

No...D-31016/27/2003-Genl.  
Government of India  
Ministry of Statistics & Programme Implementation

Sardar Patel Bhawan,  
Sansad Marg,  
New Delhi- 110001  
Dated ;.....6.2014

**SHORT NOTICE TENDER**

To,  
M/s.....

Subject:- Comprehensive Annual Maintenance Contract ( CMAC) re-filling of fire-extinguisher and replacement of parts of fire extinguisher of the Offices of Ministry of Statistics & Programme Implementation- calling tender reg.

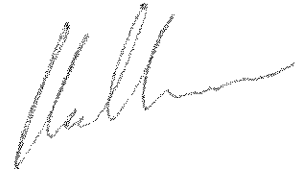
Sir,

Sealed tenders are invited from reputed firms regarding Comprehensive Annual Maintenance contract of fire safety system, re-filling of fire-extinguisher and replacement of parts of Fire Extinguishers of Ministry of Statistics & Programme Implementation, New Delhi.

| Sl.N | Particulars  | Quantity |
|------|--|----------|
| 0.   |  |          |
| 1.   | Refilling, servicing and hydraulic testing, painting of fire extinguisher ABC type 5kgs            | 36       |
| 2.   | Refilling, servicing and hydraulic testing, painting of fire extinguisher ABC type 1kg             | 14       |
| 3.   | Refilling, servicing and hydraulic testing, painting of fire extinguisher ABC type 500 gms         | 66       |
| 4.   | Refilling, servicing and hydraulic testing, painting of fire extinguisher CO <sub>2</sub> type 2kg | 27       |
|      | Total  | 143      |

**The Comprehensive Annual Maintenance Contract for Fire Safety System installed in Ministry of Statistics & Programme Implementation, Sardar Patel Bhawan, J.P. Building and R. K. Puram Offices of this Ministry by the following terms and condition:-**

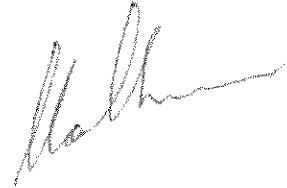
- Monthly inspection, Maintenance and testing of the fire safety systems installed in the building with dual purpose of ensuring the efficient working of system in emergency & ensuring the maximum longevity of the system with minimum breakdowns.
- Periodic training/ drill to the staff to ensure that all staff is ready at all times to handle any fire emergency. Mock fire drills will also be undertaken from time to time.



- c. The staff of MOSPI including Officers will be available for any kind of fire safety counseling as and when required.
- d. Check list/Maintenance card will be placed on all equipment that will be signed by your Maintenance person after ensuring that the equipment is in perfect working.
- e. All emergency calls will be attended promptly.
- f. No payment will be allowed, in any case, defective parts will be replaced by the agency under CAMC.
- g. The payment of CAMC will be released only after satisfactory completion of each quarter/half yearly basis and No advance payment will be made for CAMC.
- h. The Contract of Comprehensive Annual Maintenance Contract will be valid from the date of award of contract. This may be extend for further one year on mutual consent on the same rate, terms and condition.
- I. No transportation charge will be paid by the Ministry. After acceptance of contract the firm must return within five days after refilling and painting of equipment's in working condition.

**OTHER GENERAL TERMS AND CONDITION OF CONTRACT are as under:-**

1. The rates for CAMC of fire safety system, re-filling of fire extinguisher and replacement of parts of fire extinguisher will be valid for a period of one year from the date of awarding of contract and it may extendable by one more year subject to satisfactory performance of the agency/firm and by mutual consent with the contractor/agency on the same rate, terms and condition.
2. The agency will be required to enclose all relevant document as mentioned in **( Technical Bid proforma )**
3. **The tender should be sent in Proper sealed cover addressed to Under Secretary, Ministry of Statistics & Programme Implementation, Sardar Patel Bhawan, New Delhi. The tender will be received upto 3 PM on 20.6.2014 and the technical bid will be opened on the same day at 3.30 PM. Tenders received which are not complete or having cutting and over writing would liable to be rejected.** The Technical bid and financial bid will be submitted only in prescribed proforma.
4. No tender will be accepted without requisite EMD. The EMD shall be in the shape of **DD/Pay order of Rs. 10,000/- ( Rupees ten thousand only ) in favour of P&AO, Ministry of Statistics & Programme Implementation along with quotation. The amount of the earnest money deposit will be released to unsuccessful firms after the finalization of the contract. No interest is payable on EMD. DD/Pay Order should be valid for a period of 45 days beyond the final bid validity period and should be further renewable, if required. The EMD will be refunded to the successful tenderer after receiving of performance guarantee.**
5. The successful tenderer will be required to submit a sum of Rs. 20,000/- (Rupees two thousand only) as a performance security. The security deposit shall be in the form of DD/Pay order/Fix deposit receipt/Bank Guarantee in favour of P& AO, Ministry of Statistics & Progrmme Implementation, New Delhi. The DD/Pay order/Fix deposit receipt/Bank Guarantee should be valid



- for 90 days beyond the contract period and shall be submitted within seven days from the issue of letter of Award.
6. During the entire period of contract, no request for any increase in the rate on any account will be entertained.
  7. The Ministry reserves the right to reject any or all the tenders without assigning any reason.
  8. If the firm fails to provide satisfactory performance, MOSPI shall be at liberty to terminate the contract and withhold the performance Guarantee Deposit at any time by giving a notice.
  9. TDS as applicable under the rules will be deducted at source from each bill of the firm.
  10. The awarded firm will be required to execute an agreement with the MOSPI about Comprehensive Annual Maintenance Contract within seven days of acceptance of the contract.
  11. Any dispute arising out to this contract during or after the execution of the contract shall be referred to the arbitrator appointed by the Ministry whose decision shall be final and binding on both the parties i.e. Ministry and firm. The proceeding of the arbitration shall be carried out in NCT of New Delhi only. All disputes are subject to the Jurisdiction on the Courts located in the N.C.T. of Delhi.
  12. The applicable taxes should be clearly mentioned in the tender separately failing which it will be presumed that the prices quoted are inclusive of all taxes/charges. No claim for taxes/charges will be entertained at a later stage.
  13. The tenderer may remain present himself or through authorized representative at the time of opening of tender.
  14. A copy of terms and condition duly signed by the tenderer, as a token of acceptance of the same should be attached along with the tender.
  15. In case of violation of any clause, the explanation of the firm can be called by issuing show cause notice. If the reply submitted by the firm is not found satisfactory, action as per law and rules will be taken against the firm.
  16. The tender will be rejected straight way without assigning any reason if the firm involves in any criminal cases, declared black listed by any Govt/Semi-Government Deptt./Agencies etc.

Yours faithfully,

  
12/5/14  
(G. Vaidheeswaran)

Under Secretary to the Government of India

**Annexure-I  
TECHNICAL BID**

| Sl. No. |  |  |
|---------|--|--|
| 1.      | Name of the firm   |  |
| 2.      | Address of Firm  |  |
| 3.      | Registration No. of the firm/ company ( copy enclosed) ( Yes/No)   |  |
| 4.      | PAN/ TIN/ VAT/Service tax Registration Nos ( copy must be enclosed) ( Yes/No)  |  |
| 5.      | Latest tax/vat clearance certificate   |  |
| 6.      | Name of the authorized signatory   |  |
| 7.      | Specimen Signature of the Authorized signatory   |  |
| 8.      | Telephone Number of the authorized signatory and other Telephone Numbers of the Firm/ company  |  |
| 9.      | Whether the firm has enclosed EMD. If "YES" then DD/Pay order no   |  |
| 10.     | Details of the Maintenance contract with Ministries/Departments/ Organisations /PSUs etc. in which the workshop having contract for refilling and maintenance of fire extinguisher must be enclosed. |  |
| 11.     | Whether proof/copies of Work Order on items at Sl.No. 10 enclosed (Yes/No)   |  |
| 12.     | Under taking/ acceptance of terms & Conditions by the firm . ( Separate sheet enclosed) - Yes /No.)  |  |

**2. I have fully read the terms & conditions of the tender documents and agreeable to me/us.**

Thanking you,

Yours faithfully,

Signature

Date (Name)

Seal of the firm.

**FINANCIAL BID FOR REFILLING OF FIRE-EXTINGUISHER**

A.

| Sl.No. | Particulars  | Quantity | Unit price | Taxes applicable |
|--------|--|----------|------------|------------------|
| 1.     | Refilling, servicing and hydraulic testing, painting of fire extinguisher ABC type 5kgs            | 36       |            |                  |
| 2.     | Refilling, servicing and hydraulic testing, painting of fire extinguisher ABC type 1kg             | 14       |            |                  |
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|        | Total  | 143      |            |                  |

L1 decided on the whole amount calculated after including taxes.

2. **I have fully read the terms & conditions of the tender documents and agreeable to me/us.**

Thanking you,

Yours faithfully,

Signature

Date (Name)

Seal of the firm.