



सीएसआईआर- राष्ट्रीय अंतर्विषयी विज्ञान तथा प्रौद्योगिकी संस्थान  
CSIR – NATIONAL INSTITUTE FOR INTERDISCIPLINARY SCIENCE AND TECHNOLOGY  
इंडस्ट्रियल इस्टेट डाक / Industrial Estate Post

तिरुवनंतपुरम / Thiruvananthapuram -695019; फोन/ Ph:0471-2515505 Email: [shekar@niist.res.in](mailto:shekar@niist.res.in)

NOTICE INVITING E-TENDER

**Tender No:** 2023\_CSIR\_158862

**Date:** 26.06.2023

**Tender Ref No:** NIIST/ESD-E/AMC FPS/WKS/2023-24

Description of the tender:

Sl.No	Name of work	EstimatedCost/ EMD	Time of Completion	Critical Date &Time	Work experience of similar work done during any one year of thepast five years
1	<b>Annual Maintenance Contract for Fire Fighting &amp; Public Address System installed at CSIR- NIIST, Trivandrum</b>	Rs. 4,41,451/- Rs.8829/-	12 Months	See below	See below

**Critical Dates and Times of the Tender:**

Sl. No.	Particulars	Date	Time
1	Online Publication of Tender	26/06/2023	15:00 Hrs
2	Bid document download/sale start date	26/06/2023	15:00 Hrs
3	Online Bid submission start date	26/06/2023	15:00 Hrs
4	Online Bid Submission end date	03/07/2023	15:00 Hrs
5	Opening date of Technical Bid	04/07/2023	15:00 Hrs

Online tenders (e-Tenders) are invited in Two Covers system from eligible Bidders who have worked for CPWD, Railway, Post & Telegraph Dept, MES, State PWDs, other Government departments or Semi Government Organizations or CSIR or its Laboratories / Institutes and have successfully carried out **Supply and Installations /Servicing and Maintenance of Fire Alarm System** in any Research Institute, Higher Academic Institute, Hospital, Medical Institute or Office Building and satisfy following criteria:

- a) **Experience:** Should have satisfactorily completed **Supply and Installations /Servicing and Maintenance of Fire Alarm System** of value(s) as under, during the last seven years ending previous day of last date of submission of tenders should be either of the followings. Joint ventures are not accepted.

Three completed works each costing **Rs. Rs.1,76,580.00** or above

or

Two completed works each costing **Rs.2,64,870.00** or above

or

One completed work costing **Rs.3,53,160.00** or above.

- b) **Statutory Requirements:** Should have (i) **Professional Tax Enrolment Certificate with current Professional Tax payment challan**, (ii) **GST Registration** (iii) **PAN / TAN**.

The tender documents can be downloaded from Central Public Procurement (CPP) Portal <https://etenders.gov.in/eprocure/app> and **the bids are to be submitted through the same E-Procurement Portal only. Manual / Offline bids will not be accepted.** The scanned copy of the Demand Draft, Tender acceptance letter and other relevant documents are to be uploaded through the above said E-Procurement Portal for the specified work.

Important particulars for this Tender Process are as follows-

1. Estimated Cost is **Rs. 4,41,451/-** (*Rupees Four lacs forty-one thousand four hundred and fifty-one only*) **including GST@18%, and all other taxes.** The estimate based on market rate. This estimate however is given merely as a rough guide.
2. Total time for carrying out the work will be **12 (Twelve) Months** and the date of commencement shall be reckoned from the tenth day of issue of award letter.
3. Complete Contract documents to be complied with by the tenderer whose tender may be accepted, can be seen at the above mentioned e-Tendering Portal.
4. Tenders should be submitted on the specified form (Nontransferable) which is available at <https://etenders.gov.in/eprocure/app>. Interested bidders may download and take a print of all documents for submission.
5. The Scanned Copy of Demand drafts as EMD (as applicable) and self-certified documents supporting for the eligibility in participation in the specified work are to uploaded through the portal as mentioned above.

**Documents to be uploaded by the Bidder.**

SI No.	Cover Details as given in CPPP website <a href="https://etenders.gov.in/eprocure/app">https://etenders.gov.in/eprocure/app</a> . (all copies must be digitally signed)	
1	<b>Fee/Pre Qual./Technical</b>	
	(a) Fee Details (.pdf)	(i) NA
	<b>(b) Pre-Qualification Details (.pdf)</b>	
	(i) Credential	Scanned Copies of Work Orders and its Completion Certificates Fulfilling the above mentioned experience criteria.
	(ii) Statutory Documents	Scanned Copies of all Statutory Documents <b>as mentioned above.</b>
	<b>(c) Technical Documents (.pdf)</b>	<p><u>List of documents to be scanned and uploaded in Cover – I and II are as per follow In Cover – I (in *.pdf format)</u></p> <p><u>ANNEXURE A</u></p> <ul style="list-style-type: none"> <li>➤ Proof of transaction details for EMD Cost</li> <li>➤ Proof of Work Experience and its Completion certificate</li> <li>➤ GST Registration</li> <li>➤ Permanent Account Number (PAN) And registration of ESI EPF if applicable</li> <li>➤ Bank Account Details</li> <li>➤ Digitally Signed E-Tender Lab document</li> <li>➤ Contractor/Firm Registration/Electrical License</li> <li>➤ Company profile showing the details of Professional including qualification</li> <li>➤ Acceptance letter &amp; Check list – as per given format</li> </ul>

2	<b>Finance (BOQ)</b>	Bills of Quantities (.xls) [ <b>**The rates shall be quoted including all taxes (with GST) as applicable as on date]</b>
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6. The Employer reserves the right to accept or to reject any tender, to annul the process and reject all tenders at any time without assigning any reason or incurring any liability to the tenderers. The Employer also reserves the right 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.

The Employer does not bind himself to accept the lowest or any tender and reserves to himself the right of accepting the whole or any part of the tender and the tenderer shall be bound to perform the same at the rates quoted.

The Employer also reserves the right, without being liable for any damages or obligation to inform the tenderer, to:

- (a) Amend the scope and value of contract to the tenderer
- (b) Reject any or all the applications without assigning any reason.

7. Canvassing in connection with the tenders is prohibited and the tenders submitted by the contractor who resort to canvassing are liable for rejection.
8. The tenderer shall not be permitted to tender for works in the concerned unit of CSIR in which a relative is posted in the grade between Controller of Administration and Junior Engineer (both inclusive). He shall also intimate the names of persons who are working with him in any capacity or subsequently employed by him and who are relatives as mentioned above.

**NOTE:** A person shall be deemed to be a relative of another if, and only if, (a) they are members of a Hindu undivided family; or (b) they are husband and wife; or (c) the one is related to the other in the following manner: Father, Mother (including step mother), Son (including step son), Son's wife, Daughter (including step daughter), Father's father, Son's son, Son's wife, Son's daughter, Son's daughter's husband, Daughter's husband, Daughter's son, Daughter's son's wife, Daughter's daughter, Daughter's husband, Brother ( including step brother), Brother's wife, Sister (including step sister), Sister's husband.

9. Tender submitted shall remain valid for 90 days from the date of opening of Financial Offer for the purpose of acceptance and award of work, validity beyond 90 days from the date of opening shall be by mutual consent.
10. The tenderer shall quote rates both in figures and words. He shall also workout the amount for each item of work and writes in both figures and words. On check if there are differences between the rates quoted by the tenderer in words and in figures or in the amount worked out by him, the following procedure shall be followed:
- I. When there is a difference between the rates in figures and in words, the rates, which correspond to the amounts worked out by the tenderer, shall be taken as correct.

II. When the amount of an item is not worked out by the tenderer or it does not correspond with the rate written either in figures or in words, the rate quoted by the tenderer in words shall be taken as correct.

III. When the rate quoted by the tenderer in figures and in words tallies but the amount is not worked out correctly the rate quoted by the tenderer shall be taken as correct and not the amount.

11. The tenderer should see drawings and in case of doubt obtain required particulars, which may in any way influence his tender from the Engineer as no claim whatsoever will be entertained for any alleged ignorance thereof.
12. Before tendering, the tenderer shall inspect the site to fully acquaint himself about the condition in regard to accessibility of site, nature and extent of ground, working condition of site and locality including stacking of materials, installations of tools and plants (T&P) etc., conditions affecting accommodations and movement of labour etc. required for the satisfactory execution of the work contract. No claim whatsoever on such account shall be entertained by the Employer in any circumstances.
13. (a) If any tenderer withdraws his tender before the expiry of the validity period, or before the issue of letter of acceptance or work order, whichever is earlier, or makes any modification in the terms and conditions of the tender which are not acceptable to the department, then the employer shall, without prejudice to any other right or remedy, be at liberty to forfeit 50% of the earnest money absolutely.  
(b). If the contractor fails to furnish the prescribed performance guarantee within the prescribed period, the earnest money will be absolutely forfeited to the employer.  
(c). In case the contractor fails to commence the work specified in the tender documents or such time period as mentioned in the letter of award, after the date on which employer issues written orders to commence the work, or from the date of handing over of the site, whichever is later, the employer is at liberty to forfeit whole of the earnest money absolutely.  
(d). If only a part of the work as shown in the tender is awarded, and the contractor does not commence the work, the proportionate earnest money with respect to cost of work so awarded will be forfeited  
In case of forfeiture of earnest money as above, the tenderer shall not be allowed to participate in re-tender of the work.
14. Except writing rates and amount, the tenderer should not write any conditions or make any changes, additions, alterations and modifications in the printed form of tenders. **Tenderers who are desirous to offer rebate the same should be brought out separately in the covering letter and submitted along with the tender (This statement is not valid for e-Procurement).**
15. Some of the provisions of General Conditions of Contract are given below. Interpretation however shall be as given in the General Conditions of Contract.  
(a) Defect Liability Period: Twelve months from the date of completion as certified by the employer.  
(b) Minimum value of work for the intermediate certificate: Rs. 1.15 Lac. However, Intermediate certificate for a lesser amount can be admitted for payment at the discretion of the Engineer.  
(c). Security Deposit: A sum @ 10% of the gross amount of the bill shall be deducted from each running bill of the contractor till the sum along with the sum already deposited as earnest money, will amount to security deposit of 5% of the tendered value of the work.

Performance Security: In addition, the contractor shall be required to deposit an amount equal to 5% of the tendered value of the contract as Performance Security within the period prescribed for commencement of work in the letter of award or the period prescribed for deposition of performance security in the letter of intent issued to him whichever is earlier.

(d). Compensation: Contractor shall pay as compensation an amount equal to one percent or such smaller amount as the Employer (whose decision in writing shall be final) may decide on the cost of the whole work as shown in the agreement for every week that the work remains uncompleted or unfinished or due quantity of work remains incomplete after the proper dates. Compensation to be paid shall not exceed ten percent of the estimated cost of the work as shown in the agreement.

16. For all specialist jobs e.g. lights, air conditioning, public address, fire protection, security/surveillance and building management systems etc. technical (covering also general and commercial terms) and financial offers will be given separately in two sealed covers.

17. Purchase preference will be given to Central Public Sector Enterprise (CPSE) for award of works costing between Rs.5 crores to Rs.100 crores as per provisions contained in para 20.10.9 in CPWD Manual 2003 and OM No.DPE/13(12)/2003-Fin Vol.II dated 18.07.05 issued by department of Public Sector Enterprise, Govt. Of India.

18. Clauses No. 28 of conditions of contract i.e. "**ESCALATION**" will not be applicable in this contract since the duration of contract is less than 18 months.

#### **19. Special Condition:**

The work is to be done by the authorized applicator of specialized chemical / product manufacturer, as the case may be. Contractor need to submit Authorization Certificate of the applicator along with the tender.

Director, CSIR – NIIST, Trivandrum shall have the right to accept or reject any or all tenders or the lowest or to accept other than the lowest or any tender in full or in part or reject all the tender without assigning any reasons. The decision of the Director, NIIST is final in this regard and the tenderers are bound to accept the same.

Tender documents can be downloaded on e-procurement website. For further details, please visit e-procurement Website: <https://etenders.gov.in/eprocure/app>

**Note: The Contract may be extended for another 01 (One) Year with same terms and condition.**

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