

No.D-13012/03/2016-Adm.II
Government of India
Ministry of Labour & Employment

Shram Shakti Bhawan, Rafi Marg,
New Delhi - 110001
Dated: 17th March, 2017

e-Tender Notice

Subject: Comprehensive Annual Maintenance Contract (CAMC) for R.O. Water Purifiers in the Ministry of Labour & Employment (MS), New Delhi for a period of one year.

IMPORTANT DATES

PUBLISHED DATE	17.03.2017
BID DOCUMENT DOWNLOAD START DATE	17.03.2017
BID SUBMISSION START DATE	17.03.2017
BID DOCUMENT DOWNLOAD END DATE	06.04.2017
BID SUBMISSION END DATE	06.04.2017 UPTO 3.00 PM
BID OPENING DATE	07.04.2017 AT 4.00 PM

Online e-tenders are invited by the Ministry of Labour and Employment (Main Secretariat) under single bid system for Comprehensive Annual Maintenance Contract (CAMC) of R.O. Water Purifier machines installed at Shram Shakti Bhawan, Jaisalmer House etc. (as per list enclosed at Annexure-D) for the period of one year from date of award of contract. These machines can be inspected by interested parties, if required, **during office hours on all working days before last date by prior appointment.**

2. The tender documents can be downloaded from the websites of <http://eprocure.gov.in/eprocure/app> and <http://labour.gov.in> from 17.03.2017 to 06.04.2017 (upto 3.00 P.M.).

3. The interested bidders may submit the tenders online at <http://eprocure.gov.in/eprocure/app> in a single bid systems in the prescribed proforma. Tender is to be submitted **only online** through e-Procurement Portal <http://eprocure.gov.in/eprocure/app>. All the documents in support of eligibility criteria etc. are to be scanned and uploaded along with the Tender documents. Tenders sent by any other mode or incomplete tenders will not be accepted. No tender documents will be accepted after the expiry of stipulated date and time for the purpose under any circumstances whatsoever.

4. The general Terms and conditions, price schedule, undertaking etc. to be submitted are at Annexure-A, B, C & D.

5. The Earnest Money Deposit (EMD) of Rs. 10,000/- (Rupees Ten thousand only) in the form of Account Payee Demand Draft/Bankers Cheque (in original) drawn in favour of Pay and Accounts Officer (Main Sectt.) Ministry of Labour & Employment, New Delhi must be dropped only in Tender Box placed near Reception (Gate No.1) of Shram Shakti Bhawan, Rafi Marg, New Delhi between 9.00 AM to 3.00 PM on 07.04.2017. **In case original EMD is not**

submitted by the given date and time, the bids will be rejected summarily. However, scanned copy of Bank Draft must be uploaded electronically on <http://eprocure.gov.in/eprocure/app>. Bids received after the prescribed date and time shall not be considered. Late receipt of EMD i.e. after prescribed date and time, the bidder shall be disqualified and such bid will not be considered. If the bid is received without EMD, it would not be considered and would be rejected summarily. EMD of unsuccessful bidder will be returned to them after the award of the contract. No interest is payable on this deposit. No bidder is allowed to withdraw application after submission of bid. If a bidder wants to withdraw, either before or after award of contract, their EMD will be forfeited.

6. The bids will be opened online by Tender Evaluation Committee in the Ministry of Labour and Employment on 07.04.2017 at 4.00 P.M. in Room No. 518, Shram Shakti Bhawan, Rafi Marg, New Delhi. Bidder or their authorized representatives can also be present at the time of opening of bids. Only one representative on behalf of one tenderer shall be allowed to be present on the occasion. The Tender Evaluation Committee, after evaluation of the Bids, will give its specific recommendation (s) regarding the lowest responsive bid, which is to be selected along with a comparative statement duly signed by the members of the committee.

7. Each page of this tender notice & documents including general terms and conditions should be signed by the tenderer and rubber stamped in token of having been accepted the same in letter and spirit.

8. The competent authority in the Ministry of Labour and Employment reserves the right to cancel the tender at any time or amend/withdraw any of the terms and conditions contained in the Tender Document, without assigning any reason, there for.



(Atul Kumar Singh)

Under Secretary to the Govt. of India
Telephone No. 23766320

Copy to:-

1. All Ministries/Departments for circulation among their contract holders.
2. Director, NIC, Shram Shakti Bhawan with the request to place the aforesaid Notice on the website of the Ministry for wide publicity.
3. Notice Boards.
4. Hindi Section for Hindi version.



(Atul Kumar Singh)

Under Secretary to the Govt. of India
Telephone No. 23766320

Copy for information to:

1. Reception Officer, Ministry of Labour and Employment, Shram Shakti Bhawan, New Delhi.
2. Asstt. Commandant, CISF, Shram Shakti Bhawan.

Annexure-A

TERMS & CONDITIONS FOR MAINTENANCE OF R.O. WATER PURIFIERS IN MINISTRY OF LABOUR & EMPLOYMENT (MS) DURING 2017-18.

1. The number of machines to be placed under AMC is 12(Twelve). The number of machines may increase or decrease during the contract period.
2. The initial servicing of the R.O. Machines will have to be completed within 7 days from the date of commencement of contract including replacement of vital parts like membranes, filters etc.
3. During the period of contract, the Company will be responsible for proper and consistent functioning of these R.O. Machines being used by this Ministry and for quality of Drinking Water supplied through these machines.
4. The Company will depute qualified technician(s) who should come every alternate day to check & service these machines and should be available on call for attending complaints as and when required. The technician may also be called on Holidays or after working hours for urgent repairs etc., if it is considered necessary.
5. The Technician(s) deputed by the Company will be required to submit TASK REPORT every time servicing / replacement of parts is done.
6. The Company has to use all products / material of ISI mark or standard quality and specifications and brand name also mentioned in Task Report, when replacement of parts is done.
7. Outer cleaning of R.O. Machines will have to be done on regular basis as directed by the Ministry.
8. In case any R.O. Machine goes out of order, the repair should be carried out by the company/firm in the premises of this office. Only such work, which cannot be executed in the premises of this office, will be allowed to be done in the workshop of company/firm with prior permission of this office for which no extra charges like cartage etc. will be payable.
9. If this Ministry feels that any of the R.O. Machines, under the contract was not properly maintained / serviced by the Company or does not function for reasonable period after repair, a reasonable deduction from the bill will be made. The decision of this Office as regards to the reasonableness of deduction will be final and binding on the Company.
10. In any circumstances the R.O. machine should be put in order within day or in case any complaint is lodged after 3.00 PM it should be attended by 11.00AM next day positively, failing which a penalty of Rs.100/- per day subject to a maximum of Rs.1,000/- will be deducted from the bill of the firm.
11. The successful bidder will be required to give its acceptance and to remit an amount of **Rs.20,000/- (Rupees Twenty thousand)** as Performance Security within **7 days** of issue of award letter.

12. If acceptance is not given within stipulated time, the bid security is liable to be forfeited and AMC may be awarded to next bidder.
13. The security deposit shall be in the form of a Bank Guarantee/FDR from any commercial bank drawn in favour of PAY AND ACCOUNTS OFFICER (MS), MINISTRY OF LABOUR & EMPLOYMENT, NEW DELHI, which should be valid for at least 2 months beyond contract period.
14. The security deposit would be returnable, subject to any deductions decided by this office, after completion of the contract period. It is liable to be forfeited in case any conditions of the contract are contravened during the contract period or at the end of contract or if any of the machines is found to be out of order at the end of contract period.
15. This Ministry may terminate the contract at any time without assigning any reason thereof, if the work of the Company is found to be unsatisfactory. This Ministry will be at liberty to entrust the same to any other firm / company at the risk and expense of the defaulting company / firm. In this connection, the decision of this office shall be final and binding upon the company / firm.
16. The company / firm should submit its profile and bid on their letter head bearing full address, telephone number, TIN / PAN/ Service Tax number etc. indicating past experience, technical capability, financial position, reliable references etc. while submitting their bid. Copies of existing contracts and contracts during last 2 years should be furnished.
17. The price schedule should indicate all inclusive rates (**except Tax**) (in the enclosed Performa) for comprehensive maintenance / servicing of R.O. Machines including all parts viz. Membrane, Pump, Transformer, Filter, Stand, Plastic parts etc. No other payment shall be payable except for rates approved by the Ministry.
18. Replacement of Membrane and filters will be done **every month or earlier** as per the requirement or as directed by the competent authority. Other parts, required for consistent functioning of R.O. machines and output of potable drinking water, shall be replaced as and when required.
19. The payment will be made on quarterly basis on presentation of bill (in triplicate) and on the rates accepted by this office.
20. In all matters of dispute relating to this contract, the decision of Competent Authority in this Ministry will be final and binding upon the Company.
21. This Ministry reserves the right to renew the contract, on same terms, conditions and rates, for such period as it may deem necessary taking into account the services rendered during the contract period.
22. The contract will be awarded on "**as is where is basis**".

23. The firm may be required to prepare & submit report etc. in respect of machines as may be directed by the Competent Authority.
24. While submitting the bid, the bidder will be deemed to have read, understood, and accepted all the terms and conditions stated in this document and no change, what so ever desired, will be entertained by this Ministry.
25. The company/firm may also be required to sign an agreement/contract as may be decided by the Competent Authority in the Ministry.

Undertaking to be signed by the contractor/tenderer on behalf of his/her firm.

I-----do hereby undertake that I have clearly and precisely understood the terms and conditions of the tender, that I will abide by these terms and conditions mentioned in the tender notice/document and the rules and regulations/instructions of the Government, issued from time to time in letter and spirit, that any breach and/or violation of any of the terms and conditions and /or in case of my work being found unsatisfactory at any time during the period of contract, my contract shall be liable to be terminated without assigning any reason thereof, and that in such case, the amount of security deposit shall stand forfeited to the Government and also I will be liable to make good all extra cost(s) borne by the Ministry of Labour & Employment for getting the jobs done by other person(s) and/or any loss or damages that may be caused to the Ministry of Labour & Employment owing to the unsatisfactory/failure to work on my part.

I-----also undertake that the decision of the Ministry of Labour & Employment shall be final and binding in all cases, whatsoever may be, pertaining to this contract.

Place:

Date:

(Signature of Owner/Proprietor/Authorized
Signatory of Agency/firm with company seal and date)

ANNEXURE-C**Details to be submitted with the Tender Documents for Servicing/Maintenance of R.O. Water Purifier Machines in the Ministry of Labour & Employment**

S. NO.	PARTICULARS	TO BE FILLED BY TENDERER
1.	Details of EMD furnished	
2.	Name of the firm/agency	
3.	Address of firm/agency in Delhi/NCR	
4.	Telephone Number/Mobile Number	
5.	Name of owner/proprietor etc.	
6.	Whether assessed for IT/ST if so PAN/TAN/TIN/Vat/Sale Tax/ Service Tax Reg. No. (alongwith copy)	
7.	Experience of working in Govt. departments (Names of departments may be listed here & copies of AMC Award letters may be enclosed)	
8.	Undertaking regarding the agency/firm not having been blacklisted or terminated or debarred till date by any Govt. department or no legal suit/criminal/tax evasion fraud case is registered against the agency/ firm or its owner/proprietor/partner of agency/firm anywhere in India. (Enclose undertaking on Rs.100/- stamp paper)	
9.	Whether copy of terms & conditions duly signed by owner/proprietor or authorized signatory is attached in acceptance of same.	
10.	Types of taxes applicable on items/services	
11.	Any other details (please specify)	

Place:

Date:

(Signature of Owner/Proprietor/Authorized Signatory of Agency/firm with company seal)

ANNEXURE-D

PRICE SCHEDULE FOR R.O. WATER PURIFIERS

S. NO.	ITEM	NO. OF MACHINES	RATE (Rs.)
1	Comprehensive Maintenance Charges for 50 litre machine including membranes, filters, pump, transformer, membrane housing, carbon block and all other parts including electrical wire, plug etc.	10	
2	Comprehensive Maintenance Charges for 25 litre machine including membranes, filters, pump, transformer, membrane housing, carbon block and all other parts including electrical wire, plug etc.	2	

(Signature of Proprietor/Owner/Authorized signatory
alongwith company seal)