

December 12, 2022

NOTICE INVITING TENDER
(NIT No.: IIMI/Estate/45/2022/135 File No.396)

Subject: "Comprehensive Annual Maintenance for 08 nos. passenger lifts of SR-15, SR-17, Faculty Apartment (Type-V) and Administration block at IIM Indore"

Dear Sir,

Enclosed please find a schedule of items for which your competitive rate is invited. The lowest bidder is required to execute the AMC at IIM Indore under "Service contract" mode.

संलग्न कृपया उन मदों का एक शेड्यूल ढूँढें जिनके लिए आपकी प्रतिस्पर्धी दर आमंत्रित की गई है। सबसे कम बोली लगाने वाले को "सेवा अनुबंध" मोड के तहत आईआईएम इंदौर में एएमसी निष्पादित करना आवश्यक है।

1. NIT Details About Institute: -

1	NIT No.	NIT No.: IIMI/Estate/45/2022/135 File No.396
2	About the Institute	IIM Indore is located on Rau Pithampur Road, 25 km away from main city centre. Our is an ethical Institution and we believe in transparency in every facets of work. There is least interference other than quality assurance and timely delivery. There is no need to interact with anyone other than concerned engineer. No material will be allowed to enter the campus from Security gate without passing the same by concerned engineer following technical specifications of the tender. There will be joint measurement of works when completed and bill will be submitted after the joint measurement is accepted. The payment will be made online without any contact with anybody. Strict quality control will be ensured for the job to be executed as per technical specification and make/brand of materials (in case of any brand or its equivalent specified, sample have to approved in advance).
3	Name of Work	"Comprehensive Annual Maintenance for 08 nos. passenger lifts of SR-15, SR-17, Faculty Apartment (Type-V) and Administration block at IIM Indore"
4	Estimated Cost	Rs. 7,01,208/- (Rupees Seven Lakhs One Thousand Two Hundred & Eight only) including GST.
5	अग्रिम जमा राशि Earnest Money Deposit (Rs.)	Rs 14,024/- (Rupees Fourteen Thousand & Twenty Four Only) इलेक्ट्रॉनिक मोड के माध्यम से ई-भुगतान द्वारा by e-payment through electronic mode Name of beneficiary: Indian Institute of Management Indore Account No.: 53018623445 Name of the Bank: State Bank of India IFSC Code: SBIN0030525
6	समापन की अवधि Completion period	365 (Three Hundred Sixty-Five) Days / ३६५ दिन

7	प्रकाशित करने का दिनांक Date of Publishing	December 12, 2022
8	Pre-Bid Meeting	No pre-bid meeting required. Instead of pre-bid meeting, interested bidder are advised to visit the Institute to understand the scope before participating in tender.
9	निविदा के जमा करने की अंतिम तिथि और समय Last date & time of receipt of tender	December 19, 2022, Up to 02:30 PM in a Sealed cover only addressed to the "Chief Engineer, IIM Indore" The bid has to be dropped in the Tender Box kept at the "Gate - 1, IIM Indore, Rau Pithampur Road Indore - 453556 M.P" on or before the due date & time positively.
10	तकनीकी बोली के खोलने की तिथि और समय Date & Time of opening of technical bid	03:00 PM on December 19, 2022, in the Project Department.
11	वित्तीय बोली के खोलने की तिथि और समय Date & Time of opening of financial bid	To be communicated to all technically qualified bidder by email.
12	Stamp duty for agreement (to be borne by the bidder)	The contractor will have to execute an agreement on non-judicial stamp paper as under - Rupees 500 as per the Indian stamp (Madhya Pradesh Amendment) Act, 2015 or its amendment from time to time
13	Stamp duty for Integrity Pact	On non-judicial stamp paper of Rs.500
14	परफॉर्मन्स गारंटी Performance Guarantee	बोली की स्वीकृति पर निविदा मूल्य का ३ (तीन)% 3 (Three) % of tendered value on acceptance of bid and will be returned 1 month after completion.
15	बोली की वैधता Bid Validity	निविदा खोलने की तिथि से 75 दिन 75 Days from the date of opening of price bid of tender

2. Eligibility Criteria:

Criteria of eligibility for submission of bid documents:

Cover-I: Techno-Commercial Bid

(a) **Performance / Work Experience:** The bidders having experience of successfully completed lift maintenance works during the last 7 years ending last day of the month previous to the one in which applications are invited. The works completed up to previous day of last date of submission of tenders shall also be considered

One similar completed work, costing not less than the amount equal to 5,60,966/-

Or

Two similar completed works, costing not less than the amount equal to 4,20,725/-

Or

Three similar completed works costing not less than the amount equal to 2,80,483/-,

Similar work shall mean: Lift maintenance/repair jobs.

(b) **Annual Financial Turnover and Profit/Loss:** Average annual financial turnover should be at least 50% of the estimated cost put to tender during the immediate last three consecutive financial years, ending on March 31, 2021 and the bidder should not have incurred any loss in more than two years of last five consecutive in Profit and Loss Account.

(c) **Certificates:** (copy of certificates to be submitted)

- i. PAN (Permanent Account Number)
- ii. GST (Goods & Service Tax) Registration Certificate
- iii. Certificate of registration of firm/company
- iv. Bank Account Detail.
- v. Proof of deposit of EMD.

Past performance in IIM Indore:

- a) The performance rating for last job carried out in IIMI should at-least be “Good”.
- b) Any bidder who after award not executed or inordinately delayed start of the job for any reason will not be eligible.

2.2 Cover-II: Financial Bid

- i) Financial Bid (in the format given at Annexure-A)

Both covers should be kept in one main sealed cover super scribed as “NIT No.: IIMI/Estate/45/2022/135 File No.396 “Comprehensive Annual Maintenance for 08 nos. passenger lifts of SR-15, SR-17, Faculty Apartment (Type-V) and Administration block at IIM Indore”.

The bid has to be dropped in the Tender Box kept at the “Gate - 1, IIM Indore, Rau Pithampur Road Indore - 453-556 (M.P.)” on or before the due date & time positively. The Bid 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 bidder and IIM Indore will not be responsible.

Scope of Work:

- a. The contract is initially for a period of one year. The contract will be reviewed yearly, and may be extended for a period of maximum of three years.
- b. AMC Contract may be terminated by IIM Indore at its discretion by giving 30 days' notice to the service provider in case of failure to maintain the AMC services at the satisfaction of the IIM Indore and the agreement with IIMI in that case will be treated as cancelled before expiry date of notice and the contract.
- c. Regular servicing & inspection of the elevators/Lifts should be carried out at least once in a month by the service provider.
- d. The service provider shall regularly examine elevator equipments and provide Gear oil, Lubricate, Grease, Mobil, Break Shoe Gibbs, Push Buttons Car and Landings etc. for maintenance if required.
- e. Response time for maintenance of items covered under AMC will be as below including holidays.
 - Response time should not be more than 2 hours for any emergency like some one stuck on lift/or ARD not functioning etc, failing which penalty of Rs 1000/- will be recoverable.
 - the agency fails to attend any other maintenance calls (other than above) within 12 hours, shall pay penalty of Rs 500/-per day
- f. In the event of service provider unable to attend call or provide service within 48 hours, IIM Indore reserves the right to get the work done from outside party and in such cases the expenses for the same will be deducted from the amount payable to the service provider by IIMI.
- g. You shall not engage any sub-agent or sub-contractor whatsoever for running the AMC Service.
- h. The contract for running the AMC Service shall be commercial contract and between IIM Indore & contractor. There shall be no employer-employees relationship between IIM Indore and the contractor and/his personnel.
- i. The AMC is of Comprehensive type. Any replacement of spares should be with new and of equivalent type or higher of same make.
- j. Monthly routine maintenance and checkup to be carried out for the machine, controls, ropes, breaks, control cables and other mechanical and electrical parts and appliances.
- k. Repair and /or replacement of the worn-out parts at his own cost for ensuring smooth service.

- l. All the replaced parts shall conform to relevant I.S. codes or Bombay lifts Act and rules made there under.
- m. ARD battery checks should be included under regular monthly checks

Special Conditions of Contract:

- a. Details of monthly scheduled maintenance/break down shall be entered in the register/service slip & jointly signed by the firm's representative and IIM Indore representative.
- b. Contractor will have to make minimum 12 visits (01 visit per month) during the AMC period. Beside this, any number of breakdown calls will have to be attended. The response time for such breakdown calls shall not exceeds as per given below:
 - should not be more than 2 hours for any emergency like some one stuck on lift/or ARD not functioning etc, failing which penalty of Rs 1000/- will be recoverable.
 - the agency fails to attend any other maintenance calls (other than above) within 12 hours, shall pay penalty of Rs 500/-per day
- c. Contractor will have to take necessary care and precaution to keep the elevator safe for use and in good working condition. Trained technical staff shall carry out maintenance work.
- d. Contractor will have to carry out all customary safety tests to examine all safety devices.
- e. As the contract is comprehensive in nature, no payment will be made as an extra for replacement of spare parts etc.
- f. No parts or components of the lifts being maintained by contractor shall be removed without prior approval and knowledge of IIM Indore. Any part to be removed from the lift for repair shall be done after approval of the nominated supervisor.
- g. Any damage to IIM Indore property while carrying out periodical maintenance and attending break down will be contractors' responsibility.
- h. Thorough cleaning of machine room, control panel machine unit & hoist way with lift car and pit shall be done once in a month, which will be certified by IIM Indore representative.
- i. Contractor shall not only attend the failure but also rectify the cause of failure after investigation.

- j. Penalty imposed for late reporting, late replacement of defective parts and Down time of lift shall be deducted from monthly bill of the firm.
- k. AMC bill shall be paid after every month. No advance payment will be paid.

Equipment Description:

The following 8 numbers of lifts will be covered under this agreement:

Sl. No.	Equipment No.	Location	Number of Landing
13 Passengers			
1	40352657	Type-V Apartment	6 stops, (G+5)
2	40352658		
3	40352659	Administration Block	3 stops, (G+2)
4	40352660		
5	40352661	SR-15	4 stops, (G+3)
6	40352662		
7	40352663	SR-17	
8	40352664		

Note: All the above 8 number of lifts are of 13 passengers' capacity.

Term and Price:

- a. The IIM Indore shall pay the Contractor the specified amount on monthly basis after end of each month for the work performed during that period on presentation of an approved invoice by the Contractor. No advance payment will be made in any case. Taxes will be deducted from the bill as applicable.
- b. The date of commencement of AMC shall be as per schedule mentioned under this contract regardless of the date of execution of this agreement.

Termination of Agreement:

- a. Either party may terminate this Agreement by giving the other party not less than thirty (30) days written notice.

Contractor to comply with laws:

- a. In the performance of this Contract, the Contractor shall abide by all existing laws, codes, rules and regulations set forth by all governmental units and authorities having competent jurisdiction over Contractor and/or the work performed by

Contractor hereunder. Contractor shall also procure and pay any necessary permits or licenses pertaining to the work performed by Contractor pursuant to this Contract.

- b. All repair, parts replacement or adjustments called for hereunder shall be performed in full compliance with specified laws, standards and codes set by the government with latest edition, including amendments thereto, and with applicable regulations of the state, city and/or local authorities. In case of conflict, the more stringent regulations will apply.

Warranty:

Contractor warrants that the elevator/escalator maintenance services will be provided to the IIM in accordance with the terms of this Contract and with prevailing industry standards for elevator/escalator maintenance services. Contractor shall use its best efforts under the circumstances to remedy any delays, interruptions, omissions, mistakes, accidents or errors in such services and restore any service to compliance with the terms of this Contract.

Availability of Authorized Representative:

The contractor shall ensure availability of his authorized representative at Indore to receive emergency calls and take remedial actions. The representative should attend the call immediately to ensure the restoration of the services promptly. If shutdown of any lift continues for more than the prescribed time limit as mentioned in the preceding paras a penalty for delay shall be imposed and the amount of penalty shall be recovered from the monthly bills, security Deposit or any other sum due to the contractor maximum LD ceiling@10% of net contract value per lift.

Responsibility of Accident and hazards:

The contractor shall be responsible for any accident or hazard that take place during the maintenance period of 1 year due to negligence of work performed by the agency. He shall also be responsible for payment of compensation and penalties payable to effected parties as a result of legal action.

Spares & parts covered under CMC:

The replacement of following spares shall be covered under the CMC:

Sl. No.	Item	Sl. No.	Item	Sl. No.	Item
1	I/O Card	19	Break magnate coil	37	Lock Latch landing door
2	AC Relay Card	20	Motor Cooling Fan	38	Self-closing rope
3	DC relay Card	21	V3F10 Drive	39	Light curtain
4	Decoder card	22	Car top PCB	40	Synchronize rope
5	ON Delay timer	23	Communication PCB	41	Lock latch roller
6	Off delay Timer	24	Door GIBS	42	Light curtain PCB
7	Transformer	25	CAE Door contacts	43	Position indicator
8	Rectifier	26	PIT switch	44	Call buttons.
9	Rectifier PCB	27	Synchronize Switch	45	CAR door Motor
10	Main Contractor 40 Amp	28	Oscillator Switch	46	Track Roller
11	Control relay	29	Piano wire	47	Anti-track roller
12	V3F Filter	30	Tension weight pulley bearing	48	CPU Card
13	Capacitor	31	Gear Oil	49	Expansion card
14	Travelling cable	32	Break Liner	50	Main Rope
15	Lock Box	33	Car guide shoe	51	OSG rope
16	Thermal overload relay	34	CWT shoe	52	Car Door coupler
17	PF & RR card	35	C.V.T	53	Alarm bell/buzzer
18	Light Invertor	36	Landing Door		

All parts and components fitted by agency should be original parts or components. If original parts or components are not available, the parts or components fitted will be of equal quality and any defects in design, material or workmanship relating to parts and components shall be limited to the replacement of spare parts or components as defined by this article.

a) Refinishing, repair or replacements of following components will be outside the scope of this contract:

1. Elevator car enclosure.
2. Elevator car and landing door panels / gates.
3. Cabin fans.
4. Main switches in the m/c room.
5. Dry cells, batteries
6. Any glass material.
7. Incoming Electrical wiring up to main switches in the m/c room.
8. Elevator lighting (including indicator bulbs, fluorescent tubes)
9. Any other equipment or accessories not forming part of the initial supply of the elevator. Equipment although provided as a necessary accessory by or to the customer. This includes accessories such as EBD/KRD, intercom, LAS, BMS, DCS, E-link & group indicators.
10. Decorative item including mirror and handrail.

Other information and terms & conditions:

- 1) The bid submitted shall become invalid if:
 - If the bidder is found ineligible.
 - If the documents submitted by the successful bidder does not match with the originals before the award of work.
- 2) 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.
- 3) Authority for rejection of tender:
 - (i) 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.
 - (ii) 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.
 - (iii) 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) The bid for the works shall remain valid for a period of Seventy five (75 Days) from the date of opening of price bid of tender. If any bidders withdraws his bid before the said period or issue of letter of acceptance, whichever is earlier, or makes any modifications in the terms and conditions of the bid which are not acceptable to the department, then the IIM Indore shall, without prejudice to any other right or remedy, be at liberty to forfeit 100% of the said earnest money as aforesaid. Further the bidders shall not be allowed to participate in the rebidding process of the work.
- 5) This notice inviting Bid shall form a part of the contract document. The successful bidders/contractor, on acceptance of his bid by the Accepting Authority shall within

15 days from the stipulated date of start of the work, sign the contract consisting of:-

- The Notice Inviting Bid, all the documents including additional conditions, specifications, General Conditions of Contract and drawings, if any, forming part of the bid as uploaded at the time of invitation of bid and the rates quoted online at the time of submission of bid and acceptance thereof together with any correspondence leading thereto.
- Any other Standard C.P.W.D. Form / other forms as applicable/mentioned.

6) Bank Details are as below:

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

7) TAXES: -

- i. This is Annual Maintenance 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 reimbursed on submission of proof.
 - iii. The contractor should also get registered under any other tax as applicable as per the extent order on the subject work and same shall be paid by the contractor to concerned department and the same should be considered in his quoted rates.
 - iv. Income Tax and TDS (GST) as applicable shall be deducted from each bill paid to the contractor.
 - v. Any other taxes/cess as per Government directives shall be deducted from each bill paid to the contractor from time to time.
- 8) The specifications, Terms & Conditions, other regulations which are not herein mentioned will be guided by relevant CPWD guidelines, manual, specifications / BIS / IS/ Other Central / State Govt. norms applicable for IIM Indore & as prescribed by the OEM and 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.
- 9) In the event of acceptance of a tender, the documents submitted by the successful bidder shall be verified with the originals before the award of work.
- 10) Deviation limit beyond which clauses 12.2 & 12.3 of GCC shall apply for the AMC services: 50 %.
- 11) The tenderer should not have been blacklisted or debarred by any Central/ State / Public Agency from carrying out similar business during last three financial years.
- 12) Performance guarantee in the form BG or FDR or DD @ 3% of tendered amount has to be furnished within 7 days of issue of LOA.
- 13) Any dispute is subject to the jurisdiction of Civil Court Indore.

- 14) The work shall be executed as per CPWD general specifications for electrical works (Part-III - Lifts & Escalators -2003) with upto date amendments as per relevant IS / Bombay lift act/ BIS /Other Central Govt./state Govt. norms, OEM standards applicable and as per directions of Engineer-in-Charge. These additional specifications are to be read in conjunction with above. However, nothing extra shall be paid on account of these additional specifications & conditions as the same are to be read along with schedule of quantities for the work
- 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) No T&P shall be issued by the IIM Indore and nothing extra shall be paid on account of this.
- 17) 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.
- 18) 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.
- 19) The payment shall be on item rate basis and on the actual quantity executed under AMC Services.

20) Terms of Payment:

Payments shall be released as per General Conditions of contract and the following conditions.

- The payment will be made monthly on receipt of your bills and supporting documents after satisfactory and successful completion.
- If the work carried out by the contractor is not satisfactory, IIM Indore shall hold such bills till satisfactory services are provided.
- Any amount due from the contractor to IIM Indore will be recovered from his monthly bill.

21) Performance Guarantee:

The contractor whose bid is accepted will be required to furnish performance guarantee of 3% (Three Percent) of the bid amount within Seven days of issue of LOI. This guarantee may be in the form of Banker's cheque of any nationalized bank/Demand Draft of any nationalized bank/ Fixed Deposit Receipts or Guarantee Bonds of any nationalized Bank or the State Bank of India in accordance with the prescribed form in CPWD manual. In case the contractor fails to deposit the said performance guarantee within the period as indicated above, including the extended period (Maximum allowable extension with another 07 days with late fee @ 0.1% per day of Performance Guarantee amount), the Earnest Money deposited by the contractor shall be forfeited automatically without any notice to the contractor. The earnest money deposited along with bid shall be returned after receiving the aforesaid performance guarantee.

Refund of performance guarantee: The performance guarantee shall be refunded to the contractor one month after the completion of the work.

- 22) **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.
- 23) **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 contract period under the supervision of the successful tenderer/bidder in so far as the latter is responsible.
- 24) **Mobilization advance:** No mobilization advance shall be paid for this work.
- 25) Mandatory regulations prescribed by the Government shall be followed by the contractor regarding labour and safety clauses, without any lapse, including those conditions, amended by these departments periodically.
- 26) The contractor has to abide by various statutory acts of the Government regarding facilities to be provided to the workmen, labour, staff employed under minimum wages act, workmen compensation act, factories act, ESI, PF etc.
- 27) Labour compliance have to be done as per GCC_Maintenance_Works_2020 of CPWD).

Sd/-
Chief Engineer

(Enclosed: Financial Bid)

Annexure A

INDIAN INSTITUTE OF MANAGEMENT INDORE					
Financial Bid					
Name of Work:- " Comprehensive Annual Maintenance for 08 nos. passenger lifts of SR-15, SR-17, Faculty Apartment (Type-V) and Administration block at IIM Indore."					
Item No	Item Description	Unit	Qty	Rate Quoted By Bidder	
				Unit Rate Excluding GST (Rs.)	Amount
1	Comprehensive Annual Maintenance Contract of 08 nos. Passenger lifts including preventive maintenance, servicing, replacement of all defective / worn out parts complete as per specified in the tender document and as per instruction of Engineer-in-charge. Equipment No. 40352657, 40352658, 40352659, 40352660, 40352661, 40352662, 40352663, 40352664				
1.1	Location - (Type-V Apartment) - 02 Nos. Passenger Lift	Quarter	04		
1.2	Location - (Administration Block) - 02 Nos. Passenger Lift	Quarter	04		
1.3	Location - (SR-15) - 02 Nos. Passenger Lift	Quarter	04		
1.4	Location - (SR-17) - 02 Nos. Passenger Lift	Quarter	04		
				Total Amount in Rs. (Excl. GST)	
				Add GST @18%	
				Total Amount (Including GST)	

Name of Firm:

E-mail:

Contact No:

Signature & Seal