

Notice Inviting e-Tender For

Annual Operation & Maintenance Contract of Pump Houses and Fountains at Hospital and Housing Complex, AIIMS, Bhubaneswar.

(File No. : AIIMS/BBSR/ENGG/ELE-2022/AMC PUMP HOUSE/147 refers)



ଅଖିଳଭାରତୀୟଆୟୁର୍ବିଜ୍ଞାନସଂସ୍ଥାନ,
All India Institute of Medical Sciences
Engineering Branch, Bhubaneswar(Odisha)-751019
www.aiimsbhubaneswar.edu.in

NIT No. : **AIIMS/BBSR/ENGG./ELECT./06/2022**
Estimated Cost : **Rs.51,11,723.00/-**
EMD : **Rs.1,02,300.00/-**
Issue Date : **23/11/2022.**
Last date of bid : **15/12/2022 at 14.00 hours.**
submission
Period Covers : **12 Months**

“Certified that, this tender document contains **52 (Fifty-two)** pages only”.

Executive Engineer, Elect.
AIIMS, Bhubaneswar

Project Cell, AIIMS, Bhubaneswar

Name of Work	:	Annual Operation & Maintenance Contract of Pump Houses and Fountains at Hospital and Housing Complex, AIIMS, Bhubaneswar.
NIT No.	:	<u>AIIMS/BBSR/ENGG./ELECT./06 /2022</u>

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INFORMATION AND INSTRUCTIONS FOR BIDDERS FOR e-TENDERING

The Executive Engineer, Elect., AIIMS, Bhubaneswar (Phone: 0674 – 2476500, email-eeel@aiimsbhubaneswar.edu.in) invites on behalf of Executive Director, AIIMS, Bhubaneswar, Annual maintenance Tender (*Percentage Rate Bids*) from Valid license holder (MV or Above) reputed contractor in Two (02) Bid system (Technical & Financial respectively) from eligible contractors of CPWD, AIIMS, Any central Govt., State Govt., PSU etc. having successfully completed works of similar nature as per eligibility criteria for the following work:-

Ser. No.	Description	Details
(a)	NIT No.	AIIMS/BBSR/ENGG./ELECT./06/2022
(b)	Name of Work:	Annual Operation & Maintenance Contract of Pump Houses and Fountains at Hospital and Housing Complex, AIIMS, Bhubaneswar.
(c)	Estimated Cost	Rs. 51,11,723.00/- (RUPEES FIFTY-ONE LAKH ELEVEN THOUSAND SEVEN HUNDRED TWENTY-THREE ONLY)
(d)	Earnest Money	Rs.1,02,300.00/- (RUPEES ONE LAKH TWO THOUSAND THREE HUNDRED ONLY)
(e)	Period of Completion	01 (One) Year & Extendable up to further 01 (One) year with Mutual Consent.
(f)	Last date and time of online submission of tender	By 15/12/2022 at 14.00 Hours through online.
(g)	Time and date of on line opening of Tender (Technical Bid)	On 15/12/2022 at 15.30 Hours.
(h)	Time and date of opening of Online Financial Bids	To be intimated later.
(i)	Hard copies of EMD (in Original), Registration Certificates and other uploaded Documents to be submitted to Executive Engineer (Electrical), AIIMS Bhubaneswar. However, the Eligibility will be considered as per uploaded documents.	To be submitted on same Days i.e. on 15/12/2022 i.e. by 15.00 Hours. In case the last day happens to be closed holidays, these Documents shall be submitted on the next working day failing which technical Bid will not be considered for Evaluation.
(j)	Mode of submission of Tender	Online.

- The intending bidder must read the terms and conditions of Tender document carefully. He should submit his bid if he considers himself eligible and he is in possession of all the certificates / documents required.
- The intending bidder must read the terms and conditions of **CPWD-6** carefully. He should only submit his bid if he considers himself eligible and he is in possession of all the documents required
- Information and Instructions for bidders for e-tendering posted on website shall form part of bid document.
- The bid document consisting of NIT, 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 <http://www.tenderwizard.com/AIIMSBBSR> or www.aiimsbhubaneswar.edu.in free of cost.
- For e-tendering of this tender, AIIMS has engaged e-portal maintained by M/s ITI Limited, Bhubaneswar. Intending bidders shall have to register with M/s ITI Limited, Bhubaneswar to participate in the tendering process. For details kindly visit website <http://www.tenderwizard.com/AIIMSBBSR> or contact Shri SANJEEB MAHAPATRA (Mobile No.**

7377708585). If needed they can be imparted training on online bidding process as per details available on the website.

6. The intending bidders must have valid class-III digital signature to submit the bid.
7. The bid can be submitted only after depositing e-tender Processing Fee in favor of ITI Limited and uploading the mandatory scanned documents as specified within the period of bid submission.
8. Copies of eligibility documents and EMD as specified in the notice inviting tender shall be scanned and uploaded on the e-tendering website within the period of tender submission. Bidders can upload documents in the form of JPG format, PDF format and any other format as permissible by the e-tendering portal.
9. Contractor must ensure to quote percentage rate on total value of work with selection of ABOVE/ BELOW/ AT PAR. The column meant for quoting percentage rate in figures appears in "Yellow Color". In addition to this, while selecting Above/ Below / AT PAR, if the cell is left with AT PAR selection, the same shall be treated as "0" (ZERO) Percent. However, if a tenderer quotes nil rates against each item in item rate tender or does not quote any percentage above/below on the total amount of the tender or any section/sub head in percentage rate tender, the tender shall be treated as invalid and will not be considered as lowest tenderer.
10. After submission of bid online, it can be revised any number of times before specified time on last date of submission of bid. While submitting the revised bid, bidder can revise the rate any number of times (he need not re-enter rate) but before last time and date of submission of bid as notified.
11. The contractor submitting the bid should read the schedule of quantities, Special conditions, additional conditions, particular specifications and other terms and conditions given in the NIT and drawings. The bidder should also read the General Conditions of Contract for CPWD Works 2020 with all correction slips issued up to the last date for submission of bid, which is available as Government of India Publication. However, provisions included in the bid document shall prevail over the provisions contained in the standard form. The set of drawings and NIT will be available with the **Executive Engineer (Electrical), AIIMS Bhubaneswar**. The contractor should also visit the site of work and acquaint himself with the site conditions before tendering. The following conditions, which already form part of the tender conditions, are specially brought to his notice for compliance while filling the tender. They are requested to comply with the following instructions.
12. Financial bids shall be opened online only for bidders for whom EMD and other documents are found in order and who are found to be eligible to bid for work. On opening date, the bidder can login and see the bid opening process. After opening of bids, he will receive the competitor bid sheets. If the contractor is found ineligible after opening of bids, his bid shall become invalid.
13. **FRAUD AND CORRUPTION:**
 - 13.1 The Engineer-in-Charge will reject a proposal for award if he determines that the bidder recommended for award has been engaged in corrupt or fraudulent practices in competing for the contract in question. He will report to the Officer Inviting Bid / next higher authority.
 - 13.2 Canvassing whether directly or indirectly, in connection with tenders is strictly prohibited & the tenders submitted by the contractors who resort to canvassing will be liable for rejection.
 - 13.3 The Contractor shall be debarred for any period of time as decided by the AIIMS, Bhubaneswar Authority for the following reason-
 - (i) If any information furnished by the applicant is found to be incorrect at a later stage. The department reserves the right to verify the particulars furnished by the applicant independently.
 - (ii) If the contractor fails to commence the work on or before the scheduled date stated in the work order.

- (iii) Violates any important condition of contract.
- (iv) If a tenderer does not quote any percentage above/ below on the total amount of the tender. The bid will not be considered as lowest.

14. The Bidders shall have to submit original instrument for EMD and self-certified copies of all the uploaded documents on same Day i.e. on 15/12/ 2022 by 1500 Hours in the office of Tender Opening Authority. List of Eligibility Documents to be scanned and uploaded within the period of bid submission: -

- (a) Demand Draft of any scheduled Bank against EMD in favour of AIIMS, Bhubaneswar.
- (b) Appendix 'A to C' duly filled in (Pages 11 & 12 ref.) and signed with stamp.
- (c) Certificates of Work Experience & Completion Certificate of Similar Work from Client not below the Rank of Executive Engineer or equivalent, as mentioned in Ser. No. - 4, Page No. - 7 refer under Eligibility Criteria with work order copy.
- (d) Certificate of Registration for GST and acknowledgement of up to date filed return.
- (e) Copy of PAN card
- (f) Copies of Balance Sheets & profit loss statement of last three years.
- (g) Copies of IT return of last 3 Years.
- (h) Copies of Contractor's Valid Electrical License (MV or above).
- (i) Copies of ESI & EPF Registration Certificate.
- (k) Declarations to be given by the Tenderers (as per Page 07.).
- (l) The Bidder should have their Registered Office/Branch in Bhubaneswar. If not, an Office should be opened in Bhubaneswar within 30 (Thirty) Days of the award of Work. Details of Address Proof of Office located at Bhubaneswar should be given to EE, Elect.
- (m) Each page of the e-tender documents should be duly signed with seal otherwise the bid shall become invalid.

Note: The Postal address of Executive Engineer (Electrical), AIIMS Bhubaneswar may be noted as below for correspondence and submission of Physical documents.

**O/o The Executive Engineer (Electrical)
AIIMS, Bhubaneswar,
Sijua, Dumduma, Bhubaneswar.**

Executive Engineer (Elect.)
AIIMS, Bhubaneswar

DECLARATIONS TO BE GIVEN BY THE TENDERERS

It is to certify that:-

- (a) I /We have gone through CPWD W-6 amended up to correction Slip as available on website Gol Publication, www.tenderwizard.com / www.aiimsbhubaneswar.edu.in or in the office of Superintendent Engineer and I/We agree with the terms and conditions of it and understood that it will form part of the agreement.

Date: _____

Signature of the Tenderer

- (b) "I,S/o Shri resident of hereby certify that none of my Relative(s) as defined in Paragraph 14 of CPWD W-6 is/are employed in AIIMS Electrical Zone, Odisha. In case at any stage, it is found that the information given by me is false/incorrect, AIIMS shall have the absolute right to take any action as deemed fit without any prior intimation to me".

Date: _____

Signature of the Tenderer

NOTE: - (To be certified by all the partners in case of partnership firms, by all the directors in case of companies).

- (c) "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, it is stated that, if such a violation comes to the notice of Department, then I/We shall be debarred for bidding in AIIMS in future forever. Also, if such a violation comes to the notice of AIIMS, Bhubaneswar before date of start of work, the Superintending Engineer shall be free to forfeit the entire amount of Earnest Money Deposit/Performance Guarantee".

Date: _____

Signature of the Tenderer

- (d) In case I/we become the Lowest Bidder, Original Instrument for EMD and self certified copies of other Eligibility Documents shall be deposited by me/us with the Superintending Engineer calling the Tender within 01 (One) Week of the opening of financial bid otherwise AIIMS shall reject the bid and also take action to withdraw my/our enlistment/debar me/us from tendering in AIIMS.

Date: _____

Signature of the Tenderer

GENERAL RULES & DIRECTIONS

The Executive Engineer, Elect., AIIMS, Bhubaneswar (Phone: 0674 – 2476500, email- eeel@aiimsbhubaneswar.edu.in) invites on behalf of Executive Director, AIIMS, Bhubaneswar, Annual maintenance Tender (*Percentage Rate Bids*) from Valid license holder (MV or Above) reputed contractor in Two (02) Bid system (Technical & Financial respectively) from eligible contractors of CPWD, AIIMS, Any central Govt., State Govt., PSU etc. having successfully completed works of similar nature as per eligibility criteria for the following work:-

1. **Name of Work:** Annual Operation & Maintenance Contract of Pump Houses and Fountains at Hospital and Housing Complex, AIIMS, Bhubaneswar.
3. 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. The similar work means, “Annual Electrical maintenance contract of various types of pump, motor and electrical panels with supply of motor/pump spare parts.”
4. **Eligibility Criteria.** Contractor who fulfill following requirement shall be eligible to apply:-
 - (a) Three (03) similar works each of value **not less than 40%** of estimated cost (i.e. for **Rs. 20, 44, 689/-**) put to tender
OR
Two (02) similar works each of value **not less than 60%** of estimated cost (i.e. for **Rs.30,67,034/-**) put to tender
OR
one (01) similar work of value **not less than 80%** of estimated cost (i.e. for **Rs 40, 89,378/-**) put to tender in **last 07 (Seven) Years** ending last date of tender submission.
 - (b) The experience of similar work should be from Central Govt., State Govt., PSU and Autonomous Body, Govt. Hospitals.
 - (c) The Bidder should have registration up to date with **Employee Provident Fund (EPF) Commissioner** and **Employee State Insurance (ESI) Corporation.**
 - (d) Agreements shall be drawn with the successful bidders for item/items on prescribed format bidders shall quote their rates as per various terms and conditions of the said form which will form part of the agreement.
 - (e) The bid document consisting of plans, specifications, the schedule of quantities of the various type of items to be executed, the set of terms & conditions of the contract to be compiled with other necessary documents.
 - (f) The Bidder/Firm should have Valid Electrical (MV or above) Contractor’s License.
 - (g) Conditional Bids shall not be considered and will be out-rightly rejected at the very first instance.
 - (h) **Average annual financial, turnover during the last three years, ending 31st march 2022 should be more than 30% of the estimated cost.**
 - (i) The period of the contract will be One (01) year from the Date of Start which shall be reckoned from 7th day of issue of work order or 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. The tender is initially for a period of **one year (12 months) and may be extended further for a period of 12 Months with mutual consent, on the same Terms and Conditions and BOQ Rates** based on the performance of the vendor.
5. **Preparation & Submission of Tender through Online.** The Tender should be submitted in **02 (Two) parts i.e. Technical Bid and Financial Bid Respectively.** The Technical Bid and financial bid should be sent by the Bidder through online for “Annual Operation & Maintenance Contract of Pump Houses and Fountains at Hospital and Housing Complex, AIIMS, Bhubaneswar.”

6. **Earnest Money Deposit.** The bidder shall be required to submit the Earnest Money Deposit (EMD) for an amount of **Rs.1,02,300.00/- (RUPEES ONE LAKH TWO THOUSAND THREE HUNDRED ONLY)** by way of Demand Drafts (Drawn in favor of AIIMS, Bhubaneswar). **Scanned Copy of the Demand Drafts must be uploaded and the original DD must be submitted** with the Technical Bid documents. Bid(s) received in tender without Demand Drafts of EMD will be rejected. The EMD of the successful Bidder shall be returned after the successful submission of Bank Guarantee/Annual Deposit and, for unsuccessful bidder(s) it would be returned after Award of the Contract.
- (i) As per SOP No. 5/1 & clause no-6 of CPWD Manual-2019 the MSME firms registered in NSIC under PP policy are exempted from payment of EMD for supply of Goods & Services only.
 - (ii) Micro and small Enterprises if registered with any government bodies specified by ministry of Micro, Small & Medium Enterprises (M/o MSME) with valid certificate duly issued by GOI are exempted for submitting EMD.
 - (iii) Other Firms registered with MSME/ NSIC with valid certificate duly issued by GOI are also exempted for submitting EMD. No other type of certificate is applicable.
 - (iv) The exemption and relaxation in EMD is subject to the validity & acceptance of their registration certificate on the date of opening of tender.
7. **Performance Guarantee.** The successful contractor will be required to furnish a Performance guarantee of 03% (Three Percent) of Contract Value after receiving notification of award (LoI) in the form of Fixed Deposit Receipt or Bank Guarantee from any Scheduled Bank of India duly pledged in the name of "All India Institute of Medical Sciences, Bhubaneswar" which shall be kept valid up to the stipulated date of completion of all the contractual obligations plus minimum 60 days beyond that. In case the time for completion of work gets enlarged, the contractor shall get the validity of Performance Guarantee extended to cover such enlarged time for completion of work. After recording of the completion certificate for the work by the competent authority, the performance guarantee shall be returned to the contractor, without any interest. If the contractor fails to carry the contract or leave the site before completion of site, then the entire amount of performance guarantee will be forfeit.
- The Performance Guarantee will be discharged after completion of contractor's performance obligations (including Warranty/ Guarantee period) under the contract, against the security deposit. In case the contractor fails to deposit the said performance guarantee within the period including the extended period if any, the Earnest Money deposited by the contractor shall be forfeited automatically without any notice to the contractor.
8. Intending Bidders are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their bids, the means of access to the site 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.
10. The Executive Director, AIIMS, Bhubaneswar 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.
11. 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 to rejection.
12. The Competent Authority, the Executive Director, AIIMS, Bhubaneswar 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. Some of the items in schedule of quantities may be executed partially or may not be executed at all depending upon the site requirement which will be decided by the engineer-in-charge.

13. The contractor shall not be permitted to bid for works in the AIIMS, Bhubaneswar responsible for award and execution of contracts, in which his near relative is posted as an officer in any capacity between the grades of Superintending Engineer and Junior Engineer (both inclusive). 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 gazette officer in the AIIMS, Bhubaneswar. Any breach of this condition by the contractor would render him liable to be removed from the approved list of contractors of this Department.
14. No engineer of gazette rank or other gazette officer employed in engineering or administrative duties in an Engineering Department of the Government of India is allowed to work as a contractor for a period of one year after his retirement from Government service, without the prior permission of the Government of India in writing. This contract is liable to be cancelled if either the contractor or any of his employees is found any time to be such a person who had not obtained the permission of the Government of India as aforesaid, before submission of the bid or engagement in the contractor's service.
15. The bid for the works shall remain open for acceptance for a period of 180 days from the date of opening of bids.
16. 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 start the work within 15 days from the stipulated date and sign the contract consisting of "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 rate quoted online at the time of submission of bid and acceptance thereof together with any correspondence leading there to.
17.
 - (a) Security Deposit equal to 2.5% of the Contract Value will be deducted from the Bills of the Contractor.
 - (b) The Income Tax as applicable shall be deducted from the Bill unless exempted by the Income Tax Department.
 - (c) The quoted Rates shall be inclusive of GST as applicable from time to time.
18. **Goods and Services Tax (GST).**
 - (a) **GENERAL REMARKS ON TAXES & DUTIES:** In view of GST Implementation from 1st July 2017, all taxes and duties including Excise Duty, CST/VAT, Service tax Entry Tax and other indirect taxes and duties have been submerged in GST. Accordingly, reference of Excise Duty, service Tax, VAT, Sales Tax, Entry or any other form of indirect Tax except of GST mentioned in the bidding document shall be ignored.
 - (b) Bidders are required to submit copy of the GST Registration certificated while submitting the bids wherever GST (CGST & SGST/UTGST or IGST) is applicable.
 - (c) "GST shall mean Goods and services Tax charged on the supply of material(s) and services. The term 'GST' shall be construed to include the integrated Goods and Services Tax (Hereinafter referred to as "IGST") or central Goods and Services Tax (hereinafter referred to as "CGST") or State Goods and services Tax (Hereafter referred to as "SGST") or union Territory Goods and services Tax (hereinafter referred to as "UTGST").
 - (d) Quoted price/rate(s) should be inclusive of all taxes and duties, except GST (i.e. IGST or CGST and SGST /UTGST applicable in case of interstate supply or intra state supply respectively and cess on GST if applicable) on the final service. However, GST rate (including cess) to be provided in the respective places in the price Bid. Please note that the responsibility of payment of GST (CGST & SGST or IGST or UTGST) lies with the supplier of Goods/services (service provider) only. Supplier of Goods/Service (Service provider) providing taxable service shall issue an invoice/Bill, as the case may be as per rules/regulation of GST. Further, returns and details required to be filled under GST laws & rules should be timely filed by supplier of Goods /services (Service provider) with requisite details.
 - (e) The contractor(s) must submit GST challan copy in original duly signed with stamp of firm, against this work before releasing Security Deposit (SD) money.

Executive Engineer (Elect.)
AIIMS Bhubaneswa

Appendix 'A'**FORM FOR FINANCIAL INFORMATION**

(Financial Analyses)

Details to be furnished duly supported by figures in Balance Sheet/Profit & Loss Account duly Certified by the Chartered Account, as submitted by the applicant to the Income Tax Department (copies to be attached).

Ser. No.	Description	2019-20	2020-21	2021-22

Note: Gross Annual Turn Over only.

Appendix 'B'**FORM FOR DETAILS OF ALL WORKS OF SIMILAR CLASS****COMPLETED DURING THE LAST 07 (SEVEN) YEAR**

(i.e. FOR THE YEAR ENDING LAST DATE OF TENDER SUBMISSION)

Ser. No.	Name of Work/ Project	Location	Owner or Sponsoring Organization	Cost of Work in Lakhs	Date of Commencement as per Contract	Stipulated date of Completion	Actual date of Completion	Litigation/ Arbitration pending/ In progress with details	Remarks
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(j)	(k)
1.									
2.									
3.									
4.									
5.									
6.									
7.									

(Authorized Signature of the Bidder with Seal)

Appendix `C`**FORM FOR DETAILED INFORMATION BY BIDDER**

Name of Firm/ Contractor/ Supplier	:
Complete Address and Telephone Number	:
Name of Proprietor/ Partner/ Managing Director/ Director	:
Phone Number	:
Mobile Number	:
e-Mail ID	:
Name and address of service center nearby Bhubaneswar	:
Whether the firm is a registered Firm (Yes/ No. Attach Copy of Certificate)	:
PAN Number. (enclose the attested copy of PAN Card)	:
Service Tax Number. (enclose the attested copy of VAT Certificate)	:
GST Number (enclose the attested copy of VAT Certificate)	:
Whether the firm has Uploaded the Bank Draft/Pay Order/ Banker's Cheque of Earnest Money Deposit (EMD).	:
Whether the Firm/Agency as signed each and every page of Tender/NIT	:
EPF No. (Enclose the attested copy of EPF Registration Certificate)	:
ESI Code.	:
Any other information, if necessary.	:

(Authorized Signature of the Bidder with Seal)

All India Institute of Medical Sciences
Engineering Branch, Bhubaneswar (Odisha)-751019
www.aiimsbhubaneswar.edu.in
BIDDERS UNDERTAKING

Percentage rate tender for the work of “**Annual Operation & Maintenance Contract of Pump Houses and Fountains at Hospital and Housing Complex, AIIMS, Bhubaneswar.**”

To be submitted online by:

- (a) Time and date of online Opening of Technical Bids. : / / by **Hours.**
- (b) Time and date of opening of Online Financial Bids. : **To be intimated later.**

T E N D E R

I/ We have read and examined the notice inviting tender, all schedule along with Appendices ‘A’ to ‘C’ as per Specifications applicable, Drawings & Designs, General Rules and Directions, Conditions of Contract, Clauses of Contract, Special Conditions, 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.

A sum of **Rs. -----/-** (Rupees -----only) is here by forwarded in Bank Guarantee of scheduled Bank/ Demand Draft of a scheduled Bank/ Bank Guarantee issued by a scheduled Bank **as Earnest Money**. If I/ We, fail to furnish the prescribed Performance Guarantee within prescribed period. I/ We agree that the said Executive Director, AIIMS, Bhubaneswar 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 work as specified, I/ We agree that Executive Director, AIIMS, Bhubaneswar or the successors in office shall without prejudice to any other right or remedy available in law, be at liberty to forfeit the said performance guarantee absolutely. The said performance guarantee shall be a guarantee 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 retendering process of the work.

I/We undertake and Confirm that eligible similar work(s) has/ have not been got executed through another contract or on back to back basis. Further that, if such a violation comes to the notice of AIIMS, Bhubaneswar, then I/ we shall be debarred for tendering in AIIMS, Bhubaneswar in future forever. Also, if such a violation comes to the notice of AIIMS, Bhubaneswar before date of start of work, the Administrative Officer 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
With full Postal Address

Witness: *

Address: *
(* To be filled in by the Contractor.)

Occupation: *

A. GENERAL CONDITIONS OF CONTRACT

1. Name of the work: “ **Annual Operation & Maintenance Contract of Pump Houses and Fountains at Hospital and Housing Complex, AIIMS, Bhubaneswar.**”
2. Prices quoted should be valid for the contract period from the date of opening of your offer. The prices quoted should be for the entire scope of work.
3. **Rates-** The prices quoted shall be inclusive of GST, PF & ESI amount paid to the statutory authorities by the contractor shall be reimbursed on actual basis throughout the contract period on submission of the documentary evidence in next bill or after the final bill. GST shall be reimbursed on actual basis on submission of the documentary evidence.

4. **PF & ESIC Contribution:-**

(i) The contractor shall have to register with PF & ESIC (where ever applicable) for workmen engaged for the work. Challans / deposit receipts of PF ESI contribution shall be submitted in EIC office within 15th of each month for verification/reimbursement.

(ii) The PF dues (including EDLI and administrative charges) in respect of workers engaged by the contractor for AIIMS works to be deposited by the contractor every month by a challan and the documentary evidence in support of such payments along-with employee wise details of the PF contribution (both employee's share and the employer's contribution) need to be submitted to the Engineer in Charge for the work/ contract within 15th of each month.

5. **Terms of Payment:-**

5.1 Running bill Payment:

The Running payments for the work done shall be released bi-monthly by AIIMS, Bhubaneswar only after salary payments to all workers & submitting the proof of disbursement and deducting the applicable taxes. The **Security Deposit @2.5% of gross amount** shall be deducted from the running bills, which shall be released after six months from the date of completion of work, without any interest thereupon.

The Following documents as applicable shall be produced and self-attested photo copy shall be submitted by the contractor during each running bills:

- (i) Delivery Challan of all the material supplied.
- (ii) Job cards of Pump/motor repair at authorize service center.
- (iii) Monthly Challans of EPF and ESI deposits up to previous month.
- (iv) Master Roll/ Wages register signed by workers of each month.
- (v) Log Books & Maintenance register.
- (vi) Bank Account details/ e-payment details of the vendor.
- (vii) Warranty/Guarantee Certificate (if applicable).
- (viii) Colour Photos for Executed work on glossary paper (8 photos /month).
- (ix) GST return up to date Voucher.
- (x) Bank statements against salary credit of Manpower deployed.

5.2 Final bill Payment:

The agency shall submit final bill along with all the documents related with PF, ESIC to AIIMS, Bhubaneswar in addition to all maintenance schedule registers, documents etc. related to the work. The agency also formally handover the list of equipments in good working condition, without any damage as handed over to them by AIIMS, Bhubaneswar.

5.3 Labour Wages:

(i) The contractor has to pay the prevailing minimum wages issued by the office of Chief Labour Commissioner, Govt. of India from time to time.

- a. Minimum Wages + VDA
- b. ESI – Employer Contribution @ 3.25% of above (Subject to wage limit of Rs 21,000/-)
- c. EPF – Employer Contribution @ 12% + 1% (12 % Subject to wage limit Rs 15,000/-)

(ii) **The payment to the workmen's engaged by the contractor is to be paid through NEFT/RTGS/Cheque on or before 7th of every month irrespective of Saturday, Sunday and bank holidays and the document proof of the same must be submit at office of EIC/EE Office before 15th of each month. Failing which a fine of Rs 1000/- per day will be imposed to the contractor.** If any violation with respect to payment of wages for any three months in a contract period, then necessary action for cancellation of contract, debarring of the agency for participating in future contracts in AIIMS, Bhubaneswar shall be initiated. The agency will not be allowed to participate in any of the tendering process in AIIMS, Bhubaneswar till finalization of the decision.

6. Transport

- 6.1 The transport required within the complex for carrying items inside the AIIMS complex for repairing work etc. shall be arranged by the contractor. The contractor may however seek the help of department to take permission to take heavy items for repair outside the AIIMS, Bhubaneswar complex if considered necessary.
- 6.2 Contractor's materials, transport, etc. shall normally be permitted to go out of the area between 9.00hrs.to 18.00hrs only. Contractor may also be allowed to carry out the work beyond office hours (day and night) with special permission from the EIC. However, no movement of materials and transport out of site works shall be permitted during night or during holidays unless special permission obtained from the EIC.

7. Antecedents

The contractor shall employ only Indian Nationals as his representatives, servants, work men and verify their antecedents and loyalty before employing them on the works. He shall ensure that no person of notorious antecedents and nationality is in anyway associated with the works and if for reasons of technical collaboration or other consideration, the employment of any foreign national is unavoidable, the contractor shall furnish full particulars to this effect to the accepting officer at the time of submission of tender. The Executive Director, AIIMS, Bhubaneswar shall have full powers and without giving any reasons to the contractor immediately cease to employ in connection with this contract, any representative agency, servant and workman or employee whose continuous employment in his opinion is undesirable. The contractor shall not be allowed any compensation on this account.

- 8. The term of agreement shall be initially for a period of one year. On expiry of the term, the contract may be extended for another one year on mutual consultation by both the parties on the same terms and conditions mutually agreed to.
- 9. The waste paper shall not be transported outside the AIIMS, Bhubaneswar site but burnt out in the incinerators, provided within the premises.
- 10. The contractor shall maintain the installations clean and tidy inside as well as around the installations and buildings. No rags and waste etc. shall be thrown near the building. This shall be deposited in the dustbins provided nearby. If Pump House and other areas mention in the scope is found untidy a lump sum amount (Rs. 1000/- per day) will be deducted from the contractor's bill. The amount quoted by the contractor must include the cost of man power for such purpose.

11. Security Pass

Immediately after acceptance of the contract, the contractor shall submit the list showing the names of the individuals, he wishes to employ in the work, with their particulars to the department for getting the police verification and arranging the temporary pass for them up to security gate only and subsequently to inside the technical area, the contractor shall provide security pass to the operator/helpers.

12. The scope of the work of this contract shall be as per **ANNEXURE-III**.
13. The contractor shall demand the stores in writing to the department for arranging such items for issue and also keep record/account of all materials drawn from the Executive Director, AIIMS, Bhubaneswar and produce for verification as and when demanded. Unserviceable items shall be returned to the AIIMS, Bhubaneswar.

14. Tools and Tackles:

The contractor shall provide all the tools and tackles for the works including measuring instruments and safety gadgets for attending breakdown of equipments. Cost of transportation of labour and material to AIIMS, Bhubaneswar premises shall have to be borne by the contractor.

i) Each Skilled manpower will be provided with the following minimum tools of reputed brand (Make: Taparia or equivalent) along with carrying bag for routine maintenance works:-

- Cutting Pliers
- Screw Drivers (Big & small)
- Wire strippers
- Line Testers
- Etc. as required as per site condition.

(ii) The following tools shall be provided by the agency at Hospital Pump House for use of maintenance and breakdown works:-

- Box Spanner Set complete with socket accessories, ratchet, etc.
- Double end spanner set (Set of 12)
- Ring Spanner set (Set of 12)
- Screw Spanners of different sizes.
- Hammers of different sizes
- Screw Driver Set of different sizes
- Crimping tools (different sizes) as per site requirement
- Nose Pliers
- Punch/ Chisel
- Electric drilling machine
- Blower
- Multi-meter (VAO Meter)
- Megger (500 V & 1000 V)
- Raincoat
- Safety Gloves
- Rechargeable torch light
- Safety Helmet

Uniform: -The contractor/agency has to provide every year during the start of the contract, 02 sets of uniform (readymade uniform / cloth and stitching charges), 1 pair of safety shoe to his staff of approved colour during the contract period, **(within one month from the date of award)** failing which, AIIMS, Bhubaneswar shall recover an amount of Rs 200/- per person per week till the compliance of the same from the contractor's running/final bill.

15. Penalty Clause:

15.1 If Checklist, log sheets, service report and instruction to the AIIMS, BBSR do not show proper compliance of work to be done by the contractor as per schedule; AIIMS will make suitable deduction from the contractor bill. If the contractor fails to maintain the operation and maintenance of services as per contract, in such event AIIMS will deduct actual cost incurred on this work.

15.2 In case of short deployment as given in the contract AIIMS will make suitable proportionate deduction from the bill on the basis of minimum wages as claimed for respective category of technical manpower as applicable.

15.3 For noncompliance or partial complaisance of satisfactory execution of items, the Engineer-In-Charge has right levy compensation with the scale of non-conformity and period for which this non-conformity continues as per GCC CPWD-2020. However, the total amount of this compensation for the

whole contract shall not exceed 10% of the tender value. This shall be without prejudice to other remedies available to Engineer-In-Charge under this contract to take action against the contractor.

15.4 All melba/rubbish/waste, garbage etc generated due to any operation and maintenance work, the same shall be disposed off by the contractor to the authorized municipal dumping ground and nothing extra shall paid on this account. In case of non-removal/disposal in the specified period, a compensation of ₹ 1000/-**(Rupee One Thousand only)** per day shall be recovered from the contractor.

16. **Maintenance of records:**

The contractor shall maintain all records such as log book, schedule of maintenance activity, complaint register, attendance register, test records for various tests conducted, gate pass and other statutory registers for manpower employed etc. such records are to be maintained as per the formats given by the department. Records of major breakdown occurred during the period shall be maintained showing the cause of the defect and location and type of repairs carried out. The cost of stationary required for maintenance of the above record are under the scope of Contractor.

16.1 **Following documents / records to be maintained at site**

1. Pump running Logbook
 2. Water meter reading register
 3. Attendance Register
 4. Spare parts/Material stock Register
 5. Preventive/ Breakdown maintenance record
 6. Equipment history cards/job cards
 7. Water meter calibration record.
 8. Water testing reports from govt. lab payment for testing will be made by AIIMS, Bhubaneswar.
 9. Water level records of various sumps & OHT.
 10. Test reports of earth pits and pump/motors.
 11. List of tools and test equipments available at site.
17. The contractor shall employ the required number of personnel depending upon the requirement of AIIMS, Bhubaneswar including technical and nontechnical personnel. The contractor shall, during the progress of the works, employ a whole time qualified, experienced and competent representative at the site for executing the work. **The contractor should submit the biodata, Educational certificates, Experience certificate, Electrical license, ID proof, Address proof, 2 nos of passport size photographs and any other necessary documents of all employees to be engaged for the work to the office of Engineer-In-Charge at the time of deploy.**
18. The work shall be governed by AIIMS, Bhubaneswar's general conditions and security regulations of the contract. The number and names of the contractor's personnel along with two photographs to be engaged shall be indicated/submitted in advance to meet the security regulations, etc.
19. The submission of tender by a tenderer implies that he has read this Notice and the conditions of contract and has made himself aware of the scope and specifications of the work to be done and of the conditions and rates at which stores, tools and plant etc. will be issued to him and local conditions and other factors bearing on the execution of the work.
20. No foreign exchange and import license for import of technical know-how or equipment, components, spares or materials will be arranged or provided by the AIIMS, Bhubaneswar. In case the offered equipment involves any foreign exchange, this shall be clearly indicated together with a statement as to how this is being arranged by the tenderer.
21. The tenderer shall indicate the source of supply, the detailed specifications, furnish test certificates, such as guarantee/warranty etc. for all brought out items.
22. The Agency and/ or his authorized agent should see the site order book every day and get the compliance of instruction given by the JE/AE/Engineer-in-charge as per time scheduled.

23. Deviations:

Any exclusion, deviation from specification shall be clearly spelt out and listed at one place only and tenderer shall substantiate the same with appropriate reasons. In absence of the same, it will be considered that tenderer has followed the specification fully in words and spirit.

24. Faults, Repairs and Replacement:

- 24.1 In case faults occur of such nature causing delay and becoming detrimental to the maintenance of services or any spare part of equipment not available with BOQ or AIIMS, Bhubaneswar stock, contractor would be ordered in writing by Executive Director, AIIMS, Bhubaneswar/his representative for procurement of the same from the market for rectification/completion of the job. The payment will be regularized in the following RA bills.
- 24.2 In case of faults/repairs/damages, the Contractor should immediately submit a detailed fault analysis report, the details of repair/rectification schedule with details of probable completion. A format has to be submitted by the tenderer for repair/rectification schedule along with the tender which will be approved by the Executive Director, AIIMS, Bhubaneswar.
- 24.3 On completion of replacement of spares but before energization/ operation of the system, the replacement shall be physically checked and properly tested. These checks and tests shall be conducted by the tenderer under the supervision of AIIMS, Bhubaneswar and tenderer shall furnish the final status and test result. Any defect observed during such check and tests shall be made good by the tenderer free of cost within the Contract completion period.

25. Specifications and Standards

The operation and maintenance shall be in conformity with relevant Indian standard specification. National Electrical codes including provisions of these specifications. In the event of any conflict between the provisions/clause for a particular item in the above-mentioned rules and specifications the most suited clause based on requirement shall be applicable.

26. Any work that the tenderer would normally off load to his sub-vendor or subcontractor with the permission of AIIMS, Bhubaneswar, it is to be noted that the Executive Director, AIIMS, Bhubaneswar shall not have any obligations whatsoever towards the tenderer's sub-contractor/ sub-vendor. Only the tenderer is responsible to the Executive Director, AIIMS, Bhubaneswar and AIIMS, Bhubaneswar does not accept any liability for the sub-contractor or his work men.
27. It must be understood that the number of people indicated here would in any way bind the tenderer for any contractual obligations or delay in schedule of work etc. This information would be used only for tenderer evaluation and later on to assess tenderer's progress with regard to adequacy of manpower.
28. Any other information the tenderer feels necessary to understand should be mentioned in the quotation in complete.
29. It is the responsibility of the successful tenderer to hand over the entire system to the Executive Director, AIIMS, Bhubaneswar on completion of the contract period in its initial working condition. Any damages/replacement etc. should be done at free of cost with the knowledge of the Executive Director, AIIMS, Bhubaneswar. The final taking over will be done after detailed joint inspection by the Executive Director, AIIMS, Bhubaneswar/ or his authorized representative and the contractor on completion of the contract period.
30. The contractor shall not be entitled to any additional payment during the tenure of the contract due to increase in cost of manpower and the rates should be quoted accordingly.
31. The lump sum price offered by the contractor shall include the charges for any minor job of maintenance which are obviously fairly intended and which may not have been referred to in these

documents but are essential for this work. In case of difference of opinion as to whether or not a certain item of work constitutes minor details of maintenance or not included in contractors' prices, the decision of Executive Director, AIIMS, Bhubaneswar shall be final and binding.

32. If the contractor has to go in for subcontracting, he has to take prior written approval from the Executive Director, AIIMS, Bhubaneswar for the same. A copy of agreement held between the prime contractor and the subcontractor should be submitted at office of EIC, AIIMS Bhubaneswar. But the prime contractor is held responsible for all the works. The Executive Director, AIIMS, Bhubaneswar will in no way have contacts with the sub-contractor so appointed by the prime contractor.
33. **Risk Purchases:**

The cost of repairs/rectification's necessitated due to negligence of contractors' employee shall be recovered from the contractor as per assessment made by the Executive Director, AIIMS, Bhubaneswar. If the contractor fails to repair/rectify the defects in installations within the time given to him, the same will be got repaired/ rectified from other agency at the risk and cost of the Contractor. The decision of Executive Director, AIIMS, Bhubaneswar shall be final and binding on both the parties.
34. If the attendance falls short, of the contracted minimum number of persons, the pro-rata amount shall be deducted from his bill. Similarly, if the work is found unsatisfactory and not up to the expected standard, an amount which the Executive Director, AIIMS, Bhubaneswar determines, shall be deducted from the Contractor's bill. The amount so deducted shall be final.
35. The Agency shall be solely responsible for compliance to the provisions of various Labour and industrial laws, such as, wages, allowances, compensations, EPF, Bonus. Gratuity, ESI etc. relating to personnel deployed by it at AIIMS, Bhubaneswar site or for any accident caused to them and the institute shall not be liable to bear any expense in this regard. The Agency shall make payment of wages to workers engaged by it by the stipulated date irrespective of any delay in settlement of its bill by AIIMS, Bhubaneswar for whatever reason. The Agency shall also be responsible for the insurance of its personnel. The Agency shall specifically ensure compliance of various Laws / Acts, including but not limited to with the following and their re-enactments / amendments / modifications: -
 - (a) The Payment of Wages Act 1936.
 - (b) The Employees Provident Fund & MP Act, 1952.
 - (c) The Contract Labour (Regulation) Act, 1970.
 - (d) The Payment of Bonus Act, 1965.
 - (e) The Payment of Gratuity Act, 1972.
 - (f) The Employees State Insurance Act, 1948.
 - (g) The Employment of Children Act, 1938.
 - (h) The Motor Vehicle Act, 1988.
 - (i) Minimum Wages Act, 1948.
36. **Breach of Terms and Conditions.** Noncompliance of any terms and conditions enumerated in the contract shall be treated as breach of contract. Or in Case of breach of any terms and conditions as mentioned above, the Competent Authority, will have the right to reject the bid at any stage without assigning any reason thereof and nothing will be payable by AIIMS, Bhubaneswar in that event the BG shall also stands forfeited.
37. **Termination of Contract.** AIIMS, Bhubaneswar would have the right to terminate the contract, in case the work performance is not up to the standard, or in case there is any violation of AIIMS, Bhubaneswar rules & regulations, or if there is any lapse in compliance of any labour legislation, or if there is any incident of indiscipline on the part of the tenderer or his staff and the agreement may be terminated. The decision of AIIMS, Bhubaneswar's management in this regard would be final and binding on the tenderer. In such an event, AIIMS, Bhubaneswar shall have the right to engage any other tenderer to carry out the task.

38. **Arbitration.** The Arbitration shall be held in accordance with the provision of the Arbitration and conciliations Act, 1996 and the venue of arbitration shall be at Bhubaneswar. The decision of the Arbitrator shall be final and binding on the both parties.
39. **Dispute Settlement.** It is mutually agreed that all differences and disputes arising out of or in connection with this agreement shall be settled by mutual discussions and negotiations if such disputes and differences cannot be settled and resolved by discussions and negotiations then same shall be referred to the sole Arbitrator appointed by the Executive Director, AIIMS, BHUBANESWAR whose decision shall be final and binding on both the parties. The contract shall be governed by laws and procedures established by Govt. of India, within the framework of applicable legislation and enactment made from time to time concerning such commercial dealings/ processing.
40. GST and other Taxes as applicable shall be recovered/ paid from the contractor's bill as per Govt. of India/AIIMS Rules.
41. In Case the agency is not able to attend/ rectify fault in the system within the stipulated time period, AIIMS, Bhubaneswar reserves the rights to engage outside agency to check/ inspect the faulty system. If the system is rectified by the outside agency or third party, the amount of checking, rectification along with suitable penalty towards delay in attending breakdown shall be recovered from the agency, who otherwise is responsible for the up keeping of these equipments.
42. The Hospital agrees to pay the contractor the following amount per Annual Operation and Maintenance Contract of Pump Houses and Fountains at Hospital and Housing Complex.
- A) Minimum wages per person per month.
 - B) ESI.
 - C) EPF.
- The amount mentioned A to C in each category may increase or decrease depending upon the Minimum Wages prescribed under the statute and the same shall be reimbursed to the contractor. The contractor shall disburse wages to annual operation and Maintenance Contract of Pump houses and Fountains at Hospital and housing complex workers by 7th day of each month through Electronic Transfer (ECS). In case due to any circumstances beyond control of contractor, payment shall be made by bearer cheques for the period up to maximum of three months, in any circumstances, cash payment of wages is not acceptable.

The contractor shall not pay the wages less than what is legally admissible to be paid to the Annual Operation and Maintenance Contract of Pump Houses and Fountains at Hospital and Housing Complex employed by the contractor as per rate as admissible under the law. Any violation in this regard will result into the forfeiture of the performance security in addition to severance of this contract.

The contractor will not charge any money to seek any gratitude or favour in any form from the Annual Operation and Maintenance Contract of Pump Houses and Fountains at Hospital and Housing Complex personnel before or after the deployment. An undertaking in this regard will be attached with the biodata of the Annual Operation and Maintenance Contract of Pump Houses and Fountains at Hospital and Housing Complex manpower which will be signed by the contractor as well as by the personnel deployed. Any violation of this clause lead to termination of the contract and penal action as appropriate. The contractor will submit the document along with the bill such as proof of deposit of ESI, EPF, Service Tax/GST, Proof of payment of salary through ECS.

B. SPECIAL CONDITIONS OF CONTRACT

1. Minor Pipe Leakage/breakdown to be carried out by the contractor without asking of extra cost.
2. Minor welding/plumbing work as and when required to be carried out by the contractor.
3. If anybody found missing from the site/duty place without prior information of JE/AE of AIIMS, Bhubaneswar, then one day wage will be deducted from the bill and also that person may be terminated with immediate effect and his replacement should be given by the vendor with the direction of Engineer-In-Charge.
4. I.R value of motors and other electrical equipments should be tested and recorded periodically.
5. Earth resistance value should be measured and recorded periodically.
6. Power shut down to be taken by the firm for maintenance work at pump house by the prior permission of JE/AE/AIIMS.
7. Regular Pipe line, Valve and Tanks are required to be checked regularly to arrest the water leakage.
8. All tools/tackles and testing Instruments to be provided by the firm.
9. All electrical works involved in Pump house to be done as per I.E rule 1956.
10. (a) For minor Repairing/Replacement of spare of motor-pump set to be done within 24 hours.
(b) Overhauling/ rewinding of motor to be done within 72 hours. (maximum 7 days on genuine request of vendor)
(c) Any new material/ Accessories required to be supplied within 7 days after giving requisition. Failing which, a fine of Rs 1000/- per day will be imposed.
11. All rewinding/repair work is carried on by the Kirloskar Authorized dealer workshop at Bhubaneswar.
12. Half yearly maintenance servicing of all pumps is to be carried out by Kirloskar Authorized Service agencies only and the certificate for the same should be furnished to Executive Engineer (Electrical), AIIMS, BBSR.
13. After repairing/ rewinding/ replacement of spare, the bill to be submitted at engineering office.
14. **Warranty/Guarantee: The warranty/Guaranty certificate shall be provided as per manufacture standard norms.**
15. Substitute motor/pump has to be provided and temporarily installed for maintaining un-interrupted water supply during break down of existing motor/pump till rectification.
16. Firm to provide all retro-fit spare as per the existing specification against the replacing faulty spare during the execution of work at different Pump-House.
17. All safety appliances like Safety shoes, Safety gloves, Safety helmet, Safety belt, Safety goggles etc. shall be arranged before starting the job.
18. The tender shall be based on Conditions of Contract and tenderers are required to quote their percentage rates below or above the estimated cost. All rates shall remain fixed for the contract period/extended contract period.

19. All the non-comprehensive and consumable items as per Annexure-II will be supplied by the contractor, which is included in the BOQ. For which the payment will be made as per actual bills of item used.
20. Contractor shall provide a dedicated telephone/ mobile at site for logging complaints 24x7 basis.

Annexure-II

C. NON-COMPREHENSIVE & CONSUMABLE ITEMS

1. Grease and Lubricating Oil, M-Seal required for lubrication of the various mechanical parts of the equipments.
2. Lugs/ Thimbles, brass compression gland as per requirements.
3. Waste clothes/Mutton clothes to be provided for cleaning purposes.
4. CRC required for cleaning of Electrical accessories in panel.
5. PVC tape and water seal tape as per site requirement.
6. Colour Paint as per site requirement (minimum once a year)
7. Gland packing & Gland rope 8mm, 12mm, 13mm.
8. Nut/Bolt as per site requirement.
9. Flange packing as per site requirement.
10. Thread seal as per site requirement.
11. Housekeeping accessories for pump house and fountain.
12. Algaecide for keep fountain pool clean.
13. Salt for recharging resin in Softener tank.
14. Half yearly service visit to check pump motor set by OEM. (2 Nos.)

Annexure – III**TECHNICAL SPECIFICATIONS AND SCOPE OF WORK**

DETAIL SCOPE OF WORK FOR ANNUAL OPERATION AND MAINTENANCE OF PUMP HOUSES, FOUNTAINS AND ONLY MAINTENANCE/ REPAIRING OF ELECTRICAL PANELS AND PUMP-MOTOR SETS AT SEWAGE TREATMENT PLANT (STP) FOR 2 YEARS ON THREE SHIFT BASIS AT HOSPITAL AND HOUSING COMPLEX, AIIMS, BHUBANESWAR.

1. LIST OF EQUIPMENTS / ITEMS FOR AMC**1.1 STORAGE TANKS CAPACITY DETAILS:****Pump House:**

1. Hospital Main Sump Capacity - 13, 50,000 LTR.
2. Housing Main Sump Capacity - 5, 00,000 LTR.
3. Overhead tank (Both Hostels and Staff Quarter Buildings) - 4, 54,000 LTR

Fountain:

1. Small fountain- 8 Nos.
2. Big Fountain- 1 Nos.

1.2 PIPE LINE DETAILS:

1. Internal distribution lines – MS & GI pipe line 12mm to 300mm.
2. Internal pipes inside pump house – GI pipe line 50mm to 200mm

1.3 MOTOR PUMP SETS DETAILS:

Pump House: 2HP- 6 Nos, 5HP-4 Nos, 7.5HP- 2Nos, 15HP- 2 Nos, 20hp- 6Nos, 30HP- 2Nos.

STP & IRRIGATION: 1HP – 8Nos, 2HP – 6Nos, 3HP- 18Nos, 5HP-6 Nos, 7.5hp-8 Nos, 12.5hp-2 Nos, 15hp- 3 Nos, 20hp- 6Nos, 25hp-2 Nos.

Fountain: 1.5HP- 7 Nos, 3HP-8 Nos, 5HP- 7Nos.

Basement: 5 HP- 2 Nos, 3 HP- 1 Nos, 2 HP- 6 Nos.

Borewell Pump: 3HP- 2 Nos, 2 Hp- 2 Nos, 1 HP- 1 Nos.

2 DETAILED SCOPE OF WORK:**Hospital/ Housing Pump Houses (Operation & Maintenance)**

- 2.1 All Pump House and fountain items should maintain as per their respective O.E.M. Maintenance schedules.
- 2.2 Normal preventive maintenance once in a month for pumps, motors, electrical panels and valves.
- 2.3 Immediate rectification of emergency breakdown occurs anywhere in the system.
- 2.4 Preventive maintenance of drinking water supply and medical water system with the Overhead tanks, sintex tanks and associated pipe line networks. The work includes arresting of leakage / removal of blockage in the pipeline and connections on to the sintex tanks and at the valves and fittings and keep uninterrupted supply of water to all buildings. Necessary soil excavation, refilling, making good the disturbed surfaces and minor materials like thread sealing compound, pipe fittings like tees, elbows, reducers, union couplings for all the involved sizes (25mm to 200mm), welding and pipe line accessories are at extra cost with approval of AIIMS.
- 2.5 The Contractor will supply all the spares, accessories, log books, consumable items, labour for soil excavation & welding.
- 2.6 Leakages rectification in GI pipe line network should be rectified with thread sealing with compound, fitting of any GI spares and accessories.

- 2.7 The minimum maintenance schedule of above equipments are given below. However, the detailed 12 months maintenance schedule for each equipment will be submitted by the contractor to AIIMS and get it approved by AIIMS and also adhere to same i.e. should be enclosed along with the first RA bill.
- 2.8 Fault finding – A report should be submitted for breakdown, reasons for the fault and fault analysis report for the equipments mentioned in the scope of work.
- 2.9 Coordinating OEM'S service activity and ensuring quality of the servicing of the equipment.
- 2.10 Coordinating with LT substation (electrical) for smooth function of electrical supply system.
- 2.11 Valves: - Operation & maintenance of all valves such as NRV'S, gate valves, ball valves, foot valves, nozzles etc and its emergency breakdown maintenance.
- 2.12 Most of the motors are located in pump house of housing and hospital complex to cater water supply to various buildings.
- 2.13 Rectification of MS underground pipe line network leakages (soil excavation filling and welding under scope of contractor):- Remaking of protective tape, coating with bituminous material and MS clamping.
- 2.14 Cleaning of valve pits & man holes and painting (enamel) of rims & covers and also applying of grease for easy opening & closing of valve pits / manholes.
- 2.15 Housekeeping: - Removing & cutting of bushes & grass and trees in and around 3mt wide working areas mentioned in tender document and also cleaning of surfaces at pump house, sumps, OHT and etc if required painting surface areas with enamel paint.
- 2.16 By deputing manpower the contractor has to ensure smooth operating of pump house and ensure the delivery of water to end users. Minor repair and rectification works are in the deployed manpower scope.
- 2.17 The work, which will be done at extra cost (both labour & materials), will be decided by AIIMS, Bhubaneswar. The extra works should be carried out and coordinated with written approval from AIIMS)
- 2.18 SOCPE OF WORK INVOLVED IN OVERHAUL / MAINTENANCE FOR PUMPS AND MOTORS**
 - a) Alignment of pump set will be checked & in case in required rectification should be carried out. & readings should be recorded.
 - b) Coupling bushes, pins, rubber parts will be checked & should be replaced if required.
 - c) Gland packing should be checked & should be replaced if it is worn – out.
 - d) Oil levels, & grease in bearing will be checked & replenished if necessary.
 - e) Current, Voltage, speed, pressure, should be measured & recorded.
 - f) Discharge should be determined based on performance curve of the pump.
 - g) Noise, vibration & Temperature levels should be checked. (For concurrence)
 - h) Report will be made after every check.
 - i) Overhaul should be done as per the E-I-C's recommendations as per operating manual.
 - j) Dismantling of pumps should be done only with approval from AIIMS, Bhubaneswar.
 - k) Total tool, tackles, chain pulley, try pad lifting materials, assisting manpower and complete job is under the contractor's scope.
 - l) Spares parts required will be under Contractor's scope.

2.19 Daily Schedule

- a) Total water system operation on day to day maintenance.
- b) Daily drinking water supplied to all buildings of AIIMS, Bhubaneswar – Campus from time to time.
- c) Deployment of qualified, competent man power as per the list mentioned to ensure smooth operation and day to day water supply.
- d) Daily water filling in: (Housing and Hospital Complex)**
 - i. Drinking OH tank.
 - ii. Cooling OH tank.
 - iii. Drinking & cooling sumps.
- e) Daily supply line checking inside AIIMS – Campus from time to time.
- f) Arresting water leakages in total AIIMS, Bhubaneswar complex.
- g) Log books and complaint register to be maintained at pump house and register all the complaints in writing and allot complaint number and ensure its completion as early as possible and should submit along with RA bills.
- h) The work involved is, distribution of water from source to the individual tanks and from tanks to individual taps inside the building. Day to day maintenance is to be carried out to ensure continuous water supply.

2.20 Weekly Schedule

- a) Pump set operation at pump house and at two sumps, along with foot valves, NRVS, coupling, bearings, rubber bushes, starters (DOL & star delta), glands, lugs and cables to ensure smooth and trouble-free working and to pump the water to designated place as designed.
- b) Carry out preventive maintenance as per the check list/ Equipment manuals.
- c) Prepare list of spares and material required for carrying maintenance work and submit it to AIIMS, Bhubaneswar Engineer- in- charge in advance for better material management.
- d) Maintain inventory of spares, accessories and consumables.
- e) Survey of various buildings overhead tanks for any leakages or damages.
- f) Checking for smooth operation of all pumps sets if found abnormal same should be taken up for rectification.

2.21 Monthly Schedule

- a) MS/CI/GI pipe line and overhead tank for industrial cooling water inside AIIMS, Bhubaneswar campus with valve pits in the cold-water line (forward line), transient storage points in the hot water return line (back flow) to ensure the free flow of water through these passages. Works include cleaning the inside of valves pits and cleaning of valve outer to ensure the smooth, operation of valves and arresting any leakage due to loose fittings, cleaning of transient storage points of dirt, silt any other material which can obstruct the free flow of water.
- b) Checking of MCC/Panel switch gears/Equipments at specified points and takes corrective actions in case of abnormality.
- c) Monthly performance review report comprising – Records of Preventive Maintenance done on rotary and static equipments, breakdowns occurred and subsequent root cause analysis, corrective and preventive measures, safety initiatives and report. Repair and maintenance expenses incurred. Analysis and action plan for next month.

- d) Taking up preventive maintenance of equipments as per E-I-C's recommendation of AIIMS, Bhubaneswar and as per approved maintenance schedule.

2.22 Quarterly, Half Yearly and Yearly Schedule

- a) Electrical: Periodical cleaning, maintenance and checking of LT Panel Boards, Sub – Panel DBS, Switch Boards, Light fitting, Fans.
- b) Preventive maintenance of equipments of Pump Houses are to be carried out as per approved schedule. All the maintenance service sheets are to be submitted.
- c) Half yearly maintenance servicing of all pumps are to be carried out by Kirloskar Authorized Service agencies only.
- d) Implementation of Zero Accident Plant at site. Safety Trainings for employees, documentation and periodic safety audits as per requirements of OHSAS 18001.
- e) Earth resistance should be measured for earth pits of pump house and watering the earth pits and submit report for the same.
- f) Submit half yearly & annual report to AIIMS management inclusive of Reduction in breakdowns, Actions for ZERO BREAKDOWNS, Major overhauls, Consumption of spares, Manpower turnover & suggestions, if any.
- g) To carry out all such jobs to ensure proper health of installation and to ensure uninterrupted water supply as per AIIMS requirements.
- h) Colouring of Motor Base, Structures , Electrical Panel etc (Once a Year)

2.23 Fountains: (Operation & Maintenance)

- a) Daily operating of all the fountains within specified time as per instructions of EIC.
- b) Cleaning and water filling of all fountains.
- c) Checking the blockage of pump and nozzle including maintenance of electrical panel for all fountains.
- d) Arresting the minor leakage of water in the pond.

2.24 STP (Hospital & Housing) and Irrigation pumps (Electrical Maintenance only)

- a) Electrical maintenance and rewinding of motors and other works as instructed by EIC.

**Executive Engineer
AIIMS, Bhubaneswar**

Approved Make		
SI No	Description of Items	Make
1	Supply and fitting of 2 HP motor NON CLOG SUBMERSIBLE	Kirloskar
2	Supply and fitting of 3 HP motor NON CLOG SUBMERSIBLE, MS-231S/P	Kirloskar
3	Rewinding of 1 HP Motor CENTRIFUGAL MONO BLOCK, SP-0M	Kirloskar
4	Rewinding of 2 HP Motor NON CLOG SUBMERSIBLE	Kirloskar
5	Rewinding of 3 HP Motor NON CLOG SUBMERSIBLE for drain pump, MS-231S/P	Kirloskar
6	Rewinding of 5 HP Motor Centrifugal Pump, KDS-538+	Kirloskar
7	Rewinding of 5 HP Motor Centrifugal Pump, KDT-568+	Kirloskar
8	Rewinding of 7.5 HP Motor Centrifugal Pump, KDS-830+	Kirloskar
9	Rewinding of 15 HP Motor MONO SET PUMP, KDS 1537+	Kirloskar
10	Rewinding of 20 HP Motor Centrifugal pump, KDT-2070+	Kirloskar
11	Rewinding of 30 HP Motor Centrifugal Pump, KDS-3068+	Kirloskar
12	Rewinding of 1.5 HP Motor Open well mono submersible pump for fountain	Kirloskar
13	Rewinding of 3 HP Motor Open well mono submersible pump for fountain	Kirloskar
14	Rewinding of 5 HP Motor Open well mono submersible pump for fountain	Kirloskar
15	Bearing of 1 HP to 4 HP Motor	Kirloskar
16	Bearing for 5 HP motor	Kirloskar
17	Bearing for 7.5 HP motor	Kirloskar
18	Bearing for 15 HP motor	Kirloskar
19	Bearing for 20 HP motor	Kirloskar
20	Bearing for 30 HP motor	Kirloskar
21	Bush for 1 HP to 4 HP motor	Kirloskar
22	Bush for 5 HP motor	Kirloskar
23	Bush for 7.5 HP motor	Kirloskar
24	Bush for 15 HP motor	Kirloskar
25	Bush for 20 HP motor	Kirloskar
26	Bush for 30 HP motor	Kirloskar
27	Coupling Bush for 1 HP to 4 HP motor	Kirloskar
28	Coupling Bush for 5 HP motor	Kirloskar
29	Coupling Bush for 7.5HP motor	Kirloskar
30	Coupling Bush for 15 HP motor	Kirloskar
31	Coupling Bush for 20 HP motor	Kirloskar
32	Coupling Bush for 30 HP motor	Kirloskar
33	Motor studs for 1 HP to 4 HP	Kirloskar
34	Motor studs for 5 HP	Kirloskar
35	Motor studs for 7.5 HP	Kirloskar
36	Motor studs for 15 HP	Kirloskar
37	Motor studs for 20 HP	Kirloskar
38	Motor studs for 30 HP	Kirloskar

39	GM Impeller for 1 HP to 4 HP motor	Kirloskar
40	GM Impeller for 5 HP motor	Kirloskar
41	GM Impeller for 7.5 HP motor	Kirloskar
42	GM Impeller for 15 HP motor	Kirloskar
43	GM Impeller for 20 HP motor	Kirloskar
44	GM Impeller for 30 HP motor	Kirloskar
45	Cast Iron Impeller for 1 HP to 4 HP motor	Kirloskar
46	Cast Iron Impeller for 5 HP motor	Kirloskar
47	Cast Iron Impeller for 7.5 HP motor	Kirloskar
48	Cast Iron Impeller for 15 HP motor	Kirloskar
49	Cast Iron Impeller for 20 HP motor	Kirloskar
50	Cast Iron Impeller for 30 HP motor	Kirloskar
51	Gasket for 1 HP to 4 HP motor	Kirloskar
52	Gasket for 5 HP motor	Kirloskar
53	Gasket for 7.5 HP motor	Kirloskar
54	Gasket for 15 HP motor	Kirloskar
55	Gasket for 20 HP motor	Kirloskar
56	Gasket for 30 HP motor	Kirloskar
57	Water Seal for 1 HP to 4 HP motor	Kirloskar
58	Water Seal for 5 HP motor	Kirloskar
59	Water Seal for 7.5 HP motor	Kirloskar
60	Water Seal for 15 HP motor	Kirloskar
61	Water Seal for 20 HP motor	Kirloskar
62	Water Seal for 30 HP motor	Kirloskar
63	Coupling for 1HP to 4 HP motor	Kirloskar
64	Coupling for 5 HP motor	Kirloskar
65	Coupling for 7.5 HP motor	Kirloskar
66	Coupling for 15 HP motor	Kirloskar
67	Coupling for 20 HP motor	Kirloskar
68	Coupling for 30 HP motor	Kirloskar
	VALVES AND OTHER ACCESSORIES	
1	200 mm Butter Fly Valve (CI) WHEEL TYPE	Sant/Kirloskar/Zoloto/Kartar
2	150 mm Butter Fly Valve (CI) HANDLE TYPE	Sant/Kirloskar/Zoloto/Kartar
3	125 mm Butter Fly Valve (CI) HANDLE TYPE	Sant/Kirloskar/Zoloto/Kartar
4	100 mm Butter Fly Valve (CI) HANDLE TYPE	Sant/Kirloskar/Zoloto/Kartar
5	65 mm Butter Fly Valve (CI) HANDLE TYPE	Sant/Kirloskar/Zoloto/Kartar
6	50 mm Butter Fly Valve (CI) HANDLE TYPE	Sant/Kirloskar/Zoloto/Kartar
7	40 mm Butter Fly Valve (CI) HANDLE TYPE	Sant/Kirloskar/Zoloto/Kartar

8	150 mm Non-Return Valve DUAL PLATE	ADVANCE / Sant/Kirloskar/Zoloto/Kartar
9	125 mm Non-Return Valve DUAL PLATE	ADVANCE / Sant/Kirloskar/Zoloto/Kartar
10	100 mm Non-Return Valve DUAL PLATE	ADVANCE/Sant/Kirloskar/Zoloto/Kartar
11	65 mm Non-Return Valve DUAL PLATE	ADVANCE / Sant/Kirloskar/Zoloto/Kartar
12	50 mm Non-Return Valve DUAL PLATE	ADVANCE/ Sant/Kirloskar/Zoloto/Kartar
13	100 mm Brass Ball Valve WHEEL TYPE	Sant/Kirloskar/Zoloto/Kartar
14	40 mm Brass full way Valve WHEEL TYPE	Sant/Kirloskar/Zoloto/Kartar
15	80 mm Brass Full Way Valve WHEEL TYPE	Sant/Kirloskar/Zoloto/Kartar
16	65 mm Brass Full Way Valve WHEEL TYPE	Sant/Kirloskar/Zoloto/Kartar
17	50 mm Brass Full Way Valve WHEEL TYPE	Sant/Kirloskar/Zoloto/Kartar
18	25mm brass full way valve WHEEL TYPE	Sant/Kirloskar/Zoloto/Kartar
19	32mm brass full way valve WHEEL TYPE	Sant/Kirloskar/Zoloto/Kartar
20	150mm air valve	Sant/Kirloskar/Zoloto/Kartar
21	200mm sluice valve	Sant/Kirloskar/Zoloto/Kartar
22	150mm sluice valve	Sant/Kirloskar/Zoloto/Kartar
23	100mm sluice valve	Sant/Kirloskar/Zoloto/Kartar
24	200 mm Cast Iron Y-STRAINER	Sant/Kirloskar/Zoloto/Kartar
25	150 mm Cast Iron Y-STRAINER	Sant/Kirloskar/Zoloto/Kartar
26	125 mm Cast Iron Y-STRAINER	Sant/Kirloskar/Zoloto/Kartar
27	100 mm Cast Iron Y-STRAINER	Sant/Kirloskar/Zoloto/Kartar
28	65 mm Cast Iron Y-STRAINER	Sant/Kirloskar/Zoloto/Kartar
29	50 mm brass Y- STRAINER	Sant/Kirloskar/Zoloto/Kartar
Electrical Accessories Details		
1	MCCB (DU-250C, 250A-4P) 250Amp-415V-4P-36KA	L&T or ANY APPROVED MAKE
2	MCCB (DU100D) 63A-415V-3P	L&T or ANY APPROVED MAKE

3	MCCB (DU125D) 125A-4P-36KA	L&T or ANY APPROVED MAKE
4	MCCB (DN0100C) 50A-415V-3P	L&T or ANY APPROVED MAKE
5	MCCB (DN0100C) 100A-3P	L&T or ANY APPROVED MAKE
6	MCCB (DN0100C) 63A-3P	L&T or ANY APPROVED MAKE
7	MCCB (DU-100D) 100A-3P	L&T or ANY APPROVED MAKE
8	Single Pole MCB (6A-10A)	SIEMENS/L&T/Schneider
9	MCB (C-16-415V-3P)	SIEMENS/L&T/Schneider
10	MCB (C-32-415V-3P)	SIEMENS/L&T/Schneider
11	Contactor (MNX-40) 40A-3P-600V	L&T or ANY APPROVED MAKE
12	Contactor (MNX-50) 50A-3P-600V	L&T or ANY APPROVED MAKE
13	Contactor (MNX-25) 25A-415V-3P	L&T or ANY APPROVED MAKE
14	Contactor (MNX-18) 18A-415V-4P	L&T or ANY APPROVED MAKE
15	Contactor (MNX-9) 9A-415V-3P	L&T or ANY APPROVED MAKE
16	Contactor (MNX-32) 32A-415V-3P	L&T or ANY APPROVED MAKE
17	Contactor (AX-09) 22A-330-440V	L&T or ANY APPROVED MAKE
18	Contactor (MNX-12) 12A-415V-3P	L&T or ANY APPROVED MAKE
19	Auxiliary Contactor (MNX-A1) 10A-415V, 2NO/2NC	L&T or ANY APPROVED MAKE
20	Auxiliary Contactor (MNX-A2) 10A-415V, 1NO/1NC	L&T or ANY APPROVED MAKE
21	Auxiliary Contactor (MX0) 16A NC	L&T or ANY APPROVED MAKE
22	Over Load Relay (32A) MN-2, 32A-500V-50HZ	L&T or ANY APPROVED MAKE
23	Over Load Relay (80A) MN-5	L&T or ANY APPROVED MAKE
24	Over Load Relay (50A) MN-2	L&T or ANY APPROVED MAKE
25	Over Load Relay (63A) MN-2, 63A-415V-3P	L&T or ANY APPROVED MAKE
26	Phase Control Relay (SM251) 3P-440V(5Amp, 240V)	L&T/ PARAGON
27	Under Voltage Relay (600V AC-6-10A)	L&T or ANY APPROVED MAKE
28	Start Push button Switch (6A-225V-800V) CAT-NO/HC61A2	L&T/ ESBEE
29	Start Push button Switch (Auxiliary NO) 415V AC 15A	L&T/TRIPHNE
30	Stop Push button Switch (Auxiliary NC) CAT-NO/HC61B2, 6A-230V-500V	L&T/ ESBEE
31	Stop Push button Switch (15A-415V AC) Auxiliary NC	SHI/L&T

32	Electronic- Timer- Series MICON-225-Star-Delta (2ASD TO), 24-240V AC/DC-50/60HZ- Time 3s-120s	GIC/L&T
33	Electronic- Timer- Series, MICON-225 (2A-5D-T5), 24-240VAC	GIC/L&T
34	Timer H3DKZ-F, 24-240V AC/DC 250V AC-30V DC-SA-250V	L&T/ORMAN,
35	Auto- Manual Selector Switch (2P-4way) S6-61026 B-13 TDYR, 21A-440V-2 Pole 4 Way	L&T or ANY APPROVED MAKE
36	Auto- Manual Selector Switch (2P-4A) S6-1026-B13-TDYR, 2 Pole 4 Amp	SAIZER/L&T
37	Selector switch S61025-B13-TDYR, 3 Pole 4 Way.	L&T or ANY APPROVED MAKE
38	PUMP-1/ PUMP-2 Selector Switch S61020-B13-TDYR, 21A-440V-1 Pole 4 Way	L&T or ANY APPROVED MAKE
39	Indication lamp 240V-AC	L&T or ANY APPROVED MAKE
40	Amp meter (0-15A AC)	AE or ANY APPROVED MAKE
41	Amp meter (0-20A AC)	AE or ANY APPROVED MAKE
42	Amp meter (0-60A AC)	AE or ANY APPROVED MAKE
43	Amp meter 3" (0-100A AC)	AE or ANY APPROVED MAKE
44	Volt Meter 4", (0-600V AC)	AE or ANY APPROVED MAKE
45	Volt Meter and Amp meter 4", 0-600V,20A	AE or ANY APPROVED MAKE
46	Digital Volt Meter 0-600V	L&T or ANY APPROVED MAKE
47	Digital Amp Meter 0-100A	L&T or ANY APPROVED MAKE
48	CT VA-5/CLASS-5 30/5 50HZ	KAPPA-Electronic or Equivalent
49	CT VA-5/CLASS-5 250/5 50HZ	KAPPA-Electronic or Equivalent
50	CT VA-5/CLASS-563/5 50HZ	KAPPA-Electronic or Equivalent
51	Catridge Fuse, HD-20H, 20A-415V 1Pole	L&T or ANY APPROVED MAKE

Annexure- IV**Technical Bid (Eligibility Criteria)**

The scanned copies of the following documents are to be uploaded on e-Tendering Portal in the following format.

Sl. No.	Details/ Particulars	Uploaded (Yes/No)	Page No.
(A)	Demand Draft of any scheduled Bank against EMD in favour of AIIMS, Bhubaneswar.		
(B)	Appendix `A to C' duly filled in and signed with stamp (Pages 11& 12ref.)		
(C)	Certificates of Work Experience & Completion Certificate of Similar Work from Client not below the Rank of Executive Engineer or equivalent, as mentioned in Ser. No. - 4, Page No. - 8 refer under Eligibility Criteria		
(D)	Certificate of Registration for GST and acknowledgement, up to date filed return if required		
(E)	Attested Copies of PAN No.		
(F)	Copies of Balance Sheets & Profit loss statement (Last 3 years)		
(G)	Copy of Affidavit. (As per page no 24)		
(H)	Copies of ESI Registration		
(I)	Copies of EPF Registration.		
(J)	Copy of IT Returns (last 3 years)		
(K)	Declarations to be given by the Tenderer(s) (as per Page 06).		
(L)	Each page of the e-tender documents should be duly signed with seal otherwise the bid shall become invalid		
(M)	Copies of Contractor's Valid Electrical License (MV or above).		
(N)	Copy of valid MSME firms registered in NSIC Under PP policy for exempted payment of EMD		

AFFIDAVIT

(To be submitted on Rs. 10/- Indian Non-Judicial Stamp Paper)

I/We hereby certify that, the above firm has not been ever blacklisted by any Central/State Government/Public Undertaking/Institute on any account.

I/We also certify that, Firm will supply the item(s) as per the specification given by Institution and also abide all the Terms & Conditions stipulated in Tender.

I/We also certify that, the information given in Bid is true and correct in all aspects and in any case at a later date, it is found that any details provided are false and incorrect, any contract given to the concerned firm or participation may be summarily terminated at any state, the firm will be blacklisted and Institute may impose any action as per e-Tender Rules.

"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 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".

Business Address: -

Name:

(Signature of Bidder with Firm's Seal)

Place: _____

Dated: _____

FORM OF PERFORMANCE SECURITY (BANK GUARANTEE)

1. In consideration of the Executive Director, AIIMS, Bhubaneswar (hereinafter called "the Government") having offered to accept the terms and conditions of the proposed agreement between and (hereinafter called "the said Contractor(s)") for the work (hereinafter called "the said agreement}") having agreed to production of an irrevocable Bank Guarantee for Rs. (Rupees only) as a security/ guarantee from the contractor(s) for compliance of his obligation in accordance with the terms and conditions in the said agreement.

I/We (hereinafter referred to as Bank) hereby (Indicate the name of the Bank) undertake to pay to the Government an amount not exceeding Rs. _____ (Rupees _____ only) on demand by Government .

2. I/We do hereby undertake to pay the (Indicate the name of the Bank) amount due and payable under this Guarantee without any demur, merely on a demand from the Government stating that the amount claimed is required to meet the recoveries due or likely to be due from the said contractor(s). Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the bank under this Guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs. _____ (Rupees _____ only).

3. I/We the said bank undertake to pay to the Government any money so demanded not withstanding any dispute or disputes raised by the contractor (s) in any suit or proceeding pending before any court or Tribunal relating thereto, our liability under this present being absolute and unequivocal.

4. The payment so made by us under this bond shall be valid discharge of our liability for payment there under and the contractor (s) shall have no claim against us for making such payment.

5. I/ We further agree that the guarantee herein contained (Indicate the name of Bank) shall remain in full force and effect during the period that would be taken for the performance of the said agreement and it shall continue to be enforceable till all the dues of the Government under or by virtue of the said agreement have been fully paid, and its claims satisfied or discharged, or till Engineer-in- charge on behalf of the Government, certifies that the terms and conditions of the said Agreement have been fully and properly carried out by the said contractor (s) accordingly discharges this guarantee.

6. I/We further agree with the Government that the (Indicate the name of Bank) Government shall have the fullest liberty without our consent, and without affecting in any manner our obligations hereunder, to vary any of the terms and conditions of the said agreement or to extend time of performance by the said contractor(s) from time to time or to postpone for any time or from time to time any of the powers exercisable by the Government against the said contractor (s) and to forebear or enforce any of the terms and conditions relating to the said agreement & we shall not be relieved from our liability by reasons of any such variation or extension being granted to the said contractor (s) or for any forbearance, act of omission on that part of the Government or any indulgence by the Government to the said contractor (s) or by any such matter or thing whatsoever which under the law relating to sureties would , but for this provision, have effect of so relieving us.

7. The guarantee will not be discharged due to the change in the constitution of the Bank or the contractor (s). We lastly undertake not to revoke this (Indicate the name of Bank) guarantee except with the previous consent of the Government in writing.

8. This Guarantee shall valid up to _____ unless extended on demand by Government, not withstanding anything mentioned above, our liability against this Guarantee is restricted to Rs. _____ (Rupees _____ only) and unless a claim in writing is lodged with us within six months of the date of expiry or the extended date of expiry of this Guarantee all our liabilities under the Guarantee shall stand discharged.

Dated the _____ day of _____ for _____

Format for Agreement
(To be made on Rs 100/- Judicial Stamp Paper)

This Agreement is made at.....on this.....day of.....2021.

BETWEEN

Executive Director, AIIMS, Bhubaneswar represented through Executive Engineer (Electrical), AIIMS, BHUBANESWAR,, (Hereinafter referred as the) (Address) **"Principal/Owner"**, which expression shall unless repugnant to the meaning or context hereof include its success or sand permitted as signs)

AND

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

Preamble

WHEREAS, the Principal/Owner has floated the Tender (**NIT NO.: AIIMS/BBSR/ENGG/ELECT/06/2022**) (here in after refer red to as **"Tender/Bid"**) and intends to award, under laid down organizational procedure, contract for: **"Annual Operation & Maintenance Contract of Pump Houses and Fountains at Hospital and Housing Complex, AIIMS, Bhubaneswar."** herein after 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 afore said both the parties have agreed to enter to this Agreement (hereinafter referred to as **"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.

The Tendered Value which has been accepted by Competent Authority for **"Annual Operation & Maintenance Contract of Pump Houses and Fountains at Hospital and Housing Complex, AIIMS, Bhubaneswar"** is Rs _____/- (Rupees _____ only).

NOW, THEREFORE, inconsideration 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 commit itself to take all measures necessary to prevent corruption and to observe the following principles:

(a) 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.

(b) 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 processor the Contract execution.

(c) The Principal/Owner shall endeavor 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 (P C 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 standard and makes, 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) commit 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 what so ever 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/PC 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 practice **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 be fall 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 before vigor for a limited period as decided by the Principal/Owner.**

2. **Forfeiture of 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 Contractor 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 Performance Guarantee and Security Deposit of the Bidder/Contractor.

3. **Criminal Liability:** If the Principal/Owner obtains knowledge of conduct of 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 05 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 processor 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/Sub-contractors.

1. The Bidder(s)/Contractor(s) undertake(s) to demand from all sub-contractors a commitment in conformity with this 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 in to 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.

1. This Pact begins when both the parties have legally sign edit. It expires for the Contractor/Vendor 12 months after the completion of work under the contractor till the continuation of defect liability period, whichever is more and for all other bidders, till the Contract has been awarded.

2. 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, AIIMS, Bhubaneswar.
3. The Agreement will take effect from the _____ day of _____ month of 20__ and shall be valid for _____ (_____) year(s) and extendable for another _____ (_____) year(s) on mutually agreeable with same term & conditions of original contract subject to satisfactory performance.

Article - 7: Term & Conditions of Payment

- a. The running payment for the work done shall be released bi-monthly by AIIMS. Bhubaneswar only after salary payment to all workers & submitting the proof of disbursement and deducting the applicable PE, ESIC challan copy.
- b. Security Deposit 2.5% will be deducted from the running bills. which shall be released after six months from the date of completion of work, without any interest thereupon.
- c. The Income Tax as application shall be deducted from the bills unless exempted by the Income Tax Department.
- d. **Final bill Payment:** The agency shall submit final bill along with all the documents related with PF. ESIC to AIIMS. Bhubaneswar in addition to all maintenance schedule registers. documents etc. related to the work. The agency also formally handover the list of equipment's in good Working condition. without any damage as handed over to them by AIIMS. Bhubaneswar.
- f. **Penalty Clause:**
 - i. If Checklist. log sheets, service report and instruction to the AIIMS. BBSR do not show proper compliance of work to be done by the contractor as per schedule; AIIMS will make suitable deduction from the contractor bill. If the contractor fails to maintain operation and maintenance of services as per contract, in such event AIIMS will deduct actual cost incurred on this work.
 - ii. In case of short deployment as given in the contract AIIMS will make suitable proportionate deduction from the bill on the basis of minimum wages as claimed for respective category of technical manpower as applicable.
 - iii. For noncompliance or partial complaisance of satisfactory execution of items. the Engineer-In-Charge has right levy compensation with the scale of non-conformity and period for which non-conformity continues as per GCC CPWD-2020. However, the total amount of this compensation for the whole contract shall not exceed 10% of the tender value. This shall be without prejudice to other remedies available to Engineer-in-Charge under this contract to action against the contractor.
 - iv. All melba/rubbish/waste, garbage etc generated due to any operation and maintenance work, work. the same shall be disposed off by the contractor to the authorized municipal dumping ground and nothing extra shall paid on this account. In case of non-removal/disposal in the specified period, a compensation of 1000/-(Rupee One Thousand only) per day shall be recovered from the contractor.

Article - 8: Other Provisions.

1. This Pact is subject to Indian Law, place of performance and jurisdiction is the **Bhubaneswar** of the Principal/Owner, who has floated the Tender.
2. Changes and supplements need to be made in writing. Side agreements have not been unmade.
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 turnout 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 intensions.
5. It is agreed term and condition that any dispute or difference arising between the parties with regard to the terms of this Agreement/Pact, any action taken by the Owner/Principal in accordance with this **Agreement/Pact or interpretation thereof shall not be subject to arbitration.**

Article - 9: 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 Pact.

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

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

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

WITNESSES:

.....
(Signature, Name and address)

.....
(Signature, Name and address)

Dated :

Dated :

Place : Bhubaneswar

Place : Bhubaneswar

PROFORMA OF SCHEDULES

<u>SCHEDULE 'A'</u> Schedule of Quantities	Schedule of Quantities for the work – Page No 41 to 49
<u>SCHEDULE 'D'</u> Extra Schedule for specific Requirements/ document for the work, if any:	Not Applicable
<u>SCHEDULE 'E'</u> Reference to General conditions of Contract:	General Conditions of Contract-2020 Maintenance Works modified and amended up to the last date of received of tender.
Name of Work:	Operation & Comprehensive Maintenance Contract of Pump Houses and Fountains at Hospital and Housing Complex, AIIMS, Bhubaneswar for year 2022-23
Estimated Cost of Work	₹ 51,11,723.00
Earnest Money	₹ 1,02,300.00
Performance Guarantee	03% of Tendered Value
Security Deposit	2.5% of Final Value
<u>SCHEDULE 'F'</u> General Rules & Directions	
Officer Inviting Tender	Executive Engineer (Elect), AIIMS, Bhubaneswar
Maximum percentage for quantity of items of work to be executed beyond which rates are to be determined: in accordance with Clause -12.2 &12.3	50%
Definitions:	
Engineer-in-Charge	Superintending Engineer, AIIMS Bhubaneswar
Accepting Authority	Executive Director, AIIMS Bhubaneswar
Percentage on cost of materials and labour to cover all over heads and profit	15%
Standard Schedule of Rates	Central Public Works Department Schedule of Rates 2018 at Delhi with up to date correction slips. Market Rates for non DSR Items
Department:	
Standard AIIMS Contract Form	General Conditions of Contract-2020 Maintenance Works, CPWD Form 7 as amended up to last date of received of tender.
Clause 1	
(i) Time allowed for submission of Performance guarantee, Program Chart (Time & Progress) and applicable Labour Licenses, Registration with EPFO, ESIC & BOCW Welfare Board or proof of applying thereof from the date of issue of letter of acceptance	07 Days
(ii) Maximum allowable Extension with late fee @ 0.1% per day of 01 to 15 days Performance guarantee amount beyond the period provided in (i) above.	01 to 15 days
Clause –2. Authority for fixing compensation under Clause 2	Executive Director, AIIMS, Bhubaneswar
Clause –2.	Not Applicable

Whether Clause 2A Shall be applicable	
Clause-5 Duration of the Contract	1 Year and extendable up to another 1 year (after issue of work order).
Number of days from the date of issue of letter of acceptance for reckoning date of start	07 Days
Authority to decide fair & reasonable extension of time for completion of work	Superintending Engineer, AIIMS Bhubaneswar
Clause – 6A. Whether Clause 6A shall be applicable	Not Applicable
Clause – 16. Competent Authority for deciding reduced rates	Superintending Engineer, AIIMS Bhubaneswar
Clause – 25. Settlement of dispute & Arbitration	Executive Director, AIIMS, Bhubaneswar

Annexure-VI

Financial Bid (Schedule of Quantities)

NIT No: AIIMS/BBSR/ENGG/ELECT/06/2022

Name of the Work: Annual Operation & Maintenance Contract of Pump Houses and Fountains at Hospital and Housing Complex, AIIMS, Bhubaneswar							
Sl. No	Description of Items	No. of person	Period cover (Months)	Unit	Rate per Unit per person	Amount	
PART-'A'- Manpower Component.							
1	Providing operation & maintenance of pump houses & fountains at hospital & housing complex, round the year complete with required skilled/ licensed manpower (wherever applicable) and supervisor and including tools and tackles and training etc. as required. (in all day i/c holidays complete as required, ie. in three shifts daily, each shift/daily of 8 hours) with the following technical manpower deployed.						
(i)	Supervisor (1 no. in General Shift only including Saturday, Sunday & Holiday). Category: Highly-Skilled. Minimum qualification: B.E/ Diploma in Electrical/ Mechanical Engineering with minimum 3 to 5 years' experience in Operation and Maintenance of Pump House Equipments, STP and ETP with Electrical supervisor competency licence (M.V or above) from any Chief Electrical Inspector of state/Central Govt.	1	12	months	27,833.00	333996.00	MR
(ii)	Mechanic- cum-Operator(2 Nos in each shift, Total=6 Nos) Category: Skilled. Minimum qualification: ITI / Trade Certificate in Electrician/Fitter/Plumber Trade from NCVT/SCVT with minimum 2 to 3 years' experience in Operation and Maintenance of Pump House Equipments, STP and ETP. In each shift there must be one Electrician having above mentioned qualification with electrical lineman/Wireman permit (MV or above) from any Chief Electrical Inspector of State/Central Govt.	6	12	months	25,552.00	1839744.00	MR
(iii)	Helper (1 no. in General Shift and 1 no. in 'B-Shift', Total 2 Nos.) Category: Semi skilled Minimum qualification: ITI or Trade Certificate in concern trade (Electrician, fitter) from NCVT/SCVT.	2	12	months	22,099.00	530376.00	MR
Total Manpower Rate (Part A)					27,04,116.00		

PART-'B'- Material & Maintenance Component						
Sl. No	Description of Items	Quantity	Unit	Rate per Unit	Amount	
2	Non-comprehensive & Consumable items for operation and Maintenance Contract of Pump Houses and Fountains at Hospital and Housing Complex. (included 4 periodical service visit of pump motor set by OEM), as per Annexure-II . (The payment will be made as per the bill submission by the agency after execution of the actual work)	12	months	8000.00	96000.00	MR
Supply & Rewinding of 1 HP to 30 HP motor and pump spare parts						
3	Supply of Kirloskar make Sewage Submersible Pump, Model: 1500CW, 1.5KW/2HP, Three Phase, Head Range :8mtr- 16mtr, Discharge Range: 375lpm – 120lpm, Delivery size : 50mm	1	Nos	43383.00	43383.00	MR
4	Supply of Borewell Submersible Pump, 2 HP, Single Phase, 4", 240' head, Kirloskar make	1	Nos	34791.00	34791.00	MR
5	Rewinding of 1.5 HP Motor Make: Kirloskar, Open well mono submersible pump for fountain	7	Nos	4226.00	29582.00	MR
6	Rewinding of 2 HP Motor Make: Kirloskar, NON CLOG SUBMERSIBLE	4	Nos	7043.00	28172.00	MR
7	Rewinding of 3 HP Motor Make: Kirloskar, NON CLOG SUBMERSIBLE for drain pump, MS-231S/P	5	Nos.	7043.00	35215.00	MR
8	Rewinding of 5 HP Motor Make: Kirloskar, Centrifugal Pump, KDS-	3	Nos	10564.00	31692.00	MR
9	Rewinding of 5 HP Motor Make: Kirloskar, Centrifugal Pump, KDT-	2	Nos	10564.00	21128.00	MR
10	Rewinding of 7.5 HP Motor Make: Kirloskar, Centrifugal Pump, KDS-	2	Nos	14086.00	28172.00	MR
11	Rewinding of 15 HP Motor Make: Kirloskar, MONO SET PUMP , KDS	3	Nos	25354.00	76062.00	MR
12	Rewinding of 20 HP Motor Make: Kirloskar, Centrifugal pump, KDT-	4	Nos	28171.00	112684.00	MR
13	Rewinding of 30 HP Motor Make: Kirloskar, Centrifugal Pump ,KDS-	2	Nos	35214.00	70428.00	MR
14	Bearing of 1 HP to 4 HP Motor Make: Kirloskar	10	Nos	1409.00	14090.00	MR
15	Bearing for 5 HP motor Make: Kirloskar	5	Nos	3521.00	17605.00	MR
16	Bearing for 7.5 HP motor Make: Kirloskar	2	Nos	7043.00	14086.00	MR
17	Bearing for 15 HP motor Make: Kirloskar	4	Nos	10564.00	42256.00	MR
18	Bearing for 20 HP motor Make: Kirloskar	5	Nos	10564.00	52820.00	MR
19	Bearing for 30 HP motor Make: Kirloskar	3	Nos	14086.00	42258.00	MR

20	Bush for 1 HP to 4 HP motor Make: Kirloskar	5	Nos	1409.00	7045.00	MR
21	Bush for 5 HP motor Make: Kirloskar	2	Nos	2817.00	5634.00	MR
22	Bush for 7.5 HP motor Make: Kirloskar	2	Nos	4226.00	8452.00	MR
23	Bush for 15 HP motor Make: Kirloskar	3	Nos	7043.00	21129.00	MR
24	Bush for 20 HP motor Make: Kirloskar	4	Nos	9860.00	39440.00	MR
25	Bush for 30 HP motor Make: Kirloskar	2	Nos	11268.00	22536.00	MR
26	Coupling Bush for 1 HP to 4 HP motor Make: Kirloskar	5	Nos	3521.00	17605.00	MR
27	Coupling Bush for 5 HP motor Make: Kirloskar	2	Nos	4226.00	8452.00	MR
28	Coupling Bush for 7.5HP motor Make: Kirloskar	2	Nos	7043.00	14086.00	MR
29	Coupling Bush for 15 HP motor Make: Kirloskar	3	Nos	9860.00	29580.00	MR
30	Coupling Bush for 20 HP motor Make: Kirloskar	4	Nos	12677.00	50708.00	MR
31	Coupling Bush for 30 HP motor Make: Kirloskar	2	Nos	21128.00	42256.00	MR
32	GM Impeller for 5 HP motor Make: Kirloskar	1	Nos	21128.00	21128.00	MR
33	GM Impeller for 7.5 HP motor Make: Kirloskar	1	Nos	21128.00	21128.00	MR
34	GM Impeller for 15 HP motor Make: Kirloskar	2	Nos	28171.00	56342.00	MR
35	GM Impeller for 20 HP motor Make: Kirloskar	3	Nos	28171.00	84513.00	MR
36	GM Impeller for 30 HP motor Make: Kirloskar	1	Nos	35214.00	35214.00	MR
37	Pump Casing for 5 HP motor Make: Kirloskar	1	Nos	14086.00	14086.00	MR
38	Pump Casing 7.5 HP motor Make: Kirloskar	1	Nos	21128.00	21128.00	MR
39	Pump Casing for 15 HP motor Make: Kirloskar	1	Nos	28171.00	28171.00	MR
40	Pump Casing for 20 HP motor Make: Kirloskar	1	Nos	35214.00	35214.00	MR
41	Pump Casing for 30 HP motor Make: Kirloskar	1	Nos	42257.00	42257.00	MR
42	Cast Iron Impeller for 1 HP to 4 HP motor Make: Kirloskar	5	Nos	2817.00	14085.00	MR
43	Cast Iron Impeller for 5 HP motor Make: Kirloskar	1	Nos	4226.00	4226.00	MR
44	Cast Iron Impeller for 7.5 HP motor Make: Kirloskar	1	Nos	5634.00	5634.00	MR
45	Cast Iron Impeller for 15 HP motor Make: Kirloskar	2	Nos	10564.00	21128.00	MR
46	Cast Iron Impeller for 20 HP motor Make: Kirloskar	3	Nos	5634.00	16902.00	MR

47	Gasket for 1 HP to 4 HP motor Make: Kirloskar	15	Nos	141.00	2115.00	MR
48	Gasket for 5 HP motor Make: Kirloskar	2	Nos	282.00	564.00	MR
49	Gasket for 7.5 HP motor Make: Kirloskar	4	Nos	282.00	1128.00	MR
50	Gasket for 15 HP motor Make: Kirloskar	8	Nos	282.00	2256.00	MR
51	Gasket for 20 HP motor Make: Kirloskar	10	Nos	423.00	4230.00	MR
52	Gasket for 30 HP motor Make: Kirloskar	4	Nos	423.00	1692.00	MR
53	Water Seal for 1 HP to 4 HP motor Make: Kirloskar	5	Nos	704.00	3520.00	MR
54	Water Seal for 5 HP motor Make: Kirloskar	2	Nos	704.00	1408.00	MR
55	Water Seal for 7.5 HP motor Make: Kirloskar	4	Nos	1690.00	6760.00	MR
56	Water Seal for 15 HP motor Make: Kirloskar	4	Nos	2113.00	8452.00	MR
57	Water Seal for 20 HP motor Make: Kirloskar	4	Nos	2817.00	11268.00	MR
58	Water Seal for 30 HP motor Make: Kirloskar	1	Nos	2817.00	2817.00	MR
59	Coupling for 1HP to 4 HP motor Make: Kirloskar	2	Nos	1972.00	3944.00	MR
60	Coupling for 5 HP motor Make: Kirloskar	1	Nos	2113.00	2113.00	MR
61	Coupling for 7.5 HP motor Make: Kirloskar	1	Nos	2817.00	2817.00	MR
62	Coupling for 15 HP motor Make: Kirloskar	2	Nos	5634.00	11268.00	MR
63	Coupling for 20 HP motor Make: Kirloskar	2	Nos	5634.00	11268.00	MR
64	Coupling for 30 HP motor Make: Kirloskar	2	Nos	7043.00	14086.00	MR
65	Lathe work of shaft/Impeller	5	Nos	14086.00	70430.00	MR
Supply of Valves and Other Accessories						
66	200 mm Butter Fly Valve (CI) Make: SANT/Kirloskar/Zoloto/Kartar, WHEEL TYPE	1	Nos	9422.00	9422.00	MR
67	150 mm Butter Fly Valve (CI) Make: SANT/Kirloskar/Zoloto/Kartar, HANDLE TYPE	1	Nos	4066.00	4066.00	MR
68	125 mm Butter Fly Valve (CI) Make: SANT/Kirloskar/Zoloto/Kartar, HANDLE TYPE	1	Nos	3689.00	3689.00	MR
69	100 mm Butter Fly Valve (CI) Make: SANT/Kirloskar/Zoloto/Kartar, HANDLE TYPE	1	Nos	3055.00	3055.00	MR

70	80 mm Butter Fly Valve (CI) Make: SANT/Kirloskar/Zoloto/Kartar, HANDLE TYPE	1	Nos	2500.00	2500.00	MR
71	65 mm Butter Fly Valve (CI) Make: SANT/Kirloskar/Zoloto/Kartar, HANDLE TYPE	1	Nos	2156.00	2156.00	MR
72	50 mm Butter Fly Valve (CI) Make: SANT/Kirloskar/Zoloto/Kartar, HANDLE TYPE	1	Nos	1892.00	1892.00	MR
73	40 mm Butter Fly Valve (CI) Make: SANT/Kirloskar/Zoloto/Kartar, HANDLE TYPE	1	Nos	859.00	859.00	MR
74	150 mm Non-Return Valve Make: ADVANCE/SANT/Kirloskar/Zoloto/Kar tar, DUAL PLATE	1	Nos	6369.00	6369.00	MR
75	125 mm Non-Return Valve Make: ADVANCE/SANT/Kirloskar/Zoloto/Kar tar, DUAL PLATE	1	Nos	5915.00	5915.00	MR
76	100 mm Non-Return Valve Make: ADVANCE/SANT/Kirloskar/Zoloto/Kar tar, DUAL PLATE	1	Nos	3504.00	3504.00	MR
77	80 mm Non-Return Valve Make: ADVANCE/SANT/Kirloskar/Zoloto/Kar tar, DUAL PLATE	1	Nos	2500.00	2500.00	MR
78	65 mm Non-Return Valve Make: ADVANCE/SANT/Kirloskar/Zoloto/Kar tar, DUAL PLATE	1	Nos	2024.00	2024.00	MR
79	50 mm Non-Return Valve Make: ADVANCE/SANT/Kirloskar/Zoloto/Kar tar, DUAL PLATE	1	Nos	1611.00	1611.00	MR
80	100 mm Brass Ball Valve Make: SANT/Kirloskar/Zoloto/Kartar, WHEEL TYPE	1	Nos	18301.00	18301.00	MR
81	40 mm Brass full way Valve Make: SANT/Kirloskar/Zoloto/Kartar, WHEEL TYPE	3	Nos	2427.00	7281.00	MR
82	80 mm Brass Full Way Valve Make: SANT/Kirloskar/Zoloto/Kartar, WHEEL TYPE	1	Nos	12698.00	12698.00	MR
83	65 mm Brass Full Way Valve Make: SANT/Kirloskar/Zoloto/Kartar, WHEEL TYPE	1	Nos	7234.00	7234.00	MR
84	50 mm Brass Full Way Valve Make: SANT/Kirloskar/Zoloto/Kartar, WHEEL TYPE	1	Nos	3545.00	3545.00	MR
85	25mm brass full way valve Make: SANT/Kirloskar/Zoloto/Kartar, WHEEL TYPE	2	Nos	989.00	1978.00	MR
86	32mm brass full way valve Make: SANT/Kirloskar/Zoloto/Kartar, WHEEL TYPE	2	Nos	1714.00	3428.00	MR
87	150mm air valve Make: SANT/Kirloskar/Zoloto/Kartar,	1	Nos	29932.00	29932.00	MR
88	200mm sluice valve Make: SANT/Kirloskar/Zoloto/Kartar,	1	Nos	35139.00	35139.00	MR

89	150mm sluice valve Make: SANT/Kirloskar/Zoloto/Kartar,	1	Nos	19863.00	19863.00	MR
90	100mm sluice valve Make: SANT/Kirloskar/Zoloto/Kartar,	1	Nos	13271.00	13271.00	MR
91	200 mm Cast Iron Y-STRAINER Make: SANT/Kirloskar/Zoloto/Kartar,	1	Nos	29981.00	29981.00	MR
92	150 mm Cast Iron Y-STRAINER Make: SANT/Kirloskar/Zoloto/Kartar,	1	Nos	14746.00	14746.00	MR
93	125 mm Cast Iron Y-STRAINER Make: SANT/Kirloskar/Zoloto/Kartar,	1	Nos	11923.00	11923.00	MR
94	100 mm Cast Iron Y-STRAINER Make: SANT/Kirloskar/Zoloto/Kartar,	1	Nos	7512.00	7512.00	MR
95	65 mm Cast Iron Y-STRAINER Make: SANT/Kirloskar/Zoloto/Kartar,	1	Nos	4626.00	4626.00	MR
96	50 mm Brass Y-STRAINER Make: SANT/Kirloskar/Zoloto/Kartar,	1	Nos	3640.00	3640.00	MR
Supply of Electrical Accessories Details						
97	MCCB (DU-250C, 250A-4P) Make: L&T, 250Amp-415V-4P-36KA	1	Nos	21875.00	21875.00	MR
98	MCCB (DU100D) Make: L&T, 63A-415V-3P	1	Nos	6282.00	6282.00	MR
99	MCCB (DU125D) Make: L&T, 125A-4P-36KA	1	Nos	7677.00	7677.00	MR
100	MCCB (DN0100C) Make: L&T, 50A-415V-3P	1	Nos	9254.00	9254.00	MR
101	MCCB (DN0100C) Make: L&T, 100A-3P	1	Nos	9860.00	9860.00	MR
102	MCCB (DN0100C) Make: L&T, 63A-3P	1	Nos	9282.00	9282.00	MR
103	MCCB (DU-100D) Make: L&T, 100A-3P	1	Nos	6338.00	6338.00	MR
104	Single Pole MCB (6A-10A) Make: SIEMENS/L&T	5	Nos	308.00	1540.00	MR
105	MCB (C-16-415V-3P) Make: SIEMENS/L&T	1	Nos	1599.00	1599.00	MR
106	MCB (C-32-415V-3P) Make: SIEMENS/L&T	1	Nos	1599.00	1599.00	MR
107	Contactor (MNX-40) Make: L&T, 40A-3P-600V	2	Nos	6029.00	12058.00	MR
108	Contactor (MNX-50) Make: L&T, 50A-3P-600V	1	Nos	7712.00	7712.00	MR
109	Contactor (MNX-25) Make: L&T, 25A-415V-3P	1	Nos	1740.00	1740.00	MR
110	Contactor (MNX-18) Make: L&T, 18A-415V-4P	1	Nos	1558.00	1558.00	MR
111	Contactor (MNX-9) Make: L&T, 9A-415V-3P	1	Nos	1140.00	1140.00	MR
112	Contactor (MNX-32) Make: L&T, 32A-415V-3P	1	Nos	2183.00	2183.00	MR
113	Contactor (AX-09) Make: L&T/ABB, 22A-330-440V	1	Nos	1761.00	1761.00	MR
114	Contactor (MNX-12) Make: L&T, 12A-415V-3P	1	Nos	1313.00	1313.00	MR

115	Auxiliary Contactor (MNX-A1) Make: L&T, 10A-415V, 2NO/2NC	1	Nos	1056.00	1056.00	MR
116	Auxiliary Contactor (MNX-A2) Make: L&T, 10A-415V, 1NO/1NC	1	Nos	1690.00	1690.00	MR
117	Auxiliary Contactor (MX0) Make: L&T, 16A NC	1	Nos	1665.00	1665.00	MR
118	Over Load Relay (32A) Make: L&T MN-2, 32A-500V-50HZ	1	Nos	3169.00	3169.00	MR
119	Over Load Relay (80A) Make: L&T, MN-5	1	Nos	6338.00	6338.00	MR
120	Over Load Relay (50A) Make: L&T, MN-2	1	Nos	3337.00	3337.00	MR
121	Over Load Relay (63A) Make: L&T, MN-2, 63A-415V-3P	1	Nos	3337.00	3337.00	MR
122	Phase Control Relay (SM251) Make: L&T, 3P-440V(5Amp, 240V)	2	Nos	1718.00	3436.00	MR
123	Under Voltage Relay (600V AC-6-10A) Make: L&T	1	Nos	2071.00	2071.00	MR
124	Start Push button Switch (6A-225V-800V) Make: ESBEE, CAT-NO/HC61A2	5	Nos	145.00	725.00	MR
125	Start Push button Switch (Auxiliary NO) Make: L&T /TRIPHNE, 415V AC 15A	5	Nos	110.00	550.00	MR
126	Stop Push button Switch (Auxiliary NC) Make: ESBEE, CAT-NO/HC61B2, 6A-230V-	5	Nos	110.00	550.00	MR
127	Stop Push button Switch (15A-415V AC) Make: SHI/L&T, Auxiliary NC	5	Nos	179.00	895.00	MR
128	Electronic- Timer- Series MICON-225-Star-Delta(2ASDTO), Make: GIC/L&T, 24-240V AC/DC-50/60HZ- Time 3s-120s	1	Nos	1707.00	1707.00	MR
129	Electronic- Timer- Series, MICON-225 (2A-5D-T5), Make: GIC/L&T, 24-240VAC	1	Nos	1803.00	1803.00	MR
130	Timer Make: L&T/ORMAN, H3DKZ-F, 24-240V AC/DC 250V AC-30V DC-SA-250V	1	Nos	1897.00	1897.00	MR
131	Auto- Manual Selector Switch (2P-4way) Make: L&T, S6-61026 B-13 TDYR, 21A-440V- 2 Pole 4 Way	5	Nos	742.00	3710.00	MR
132	Auto- Manual Selector Switch (2P-4A) Make: SAIZER/L&T, S6-1026-B13-TDYR, 2 Pole 4 Amp	5	Nos	1127.00	5635.00	MR
133	Selector switch Make: L&T, S61025-B13-TDYR, 3 Pole 4	5	Nos	1209.00	6045.00	MR
134	PUMP-1/ PUMP-2 Selector Switch Make: L&T, S61020-B13-TDYR, 21A-440V-1	5	Nos	766.00	3830.00	MR
135	Indication lamp Make: L&T, 240V-AC	15	Nos	179.00	2685.00	MR
136	Amp meter Make: AE, (0-15A AC)	1	Nos	704.00	704.00	MR
137	Amp meter Make: AE, (0-20A AC)	1	Nos	704.00	704.00	MR

138	Amp meter Make: AE, (0-60A AC)	1	Nos	704.00	704.00	MR
139	Amp meter Make: AE, 3" (0-100A AC)	1	Nos	704.00	704.00	MR
140	Volt Meter Make: AE, 4", (0-600V AC)	1	Nos	704.00	704.00	MR
141	Volt Meter and Amp meter Make: AE, 4", 0-600V,20A	1	Nos	704.00	704.00	MR
142	Digital Volt Meter Make: L&T, 0-600V	1	Nos	1665.00	1665.00	MR
143	Digital Amp Meter Make: L&T, 0-250A	1	Nos	1665.00	1665.00	MR
144	Digital Amp Meter Make: L&T, 0-100A	1	Nos	1665.00	1665.00	MR
145	CT Make: KAPPA-Electronic, VA-5/CLASS-5 30/5 50HZ	1	Nos	704.00	704.00	MR
146	CT Make: KAPPA-Electronic, VA-5/CLASS-5 250/5 50HZ	1	Nos	845.00	845.00	MR
147	CT Make: KAPPA-Electronic, VA-5/CLASS-563/5 50HZ	1	Nos	704.00	704.00	MR
148	IP 68 cable connector 2/3 pole , 2/3 way, 250 V. Make: any ISI make	15	Nos	423.00	6345.00	MR
149	Supply and fitting of Submersible Led Colour Change Light - Wattage - 36Watt (12X3 watt LED);Voltage - 4V / 12V DC;Lens Angle - 25 degree;Type - With Niche; MOC- light : Noryl with SS fasteners,Niche- Nylon ;Cable -1m Included;IP Rating - IP 68.	15	Nos	9156.00	137340.00	MR
150	Repairing and fitting of Submersible Led Colour Change Light - Wattage - 36Watt (12X3 watt LED);Voltage - 4V / 12V DC; Lens Angle - 25 degree; Type - With Niche; MOC- light : Noryl with SS fasteners, Niche- Nylon ;Cable -1m Included; IP Rating - IP 68.	20	Nos	5634.00	112680.00	MR
151	Repairing and fixing of LED control module (12 V 200WT, With Tapping 12, 14, 16, 18. power supply & mother board)	4	Nos	11973.00	47892.00	MR
152	Repairing and fixing of LED control module (12 V 200WT, With Tapping 12, 14, 16, 18. power supply & mother board)	1	Nos	2817.00	2817.00	MR
153	Repairing and fixing of 3 Stage 3/25a/25 Inlet-25mm Outlet-25 (direction adjustable) M.O.C- Brass/Gunmetal	2	Nos	4930.00	9860.00	MR
154	FRLS PVC insulated copper conductor, single core cable, 1x1.5sq. Mm sizes	50	mtrs	18.00	900.00	MR
155	FRLS PVC insulated copper conductor, single core cable, 1x4 sq.mm sizes	50	mtrs	42.00	2100.00	MR
Total Amount Including GST (Part B)					23,11,607.00	

PERFORMA FOR QUOTING RATES

Name of the Work: Annual Operation & Maintenance Contract of Pump Houses and Fountains at Hospital and Housing Complex, AIIMS, Bhubaneswar
NIT No.: AIIMS/BBSR/ENGG/ELECT/06/2022
Estimate Cost Put to tender: Rs 51,11,723.00
Name of the contractor:

Material & Labour Component (Part A & B)

Total Amount (Part A) – Manpower Component		Rs. 27,04,116.00
Percentage above/ at par rate of Part A of the estimated cost		
% in words		
Total Part A amount		
Total Amount (Part B) – Material & Maintenance Component		Rs. 24,07,607.00
Percentage above/ below/at par rate Part B of the estimated cost		
% in words		
Total Part B amount		
Total Amount (Part A + Part B) including GST		

Total Amount in figure (inclusive of GST) = ₹ _____ only.

Note:-

1. 'L1' will be decided on composite basis on total Part 'A' & Part 'B'.
2. **MR = To be read as Market Rate.**
3. The Bidder must submit Financial Bid in On-Line Mode.
4. I/We have gone through the terms & conditions as stipulated in the tender and confirm to accept and abide the same.
5. No other charges would be payable by the Institute
6. Quantity mentioned above is tentative, it may increase or decrease as per site requirement.
7. Contractor has to bring samples as per above-preferred brands only and Engineer-In-Charge shall approve one sample out of the samples brought by the contractor. The contractor has to use material of that approved sample only. No claim in this regard shall be entertained.
8. In case of non-availability of material of approved make, prior approval from Engineer-In-Charge shall be obtained for another make.
9. The requested should be inclusive of GST as applicable
10. The rate quoted by the contractor for the manpower component should be as per the payment of minimum wages act of central Govt. The bid will be not considered if the contractor's quoted price for manpower is less than the rates as per the minimum wages category mentioned by the ministry of labour, Govt. of India.
11. Before deputing the required manpower recommended C.V should be submitted & approved by E.I.C for consideration.

I, the contractor certify that I am filling this template after understanding all the terms of schedule of Quantity of e NIT page no _____.

Name : _____

Business Address : _____

Signature of the Bidder :-

Date : _____

Place : Bhubaneswar

Seal of the Bidder

E-TENDERING INSTRUCTIONS TO BIDDERS

General.

The Special Instructions (for e-Tendering) supplement 'Instruction to Bidders', as given in this Tender Document. Submission of Online Bids is mandatory for this Tender. E-Tendering is a new methodology for conducting Public Procurement in a transparent and secured manner. Suppliers / Vendors will be the biggest beneficiaries of this new system of procurement. For conducting electronic tendering, AIIMS BHUBANESWAR has decided to use the portal www.tenderwizard.com /AIIMSBBBSR through an ASP, M/s. ITI Ltd., Bhubaneswar.

Instructions.

- 1. Tender Bidding Methodology.** Two Stage Online Bidding.
- 2. Broad outline of activities from Bidders prospective:**
 - (a) Procure a Class III Digital Signature Certificate (DSC).
 - (b) Register on the e-Procurement portal www.tenderwizard.com/AIIMSBBBSR.
 - (c) Create Users on the above portal.
 - (d) View Notice Inviting Tender (NIT) on the above portal.
 - (e) Download Official Copy of Tender Documents from the above portal.
 - (f) Seek Clarification to Tender Documents on the above portal. View response to queries of bidders, posted as addendum, by AIIMS, Bhubaneswar.
 - (g) Bid-Submission on the above portal.
 - (h) Attend Public Online Tender Opening Event (TOE) on the above portal - Opening of Technical Part.
 - (j) Post-TOE Clarification on the above portal (Optional) – Respond to AIIMS, Bhubaneswar's Post-TOE queries.
 - (k) Attend Public Online Tender Opening Event (TOE) on the above portal - Opening of Financial Part (Only for Technical Responsive Bidders).

For participating in this tender online, the following instructions are to be read carefully. These instructions are supplemented with more detailed guidelines on the relevant screens of the above portal.

- 3. Digital Certificates.** For integrity of data and authenticity / non-repudiation of electronic records, and to be compliant with IT Act 2000, it is necessary for each user to have a Digital Certificate (DC), also referred to as Digital Signature Certificate (DSC), of Class III, issued by a Certifying Authority (CA) licensed by Controller of Certifying Authorities (CCA) [refer <http://www.cca.gov.in>].
- 4. Registration.** To use the Electronic Tender portal www.tenderwizard.com/AIIMSBBBSR, vendors need to register on the portal. Registration of each organization is to be done by one of its senior persons vis-à-vis Authorized Signatory who will be the main person coordinating for the e-tendering activities. In the above portal terminology, this person will be referred to as the Super User (SU) of that organization. For further details, please visit the website/portal, and follow further instructions as given on the site. Pay Annual Registration Fee as applicable. (Rs 2000+ GST as applicable)

Note. : After successful submission of Registration details and Annual Registration Fee, please contact to the Help desk of the portal to get your registration accepted/ activated.

- (a) The Bidder must ensure that after following above, the status of bid submission must become – “Submitted”.
- (b) Please take due care while scanning the documents so that the size of documents to be uploaded remains minimum. If required, documents may be scanned at lower resolutions say at 150 dpi. However it shall be sole responsibility of bidder that the uploaded documents remain legible.

- (c) It is advised that all the documents to be submitted are kept scanned or converted to PDF format in a separate folder on your computer before starting online submission.
- (d) The Financial part/BOQ may be downloaded and rates may be filled appropriately. This file may also be saved in a folder on your computer. Please don't change the file names & total size of documents (Preferably below 5 MB per document) may be checked.
5. **Bid submission.** The entire bid-submission would be online on the Tender wizard portal i.e. <https://www.tenderwizard.com> /AIIMS, Bhubaneswar.
6. **Broad outline of submissions are as follows:-**
- Submission of Bid Parts (Technical & Financial).
 - Submission of information pertaining to Bid Security/ EMD.
 - Submission of signed copy of Tender Documents/Addendums.

The TECHNICAL PART shall consist of Electronic Form of Technical Main Bid and Bid Annexure. Scanned/Electronic copies of the various documents to be submitted under the Eligibility Conditions, offline submissions, instructions to bidders and documents required establishing compliance to Technical Specifications and Other Terms & Conditions of the tender are to be uploaded.

The FINANCIAL PART shall consist of Electronic Form of Financial Main Bid and Financial Bid Annexure, if any. Scanned copy of duly filled price schedule (Section VII) for both packages are to be uploaded. If required, additional documents in support of taxes, quoted duties etc may also be uploaded.

7. **Tender Processing Fee.** You pay processing fee (0.1% of ECV + GST as applicable (Min. 750/- & Max 7500/- + GST as applicable)) through online (Credit card/ Debit card/ Net Banking), when participating in the e-tender.

8. **Public Online Tender Opening Event (TOE).** The e-Procurement portal offers a unique facility for 'Public Online Tender Opening Event (TOE). Tender Opening Officers as well as authorized representatives of bidders can attend the Public Online Tender Opening Event (TOE) from the comfort of their offices. For this purpose, representatives of bidders (i.e. Supplier organization) duly authorized. Every legal requirement for a transparent and secure 'Public Online Tender Opening Event (TOE)' has been implemented on the portal. As soon as a Bid is decrypted, the salient points of the Bids are simultaneously made available for downloading by all participating bidders. The medium of taking notes during a manual 'Tender Opening Event' is therefore replaced with this superior and convenient form of 'Public Online Tender Opening Event (TOE)'. The portal a unique facility of 'Online Comparison Statement' which is dynamically updated as each online bid is opened. The format of the Statement is based on inputs provided by the Buyer for each Tender. The information in the Comparison Statement is based on the data submitted by the Bidders. A detailed Technical and / or Financial Comparison Statement enhance Transparency. Detailed instructions are given on relevant screens. The portal has a unique facility of a detailed report titled 'Online Tender Opening Event (TOE)' covering all important activities of 'Online Tender Opening Event (TOE)'. This is available to all participating bidders for 'Viewing/Downloading'. There are many more facilities and features on the portal. For a particular tender, the screens viewed by a Supplier will depend upon the options selected by the concerned Buyer.

Important Note. In case of internet related problem at a bidder's end, especially during 'critical events' such as – a short period before bid-submission deadline, during online public tender opening event it is the bidder's responsibility to have backup internet connections. In case there is a problem at the e-procurement / e-auction service-provider's end (in the server, leased line, etc) due to which all the bidders face a problem during critical events, and this is brought to the notice of AIIMS, BBSR by the bidders in time, then AIIMS, Bhubaneswar will promptly reschedule the affected event(s).

9. **Other Instructions.** For further instructions, the vendor should visit the home-page of the portal. The complete help manual is available in the portal for Users intending to Register / First-Time Users, Logged-in users of Supplier organizations. Various links are also provided in the home page.

Important Note. : It is strongly recommended that all authorized users of Supplier organizations should thoroughly peruse the information provided under the relevant links, and take appropriate action. This will prevent hiccups and minimize teething problems during the use of the said portal.

The following 'FOUR KEY INSTRUCTIONS for BIDDERS' must be assiduously adhered to :-

1. Obtain individual Digital Signature Certificate (DSC) well in advance of your first tender submission deadline on the portal.
2. Register your organization on the portal well in advance of your first tender submission deadline on the portal
3. Get your organization's concerned executives trained on the portal well in advance of your first tender submission deadline on the portal
4. Submit your bids well in advance of tender submission deadline on the portal (There could be last minute problems due to internet timeout, breakdown etc).

While the first three instructions mentioned above are especially relevant to first-time users on the portal, the fourth instruction is relevant at all times. Minimum Requirements at Bidders end Computer System with good configuration (Min P IV, 1 GB RAM, Windows XP) Broadband connectivity. Microsoft Internet Explorer 8.0 or above. Digital Certificate(s) Vendors Training Program Necessary training to each and every registered bidder under this portal shall be impacted by the ASP, M/s. ITI, Bhubaneswar, if required, before participation in the online tendering.

For any further assistance, please contact Mr Swadesh Bala (7008064095/ 7377708585), Helpdesk-011-49424365 ITI email ID for mailing communication :- twhelpdesk404@gmail.com/
twhelpdesk680@gmail.com/ twhelpdesk605@gmail.com