



आईसीएमआर - राष्ट्रीयपोषणसंस्थान
स्वास्थ्यअनुसंधानविभाग, स्वास्थ्यऔरपरिवार
कल्याणमंत्रालय, भारतसरकार
ICMR – National Institute of Nutrition
Department of Health Research, Ministry of Health
and Family Welfare, Government of India

NOTICE INVITING TENDER

to carry out

Maintenance and Operation of Electrical, Substations, Generators, A/C Plant and Pump House(ICMR-NIN &-Animal House)

Tender publishing details	Dates
Date of publishing	01-06-2022
Bid document download start date (online)	01-06-2022
Bid submission start date (online)	01-06-2022
Bid submission End date (online)	21-06-2022
Date of Technical bid opening (online)	23-06-2022
Date of Financial bid opening	To be notified separately

***** Earnest Money Deposit: Rs.33,000/-.** EMD should reach this office in the form of Demand Draft drawn in favour of The Director, NIN, Hyderabad on or before **20-06-2022**

Important Notes:

1. Tender documents may be download from central public procurement portal <http://eprocure.gov.in/eprocure/app>.
2. Only Bids received on our e-tendering portal will be considered for opening . Bids in any physical form sent through fax/e-mail/courier /post /delivered personally will not be considered.
3. Any addendum/Corrigendum date extension in respect of above tender shall be issued on our website www.nin.res.in and website <https://eprocure.gov.in> only and no separate notification shall be issued in the press. Bidders are therefore requested to regularly visit our website to keep themselves updated.

Validity of Tender:

- a. The tender shall be valid for a period of 180 days from the date of opening of the tender.
- b. No representation for the enhancement of the prices of the accepted tender or alteration of the terms and condition will be entertained till supplies are completed.

NIN- TENDER

Electronic bids/quotations are invited on behalf of the Director, ICMR-NIN, Hyderabad, Ministry of Health & Family Welfare, Government of India from reputed, experienced, contractors/agencies with established experience and financial solvency to carry out Maintenance and operation of Electrical Substations, Transformer yards, Generators, A/C Plants and Pump House at ICMR-NIN & Animal House. The approximate estimated cost of the following work is Rs.2,75,000/- (Rupees Two Lakh and Seventy Five thousand only) per month plus GST as applicable from time to time.

The details of the work are as follows:

Sl. No.	Description of work	Estimated cost per month (in Rs.)
1.	Maintenance and operation of Electrical Substations, Generators, A/C Plant, Pump House (ICMR-NIN and Animal House)	Rs.2,75,000/- + GST 18 % on it

Qualifying criteria: Instructions & General conditions for bidders:

1. Valid Registration Certificate of the firm.
2. Organization details, proprietorship/ownership details along with the staff position.
3. PAN Card and GST Registration Certificate copies.
4. PF and ESI registration certificate copies.
5. Performance certificate from the clients for the services rendered by the bidder.
6. Annual turnover should be 60% of the estimated cost including GST. Previous financial statement to be submitted.
7. Labour registration certificate.
8. Geographical location of Head Office should be located in Greater Hyderabad limits, Telangana. (Proof of office location to be enclosed)

1. Scope of contract:

- a) The entire work covered under the contract is for a period of 12 months. However the contract can be extended up to another one year based on the performance and requirement.
- b) The contract work of "Maintenance" and operation of Electrical Substations, Transformer yards, Generators, A/C Plants and Pump Houses (NIN & Animal House) shall have to be carried out as per tender schedule. Also, if any of unit/ areas is unclean, they shall be cleaned by the contractor without any extra payment. Suitable manpower shall be provided at the premises as per the requirement of the work.

c) **ELECTRICAL WORKS TO BE CARRIED OUT BY THE OUTSOURCING AGENCY/CONTRACTOR**

- i) The Maintenance of 11KV, HT and 440V, LT Substations of ICMR-NIN, Animal House and Quarters.
- ii) The Maintenance of LT Power Control Panels.
- iii) The operation of DG sets with control panels in case of power failure.
- iv) Attending of Emergency calls in the Office and Residential Quarters during non-working hours including holidays.

Scope of work/Term of References:

- a) Day-to-Day operations of all the items mentioned under Scope of work as mentioned above for trouble free operation.
- b) Round the clock operation (3 shifts a day) on every day throughout the year.
- c) Log books shall be maintained for all the equipments/panels and the maintenance works carried out for all the items mentioned above.
- d) Carrying out minor modification in the wiring/connections if required with office approval.
- e) Repairs of Electrical work at residential quarters after office hours (including holidays)
- f) Replacement of spares/parts/components sub-assemblies shall be carried out and spares will be provided by the Institute.
- g) Filling of Diesel in Diesel tanks of Generators whenever required.
- h) Follow up with fuse-off call to the office of TSSPDCL in case of failure of HT fuse.

d) **AC PLANT:**

- a) Operation of AC plants of various capacities at our institute in two shifts from 07.00 am to 11.00 pm every day including Holidays.
- b) Log books shall be maintained for all the AC equipments/panels and the maintenance works carried out for all the items mentioned above.

e) **PLUMBING:**

- a) Operation of Pump House at ICMR-NIN and HMWS water pumps including checking of water levels at sumps and recording of Log Books. Supply of water to all office buildings including staff quarters every day in two shifts from 06-00 am to 10.00 pm including Holidays.

2. Quantity and quality of service:

- a) The contractor/bidder shall appoint trained staff having good bearing and maintain high standards of tour out, maintain adequate staff to ensure there is no hold up of any service for any reasons whatsoever. Any deficient in the number of staff deployed will entail reduction of payment in the monthly bill. The successful contractor /bidder as soon as the agreement is signed shall submit the list of their workmen to be posted at this Institute along with bio-data consisting of their educational / technical qualifications and work experience certificates. As and when the change in the workmen should be intimated to the concerned authorities in advance.
- b) It is normally understood and agreed between both the parties that ICMR-NIN will not be responsible or be liable for any laws that are in force /than may come into force from time to time in respect of the personnel engaged by the contractor and he will be solely responsible for the terms and conditions of their service, safety, health, statutory requirement, etc.,
- c) The contractor / bidder should provide PF A/c number, ESI Cadre and Photo Identity Cards to the contract employees posted at ICMR-NIN, Hyderabad. This should be done immediately but not later than one month from the date of signing the joint agreement for record purpose.
- d) The contractor/bidder shall give suitable dress, safety gadgets, monsoon gears, identity card to the persons deployed at ICMR-NIN for identifying the staff by security and other departmental personnel.
- e) The contract personnel engaged and working equipment brought by the contractor for the work shall be recorded in the NIN Security Gate before entering into the premises and obtain necessary gate passes.
- f) The contractor / bidder may note that in case of the work being awarded to him, he has to produce police verification certificate for the employees to be deputed for the work inside the ICMR-NIN, Hyderabad.

3. Manpower Deployment by contractor /bidder:

- a) "ONE" Electrical Engineer shall cross check the maintenance work being carried out once in a week and he will be available for emergency calls with residential phone facility. Electrical Engineer shall attend to the site for any major electrical breakdowns, emergencies, fire etc.
- b) Electrician & Helper 24 X 7 in "THREE" Shifts operation including providing weekly off. (3 Technician + 3 helper who should work/take care of the A/c Plant operation after office hours and holidays)
- c) "TWO" Technician who possess the plumbing qualification and work experience shall be available in 'TWO' shifts from 06-00 a.m. to 10-00 p.m. Including weekly off for operation of the pump house.

4. Payment Terms:

- a) Minimum Wages of Skilled, Semi-skilled and Helper should be given as per Telangana Govt. / Central Government norms along with payment of statutory benefits like PF & ESI, Bonus etc., as per norms.
- b) The contractor / bidder shall submit bills after the completion of every calendar and normally payment will be released within 15 working days from the date of submission of bill, if the bills are complete and correct in all respect and in accordance with the terms and conditions of the contract.
- c) The contract /bidder should enclose the remittances like PF,ESI and other Govt. statutory benefit for ICMR-NIN record.
- d) Once the monthly Bill payment is released by ICMR-NIN, Hyderabad payment, the ICMR-NIN, Hyderabad is not responsible for delay in payment of wages to their workmen.
- e) If the contractor fails to do any operation on any day in a month, then that cost per operation will be deducted from contractor's monthly bills.

5. Tenure and Termination:

- a) The contract with ICMR-NIN, Hyderabad will be initially for a period of one year and if the services are found to be satisfactory, the contract may be extended for two years (one year at a time) on the same terms and conditions. The institute reserves the right to terminate the Contract during the pendency of the contract period if the performance is found unsatisfactory.
 - b) The contract could be terminated on either-side by giving one month's notice in writing. Otherwise, the entire security/performance deposit /guarantee will be forfeited. Any other costs and / or damages incurred by the ICMR-NIN to maintain the services contract to the Contractor, on account of such short notice will be deducted from the dues payable to the Contractor, or shall be paid by the Contractor on demand if such dues fall short of such costs.
- 6 (a). **Earnest Money Deposit:** Rs. 33,000/- (Rupees: Thirty three thousand only) in the form of crossed Demand Draft /Bankers cheque on any nationalized bank /scheduled bank payable at Hyderabad in favor of **The Director, ICMR-National Institute of Nutrition** shall be sent in original to below address in sealed cover.

**The Director,
ICMR-National Institute of Nutrition
Near Tarnaka Metro Station,
Tarnaka, Jamia Osmania Post,
Hyderabad, Telangana State,
India -500007.**

It is also requested that bidder to attach the soft copy of DD/Banker cheque along with the quotation while uploading online. The bidders seeking EMD exemption must submit the valid supporting document along with quotation. Quotations received without EMD will be summarily rejected. Cheque for EMD will not be accepted.

6 (b). **Performance Guarantee:**

5% of the work order (i.e., 12 months cost) value in the bank guarantee is required to be furnished within 15 days from the date of issue of the of the work order. The same will be refunded on completion of the work contract.

7. **Safety, Security and Insurance:**

- a) The contractor/bidder shall follow the security rules of the ICMR-NIN and instructions received from time to time regarding personnel identity cards, material movement etc., of the Contractor.
- b) During the pendency of the agreement, the contract/bidder shall be liable fully to compensate all concerned for any loss, damage of construction of works / maintenance of plants and machinery, person, property etc., including third party risks arising due to causes attributable to the agreement. The decision of the ICMR-NIN, Hyderabad will be final & will be binding on both parties. The contractor/bidder shall take Employees Liability Insurance of prescribed value for their employees /works under workmen compensation Act, 1928 as amended from time to time. Before starting the work, the Contractor shall produce the original insurance policy and the license of the workers to the Institute wherever applicable. The Institute is not responsible for any damages caused to the contract employees.

8. **Dispute and Resolution:** Any dispute or difference that may arise between the parties shall be referred to the sole arbitration of the ICMR-NIN or its nominees and the contractor/bidder shall have no right to object the appointment of the Director or its nominee as the sole arbitrator. The arbitrator shall be final and binding on the parties. The venue for arbitration shall be Hyderabad and no other place. The provisions of the Arbitration conciliation act 1996 as /amended from time to shall apply. The courts in Hyderabad shall be exclusive jurisdictions to deal with any or all disputes between parties.

9. **GENERAL TERMS AND CONDITIONS:**

1. The work mentioned is only indicative. The ICMR-NIN reserves the right to increase or decrease the quantum of work. The contractor/bidder shall execute the work on the same terms and conditions and rates throughout the period of agreement.
2. The Contractor/bidder or his supervisor in the capacity of Engineer in the field of Electrical/Air-condition/plumbing shall meet the designated Officer(s) of the ICMR-NIN once in a week and in emergencies during holidays also and shall attend the site of any major breakdowns / emergencies. etc.

3. The bidder may visit the site with prior appointment with Sri P.C.Beshra (Electrical) and Mr. Md Younus (AC) and Mr Asaithurai (Plumbing) at 040-27197288/257/312 on all working days i.e, from Monday to Friday except public holidays from 10.00 AM to 5.00 PM.
4. The undersigned reserves all the rights to reject the tender without assigning any reasons.
5. ICMR-NIN, Hyderabad is not responsible for any damage caused to the manpower personnel engaged by the contractor for execution of the work.

Confidentiality Clause:

A. No party shall disclose any information to any third party concerning the matters under this contract. In particular, any information identified as “proprietary” in nature by the disclosing party shall be kept strictly confidential by the receiving party and shall not be disclosed to any third party without consulting advisors/consultants or the employees engaged by a party with equal force.

B. Prohibition against use of ICMR-NIN’s name without permission for publicity purpose:-

The contractor/bidder, subcontractor, consultant, advisor or the employees of the contractor shall not use the ICMR-NIN’s name for any publicity purpose through any public media like press, T.V., Radio or Internet without the prior written approval of ICMR-NIN.

The offer should be addressed to
Senior Administrative Officer
ICMR-NIN, Tarnaka, Near Metro Station
HYDERABAD-500007

SD/-
Senior Administrative Officer
For Director



icmr
INDIAN COUNCIL OF
MEDICAL RESEARCH

NIN
NATIONAL INSTITUTE
OF NUTRITION

आई सी एम आर – राष्ट्रीय पोषण संस्थान
स्वास्थ्य अनुसंधान विभाग, स्वास्थ्य और परिवार
कल्याण मंत्रालय, भारत सरकार

ICMR – National Institute of Nutrition
Department of Health Research, Ministry of Health
and Family Welfare, Government of India

On company letterhead

SCHEDULE OF QUANTITIES
(To be supplied by the Contractor)

Name of the work : To carry out Maintenance and operation of Electrical Substations, Generators, A/C Plant and Pump House of NIN and NIN-Animal House

Name of the Contractor :

				(in Rs. per
month)				
S.no.	Description of work	Amount in figures	Amount in words	
1.	To carry out maintenance and Operation of Substations, Generators, A/C Plant and Pump House of NIN and NIN-Animal House			
2.	GST 18% (as applicable)			
3.	GRAND TOTAL(1+2)			

*-GST will be regulated as per the existing rates from time to time.

Note: The price shall be quoted in numerals and words as well.

SIGNATURE OF THE BIDDER

WITH SEAL