



सिद्धिपूर्व प्रस्थानम्
भा. प्र. सं. इन्दौर
IIM INDORE

भारतीय प्रबंध संस्थान इंदौर

INDIAN INSTITUTE OF MANAGEMENT INDORE

Prabandh Shikhar, Rau-Pithampur Road, Indore – 453556 (M.P.), India

Ph. 0731-2439618/619, Email: estateelect@iimidr.ac.in

Tender Notice No. IIMI/Estate/14/2021/90 File No. 324

Date: 10.12.2021

TENDER DOCUMENT FOR ANNUAL MAINTENANCE CONTRACT (AMC)

Tender Notice No.: IIMI/Estate/14/2021/90 File No. 324

Name of Work: “Non-comprehensive Annual Maintenance Contract of automatic hydraulic type Boom Barrier for Gate no.1 at IIM Indore”.

कार्य का नाम : “आई.आई.एम. इंदौर में गेट नंबर -1 पर स्वचालित हाइड्रोलिक टाइप बूम बैरियर का गैर-व्यापक वार्षिक रखरखाव अनुबंध हेतू” ।

Certified that the NIT Document contains 15 pages serially numbered from 1 to 15



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NOTICE INVITING TENDER

IIM Indore invites item rate tender under two bid system (Part-I Technical bid & Part-II Financial bid) for the under mentioned work at IIM Indore from the bidders eligible as per the eligibility criteria mentioned in the tender document. Schedule of item & quantity is attached as annexure -1 to this notice.

The tender is e-published on IIM Indore website under the URL: <http://iimdr.ac.in/tenders/>. Interested parties can download the same and submit by post or hand delivery before the due date & time.

Part “A”: NIT Details:-

1	NIT No.: IIMI/Estate/14/2021/90 File No. 324	
2	Name of Work	Non-comprehensive Annual Maintenance Contract of automatic hydraulic type Boom Barrier for Gate no.1 at IIM Indore”.
3	Estimated Cost Put to Tender	Rs. 63,320 /- (Rupees Sixty-Three Thousand Three Hundred Twenty Only) (Excl. GST)
4	Earnest Money Deposit (Rs.)	Submit Declaration as in given format. (Annexure A) as no EMD required.
5	Duration of AMC period	One year
6	Last date & time of receipt of tender	Up to 03:00 PM on December 17, 2021 in a Sealed cover only addressed to the “Chief Engineer, IIM Indore Prabandh Shikhar, Rau-Pithampur Road Indore- 453556, Madhya Pradesh.”
7	Date & Time of opening of technical bid	December 17, 2021 on 04:00 PM in the Office of the Chief Engineer, Administrative Block, IIM Indore M.P. 453556
8	Date and Time of opening of financial bid of qualified bidders	Will be notified at a later date
9	Performance Guarantee	5% of tendered value on acceptance of bid. (The contractor whose bid is accepted will be required to furnish performance guarantee of 5 % (Five Percent) of the bid amount within Seven days of issue of LOI. The amount of PG will be transfer through NEFT or RTGS on account of IIMI, details are:- Name of beneficiary: Indian Institute of Management Indore. Address : Rau-Pithampur Road, Indore -453556, M.P. Account No. : 53018623445 Name of the Bank: State Bank of India Address of the bank: IIM Indore Campus IFSC Code: SBIN0030525.
11	Release of payment online	After completion of quarterly service & submission of quarterly, bill payment will be credited to your bank account.



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Part “B”: Tender Requirements: -

Criteria of eligibility for submission of bid documents:

In order to fulfil eligibility for acceptance, the following criteria will be followed. Bidders are required to submit relevant verifiable and self-attested documents.

Performance / Work Experience

The bidder must have experience of successfully completed Annual Maintenance Contract of boom barrier (Completion certificate from the client must be submitted). The works completed up to previous day of last date of submission of tenders shall also be considered.

One similar completed work of aggregate cost not less than the amount equal to 50,656/-
OR

Two similar completed works, costing not less than the amount equal to 37,992/-
OR

Three similar completed works costing not less than the amount equal to 25,328/-,

Similar work shall mean: Annual Maintenance Contract of Boom Barrier or Supply Installation Testing and Commissioning of Boom Barrier.

Note: The vender will be disqualified:

- (1) If the vender’s performance is found not “Good” in any job awarded in the past by the Institute.
- (2) If the vender performance in ongoing job also found to be not up to the mark as per email documents available with the Institute or the agency did not carry out the job after award.

TWO BID SYSTEM (TECHNICAL AND FINANCIAL)

The two bid system will be followed for this tender. Bidders are advised to carefully read this tender document before submitting his bid. In this system bidder must submit / upload online at <http://iimidr.ac.in/tenders/>. Xerox copies of requisite documents as given below, along with offer in two cover system.

(A) COVER - I TECHNICAL BID

- (i) IT returns for AY 18-19, 19-20 and 20-21.
- (ii) PAN (Permanent Account Number) of the firms.
- (iii) GST (Goods & Service Tax) Registration Certificate.
- (iv) Certificate of registration of firm/company.
- (v) Bank Account Detail.
- (vi) Details of Technical Manpower available with the firm (Certificate from HR Dept.
- (vii) EMD detail - Declaration is standard format enclosed.
- (viii) Documents as mentioned above in the “Criteria of eligibility for submission of bid documents”.
- (ix) Certificates of work experience (Completion Certificates from client) and other documents least three years shall be submitted.
- (x) The bidder shall sign all papers of the bid / tender documents.



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- (xi) Letter of undertaking regarding acceptance of all the terms and conditions of this on tender document. (Format Given as Annexure - I).

ANNEXURE - I

TENDER SUBMISSION UNDERTAKING

To be printed on the letter head of the Company/Firm

Date:.....

To,

Sub: Acceptance of Terms & Conditions of Tender.

Tender NIT No.

Name of Tender/Work:

Dear Sir,

1. I/We have downloaded/obtained the tender document(s) for the above mentioned „Tender/Work" from the web site(s) namely:.....as per your advertisement, given in the above mentioned website(s).

2. I/We hereby certify that I/We have read the entire terms and conditions of the tender documents from Page No.to(including all documents like annexure(s), schedule(s), etc.), which form part of the contract agreement and I/We shall abide hereby by the terms/conditions/clauses contained therein.

3. The corrigendum(s) issued from time to time by your department/organizations too have also been taken into consideration, while submitting this acceptance letter.

4. I/We hereby unconditionally accept the tender conditions of above-mentioned tender document(s)/corrigendum(s) in its totality/entirety.

5. In case any provisions of this tender are found violated, then your department/organization shall without prejudice to any other right or remedy be at liberty to reject this tender /bid including the forfeiture of the full said earnest money deposit absolutely along with taking action as per other remedies available under law.

6. I hereby certify that the information furnished above is full and correct to the best of my / our knowledge and belief. We understand that in case found any deviation in the above statement at any stage, the company will be black-listed and will not have any deal with the IIM Indore in future. I also certify that the period of validity of this Bid is 365 days from the date of opening of the Financial Bid.

Yours faithfully,

(Signature of the Bidder, with Official Seal)



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(B) COVER - II FINANCIAL BID

Bidder shall quote their rate as per BoQ (Financial Bid at Annexure -III).

Kindly note that the details should be unambiguous and be specified clearly. Any ambiguity in the Bid may result in the rejection of the Bid.

- i) The bid should be strictly as per format prescribed.
- ii) Bids should conform to all the terms mentioned herein.
- iii) Failure to furnish all relevant information as required or submission of bid not substantially responsive to this document in every respect will be at the bidder risk and may result in rejection of the bid.
- iv) No correspondence shall be entertained in case the bid is rejected on this account.
- v) Vendors are advised to study the details carefully. Submission of bid shall deemed to have been done after careful study and examination of the details, as provided hereunder with full understanding of its implications.
- vi) The bidder cannot impose any conditions. All such bids will be rejected at the discretion of IIM Indore.

Both covers should be kept in one main sealed cover super scribed as “NIT No.: IIMI/Estate/14/2021/90 File No. 324, “Non-comprehensive Annual Maintenance Contract of automatic hydraulic type Boom Barrier for Gate no.1 at IIM Indore”.

Part “C” : SUBMISSION OF BIDS

1. The tenderer has to drop the cover sealed in above manner in the Tender Box kept at the “*Estate Department, IIM Indore, Administrative Block, Rau Pithampur Road, Indore -453556 M.P.*” on or before the due date & time positively. The tender shall not be accepted beyond the stipulated date and time under any circumstances whatsoever. Any delay happened in the transition is at the risk of the tenderer and IIM Indore will not be responsible.
2. **Incomplete or unsigned bids shall be rejected.**

Part “D” : OTHER TERMS & CONDITIONS

1. The competent authority on behalf of the Director IIM Indore 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 bidders shall be summarily rejected.
2. Canvassing whether directly or indirectly, in connection with bidders is strictly prohibited and the bids submitted by the contractors who resort to canvassing will be liable for rejection.
3. The competent authority on behalf of the Director, IIM Indore reserves to himself the right of accepting the whole or any part of the bid and the bidders shall be bound to perform the same at the rate quoted.
4. IF ANY INFORMATION FURNISHED by the applicant is found to be incorrect at a later stage, they shall be liable to be debarred from tendering/ taking up works in IIM INDORE.
5. TAXES :



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- (i) This works comes under Works contract. The taxes as applicable shall be deducted from each bill paid to the contractor.
- (ii) Item rate should be without GST, GST shall be paid extra.
- (iii) Labour Welfare cess @ 1 % of gross value of work done shall be recovered from each bill paid to the contractor.
- (iv) Income Tax and cess as applicable shall be deducted from each bill paid to the contractor.
- (v) Contractor should be registered under EPF and as per law, shall pay EPF of contract workers to concerned Department from time to time.
- (vi) Any other taxes/cess as per Government directives shall be deducted from each bill paid to the contractor from time to time.

6. The specifications, Terms & Conditions, other regulations which are not herein mentioned will be guided by relevant CPWD / IS /Other Central Govt./state Govt. norms, OEM standards applicable for IIM Indore & the decision in this regard will be guided by the decision of the respective authority of IIM Indore which shall be final and binding to the contractor.
7. Performance guarantee in the form BG or FDR or DD @ 5% of tendered amount has to be furnished within 7 days of issue of LOI.
8. If called for, originals of the document submitted shall be produced.
9. General condition of contract (GCC) 2020 of CPWD will be applicable to the extent relevant to the job.
10. Any dispute is subject to the jurisdiction of Civil Court Indore.
11. Location: IIM Indore.
12. The Tenderer should in his own interest visit the site and familiarize himself with the site conditions before tendering.
13. No T&P shall be issued by the IIM Indore and nothing extra shall be paid on account of this.
14. Employer reserves the right to alter the mode of selection, accept or reject any or all bids without assigning any reason thereof.
15. Necessary clarification required by the IIM Indore shall have to be furnished by the Tenderer within the time given by the IIM Indore for the same. The Tenderer will have to depute his representative to discuss with the officer(s) of the IIM Indore as and when so desired. In case, in the opinion of the IIM Indore a Tenderer is taking undue long time in furnishing the desired clarifications, his bid will be rejected without making any reference.
16. The Tenderer will have to fill up their rates only in the price bid in BoQ format. Tenders in which the price bids are given in any other format are liable to be rejected.
17. A tenderer will also not be allowed to withdraw or modify any condition at a time after the technical bids have been accepted and the decision to open the price bid has been taken by the IIM Indore.
18. The IIM Indore reserves the right to reject any or all the price bids and call for fresh prices/ tenders as the case may be without assigning any reason.
19. All tools, plants and measuring or weighing equipment shall be arranged by the contractor himself and nothing extra shall be paid to the contractor on this account.
20. All materials, articles and workmanship shall be of respective best quality and kind for the class described in the schedule of quantities and specifications. All materials, so used in different items of work shall be subject to the approval of the Engineer-in-charge.
21. **Terms of Payment:**
 - (a) Quarterly payment after satisfactory of service.
22. **Performance of equipment:**
 - (a) The tender shall guarantee among other things, the following:



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(i) Satisfactory operation & stability during the AMC period.

23. Contractor will ensure proper cleaning of site and hygiene during the work on regular basis.
24. In case of any damage to the property of IIMI / site of work by workers/personnel of contractor, the contractor will be solely responsible and appropriate damage cost along with penalty will be recovered from the contractor's bill/payment/PG etc.
25. The contractor should make his own arrangement to work properly under all climatic conditions without affecting the quality and speed of work. The safety of all the materials used in executing the job will also be the responsibility of the contractor.
26. All legal and other statutory responsibilities regarding securities of materials, labour, payments, accident, insurance and lawsuits during the work will be solely borne by contracting agency and IIM Indore shall not be responsible in any manner whatsoever. The contracting agency will ensure proper and disciplined behavior of the workman. If any damages are caused by the contracting agency to the property to the Institute, the same shall be recovered from contracting agency's bill.
27. Competency of Electrical / mechanical Staff: An accepted norm of good workmanship is required. The related electrical/ mechanical works shall be done by qualified and trained staff having sufficient competency in works.
28. **Contract Duration:** One year.
29. **Compliance with regulations and Indian standards:** All works shall be carried out in accordance with relevant regulation, both statutory and those specified by the Indian Standards related to the works covered by these specifications.
30. **Indemnity:** The successful tenderer/bidder shall at all times indemnify the IIM Indore, consequent on this works contract. The successful tenderer/bidder shall be liable, in accordance with the Indian Law and Regulations for any accident occurring due to any cause and the IIM Indore shall not be responsible for any accident or damage incurred or claims arising there from during the period of erection, construction and putting into operation of AMC under the supervision of the successful tenderer/bidder in so far as the later is responsible. The successful tenderer/bidder shall also provide all insurance including third party insurance as may be necessary to cover the risk. No extra payment would be made to the successful tenderer/bidder due to the above.



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AGREEMENT

THIS AGREEMENT made at Indore on the _____ day of _____ 2021 between Indian Institute of Management Indore Rau- Pithampur Road, Indore (hereinafter called "The IIM INDORE" which expression shall, unless repugnant to the context or meaning thereof, include its administrators, successors and assigns) of the one part

AND _____ (herein after called "The Contractor" which expression shall, unless repugnant to the context or meaning thereof, include its successors and permitted assigns) of the other part.

WHEREAS

The IIM INDORE is desirous of carrying out the "NIT No. IIMI/Estate/14/2021/90, File No. 324 for the work of "Non-comprehensive Annual Maintenance Contract of automatic hydraulic type Boom Barrier for Gate no.1 at IIM Indore".

The Works are to be executed as per the schedules mentioned in tender document.

The Contractor has agreed to execute the said works subject to the provisions hereinafter contained and subject also to General Conditions of Contract, Special conditions of contract, Safety Code, Model Rules for the protection of health and Sanitary arrangements for workers.

NOW IT IS HEREBY AGREED AS FOLLOWS: -

1. In consideration of the said tendered amount to be paid by The IIM INDORE to the Contractor at the time and in the manner set forth in the said tender conditions and in accordance with the Schedule of Payments to execute and complete the work.
2. The said tender conditions, scope of work and the annexures hereto shall be read and considered as forming part of this contract and the parties hereto shall respectfully abide by the said conditions and perform the agreement on their part respectively contained in the said conditions.
3. This contract is a item rate Contract and to be carried out and to be paid for according to the Schedule of Payments at the rates contained in the Schedule of Quantities.
4. The contract herein contained shall comprise not only the works mentioned above but all subsidiary works connected therewith within the same site as may be ordered to be done from time to time by the said Engineer In charge for the time being.
5. All payments by the IIM INDORE under this contract shall be made only at Indore.
6. All disputes arising out of or in any way connected with this contract shall be deemed to have arisen at Indore and courts in Indore only shall have jurisdiction to determine the same.
7. That the contract and several parts of this contract have been read by the contractor and fully understood by him. The contractor shall not be entitled for payment beyond tendered quantities unless ordered



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specifically by written instructions of Director IIM INDORE.

8. This contract shall be signed in duplicate, the original whereof shall be kept in the custody of the IIM INDORE, and the duplicate with the Contractor.

IN WITNESS WHEREOF the IIM INDORE has set his hands hereunto and two duplicates hereof through his duly authorized official and the Contractor has caused these presents and two duplicates hereof under his common seal by his duly authorized representative at the place and on the date month and year first herein above written.

SIGNED, SEALED AND DELIVERED by IIM INDORE, by the hand of

Signature:
Name:
Designation:

IN THE PRESENCE OF

- (1) Signature:
Name:
Address:
(2) Signature:
Name:
Address:

SIGNED, SEALED AND DELIVERED BY the Contractor M/s. _____.

Signature:
Name:
Designation:

IN THE PRESENCE OF

- (1) Signature:
Name:
Address:
(2) Signature:
Name:
Address:



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PERFORMANCE GUARANTEE

Performa of Bank Guarantee to be furnished in lieu of Security Deposit as Performance Guarantee (To be submitted on non-judicial stamp paper of appropriate value purchased in the name of the issuing Bank)

In consideration of the Director, IIM Indore (hereinafter called “The IIM Indore”) 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 obligations in accordance with the terms and conditions in the said agreement.

1. We, (hereinafter referred to as “the Bank”) hereby undertake to pay to the IIM Indore an amount not exceeding Rs. (Rupees.....)
2. We,(indicate the name of the Bank) do hereby undertake to pay the amounts due and payable under this guarantee without any demure, merely on a demand from the IIM Indore stating that the amount claimed as 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. (Rupeesonly)
3. We, the said bank further undertake to pay the IIM Indore any money so demanded notwithstanding 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. The payment so made by us under this bond shall be a valid discharge of our liability for payment thereunder and the Contractor(s) shall have no claim against us for making such payment.
4. We, (indicate the name of the Bank) further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said agreement and that it shall continue to be enforceable till all the dues of the IIM Indore 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 IIM Indore certified that the terms and conditions of the said agreement have been fully and properly carried out by the said Contractor(s) and accordingly discharges this guarantee.
5. We, (indicate the name of the Bank) further agree with the IIM Indore that the IIM Indore shall have the fullest liberty without our consent and without affecting in any manner our obligation 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 IIM Indore against the said contractor(s) and to forbear or enforce any of the terms and conditions relating to the said agreement and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the said Contractor(s) or for any forbearance, act of omission on the part of the IIM Indore or any indulgence by the IIM Indore 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.
6. This guarantee will not be discharged due to the change in the constitution of the Bank or the Contractor(s).
7. We, (indicate the name of the Bank) lastly undertake not to revoke this guarantee except with the previous consent of the IIM Indore in writing.



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8. This guarantee shall be valid up tounless extended on demand by the IIM Indore. Notwithstanding anything mentioned above, our liability against this guarantee is restricted to Rs. (Rupees) 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 this guarantee shall stand discharged. Dated theday offor.....(indicate the name of the Bank).

SIGNED AND DELIVERED

For and on behalf of

For and on behalf of above-named Bank

(Banker's Name and Seal)



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Annexure-II

DECLARATION FOR EARNEST MONEY DEPOSIT (EMD)

To be printed on the letter head of the Company/Firm

Bid Securing Declaration for Earnest Money Deposit (EMD)
(Ref Rule 4.11 of Manual for procurement of works 2019)

I/we.....Son/daughter of, residing at (address for communication) in the capacity of.....(Proprietor/Partner/Director) On behalf of (Name of the Company/Firm) declares that I/we will not withdraw or modify the Bids during the period of validity, If the contract is awarded to us, we will sign the contract and submit the Performance Security before the deadline defined in the Letter of Intent (LOI), in case of failure to do so, I/we will be suspended for the two years.

Signature of the authorized signatory:

Name of the signatory:

Date:

SCOPE OF WORK

1. Scope under the maintenance: -
 - (a) Maintenance & service of all Boom Barrier system - the maintenance agency (Contractor / firm) shall be solely responsible to keep the system serviceable at all the time. The maintenance shall include servicing of all the equipments associated with the systems. Cost of consumables excluding diesel, Oil, cloth etc. required for diesel engine operation shall be included in the quoted rates.
 - (b) Ensure the all-boom barriers working properly & satisfactory.
2. Emergency Call attend:
 - (a) In case of Emergency, The Firm shall give full support to attend Emergency calls within 24 hours. Otherwise, penalty will be deducted by from monthly bill Rs.1000 per day.
 - (b) The material used in site approved by the Engineer In charge will be installed in the site.



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Tender Notice No. IIMI/Estate/14/2021/90 File No. 324

Date: 10.12.2021

ANNEXURE - III

FINANCIAL BID

Name of work: Non-comprehensive Annual Maintenance Contract of automatic hydraulic type Boom Barrier for Gate no. 1 at IIM Indore.

Sr.No	Item Description	Unit	Quantity	Rate (In Rs.)	Amount (In Rs.)
1.	<p>Operation of Automatic hydraulic type boom Barrier as per following specification:-</p> <ul style="list-style-type: none">i) Boom should be made of white painted Aluminum alloy finished with powder coating with bright red reflective tape strips in order to be visible even at night having section of 100 x 40 mm & Tube link LED to be providedii) Height of the boom from ground - 700 - 1000 mm.iii) Opening & Closing Time - 2 to 6 second maximum.iv) Housing - The control unit is housed in weatherproof housing with IP 54/IP 55 Enclosure.v) Operating Voltage - 230±10 % Volt, AC 50 Hz.vi) Motor power supply - 24 V.D.Cvii) Control Unit - Microcontroller / PLCviii) Duty Cycle - Intensive useix) Operating Temperature - Range - 20 to+ 55 degree C.x) Operation-Stand alone with push Button switch & wireless remote control and can also be integrated with Access Control system.xi) Safety- Optical beam sensor / photocell be provided to prevent barrier from closing on the vehicles.xii) Certification-CE or Equivalentxiii) Other Features:xiv) Smooth operation of Boom Barrier while open and close without bounce/ jerks at end positions. It shall permit short opening & closing without barrier boom bouncing in the end position. The lever locks the barrier boom at both end positions.				



भारतीय प्रबंध संस्थान इंदौर

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	xv) On power failure-Barrier can be raised or lowered by releasing the boom lock with key type mechanism. xvi) Power: It should have a durable motor for long lasting purpose and generate 200 Nm torque. xvii) Control panel should have the feature for attaching safety and other command device. xviii) The position of electronic panel should be such that it makes possible to operate in vertical position also in rainy condition without remaining the cover of the barrier. xix) The barrier features a very stout structure to guarantee greater protection from vandal attacks and constant reliability in use. xx) Blinker integrated in the frame and light should be integrated in boom. The support for photocell should be integrated.				
1.A	For 3-meter length of Boom	Each	02		
1.B	For 4-meter length of Boom	Each	02		
			Total Amount in Rs.(Excluding GST)		
I/We agree to undertake above work at our quoted amount of Rs. _____ /- (Excluding GST).					
Name:					
Signature & Seal					