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केन्द्रीय मात्स्यकी प्रौद्योगिकी संस्थान
CENTRAL INSTITUTE OF FISHERIES TECHNOLOGY
(भारतीय कृषि अनुसन्धान परिषद)
(INDIAN COUNCIL OF AGRICULTURAL RESEARCH)
विल्लिंगडन आइलैंड, मत्स्यपुरी पी. ओ., कोच्चिन-682 029
WILLINGDON ISLAND, MATSYAPURI P.O., COCHIN-682 029



TENDER FOR

**“Maintenance contract for Electrical and Plumbing works at
CIFT Office and Residential Complex, Kochi”**

Tender Enquiry No.: **F.No. 1-5/2019-Cdn**

(Click here to go to cpp portal)

email: ciftcdn@gmail.com

website: www.cift.res.in

www.eprocure.gov.in

Tel: 0484 – 2412406 / 2412306 / 2412300

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NOTICE INVITING TENDER

CIFT invites e-tenders for the work "Maintenance contract for electrical and plumbing work at CIFT Office and CIFT Residential Complex, Thevara" as per BOQ schedule of work enclosed through the website www.eprocure.gov.in from the eligible/licensed or other Government registered service providers.

Tender Enquiry No. : F.No.1-5/2019-Cdn	
Published Date	12.01.2021 – 1600 hrs
Bid submission start date	12.01.2021 – 1630 hrs
Bid submission end date	29.01.2021 – 1430hrs
Bid opening date	30.01.2021 – 1430 hrs

IMPORTANT NOTES:-

1. Tender Documents can be downloaded from cift website www.cift.res.in or from Central Public Procurement Portal www.eprocure.gov.in. Bidders should enroll / register in the e- procurement module of Central Public Procurement Portal through the website : www.eprocure.gov.in. Bidders should also possess a valid DSC for online submission of bids.
2. **Bids received on e-tendering portal only will be considered. Bids in any other form sent through sealed cover/email/post/fax etc. will be rejected.**
3. CIFT reserves the right to accept / reject any /all tenders in part /full without assigning any reason thereof.
4. CIFT will not be responsible for any delay in enrollment / registration as bidder or submitting / uploading the offer on e-tender portal. Hence, bidders are advised to register in e-tendering website www.eprocure.gov.in and enroll their Digital Signature Certificate and upload their quotation well in advance.
5. Any changes / corrigendum/ extension of opening date in respect of this tender shall be issued through websites only and no press notification will be issued in this regard. Bidders are therefore requested to regularly visit our website for updates.

(Vinodh Kumar M. N.)
Asst. Admn. Officer (Cdn.)
FOR DIRECTOR

Place: Kochi
Date: 12.01.2021

INSTRUCTIONS TO THE TENDERERS

The Tender shall be submitted in accordance with these instructions and any tender not confirming the instructions as under is liable to be rejected. These instructions shall form the part of the tender and contract.

1. For Online Bid Submission, as per the directives of Department of Expenditure, this tender document has been published on the Central Public Procurement Portal ([URL:http://eprocure.gov.in/eprocure/app](http://eprocure.gov.in/eprocure/app)). The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates.

More information useful for submitting online bids on the CPP Portal may be obtained at www.eprocure.gov.in/eprocure/app

For Registration

1. Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal ([URL:http://eprocure.gov.in/eprocure/app](http://eprocure.gov.in/eprocure/app)) by clicking on the link "Click here to Enroll". Enrolment on the CPP Portal is free of charge.
2. No extra payment shall be paid on account of any discrepancy in nomenclature of items.
3. Bidders should be registered Government Contractors.
4. While submitting the tender, if any of the prescribed conditions are not fulfilled or are incomplete in any form, the tender is liable to be rejected. If any Tenderer stipulates any condition of his own, such conditional tender is liable to be rejected.
5. Director, CIFT, reserves the right to reject any tender/bid wholly or partly without assigning any reason.
6. The Works Committee constituted by the Director, CIFT shall have the right to verify the particulars furnished by the bidder independently.
7. The work/service invited is for CIFT, Kochi and the contractor shall be responsible for dues damage during the execution of work.
8. All the tender documents & Price Bid to be uploaded as per this tender are to be digitally signed by the bidder.
9. Bidder should log into the site well in advance for bid submission so that he/she upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
10. Only bids received on CPP Portal will be considered for opening. Bids in any physical form sent through fax/email/courier/post/ delivered personally will not be considered.
11. The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.

All the communication with respect to the tender shall be addressed to:

**The Director,
Central Institute of Fisheries Technology, Willingdon Island,
Matsyapuri P.O. Kochi – 682029.**

Terms and Conditions

1. Before quoting for the tender, it is requested to kindly go through the quotation Document thoroughly and abide by all the terms and conditions given.
2. **Before quoting the rates, the site may be inspected.**
3. Quotations received after due date and time shall not be entertained.
4. The quoted rates must be valid for six months.
5. Rates quoted must be given in the prescribed format in BOQ only and TAX/VAT applicable may also be shown.
6. **The Contractor should submit "Bid Security Declaration" accepting that if they withdraw or modify their bids during period of validity etc. they will be suspended for the time specified in the tender documents.**
7. The contractor should have valid registration UNDER Labour Contract Regulation & Abolition Act, 1970, service tax/GST registration EPF and EIS registration and this should be proved by producing attested copies of the said certificates along with tenders. Any tender submitted without the said documents will be summarily rejected.
8. The contractor /agency will be responsible for payment of the revised minimum wages, DA, ESI, EPF contribution etc. from time to time.
9. The contractor should produce necessary evidence like payment challans etc. to prove that firm regularly pays service tax/GST, PF contribution and ESI contribution etc. Any tender submitted without documentary evidence for prompt compliance of the above items will be summarily rejected.
10. If the contractor fails to engage adequate number of skilled and unskilled labours separately for the work, recovery will be made from the payments based on the proportionate rates quoted by them.
11. The persons deployed for the work should be issued with proper uniform for easy identification at your cost.
12. Within 21 days after issue of notification of award of work by the Institute, the Contractor shall furnish a performance security for an amount of 5% of the contract value, valid up to 60 days after the completion of all contractual obligations by the Contractor, including the warranty obligation. The same is returnable after 2 months/completing contract period.
13. All the safety, security regulations shall be observed strictly and department will not be responsible for any accident, damage etc., caused by the negligence of the contractor or his staff.
14. The contractor shall be responsible for the maintenance of all records/registers as required. Changing of workers should be intimated to this office.
15. Number of workers proposed to be deployed for the work may be specified clearly in the tender.
16. The contractor shall arrange to render efficient services outlined in the duties. However in case he fails to render services to the best satisfaction of the undersigned and if the department has to incur any additional expenditure to maintain the installations by alternate arrangements the expenditure thus incurred will be recovered from the contractor.

17. The contractor and his staff shall not remove, disturb and dislocate the existing equipment's of parts thereof without the instruction of the undersigned or the maintenance officer. Any damage caused to the department due to negligence or irresponsible handling will be recovered from the contractor.
18. The workers should follow strict attendance and alternative arrangements are to be made by the agency whenever the workers are going on leave under intimation to this office.
19. The Director, CIFT will evaluate and compare the tenders, which are substantially responsive, i.e. which are properly prepared & signed and meet the required terms, conditions, specifications etc. The Director, CIFT will award the contract to the contractor whose tender will be determined to be responsive and offering the best evaluated price.
20. Successful Contractor will have to enter a detailed contract agreement with ICAR on non-judicial stamp paper of Rs.100/- (Rupees hundred only).
21. Notwithstanding the above, the Director reserves the right to accept or reject any tenders or annual the tendering process and reject all tenders at any time prior to award of the contract, without assigning any reason, whatsoever, and without incurring any liability of obligation, whatsoever, to the affected tenderer or tenderers.

Asst. Administrative Officer (Cdn)

LIST OF REQUIREMENTS

Sl. No.	Description of Goods and Allied Services	Quantity
1.	Operation and maintenance of various Electrical installations all the buildings including Residential Quarters of CIFT office campus in Willingdon, Island	Complete Electrical maintenance as detailed in Annexure - 2
2.	Operation and maintenance of various Electrical installations in the Residential quarters, Guest House and Trainees Hostel at Thevara	
3.	Rewinding/reconditioning of electrical fan/unit	
4.	Operating electrical power of Bio-gas plant at CIFT quarters.	
5.	Plumbing works of CIFT Residential Complex building, Thevara and CIFT Office at Willingdon Island and related mason work.	
6.	Minor extensions to the current electrical circuits of any may also be carried out by the Contractor, without any additional payment	

Description of duties

- To maintain all electrical installations of all buildings in the CIFT office campus including Residential building and to maintain electrical installations in Guest House, Trainees Hostel and Residential quarters at Thevara and also to control the main valves of the water tank.
- The plumber posted should attend and available in the CIFT Residential Complex and Office to attend the work between 9.00 am to 5.00 pm on all working days. He should also attend the work on Sundays and Holidays , and also on emergent situations in the night, if required, ie, after 5.00 p.m.
- Electrical installation means lights, fans, equipment, goods lift (OTIS), generators, blowers, compressors Water pumps, electrical wirings, switches, plugs, starters, DB Boxes, Main switches etc.
- It will be the duty of the contractor to see that fresh water pumps including street lights are operated regularly, Cold storage, air-conditioners, lifts, freezers, exhaust fans and costly electronics and scientific instruments and machineries are operated smoothly. All the lights including street lights in the office and Residential campuses both at Thevara and Willingdon Island Office premises are to be operated regularly.
- The contractor will monitor power supply voltage regularly. It will be the duty of the contractor to see that the generator which is under AMC is maintained in excellent condition and switch on the generator as and when the power supply fails and ensure continuous supply of power round the clock.
- The contractor should ensure that all the fans and electrical fittings need to be cleaned regularly at least once in a month.
- The contractor possessing valid B grade license and having enough work experience shall employ necessary number of young, qualified, healthy and talented electricians to attend all the above mentioned electrical works (as per qualification stated in the BOQ) should be made available to undertake the electrical maintenance work. A copy of their certificates with originals may be produced in this office for verification.***

8. The contractor shall provide tools necessary for the work and no work should be left un-attended for want of tools.
9. The contractor shall ensure round the clock service. Presence of experienced electricians beyond office hours and on holidays shall be ensured. This is required for providing continuous power supply to the essential equipments/machineries etc. round the clock. (**Minimum 2 persons are required for Office and 1 person for residential quarters round the clock**).
10. The contractor should specify the break-up of monthly charges to be claimed and actual to be paid to the electrician. The Contractor should ensure that the contract person posted to this office is in proper uniform. Also it should be ensured that suitable substitutes are posed in case of any one in absent.
11. The Contractor must also ensure that minimum wage is paid to their electrician as per the existing minimum Wages Act, applicable in Central Govt., for which details may be furnished in the Annexure —II.
12. The Contractor shall ensure that all fittings are working properly and all items required for replacement will be provided by the office as and when required. For items needed for replacement, the Contractor shall furnish the requirement to the Office of CIFT for making necessary provisions. The item replaced shall be returned to the stores (Issue) section of the Institute.
13. The contractor shall ensure sufficient stock of diesel to run the Generator set (2 No.s). The requirements of the diesel should be intimated to the office sufficiently in advance for taking procurement action. Necessary log book needs to be maintained by the contractor.
14. The work of the Contractor will be supervised by the authorized representative/electrician of CIFT.

I.	Terms of delivery	Service contract
II.	AMC period	One year
III.	Erection/installation and commissioning if required, depending on the goods/services. ordered/awarded	Necessary electrical work needs to be carried out by the contractor
IV.	Terms of Inspection by the Institute/hirer's representative	Director, CIFT or his nominee will carry out inspection.
V.	Training of Institute/hire's operator for operating the Goods ordered, as and if necessary.	NA
VI.	<u>Price Structure:</u> a. The tenderer shall quote for the complete requirement services b. The rates and prices quoted shall be in Indian Rupees only. c. All duties, taxes and levies payable by the contractor under the contract shall be included in the quoted price. The Institute will not pay any such duties. d. The rates and prices quoted by the contractor shall remain firm and fixed during the currency of the contract and shall not be subject to variation on any account, whatsoever, including statutory variations, if any e. Income tax will be deducted from the bills for payment towards the services rendered by the Contractor.	

VII.	Receipt of goods & Terms of payments; a) Payment term for supply of goods, including erection/ installation and commissioning (as if applicable).	Payment of contract will be rendered on monthly basis on satisfactory performance certified by the authorized authority.
VIII.	Paying Authority	The Finance & Accounts Officer, Central Institute of Fisheries Technology, Willingdon Island, Matsyapuri P.O., Kochi — 682 029
	Warranty Clause Service	Service guarantee for one year.
	Dispute Resolution Mechanism	If any dispute or difference arises between the Institute and the contractor relating to any matter connected with the contract, the parties shall make every effort to resolve the same amicably by mutual discussions. However, if the parties fail to resolve the dispute of difference by such mutual discussion within 30 days, either the Institute or the contractor may give notice to the other party of its intention to refer the same to arbitration. The arbitration shall be conducted by a sole arbitrator, who will be appointed by the Secretary, ICAR and the procedure to be followed in this respect will be as per the Indian Arbitration and Conciliation Act, 1996. The venue of the arbitration shall be the place from where the contract is issued.
	Liquidated Damage Clause	If any time during the performance of the contract, the contractor encounters conditions hindering timely delivery of the goods/services, the contractor shall promptly inform the Institute in writing the fact of the delay and the likely duration of the same. After receipt of contractor's communication, the Institute shall decide as to whether to cancel the contract for the un-rendered portion of service after the existing period, or to extend the period suitably by issuing an amendment to the contract. If the contractor fails to deliver the goods and/or perform the services within the contractual delivery period for reason other than circumstances beyond control (which will be determined by the Institute) and Institute extends the delivery period, the Institute will also deduct from the contract price, as liquidated damages, a sum equivalent to 0.5% (half per cent) of the delivered price of the delayed goods/services or unperformed services for each week of delay or part thereof until actual delivery or performance. The maximum limit of such deduction will, however, be 10% (ten per cent) of the contract price of the delayed goods or services.

	<p>Further, during such delayed period of supply and/or performance, the contractor shall not be entitled to any increase in price and cost, whatsoever, on any ground. However, the Institute shall be entitled to the benefit of any decrease in price and cost on any ground, whatsoever, of the goods & services, supplied during the period of delay.</p> <p>The Institute's letter (to the contractor, with copies endorsed to other concerned) extending the delivery period will be subject to the above conditions</p>
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Asst. Administrative Officer (Cdn)

SPECIFICATION & OTHER TECHNICAL DETAILS OF THE ITEMS AND SERVICE REQUIRED

Sl. No.	Description of goods & Allied Services	
I.	<u>Institute Campus Approx. Units/Points</u>	
1.	Light Point	- 703 points
2.	Fan Points	- 251 points
3.	Call bell point	- 20 points
4.	15 Amp TPN	- 14 points
5.	30 Amp Plug	- 23 Points
6.	15 Amp Plug	- 174 Points
7.	5 Amp Plug	- 211 Points
8.	15 Amp DP	- 34 points
9.	30 Amp DP	- 36 Points
10.	7.5 HP pump set, Street lights	- 2 Nos.
11.	200 KVA DG Set (Under AMC)	- 1 Nos.
12.	750 KVA sub station	- 1 No.
13.	UPS upto 10KVA	- 15 Nos.
14.	500 KVA sub station	
15.	320 KVA DG set	
II.	<u>Residential Campus</u>	
	Type I	- 24 Nos.
	Type II	- 28 Nos.
	Type III	- 22 Nos.
	Type IV	- 10 Nos.
	Type V	- 02 Nos.
III.	<u>Referral Lab</u>	
16.	Light Point	
17.	Power Plugs	
18.	20KVA cups	- 03 Nos.
	<u>Guest House & Trainees Hostel</u>	
	<u>Details of Installations in the residential Campus are Given</u>	
19.	Light Points	- 1109 points
20.	Pan (Points)	- 660 points
21.	5 A plug point	- 407 points
22.	15 A plug point	- 150 points
23.	10 HP pump set & streetlights	- 2 Nos.
IV	<u>Other services</u>	
	Rewinding and reconditioning of fans	Per Price
	Total	2328 Points+Referral Lab

- Items to be replaced will be provided by the Office.
- The numbers are given in the Annexure-II are approximate.

Asst. Administrative Officer (Cdn)

Online Bid Submission Details

Online Bid Submission:

The Online bids (complete in all respect) must be uploaded online in single cover explained below: -

(Following documents to be provided)			
S.No.	Types	Content	
1	Document	Labour License as per Labour Contract Act 1970	.pdf
2	Document	Income Tax Certificate	.pdf
3	Document	Registration form EPF and ESI	.pdf
4	Document	Agencies terms & conditions	.pdf
5	Document	GST Registration	.pdf
6	Document	Bid Security Declaration	.pdf
7	Document	Rate for rewinding of fan.	.pdf
8	Financial Bid	Price bid (BOQ) to be filled in Excel format as per instructions given in price bid	.xls

All the documents and BOQ has to be digitally signed by the bidder.

(Vinodh Kumar M. N.)
Asst. Admn. Officer (Cdn.)
For Director