

BID SPECIFICATION (BN- 9015001846)

RAJASTHAN RAJYA VIDYUT PRASARAN NIGAM LIMITED (RVPNL) intends "Annual Maintenance work of Electric & other installations including supply/filling of water in all PVC water tanks from 01.04.2019 to 31.03.2020 and Operation & Maintenance of Air cooling system from 01.04.2019 to 31.10.2020" in the MM Building of RVPN, Old Power House Premises, Near Ram Mandir, Banipark, Jaipur- 302 006 "

The salient points are furnished in the table below followed by complete scope of work and general terms & condition:

Contract work	Annual Maintenance work of Electric & other installations including supply/filling of water in all PVC water tanks and Operation & Maintenance of Air cooling system in the MM Building of RVPN, Old Power House Premises, Near Ram Mandir, Banipark, Jaipur- 302 006
Contract period	01/04/2019 to 31/03/2020 for Electric & other installations including supply/filling of water in all PVC water tanks and 01/04/2019 to 31/10/2019 (7 months) for Operation & Maintenance of Air cooling system
Volume of business	Anticipated volume of business will be around Rs 3.30 Lacs including GST for financial Year 2019-20. Bid Document: Bid is invited in one part (Techno-Commercial Bid as per Annexure 'B' & Price Bid as per G-Schedule.
Bid document	Bid Document: Issued from 28.01.2019, 11.00 AM on any working day (From Monday to Friday between 10 AM to 3 PM) on payment of Bid Document fee of Rs.1180/-(Bid Document fee Rs.1000/- plus GST@ 18%) in the form of D.D. in the office of AO(P&C-I), RVPN, Jaipur.
	Last Date: 25.02.2019 (15:00 Hrs)
Special Instruction	All Annexure should be in the Performa provided by Nigam only. This is essential from the point of providing complete information for comparison.
Bid Security Deposit	Bidder will have to furnish bid security as Rs.6600/-

INSTRUCTION TO BIDDER: Technical terms

1. The bid offer shall be furnished in the following manner:-
 - A. Bidder shall submit the Bid security/ registration certificate & receipt of cost of bid documents.
 - B. The bidder should be registered as per rules under relevant law for this activity(copy of registration certificate to be enclosed)
 - C. The bidder should have GST registration certificate(copy to be enclosed)
 - D. The bidder should have minimum 2 years experience in last five years in the concerned field (certificate to be enclosed). Copy of contract to be enclosed for awarded annual maintenance contract of Cleaning and Up-keeping, Maintenance work of lawn & Plant etc. by reputed organisation/experience certificate from firms/organisation who awarded the contract. If AMC for the similar work awarded by RVPN, copy of award of contract to be enclosed.
 - E. The bidder should have annual turnover of Rs. 4.00 lacs(Approx.) during last two financial years (Relevant CA Certificate to be enclosed).
 - F. One small size envelope duly sealed & super scribed BID SECURITY/ REGISTRTRION CERTIFICATE AGAINST BN- 9015001847 to be opened on dated 25.02.2019 at 16:00 P.M. for proof depositing/furnishing of Bid Security /exemption certificate/registration certificate.
 - G. Second envelope duly sealed and super scribed "TECHNO-COMMERCIAL BID & PRICE BID AGAINST BN-9015001847 to be opened on dated 25.02.2019 at 16:00 P.M. In this part of bid, tenderer will have to furnish Techno-Commercial Bid as per "G-Schedule" and other relevant documents, which is essential to be submitted as per requirement of bid specifications.
 - H. The third big size duly sealed envelope for covering all the above two envelopes which shall be super scribed "BID OFFER AGAINST BN-90150018NEW TO BE OPENED ON dated 25.02.2019 at 16:00 P.M. and below this following shall be indicated:

The Superintending Engineer (Proc-I)
Rajasthan Rajya Vidyut Prasaran Nigam Ltd.
New MM Building, Near Ram Mandir, Banipark,
Jaipur- 302006 (Rajasthan)

2. BID SECURITY

- (a). Before submitting the offer the bidder shall deposit with the SE(Proc-I), RVPN, Jaipur an amount of Rs. 7300/- as Bid Security in the form of crossed Bank Draft Payable in the name of A.O. (P&C-I), RVPN, Jaipur and obtain a receipt thereof. No other mode of deposit shall be accepted.
- (b) Any BID not accompanied by a copy of the receipt for depositing bid security in crossed bank draft or registration certificate shall be rejected and the bid will not be opened".
- (c) In case of unsuccessful bids, the bid security will be refundable on production of the original receipt after finalisation of the BID & signing contract agreement with success bidder. In case of successful bids the bid security will be taken into account in arriving at the amount of the Security Deposit referred in the General Conditions of Contract.

(d) Request for adjustments/proposals for acceptance of bid security deposits (if any) already lying with the Nigam in connection with some other bids/orders shall not be entertained.

(e) No interest shall be payable on such deposits.

(f) The service receiver authority reserves the right to forfeit bid security deposit or a part thereof in circumstance, which according to him indicate that the bid is not earnest in accepting/executing any other placed under the specification.

a. List of documents to be enclosed

- 1) Name and address of the firm with contact details
- 2) RTGS details
- 3) Copy of Permanent Account Number (PAN)
- 4) Copy of GST Registration
- 5) Copy of Registration Certificate as per rules under relevant law for annual maintenance contract of Electric & other installations including supply/filling of water in all PVC water tanks and Air cooling system.
- 6) CA Certificate for annual turnover for past 2 years
- 7) Copy of award of contract in past 2 years.
- 8) Performance certificate of at least 2 years in last 5 years.

Note- Price bid will be considered only if the firm is technically qualified.

ANNEXURE -B

Essential Criteria for qualifying in the Techno Commercial Bid for FY-2019-20.

1. The bidder should be registered as per rules under relevant law for this activity (copy of registration certificate to be enclosed).
2. The bidder not be Franchisee.
3. The bidder should have minimum 2 years experience in last five years in the concerned field alongwith satisfactory performance.. Copy of contract to be enclosed for awarded annual maintenance contract of Electric & other installations including supply/filling of water in all PVC water tanks and Operation & maintenance of Air cooling system etc. by reputed organisation. If AMC for the similar work awarded by RVPN, copy of award of contract to be enclosed.
4. The bidder should have annual turnover of Rs. 3.50 lacs(Approx) during last two financial years (to be enclosed CA Certificate).
5. The bidder should deposit a bid security deposit for an amount of Rs. 6600/- in favour of A.O. (P&C-I), RVPN, Jaipur and the same will be refunded to the un-successful bidders without any interest. It may please be noted that Techno Commercial Bid without bid security deposit will be rejected.
6. It may be noted that all information should be clearly filled in, if any column is left blank the bid will be summarily rejected. The enclosures can be attached as additional information only wherever, the bidder wishes important & necessary, if any, apart from those required under bid document.
7. **Validity : - 120 days** after the date of bid opening.

(Signature of the contractor with seal)

SPECIAL CONDITIONS FOR THE WORK OF ELECTRICAL AND OTHER INSTALLATION MAINTENANCE WORK, OPERATION AND MAINTENANCE OF AIR COOLING SYSTEM AT MM BUILDING, OLD POWER HOUSE, NEAR RAM MANDIR, BANIPARK, JAIPUR.

1. The contract shall be for a period of one year i.e. 01.04.2019 to 31.03.2020 for electrical and other installation maintenance work including Supply/filling of water in all PVC water tanks and for a period of 7 months i.e.01.04.2019 to 31.10.2019 for operation and maintenance of air cooling system and can be renewed further at mutually agreed terms & conditions.
2. Log book shall be maintained at site to record checks carried out and these shall be signed by the representative of the firm and Department.
3. The required manpower, consumable and T&P to carry out above job shall be arranged by the bidder at his own cost.
4. The break down calls on and when observed shall have to be attended on the same day, failing which it can be got attended at the cost and risk of the contractor and such amount shall be recoverable from his bills/dues.
5. Supplying of all consumable materials like grease, lubricating oil, welding rods, jute, gland packing etc as required shall be in the contractor's scope of work and will be arranged by the contractor at his cost. All materials/job for maintenance of equipment/fixtures etc. shall be attended by the contractor without charging additional cost.
6. All filters, carbon cartridge of kent RO purifier, shall be change in once & sediment filters shall be changes twice in a year., Four mandatory services are required.
7. Overhauling of pumps, fans, blower and other equipments, shall be done by the contractor, twice in a year without charging and extra payment. The contractor shall have to provide one **Electrician-cum-operator** daily on the job. In case of absence of the above workman, a sum of Rs.200/-+ GST for each workman shall be imposed and shall be recoverable from the bills.
8. The plant may also run if required in emergency on holidays, for which no additional payment shall be admissible.
9. The normal working hours shall be from 9 am to 7 pm. In case the plants are required to run beyond these working hours, then additional charges shall be payable proportionately on hourly base subject to a minimum of operation of four units.
10. The income tax, and other applicable taxes shall be deducted from the bills as per rules applicable.
11. In case of contractor's negligence or non-observance of safety and other precautions, any accident/injury occurred to any other person/public, the contractor shall have to pay the compensation and other expenses as decided by the statutory authority under labour laws or rules made there in as prevalent from time to time.
12. Due to contractor's carelessness/negligence in observing safety precautions, if damages to department properties and personal occur, the same shall be recovered from the pending bills or from his security deposits.
13. The RVPN may withhold the whole or part of any payment for the work carried out by the contractor on account of following reasons:-
 - a. Defective work not remedied.
 - b. Claims filed against the contractor.
 - c. Failure by the contractor to make due payment for material or labor employed by him.
 - d. Damages to department property.

14. The contractor shall be fully responsible for the conduct for the conduct of his employees. Any act of misbehaviour theft on the part of the contractor's employees, shall be treated as breach of contract.
15. The Engineer-In charge shall be at liberty to object in and person employed by the contractor who committed misconduct, or negligent for such events the contractor shall have to removes the personal objected.
16. The contractor shall not leave the waste material at site. At the completion of work, waste material shall be removed and disposed off beyond SE (PROC-I) Building premises as directed by Engineer- Incharge.
17. After award of work, the contractor shall intimate the name and required particular of persons to the concerning Engineer-Incharge for arranging Gate Passes, as required for entry into the premises. The contractor has also to ensure police verification of the employees so engaged.
18. The contractor shall be responsible in case he/they/their workmen is/are/found committing theft. In such cases/incidents, and cost of material/article shall be deposited by the contractor and in addition to this a compensation of Rs. 1000/+ GST shall have to deposited with the Department failing which necessary amount shall be recovered from the pending bills.
19. The contractor shall not sublet the contract.
20. The jurisdiction of court for settling of dispute shall be at Jaipur.
21. The acceptance of the order shall be conveyed to the order placing authority within 7 days of the receipt of the order, failing which it will be presumed that terms incorporated in the order have been accepted by the contractor.
22. In order to secure/unsure fulfilment of contract, security deposit shall be deducted 10% from each running bill. However, the amount of earnest money shall be adjusted against security deposit; the security deposit shall be refunded on the request of the contractor after 3 months of completion for entire contract to the satisfaction of the department.
23. If the contractor fails or neglect to observe or perform any of these obligations under the contract, it will be lawful for RVPN to forfeit either in whole or in part of at his absolute discretion, the security deposit furnished by the contractor. No interest shall be payable on such deposited.
24. The contractor shall ensure timely payment to his labour as per statutory provisions and shall fully comply with the rules laid under payment of wages Act and Labour laws which are applicable or shall be in force from time to time.
25. Necessary record of deployment of labour and payment of wages can be asked by the Engineer In charge and the contractor shall have to produce the same for inspection if so desired by him.
26. The contractor shall be responsible to make deduction towards Provident Fund from the wages of the labour as per provisions of Employee' s provident fund and Miscellaneous provisions Act, 1952. The firm/contractor shall furnish a certificate on his bill that deduction to towards P.F. have been made from the labour engaged by him.
27. It is the sole responsibility of the contractor to get his workmen to ensured accident and injury while at work, as required by prevailing rules for payment of compensation.
28. The contractor shall be fully responsible for providing safety equipment, first aid, emergency medical treatment to his employees.
29. The contractor shall make contract agreement on Rs 500=00/0.25% of contract value, on non judicial stamp paper in favor of the Superintending Engineer (Proc-I), RVPN, Jaipur.
30. If work not found satisfactory , work order will be cancelled within 30 days prior notice to the contractor.

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25. Necessary record of deployment of labour and payment of wages can be asked by the Engineer In charge and the contractor shall have to produce the same for inspection if so desired by him.
26. The contractor shall be responsible to make deduction towards Provident Fund from the wages of the labour as per provisions of Employee' s provident fund and Miscellaneous provisions Act, 1952. The firm/contractor shall furnish a certificate on his bill that deduction to towards P.F. have been made from the labour engaged by him.
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28. The contractor shall be fully responsible for providing safety equipment, first aid, emergency medical treatment to his employees.
29. The contractor shall make contract agreement on Rs 500=00/0.25% of contract value, on non judicial stamp paper in favor of the Superintending Engineer (Proc-I), RVPN, Jaipur.
30. If work not found satisfactory , work order will be cancelled within 30 days prior notice to the contractor.

31. Contractor will be submit the bill in triplicate in the name of the Superintending Engineer (Proc-I) after completing the month. The payment will be made within 30 days from AO (P&C-I) , RVPNL, Jaipur through RTGS/NEFT.
32. Contractor should be registered in GST.
33. RVPN reserves the right to further increase the contract period on same terms & conditions, if required.
34. RVPN reserves the right to cancel the contract as per decision of higher authorities.
35. I accept the terms & conditions no. 01 to 34 of the tender and do work accordingly.

**Name & Signature of Contractor
with postal address.**



RAJASTHAN RAJYA VIDYUT PRASARAN NIGAM LIMITED

Corporate Identity Number(CIN):U40109RJ2000SGC016485

Regd. Office: VidyutBhawan, Jyoti Nagar, Jaipur-302005

OFFICE OF THE SUPERINTENDING ENGINEER(PROC-I)

M. M. Building of RVPN, Old Power House Premises,

Near Ram Mandir, Bani Park, Jaipur - 302 006+02

Tel.-Fax No. 0141-2208916; ernal: se_tipc@rvpn.co.in; Website: www.rvpn.co.in

Sub : Annual Maintenance work of Electrical & other Installation Maintenance work, Operation & Maintenance service for Air-cooling system works in the MM Building Old Power House, Near Ram Mandir, Banipark, Jaipur for the FY- 2019-20.

G-SCHEDULE				
S. No	Description of Item			
1.	Maintenance work of Electric & other Installations	Rate in rupees per month	GST	Total amount of AMC(w.e.f.01.04.2019 to 31.03.2020) in Rupees
	<p>a. Maintenance of 03 Nos. water coolers (Voltas) and 03 Nos. 50 LPH RO kent water purifier (model Elite -II, Capacity 50 lts/Hour) comprehensive AMC , all filters change ones in a year, Sediment filters change two times in a year, carbon cartridge change one time, membrane & candle change as required. Compressors, motors, switches IC ckts, Relays, inner power supply system's shall be repair/replace when required for all water coolers. Four mandatory service in a year</p> <p>b. Switches, Approx 108 nos. Fans & Fan regulator, 13 nos. Wall & Pedastial fans, 18 nos. Exhaust fan, 200 nos. tube lights, 70 nos. falls ceilling lights etc., bulbs, road/outdoor/garden lights-Mercury & sodium lamps, chocks, starter, all power points, control panel, bells CFL, FL, Porch lights, water submersible pumps & Conventional pumps for watering in gardens & all PVC tanks (on Roof), Maintenance of Capacitor Bank etc. The cost of all required items & materials and repairs & rewinding of coil of motors (submersible & conventional both) and winding of fans etc. Included in this AMC with material cost.</p> <p>c. Repair & maintenance of approx. 70 nos. doors, 160 nos. Almirah, 200 nos. In built Almirah in walls, all computer tables and chairs of all rooms of Ground, First & Second floor with their locks & handles & other items., Glass steel windows handles, steel gates of Main gates, steel gate lockers, curtains, palmate, windows, glasses, , door</p>			

	<p>closer, steel railing of steps & corridors, the cost of all required items, materials, accessories including in this AMC</p> <p>d. Supply/filling of water in all PVC water tanks daily at Roofs and cleaning of water tanks twice a month.</p> <p>NOTE:- All leakages in G.I. pipe line system and drainage system have to be immediately attended.</p> <p>He is also required to ensure timely filling of overhead water tanks daily by opening submersible pump and motor. No extra payment on any ground what so ever shall be made on account of executing this job.</p> <p>The bidder shall maintain a complaint register to record the complaint as received from various rooms and offices working in the building. He shall also deploy a staff for recording various complaints. He has to rectify the various complaints so received or otherwise observed in the building within 12 hours of complaint/observation.</p>			
2	Maintenance work of Air Cooling System	Rate in rupees per month	GST	Total amount of AMC (w. e. f 01.04.2019 to 31.10.2019- 7 months) in Rs
	<p>a. Providing Operation & Maintenance service for 06 Nos. Air-cooling system along with the Centrifugal, fans, pumps, Air washers, Panels, Accessories, piping work installed at M.M. Building, Jaipur as per attached scope of work and terms & conditions. (w.e.f. 01.04.2018 to 31.10.2018)</p> <p>b. Cost of material required for proper operation & maintenance of air cooling system such as changing of fan belts, pulley, blower, air washer, bearing, connectors, relays, pads, rewinding of burning pump & motor is included in this AMC.</p>			
	Total 1+2 inclusive of GST in RS			

Amount in Words(Rs.-----)

We agree with the special terms & conditions of the Bid No.BN-9015001846 for the Annual Maintenance work of Electric & other installations including supply/filling of water in all PVC water tanks from 01.04.2019 to 31.03.2020 and Operation & Maintenance of Air cooling system from 01.04.2019 to 31.10.2019 as per quoted rate.

The rates quoted shall be valid for 120 days.

Date :

Place:

(Signature of the contractor with seal & Sign)

RAJASTHAN RAJYA VIDYUT PRASARAN NIGAM LIMITED
 Corporate Identity Number(CIN): U40109RJ2000SGC016485
 Regd. Office: Vidyut Bhawan, Jyoti Nagar, Jaipur-302005
OFFICE OF THE SUPERINTENDING ENGINEER (PROC - I)
 MM Building of RVPN, Old Power House Premises (Back side)
 Near Ram Mandir, Banipark, Jaipur-302 006
 Tel-Fax: +91-141-2208916; se.tbpc@rvpn.co.in; Website: www.rvpn.co.in



BID COST DEPOSITED VIDE DD NO----- DATED-----

To,

M/s-----

RAJASTHAN VIDYUT PRASARAN NIGAM LIMITED
PROCUREMENT & CONTRACT CIRCLE

Address :

Superintending Engineer (Proc-I)

R.R.V.P.N. Ltd

Gate No. 3, OLD POWER HOUSE PREMISES,

NEAR RAM MANDIR, BANIPARK, JAIPUR-302006.

Telephone: +91-0141-2208916 Fax: +91-0141-2208916

BN-9015001846

PROVIDING Annual Maintenance work of Electric & other installations including supply/filling of water in all PVC water tanks from 01.04.2019 to 31.03.2020 and Operation & Maintenance of Air cooling system from 01.04.2019 to 31.10.2019 IN MM BUILDING OF RVPN AT GATE NO. 3, OLD POWER HOUSE PREMISES, NEAR RAM MANDIR, BANIPARK, JAIPUR.

BID SECURITY	-	RS. 6600/-
BID COST	-	RS. 1180/- (RS. 1000/- + GST @ 18%)
START DATE & TIME OF SALE OF	-	28.01.2019, 11.00HRS
BID SPECIFICATION	-	
LAST DATE OF RECEIPT OF	-	25.02.2019, 15.00HRS
BID IN THIS OFFICE	-	
DATE OF OPENING	-	25.02.2019, 16.00HRS
VALIDITY	-	120 DAYS AFTER THE BID OPENING