भारत सरकार/**Government of India**

परमाणु ऊर्जा विभाग/**Department of Atomic Energy**

परिवर्ती ऊर्जा साइक्लोट्रॉन केन्द्र/**Variable Energy Cyclotron Centre**

1/ए एफ़,बिधान नगर,कोलकाता-700064/**1/AF, Bidhan Nagar /Kolkata-700064**

कार्य संख्या सं सूचना निविदा लिए के 1: VECC/CPIESG/WORKS/NIT/ 4073 दिनांकः19.06.2012

Tender Notice No for Work-1 : VECC/CPIESG/WORKS/NIT/4073 Date- 19.06.2012

भारत के राष्ट्रपति की ओर से प्रमुख, सीपीआईईएसजी योग्य फ़र्मों/कम्पनियों से निम्नलिखित कार्य के लिए दो भागों में मुहरबंद निविदाएं (भाग-1 तकनीकी एवं भाग 2 वाणिज्यिक) आमंत्रित करते हैं: Head CPIESG, invites Sealed Two Part Tenders (Part-I Technical & Part –II Commercial) for & on behalf of President of India from the eligible firms/company for the following work :-

कार्य के नाम **Name of Work**	वीईसीसी विन्डो एसी आदि की वार्षिक अनुरक्षण संविदा (एएमसी) 2012 2013 **VECC- All inclusive A.M.C for window A.C etc 2012-2013**
अनुमानित लागत/ **Estimated Cost**	रु / Rs. 6,10,000/-
बयाना राशि **Earnest Money**	रु / Rs. 12,200/-
समाप्ति अवधि **Time of Completion**	12 (बारह) माह 12 (Twelve) months
जमानत राशि **Security Deposit**	किये गये कार्य के मान का 5% 5% of the value of work done.
निविदा कागजात की कीमत **Cost of Tender Document**	500/- (Non refundable).
निविदा की बिक्री **Sale of tender**	25/06/12 to 16/07/12 (except Saturdays & Sundays) between 10 A.M to 11 A.M and 02:30 P.M to 03:30 P.M.
बोली पूर्व बैठक **Pre- bid meeting**	23/7/2012 at 11:00 P.M.
निविदा भाग **I** एवं **II** की प्राप्ति **Receipt of tender Part-I&II**	Up to 2.30 PM on 06/08/2012
निविदा का खुला जाना **Opening of tender**	Part I (Technical bid) on 07/08/2012 at 3 PM. Part II (Commercial bid) will be on 28/08/2012 at 3P.M.
स्पस्ह्टीकरण, योग्यता आदि **Further clarification, eligibility etc.**	कृपया हमारे वेबसाइट www.vecc.gov.in को देखें । Please visit website www.vecc.gov.in

प्रमुख/ Head

सीपीआईईएसजी/CPIESG

Note:

1.For eligibility criteria please see the point no. 3 i.e. Credential at WS-5/1& WS-5/2 .

2. For the type and quantity of AC equipments see the WS-6. Quantity given may be reduced or increased at the time of work order given .

3..Tender Documents consisting of complete specifications, schedule of quantities for various works to be done, drawing & design etc. will be made available from the office of **Head CPIESG** VEC Centre, DAE, 1/AF, Bidhan Nagar, Kolkata – 64 on any working day between 10.00 hrs. to 11.00 hrs. and 14.30 hrs. to 15.30 hrs. on payment of Rs 500/- (Rupee five hundred only) (non-refundable) for hand–delivery and no delivery by post will be effective. Issue of tender documents will remain open from **25/06/2012** to **16/07/2012**.

4. For any information/clarification related to tender purchase etc. firm/company may contact to Head CPIESG office at working hour .

5. For details please see the following pages .

Government Of India
Department Of Atomic Energy
Variable Energy Cyclotron Center
1/AF Bidhan Nagar,Kolkata-700064

TECHNICAL REPORT/HISTORY SHEET

1. INTRODUCTION: There are more than 600 AC equipments (Split ACs, Window ACs, Refrigerators etc.) installed in VECC and some of them are in RRMC, Thakurpukur ,Medical Cyclotron office site. These machines provide Air conditioning to different Labs ,Computer Rooms & Human comfort zones etc. Maintaining of the AC equipments is very necessary to insure efficient running and long life.

2. SCOPE OF WORK:

i. Four Skilled AC technicians along with a skilled AC Supervisor of the firm/company will always be present for attending all breakdowns and routine maintenance. They have to be present in working hours (five days in a week)in VECC, 1/AF, Bidhan Nagar, Kolkata 700064. One day in RRMC at Thakurpukur . And at Medical Cyclotron Site as and when required for attending breakdowns etc.

ii. The Supervisor will always be present at work site and will record self and their personnel daily attendance in a register which will be examined by the AC Division Supervisors .He will always be intimated of any breakdown which will be attended by him along with team of workers. Supervisors also need to see the complaint book kept at AC Plant supervisors room for taking action of the complaints recorded there.

iii. Spare parts of all AC equipments are to be kept in stock such as Compressors ,copper tubes, Insulation , capacitors , relay, thermostat, fans/ blowers & their motors (for both Window & Split ACs mentioned in WS-6) drier and filters , brazing materials etc for immediate replacements required for the repairing/maintenance of AC equipments. There should be a sufficient stock of dry nitrogen and refrigerant for leak testing and charging of AC equipments.

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iv. Complete overhauling / servicing of all the AC equipments mentioned in WS-6 have to be done at least once in a year.Reparing and painting of the base and body of the AC equipment will also be done of the badly damaged machines.(As per condtion of the units, and also whole body around fifty machines both window ACs and Split ACs)

v. One Spare unit of AC machines such as Window ACs (1.5TR& 2 TR each) and one refrigerator should be kept for immediate replacement till AMC expires.

vi. All type of repairing and maintenance of the equipments (mentioned in WS-6) will be done to ensure proper and and efficient running of equipments.

vii. All inclusive AMC means the firms/company who takes the work order of this AMC, will provide all the necessary spares (describes in 2.(iv) of WS5/1) for the AC equipments (as mentioned in WS-6).

viii. The work site will be kept clean and scraps will be thrown in VECC dump yard in case any repair and maintenance .

3. CREDENTIAL : (Documents to be submitted)

3.A Only those firms/company who have at least a latest single order/orders of AMC (Annual Maintenance Contract) having minimum 350-450 (three fifty-four fifty hundred) AC equipments mentioned as in WS-6 , from a reputed organization/organizations for the current session can participate in the tender.

3.B Tenderer should have following facilities of maintenance/ repairing of AC equipments .

3.B.1 Tenderer /firm should have their own well equipped shop floor facility for tackling any kind of repair / Maintenance and also have a very good testing facility for the AC equipments mentioned in WS-6.

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3.B.2 Tenderer /firm should have adequate and skilled man power for this job.

3.B.3 Tenderer /firm should have good facility of transportation to take out any defective AC equipments / spares etc to their shop floor and back to the site after proper repair/maintenance whenever it is required for such kind of defect/fault .No extra charges will be paid for transportation etc in this case. Time bound return facility should be maintained as following :

a) 10-15 days maximum for returning of compressors and machines body after repair/maintenance.

b) 01-07 days maximum for returning of machines after repair/maintenance ,for any type of other faults.

3.B.4 Tenderer /firm should be well equipped with all kinds of tool and tackles required for AMC .

4. INSPECTION : of the Firm/company may be done to ensure all kind of facilities mentioned in 3.B .

5. SITE VISIT : The bidders may visit the site and get clarification/information from Head , AC Division/ Engineering in-charge before submitting their bids.

6. BIDS : will be in two parts. Part –I (Techno-commercial) will be opened on the due date . Part-II (Financial bid) Are to be submitted in separate sealed cover but will not be opened. It will be opened at a later with after technical evaluation is over and revision of rates , if any ,is received .No post revision of rates will be accepted once the financial bid is opened. Any deviation from the tender specifications, both technical and commercial ,are to be clearly spelt in Part-I of Tender .Part-II will only include the price.

7..SAFETY: The Contactor will take all necessary safety precautions as stipulated by VECC Safety sections like wearing of Helmets, Safety Shoes and Belts etc. Group Insurance for the workmen to be taken before commencement of work from the nationalized insurance co.

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Name of Work: VECC: All Inclusive AMC for window ACs etc. 2012-2013.

GENARAL CONDITION OF THE CONTRACT
(SPECIFICATION)

1.SCOPE OF WORK:

1.1 CONTRACTOR'S SCOPE : includes supply of all required materials ,consumables ,tools & tackles ,equipments (as mentioned in WS-5) etc.

1.2 DEPARTMENT SCOPE: is limited to supply of water and electricity free of cost .

2.COMPLETION TIME : will be 12 Months from the date of order.

3.PENALTY:@2% per week will be imposed beyond the stipulated completion period subject to a max. of 10%.

4.TERMS OF PAYMENT: will be quarterly bill ,after completion of one quarter (i.e.3 months)only.

5.PERFORMANCE GUARANTEE /SECURITY DEPOSIT: on receipt of Work Order (WO)company/firm will have submit a demand draft/pay order drawn in favour of Pay and Account Officer ,VECC payable at Kolkata for an amount equal to 5 % WO value as a performance guarantee and the 5% of WO will be recovered from the bills towards the security deposit (S.D.) after adjusting the EMD. The S.D. will be refunded after 6 months from the date of completion of the contract subject to recovery ,if any. However ,no interest will be paid to the security deposit .

6.TAXES AND DUTIES: should be included in the quoted price.

7.GROUP ACCIDENT INSURANCE: FOR Rs.5,00,000/- will have to be taken before commencement of the job.

8.SAFETY PRECAUTIONS: regulation of VECC should be followed strictly during the work.

9.DATE OF OPENING as specified in tender notice .

10.EARNEST MONEY amount as specified in the Notice Inviting Tender (NIT) will have to be submitted along with the Technical bid (Part-I of the tender).

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Name of Work: VECC: All Inclusive AMC for window ACs etc. 2012-2013.

GENARAL CONDITION OF THE CONTRACT
(SPECIFICATION)

11. VALIDITY OF OFFER will be at least 90 days from the date of opening of financial bid (Part-II of Tender) .

12. The Contract shall comply with all Central, State and Municipal laws and rules and shall be solely responsible For complying with the provisions of the Contract Labour (Regulation and Abolition) Act, 1970, and the rules there under and the other enactments that may be applicable including the Payment of Wages Act, 1936, Factory Act 1923 or any other applicable legislation and Municipal Bye Laws or other Statutory rules and regulations, whatsoever, in force . In so far as these are applicable, any obligations, financial or otherwise, imposed under any statutory enactments, rules and regulations, there under shall be the sole responsibility of the contractor.

13. . It may also be ensured that the Contractors maintain the following Registers in respect of the work orders placed on them so that the same may be produced to the Labour Enforcement Officer for inspection when the same is called for :

a. Muster Roll
b. Register of Wages
c. Register of Deductions
d. Register of Overtime
e. Register of Fines
f. Register of Advances e. Register of Fines
g. Wage Slip
h. Register of Persons Employed

14.Copies of valid documents in connection with company registration etc. and credential (as mentioned in WS5/2 point 3.0) should be submitted along with the tender. All other documents as required as given on the NIT are also be submitted.

15.The successful tenderer will have to give Bank Guarantee for an maount equal to the difference of the estimated cost of work and abnormally lower quoted amount in addition to the EMD/SD. If they fail to submit the aforesaid Bank Guarantee , their EMD already deposited is liable to be forfeited.

16. The Contractor/Supplier is to obtain a Work Permit from a designated Safety Officer of VECC before commencing work.

17.All the purchase and contract commitments of VECC will honored without the citizen having pay any bribe . In case any person demands any bribe ,it is duty of the a responsible citizen to inform the matter to the Vigilance Officer, VECC ,Kolkata . His name and Telephone numbers: Dr. D. Sarkar, 033-23182219, 033-23370332(O), 033-23597840,email: vo@vecc.gov.in

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Section: A C Division

Name Of Work: VECC-All inclusive AMC for window ACs etc. 2012-2013.

SCHEDULE OF QUANTITY

Description	Unit	Qty.
Location :VECC Campus at Salt Lake.		
1. Window AC 1.5 TR	Nos.	241
2. Window AC 2.0 TR	Nos.	09
3. Split ACs 2.0 TR	Nos.	304
4. Water cooler 40/80	Nos.	09
5. Refrigerator, Bottle cooler	Nos	28
6. Split ACs 1.5TR.	Nos	30
Location : RRMC, Thakurpukur		
7. Window A.C 1.5 TR	Nos	23
8. Water Cooler	Nos	01
9. Refregerator 280 L.	Nos	07
10 Split ACs 2.0 TR	Nos	04
Location: Medical Cyclotron Site Office.		
11. Split ACs 2.0 TR.	Nos	01

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