



भाकृअनप.राष्ट्रीय उच्च सुरक्षा पशुरोग संस्थान  
ICAR-National Institute of High Security Animal Diseases  
(एवियन इन्फ्लूएंजा ओ.आई.ई. संदर्भ प्रयोगशाला)  
(OIE Reference Laboratory for Avian Influenza)  
आनंद नगर, भोपाल . ४६२०२२, म.प्र. भारत  
Anand Nagar, Bhopal - 462022 (M.P.), India

EPABX Tel. No. 0755-27575 42, 2750647, FAX: 0755-2758842, Website: [www.nihsad.nic.in](http://www.nihsad.nic.in)

**F. No.- 9-361/20-21/NIHSAD (P& S)**

**Dated: - 05.10.2021**

**TENDER NOTICE (IIInd CALL)**

Online Bids are invited from reputed & interested firms for AMC services of **STEAM GENERATING BOILERS, WITH THEIR ALLIED ACCESSORIES AND STEAM DISTRIBUTION PIPING NETWORK AND FUEL OIL HANDLING SYSTEM, AIR COMPRESSORS WITH AIR DRYING UNIT, SOFT WATER PLANT WITH ITS ACCESSORIES, AUTOCLAVES & RENDERING PLANT (2<sup>nd</sup> Call)** at ICAR Unit, NIHSAD, Anand Nagar, Bhopal for a period of one year and extendable by one more year subject to mutual agreement, as per its requirement. A demand Draft/FDR of Rs. 60,000/- as earnest money deposit (EMD) is to be made in favour of ICAR Unit, NIHSAD, Bhopal and may be addressed to Director, ICAR-NIHSAD, Bhopal.

1.	Details of Tender Deposits: -	
	Earnest Money Deposit	Rs. 60,000/- (Rupees Sixty Thousand Only) (DD/FDR in favour of ICAR Unit, NIHSAD, Bhopal)
	Security Deposit	3% of the total tentative value of yearly contract

**Tender Schedule (Critical date sheet)**

Tender id	<b>2021 DARE 641572 2</b>
Tender No.	F. No. 9-361/20-21/NIHSAD (P&S)
Name of Organization	ICAR-National Institute of High Security Animal Diseases, Bhopal – 462022
Date and Time for issue/Publishing	08.10.2021 at 06:00 PM
Document Download/Sale Start Date and Time	09.10.2021 at 11:00 AM
Pre Bid Meeting Date & Time	20.10.2021 at 12:00 Noon
Bid Submission Start Date and Time	09.10.2021 at 11:30 AM
Bid Submission End Date and Time	03.11.2021 at 05:00 PM
Technical Bid Opening Start Date and Time	05.11.2021 at 11:00 AM
Price Bid Opening Start Date and Time	Will be intimated after scrutiny of technical bid
Address for Communication	Director, ICAR-NIHSAD, Anand Nagar, Bhopal – 462022 (M.P.) Website: - <a href="http://www.nihsad.nic.in">www.nihsad.nic.in</a>

On-line bids are invited under two-bid system (containing technical bid & financial (bid) through e-procurement system of CPPP from registered/well-established/reputed firms/agencies

+

for a period of one year and extendable by one more year subject to satisfactory performance at ICAR-NIHSAD, Bhopal.

**The instructions for uploading the tender/quotation may be obtained from the website of CPP portal i.e. <http://eprocure.gov.in>.**

Tender form, terms & conditions can be downloaded free of cost from the website <http://eprocure.gov.in>, [www.nihsad.nic.in](http://www.nihsad.nic.in) after 11:00 AM of 09.10.2021. On-line bids complete in all respects should be submitted through CPP Portal <http://eprocure.gov.in> only on or before the last date and time i.e. 03.11.2021 at 05:00 PM.

In case, holiday is declared by the Government on the day of opening bids, the bids will be opened on the next working day at the same time. The Director, NIHSAD reserves the right to accept or reject any or all the tenders without assigning any reasons.

**Please note that only online bids submitted through CPP Portal will be accepted. Technical Bid and Financial Bid (BOQ) should be uploaded separately.**

**Adm. Officer  
ICAR-NIHSAD, Bhopal**



भाकृअनुप.राष्ट्रीय उच्च सुरक्षा पशुरोग संस्थान  
ICAR-National Institute of High Security Animal Diseases  
;एवियन इन्फ्लूएंजा ओ.आई.ई. संदर्भ प्रयोगशाला  
(OIE Reference Laboratory for Avian Influenza)

आनंद नगर, भोपाल . ४६२०२२ ;म.प्र.व्द, भारत  
An and Nagar, Bhopal - 462022 (M.P.), India



EPABX Tel. No. 0755-2757542, 2750647, FAX: 0755-2758842, Website: www.nihsad.nic.in

**F. No. 9-361/20-21/NIHSAD(P&S)**

**Dated: - 05.10.2021**

INVITATION TO ONLINE TENDER AND INSTRUCTIONS CONTAINING TERMS AND CONDITIONS FOR PROVIDING AMC SERVICES OF STEAM GENERATING BOILERS, WITH THEIR ALLIED ACCESSORIES AND STEAM DISTRIBUTION PIPING NETWORK AND FUEL OIL HANDLING SYSTEM, AIR COMPRESSORS WITH AIR DRYING UNIT, SOFT WATER PLANT WITH ITS ACCESSORIES, AUTOCLAVES & RENDERING PLANT (2<sup>nd</sup> CALL) AT ICAR-NIHSAD, BHOPAL FOR A PERIOD OF ONE YEAR AND EXTENDABLE BY ONE MORE YEAR SUBJECT TO SATISFACTORY PERFORMANCE OF THE VENDOR AND MUTUAL AGREEMENT.

From: - Director,  
ICAR-National Institute of High Security Animal Diseases,  
Anand Nagar,  
Bhopal – 462022 (M.P.)

To

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Dear Sir(s),

Online Tender are hereby invited on behalf of the Director, ICAR-NIHSAD, Bhopal for PROVIDING AMC SERVICES OF STEAM GENERATING BOILERS, WITH THEIR ALLIED ACCESSORIES AND STEAM DISTRIBUTION PIPING NETWORK AND FUEL OIL HANDLING SYSTEM, AIR COMPRESSORS WITH AIR DRYING UNIT, SOFT WATER PLANT WITH ITS ACCESSORIES, AUTOCLAVES & RENDERING PLANT AT ICAR-NIHSAD, BHOPAL FOR A PERIOD OF ONE YEAR AND EXTENDABLE BY ONE MORE YEAR SUBJECT TO SATISFACTORY PERFORMANCE OF THE VENDOR AND MUTUAL AGREEMENT.

1. The terms and conditions of the contract are those contained in the general conditions of contract applicable to the contracts placed by the ICAR-NIHSAD as detailed in the tender forms and its schedules. Please submit your rates in the financial bid (BOQ) if you are in a position to furnish the requisite services in accordance with the requirements stated in the attached schedules.
2. Earnest money of Rs. 60,000/- must be deposited in the form of demand draft/FDR to ICAR Unit, NIHSAD, Bhopal **in person to Director, ICAR-NIHSAD, Bhopal on or before the last date/time of submission mentioned in the tender schedule at page number 1.** The particulars of the earnest money deposited must also be superscribed on the top of the envelope by including the demand draft/FDR number and date failing which the bids will not be accepted. Conditional bids shall not be considered. No overwriting or cutting is permitted in the tender documents. Such bids will be outrightly rejected.
3. The tenderer is being permitted to give tenders in consideration of the stipulations on his part that after submitting his tenders, he will not resile from his offer or modify the terms and conditions thereof. If the tenderer fails to observe and comply with the foregoing stipulations, the aforesaid amount of EMD will be forfeited by the NIHSAD. In the event of the offer made by the tenderer not being accepted, the amount of earnest money deposited by the tenderer will be refunded to him after

- he has applied for the same, in the manner prescribed by the ICAR-NIHSAD, Bhopal. An undertaking **as per Annexure - II**, is also required to be submitted by the tendering firm.
4. The schedules of the tender form should be uploaded with online technical bids. In the event of the space provided on the schedule form being insufficient for the required purposes, additional pages may be added. Each additional page must be numbered consecutively and be signed in full by the tenderer. In such cases, reference to the additional pages must be made in the tender form. If any modification of the schedule is considered necessary it should be communicated by means of a separate letter alongwith the tenders.
  5. The tenders are liable to be ignored if complete information as required is not given therein or if the particulars asked for in the schedules to the tenders are not fully filled in. Individual signing the tenders or other documents connected with the contract may specify whether he signs it in the capacity of (i) a sole proprietor of the firm/ constituted attorney of such sole proprietor, or (ii) a partner of the firm if it be partnership in which case he must have authority to refer to arbitration dispute concerning the partnership whether by virtue of the partnership agreement or power of attorney or (iii) constituted attorney of the firm if it is a company.
  6. If a tenderer does not accept the offer, after issue of letter of award by ICAR-NIHSAD within 15 (Fifteen) days, the offer made shall be deemed to be withdrawn without any notice & earnest money forfeited.
  7. In case of partnership firms, where no authority has been given to any partner to execute the contract/agreement concerning the business of the partnership, the tenders and all other related document must be signed by every partner of the firm. A person signing the tender form or any other documents forming part of the contract on behalf of another shall be deemed to warrant that he has authority to bind such other and if, on enquiry it appears that the persons so signing had no authority to do so, the ICAR-NIHSAD shall without prejudice to other civil and criminal remedies, cancel the contract and hold the signatory liable for all costs and damages. Each page of the tender and the schedules to the tender and annexure(s), if any, should be signed by the tenderer and should be uploaded along with technical bid.
  8. Online tenders are invited under two-bids systems through e-procurement system. **EMD must be deposited with Director, ICAR-NIHSAD during working hours i.e. 10:00AM to 5:00 PM on all working days (except Second Saturday, all Sundays and Gazetted Holidays) before the last date/time for submission of bids, failing which bids will not be accepted. EMD must be in the form of Demand draft/FDR in favour of ICAR Unit, NIHSAD, Bhopal.**
  9. Tenders will be opened online by the authorized officer(s) on 05.11.2021 at 11:00 AM. Bidders have two options to participate in tendering process at the time of opening of Bids. Bidders can come at the place of opening of bids (electronically) as done in the conventional tender process or he can visualize the process online without physically being present at ICAR-NIHSAD.
  10. The financial bid (BOQ) will be opened for the technically qualified tenderers only. The date of opening of financial bid would be intimated to technically qualified tenderers.
  11. Tenderer is at liberty to be present or to authorize a representative to be present at the time of opening of the tenders. The name and address of the representative who would be attending the opening of the tenders on your behalf should be indicated in your tender. Name and address of permanent representative of the tenderer, if any, may also be indicated.
  12. An amount equivalent to **3%** of the total value of the contract is to be deposited by the selected agency/successful tenderer as Performance Security Deposit only after receiving a communication from the NIHSAD. In the event of non-deposition of the same, the earnest money will be forfeited. The performance security will be refunded after 60 days of expiry of the contract, without any interest.
  13. No interest on security deposit and earnest money deposit shall be paid by the NIHSAD to the tenderer.
  14. The bid validity period is 180 days from the date of opening of technical bid.
  15. **The current rates of wages and statutory contributions on person's wages as notified by the Central Govt. (Ministry of Labor, Govt. of India) for industrial workers in building operations will be paid and it will be further revised and paid by ICAR-NIHSAD, Bhopal from the dates of statutory revision in wages and statutory contribution from time to time as notified by the Central Govt. However, there will not be any increase in the service charges/other AMC charges quoted by the firm during the contract period. While the monthly rates of wages etc. will be considered for total value of the contract, the rates for the same shall not be quoted in the financial bid.**
  16. **The successful firm/bidder shall submit a notary affidavit on a stamp paper of appropriate value (Rs. 500/-) to the effect that the firm undertake to pay minimum rates of wages to the**

- persons engaged as per applicable orders of Central Govt. (Ministry of Labour, Govt. of India) and to enhance the rates, as and when it is revised as well as the statutory contributions due w.r.t. VDA, EPF, ESI, etc.
17. Any liability regarding payment of wages to the persons arising due to non compliance with any provisions of the Labour laws or due to any human loss/injury during the course of work will be the sole responsibility of the contractor.
  18. **Monthly payment to the firm will be based on the payment of wages etc. as per actuals as per manpower provided, agency service charge, other AMC charges and GST as applicable. No other amount is to be retained by the service provider out of the minimum wages, EPF, ESI etc. as mandated by the statutory provisions on the subject. The applicable employer's share of EPF & ESI etc. will be paid to the contractor as per the latest guidelines issued by Ministry of Labour & Employment and EPFO on production of documentary evidence of depositing the share in the individual employee's EPF and ESI account.**
  19. The firm/contractor shall nominate a coordinator for immediate interaction with NIHSAD staff/office as and when required.
  20. **Weekly rest shall be provided to each worker engaged. A substitute shall be provided in case of any manpower absents himself. If substitute is not provided, daily rate of wages etc shall be deducted from the bill for the month. If the firm fails to provide a substitute within 3 days, a penalty clause will be imposed, besides deduction of daily wages.**
  21. The firm should be registered with EPF, ESI, Service Tax, Labour License (if applicable) & PAN with the concerned authorities & shall comply with all relevant laws & the rules made there under viz. Income tax, ESI Act, PF Act, Factory Act and Contract Labour Act as notified by Central Govt./State Govt. from time to time.
  22. The Firm will not charge placement charges or any other account from the manpower deployed with NIHSAD from the payment to be made to the outsourced staff as per quoted rates. The contract is liable to be terminated, security deposit forfeited and the Contractor/Firm will be blacklisted if, at any stage, reports are received that the Contractor/Contracting Firm has charged the manpower on any account.
  23. Income Tax (TDS) which is as per the rules of the Government shall be deducted at source from monthly bills of the successful tenderer, as per rules/instructions made applicable from time to time by government.
  24. **In accordance with O.M. No. 29(1)/2014-PPD dated 28.01.2014 of Department of Expenditure, Ministry of Finance and order 31/14/1000/2014-GA dated 17.09.2014 issued by Ministry of Commerce & Industry , service charges/administrative charges quoted by the bidder necessarily has to be over and above zero percent of the total value of contract. (Further, zero percent includes all derivatives of zero up to 0.9999 and thereof. Any Agency service charge quoted not adhering to above guidelines shall be treated as unresponsive and will not be considered).**
  25. Decision of Director, ICAR-NIHSAD shall be final for any aspect of the contract and binding on all parties. Disputes arising, if any, on the contract will be settled at his level by mutual consultation and in case of failure of settlement, dispute shall be referred to the sole arbitrator to be appointed by the Director, ICAR-NIHSAD. The decision of the sole arbitrator so appointed shall be final and binding on the parties. Arbitration proceeding shall be governed by the Arbitration & Conciliation Act, 196 as amended from time to time.
  26. Acceptance by the Director, ICAR-NIHSAD will be communicated by fax/express letter or any other form of communication. Formal letter of acceptance and work order of the tenderer will be forwarded as soon as possible, but the earlier instructions in the fax/express letter etc. should be acted upon immediately.
  27. The Director, ICAR-NIHSAD does not pledge itself to accept the lowest or any tenders and also reserve to itself right of accepting the tenders whole or in part keeping in view valid reasons. Conditional tenders will not be accepted.
  28. The Director, ICAR-NIHSAD in its capacity as Principal Employer, reserves the right to modify any of the terms and conditions of the contract as mentioned in the Schedules I & II of this document, at its discretion, in the interest of the tender.
  29. Successful Bidder/tenderer will have to enter into a detailed contract agreement with ICAR-NIHSAD on non-judicial stamp paper of Rs. 500/- (Five Hundred Only) for providing AMC service.
  30. **Tender process: -**
  - 30.1 Tender is in two parts i.e. (i) Technical bid and (ii) Financial bid. Both technical and financial bids duly filled shall be submitted online on CPP portal.
  - 30.2 Technical bid must contain the scanned copy of EMD and all other documents called for in the tender.

- 30.3(a) **Technical Bid:-**
- i. This shall contain the entire tender documents except the financial bid with each page signed with the rubber stamp of the bidder.
  - ii. Scanned copy of DD/FDR of earnest money deposit (EMD) and tender cost form, if not in exempted category.
  - iii. Scanned copy of Registration Certificate of the bidder/agency/company/sole proprietor/partnership firm from the appropriate authorities of Govt. to carryout business in relevant area. In case of partnership firms, a scanned copy of the partnership agreement to be uploaded.
  - iv. Scanned copy of valid labour license **(if applicable)** issued by an appropriate authority under the Contract Layout (Regulation & Abolition) Act, 1970 and Contract Labour (Regulation & Abolition) Rules, 1971.
  - v. Scanned copies of EPF and ESI registration certificate issued by an appropriate authority.
  - vi. Scanned copy of documentary proof of numbers of Staff registered under ESI & EPF separately.
  - vii. Scanned copies of MSME/NSIC/Startup firms (in related service/business), if applicable. The MSME/NSIC/Startup firms are exempted from tender cost as well as EMD subject to submission of their valid registration certificate as per the stipulation of Central Government.
  - viii. **The bidder should be an approved/registered contractor for boiler work under Directorate of Boilers, Govt of M.P & should have fulfilled the requirements of IBR. (Scanned copy of registration to be uploaded).**
  - ix. Scanned copy of experience of providing AMC services of fuel oil (FO/LDO)/LPG/Coal based steam generating boilers of minimum capacity of 1500 kg/hr x 2 & air compressors with air driers in atleast two contracts/services of one year each during last five years (2016-2021) in Govt./PSUs/autonomous bodies/reputed private organization. **(All relevant experience certificates to be uploaded & details to be provided as per format (Annexure I)).**
  - x. Scanned copy of audited balance sheet of the firm by the Chartered Accountant to fulfill the requirement of minimum average turnover of the firm not less than Rs. 20,00,000/- (Rupees Twenty Lakhs Only) during the last three financial years.
  - xi. **Scanned copies of valid GST registration certificates issued by competent authority. (If GST is not applicable as per GOI rules, an undertaking on company letter head shall be submitted)**
  - xii. Scanned copies of valid PAN Number and scanned copy of Income tax Returns for the last three financial years.
  - xiii. Scanned copy of an undertaking as per attached Format (Annexure – II) duly attested by Notary on a non-judicial stamp paper of value of Rs. 500/- (Rupees Five Hundred Only) regarding their non-blacklisting by any of the Government Departments, Public Sector Undertakings and/or by Central Vigilance commission during the last three years. **Original undertaking should be submitted along with EMD to the Director, NIHSAD, Bhopal.**
- 30.3(b) **Financial bid**
- This shall contain the schedule of rates duly filled and signed in the prescribed format (BOQ). Bids quoting NIL/unfeasible agency/other AMC charges will be treated as unresponsive and will not be evaluated. Financial bid (BOQ) should be uploaded separately.
31. **Evaluation of bids**
- a. **Technical bid evaluation**
- (i) Evaluation of technical bid will be done as per the minimum essential qualification of the bidder and submission of all essential documents required for the tender.
  - (ii) Only those bidders who qualify in the technical bid will be considered for opening and evaluation of financial bid
- b. **Financial bid evaluation:** Guidelines for filling financial bid and evaluation of financial bid criteria are mentioned below:
- (i) Since the monthly rates of wages including VDA & statutory contributions (EPF, ESI etc.) and applicable GST on the taxable items will be paid as per actual as per the Govt. of India rules and will be same for all, there is no provision in the BOQ for filling the rates for wages and GST.
  - (ii) **Hence, the bidder shall quote other AMC charges per month (Sr. no. 1.01), and the Agency service charges per month (Sr. no. 1.02) only exclusive of GST. Such rates quoted by the firm in the financial bid shall be commensurate with the scope of work/service under AMC, administrative & supervisory efforts required for executing the contract.**
  - (iii) **If any firm quotes the Agency service charge as zero/Nil as defined in the column n. 24 (page 5) or other AMC charges is unfeasible as per the scope of service/work under contract, it will be treated as a invalid quote and rejected even though the firm/bid is otherwise technically qualified.**
  - (iv) The financial bid of the responsive bidders will be evaluated and **L1 bid will be decided on the basis of value of monthly rates of other AMC charges & Agency Service charges only.** However,

the monthly rates of wages including statutory contributions and applicable GST etc. will be considered for estimating total value of the contract.

- (v) In case of a tie in financial evaluation, the firm having more experience/Performance of supplying similar services in Central/State Govt./PSU's/Autonomous bodies shall be considered for the amount of contract.
- (vi) The current rates of wages and statutory contributions on person's wages as notified by the Central Govt. (Ministry of Labor, Govt. of India) for industrial workers employed in building operations (F.NO. 1/20(3)/2020-LS-II Dated 12.10.2020) applicable w.e.f. 01.10.2020, the rate of wages per day including VDA for 1 skilled worker is Rs. 707/- plus all statutory contribution as applicable and rate of wages per day including VDA for 1 semi skilled worker is Rs. 603/- plus all statutory contribution as applicable. The currently applicable rates of wages and statutory contribution will be paid and it will be revised & paid subsequently by ICAR-NIHSAD, Bhopal whenever it is revised & notified by Ministry of Labour, Govt. of India during the contract period.

Yours Sincerely,

**Adm. Officer**  
For and on behalf of the Director  
National Institute of High Security Animal Diseases  
Anand Nagar, Bhopal – 462021 (M.P.)

**TENDER FOR THE AMC SERVICES OF STEAM GENERATING BOILERS, WITH THEIR ALLIED ACCESSORIES AND STEAM DISTRIBUTION PIPING NETWORK AND FUEL OIL HANDLING SYSTEM, AIR COMPRESSORS WITH AIR DRYING UNIT, SOFT WATER PLANT WITH ITS ACCESSORIES, AUTOCLAVES & RENDERING PLANT**

Full Name & Address of the Tenderer in:  
addition to Post Box No., if any, should  
be quoted in all communications to this  
office

Telephone No. :  
FAX/Mobile No. :  
E-Mail address :

From

To

**The Director,**  
National Institute of High Security Animal Diseases,  
Anand Nagar, Bhopal – 462021 (M.P.)

I/We have read all the particulars regarding the General information and other terms and conditions of the contract for ..... and agree to provide the services as detailed in the schedule herein or to such portion thereof as you may specify in the acceptance of the Tender at the rates given in Schedule-III to this Tender and I/we agree to hold this offer open till 180 days. The contract will be valid for a period of one year in the event of award of the Contract.

1. I/We shall be bound by a communication acceptance dispatched within the prescribed time.
2. I/We have understood these terms and conditions for the contract and shall provide the best services strictly in accordance with these requirements.
3. The following pages have been added to and from a part of this Tender. The Schedules-I, II and III along with Annexure I & II are accompanied with this Tender.
4. Every page so attached with this Tender bears my signature and the office seal.
5. DD/FDR No.....Dated..... of Rs. .... drawn in favour of ICAR Unit, NIHSAD, Bhopal and payable at SBI, HET, Piplani Branch, Bhopal enclosed as earnest money required.

Yours faithfully,

**Name, Signature & Seal of the Tenderer**

Telephone No. Office .....

Name of the Witness .....

Occupation ..... (along with Address Proof)

Address .....

Signature of witness to contractor's signature

Address:

Name & Signature of Witness:

Address:

Telephone No. Resi.....

Mobile No.....

Address .....

**Signature of the tenderer.....**



**SCHEDULE TO TENDERS**

## Part – I

<b>1.</b>	Name of the Firm/Agency	
<b>2.</b>	Full Address with PIN Code Telephone No. /Mobile No.	
<b>3.</b>	<b>Constitution of the Firm/Agency (Attach copy) under Indian Companies Act or Indian partners act or any other Act, if not, the owners</b>	
<b>4.</b>	For partnership firms whether registered under the Indian Partnership Act, please state further whether by the partnership agreement to arbitration has been conferred on the partner who has signed the Tender.	
<b>ii)</b>	If answer to the above is in negative whether there is any general power of attorney executed by all the partners of the firm authorizing the partners who have signed the Tender to refer dispute concerning business of the partnership to arbitration.	
<b>iii)</b>	If the answer to above point one and two is in the affirmative please furnish a copy of either the partnership agreement or the general power of attorney as the case may be. The copy should be attested by a Notary Public or its execution would be admitted by affidavit on a properly stamped paper by all partners.	
<b>5.</b>	Name and full address of the Banker	
<b>6.</b>	Permanent Income Tax (PAN) no./Circle/Ward	
<b>7.</b>	Any other relevant information	

Signature of the tenderer.....

**Part – II**

<b>8.</b>	Earnest money Deposited:	
-----------	--------------------------	--

**Part – III**

<b>9.</b>	Name and Address of the firm/ Agency representative and whether the firm would be representing at the opening of the Tenders	
-----------	---	--

<b>10.</b>	Name of the Permanent Representative visiting NIHSAD, Bhopal regarding the contract	
------------	---	--

**Date: -** \_\_\_\_\_

**Place: -** \_\_\_\_\_

**AUTHORISED SIGNATORY**

## PART – IV

### List of Documents to be submitted by the Bidder in Technical bid

Sr. No.	Documents required	Yes/No	Page No.
1.	The bidder should be an approved/registered contractor for boiler work under Directorate of Boilers, Govt of M.P & should have fulfilled the requirements of IBR. <b>(Scanned copy of registration to be uploaded)</b>		
2.	The firm should have experience of providing AMC of fuel oil (FO/LDO)/LPG/Coal based steam generating boilers of minimum capacity of 1500 kg/hr x 2 & air compressors with air driers in atleast two contracts/services of one year each during last five years (2016-2021) in Govt./PSUs/reputed private organizations. <b>(Scanned copy of experience certificates to be uploaded). Details of experience should be provided in Annexure I.</b>		
3.	Scanned copy of DD/FDR of earnest money deposit (EMD) and tender cost form (if not exempted by Govt.).		
4.	Scanned copy of Registration Certificate of the bidder/agency/company/sole proprietor/partnership firm from the appropriate authorities of Govt. to carryout business in relevant area. In case of partnership firms, a scanned copy of the partnership agreement to be uploaded.		
5.	Scanned copy of valid labour license <b>(if applicable)</b> issued by an appropriate authority under the Contract Layout (Regulation & Abolition) Act, 1970 and Contract Labour (Regulation & Abolition) Rules, 1971.		
6.	Scanned copies of EPF and ESI Registration Certificate issued by the local Government.		
7.	Scanned copy of documentary proof of numbers of staff registered under ESI & EPF separately.		
8.	Scanned copies of MSME/NSIC/Startup firms (in related service/business), if applicable. The MSME/NSIC firms are exempted from tender cost as well as EMD subject to submission of their valid registration certificate as per the stipulation of Central Government.		
9.	Scanned copy of audited balance sheet of the firm by the Chartered Accountant to fulfill the requirement of minimum average turnover of the firm not less than Rs. 20 Lakhs during the last three financial years.		
10.	Scanned copies of valid GST registration certificates issued by competent authority. (If GST is not applicable as per GOI rules, an undertaking on company letter head shall be submitted)		
11.	Scanned copies of PAN Number and scanned copy of Income tax Returns for the last three financial years.		
12.	Scanned copy of an undertaking as per attached Format (Annexure – II) duly attested by Notary on a non-judicial stamp paper of value of Rs. 500/- (Rupees Five Hundred Only) regarding their non-blacklisting by any of the Government Departments, Public Sector Undertakings and/or by Central Vigilance commission during the last three years. <b>Original undertaking should be submitted along with EMD to the Director, NIHSAD, Bhopal.</b>		

Signature of the tenderer.....

## **1. TECHNICAL BID QUALIFICATION CRITERIA:-**

- 1.1 The bidder should be an approved/registered contractor for boiler work under Directorate of Boilers, Govt of M.P & should have fulfilled the requirements of IBR. **(Scanned copy of registration to be uploaded)**
- 1.2 The firm should have experience of providing AMC of fuel oil (FO/LDO)/LPG/Coal based steam generating boilers of minimum capacity of 1500 kg/hr x 2 & air compressors with air driers in atleast two contracts/services of one year each during last five years (2016-2021) in Govt./PSUs/reputed private organizations. **(Scanned copy of experience certificates to be uploaded). Details of experience should be provided in Annexure I.**
- 1.3 Scanned copy of DD/FDR of earnest money deposit (EMD) and tender cost form (if not exempted by Govt.).
- 1.4 Scanned copy of Registration Certificate of the bidder/agency/company/sole proprietor/partnership firm from the appropriate authorities of Govt. to carryout business in relevant area. In case of partnership firms, a scanned copy of the partnership agreement to be uploaded.
- 1.5 Scanned copy of valid labour license **(if applicable)** issued by an appropriate authority under the Contract Layout (Regulation & Abolition) Act, 1970 and Contract Labour (Regulation & Abolition) Rules, 1971.
- 1.6 Scanned copies of EPF and ESI Registration Certificate issued by the local Government.
- 1.7 Scanned copy of documentary proof of numbers of staff registered under ESI & EPF separately.
- 1.8 Scanned copies of MSME/NSIC/Startup firms (in related service/business), if applicable. The MSME/NSIC firms are exempted from tender cost as well as EMD subject to submission of their valid registration certificate as per the stipulation of Central Government.
- 1.9 Scanned copy of audited balance sheet of the firm by the Chartered Accountant to fulfill the requirement of minimum average turnover of the firm not less than Rs. 20 Lakhs during the last three financial years.
- 1.10 Scanned copies of valid GST registration certificates issued by competent authority. (If GST is not applicable as per GOI rules, an undertaking on company letter head shall be submitted)
- 1.11 Scanned copies of PAN Number and scanned copy of Income tax Returns for the last three financial years.
- 1.12 Scanned copy of an undertaking as per attached Format (Annexure – II) duly attested by Notary on a non-judicial stamp paper of value of Rs. 500/- (Rupees Five Hundred Only) regarding their non-blacklisting by any of the Government Departments, Public Sector Undertakings and/or by Central Vigilance commission during the last three years. **Original undertaking should be submitted along with EMD to the Director, NIHSAD, Bhopal.**

## **2. Scope Of Work/Services under AMC:-**

### **2.1) MANPOWER REQUIREMENT:-**

**A. Contractual Staff (Workmen) (26 days in a 30 day month with one mandatory weekly rest day for each on regular basis throughout the year)**

**I). Boiler/Autoclave/Rendering plant operator cum mechanic** **- 2 No.(Skilled)**  
Should have 'B' class Boiler operator License (From M.P. Govt),  
10<sup>th</sup> pass certificate and 5 years of experience as boiler operator.

**II). Boiler Attendant/water softener operator****-1 No.(Semi-skilled)**

ITI pass (Electrician) with 3 years experience in similar works

**III). Helper****- 1 No. (Semi-skilled)**10<sup>th</sup> pass with 5 years of Experience in assisting boiler Operators.**B. Besides the above, following casual contractual manpower, shall be provided as per requirement under the scope of work:**

I) IBR Welder

II) Painter

III) Air compressor mechanic

IV) Additional workers for cleaning of boilers etc.

**V) All the casual contractual manpower required shall be arranged by the bidder at his own cost, which may be included under other AMC charges.****2.2) PROVISION OF UNIFORM & SAFETY GADGETS ETC.:-**

All the staff shall be provided at least one pair of shoes and two sets of uniform (dungaree/overall combination) of blue colour on Annual basis (colour shade sample will have to be produced to the Competent Authority for acceptance) by the contractor. No operator/assistant operator will be allowed to work without uniform, shoes, and other prescribed safety gadgets required essentially to carry-out the job. Appropriate cost for providing uniform etc. should be taken into account while quoting the other AMC charges.

**2.3). STEAM GENERATING BOILERS, WITH THEIR ALLIED ACCESSORIES AND STEAM DISTRIBUTION PIPING NETWORK AND FUEL OIL HANDLING SYSTEM.**

There is a captive steam generation plant system consisting of 2 Nos of IBR Boilers having capacity of 1.5T/ Hr at 10.5 Kg/ sqcm for dry saturated steam (Make M/s Supertherm, manufacturing year-1993), which are installed in the Boiler Room with fuel (Furnace oil) storage facility.

A Fuel Oil handling system consisting of 2 X 20 KL Furnace oil Tanks for Boilers with complete Fuel Oil storage and Handling system (with motors/ pumps/ electrical panels etc) are also covered under the scope of the AMC.

**A. Operation**

1.1) March to October-Daily 9.30 AM to 5.30 PM except Sunday

1.2) November to February- Daily (9 AM to 5 PM) except Sunday

**(In case of emergency purposes only, Sunday shall also be a working day without payment of any extra wages)****B. Maintenance**

S.No.	Description	Unit	Qty
1	Annual maintenance of boilers for through cleaning and repairs and presenting the same for open inspection to the boiler inspector for the renewal of boiler's license to operate. Assembling all the above for the start of the Boiler after obtaining license from the Boiler Inspector. Repair includes all repairs from welding, replacement of pipe section wherever required and repair of the fire brick or refractory lining along with all consumables. <b>Liasoning work with office of Director of Boilers MP Govt. is also a part of this work and is in</b>	Job	02(Two)

	<b>bidder's scope.</b>		
2	Scraping/Cleaning old paint and repainting two coats of synthetic enamel paint on all the pipes all the structures in the boilers house including feed water tank and 800 Ltrs capacity furnace oil storage tank etc.	Job	01
3	Cleaning & removing of carbon ash from boiler chimney and external painting with aluminium paint. (Work will only be allowed after separate life insurance policy for the worker made and handed over to NIHSAD official).	Job	01
4	Maintenance and painting of all PRS installed at NIHSAD.	Job	05
5	Quarterly thorough cleaning of the fire tubes & fire drum of the Boilers CAP. Repair & all consumables if any is in the scope of the vendor.	Job	06
6	Annual cleaning of Furnace oil storage tank (2X20 KL capacity) including removal of oil sludge and other impurities.	Job	01
	<b>Note:-All consumables materials, tools, tackles are in the scope of the contractor.</b>		

### **C. Details of Annual Maintenance of Boilers**

1. Dismantling the boilers for thorough cleaning for producing the same for open inspection by the Boiler Inspector and Obtaining License to operate the Boilers from the Director of Boilers, Bhopal, MP. Detailed jobs are as under:-

a) Thorough cleaning of fire tubes by roding for the removal of scale from the fire tubes for open inspection. This includes hydraulic testing. (Hydraulic pump etc as required for testing will be provided by the contractor).

b) Cleaning the drum of the boilers for open inspection.

c) After inspection internal painting the fire tubes by heat Resistant Black Paint of reputed make.

d) Mountings repairing & painting includes base frame and rear cover of feed pump motors. Inspection platforms by smoke grey paint, mover line & feed water pipe line by green paint, burners by orange paint, level indicators by post office red paint and all other places where ever painting is required including painting of PRS lines and platform.

e) External Cleaning of boiler by Emery cloth steel wire brush, painting of boiler Shell by aluminium paint. Chimney complete along with staircase & platform is also to be painted with heat resistant anticorrosive Al. Paint in two coats from outside

f) Fixing of metallised champion make Gasket and Asbestos ropes wherever necessary.

g) Lapping of main stop valve, feed check valve and lapping of any valve where ever leakage is found during hydraulic test.

h) Assembling of all about for the start of the boiler after obtaining license from the boiler inspector.

i) Replacement of the defective nut and bolt, stud and washers as and where required

j) Painting of two coats of paint on feed water tank and furnace oil tank.

K) Inspection of furnace and repair if required including material.

L) All consumables required for each boiler are to be supplied by the firm.

M) All the required repairs of boiler of force refractory including materials as mentioned below is in bidders scope, hence bidders are advised to inspect the installation before submitting the bid.

1. Emery Paper/Cloth, hacksaw blades, paint brushes, scrapers as required.

2. Asbestos rope 20 mm dia as required.

3. Metallised gasket champion make 3 mm thick, 2 Sq.m.

4. Heat resistant black paint makes Asian/Berger/Shalimar as required.

5. Paints smoke gray, Green, Golden brown as required at site. Make Asian/Berger/Garware for Boiler and Black as required for pipes in trenches.

6. Thinner as required at site.
7. Flat wire brush as required for Job.
8. Teflon tape 10 rolls (Champion make 3/4")
9. Graphite plug sleeve for water gauge size 20 mm 12 Nos.
10. Hold Tight 2x1/2 kg Tin.
12. Waste Cloth/cotton as required.
13. Graphite paste for the purpose of lapping of valves 1/2 kg.
14. Rustoline-1/2 Litre.
15. Nut, Bolts & washers as required replacing the defective ones.
16. Any consumable not covered in above list but required for completion of the Job is to be included in the bid by the bidder.
17. **All IBR spare parts will be provided by NIHSAD.**

**18. Others:-**

- I) Any work not mentioned above but required for the completion of the job is in the scope of the contractor.
- II) Under any circumstances insurance of workers is in the scope of the contractor. All safety measures shall be taken by the firm to avoid any accidents/injuries for which NIHSAD will not be held responsible in any manner.
- III) The contractor has to show all the consumables supplied to the Incharge Boilers before starting the maintenance Job and has to take his approval for the quality of materials supplied before using the material.
- IV) The work is strictly time bound & to be completed well before the expiry of the inspection date. Any delay or deficiency in work will be liable to the deduction in the payment

**D. STEAM PIPELINE (Approx length-250 meter), CONDENSATE LINE (Approx length-160 meter) MAINTENANCE-**

**-As & when required. (All the Pipes & fittings will be provided by NIHSAD, however hiring of welding electrodes, welding machine & IBR welders is in bidders scope)**

**2.4). AIR COMPRESSOR WITH AIR DRIER.**

Three Air compressors (1 No. Kirloskar & 2 No. Khosla compressors) with Air driers and piping network are covered under this contract.

- 1).OPERATION-DAILY (Same as Boiler operation)
- 2).MAINTENANCE (Breakdown & preventive)
- 3). Replacement of the drying material (Silica Gel) including supply of 50 Kg in the beginning of contract.

**A. Preventive Maintenance**

**Monthly:-**Once in every month the following works to be carried out during preventive maintenance: Cleaning of the compressor thoroughly including cooling fans of the compressors motors, Belt pulleys and suction filter and replacement of any defective components. Oiling, greasing where ever and whenever necessary .Checking of foundation bolts for vibration and noise.

Preventive maintenance also includes both minor (Top overhauling) and Major overhauling of the compressors to prevent break down maintenance.

**B. Minor Overhauling** is to be done once in a month. (Major Spare parts will be provided by NIHSAD and consumables/machining/welding if any required shall be in bidder's scope.)

### **C. Major Overhauling**

1. Whenever it is felt necessary resulting from unusual noise and vibration on alignment.

Major overhauling includes complete stripping of compressor and replacement of all defective components like Piston (both LP & HP), connecting rods, main bearing (Both DE & NDE), Needle bearing, Gudgeon Pin, Piston heads, flanges, valves (NRV & Stop Valves ), Pressure control switch, defective flywheel and motor pulley and driven motor. **During the process of overhauling any machining work necessary will be in bidder's scope at no extra cost.** After carrying out the above job the compressors are to be assembled and made operational by firm. **Hydraulic test of both Air Receivers once in a year.** Testing of safety valves. Painting of all compressors parts including receivers inside & outside both surfaces.

2. Maintenance of drier to prevent any leakage, for satisfactory performance, functioning of the Bypass arrangement. All piping and welding work are to be done by the firm. **All major spare parts will be provided by NIHSAD.**

**D. Breakdown Maintenance** -Any of the work that is required to put the compressor back into service during breakdown. The firm has to intimate well in time the requirements of spare parts, consumables or any materials that is required. **All major spare parts will be provided by NIHSAD. All consumables and lubricant will be in bidder's scope.**

### **2.5).SOFT WATER PLANT WITH PUMP & ITS ACCESSORIES (Make-Shreeji Aqua Water Treatment Pvt. Ltd.)**

1) Operation-Daily

2) Charging as required and calculation of PPM of soft water daily & recording it in log book. Instrument required for measuring PPM of soft water will be in bidder scope.

3) Maintenance-As & when required.

4) All major spare parts/resin shall be provided by NIHSAD.

### **2.6) STEAM AUTOCLAVES (Located inside BSL-3 Laboratory) –**

1) Barrier Autoclaves (Make Yorco-Double Door Type):

Size-600mmX900mmX1500mm, **2 nos,**

2) Autoclave (Make Yorco-Double Door Type):

Size- 600mmX900mmX900mm, **1 no.**

3) Autoclave (Make Yorco-Double Door Type):

Size- 600mmX600mmX900mm, **1 no.**

4) Horizontal Autoclave (GENIST make, Model-GTA003): Capacity- 98 Ltrs, **1 no.**

2.6.1). **Operation**-Daily & As required

2.6.2). **Maintenance**-The annual maintenance contract covers the complete repairs, maintenance, calibration of instruments & validation of autoclaves as given in detail below-

a).All the manual and solenoid valves, NRV's, steam traps, safety lack valves will be checked and properly cleaned for scale formation leakage every month.

b).**Calibration of recorder and Digital temperature Controller, twice in a year.**

c).**Validation of autoclave to ensure uniform temperature in the chamber twice in a year.**

d). All other problems related with Electrical, Instrumentation, Mechanical etc have to attended during visit & when required.

e).All tools, tackles, Validation instruments for AMC are to be arranged by the contractor. Consumables like Teflon tape, Insulation Tape, Hole Tight, Gland rope, Nuts, Bolts, Washers,



Cleaning Cloth etc are in the scope of this contract, **whereas major spare parts will be provided by NIHSAD.**

**2.6.3). Hydraulic testing As per BIS once in a year.**

**2.7).RENDERING PLANT WITH CONDENSER (Shell & Tube) WITH ITS ACCESSORIES (i.e. cooling tower & Pump).**

- 1).Operation-As & when required, once in 2 months cycle.
- 2).Maintenance-2 times in a year
- 3).All consumables required are in bidder's scope.

**2.8) OTHER TERMS & CONDITIONS UNDER SCOPE OF WORK**

1. The firm / agency / contractor who wish to quote may visit and examine the whole system and satisfy themselves before submitting their offer and to apprise themselves about the conditions of equipment as well as minor items and equipment/ accessories of these systems. When the quotation is received, it will be deemed that the bidder has seen the systems and apprised themselves about the whole systems.
2. Log-book, registers for recording of parameters related Steam and fuel oil storage handling/supply systems shall be provided and maintained by the firm / agency / contractor showing the complete operation and maintenance done (separate log books) on the plant systems and it should be made available to the NIHSAD staff. **Clothes for cleaning of all equipments required for day to day operation & maintenance shall have to be arranged by the contractor.**
3. **All routine/day to day maintenance material such as lube oil, nut bolts, grease, gland packing, gasket (different sizes), oil seal, o-ring, bush etc are covered under day to day maintenance of boiler plant & its accessories and fuel storage handling system etc. have to be provided by the firm/agency/contractor and a minimum quantity of such material may be kept at NIHSAD site to minimize time of maintenance.**
4. **All the rewinding of motors (Feed pump motors, Boilers blower motors, oil feed pump motors, soft water motors, Air compressor motors, vacuum pump motors of autoclaves, Rendering plant motors etc.) shall be under the scope of contractor.**
5. Care should be taken so that the system doesn't lead to major breakdown. In the event of any break down, the same will be rectified immediately failing which such rectification may be done at the risk and cost of the firm/agency/contractor and a suitable penalty may be imposed for such delay in rectification/maintenance. Similarly, if any breakdown takes place due to negligence of the firm//agency/contractor, the whole component has to be replaced/rectified to bring the original condition immediately.
6. All tools, equipments, measuring instruments, welding machine, welding electrode etc. required for proper operation and routine maintenance of Boilers/Air compressors and allied accessories etc. shall be provided by the firm/ agency /contractor.
7. Chemical/material & tool tackles required for de-scaling of boilers, heat exchanges etc. shall be provided by the firm/agency/contractor under the operation & day to day routine maintenance contract.
8. Contractor should deploy contractual manpower in such a way that all of their staff gets weekly off, and other paid holidays like 26 January, 15 August, 2nd October etc. as notified by the Govt. from time to time.

## OTHER TERMS & CONDITIONS

1. The contract is subject to the condition that the tenderer will comply with all the laws and acts of Central Govt./State Govt. relating to this contract made applicable from time to time.
2. The persons so provided by the agency under this contract will not be the employee of the NIHSAD and there will be no employer-employee relationship between the NIHSAD and the person so engaged by the contractor in the aforesaid services.
3. For this Contract, water and electricity will be provided by the institute. It is presumed that the bidder has assessed all the requirements of manpower/materials/logistics/taxes etc. thoroughly before participating in the tender process. None of the other requirements including stationary items would be provided from the institute.
4. The contractor will discharge all his legal obligations in respect of the workers/supervisors to be employed/deployed by him for the execution of the work in respect of their wages and service conditions and shall also comply with all the rules and regulations and provisions of law in force that may be applicable to them from time to time.
5. The contractor shall indemnify and keep indemnified the NIHSAD from any claims, loss or damages that may because to it on account of any failure to comply with the obligations under various laws. In case of any dispute the decision of Director, NIHSAD shall be final and binding on the contractor.
6. The service provider/contractual staff should have adequate literary knowledge to cope up with the smooth operation of work.
7. The firm/contractor shall nominate a coordinator for immediate interaction with NIHSAD staff/office as and when required. Weekly rest shall be provided to each worker engaged.
8. The contractor must employ adult contractual staff (21 – 58 years) only. Employment of the child labour shall lead to the termination of the Contract.
9. Any change in contractual worker should be done in consultation with NIHSAD authority. Abrupt and unjustified changes will not be accepted.
10. All the Contractual Services Staff should follow strict attendance and alternative arrangements are to be made by the agency to keep all the work points to be in operation by the substitute if any contractual worker leaves the point.
11. The agency shall employ good and reliable Contractual persons with good health. In case any of the personnel so provided is not found suitable by the NIHSAD, the NIHSAD shall have the right to ask for his replacement without giving any reason thereof and the agency shall on receipt of a written communication will have to replace such persons immediately.
12. The contractor shall not sublet the work without prior written permission of the NIHSAD.
13. The contractor or his workers shall not misuse the premises allotted to them for any purpose other than for which the contract is awarded.
14. The contractor shall keep a complaint register with his nominated coordinator, and it shall be open to verification by the authorized officer of NIHSAD for the purpose. All complaints should be immediately attended by the Agency.
15. All the contractual workers should maintain discipline, punctuality and obedience in the campus. Any misconduct would entail the administration to instruct the contractor to replace the person immediately
16. Payment to the Contractor will be made on monthly basis. The sequence of payment would be as given below.
  - a. Payment to the contractual staff shall be done by the contractor through BANK TRANSFER in their account on or before 10<sup>th</sup> of each month, right from the first month.
  - b. **Monthly payment to the firm will be based on the payment of wages and statutory contributions etc. as per actuals as per manpower provided, agency service charge, other AMC charges and GST as applicable. No other amount is to be retained by the service provider out of the minimum wages, EPF, ESI etc. as mandated by the statutory provisions on the subject.**
  - c. The contractor then shall submit the claims of such payments to the institute alongwith proof of BANK TRANSFER, payment towards EPF, ESI, GST and other statutory

- payment etc. The mode of payment and challans etc. should be transparent so as to prove their authenticity.
- d. Upon verification of records as mentioned above and the attendance sheet of contractual persons, the administration would release the payment via BANK TRANSFER in the account of contractor.
  - e. In no case, release of payment should be linked to payment to contractual workers which must be done before 10<sup>th</sup> day of each month.
  - f. Income Tax (TDS) will be deducted from the payments due for the work done as per rule.
  - g. The contractor will have to provide the details of (individual wise) EPF deposition with the concerned department and copy of the detailed list obtained from the EPF department/website should be submitted as a supporting document alongwith the bill of the succeeding month. Similarly, firm should also provide evidence towards depositing the relevant amount towards ESI with details.
  - h. The contractor will have to give revised minimum wages with other statutory liabilities as and when the minimum wages are revised during the period of the contract. The rates of wages and statutory contribution on person's wages will be revised and communicated by ICAR-NIHSAD from the dates of statutory revision in wages and statutory contribution as notified by the Ministry of Labour, Govt. of India from time to time. However, there will not be any increase in the service charges/other AMC charges quoted by the firm during the contract period. While the monthly rates of wages etc. will be considered for total value of the contract, the rates for the same shall not be quoted in the financial bid.**
  - i. The Institute will not be responsible either to the Contractor or to its workers deployed at this Institute for any medical assistance/injuries/death or any kind of loss occurred to contractual labours.
17. The Director, NIHSAD reserves the right to reject any or all tenders/quotations in whole or in part without assigning any reason thereof. The decision of Director, NIHSAD shall be final and binding on the Contractor/Agency in respect of clause covered under the contract.

Signature of tenderer.....

---

## **INSTRUCTIONS TO CONTRACTOR FOR STATUTORY COMPLIANCES FOR WORK CONTRACT**

### **1. Statutory registration and clearances**

Contractor shall commence the work only after obtaining Labour License (if applicable), independent provident fund no., ESI Registration no., and Income tax no. and clearance certificate in respect of provident fund, ESI and Income tax from respective enforcement authorities.

### **2. Identity Card**

Contractor shall provide to each of his employee an Identity card which shall have his photograph verified by contractor, his name, place of work and name of the contractor.

### **3. Statutory obligation**

- 3.1 Contractor shall engage only adult workers (preferably in the age group of 21 years and 58 years).
- 3.2 Contractor shall abide local laws.
- 3.3 In case a contractor deploys women worker obligation under women's law – should be followed.

### **4. PF & ESI Contribution & Return**

- 4.1 PF & ESI contribution of workers engaged shall be borne by the contractor as per laws/ rules in force & shall produce papers/ records whenever asked to do so.
- 4.2 Contractor shall fully comply all other formalities as per the PF & ESI statutory provisions and submit a copy of the challans etc. to NIHSAD for replying to statutory authorities in case of any complaints.
- 4.3 Verification of the character and antecedents of new workers from police authorities are to be got done by the contractors and should submit to the office before commencement of AMC. In case of old workers, these certificates should be renewed every 3 years.

### **5. Medical care in case of accident**

- 5.1 The agency shall agree to get all the staff members insured against any liabilities arising under the workman's compensations act or under the common law. This aspect shall not be a liability on the part of the Institute in any case.
- 5.2 It is responsibility of contractor to undertake necessary care and make arrangement for transportation and the treatment of his worker.
- 5.3 Contractor should assist and guide his workers.

### **6. Supervision**

Contractor shall engage or nominate a supervisor as per the scope of work defined in the tender to supervise and control his workers at the work spot during execution of work for effective supervision. They will also identify their worker and regulate entry at gate at the time of entering and leaving the premises.

## **7. Payment of wages**

- 7.1 Payment shall be made by the contractor to his workers as per their category & nature of work which shall not be less than the rates declared from time to time under Minimum wages Act. as per Central Govt.

## **8. Safety and disciplinary action**

- 8.1 Contractor shall ensure that his workers do not indulge in any unsafe or hazardous activities. They use safety equipment such as safety belts, safety shoes, goggles, helmet and masks where use of such equipment is required in day-to-day operations. All such safety gadgets will be provided by the contractor.

## **9. Records & information to be furnished by contractor**

- 9.1 Contractor shall maintain neatly, completely and legibly registers, records, reports and returns for inspection by various authorities at short notice.
- 9.2 Contractor shall submit the details of work awarded to him by other departments indicating work order No., nature of work etc.

- 10.0** After award of AMC the successful bidder has to deposit 3%...performance security with agreement before starting the work. In case of a new contractor taking over AMC, the new contractor has to depute his staff to acquaint with the working of the machinery at least 15 days before actual taking over the work. He will not be allowed to start work before the agreement signing, payment of the security deposit etc.

**Schedule - II**

**CHECK LIST (TECHNICAL BID)**  
**SUMMARY OF COMPLIANCE TO REQUIREMENT OF TENDER**

Sr. No.	Description of requirement	Yes/No	Page No.
1.	The bidder should be an approved/registered contractor for boiler work under Directorate of Boilers, Govt of M.P & should have fulfilled the requirements of IBR. <b>(Scanned copy of registration to be uploaded)</b>		
2.	The firm should have experience of providing AMC of fuel oil (FO/LDO)/LPG/Coal based steam generating boilers of minimum capacity of 1500 kg/hr x 2 & air compressors with air driers in atleast two contracts/services of one year each during last five years (2016-2021) in Govt./PSUs/reputed private organizations. <b>(Scanned copy of experience certificates to be uploaded). Details of experience should be provided in Annexure I.</b>		
3.	Scanned copy of DD/FDR of earnest money deposit (EMD) and tender cost form (if not exempted by Govt.).		
4.	Scanned copy of Registration Certificate of the bidder/agency/company/sole proprietor/partnership firm from the appropriate authorities of Govt. to carryout business in relevant area. In case of partnership firms, a scanned copy of the partnership agreement to be uploaded.		
5.	Scanned copy of valid labour license 1971 <b>(if applicable)</b> issued by an appropriate authority under the Contract Layout (Regulation & Abolition) Act, 1970 and Contract Labour (Regulation & Abolition) Rules,.		
6.	Scanned copies of EPF and ESI registration Certificate issued by the local Government.		
7.	Scanned copy of documentary proof of numbers of staff registered under ESI & EPF separately.		
8.	Scanned copies of MSME/NSIC/Startup firms (in related service/business), if applicable. The MSME/NSIC firms are exempted from tender cost as well as EMD subject to submission of their valid registration certificate as per the stipulation of Central Government.		
9.	Scanned copy of audited balance sheet of the firm by the Chartered Accountant to fulfill the requirement of minimum average turnover of the firm not less than Rs. 20 Lakhs during the last three financial years.		
10.	Scanned copies of valid GST registration certificates issued by competent authority. (If GST is not applicable as per GOI rules, an undertaking on company letter head shall be submitted)		
11.	Scanned copies of PAN Number and scanned copy of Income tax Returns for the last three financial years.		
12.	Scanned copy of an undertaking as per attached Format (Annexure – II) duly attested by Notary on a non-judicial stamp paper of value of Rs. 500/- (Rupees Five Hundred Only) regarding their non-blacklisting by any of the Government Departments, Public Sector Undertakings and/or by Central Vigilance commission during the last three years. <b>Original undertaking should be submitted along with EMD to the Director, NIHSAD, Bhopal.</b>		

Declaration by the Tenderer:

This is to certify that I/We signing this tender have read and fully understood all the terms and conditions contained herein and undertake myself ourselves to abide by them

Signature of tenderer.....

**Annexure – I**

**Details of the Experience of Minimum two AMC Work/Service Contract of  
atleast one year each during last 5 years (2016-2021).**

Sr. No.	Name of the Deptt. Organization & Name of Contact Person with Ph. No.	Period		No. of Staff deployed	Remarks
		From	To		
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					

**(Authorized Signatory)**

**Financial bid (BOQ) should be filled & uploaded separately**

To

**The Director,**  
NIHSAD,  
Bhopal – 462021 (M.P.)

Sir,

I/We submit our tender with respect to financial bid for providing AMC services of STEAM GENERATING BOILERS, WITH THEIR ALLIED ACCESSORIES AND STEAM DISTRIBUTION PIPING NETWORK AND FUEL OIL HANDLING SYSTEM, AIR COMPRESSORS WITH AIR DRYING UNIT, SOFT WATER PLANT WITH ITS ACCESSORIES, AUTOCLAVES & RENDERING PLANT (2<sup>nd</sup> CALL) at ICAR- NIHSAD, Bhopal and my/our rate is as follows which may be read with reference to Schedule – II :-

Financial Bid (BOQ)				
(For reference purpose only and not to be filled with technical bid)				
Tender inviting Authority :Director, ICAR-NIHSAD, Bhopal				
Name of Work: AMC services of Steam Generating Boilers, With Their Allied Accessories And Steam Distribution Piping Network And Fuel Oil Handling System, Air Compressors with Air Drying Unit, Soft Water Plant With Its Accessories, Autoclaves & Rendering Plant at ICAR- NIHSAD, Bhopal (2 <sup>nd</sup> Call)				
Contract No:				
Name of the bidder/Bidding Firm/Company:				
PRICE SCHEDULE				
NUMBER #	TEXT #	NUMBER #	NUMBER #	TEXT #
Sl. No.	Item Description	BASIC RATE In Figures To be entered by the Bidder in Rs .P	TOTAL AMOUNT in Rs .P	TOTAL AMOUNT In Words
1	2	7	8	10
1	AMC Services Contract			
1.01	Other AMC charges per month exclusive of GST as per Schedule II, clauses 2.1B to 2.8 (Hiring of welder/material/paint/machining etc., uniform & safety gadgets, annual maintenance & inspection of boilers, calibration/hydraulic testing of autoclaves, maintenance/overhauling of air compressor/drier, consumables etc.) (2 <sup>nd</sup> Call) (Amount in INR) <b>(Wages and GST not to be quoted here)</b> <b>(Please refer to 31b at Page no. 6)</b>		0.00	INR Zero Only
1.02	Agency Service Charges per month exclusive of GST (Amount in INR)		0.00	INR Zero Only
	(Amount in INR)			
Total in Figures			0.00	INR Zero Only
Quoted Rate in Words			INR Zero Only	

I/We agree to forfeiture of the EMD deposited by me/us in connection with tender if we fail to comply with any of the terms and conditions in whole or in part as paid down in the tender documents. We have carefully read the terms and conditions of the tender and agree to abide by these in letter and spirit.

The other terms and conditions in the tender will form a part of the schedule.

**Signature**  
**Name and address of the firm with phone number**



### **Liquidated Damage Clauses/Penalty Clause**

1. In case of deficiency of services, Pro-rata deduction of amount on the services not provided will be made. In addition to 10% penalty would be charged after giving due hearing to the contractors explanation by the Director of the Institute.
2. The firm will not charge placement charges on any other account from the manpower deployed with the NIHSAD from the payment to be made to the outsourced staff as per quoted rates. The contract is liable to be terminated, security deposit forfeited and the Contractor/Firm will be blacklisted if, at any stage, reports are received that the Contractor/Contracting firm has charged the manpower on any account.
3. Any misconduct/misbehavior on the part of the manpower deployed by the agency will not be acceptable and such persons will have to be replaced immediately.
4. If the required number of workers/supervisor is less than the minimum required to carry-out the job as a whole, a penalty of Rs. 500/- per worker per day will be deducted from the bill.

### **RISK CLAUSE: -**

**The Agreement of the contract can be terminated with two months notice from earthier side on the technical issues beyond logical solutions. However, in case of Service Provider/Contractor issuing notice, the expenses incurring due to such breach shall be recovered from the security deposit or pending bills or by raising a separate claim.**

The decision of the Director, NIHSAD, Bhopal (competent authority in the Institute) shall be final and binding on the contractor/agency in respect of any clause covered under the contract and any matter incidental to the contract.

**SEAL & SIGNATURE OF THE FIRMS REPRESENTATIVE**

**FULL ADDRESS .....**

**MOBILE NO. ....**

**UNDERTAKING**

I/We have read and understood General Terms and Conditions contained in the ICAR-NIHSAD's application form for contract. I/We do hereby declare that all the details provided in this application form are true to the best of my/our knowledge and belief and any misrepresentation of facts will render me/us liable to any action as may be deemed fit by ICAR-National Institute of High Security Animal Diseases, Bhopal.

I/We do hereby also accept ICAR-NIHSAD have the right to accept or reject this application and not to issue invitation to Tender to me/us.

I/We undertake to communicate promptly to ICAR-NIHSAD any changes in the condition or working of the firm. It is certified that we have not been blacklisted by any organization of Government of India including Central Vigilance commission (CVC) in the last three years. The undersigned is fully authorized to sign and submit this application form on behalf of the organization, he/she represent. We authorize ICAR-NIHSAD to approach individuals, employees, firms and corporations to verify our competence and general reputation.

Signature: - .....

Name: - .....

Designation: - .....

Address: - .....

Place: - .....

Dated: - .....