Tender No. D-3A/AMC/2021-22/01 Dated: 01.04.2021

NIT. No. 2021_DoHR_599877

Tender documents

For Maintenance Contract (non-comprehensive basis) for utility services at ICMR-NICED-I (Dr. S.C. Pal Building) and ICMR-NICED-II Building.

At

ICMR-National Institute Of Cholera & Enteric Diseases (ICMR-NICED)

ICMR-National Institute of Cholera & Enteric Diseases P-33, C.I.T. Road, Scheme – XM, Beliaghata, Kolkata – 700 010

Dated: 01/04/2021

Sealed Tender / Quotations are invited for Maintenance Contract (non-comprehensive basis) for utility services at ICMR-NICED-I, Kolkata.

Sealed Tender, complete in all respect, duly signed with stamped of firm on each page including the tender should be dropped in the tender box, placed before the Despatch section (Dr. S.C. Pal Building) on 1st Floor on any working day from Monday to Friday within 10.30 a.m. to 5.30 p.m. Tender will be opened by Tender Opening Committee and in presence of tenderers or authorised representative.

Important Instruction

- i) The cost of Tender Fee of **Rs. 500/-** (Rupees Five hundred only) [Non-Refundable] in the form of Demand Draft /Pay Order in favour of Director, NICED, Kolkata from any Nationalised Bank should be submitted along with the Technical Bid.
- ii) The validity of tender will be one year from the date of approval of the Tender.
- iii) The tenders must attach self-attested photocopies of latest and valid GST registration certificate and proof of filling Income Tax returns last 3 years and onwards. Failure to submit the same Tender will be invalid automatically. However Govt. of India / State Govt. Department and Public Sector Undertakings (Central/State) are exempted form submitting GST & Income Tax clearance certificate.
- iv) Self-attested PAN card should be submitted.
- v) Tender document duly signed with rubber seal of the firms in token of acceptance by the tenderer of all terms & conditions.
- vi) Before submitting quotation party may contact Admn. Officer or Mr. Kanu Dey, Sr. Technician I and Maintenance Division Incharge or Mr. Sudipta Dhani, Skilled Engineer, ICMR-NICED for further information.
- vii) Prior permission is required to be taken from ICMR-NICED Office before site inspection.

Cost of Tender Fee Rs. 500.00 (non-refundable)

Tender Notice

ICMR-National Institute Of Cholera & Enteric Disease

P-33, C.I.T. Road, Scheme-XM, Beliaghata, Kolkata-700010. Website- www.niced.org.in

Telephone No.: 033-2353-6479, 2370-4478/5533. Fax no.: 033-2370-5066, 2363 2398.

Email: store.niced@icmr.gov.in / storeniced1@gmail.com

NIT. No. 2021 DoHR 599877

Sealed Tenders are invited to execute of the following maintenance work at ICMR-N.I.C.E.D., Kolkata

Sl. No.	Tender Code No.	Description	Estimated amount of scope of work (Rs.)	EMD (Rs.)	Last date of submission of bid (upto 1.30 P.M)	Date of opening (3.00 P.M)
1.	D-3A/AMC/2021- 22/01 (NIT No. 2021_DoHR_599877_1)	Maintenance Contract (non- comprehensive basis) for utility services at ICMR- NICED-I (Dr. S.C. Pal Building) and ICMR-NICED- II Building.	15,00,000	3,00,000.	22.04.2021	22.04.2021

Tender Notice

National Institute Of Cholera & Enteric Diseases (NICED)

An Autonomous Body Funded by Govt. Of India. P-33, C.I.T. Road, Scheme-XM, Beliaghata, Kolkata-700010.

Telephone No.: 033- 2370 4478/5533. Fax no.: 033-2370 5066. Email: storeniced1@gmail.com

NIT.No. NICED....

Expression of Interest (EOI)

Sealed two Bid system (Separate Technical & Price bid) tenders are invited from eligible contractors working with Govt. of India/Govt. of West Bengal/Autonomous bodies of Govt. of India. Contractor must have vast experience and expertise in operational work of Electrical and Mechanical services and round the clock Maintenance and Operation work of two sub-stations for NICED –I & II Building and maintenance and operation of NICED I & II Building's, Electrical and Mechanical Operation which includes water pump and fire fighting equipments on non-comprehensive basis.

Name of Work: maintenance and operational work of two sub-station for NICED-I & II Building. Electrical and Mechanical Operation which includes water pump and fire fighting equipments on non-comprehensive basis.

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INTRODUCTION

National Institute Of Cholera & Enteric Diseases (NICED), Kolkata is a premiere Institute of ICMR, an Autonomous body funded by under Ministry of health & family welfare, Govt. of India and engaged for significant research work on Diarrhoeal diseases and others infectious diseases. NICED is also involved Collaborative scientific research work with various national and international organizations.

TYPE AND NATURE OF WORK

Annual Maintenance Contract (non-comprehensive basis) on the following utility services of NICED I & NICED II & JICA Building by deputing the manpower on round the clock basis is required to obtain quotation from inviting tender is as mention below:

- 1) Operation & Maintenance of all Electrical LT distribution which includes all switch boards, light, fans, AC power points, Equipment power points at NICED I & II & JICA Buildings.
- 2) Operation & Maintenance of 2 Nos. 11 KV substation, one at NICED I campus and other at NICED II campus includes one 315 KVA, 1 no. 500 KVA oil filled transformer at NICED I Building & 2 nos. 500 KVA transformer at NICED II campus, & 4 module type oil type HT (high tension) Switch Gear 11 KV grade & associated control circuit.
- 3) Operation & Maintenance of Fire Fighting & fire Protection & Fire Detection Equipment at NICED I & II & JICA Buildings including periodical Fire training to deputed Staff.
- 4) Operation & Maintenance of one 200 KVA TIL make, Diesel Generator at NICED I Building & One 500 KVA Diesel generator-Kirloskar Make at NICED II building and 400 KVA-Groves cotton at JICA Building.
- 5) Pump operation & Maintenance to maintain to fill up all water tanks Overhead & Under-ground tanks of NICED I & NICED II & JICA Buildings.
- 6) To attend at the time of institutional function at NICED I & NICED II & JICA campus to tackle any emergency situation arises.
- 7) Operation & Maintenance of all Electrical items that includes HT distribution systems, Switch Gears, Capacitor banks, AMF Panel, earthing System, LA ETC throughout areas of JICA building, NICED 1 & NICED 2 building.
- 8) Operation & Maintenance of all water system which includes, water treatment plants, water tanks (Periodical Cleaning), plumbing & sanitary system & Drainage system of NICED I & II and JICA Buildings.
- 9) Operation & Maintenance of Waste Water Treatment plant/System at NICED I, II & JICA Buildings wherever applicable.
- 10) Operation & Maintenance of Miscellaneous electrical, Mechanical & Plumbing & sanitary items i.e Water Purifier (Only Operation), Gas bank, minor carpentry job, Lift Operation (Only Operation), UPS, Signage's etc. as and when required at JICA Building, NICED 1 & NICED 2 building.
- 11) Vendor need to maintain 52 weeks Utility PPM Schedule and need to maintain both Hard copy & soft copy of reports, History card and need to provide wherever required.
- 12) Workmanship to be followed by Proper Safety precaution & using of proper PPE, LO-TO System, & application of best engineering practices.
- 13) All type of Tools & tackles is part of Vendors scope only.
- 14) All necessary log books, Uniform, softcopy, History cards & Service reports (Both

- Soft & Hard Copy), Stationary, computer system need to maintain by vendor side only.
- 15) Vendor need to be ensured proper servicing of every installed utility equipment on time to time.
- 16) Vendor should able to Submit Rectification cost on immediate basis for each breakdown case /Supply of spares on proper rate and should even ready to execute the rectification work subject to Approval & Proper order from NICED, irrespective of any minimum order-value of Spares/Jobs. The Contractor/Vendor shall attend to any defect report immediately and repair/ set right the defect within 24 hours depending on Approval and nature of work, failing which a penalty of Rs. 1,000/- (Rupees one thousand only) per day per equipment may be imposed by the Institute.
 - 17) Service provider need to Provide/Suggest all periodical equipment testing & validation & corrective action related practices as per standards norms of Installed equipment; separate costing of Routine test-cost may be considered subject to approval from ICMR-NICED.
 - 18) Any item throughout the Institute related to engineering scope (Electrical & Mechanical) required technical support as part of the contract.
 - 19) Maintenance work includes Preventive & Routine type.
 - 20) Any winding related job, Fabrication & work-shop base work costing will be considered separately subject to approval from ICMR-NICED.
 - 21) For day to day minor spare requirement on monthly basis 15000.00 may be spent as pre-approved condition with approval from ICMR-NICED, with this contract for which monthly bill submission required along with signed delivery challan for payout. Beyond this limit vendor need to follow regular practices i.e. Quotation, approval & purchase order/work order based workout.
 - 22) All minor spare like Oil & Grease, Insulation tape, Teflon tape, Gland rope, White cement & other minor necessary items shall be on vendor scope within the contract.
 - 23) Annexure Contains Either Schematic Diagram or Tentative Electrical & Plumbing Point details & Other necessary Drawing.

N.B.: For maintaining the work mentioned above minimum 7 nos. of staff should be deployed in distributed manner for maintaining round the clock duty at our Institute Campus & One Dedicated SPOC(Supervisor) to be provided for Official & Day to Day Communication & These staff should be of the following category.

- i) Electrician: Workmanship certificate holder from govt. body.
- ii) Plumber: Plumbing certificate from any municipal authority or any recognised body.
 - Before submitting the quotation parties are requested to inspect actual site and contact Administrative Officer or Mr. Kanu Dey, Sr. Technician I and Maintenance Division Incharge or Mr. Sudipta Dhani, Skilled Engineer, ICMR-NICED for detailed job specification at the time of pre-bid conference.

CALENDER EVENT

Pre Bid Conference	13.04.2021 at 3.00 PM
Last Date Of Submission	22.04.2021 at 1.30 PM
Place Of Submission Of EOI Documents	Tender Box kept on the 1st Floor of
	NICED-I Building
Date of opening Of Technical Bid	22.04.2021 at 3.00 PM
Date Of Opening Of Financial Bid	To be announced after Verification of
	Technical Documents
Place Of Opening Of EOI Documents	ICMR- NICED
Address	P-33, CIT Road, Scheme XM, Kolkata –
	700010
Telephone No.	033-2370-5533, 2370-4478

SUBMISSION OF EOI

Total Documents Content in Two Envelopes.

Envelope 1 Contain: 2% of estimated cost of Rs. 15 lakh as Earnest Money in the form of Bank Draft on any Nationalized Bank. Technical Bid documents, Notice Inviting EOI, Instruction for bidders, Terms & Condition, Obligation of Employer, Declaration of Contactor, Credential – 80% of total estimated cost of maintenance of 15 lakh value in a single work order or 2 Nos. work order value of 7.5 lac each of same type of Govt. Research Organization of National repute. Copy of License to be produced for contractor and works men. Electrical Supervisor License, ESI & EPF Registration Certificate, VAT Registration Certificate & GST/CST, Bank Draft / Bankers Cheque No. with Date to be mentioned including the name of the Nationalized Bank, Last 3 years Income Tax & Service Tax Clearance Certificate, Professional Tax certificate, current bank solvency certificate, The firm must have submit self-attested copy of valid electrical licence, issued by the competent authority.

Envelope 2 Contain: Financial Bid Documents.

Envelope 3 Contain: Containing envelope 1 & 2 with superscripted with the Details address including the name of the work, tender no., address to Director-in-Charge, National Institute Of Cholera & Enteric Diseases, P-33, C.I.T. Road, Scheme –XM, Beliaghata, Kolkata700010.

EMD in favor of The Director, National Institute of Cholera and Enteric Diseases.

GENERAL TERMS & CONDITIONS

- 1) Soft Copy in the form the CD for Technical & Price Bid Separately along with the hard copy.
- 2) The tender documents should be typed. Any cutting / overwriting may be signed by the tenderer otherwise the rates in r/o that particular item may not be considered.
- 3) Each and every page of tender must be numbered and signed by the tenderer along with the seal of the firm.
- 4) Covering letter should clearly indicate the list of enclosures.
- 5) EMD is liable to be forfeited if the tenderer withdraws the tender or impairs or derogates the bid in any respect.
- 6) EMD shall be released to unsuccessful bidders after completion of tender process, subject to compliance to all other terms & conditions of Tender.
- 7) Penalty Clause for Non-compliance of work order:

EMD will be forfeited and necessary action will be initiated.

- 8) A. Contractors must have enlisted in Class-1 at Government Department.
 - B. The Contractors should have satisfactory executed the work within last three years, involving operation/routine maintenance/preventive maintenance of.
 - 1. Minimum capacity 500 KVA D.G. set
 - 2. Minimum capacity 500KVA Sub station.

Completion certificates issued by the Client Department by rank not below Executive Engineer or equivalents are to be furnished along with the application.

- C. The Contractors should submit self-attested copy of valid electrical license, issued by the Competent Authority.
- D. The Contractors must have Service Tax/VAT/ESIC and EPF registration.
- 9) Triplicate bills duly pre receipted on appropriate revenue stamp affixed to be submitted in the name of the Director in respective store.
- 10) The bill should be in printed form having printed bill number, VAT/CST/GST/TIN number as well as D.L.No. (whichever applicable).

- 11) All rejected stores shall be at risk of the supplier and must be removed immediately.
- 12) In case it is a computer-generated bill it must have the seal of the firm affixed on it.
- 13) Payment: Payment will be made after successful completion of work. Advance payment will be considered on necessary Bank Guarantee (100%).
- 14) **EXCLUSIVE RIGHT OF DIRCTOR**: The Director, ICMR-NICED Kolkata has the full and exclusive right to accept or reject any or all the tenders without assigning any reasons whatsoever. No enquires, verbal or written shall be entertained in respect of acceptance / rejection of the tender.

ROLE OF CONTACTOR

Work to be done in the Institute as per Institute norms. As this is a Govt. institute (ICMR), so necessary precaution should be taken that no hazard or any untoward incident could be happened within the campus of the Institute. All work should be executed in consultation with the competent authority of NICED. Any damage of Institute assets/ property during the execution of the work within the campus will be liable to the contractor. A maximum of one (1) authorized representative of the contractor will be permitted to be present during the opening of the tender. The representatives should possess appropriate letter of authorization in the letterhead of the company and duly signed, clearly indicating the name of the representative and that he / she has been authorized to represent and sign on behalf of the company. He/ She should also possess the official seal of the company for signing necessary document as an when required.

Canvassing (directly / indirectly) for the tender is strictly prohibited and will be liable to rejection of the bid.

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of
NICED-I Building.

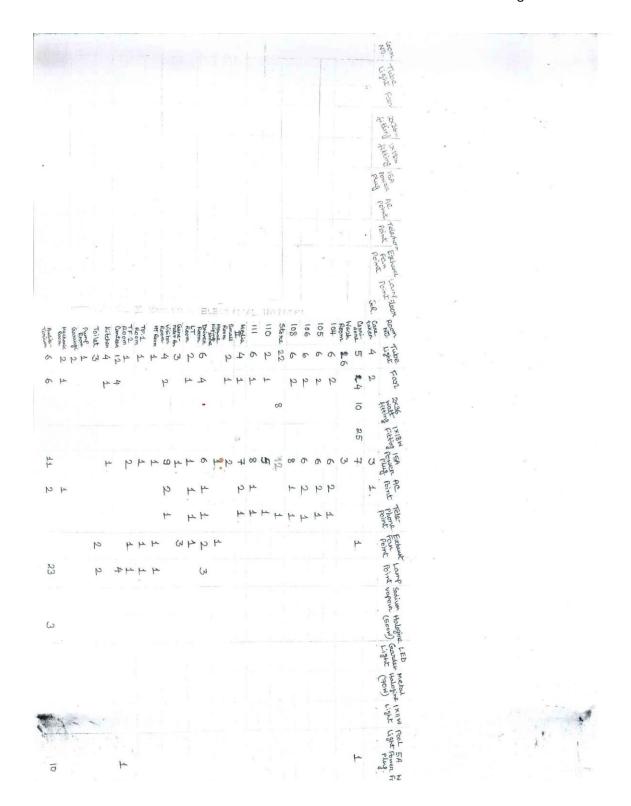
Total Light Points: 915

Total Fan Points: 238

Total 5/15A Power Points: 639

Total Telephone Points: 103

Total AC Points : 139



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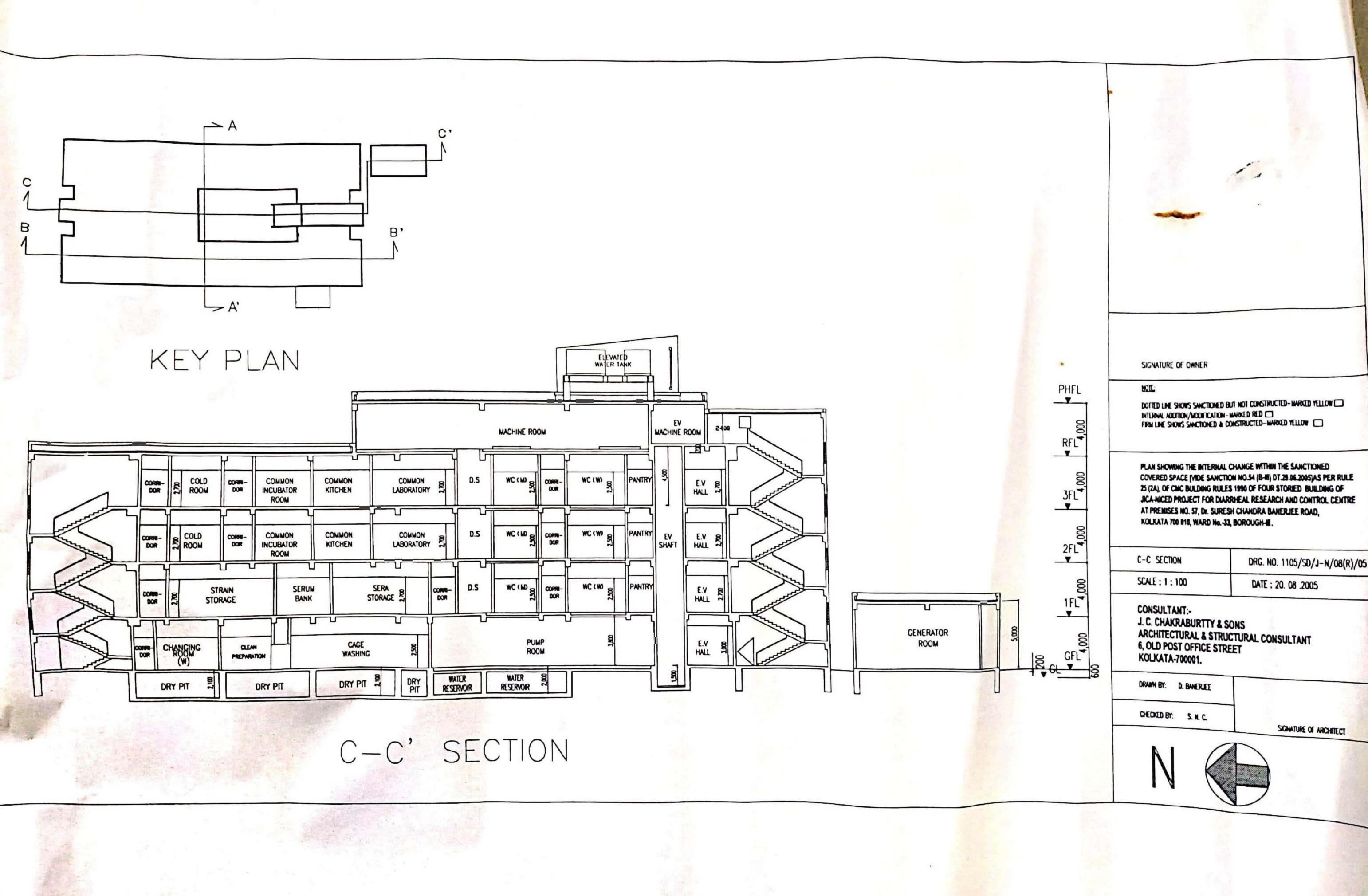
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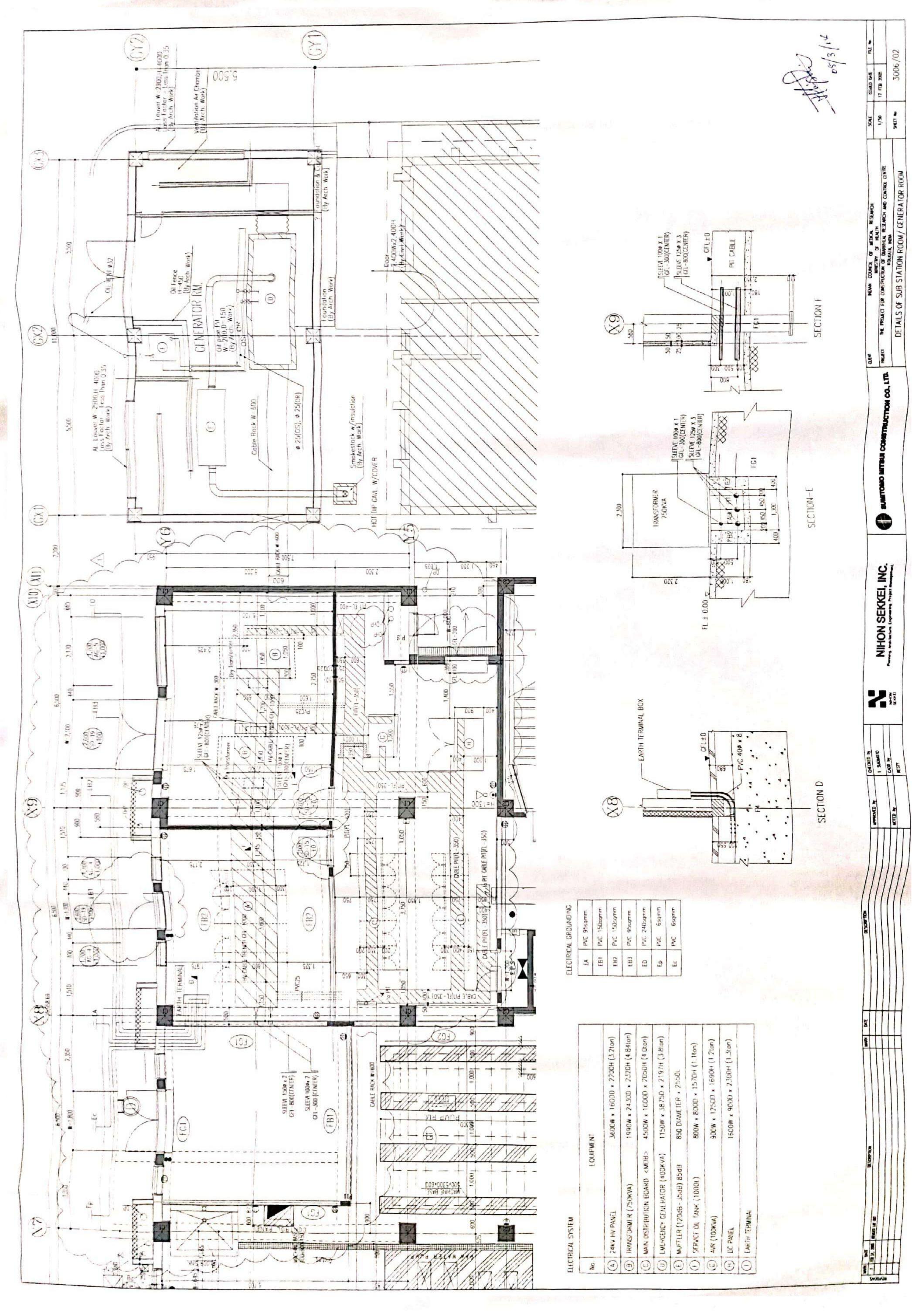
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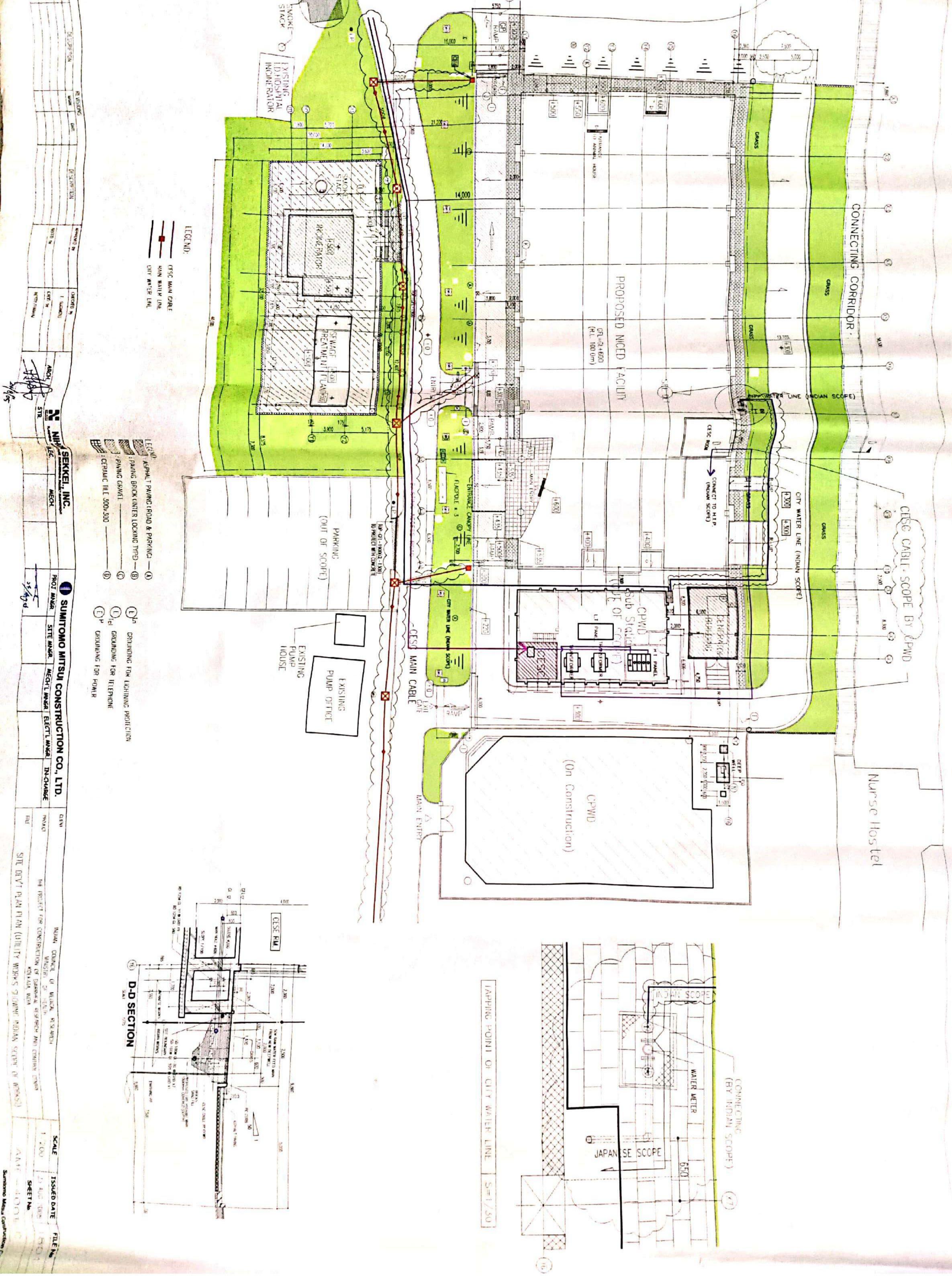
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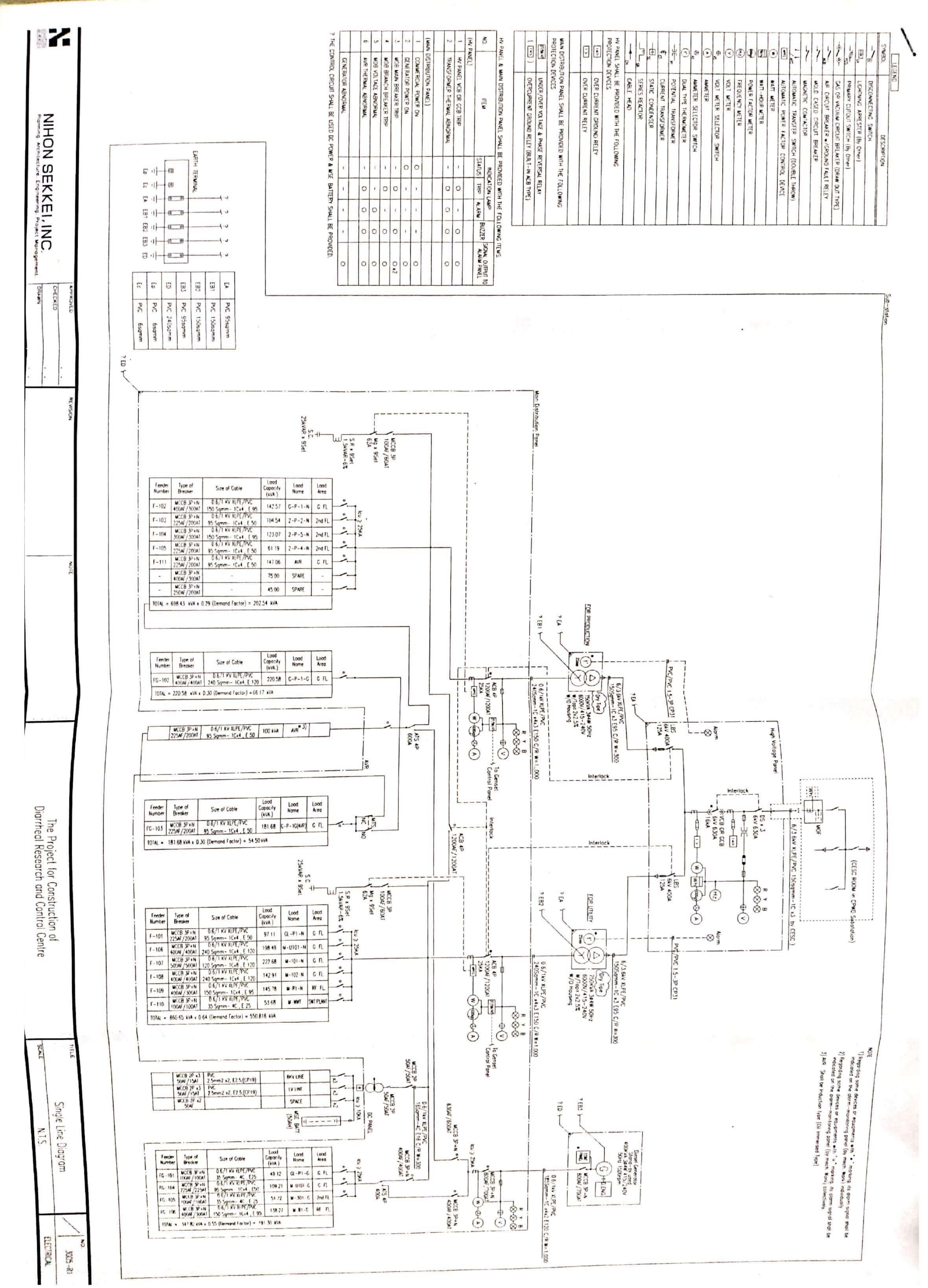
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watt POWER POWER Point PL PLUG PLUG	18	9	9	4	3	3		-	2	-1	@ . •	5		2	2	2	2	12	13	5	2	3	2	1		2						3	5	1	
watt								2		2														3			2								I
watt																				13															
watt								10																12											
watt	3					2		2		4								2	1			1	2	1			4								
FAN	9	2	1	l,	1							6	1	1	1	1	1	9	3		1				2								2	1	,
TUB	15	4	2	2	2		2		3		2	6	2	2	2	2	2	9	3		2	1		1	3	3			3		7	9	2	2	
NAME / NO.	402	402 (a)	402 (b)	403	404	405	Stair(Front)	Corridore	AC room	L. Toilet	Stair(back)	Canteen	501	502	503	504	505	507	508	509	510	511	512	Corridore	Lift lobby	AC room	G.Toilet	Roof	stair(F)	Roof	stair(B)	Lift room	LT room	CESC room	, 1111
EFO_	4th		-								5th																	Top					Elect.		

FAN							3							
LIGHT							8							
LIGHT LIGHT							ε	100						
LIGHT							57							
FAN		1	5	1			30						,	
FIGHTINING POINT							681							
PT.							041							
Point PT.							97							
POWER							<i>L</i> 91	1					(8)	
POWER POWER Point	-	2	5				667	9.						
watt PL						П	34				9	0		
watt PL							23		80	∞	466	170	9	
watt PL							69		618	168			46	
TUB FAN watt E PONT PL							78				NTS	XTS:		
FAN	-	2	7				135		INTS :	TS:	ER POI	NE POR	 S	
TUB	2	4	20	-	-		346		TT PO	POIN	1 POW	EPHO]	TNIO	
NAME / NO.	TF-2 room	HT room	Sub station	SubStn.tolt	SS store	DG inside	TOTAL		TOTAL LIGHT POINTS:	TOTAL FAN POINTS:	TOTAL5/15A POWER POINTS	TOTAL TELEPHONE POINTS	TOTAL AC POINTS:	
ELOC	Elect.							,						









FLOC.	NAME / NO.	TUB E	FAN PONT	watt PL	watt PL	watt PL		POWER PLUG	POWER PLUG	Point	PT.	FIGHTNING POINT	FAN	LIGHT	LIGHT	LIGHT	FAN
Elect.	TF-2 room	2	1					1									- HERAT
	HT room	4	2					2					1				
	Sub station	20	7					5					5				y (San
-	SubStn.tolt	1									,		1		4		
	SS store	1									1						- 1
	DG inside						1										
	TOTAL	346	135	82	69	53	34	299	167	46	170	139	30	23	8	∞	33

TOTAL LIGHT POINTS:

618

TOTAL FAN POINTS:

168

TOTAL5/15A POWER POINTS:

466

TOTAL TELEPHONE POINTS:

170

TOTAL AC POINTS:

46

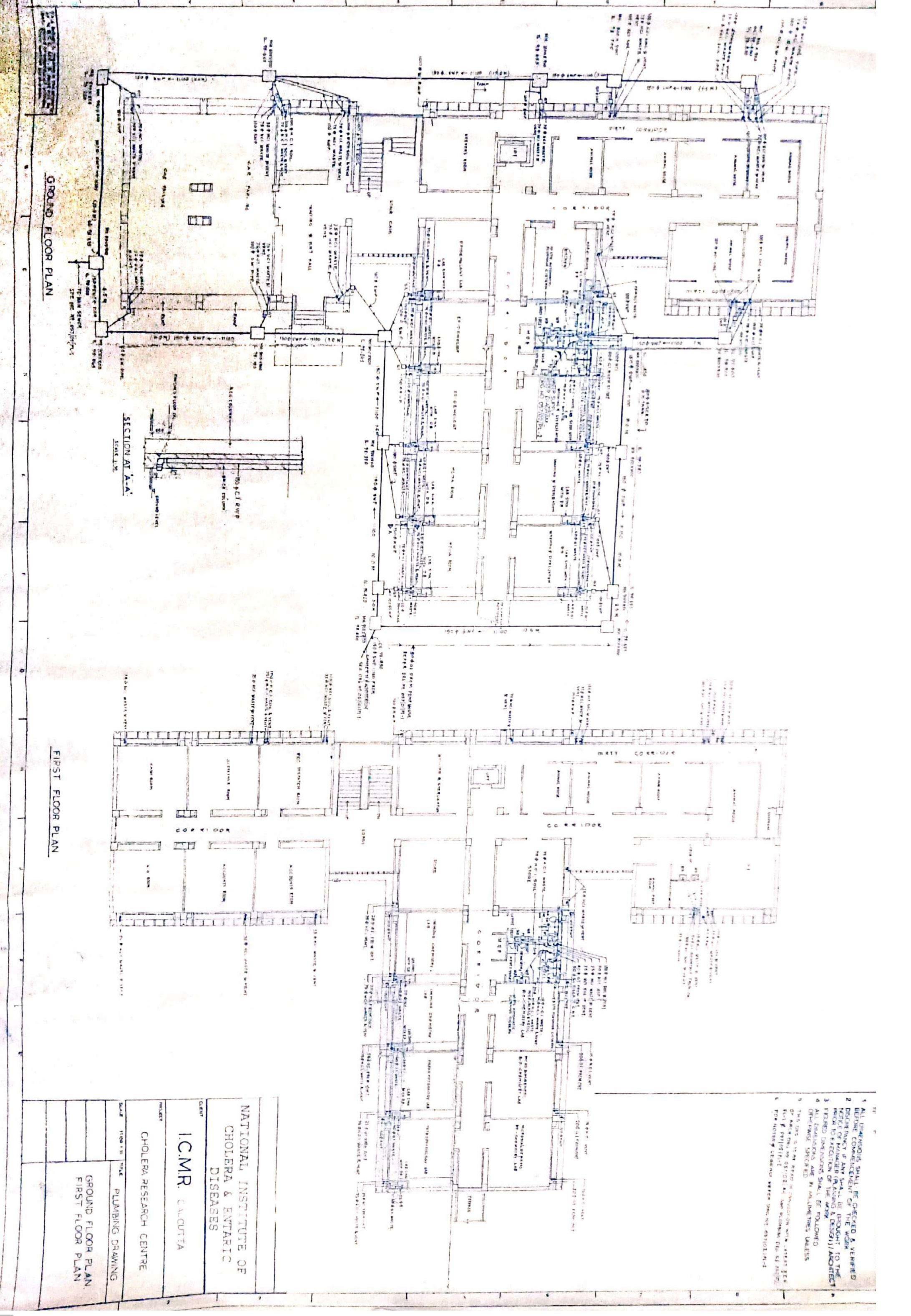
NICED-II BUILDING ELECTRICAL POINT INVENTRY

FLOOR	ROOM NAME / NO.	F.L TUB E	CEILING FAN PONT	2 x 11 watt PL	2 x 18 watt PL	2 x 36 watt PL	1 x 11 watt PL	15A POWER PLUG	5A POWER PLUG	AC Point	TELEPHONE PT.	FIRE FIGHTNING POINT	EXHAUST FAN	BOUNDARY	FOCUS	METAL	WALL
Ground	Outside	19		3										23		8	
Ground	Reception	1,7	3		3	6		6		2	1				3		
	Lift Shaft						10										
	Store	1						1									
	Lift lobby	2	2														
	Corridore	8	1		4		2	• @				11					
	Rising room												к				
	Gen. Toilet			3			1										
	004 -	3	1					3		1	3	2					
	004 - Toilet			1			1						1				
	003 -	2	2					4		1	1	2					100
	003 -Toilet			1									1				
	002 -	3	2					4		1	1	2					1 70
	L. Toilet			6									3				
	001 -	19	15	1				20		6	6	14					
	Stair(back)	2															
1st	101	2	1					2			1	1					
	102	3	2	2			1	6	¥	1	1	1	1				
	103	3	1					4	3	1	2						
	104	3	1	1				2		2	1	1					
	105	3	1					2	8		1	1					
	106	3	1					6			1	11					
	107	3	1					4		1	2	1					
	108	6	1					3		4	1	2					
=	109	9	3					9	14		1	3			-		
	110	12	6	2			1	14	1		3	5	The same and the s				1
	113			2								1			-		1
	114	2	1					3		1	1	1			-		
	115	3	1			1 2		2	3	1	11	1			-		
	116	1		1				3				1		-	-		2
	Corridore	1			20		3	2				6			_		2

EFO	NAME / NO.	TUB	FAN	watt PL	watt PL	watt	watt	POWER	POWER PLUG	Point	PT.	FIGHTNING POINT	FAN	LIGHT	LIGHT	LIGHT	FAN
2nd	Stair(back)	2															
	- 1	9	3					3			-	2					
	201-Toilet			2			1	_					-				
	202	2	1					3		-	2	-	7 2				
	203	2	1					2				-					
	204	14	9					9			5	3					
	205	9	3	4				2	6		11	3					
	206	12	9	2				9	37		28	4					
	207	7	1	2				2	16	-	12	2					
	Stair(Front)	2					-	100				1					
	Corridore			3	10		3	*,		2		4					1
	AC room	3						2	2.3		-	-					
	L. Toilet			9									2				
	Stair(back)	2															
	301	2	1					-			1	1					
		7	2					2			2						
The state of the s	302-Toilet			2			1						1				
	303	7	3					9			5						
h	304	9	3					3		2	1	2					
-	305	9	4					3		1	1						
	306	7	1					9			-						
	307					15			20		8	2					
	308					19		7	.81	-	8	4					
	309	2						2	9	2	-	1					
	310	2	-					1	14	2	7	-		**			
	311			2				1	14	1	7	1					
	Corridore	-			8			2				3					
	AC room	3	1					3				1					
	Stair(Front)	2										1					
	Lift lobby	2	2														
	G.Toilet			9									2				
	Stair(back)	-										1					
	401(Semr.)	15	8	8				14			5	4					
	Div.Trng.	9			2			5				1					
1				(

										2																	2					4	1	-		
POINT	2	2	-	-				9	-				1	1	1	1	-1		2	2	1			5	-								3			
PT.	5	2	3	-		_			-			1	1			-		1	8	5		_				-							1			
Point				-	-											-	1			3	-	-														
POWER												13								9														*		
POWER	18	9	9	4	3	3		1	2	-/	@ . •	5	-	2	2	2	2	12	13	5	2	3	2	1		2						3	5	1	1	
watt								2		2														3			2									
watt																				13															34	
watt								10																12												
watt	3					2		2		4								2	1			-	2	1			4									
FAN	9	2	_	1	1							6	1	-	1	1	1	9	3		1				2					E			2	_	1	
TUB	15	4	2	2	2		2		3		2	6	2	2	2	2	2	9	3		2	-		1	co	3			3		7	9	2	2	2	
NAME / NO.	402	402 (a)	402 (b)	403	404	405	Stair(Front)	Corridore	AC room	L. Toilet	Stair(back)	Canteen	501	502	503	504	505	507	808	509	510	511	512	Corridore	Lift lobby	AC room	G.Toilet	Roof	stair(F)	Roof	stair(B)	Lift room	LT room	CESC room	TF-1 room	
ELO	4th										5th			,														Top					Elect.			

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