

F.No.D-21014/1/2019-Admin\_2  
Government of India  
Ministry of Fisheries, Animal Husbandry and Dairying  
(Department of Animal Husbandry and Dairying)  
\*\*\*\*\*

Krishi Bhawan, New Delhi  
Dated the 27<sup>th</sup> November, 2019

**E-Tender Notice**

**Subject:- Award of Annual Rate Contract for Repair/Maintenance/Supply of Electrical items and Comprehensive Annual Maintenance Contract (CAMC) of Water Dispensers in the Department of Animal Husbandry and Dairying.**

Sir,

The e-tenders have been invited under **Single Bid System (Annexure-I & II)** from reputed firms having adequate experience for awarding annual rate contract for repair/maintenance/supply of electrical items like heater, heat convector, tube light sets, hot case, fan, electric kettle, extension board etc. and comprehensive annual maintenance contract of water dispensers in this Department for a period of one year. Only such firms are eligible to submit tenders/bids (electronic) which fulfil the following conditions:-

- i.. Should have valid license from Govt. of NCT of Delhi for executing electrical works.
- ii. Should have adequate experience of repairing/maintenance/supply of electrical items and maintenance of water dispensers in Government offices.
- iii. Should have minimum two (2) mechanics/electricians in their employment and both of them should possess diploma in electrical works from ITI or Govt. recognized institute(s).
- iv. The firm should be registered and having GST registration No. & PAN No.

2. The interested firms are advised to submit their bids **"on-line"** by visiting the Govt. of India, Central Public e-Procurement (CPP) Portal i.e. <http://eprocure.gov.in>. The bids will be accepted as e-tender only i.e. the tenderers will submit their bids on the e-Procurement Portal (module of NIC), in an encrypted format. Possession of valid Digital Signature Certificate (DSC), valid e-mail address and registration of the firm on the Government of India, Central Public e-Procurement (CPP) Portal i.e. <http://cprocure.gov.in> are pre-requisite for e-tendering.

3. The critical date for the subject tender is as under:-

(i) Tender No.	D-21014/1/2019-Admin_2
(ii) Name of Organization	Ministry of Fisheries, Animal Husbandry and Dairying, Department of Animal Husbandry, and Dairying
(iii) Start date and time for view/ Downloading the tender document	27 <sup>th</sup> November, 2019 at 1730 hrs.
(iv) Start date and time for submission of bid	27 <sup>th</sup> November, 2019 at 1730 hrs.
(v) Last date and time for downloading tender document	10 <sup>th</sup> December, 2019 at 1730 hrs.



- (vi) Last date and time for online submission of bid & submission of EMD & Tender Fee in original 10<sup>th</sup> December, 2019 at 1730 hrs.
- (vii) Date & time for opening of bid 11<sup>th</sup> December, 2019 at 1730 hrs.
- (viii) Address for communication Under Secretary(GA)  
Ministry of Fisheries, Animal Husbandry and Dairying,  
Department of Animal Husbandry, and Dairying  
Room No. 532-A, Krishi Bhawan, New Delhi-110001.  
☎ # 011-23385116

4. The tender document can be downloaded from the Department's website ([www.dahd.nic.in](http://www.dahd.nic.in)) and also from CPP portal (<http://eprocure.gov.in>) of Govt. of India.

5. The interested firms are required to deposit **Demand Draft/Pay Order of Rs.15,000/- (Rupees Fifteen Thousand Only)** as **Earnest Money Deposit (EMD)** in favour of **'P&AO(Sectt.I), D/o AH&D, New Delhi'**, valid for a period of 90 days, superscribing the envelop **"Annual Rate Contract for Repair/Maintenance/Supply of Electrical items and Comprehensive Annual Maintenance Contract (CAMC) of Water Dispensers "**. Offer not accompanied by EMD of the requisite amount or without proper validity will summarily be rejected.

6. The scanned copy of the **demand draft/pay order of Rs. 15,000/- (Rupees Fifteen Thousand Only)** as **Earnest Money Deposit (EMD)** must be uploaded with the Bid and original of the same has to be dropped in the Tender Box placed in **Room No. 531, 5<sup>th</sup> Floor, Krishi Bhawan, New Delhi** latest by the last date of bid submission superscribing the envelop **"Annual Rate Contract for Repair/Maintenance/ Supply of Electrical items and Comprehensive Annual Maintenance Contract (CAMC) of Water Dispensers "** i.e. by 1730 hrs. on 10<sup>th</sup> December, 2019. The tenders received without the prescribed EMD will not be entertained and summarily rejected. The EMD of unsuccessful tenderers shall be returned after finalization of the contract.

7. The firms who are exempted from submission of EMD shall be dealt as per General Financial Rules, 2017 subject to submission of copies of relevant orders/documents.

8. The firms are required to upload copies of the following documents along with their Bids, failing which their Bids shall be summarily/out-rightly rejected and will not be further considered:

- a. Scanned copy of Earnest Money Deposit (EMD).
- b. Scanned copy of valid license from Govt. of NCT of Delhi for executing electrical works
- c. Scanned copy of PAN Card
- d. Scanned copy of GST Tax Registration Certificate
- e. Scanned copy of certificate/diploma of qualified mechanics/electricians
- f. Scanned copy of experience documents of repairing/maintenance/supply of electrical items and maintenance of water dispensers in Govt. offices

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- g. Scanned copy of signed & stamped tender document (each and every page) as a token of acceptance of terms & conditions of tender notice
10. The bidder shall quote their bids only as per the formats enclosed at Annexure-I & II.
11. Bidders should upload their financial bids in xls format in the proforma given at Annexure-II on CPP portal.
12. **The terms and conditions of the contract shall be as under:-**
- a) The supplier shall make his own arrangements for fitting of spare parts etc. in electrical items and will quote rates for the parts so fitted/replaced **inclusive of the service (labour) charges for the same. The rates quoted should be inclusive of all taxes.**
- b) The items/parts either new or provided for repairing of electrical items should be **ISI marked**. Rates for the items, as per list attached, should be quoted for the spare part inclusive of service charges (or labour).
- c) For regular and proper maintenance of the electrical items, it shall be obligatory on the part of the contractor to depute sufficient number of qualified electricians to this Department on all working days throughout the period of contract from 9.00 AM to 6.00 PM. At least two mechanics shall remain in Krishi Bhawan in close contact with Section Officer (Admn.II) to attend the complaints received from the users during the period of contract. If any eventuality arises, the Department of Animal Husbandry and Dairying shall be within its competence to requisition the services of the electricians on Saturday/Sunday/Holidays and beyond office hours without payment of any additional remuneration. The contractor shall also keep sufficient stock of spare parts which may be required for repairing/maintenance in the event of the electric items becoming non-functional or defective, during the currency of the contract.
- (d) The Comprehensive Annual Maintenance Contract (CAMC) of Water Dispensers shall include gas filling, repair/replacement of compressor, cleaning & servicing, replacement of relay starting, replacement of condenser unit, replacement of element, replacement of thermostat.**
- e) No conditional bids will be accepted and such bids are liable to be summarily rejected by the competent authority at its discretion.
- f) The quotation of the firm will remain valid for a period of 90 days.
- g) The Department reserves the right to terminate the ARC and CAMC in whole or part, at any time during the contract period, without giving any notice or without assigning any reason, if the services of the contractor are not found satisfactory. In all matters of dispute relating to the ARC and CAMC, the decision of the Department in all cases shall be final and binding on the contractor.
- h) The Department reserves the right to reject or to accept any quotation, whole or in part, without assigning any reason thereof. This Department also reserves the right to renew the contract for such period(s) as it may deem necessary taking into account, of course, the satisfactory services rendered by the contractor during the currency of the contract. **However, the bidders would have the right to question the bidding conditions, bidding process and/or rejection of its bid.**
- i) It shall be obligatory on the part of the contractor to carry out repair/maintenance/supply of electric items and CAMC of water dispenser under his direct supervision and control and under no circumstances the work shall be assigned to sub-contractor.
- j) The work shall be carried out in the premises of the Department. Only such work of which execution is not possible in the premises of this Department may be allowed to be

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done in the workshop of the firm. In no case, any electric item or parts thereof shall be taken out of the premises without formal written permission of this Department.

k) The contractor shall be responsible for smooth and satisfactory working of the all the electric items.

l) The successful contractor shall be required to do the work during the entire period at the rates as approved on the basis of the quotation. If for any reason, the firm is not able to do the work, the same shall be got done from some other firm or from the open market at the cost of the contractor and the expenditure incurred thereon shall be recovered from the bills/performance security of the firm. This may even entail the termination of the contract and forfeiture of the performance security.

m) The contractor shall be responsible for payment of wages/settlement of dues of workers engaged by the firm as per prevailing labour/wage laws in force in NCT of Delhi and the Department of Animal Husbandry and Dairying shall not be a party to any dispute between the contractor and workers.

n) The damage caused, if any, either to any electrical item or to any other property of the Government through negligence or otherwise, shall be at the risk, cost and responsibility of the contractor. The financial or any other loss suffered by the Government on this account shall be made good by the contractor and decision of the Head of Department in this context shall be binding on the contractor.

o) This contract shall cover all the electrical items installed in this Department at Krishi Bhawan and DMS Complex, Shadipur etc.

p) No extra payment/compensation whatsoever on account of natural calamity/accident or otherwise will be made to the firm except the all inclusive rates and the rates permitted under this contract.

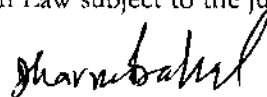
q) The tenderer whose quotation is finally accepted, shall have to furnish performance security of **Rs.20,000/- (Rupees Twenty Thousand Only)** pledged in favour of **'P&AO(Sectt.I), Department of Animal Husbandry and Dairying, New Delhi'** by means of Fixed Deposit Receipt/Bank Guarantee from any Nationalized/Public Sector Bank. The Performance Security shall remain valid for a period of 60 days beyond the date of completion of all contractual obligations of the contracted firm. The earnest money shall be returned to the successful bidder after depositing of performance security.

r) In case of any deficiency in service, a penalty of 5% of the total amount of the bill for the relevant period will be imposed.

s) No advance payment will be made. Payment will be made on monthly basis of the contract period as per the work done for repair/maintenance/supply of electrical items and on quarterly basis in respect of CAMC of Water Dispensers. A certificate along with stamp from the occupants of the rooms/concerned officer towards satisfactory completion of the work will be obtained by the firm and submitted along with bills.

t) The contract shall normally be awarded to the lowest evaluated bidder whose bid has been found to be responsive and who is eligible/qualified to perform the contract satisfactorily as per the terms and conditions incorporated in the tender letter. **As this is a multiple item tender, which includes supply & installation of various items, the bidder quoting lowest rates for more than 50% or in majority of the items, will be considered as L-1 for the sake of administrative convenience and efficiency.**

u) All matters/disputes pertaining to the tender and resultant contract shall be settled by the Head of the Department or Officer nominated by him for the purpose. The contract terms are interpretable under the applicable Indian Law subject to the jurisdiction of NCT of Delhi.



v) All the prospective tenderers should submit a copy of this tender notice consisting of page (1) to (8), along with their bid, with each page duly signed and stamped by the authorized signatory of the tendering firm, as a token of acceptance of all terms and conditions of the tender enquiry by the firm. Failure to comply with this condition may result in summary rejection of the quotation of the firm.

w) **Only those items which are not available on GeM portal of DGS&D will be procured from the contractor. The department is not bound to procure the items from the contractor which are available on GeM.**

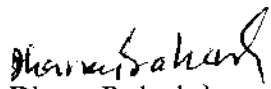
**13. Financial:**

a) The successful tenderer shall have to deposit **Rs.20,000/- (Rupees Twenty Thousand Only)** as performance security by means of Fixed Deposit Receipt/Bank Guarantee from a Nationalized/Public Sector Commercial Bank which shall be in favour of '**P&AO(Sectt.I), Department of Animal Husbandry and Dairying, New Delhi**'. The Department reserves the right to forfeit the Performance Security in the event of the firm violating any of the terms and conditions of the contract or not providing satisfactory service. The Performance Security shall remain valid for a period of sixty days beyond the date of completion of all contractual obligations of the firm.

**14. Bid Evaluation Criterion:-**

a) All terms & conditions stipulated in the tender document shall be considered for selection of the firm. Since this is a multiple item tender which includes supply & installation of various items and have to be done/executed by a same contractor or one single bidding firm, for the sake of administrative convenience and efficiency. Hence, the bidder quoting lowest rate for more than 50% or in majority of the items, will only be considered as L-1 firm. The criteria for deciding such an award would be as per the recommendations of the Tender Evaluation Committee and approval of the Competent Authority in the Department, which would depend upon the pattern of quotations/bids received from the tendering firm.

Yours faithfully,

  
{ Dharm Prakash }

Under Secretary to the Government of India

☎ # 23385116

**Copy to:-**

1) Tech. Dir., NIC, DADF for placing the Tender Notice on Website of the Department.

**ANNEXURE-I**

**TECHNICAL PROFORMA**

***“Annual Rate Contract for repair, maintenance and supply of electric items (heater, heat convector, tube light sets, hot case, fan, extension board etc.) and Comprehensive Annual Maintenance Contract of water dispensers in the Department of Animal Husbandry and Dairying.***

1. Name of the tenderer (in Block letters) \_\_\_\_\_
2. Address \_\_\_\_\_
3. Telephone No. \_\_\_\_\_
4. Bank Drafts No. & Date \_\_\_\_\_
5. Amount of Drafts \_\_\_\_\_
6. Name of the Bank(s) \_\_\_\_\_
7. GST No. (copy to be enclosed) \_\_\_\_\_
8. PAN No. (copy to be enclosed) \_\_\_\_\_
9. Licence No. (copy to be enclosed) \_\_\_\_\_
10. Experience in repair/maintenance/supply of electrical items and maintenance of water dispensers in Government Departments/Organizations (copies to be enclosed).
11. Particulars of qualified mechanics/electricians on roll (Name, Qualification and Experience) (please furnish copy of certificate/diploma).
  - i.
  - ii.

I/We hereby declare and affirm that I/we have read and understood the terms and conditions of the contract as stipulated in the tender notice No.D-21014/1/2019-Admin\_2 dated 27<sup>th</sup> November, 2019. Accordingly, I/We accept the terms and conditions and hereby offer the rates for repair/maintenance/supply of electrical items and CAMC of water dispensers as indicated in **ANNEXURE-II**.

Signature \_\_\_\_\_

Name of the tenderer \_\_\_\_\_

Date \_\_\_\_\_

(Seal of the firm)

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**FINANCIAL PROFORMA****List of items of work/parts:-**

Sl. No.	Name of the item	Rate (Rs.) (Per Unit) (including all taxes)
1.	Supply and fitting of Plug (15Amp) (Branded) Anchor	
2.	Supply and fitting of Plug (5Amp) (Branded) Anchor	
3.	Supply and fitting of Switch (15Amp) (Branded) Anchor	
4.	Supply and fitting of Switch (5Amp) (Branded) Anchor	
5.	Supply and fitting of Socket (15Amp) (Branded) Anchor	
6.	Supply and fitting of Socket (5Amp) (Branded) Anchor	
7.	Supply and fitting of Call Bell Switch (Branded)	
8.	Supply and fitting of Call Bell (Ordinary) (Branded)	
9.	Call Bell (Remote) (Branded)	
10.	Wire (Per meter-40/76) 3 Core (Havells/Kalinga)	
11.	Wire (Per meter-70/76) 3 Core (Havells/Kalinga)	
12.	Supply of 36 Watt tube light (4 ft.) (Branded) (Surya/Philips/ Bajaj/Havells etc.)	
13.	Engagement Light (Fancy) with bulb (Branded)	
14.	Supply and fitting of 36 Watt Single Tube Light Set (tube light+choke+starter+frame) (4 ft.) (Branded) (Surya/Philips/ Bajaj/ Havells etc.)	
15.	Supply and fitting of Tube Light Choke (36 Watt) (Branded) (Surya/Philips/Bajaj/Havells etc.)	
16.	Supply of 28 Watt T-5 Tube Light Rod (4 ft.) (Branded) (Surya/Philips/Bajaj/Havells etc.)	
17.	Supply and fitting of 28 Watt T-5 Tube Light Choke (Branded) (Surya/Philips/Bajaj/Havells etc.)	
18.	Supply and installation of Tube Light Starter (Branded)	
19.	Supply and fitting of Electric Kettle Element (1500 Watt) (Branded) (ISI)	
20.	Supply and fitting of Electric Kettle Thermostat (Branded) (ISI)	
21.	Supply and fitting of Heater Rod (Branded) (ISI)	
22.	Supply and fitting of Round Heater Element (Branded) (ISI)	
23.	Supply and fitting of Heat Convector Motor (Branded) (ISI)	
24.	Supply and fitting of Heat Convector Element (Branded) (ISI)	
25.	Supply and fitting of Heat Convector Thermostat (Branded) (ISI)	
26.	Supply and fitting of Hot-case Element (Branded) (ISI)	
27.	Supply and fitting of Hot-Case Thermostat (Branded) (ISI)	
28.	Supply and fitting of Electric Kettle and Heater Connector (Branded) (ISI)	

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29.	Fan Motor repair (Wall Fan, Table Fan, Exhaust Fan, Pedestal Fan)	
30.	Wall Fan fixing with nail/screw	
31.	Supply of New Extension Board (Two 15 Amp Socket and Switch Point, Two 5 Amp Socket and Switch Point, One Fuse, One Indicator and 6 Meter (40/76, 3 Core) wire with ISI mark.) (Branded)	
32.	Supply of New Power Combined Box (One 15 Amp Socket and Switch Point) (Branded) (ISI)	
33.	Supply and installation of Plastic Channel (Biding) 2"per foot	
34.	Supply and installation of Plastic Channel (Biding) 5"per foot	
35.	Cleaning and oiling of all Fans	
36.	Cleaning and oiling of all Heat Convector	
37.	Multi Plug (Branded) (ISI) 15 Amp	
38.	Supply and installation of Red/Green Bulb (0 Watt)	
39.	Supply and installation CFL Bulb of Philips (15 Watt with Three Tube and Spiral)	
40.	Repairing of Oil Heater (Oiling & Servicing)	
41.	Supply and fitting of Oil Heater Element (Branded) (ISI)	
42.	Supply and fitting of Oil Heater Thermostat (Branded) (ISI)	
43.	Water Dispenser Knob (Branded) (ISI)	
44.	Water Dispenser Tap (Branded) (ISI)	

45. **Comprehensive Annual Maintenance Contract (CAMC) of Water Dispensers:-**

Type of Water Dispenser	Rate (Rs.) (Per Unit) (Per Year) (including all taxes)
i. Table Top	
ii. Full Size	

**Note – Rates should be inclusive of all taxes.**

I/we hereby declare and affirm that I/we have read and understood the terms and conditions of the contract as stipulated in the tender notice No.D-21014/1/2019-Admin\_2 dated 27<sup>th</sup> November, 2019. Accordingly, I/we accept the terms and conditions and hereby offer the rates for repair/maintenance & supply of electrical items as indicated above and for CAMC of water dispensers.

Signature \_\_\_\_\_

Name of the tenderer \_\_\_\_\_

Date \_\_\_\_\_

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(Seal of the firm)