

National Institute of Plant Genome Research

Aruna Asaf Ali Marg, Near ICSSR, JNU Campus, New Delhi – 110067

Phone: 26735161 Fax: 26741658

F. No. NIPGR/7/68(W.S)/Vol.IV/

Dated: 10.07.2013

NOTICE INVITING QUOTATIONS

Sealed item rate quotations are invited on behalf of the Director, NIPGR, New Delhi, from approved & eligible contractors in respect of the following work, so as to reach his office on or before - 24.07.2013 up to 3.00 P.M. The quotation shall be opened on the same day at 3.30 P.M. in presence of the intending quotationers.

SCHEDULE OF QUANTITY

Name of Work: Running, maintenance & operation of water supply & fire fighting pumps including pipelines at NIPGR Campus, New Delhi, during the year 2013-2014.

Sl. No.	Description	Qty.	UNIT	Rate (in Rs.)	Amount (in Rs.)
	As per enclosed Schedule of Quantity and Terms & Conditions				

Encl.: 1. Schedule of Quantity.
2. Terms & conditions.

Administrative Officer
NIPGR

M/s _____

Seal & Signature of Contractor

SCHEDULE OF QUANTITY

Name of work: Running maintenance & operation of Water supply & firefighting pumps including pipeline at N.I.P.G.R Campus New Delhi during the year 2013-2014.

SI. No.	DESCRIPTION OF ITEMS	QTY	UNIT	RATE	AMOUNT
1.	Running maintenance & operation of Water supply pumps & firefighting system (wet riser) including electrical panels, pipelines etc. at N.I.P.G.R Campus New Delhi during the year 2013-2014 as per inventory enclosed.	12	Per Month		
			TOTAL		
			Service Tax		
			Net Total Amount		

Amount in words:-.....

Administrative Officer
NIPGR New Delhi.

Contractor's Seal & Signature

GENERAL CONDITIONS

Name of work: Running, maintenance & operation of water supply & firefighting pumps, Electrical panels including pipeline at N.I.P.G.R Campus New Delhi during the year 2013-2014

1. The contractor should visit the site and make self-acquainted with the location .The Department shall entertain no extra claim later on.
2. The site of work is at NIPGR Campus, Aruna asaf Ali Marg New Delhi-110067.
3. Contractor should be responsible for all safety precaution of system
4. The contractor shall arrange all T&P and nothing will be extra paid.
5. The contractor must get the prior approval of materials from the Engineer- In –Charge.
6. The rates shall be inclusive of Transportation, loading, unloading and handling charges of material.
7. All works shall be completed to the entire satisfaction of the Engineer-in-charge.
8. The rates shall be inclusive of all taxes including VAT & Service tax.
9. The contractor shall follow all labour laws as prevailing in Delhi.
10. Contractor must have experienced Running maintenance of Water supply & firefighting system in Govt. Institutes/Universities.
11. Contractor's office establishment should be based in NCR/Delhi.
12. The agency must be expertise and experienced Running maintenance of Water supply & firefighting system
13. The Management reserves the right to reject / accept any or all quotation without assigning any reason.
14. In case of any dispute the decision of the Institute shall be final & binding on the contractor.
15. Any work not carried out as per instruction of the Engineer-in-charge shall be dismantled and reconstructed/Installed by the contractor without any extra cost.
16. The Contractor shall be responsible for any damages and site clearance and nothing extra will be paid. In case the site clearance and damages are not attended, a recovery amounting to Rs. 10,000/-(Rs. ten thousand only) shall be made.
17. The quotation must be accompanied with EMD of Rs. 8000.00 (Rs. Eight thousand only) The EMD shall be in the form of DD of scheduled bank drawn in favour of “**Director NIPGR” New Delhi**. The EMD of unsuccessful quotationers shall however be refunded. **Without EMD quotation shall not be accepted.**
18. The EMD shall be enclosed in a separate envelop duly marked EMD which shall be opened first.
19. Bills (Quarterly.i.e.Three Month) will be submitted by the Contractor and will be paid after satisfactory service.
20. Security deposit @ 10% shall be deducted from the bill, the EMD shall however be adjusted against the Security Deposit. The S.D. will be refunded after one month of Completion of work.
21. **PAN/TIN** issued by the respective departments must be mentioned while quoting the rates.
22. All papers attached with this Quotation should be signed & returned in original.

Administrative Officer
NIPGR New Delhi

Seal & Sign of Contractor

GENERAL TERMS & CONDITIONS

Name of work .: Running, maintenance & operation of water supply & firefighting pumps, Electrical panels including pipeline at N.I.P.G.R Campus New Delhi during the year 2013-2014.

1. The tenderer/quotationers must visit site of execution before quoting the rates.
2. All required tools such as pliers, screw drivers, wrenches etc. required for the proper maintenance of the installation shall be arranged by the contractor and nothing extra shall be paid.
3. The contractor is responsible for the upkeep of the installations in perfect working condition, carrying out routine check ups and to attend any breakdown immediately.
4. After taking over the site, the contractor will check all the installations and submit the report mentioning the defects during taking over the system within 15 days. After 15 days every defect noticed will be attended by the contractor.
5. Contractor would be bound to execute such additional items, which can be termed as logical, essential and necessary (even though not listed in schedule of work) for the effective execution of the work in totality, rates for such items of work shall be rationally analyzed / derived and would be binding on the contractor.
6. In case of leave of any staff, a substitute has to be arranged by the contractor who has the required qualification and adequate experience. The staff will attend the duty on all working days including Sundays & Holidays.
7. The rates quoted shall be firm and hold good throughout the contract period, which may be extended depending upon satisfactory performance.
8. Payment shall be made quarterly after deduction of the Security Deposit, income tax, Statutory deductions as per Government rules.
9. If any worker engaged, is found to be not suitable for the position, the contractor has to remove the person from the site immediately and substitute posted. The decision of Engineer-in-charge in this regard shall be final and binding on the contractor.
10. Department shall in no way be involved in any dispute of whatever kind between the contractor and the staff engaged by him.
11. All instruments as & when required for testing, checking, measuring, etc., shall be arranged by the contractor in addition to the tools required for day to day maintenance and operation.
12. The agency must be expertise and experienced in the specialized in Running Maintenance of water supply & firefighting System.
13. NIPGR reserves the right to terminate the contract at any time without assigning any reasons thereof.
14. The contractor shall arrange required bench, table and chairs for the staff at his own cost.
15. Attendance register of the staff engaged shall be maintained and the same shall be submitted weekly or as desired by the Engineer-in-charge.
16. The contractor shall be responsible for good behavior and character of the staff engaged by him.
17. The contractor shall be responsible for any damage caused to any equipment, fitting of building of NIPGR due to the negligence of the staff. The same shall be made good by the contractor at his cost. In this case the decision of the Engineer-in-charge shall be final & binding to the contractor.
18. The contractor will follow all labour laws of Central Govt./ State Govt. as applicable and enforced from time to time. Any violation for not following the labour laws shall be contractor's responsibility.
19. The contractor shall follow all the labour wages rules as per Govt. of NCT and as amended from time to time by the government.
20. All instruments as & when required for testing, checking, measuring, etc., shall be arranged by the contractor in addition to the tools required for day to day maintenance and operation.
21. NIPGR reserves the right to terminate the contract any time without assigning any reasons thereof.

22. Necessary Preventive routine maintenance of the above system should be carried out as per the directions of E.I.C.
23. Only qualified staff and fully conversant with the operation and maintenance of water supply and fire fighting pump set along with their electrical starter panels shall be provided.
24. Pump Operator : Shall have minimum 3 years of experience in handling the water supply & fire fighting pumps and related equipment.
25. Recovery Clause :
In case of non-availability of staff, recoveries as given below will be made.
 - a) Pump Operator : Rs. 500.00 per shift
 - b) Helper : Rs. 300.00 per shift
 - c) Mechanic/ Electrician : Rs. 500.00 per visit
26. In the case of any type of breakdown in any services, the same shall be restored deploying extra manpower without any extra charge to the Department.
27. The Contractor shall adhere to following:
 - a) The complaint should be attended within 24 hours from getting the complaint. Minor and urgent complaints should be attended on the same day.
 - b) Payment will be made extra for major repairs of the E & M installation, which require workshop machining job, spares parts etc.
28. The items costing less than Rs.1500.00 (Rs. One Thousand & Five Hundred only) shall be issued by the Institute free of cost for replacement. However replacement of other items like rewinding of motors etc. costing more than Rs.1500.00 shall be arranged by contractor and replaced as & when required after getting approval of the Institute. The payment however shall be made on production of valid original vouchers and justified amount at prevailing market rates of the item. Nothing extra on account of handling & transportation etc. shall be paid. The decision of the Institute in this matter shall be final & binding on contractor.
29. The installations must be inspected and checked by Sr. Mechanic & Sr. Electrician once a week and report is recorded in the register.
30. The inventory of water supply pump sets & firefighting system is enclosed.

FIRE FIGHTING SYSTEM

31. Cleaning of all the fire hydrants greasing cleaning with BRASSO shall be done weekly, replacement of gaskets of fire hydrant etc. shall be done free of cost and necessary entries shall be made in the register.
32. The cleaning of the diesel engine pump set, AMF panel boards, etc., complete shall be the responsibility of contractor.
33. Required Diesel and Lubricating oil for Diesel engine will be supplied by the NIPGR free of cost. The materials required for cleaning, distilled water, petroleum jelly, grease, nut-bolts, fuse wire, indicating lamps, etc., as required are to be arranged by the contractor without any extra cost.
34. The AMF panel and associated controls in the engine and the control switchgear in the panel shall be checked periodically for proper Auto operation at least once a week.
35. The contractor is responsible for operation & maintenance of various types of pump sets and associated equipments installed for fire fighting equipment.
36. Complete Fire fighting system shall be tested once in a month and report shall be recorded in the log book.
37. If any complaint remains pending due to contractors negligence or any other reason for which contractors is held responsible recovery will be made as under:
 - a. The complaint should be attended within 24 hours from getting the complaint. Major and urgent complaints should be attended on the same day. If the contractor fails to attend the complaint penalty @ Rs. 1000 per day per complaint shall be made.
 - b. In case of any pump set / panel / fire pump remains unserviceable for more than 3 days a recovery will be made @ Rs. 750/- per day basis.

WATER SUPPLY PUMPSET

1. The contractor is responsible for operation & maintenance of various types of pump sets, installed for water supply & fire fighting equipments.
2. The contractor shall be responsible for filling up over head tank as well as other tanks; ground water tank through operation of pumps and valves, etc. after filling the UG sump from bore well.
3. a) The routine maintenance such as cleaning, greasing, packing, gland ropes, replacing any defective bolt, nut, indicating lamps, rubber washer etc. including supply of material are to be carried out by the contractor free of cost. Any major material required / major repair or major replacement will be provided by the department.
b) Cleaning of pump room, panel boards, etc., are to be carried out.
4. Log book for the operation of each pump shall be maintained. Wherever stand-by pump is available, the pump will be operated on alternative days and properly recorded.
5. Water Filtration plant including valves and other accessories associated with the System shall be maintained and checked from time to time for leakage/ blockage etc.
6. If any complaint remains pending due to contractors negligence or any other reason for which contractors is held responsible recovery will be made as under:
-If complete water supply system becomes unserviceable and is not restored within one shift, the recovery will be made @ Rs. 4000/- per day.

Administrative Officer
NIPGR New Delhi

Seal & Signature of Contractor

INVENTORY

S No:	Equipment Detail	Quantity
WATER SUPPLY		
1	Borewell pump with electrical panel(2.0Hp)	2+1
2	Water Supply Pumps (5Hp)	2
3	Pumps in field (1Hp) with electrical panel	2+1
4	1.5 KW / 2 Hp pump with electrical panel	2+2
5	5.5 KW / 7.5 Hp pump with electrical panel	2+1
6	0.5 Hp pump with electrical panel-sump pump	2
7	Dosing Pump with filter at	01
8	0.75Kw/1.0Hp at Hostel Terrace	01
9	2.25Kw/Hp pump with electrical panels at G.H. FIRE FIGHTING	1+1
10	Jockey Pump : CPHM 32/36 with electrical panel	1
11	Main pump : Kirloskar Spectrum Motor Machine no: QAA53-190 with electrical panel	1
12	Diesel Engine pump : 6R 1080 (SI No. 6H.2005.10/400004,58.1 KW / 79 hp) DSM 80 / 36 with electrical panel	1
13	Single Headed Hydrants (outside building)	20
14	Single Headed Hydrants (inside building)	16
15	4 way Fire Brigade Inlet (outside building)	4
16	Air cushion tank	3+2

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