



INSTITUTE OF HUMAN BEHAVIOUR & ALLIED SCIENCES (IHBAS)
Hospital based autonomous academic Institute, under
Government of National Capital Territory of Delhi, dealing with
"Brain – Mind Problems & their Solutions"

84/c



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E-mail: purchaseihbas@gmail.com; website: www.ihbas.delhigovt.nic.in

F. No.14/16/PS(G)/IHBAS/2021/

Date:

To

Sub:- Inviting quotations under LTE for providing Annual Maintenance Contract (Comprehensive) for "Internal IGL Gas Pipeline & Gas burners, Accessories" in Kitchen Department of IHBAS

Sir,

Sealed quotations are invited from reputed firms (on official letterheads) IGL Bidders for providing Comprehensive Annual Maintenance Contract for internal IGL Pipeline as per Annexure-A in Kitchen Department for a period of 2 years as per the terms and conditions mentioned hereunder. The contract shall be extendable by another year on satisfactory performance with same rates as well as terms & conditions. The supplier, however, will have to submit his willingness three months prior to the end of the second year of contract.

If you are interested in Comprehensive Annual Maintenance Contract for Internal IGL Pipeline Gas Pipeline & Gas burners, Accessories" as per Annexure-A, you are requested to submit your quotation addressed to the **Officer In Charge (Purchase), IHBAS, Delhi**, in a sealed envelope superscribed "**Comprehensive Annual Maintenance Contract for Internal IGL Gas Pipeline & Gas burners, Accessories**" by 10:00 am on 24.12.2022. **Quotations received will be opened on the same day at 10:30 am in the office of OIC (Purchase)** in the presence of the bidders, who may like to be present at the time of opening of the Quotations.

Prior to submission of quotation, your representative may inspect the Internal IGL Pipeline installed in the Kitchen of IHBAS on any working day between 10:00 am to 3:00 pm (Saturday upto 12:00 noon).

Yours faithfully,


Y.P. Praveen
06/12/2022

Officer- In-Charge (Purchase- Non Medical)

TERMS & CONDITIONS

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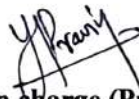
1. Quotations are to be deposited latest by 24.12.2022 before 10:00 am in the Tender Box maintained for this purpose in the Purchase Section of IHBAS. **As a token of acceptance of all the terms and conditions mentioned in this document, the bidder is required to sign all the pages.** The quotations will be opened on the same day at 10:30 am in the presence of the Service Provider who may like to be present at the time of opening of the quotations. In case, the last date for depositing the Quotation is declared as a Closed/Public Holiday, the last date will be deemed to be the next working day.
2. Following certificates/documents must be submitted along with the Technical Bid:-
 - a) Tender Form duly signed and stamped.
 - b) Demand Draft/Banker Cheque/FDR/BG for Rs. 6,000/- on account of EMD valid for 180 days, in the favour of "Director, IHBAS, Dilshad Garden, Delhi-110095. Firm registered with NSIC is exempted from submission of EMD (subject to the financial limits indicated in the NSIC certificate). Govt. of India/State Government departments/Undertakings are also exempted from EMD. However, the respective firm/department has to submit the relevant certificate (NSIC etc.) to avail this exemption.
 - c) Self-attested copy of GST.
 - d) Self-attested copy of Latest Income Tax Return (ITR).
 - e) Self-attested copy of Permanent Account Number (PAN).
 - f) An Undertaking as per Annexure-B on non judicial stamp of Rs.100/-.
 - g) ECS/RTGS detail.
3. The consolidated rate for Comprehensive Annual Maintenance Contract for Internal Gas Pipeline & Gas burner, Accessories in Kitchen Department, should be quoted as per Annexure-A. The rate should be quoted in both figures and in words. The percentage of taxes, if any, should be mentioned separately. If no GST tax is chargeable, rates should be quoted as Net.
4. The rates quoted should be valid for a period of 2 years from the date of opening of the tender. Also the firm will refund the difference amount, in the event of their entering into AMC at a lesser rate with any other Institutions/Organizations during the validity of contract.
5. The contract will be initially for two years extendable for another one year after reviewing the performance of the Service provider on the same rates and terms & conditions.
6. The firm should convey their acceptance to the Work Order within 10 days from the date of issue of the order.
7. The firm on acceptance of the order shall sign the contract within 10 days from the date of acceptance of the order.

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8. The successful firm shall furnish the Performance Guarantee for Rs.10,000/- (@5% of the value of total Work Order) in the form of Bank Guarantee or Fixed Deposit Receipt (FDR) of any Scheduled Bank valid for a period of 26 months (2 years+2 months) in favour of the Director, IHBAS, Delhi, within 10 days from the date of acceptance of the order. Security Deposit in any other form will not be accepted. EMD will be refunded to all the bidders after issue of the work order.
9. The Comprehensive Maintenance Service by the firm, should commence from the date of signing of the contract. In case, the service is not executed on or before the stipulated date, the Director, IHBAS, Delhi will have the right to impose penalty at the rate of:-
 - a) 2% of the amount of contract value for the first extension of a month or part thereof.
 - b) 3% of the amount of contract value for the second extension of another one month or part thereof.
 - c) In the event of non-commencement of service, within the stipulated date, the Director, IHBAS, will have the right to impose penalty as deemed fit and may resort to take services from alternate service provider i.e. L-2 firm after seeking their willingness to provide services at the cost and risk of L-1 firm. Appropriate action will be initiated as deemed fit and the Director, IHBAS may forfeit the Performance Guarantee/EMD in full or part thereof at his discretion. The decision of Director IHBAS in this regard shall be final and binding.
10. The firm should furnish an experience certificate mentioning the names of organizations where the firm is providing AMC services for the past one year.
11. The payment will be made on half yearly basis through ECS/RTGS after obtaining the report on satisfactory performance from the user department. The payment can be denied for non-satisfactory services and the firm cannot claim for the same.
12. The Comprehensive Annual Maintenance Contract will include all necessary repairs of the internal IGL Gas pipeline and also replacement of defective/damaged parts, components and other accessories, free of cost. The maintenance contract will also include tracing and correction of faults for the Gas Plant to be fully operational.
13. The parts/components used for repair/replacement by the Service Provider should be of the same/equivalent or higher make and the functional capacity should be as originally available for the Gas Pipeline. All the parts/components should be of BIS Standard. The same should be acceptable and approved as per the norms of IGL.
14. The internal IGL Gas pipeline under CAMC should be inspected by the service provider once in a week and additional visits as and when required, nothing extra shall be paid for the same. Also re-painting of the internal Pipeline in mandatory yellow colour should be done once in a year and as & when required.
15. Response time for maintenance call should be as early as possible without any wastage of time. Maximum response time should be not more than 24 hours. The response should be immediate in case of emergency situations.

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16. In the event of the firm not attending the complaint lodged by the officer authorized within the same day, the Director, IHBAS, is empowered to impose penalty @Rs.500/- per day. The amount of penalty shall be deducted from the subsequent bills of the firm/performance guarantee.
17. In the event of any changes or replacements made in the original IGL gas pipeline, the service provider will have to obtain inspection/clearance report from the PNGRB authorized certifying agency for the work done and further submission to IGL authority.
18. The contract period will commence from the date of signing of the contract.
19. Only qualified technician/engineers should be sent by the firm for providing service.
20. The Director, IHBAS, reserves the right to reject any tender at any stage without assigning any reasons, thereof. No correspondence, whatsoever shall be entertained in this regard and the decision of the Director, IHBAS, shall be final and binding.
21. Service Contract can be terminated at any stage by the Director, IHBAS
22. Quotations not adhering to the above requirements will be rejected at the discretion of the Director, IHBAS.


06/12/2022
Officer-In charge (Purchase) Non-Medical

Annexure-A**List of materials fitted in Internal PNG Pipeline in the Kitchen**

S. No.	Description of goods	Make	Qty.	Unit
1.	G-65 Burner Complete set	SGS/HPC	5	Nos.
2.	T-35 Burner Complete set	United/SGS	2	Nos.
3.	RV600 Burner Set	SGS/United	4	Nos.
4.	CS Ball Valve 3 PC Designed with Pipe seat tested 50 mm	Marck/L&T/AUDCO	3	Nos.
5.	ISI Burner Pigtail HYDROULIC Forged Nut 5 Feet length	Superhose/Superseal	9	Nos.
6.	Copper Pipe 2 Ft.	SGS/HPC	12	Nos.
7.	ISI Burner Pigtail Hydroulic Forged Nut 3 Feet length	Superhose/Superseal	4	Nos.
8.	Needle Control Valve	SGS/TVL	18	Nos.
9.	Stainless Steel Pressure Gauge-100 mm DIS PNG requirement Glycerine Filled Tested	H-Guru	1	No.
10.	Two Burner Bhatti 48x24	ISI	2	Nos.
11.	Pressure Glass	SGS/HPC	13	Nos.
12.	Angle Support with fasterner & U-Clamp 500 mm	VS	34	Nos.
13.	Burner Pilot Set	SGS/HPC	5	Nos.
14.	CS Ball valve 3Pc designed with PTEF seat tested 15 mm	L&T Audco/Marck	6	Nos.
15.	G-65 MS Burner Stand (10-12 inch height)	Complete set of MS	4	Nos.
16.	Internal MS (ERW) PNG Gas Pipeline 50 MM diameter painting in yellow colour	Jindal Hisar	200 feet length approx.	

JP Pravin 06/12/2022

Annexure-B**UNDERTAKING**

(To be submitted on non-judicial Stamp Paper worth Rs.100/-)

Tender No. 14/16/PS(G)/IHBAS/2021 for Annual Maintenance Contract (Comprehensive) for Internal Gas Pipeline & Gas burner, Accessories

To

The Director,
Institute of Human Behaviour & Allied Sciences,
Near G.T.B. Hospital, Dilshad Garden,
Delhi-110095.

Sub:- Tender for Annual Maintenance Contract (Comprehensive) for Internal Gas Pipeline & Gas burner, Accessories

Sir,

I/We _____ hereby declare that:-

1. I/We have carefully read and understood all the contents along with all the terms and conditions of the Tender before submitting the same, and I/We do accept and abide by the same.
2. I/We agree to abide by my/our offer for a period of 180 days from the date of opening of the tender. However, I/We do hereby affirm that rates quoted under this tender shall be valid for a period of 24 months from the date of award of the contract and shall be extendable for another one year on mutual consent, on the basis of satisfactory performance. I/We shall have to submit our willingness for extension of rate contract with same rates as well as terms & conditions, three months prior to the end of second year of contract.
3. I/We do hereby bind myself/ourselves to the Director, IHBAS for offering services against this tender to IHBAS, Dilshad Garden, Delhi-110095, during the validity period of the contract.
4. I/We do hereby confirm that the prices/rates quoted by me/us are the lowest. Further, I/We certify that the service against the existing tender have not been provided to any other Govt. Hospital/Departments at lower rates than the rates mentioned in my/our quotations. I/We shall refund the difference in cost in the event of found providing services at a lesser rate by us to any other Government/Institutions/Organizations during the period of Contract.

5. I/We do hereby confirm that response time against a maintenance call shall be as early as possible without any wastage of time. Maximum response time shall be not more than 24 hours. The response shall be provided immediately in case of emergency situations.
6. I/We do hereby declare that EMD deposited by me for Rs. 6,000/- in favor of "Director, IHBAS, Dilshad Garden, Delhi-110095 shall remain in the custody of IHBAS till the validity period of the tender, and I/We shall not claim any refund before the end of contract.
7. I/We do hereby declare that the Performance Guarantee/Security Deposit of Rs.10,000/- in the form of FDR/Bank Guarantee of any scheduled bank for a period of 26 months (2 years + 2 months) in favour of Director, IHBAS, Dilshad Garden, Delhi-110095 shall be deposited by me/us within 10 days within the acceptance of the work order. This shall remain in the custody of IHBAS till the validity period of contract and will not claim refund.
8. I/We do hereby declare that the Comprehensive Annual Maintenance Contract will include all necessary repairs of the internal IGL Gas pipeline and also replacement of defective/damaged parts, components and other accessories, free of cost. The maintenance contract will also include tracing and correction of faults for the Gas Plant to be fully operational.
9. I/We do hereby declare that the parts/components used for repair/replacement by the Service Provider shall be of the same/equivalent or higher make and the functional capacity shall be as originally available for the Gas Pipeline. All the parts/components shall be of BIS Standard and accepted & approved as per the norms of IGL.
10. I/We do hereby declare that the internal IGL Gas pipeline under CAMC shall be inspected by the service provider once in a week and additional visits as and when required, nothing extra shall be paid for the same. Also re-painting of the internal Pipeline in mandatory yellow colour shall be done once in a year and as & when required.
11. I/We also certify that if any delay occurs in our services at any point of time within the period of contract, Director, IHBAS, will have the right to impose penalty as deemed fit. The firm will deposit the penalty to the cashier of this hospital and submit the TR-5 receipt in the Purchase Section or else the same may be adjusted against our bill/performance security.
12. I/We also certify that In the event of the firm not attending the complaint lodged by the officer authorized within the same day, the Director, IHBAS, is empowered to impose penalty @Rs.500/- per day. The amount of penalty shall be deducted from the subsequent bills of the firm/performance guarantee.

13. I/We understand that the Director, IHBAS, Delhi. is empowered/will have the right:
- To impose penalty as deemed fit in case services do not commence by the stipulated date or extended date, if any, and can resort to take the services from the alternate service provider at my/our cost and may initiate any action as deemed fit by the Director, IHBAS. His decision in this regard will be final and binding on us.
 - To reject services which are not in accordance with the requirements and terms and conditions of the tender.
 - To cancel, reject or accept any tender at any stage without assigning any reasons there off.
14. In the event of any changes or replacements made in the original IGL gas pipeline, the service provider will have to obtain inspection/clearance report from the PNGRB authorized certifying agency for the work done with further submission to IGL authority.
15. The contract period shall commence from the date of signing of the contract.
16. Only qualified technician/engineers shall be sent by the firm for providing services.
17. The Director, IHBAS, reserves the right to reject the tender at any stage without assigning any reasons, thereof. The decision of the Director, IHBAS, shall be final and binding.
18. Service Contract can be terminated at any stage by the Director, IHBAS
19. I/We declare that my/ our firm has not been blacklisted /debarred by any of the Govt. Hospitals/Institutions.
20. I/We also submit that our firm has no vigilance case/CBI case pending against us.
21. I/We hereby authorize the Director, IHBAS, to take any action as deemed fit as per tender in the event of my/our given information/statement in the tender/undertaking is found incorrect and false at any stage.

Signature of the Tenderer _____

Name of the Tenderer _____

Name of the Firm _____

Address: _____

Seal of the firm _____