b>24.08.2018 at 05.00 pm</b>
<b>Last date &amp; time for uploading of documents online</b>	<b>24.08.2018 at 05.30 pm</b>
<b>Last date &amp; time for submission of documents (hard copies)</b>	<b>25.08.2018 at 12.00 pm</b>
<b>Technical bid opening date &amp; time</b>	<b>25.08.2018 at 3.00 PM</b>
<b>Price Bid opening date &amp; time</b>	<b>25.08.2018 at 4.30 pm</b>
<b>Bid Document Fee</b>	<b>Rs. 4000/- by way of DD form (Non-Refundable) from any Nationalized bank in favor of The Director RGU IIT, Nuzvid payable at Nuzvid</b>
<b>Contact person</b>	<b>Administrative Officer, RGUKT, Nuzvid</b>
<b>Reference No:</b>	<b>RGUKT/Nzd/Engg/Lift/AMC/T01/2018</b>

Note: If the date mentioned above happens to be holiday, the process will be correspondingly postponed to next working day at the same time.

**CLARIFICATIONS:**

Queries if any can be made through e-mail only on [purchases@rguktn.ac.in](mailto:purchases@rguktn.ac.in), [ao@rguktn.ac.in](mailto:ao@rguktn.ac.in) on or before 17.08.2018. Queries received via any mode other than e-mail id mentioned above will not be entertained. The queries should only be sent in following format on the official letter head of the company.

<b>S. No.</b>	<b>Page No. (Tender Ref.)</b>	<b>Clause (Tender Ref.)</b>	<b>Description (Tender Ref.)</b>	<b>Query</b>

- i. The addendum/corrigendum if any shall be published on RGUKT-Nuzvid's website i.e. [www.rguktn.ac.in](http://www.rguktn.ac.in) as well as on e-procurement platform <https://tender.apecurement.gov.in>.
- ii. The Bidders are requested to submit the bids after issue of clarifications duly considering the changes made if any. Bidders are totally responsible for incorporating/complying the changes/ amendments issued if any during pre bid meeting in their bid.
- iii. **After uploading the documents, the copies of the uploaded technical bid documents along with original Demand Drafts in respect of Bid Security and Bid document fee have to be submitted. Physical submission of price bids will not be entertained.**

**Sd/-**  
**Administrative Officer**  
**RGUKT**

**Note:** The dates stipulated above are firm and under no circumstances they will be relaxed unless extended by an official notification or happen to be Public Holidays. For the assistance in the online submission issues, the bidder may contact the help desk of M/s. VUPADHI (<https://tender.apecurement.gov.in> ) at their e-mail address: [contact@vupadhi.com](mailto:contact@vupadhi.com), Phone: +91 40-39999700, 39999701.

For any clarification and further details on the above tender please contact: **8333981187**

## DECLARATION

FROM:

Dt.

To,  
The Administrative Officer,  
RGUKT,  
Nuzvid-521 202

Dear Sir,

**Sub.: COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT (INCLUDING BATTERY, FAN AND LIGHT) OF 13 NOS 10 PASSENGER LIFTS OF JOHNSON MAKE AT INSTITUTE CAMPUS OF RGUKT, IIIT-NUZVID.**

With respect to the tender notice published in the above mentioned daily newspaper, I/We here by submit my/ our tender in a required format.

I/We have adhered to the requirements prescribed by RGUKT Nuzvid. I/We have carefully gone through the guidelines/ terms and conditions and prescribed format and I/We accept the same without any alternations/ modifications.

I/ We here by solemnly declare that any of our partners jointly or severally and / or individually or our firm / company/ associate company have not been black listed by the central govt. or any state govt. or it's under taking Institutions.

I / We here by further declare that, if the above declarations is found untrue the RGUKT ,Nuzvid., shall be entitled to take any legal action against us severally and or individually or our firm / company in this regard in any manner that may deem fit by RGUKT, Nuzvid.

I/ We understand and accept that you are not bound to accept the lowest or any tender you may receive.

YOURS SINCERELY

SIGNATURE & STAMP OF THE TENDERER

## INVITATION FOR BIDS

**Ref. No: RGUKT/Nzd/Engg/Lift/AMC/T01/2018**

**Sub.: COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT (INCLUDING BATTERY, FAN AND LIGHT) OF 13 NOS 10 PASSENGER LIFTS OF JOHNSON MAKE AT INSTITUTE CAMPUS OF RGUKT, NUZVID.**

Bids are invited on the e-procurement platform from the eligible firms/agencies for **COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT OF 13 NOS 10 PASSENGER LIFT OF JOHNSON MAKE AT INSTITUTE CAMPUS OF RGUKT, NUZVID**. The details of bidding conditions and other terms can be downloaded from the electronic procurement platform of Government of Andhra Pradesh i.e. <https://tender.apecurement.gov.in>.

- 1) Bidders would be required to register on the e-Procurement market place "<https://tender.apecurement.gov.in>" and submit their bids online. On registration with the e-Procurement market place they will be provided with a user id and password by the system through which they can submit their bids online.
- 2) The bidders need to scan and upload the required documents as per the Check list given. Such uploaded documents pertaining to technical bid need to be attached to the tender while submitting the bids online. The attested copies of all these uploaded documents of technical bid, signed undertaking of tenderer should be submitted offline to Administrative officer, RGUKT, Nuzvid by **12.00 PM of 25.08.2018**. The RGUKT, Nuzvid will consider only the bids submitted through on-line copies of the paper based bids.
- 3) The participating bidder/s will have to pay tender processing fee (non-refundable) for the amounts specified in the Schedule of Requirements, in the form of Demand Draft drawn from any Nationalized Bank, in favor of Director, RGU IIT, Nuzvid, payable at Nuzvid.
- 4) Further the bidder/s shall furnish, as part of bid, the Bid security for the amounts specified in the Tender Document to be paid in the form of DD by any Nationalized bank in the crossed Demand Draft drawn in favor of Director, RGU IIT, Nuzvid along with bids.
- 5) Further all the participating bidders have to electronically pay a nonrefundable transaction fee to M/s. APTS, the service provider through "Payment Gateway Service on E-Procurement platform", as per the Government Orders placed on the e-procurement website.
- 6) RGUKT will not accept the tenders from blacklisted firms or undependable Suppliers/persons whose past performance with RGUKT was found poor due to delayed and/or erratic firms/persons/suppliers and those with frequent product failures, and also against whom there have been adverse reports of Sub Standard Quality / Poor Service in work, as defined in the other parts of the Bidding document.
- 7) Note: For any clarification and further details of the above tender please contact Telephone no.83339 81187



**STATEMENT OF IMPORTANT LIMITS/ VALUES RELATED TO BID**

Name of the Work	<b>COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT (INCLUDING BATTERY, FAN AND LIGHT) OF 13 NOS 10 PASSENGER LIFT OF JOHNSON MAKE AT INSTITUTE CAMPUS OF RGUKT, NUZVID</b>
Estimated Contract value (ECV)	Rs.14,02,076/-
EMD	E.M.D. to be paid for i.e.,1.0% of ECV Rs.14,020/-drawn in favor of Director, in any Nationalized bank RGU IIIT Nuzvid along with bids. Successful bidder will pay balance EMD of 1 ½ % EVC Rs. 21,032/-at the time of concluding agreement.
Bid Validity Period	180 days from the date of opening of financial bid
EMD validity period	90 days from the date of opening of financial bid
AMC Period	2 years
Period of furnishing performance security deposit	Within 7days from date of receipt of award
Security Deposit	2.5% of tendered value
Performance Guarantee	2.5% of tendered value
Period for signing the order of acceptance	Within 14days from date of receipt of notification of award
Payment Terms: After Commencement of work	Payment will be made quarterly after submission of satisfactory certificate/service report/check list report
<b>Payment Terms</b>	
Payment of Bill	Payment will be made quarterly after submission of satisfactory certificate/service report/check list report
Placing work orders	<ul style="list-style-type: none"> <li>• RGUKT will place order on identified successful bidder</li> <li>• All the payments shall be made directly by RGUKT, Nuzvid to the successful bidder as per the tender terms and conditions.</li> <li>• If decided RGUKT can split the order basing on the quoted price and service track record. The decision of RGUKT, Nuzvid is final in this regard.</li> </ul>
Transaction fee	All the participating bidders who submit the bids have to pay an amount @ 0.03% of their final bid value online with a cap of Rs. 10,000/- for quoted value of purchase up to Rs.50 crores and Rs.25000/- if the purchase value is above Rs.50 crores &service tax applicable @ 15.00% as levied by Govt. of India on transaction fee through online in favor of MD, APTS. The amount payable to APTS is non refundable. Corpus Fund: Successful bidder has to

	pay an amount of 0.04% on quoted value through demand draft in favor of Managing Director, APTS, Hyderabad towards corpus fund at the time of concluding agreement.
Transaction fee payable to	The Managing Director, A.P. Technology Services Ltd., Hyderabad
Bid submission	Online
Procedure for bid submission	<p>Bids shall be submitted online on <a href="https://tender.apecurement.gov.in">https://tender.apecurement.gov.in</a> platform</p> <ol style="list-style-type: none"> <li>1. The participating bidders in the tender should register themselves free of cost on e-procurement platform in the website <a href="https://tender.apecurement.gov.in">https://tender.apecurement.gov.in</a></li> <li>2. Bidders can log-in to e-procurement platform in secure mode only by signing with the Digital certificates.</li> <li>3. The bidders who are desirous of participating in e-procurement shall submit their technical bids, price bids as per the standard formats available at the e-market place.</li> <li>4. The bidders should scan and upload the respective documents in Pre-Qualification and Technical bid documentation including EMD. The bidders shall sign on all the statements, documents certificates uploaded by them, owning responsibility for their correctness/authenticity.</li> <li>5. The bidders should keep technical bid and price bid separately in two covers, and these two covers should be keep in master cover and super script name of the work and agency name before submission to RGUKT-Nuzvid.</li> <li>6. The hard copies of all the uploaded Technical documents to be attested by a Gazetted Officer or properly notarized or self attested.</li> <li>7. The rates should be quoted in online only</li> </ol>
Other Conditions	<ol style="list-style-type: none"> <li>1. After uploading the documents, the copies of the uploaded technical bid documents, original Demand Drafts in respect of Bid Security and Bid document fee are to be submitted by the bidder to the "The Administrative Officer, RGUKT, IIIT-Nuzvid, Mylavaram road, Nuzvid-521202", by <b>12:00PM on 25.08.2018</b>.</li> <li>2. Failure to furnish any of the uploaded documents, certificates, will entitled in rejection of the bid.</li> <li>3. The RGUKT- Nuzvid shall not hold any risk on</li> </ol>

	<p>account of postal delay. Similarly, if any of the certificates, documents, etc., furnished by the Bidder are found to be false / fabricated / bogus, the bidder will be disqualified, blacklisted, action will be initiated as deemed fit and the Bid Security will be forfeited. RGUKT, Nuzvid will not hold any risk and responsibility regulating non-visibility of the scanned and uploaded documents.</p> <p>4. The Documents that are uploaded online on e-market place will only be considered for Bid Evaluation.</p> <p>5. Important Notice to Contractors, Suppliers and Department users (i) In the endeavor to bring total automation of processes in e-Procurement, the Govt. has issued orders vide G.O.Ms.No. 13 dated. 5.7.2006 permitting integration of electronic Payment Gateway of ICICI/HDFC/Axis Banks with e-Procurement platform, which provides a facility to participating suppliers/ contractors to electronically pay the transaction fee online using their credit cards.</p>
<p>Evaluation Procedure</p>	<ol style="list-style-type: none"> <li>1. The Tenders will be opened on <b>25.08.2018 at 3:00 PM</b> by the AO, RGUKT, Nuzvid or his authorized representative.</li> <li>2. The Technical bids will be opened first on <b>25.08.2018 at 3.15 pm</b>. The tenders will be evaluated so as to ascertain the capability of the bidders to execute work and also to assess whether the bidder satisfies the eligibility criteria as detailed in the above clauses.</li> <li>3. The rejection of the bidder on technical grounds will be based on the failure to meet eligibility requirements.</li> <li>4. Price bid of only those bidders, who have fulfilled the eligibility criteria specified in above clauses, will be considered and who does not fulfill the eligibility criteria will not considered and their tender stands rejected.</li> <li>5. Any claims or disputes raised by the unsuccessful bidders in respect of selection process and non-allotment of award will have no legal validity and will not be enforceable against the RGUKT-Nuzvid. No further correspondence will be entertained regarding the disqualification.</li> <li>6. RGUKT- Nuzvid reserves the right to accept or reject any / or all the tenders without assigning any reasons whatsoever. RGUKT- Nuzvid also reserves the right to cancel the selection process for award of the contract at any time. The decision of the RGUKT- Nuzvid is final and binding.</li> </ol>

## **TENDER SCHEDULE**

### **1. PREMEABLE**

The Administrative officer, Rajiv Gandhi University of Knowledge Technologies (RGUKT), Nuzvid invites online tenders for the services of **“COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT (INCLUDING BATTERY, FAN AND LIGHT) OF 13 NOS 10 PASSENGER LIFT OF JOHNSON MAKE AT INSTITUTE CAMPUS OF RGUKT, NUZVID”**.

### **2. SCOPE OF WORK**

The Tender for **“COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT (INCLUDING BATTERY, FAN AND LIGHT) OF 13 NOS 10 PASSENGER LIFT OF JOHNSON MAKE AT INSTITUTE CAMPUS OF RGUKT, NUZVID”**.

### **3. ELIGIBILITY CRITERIA**

- 3.1 Class of contractor eligible as per G.O M/S 94 of I& CAD (PW-COD) dt:01.07.2013 class IV or Its equivalent as per APSPDCL.
- 3.2 E.M.D. to be paid for i.e.,1.0% of ECV Rs.14,020/-drawn in favour of The Director RGU IIIT, Nuzvid in any Nationalized bank RGU IIIT Nuzvid along with bids..Successful bidder will pay balance EMD of 1 ½ % contract value Rs. 21032/-at the time of concluding agreement.
- 3.3 Tenderer/Service Provider/s shall keep his/ their offer valid for a period of at least 6months (180days) from the date of opening of the tender. If any Tenderer/Service Provider withdraws or amends impairs or derogates from the tender in any respect with in the period of validity of his offer, the EMD is liable to be forfeited.
- 3.4 The Tenderer/Service Provider whether an Individual/Sole Proprietor, a Partnership Firm or a Limited/Private Limited Company or Corporation or Society , if they want to act through their agent/authorized representative or individual / Partner, should submit along with the tender, a Power of Attorney duly stamped and authenticated by a Notary Public or by the Magistrate in favor of the specific person whether he/they be individual / partner and in case of the Company / Society, are solution of the company/society duly authorizing such representative to submit the tender, sign agreements and to receive money and manage the contract.etc. The tender document shall be signed by such authorized representative of the Tenderer/Service Provider duly indicating their full name and status below the signature along with official stamp of the Proprietorship / Partnership firm/ company/ society.etc. Those tender which does not accompany such Power of Attorney, Resolution.etc shall become invalid and or liable for rejection.

- 3.5 RGUKT-Nuzvid may at any time after opening of the tender depute a team of its' officials to the site/Work place/ office of the Tenderer/Service Provider to get the credentials of the information furnished by the Tenderer/Service Provider verified by collecting the spot information as to the status, workmanship & quality of the services rendered by them. If any information furnished by the Tenderer/Service Provider is found to be incorrect, the tender of such Tenderer/Service Provider shall be liable for rejection.
- 3.6 The successful Tenderer/Service Provider whose tender is accepted shall, within seven days from issuing/ receiving the Letter of Acceptance, be required to deposit an amount 5% of contract value security deposit by Demand Draft in the Name of The Director, RGU IIT, Nuzvid , payable at Nuzvid and to attend in person or through a duly authorized representative at the Office of RGUKT-Nuzvid and execute the Contract Agreement with the RGUKT-Nuzvid as per the General Conditions/Special conditions enumerated in the tender documents ,on a Non-Judicial Stamp Paper of Rs.100/-If he/ she/ they decline/s or fail/s to remit the Security Deposit or to execute the contract agreement within the stipulated time, the entire EMD shall stand forfeited , without prejudice to RGUKT- Nuzvid right to rescind the contract and other rights and remedies warranted by the law.
- 3.7 In the event of refusal to carry out work by the successful Tenderer/Service Provider on any grounds during the contract tenure, it's security deposit shall be forfeited.
- 3.8 The Security Deposit amount of 2.5% of contract value will be refunded to the Tenderer/Service Provider within 90 days of completion of the contract subject to satisfactory performance of the Tenderer/Service Provider's obligations under the contract and subject to such deductions as may be necessary for making up RGUKT claims against the Tenderer/Service Provider.
- 3.9 The bidder should have 5 years of experience successfully executed **similar nature works** in Govt./Semi Govt./MNC/Private Organization in a single contract during last five year and submit the copy of work order along with the relevant satisfactory work completion certificate or submit the copy of repeat work orders for the work from the same organization.
- 3.10 Before submitting tenders, the instructions may be read carefully regarding submission of tender. If any bidder finds discrepancies or omissions in the tender documents or is in doubt as to the true meaning of any part, he shall clarify same from tender issuing office in writing before the due date of submission of the bid.
- 3.11 The rate negotiations could be held up to L3 bidder, if the difference between the L1 quoted rates and those quoted by L2 and L3 is within 5% of the L1 quoted rates. In case where the L1 bidder refuses to further reduce his offered price and the L2 or L3 bidders come forward to offer a price which is better than the price offered by L1 bidder, the bidder whose price is accepted becomes L1 bidder. However, in such a situation, the original L1 bidder shall be given one more opportunity to match the discounted price. In case of acceptance, he would be treated as L1 bidder.

- 3.12 The work as a whole will be allotted in a single part to the bidder who is overall lowest in the merit order considering all items of work.
- 3.13 The committee nominated by RGUKT-Nuzvid shall evaluate all the bids received against NIT on the parameter required. The decision of the committee shall be final.
- 3.14 Issuance of Tender Documents to any party shall not construe that such party is considered to be qualified.
- 3.15 In case due dates of sale / receipt /opening of tender happens to be holiday in RGUKT-Nuzvid, the needful will be done on next working day.
- 3.16 The bidders / contractors shall observe the highest standards of ethics during the submission of tender, procurement and execution of the contract. In case of evidence of cartel formation by the bidder(s) EMD is liable to be forfeited.
- 3.17 The Site for the work is either available or it shall be made available in the parts in a manner so as not to hamper the progress of work.
- 3.18 The contractor whose tender is accepted will be required to furnish by way of security deposit for the due fulfillment of his contract such sum as will amount to 10% of the contract value.
- 3.19 Canvassing in connection with tenders is strictly prohibited and the tenders submitted by the tenderers who resort to canvassing will be liable to rejection straight way.
- 3.20 On acceptance of the tenders, the name of the authorized representative(s) of the tenders, who would be responsible for taking instructions from the Engineer-in-Charge and shall be communicated to the Engineer-in-Charge immediately after the allotment / start of work
- 3.21 The Administrative RGUKT, Nuzvid does not bind itself to accept the lowest tender and reserves to itself the right to accept the whole or any part of the tender and the tendered shall be bound to perform the same at the rate quoted in this tender
- 3.22 GST on material or labour in respect of this contract shall be payable by the contractor and RGUKT-Nuzvid will not entertain any such claim whatsoever
- 3.23 All the work given in the tender shall be treated as one unit for execution and these shall be awarded to one party alone who would be overall lowest.
- 3.24 The contractor should submit EPF & ESI registration certificate
- 3.25 The contractor should submit GST registration certificate & PAN card
- 3.26 The contractor should submit Labour department registration certificate

3.27 The contractor should submit financial turnover certificate certified from CA

#### **4 RATES, TAXES AND DUTIES**

- 4.1. Payment shall be made for every quarter i.e., for 3 months on submission of service reports/satisfactory report/site inspection report.
- 4.2. All the rates furnished in the tender shall be per lift per month inclusive of all operator/workers salary, oil charges, Maintenance and any other duties, rates, if any and including all charges of material and machinery used for maintenance of equipments and duties and including of GST/Tax, if applicable. No extra claim on this account will in any case be entertained.

#### **5. INCOME TAX**

During the course of the contract period, deduction of income tax as in force at source shall be made at the prevailing rate of income tax department issued from time to time of the gross amount of each bill.

#### **6. PERIOD OF CONTRACT**

The contract period will be for Two Year (2 Year) from the date of awarding work order and contract may be extended further time based on requirement of the Institute, in this connection, RGUKT-Nuzvid decision is final and Tenderer/service provider bind to this.

#### **7. PLACE OF WORK AND VISIT TO SITE**

Intending Tenderer/Service provider shall visit the RGUKT, Nuzvid campus to acquaint with local site conditions, nature and requirement of work, present conditions of Premises/fittings/fixtures etc., and make assessment of labour and material, etc. required before quoting for the Tender

#### **8. EARNEST MONEY DEPOSIT/SECURITY DEPOSIT**

- 8.1. E.M.D. to be paid for i.e.,1.0% of ECV drawn in favor of RGU IIIT, Nuzvid payable at Nuzvid in any Nationalized bank along with bids. Successful bidder will pay balance EMD of 1 ½ % contract value at the time of concluding agreement.
- 8.2. The EMD will be returned to unsuccessful Tenderer after receiving of Security Deposit from the successful Tenderer, whereas in the case of successful Tenderers, it will be retained.

- 8.3. The successful Tenderer will have to deposit a Security Deposit an amount equal to the rate quoted for One month by Demand Draft on any nationalized bank at the time of concluding agreement.
- 8.4. The Security Deposit of successful Tenderer will be retained for the period of contract in force and will be returned after expiry of the contract period, after deducting the outstanding liabilities if any. The Security Deposit/Earnest Money Deposit shall not carry any interest.
- 8.5. If the party does not accept the work order issued by RGUKT, Nuzvid then EMD amount paid by the bidder will be forfeited.
- 8.6. Any pending dues against invoice or any other deposit lying with the RGUKT, Nuzvid will not be adjusted against Earnest Money Deposit Any tender submitted without Earnest Money shall be summarily rejected and no claim shall be entertained on such rejected tenders.
- 8.7. The EMD of successful bidders shall either be adjusted as a part of security deposit, if desired by the Tenderer or shall be refunded by way of crossed cheque on receipt of security deposit amount.

## **9. SECURITY DEPOSIT**

1. The successful Tenderer/Service Provider shall pay security deposit (SD) an amount of 2.5% of contract value.
  - a. The Tenderer/Service Provider shall pay security deposit of an amount of 2.5% of contract value before the commencement of the contract work in form of a Crossed Demand Draft in favor of The Director RGU IIIT, Nuzvid. Payable at Nuzvid, from any nationalized banks.
  - b. Security deposit shall not bear any interest.
2. The SD deposited by the Tenderer/Service Provider will be forfeited if the Tenderer/Service Provider fails to mobilize its machinery and manpower to start the work within 15 days of receipt of Work order/Letter of Intent by the RGUKT.
3. RGUKT reserves the right to recover the charges or the penalty from the Security Deposit in the following circumstances-
  - A. If the Tenderer/Service Provider or its employees causes any damage or destroy any property belonging to RGUKT-Nuzvid.
  - B. The shortfall amount of all compensations, penalties and other sums of



money payable by the Tenderer/Service Provider or recoveries to be made under the terms of this contract which is due but not paid by the Tenderer/Service Provider in full , etc.

4. The earnest money /security deposit shall be forfeited in part or in full under the following circumstances
  - I. If the tenderer withdraws his tender at any stage during the currency of validity period.
  - II. If the W.O. has been issued but the contractor refuses to comply with it irrespective of the fact that RGUKT-Nuzvid sustains any loss on account of such default or not.
  - III. In the event of a breach of contract in any manner.
  - IV. In case of evidence of cartel formation by the bidder(s).
  - V. If the contractor fails or neglects to observe or perform any of his obligations under the contract, it shall be lawful for the RGUKT-Nuzvid to forfeit either in whole or in part, in its absolute discretion, the EMD/security deposit furnished by the contractor.
  - VI. The forfeiture of EMD/security deposit shall be without prejudice to the right of RGUKT-Nuzvid to recover any further amount or any liquidated and/or other damages as admissible under the law, under payments or over payments made to the contractor under this contract or any other contract as well as to take such administrative action against the contractor as blacklisting etc.

#### **10. PERFORMANCE GUARANTEE (PG)**

The contractor is required to furnish PG for an amount equal to 25% of the contract value in the form of DD (of a nationalized bank in a standard format) along with SD. The validity period of the performance guarantee in the form of DD shall be one year from the date of actual completion of agreement time.

#### **11. INSTRUCTION TO BIDDERS**

- 11.1 Tenders with over writings, alterations etc., will not be admitted unless they are attested by the bidder. Where there is a discrepancy between the amount (Rupees) in figures and words, the price, which is in words, will prevail.
- 11.2 Bid should be strictly in conformity with the Terms and Conditions mentioned in the tender schedule.
- 11.3 No alteration which is made by the Tenderer in the contract form conditions of contract specifications will be recognized and of any alternations are made the tender will be avoid.
- 11.4 Bidders are expected to examine all the terms and instructions mentioned in the tender schedule and prepare their proposals accordingly. Failure to provide all requisite information will be at the bidders' own risk and may result in the rejection of the tender.

- 11.5 All assertions made in connection with the tender are to be supported /Substantiated by relevant documents. The RGUKT- Nuzvid reserves the right to verify the credentials of the bidder as per the eligibility criteria.
- 11.6 The Administrative Officer, RGUKT, Nuzvid will notify the bidder whose tender has been accepted.
- 11.7 The successful bidder shall execute an agreement with RGUKT on Non-judicial stamp paper worth Rs.100 agreeing to all the conditions of the contract 14 days upon intimation of acceptance of Tender. The successful bidder has to submit performance security guarantee after taking Letter of Intent but before having contract agreement. Failure on enter into an agreement within the stipulated time will result in forfeiture of the EMD.
- 11.8 The Administrative Officer, RGUKT, Nuzvid reserves the right to issue instructions / modifications at any point of time before award of contract.
- 11.9 The contracting party whether it be a Proprietor/ Individual, Partnership firm, Company/ Corporation, Society, they shall be, for the purpose of this contract, be known as “the Tenderer/Service Provider” and the RGUKT shall be known as “RGUKT-Nuzvid or IIIT-Nuzvid”.
- 11.10 The Tenderer/Service Provider must obtain for himself on his own responsibility and at his own expenses all the information which may be necessary for the purpose of tendering and for entering into a contract and must inspect the site of work and acquaint himself with all local conditions means of access to the work, nature of work and all matters appertaining thereto.
- 11.11 Immediately, on receipt of intimation from the RGUKT- Nuzvid the acceptance of tender, the successful Tenderer/Service Provider will execute the work as per the instructions of Officer in-charge and the written acceptance of the tender will constitute a binding contract between RGUKT-Nuzvid and the Tenderer/Service Provider so tendering. It will be the responsibility of the Tenderer/Service Provider to thoroughly examine the installations in all respects before taking over and bring to the notice of RGUKT-Nuzvid any short coming or short supply in the installations being handed over. Once taken over it will become the sole responsibility of the Tenderer/Service Provider to guarantee completion and effective functioning of the systems.
- 11.12 The quoted tender percentage shall include compliance by the Tenderer/Service Provider with all the general conditions of contact, whether specifically mentioned or not in the various clauses of these specifications, all material, machinery, equipment, tools, workshop, and provision of proper and sufficient protective works. It shall also include safety of workers, first aid equipment's suitable accommodation for the staff and workmen, the effecting and maintenance of all insurances, the payment of all wages, salaries, fees, royalties/taxes, duties or other charges arising out of the execution of works and the regular clearance on the completion of works safety of the public and protection of the works and adjoining land.

- 11.13 Tenderer/Service Provider shall take all safety precautions while working and transportation and the Institute will not be responsible for any injury / loss/accidents/ if any sustained within or outside of the institute.
- 11.14 The contractor/service provider shall be responsible to see that no accident/ mis-happening in whatsoever manner during lifting and transportation of the effluent.
- 11.15 In the event of refusal to carry out work by the successful Tenderer/Service Provider on any grounds, its security deposit shall be forfeited of the Tenderer/Service Provider.
- 11.16 All the payments of bills for the work shall be made through cheque's only.  
If it is observed that due to poor maintenance/unsatisfactory work any part or equipment is found damaged /required to be replaced, the same will have to be attended and replaced by the Tenderer/Service Provider at its own cost. In this regard RGUKT-Nuzvid decision will be final.
- 11.17 The Tenderer/Service Provider and the RGUKT-Nuzvid shall make every effort to resolve any dispute or disagreement amicably by direct informal negotiations. However, in case of any unresolved issues/disagreements / disputes in connection with the contract, the same shall be settled through Arbitration or through Court of Law within the jurisdiction of Nuzvid, Krishna District only . The resultant contract will be interpreted under Indian laws.
- 11.18 It shall be the responsibility of the Tenderer/Service Provider to meet transportation, food, medical and any other requirements in respect of the workers engaged by it (Tenderer/Service Provider) at RGUKT Nuzvid and RGUKT-Nuzvid shall have no liabilities in this regard.
- 11.19 The Tenderer/Service Provider shall be solely responsible for the redressal of grievances/resolution of disputes relating to workers engaged by them. RGUKT, Nuzvid shall, in no way, be responsible for settlement of such issues whatsoever.
- 11.20 The RGUKT, Nuzvid shall not be responsible for any damages, losses, theft, claims, financial or other injury or other risk to any workers deployed by service providing Tenderer/Service Provider in the course of their performing the functions/ duties, or for payment towards any compensation.
- 11.21 The workers deployed by the Tenderer/Service Provider shall not claim nor shall be entitled to pay, perks and other facilities admissible to casual, adhoc, regular/ confirmed employees during or after expiry of the contract period.
- 11.22 In case of termination of this contract on its expiry or otherwise, the workers engaged by the Tenderer/Service Provider shall not be entitled to and shall have no claim for any absorption nor for any relaxation for absorption in the regular / otherwise capacity in the RGUKT, Nuzvid.
- 11.23 The Tenderer/Service Provider shall also be liable for depositing all taxes, levies, cess, etc. on account of services rendered by it to RGUKT, Nuzvid to concerned tax collection authorities from time to time as per extant rules and regulations on the matter.

- 11.24 The income tax as applicable from time to time will be deducted while making every payment.
- 11.25 In case, the Tenderer/Service Provider fails to comply with any statutory / taxation liability under appropriate law, and as a result thereof the RGUKT, Nuzvid is put to any loss / obligation, monetary or otherwise, RGUKT, Nuzvid shall be entitled to get itself reimbursed out of the outstanding bills or the Performance Security Deposit of the Tenderer/Service Provider, to the extent of the loss or obligation in monetary terms.
- 11.26 The Tenderer/Service Provider should furnish the information regarding the type of machinery, vehicles for transport of rigs, oils, casing pipes capacity of drilling machinery, number of spares i.e. spare hammer, bit crew details(Technical staff) with proof of machinery available.

## **12.SCOPE OF THE WORK**

The scope of work under the contract includes the following:

- 12.1 Tender for **“PROVIDING OF COMPREHENSIVE ANNUAL MAINTENANCE (INCLUDING BATTERY, FAN AND LIGHT) CONTRACT OF 13 NOS 10 PASSENGER LIFT OF JOHNSON MAKE AT INSTITUTE CAMPUS OF RGUKT, NUZVID”**..
- 12.2 Contractor/Service Provider shall take all safety precautions while working and transportation and the Institute will not be responsible for any injury / loss/accidents/ if any sustained within or outside of the institute.
- 12.3 The contractor/service provider shall be responsible to see that no accident/ mishappening in whatsoever manner during work in process.
- 12.4 This will be all inclusive contract i.e. inclusive of wages and allowances for Tenderer/Service Provider’s staff, Labour charges for day to day and small value components Tenderer/Service Provider’s over- heads and profits etc. No additional amount on any account will be admissible unless specified otherwise.
- 12.5 With-in the accepted/ agreed contract amount, Tenderer/Service Provider shall provide adequate tools, tackles and preventive gears to his staff or ensuring smooth and un-interrupted system performance round the clock.
- 12.6 The contract or shall be required to keep his staff fully insured against any mishap or accident and shall keep the client (RGUKT) indemnified against any claim on any such account.
- 12.7 The broad objectives of the maintenance services for electro – mechanical equipments are to ensure the equipment (lifts) installed at Institute Campus of RGUKT, Nuzvid, always functional and maintained to achieve optimum life and safety. To ensure safety of the personnel, required measures are to be taken and consistently maintained for efficient operations.
- 12.8 The scope of works for which bids have been invited will broadly be as per spectrum of services detailed in this document (please see Clause-14 of this section).However,

bidders are advised to personally visit the site and assess the actual quantum of work before submission of bids.

### **13. CONTRACT PERIOD**

13.1 The successful bidder will be awarded the work for 2 Year. Contractor shall commence the work as per date specified in the Letter of award which will be the effective date of start of 2 Year contract period. If the Contractor commits default in commencing the work as per issuance of written orders to commence the work, RGUKT-Nuzvid shall, without prejudice to any other right or remedy available in law, be at liberty to deduct the AMC charges proportionally.

13.2 The successful bidder must familiarize himself fully with the installations and corresponding arrangements in the buildings (at no extra cost to RGUKT-Nuzvid) before signing the AMC agreement.

13.3 RGUKT-Nuzvid reserves the right to rescind the contract agreement at any time by giving 15 days notice if the services of the contractor are not found satisfactory or not up to the standards OR at any stage, if it is found that bidder has secured the contract through fraudulent means, documents, information based on which the bid of the successful bidder has been accepted or non-fulfillment of any other obligation on the part of the contractor as per provision of tender/contract. The decision of RGUKT-Nuzvid in respect of above will be final in this regard.

### **14. SPECTRUM OF SERVICES**

Electro Mechanical Equipments for which Maintenance Services are needed are detailed at Clause 15 below. However, this list is only indicative and under each item, any other services which may be relevant and necessary shall be provided by the contractor. Bidder would assess the actual quantum of work by visiting the site and bid accordingly.

### **15. BUILDING LIFT**

- a. The requirement will broadly be to keep the equipments in good and efficient working condition at all the time, follow the preventive maintenance and periodical overhaul schedule & procedures as listed in the manuals / literature of the OEM, ensure safety of the equipment and personnel using it. Brief descriptions of the equipments are as under:
- b. Passenger lifts “10 passengers” of Johnson make -- **13 nos.**
- c. Speed 1.25 meter per second, automatic doors, stainless steel cabin along with microprocessor control panel etc. with battery backup for emergency landing.
- d. The aforesaid equipments have been installed at RGUKT, Nuzvid Campus. The Service provider shall perform preventive maintenance (monthly) and corrective maintenance to the equipments mentioned above and its accessories as per service

- manual of the OEM/NBCC. The service provider shall regular examine elevator equipments and provide gear oil, lubricants, grease, break shoe, push buttons of car and landing etc. required for proper maintenance of the lifts / elevators.
- e. Note: The items mentioned above are just indicative. However, the contractor has to repair / replace items which are absolutely required for operation & maintenance of equipments in working condition under their scope, beyond they may obtained necessary approval from competent authority of RGUKT, Nuzvid before repairing to make good to service the equipments.
  - f. The contractor shall attend to any maintenance problems and rectify the defects within the time limit set against different classification of rectification work as stipulated below:
  - g. Minor/Medium rectification works- within 24 hours of notification to the contractor by RGUKT, Nuzvid such as, but not limited to,
    - i. Repair / replacement of switches sockets plugs misc. electrical / mechanical faults, misc. repair/rectification works including cleaning of contacts, contact points, earthing points & filters etc.
    - ii. Replacement of eyelets, socket, lugs & gaskets etc. in panels or motors.
  - h. Major rectification works/capital repair- within 72 hours of notification to the contractor by RGUKT, Nuzvid such as but not limited to Transformer and replacement of certain non-stocked spare parts (not locally available in Vijayawada etc.) which require the justification for 72 hours work schedule.
  - i. However, for daily supervision and maintenance **one person** from the contractor should be present **24x7 hours** to attend electrical / mechanical faults and he has to report to Site Engineer or Engineer in charge daily.
  - j. In case of any doubt in classification of rectification work, contractor can give technical justification and ask for extra time for approval of Engineer in charge who will have power to grant such extra time/change the classification of rectification work depending upon the correct technical justification and a reasonability of time scheduling for such extension/change of classification of a particular rectification work.
  - k. In case the contractor fails to rectify the defect(s) after handing over assets installed in RGUKT, Nuzvid in time limit mentioned above RGUKT, Nuzvid reserves the right to get the defect(s) rectified at risk and cost of the contractor without further notice and will charge 20% extra on the actual expenditure incurred (material, manpower, machinery etc.) from the quarterly bills of the contractor.
  - l. In case of unserviceability / dysfunction of the equipment for a period longer than as stated above, Penalty as detailed shall also be imposed on the contractor and the amount will be recovered from their respective monthly/quarterly bills.

Period	Penalty	Remarks
Minor repair-beyond 24 hours of time	Rs.1000/- per day	
3 to 7 consecutive days	@25% of respective monthly /quarterly bill	In case the period is repeated in the same month, penalty will be worked out on pro-rata basis.
8 to 15 consecutive days	@50% of respective monthly/quarterly bill	
More than 15 days	@100% respective monthly/quarterly bill	

- m. NOTE: In exceptional cases, competent authority of RGUKT, Nuzvid may consider to extend the time limit mentioned above. The decision of competent authority shall be final and binding on the contractor in respect of category of rectification of defects. However, all complaints will be attended promptly and the time limit set for each category is the maximum time limit.
- n. Before submitting the tender, Tenderers are advised to visit the work site viz. RGUKT, Nuzvid, Campus for the full understanding of the scope of work (only on working days) However, the total scope of work will be 100% in all respect of Electrical/Mechanical work of 13 nos. of JOHNSON make Lifts.
- o. Note-1: Any damage to the installations during the currency of contract will be made good by the contractor without extra cost to RGUKT, Nuzvid. Further, contractor would also indemnify RGUKT, Nuzvid for the damages caused due to negligence in imparting the services.
- p. Note-2: Successful bidder shall submit copy of agreements with specialized agencies/associates of repute duly approved by RGUKT, Nuzvid including with OEMs agencies at the time of start of work as mentioned above.

## **18. FREQUENCY OF MAINTENANCE**

- 18.1. The bidder shall carry out the maintenance services at the frequency detailed in maintenance schedule & as per guide line of OEM maintenance manual. Agencies have to attend to break- down service as and when required. The frequency may be increased depending up on requirement at site. As a whole it is to ensure that the equipments are well maintained at all the time. The work will be carried out at suitable timings to ensure that RGUKT, Nuzvid office work is not disturbed.
- 18.2. Note-1: The date of servicing carried out and next due date of servicing in respect of systems shall be neatly painted on assets in small fonts for effective monitoring as per direction of Engineer-in-charge.
- 18.3. Note-2: The contractor is required to submit preventive periodical maintenance schedule for approval by Engineer-in-charge at the time of starting the work after attending the scheduled/routine maintenance, contractor will submit service

report (s) of OEMs as and when preventive periodical maintenance of any installation becomes due/ is carried out.

## **19. RISK AND COST**

In Case the contractor fails to full fill the contractual obligation, the work shall be got done from some other agency at the risk and cost of the contractor, it shall be without prejudice to the right of RGUKT, Nuzvid to recover any further amount of any liquidated and/or other damages.

## **20. WATCH & WARD**

The watch and ward of T&P and other material will be the responsibility of the contractor.

## **21. RESPONSIBILITES OF THE TENDERER/ SERVICE PROVIDER**

- 21.1. The Tenderer/Service Provider shall carry out all work with utmost care, giving due consideration to safety which shall not be compromised under any circumstance. It will be responsibility of the Tenderer/Service Provider to promote an electrically safe workplace free from unauthorized exposure to electrical hazards for all its employees and outsourced personnel so as to prevent accidents to themselves, the public (community) and the RGUKT property.
- 21.2. The work shall be carried out as per latest PWD/CPWD, NBCC and ISI Specifications.
- 21.3. The materials shall be got approved by Engineer-in-charge before replacement. Details of all materials replaced are to be reported by the firm.
- 21.4. Any damage caused to the existing building shall be made good by the contractor/agency at his/its own risk and cost.
- 21.5. The agency will provide the workers with necessary T&P, Testing and safety equipment.
- 21.6. All equipment taken for maintenance during the contract period shall be handed over back to RGUKT, Nuzvid in good working condition.
- 21.7. Any equipment taken outside for repair from RGUKT, Nuzvid Campus shall be handed over in good working condition well before the end date of contract
- 21.8. Passes issued by RGUKT, Nuzvid to the contractor' employees if any shall be handed over to RGUKT, Nuzvid Representative.
- 21.9. In case any equipment not handed over to RGUKT, Nuzvid in good working condition, then RGUKT, Nuzvid would get them repaired/procured on its own from other sources at the risk & cost of the contractor and the cost (along with 20% extra Charge) incurred shall be deducted from any payment due to him/security deposit.
- 21.10. All the employees of the contractor shall be in proper neat & clean uniform (including shoes) and will behave courteously, disciplined and professional manner maintaining absolute integrity during their duty / service hour in RGUKT, Nuzvid



Campus. The employees of the contractor shall display their photo ID cards duly issued and signed by the contractor while attending to the complaint in RGUKT, Nuzvid Campus.

- 21.11. RGUKT, Nuzvid Engineer-In-Charge or his nominated officer can carry out any surprise inspection, without any notice and deficiencies in service equipment, spares, manpower or any other position of contract pointed out in inspection register maintained by contractor or through other means shall be made good by contractor failing which risk & cost provisions for deficient service shall be invoked.
- 21.12. The Tenderer/Service Provider shall be responsible for taking good care of all specialized equipment's, tools and tackles used for its maintenance activities. It should bring to the notice of the RGUKT the repair and maintenance works that are required to be undertaken from time to time. In case any damage is caused to the equipment's due to the gross negligence of any of the employees of the Tenderer/Service Provider, Tenderer/Service Provider undertakes to indemnify the RGUKT for such damages. The amount of damages quantified at the discretion of the RGUKT shall be final & binding on the Tenderer/Service Provider. The RGUKT shall be at liberty to deduct such amount of damages from any dues payable to the Tenderer/Service Provider.
- 21.13. The Tenderer/Service Provider shall ensure that the employees engaged in electro-mechanical maintenance activities in the premises shall, while working, take all reasonable care in handling the internal as well as external items. Tenderer/Service Provider shall be solely responsible for the safety and security of all such fixtures and equipment's and installations. If it is found that any such items of fixtures, equipment's and installations are damaged and or missing due to the negligence of the employees of the Tenderer/Service Provider, the Tenderer/Service Provider shall take the responsibility of making good the same failing which, the RGUKT-Nuzvid reserves its' right to impose penalty to the extent of damage assessed and the amount of such penalty shall be recovered from the monthly payments of the Tenderer/Service Provider. It will be the responsibility of the Tenderer/Service Provider to store
- 21.14. The materials purchased & provided to them are kept in safe custody and they shall keep a proper record of it's' receipts, stock, and disposals etc., which shall be subject to inspection & verification by the authorized representative of the RGUKT-Nuzvid.
- 21.15. On completion of the contract period or upon premature termination of the contract for whatsoever reasons, the Tenderer/Service Provider shall promptly return to the RGUKT, Nuzvid all material and equipment's supplied by the RGUKT-Nuzvid to it and shall discontinue use of and hand over peaceful possession of the RGUKT's premises together with fixtures and articles in good condition, to the satisfaction of the RGUKT-Nuzvid.
- 21.16. The status of the staff/labour/workmen employed by the Tenderer/Service Provider shall always be the employees of the Tenderer/Service Provider itself for all purposes under the labour & service laws and the RGUKT-Nuzvid shall, in no

way, be responsible or liable for their wages, salaries, bonus, gratuity or any other allowances, leave salary, wages for holidays or any compensation, notice pay etc. and the employees of the Tenderer/Service Provider shall have no right to claim any benefit under the establishment of the RGUKT-Nuzvid.

- 21.17. The Tenderer/Service Provider will give a declaration as per draft letter attached that he has read and understood the above conditions and the same shall remain binding upon him in case the work is entrusted to him.
- 21.18. The amounts specified here in above are inclusive of all costs, expenses, wages and other expenses including ex-gratia payment to workman or payment of their legal dues that may be incurred by the Tenderer/Service Provider and the Tenderer/Service Provider shall not be entitled to make any other demands monetary or otherwise from the RGUKT during the term of this contract. It is expressly agreed that in the event there is a revision of minimum wages or special allowance, then the amount payable in clause here in above shall be suitably modified.
- 21.19. The quoted tender percentage shall include compliance by the Tenderer/Service Provider with all the general conditions of contract, whether specifically mentioned or not in the various clauses of these specifications, all material, machinery, plant, equipment, tools, workshop, and provision of proper and sufficient protective works. It shall also include safety of workers, first aid equipment's suitable accommodation for the staff and workmen, the effecting and maintenance of all insurances, the payment of all wages, salaries, fees, royalties/taxes, duties or other charges arising out of the execution of works and the regular clearance on the completion of works safety of the public and protection of the works and adjoining land.
- 21.20. The Tenderer/Service Provider shall at all time indemnify the RGUKT-Nuzvid against all claims for compensation under the provisions of any law for the time being in force / brought into force, by or in respect of any workmen employed by the Tenderer/Service Provider in carrying out the contract and against all costs and expenditure incurred by the RGUKT-Nuzvid in connection therewith. The RGUKT-Nuzvid shall be entitled to deduct any amount due, from all the money paid or payable by way of compensation as aforesaid and costs or expenses in connection with any claim thereto.
- 21.21. The Tenderer/Service Provider shall not assign the contract. He shall not sublet any portion of the contract. In case of breach of this condition, RGUKT-Nuzvid will serve a notice in writing on the Tenderer/Service Provider rescinding the contract where upon the security deposit shall stand forfeited to RGUKT without prejudice to other remedies against the Tenderer/Service Provider

- 21.22. The employees engaged by the contracting Tenderer/Service Provider should observe the discipline and should see that the decency and decorum are maintained with in the course of their employment.
- 21.23. All personnel employed by the Tenderer/Service Provider shall be medically fit and in good health.
- 21.24. All the licenses, permits etc. from statutory authorities required for running of this contract will be in the name of the RGUKT-Nuzvid. However all formalities required for obtaining/renewing them will be done by the Tenderer/Service Provider on behalf of the RGUKT-Nuzvid.
- 21.25. The employees employed by the Tenderer/Service Provider shall be its employees and the RGUKT shall in no way be responsible or liable for their wages, salaries, bonus, gratuity or any other allowance, leave salary, wages for holidays or any other compensation notice pay etc.

## **22. STATUTORY LIABILITIES OF THE TENDERER/ SERVICE PROVIDER**

- 22.1 The Tenderer/Service provider shall obtain at their cost all permits, licenses as may be required under various laws/regulations for carrying out their obligations under these presents.
- 22.2 In case of material loss etc., the Tenderer/Service provider will keep the Employer indemnified against all such risks.
- 22.3 Notice of Non-compliance: The Employer shall promptly notify the Tenderer/ Service Provider upon discovering any instance where the Tenderer/ Service Provider has failed to comply with the provisions as given in above paragraphs. On receipt of such notice, the Tenderer/ Service Provider has to reply within 3 days.

## **23. INDEMNIFICATION BY TENDERER/ SERVICE PROVIDER**

The Tenderer/ Service Provider at all times will keep the Employer indemnified against all costs, damages, losses claims etc., which the Employer may have to suffer, undergo or pay as a result of operation/ execution of this service contract in the said premises.

## **24. FORCE MAJEURE**

- 24.1 No liability shall be attached to the Tenderer/Service provider for non operation or execution of his obligation under this contract as a result of Force Majeure of any other factor beyond the control of the Tenderer/Service Provider.
- 24.2 No liability shall be attached to the Tenderer/Service provider for any damage due to natural calamities such as earthquake, war, civil, commotion and willful damage.

## **25. POWER TO REJECT SUB-STANDARD WORK**

The Engineer-in-Charge shall have full powers to reject and require the removal from the premises of all materials which in his opinion are not in accordance with the specifications and in case of default the Engineer-in-Charge is at liberty to employ other persons to remove the same without being answerable or accountable for any loss or damage that may happen or arise to such material. In case of default, the Engineer shall also have full powers to acquire and supply proper materials to be substituted thereof and costs which may attend such removal and substitution are to be borne by the Contractor.

## **26. GUARANTEE**

- 26.1 The contractor shall guarantee that the materials and workmanship are the best of their respective kinds for the service intended and all the items will be free from all inherent defects in workmanship or materials.
- 26.2 If, after installation and trial operation, any equipment or material shall fail in any respect to meet the above guarantee, the contractor at his own expense and without expense to the RGUKT-Nuzvid shall place such work in a condition which will meet the above guarantee.
- 26.3 Guarantee as required shall be furnished by the contractor upon forms approved by the Engineer-in-Charge and shall be signed by both the contractor and the subcontractors whose work is involved.
- 26.4 These specifications assume a proper degree of skill upon the part of all contractor and workmen employed. The contractor shall consult with the Engineer-in-Charge whenever in his judgment, variation in the work of construction or in the quality of material would be beneficial or necessary to fulfill the guarantees called for. Such variations may be made by the contractor only when authorized by the Engineer-in-Charge.
- 26.5 The contractor shall provide a guarantee to remedy defects at his own cost in his work due to fault materials or workmanship, or both, which shall appear within the time specified for the guarantee. He shall pay for any damage to other work resulting from his own faulty work within the time specified. The contractor shall remedy such defects within a reasonable period of time.
- 26.6 The period of the general guarantee on all construction works shall be 12 months starting from the date of acceptance of complete work of the contractor by the Engineer-in-Charge. However Guarantee/warranty on manufactured items shall be as prescribed by the manufacturer from the date of installation.

## **27. TERMINATION**

The contract can be terminated

- 27.1 By either without cause, after giving to the other party at least two calendar months written thereof
- 27.2 By the Employer, if the Tenderer/Service Provider fails to fulfill their tasks to the satisfaction of the Employer. Such failures constitute a breach of the Tenderer/Service Provider's obligations under contract, which are not remedied within 30 days from the date of giving of written notice requiring such breach to be remedied.

## **28.DISPUTES**

- 28.1 All disputes and differences of any kind whatsoever arising out or in connection with contract, whether during or after completion of contract will be settled amicably in a spirit of co-operation and the Client decision shall be final on all such matters and shall be binding on the Tenderer/ Service Provider.
- 28.2 All contractors shall be governed by the laws of India for the time being in force.
- 28.3 Irrespective of the place of delivery, place of performance or place of payment under a contract, the contract shall be deemed to have been made at the place from which the acceptance of tender has been issued

## **29.BLACKLISTING OF THE FIRMS**

As the work order becomes a valid contract between the RGUKT, Nuzvid and Tenderer/Service provider on the date of its issue, no further changes in the terms and conditions thereof are permissible and only request revived in this regard from the firm should be summarily rejected making it clear to work strictly in accordance with the terms and conditions of the contract. It should be noted that such liability can be enforced by the firm only if the work order does not contain any terms or condition contrary to what had been quoted in the bid. Once this is ensured any attempt by the firm back out of his commitment should be taken as serious and his earned money deposited be forfeited forthwith. Without prejudice to any legal remedies open to the corporation under the relevant laws. Where necessary, the case of firm illegally backing out the commitment should also be put up to the Whole Time Directors, RGUKT, Nuzvid for consideration and to decide for black listing of the firm and damages, if any to be recovered

## **30.DISCLAIMER**

- 30.1 Even though adequate care has been taken in the preparation of this Tender Schedule the Bidder should satisfy himself that the Schedule is complete in all respects.
- 30.2 RGUKT, Nuzvid nor their employees make any representation or warranty as to the accuracy, reliability or completeness of the information in this Tender Schedule and it is not possible for the RGUKT, Nuzvid to consider the investment objective, financial situation and particular needs of each party who reads or uses the Tenders Schedule. Certain prospective Bidders may have a better knowledge of the scope of work than others. Each prospective Bidder should conduct his own investigations and analysis and check the accuracy, reliability and completeness of the information in the Tender Schedule and obtain independence advice from appropriate sources.
- 30.3 The Administrative officer, RGUKT, Nuzvid reserves the right to reject any or all the Bids submitted in response to this request for Proposal at any stage without assigning any reasons whatsoever.

30.4 The Administrative officer, RGUKT, Nuzvid reserves the right to change any or all of the provisions of this Request for Proposal. Such changes would be intimated to all parties procuring this Request for Proposal.

### **31. REJECTION OF TENDERS**

- 31.1 The Administrative officer, RGUKT, Nuzvid reserves the right to cancel the tender process and reject all tenders at any time prior to the award of contract without thereby incurring any liability to the affected bidder or any obligations to inform the affected bidder of the grounds of acceptance or rejection.
- 31.2 No bidder is entitled to withdraw his offer after submission. In case such withdrawal; EMD deposited along with the tender schedule will stand forfeited.
- 31.3 For breach of any of the conditions prescribed in the tender as specified by the organization from time to time, the security Deposit is liable to be forfeited. Decision of the Administrative officer, RGUKT, Nuzvid in this regard is final and binding on the Tenderer/Service Provider.

### **TECHNICAL SPECIFICATION OF LIFT**

S. No	Item Description	Specification details
1	Capacity	10 Passenger (680 Kgs)
2	Speed	1.25 Mps
3	Type of Drive	Micro processor based VVVF
4	Travel	18 Mtr
5	Serving (G+3)	6 Stops,6 Levels & 6 Openings
6	Available well size	1900mm wide x1900 mm deep
7	Power supply, Motor	415v,3 Phase, 50Hz, 5.2 kW
8	Auxiliary power supply	Single phase 220 V,50 Hz
9	Car Size clear inside	Suitable for 10 Passenger as per IS
10	Car Encloser	Stainless Steel
11	Ceiling	Modular ceiling
12	Flooring	PVC Vinyl flooring
13	Electrical Fan/Light	Led light with circular fan
14	No.of Entrance	1 Location-Front
15	Car entrance	Center Operating Power Open door
16	Landing Entrance	Center Operating Power Open door
17	Clearing opening	800mm wide x 2000mm height
18	Control system	Selective collective
19	Indicator car& landing	25mm,7 Segment direction& position indicators in car and at all landings
20	Car Height	2200mm
21	Push button	Call registering type SS Vandal push buttons
22	Emergency alarm	Battery operated emergency alaram bell
23	Emergency Light	Provided by lift agency
24	Fan switch in car	Provided by lift agency
25	Door open/close button in car	Provided by lift agency
26	Main entrance floor selection	Provided by lift agency
27	Pana 40 full height infrared door curtain and pressure limit switch as additional safety	Provided by lift agency
28	OSG	Provided by lift agency
29	Pit ladder	Provided by lift agency
30	Load weighing device	Over load device with audio visual alarm is to be provided. The car should remain stationary with door open until overload is removed
31	Landing door	SS with vision panel
32	Car door	SS with vision panel
33	Finish	Prism

### CHECKLIST

The bidder use may the check list below to ensure that the tender submitted is complete in all respects.

#### Cover 'A' should contain the following documents

S. No	Particulars	Yes	No
1	The original tender schedule		
2	Crossed Demand Draft from National Bank towards EMD		
3	Copy of PAN /TAN/TIN		
4	Copy of company registration certificate		
5	Copy of GST registration		
6	Copy of EPF, ESI certificates		
7	Bid document fee		
8	Copy of labour department certificate		
9	Experience certificate		
10	Turnover certificate		

**Note:** All the pages of the Bid Document may be serially numbered and signed.

**Bidder**



FORM-1  
 MAINTENANCE SCHEDULE –LIFTS  
 FREQUENTY-MONTHLY

S.No	Description of item	I WEEK	III WEEK	Remarks
1	Checking of control accessories			
2	Checking car and hall buttons			
3	Checking indication bulbs			
4	Checking safety points			
5	Checking the leveling			
6	Checking gear oil level & Lubrication of main motor bearing			
7	Checking selection apparatus			
8	Checking brake spring & brake drum			
9	Lubricating governor pulleys			
10	Checking car gate & Landing gate shoes			
11	Checking car light and shaft light			
12	Checking of leakage oil			
13	Checking emergency light and hooter			
14	Checking telephone and readiness of emergency operation			
15	Cleaning of door guide shoes groove of sill			
16	Checking of fireman switch			
17	Cleaning the machine room			
18	Cleaning car light and fan			

Note: Abnormalities of shortcoming, noticed, if any should be recorded in the remarks Colum against each and action initiated to alert the firm to rectify the defect. Record action taken with date.

Recorded by

Rectified by

Checked by

## Generalized Maintenance of Equipment

Contractor has to carry out monthly, quarterly & seasonally as per guide line of OEM manual & as per schedule. In addition to it they have to attend the break down as and when required.

Item	METHOD OF PREVENTIVE MAINTENCE
	<b>MONTHLY SERVICE</b>
Alarm bell	The mechanic will manually test the alarm bell To make sure it is operational and that the alarm Bell is putting out the appropriate decide level
Safety edge	Manually check safety edge for proper Rectification and make any adjustments necessary
Door open button	Test door open button .Make sure operating Correctly and freely
Car button	Test for proper operation .Check and replace if Needed indicator bulbs .Lubricate button and Replace light bulbs as needed.
Car door	Check for speed and proper door torque .Lubricate freight Door guide rollers, clean chains, brackets.
Scavenger pump/Motor	Check scavenger pump for proper operation. Check & Inspect scavenger pump return line to avoid obstructions for clogging .Install packing and Jacj head.
Lobby door & hall doors	Check door guides, rollers and lubricate rollers and tracks
Ride	Check ride for leveling and floor stop acceptable tolerances
Pumping unit	Check oil level, tank heater operation, motor starter and contacts .Check v-belt if applicable for alignment ,tension and water
Fire service	Use appropriate keys to test operation and those associated rules pertaining to Fire service phase I & ii .Lubricate Keys switches Internally as needed. Record test and test log and document test on services tickets. Test to be Performed in accordance with all government code requirements.
Car phone	Check for dial tone appropriate connection
Car & lobby	Pi check and/or replace indicator bulbs as needed
Car top	Clean car top and inspect door operate making Needed adjustments to door operator belt and Chains .Check motor brushes and all other Operational parts, linkages ,etc. Checks hoist Door operates sprockets, and chains. Checks motor brushers and bearing.
Starter contacts	Disassemble starter to visually inspect contacts For wear. Replace if necessary
Car key switches	Check all keys switches for proper operation and Lubrication if necessary
Fan	Test fan and fan key switch for proper operation and Lubricate fan bearing as needed.
Inspection service	Check inspection service key switch for proper operation and check car top inspection service to work appropriately
Door open/close Relay	Check all connection and tighten .Inspect contacts for wear, adjust air gaps as necessary
Signs	Inspect hallways and car as building code requirements.

Car guide shoes	Inspect guide shoes for insert wear, adjust guide shoes for smooth operation and apply lubricant to car guide shoes as needed.
Sump pump	Inspect sump pump for proper operation
Hall key switches	Test ,Inspect and check all hall keys switches for proper operation
<b>QUARTERLY SERVICE</b>	
Hall position Indicator	Check and repair indicator bulbs as needed
Relief valve	Check and set relief valve and change if necessary through proper inspection and based on the test reports.
Rails	Inspect all rail joints alignment .File burr and joint as needed, check automatic Lubricators and fill as needed.
Travelling cable	Inspect entire length of cable for cracks, Fraying etc. Check conduit connections, wire Baskets
Safety circuits	Check ,Inspect and test all safety circuits Including door locks. Releveling circuits, alarm, Limited switches , safety edge and all other applicable safety circuits of the lifts. If required those shall be replaced immediately.

**COMPLAINT REGISTER FORMAT**

Sl.No	Time & Date of Complaint	Nature of complaint	Time &Date of Attending Complaint	Cause of fault	Material used	Signature Technician

**PRICE BID**

<b><u>Name of the Work:</u> COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT OF 13 NOS 10 PASSENGER LIFTS (INCLUDING BATTERY, LIGHT AND FAN) OF JOHNSON MAKE AT INSTITUTE CAMPUS OF RGUKT, IIIT-NUZVID</b>					
S.No	Description of Item	Quantity	Rate per month	Amount	
1	Providing Comprehensive Maintenance such as attending break down call [within reasonable time on intimation over phone/telegram/fax/mail/sms/entering in complaint register] of M/s Johnson Make 10 passenger lifts by arranging service Engineer /Experience personal including checking for fault , servicing & checking of all connections including control panel testing and attending of faults and replacement of Major/Minor spares such as Relays, Contactors, PCBs, ARD systems etc., Cleaning, arranging of technical known how and making good the same and testing on load etc., as required.				
	1) Lift No:I9581	24	Months		
	2) Lift No: I9582	24	Months		
	3) Lift No: I9583	24	Months		
	4) Lift No: I9584	24	Months		
	5) Lift No: I9585	24	Months		
	6) Lift No: I9586	24	Months		
	7) Lift No: I9587	24	Months		
	8) Lift No: I9588	24	Months		
	9) Lift No: I9589	24	Months		
	10)Lift No: I9590	24	Months		
	11)Lift No: I9591	24	Months		
	12)Lift No: I9592	24	Months		
	13)Lift No: I9593	24	Months		

