

**Govt. of Bihar
Department of Agriculture**

Bihar Agricultural Management and Extension Training Institute (BAMETI), Bihar, Patna

**Inviting tender for Wiring, Electrification, Commissioning and Testing 38 nos. 2 tonnes
AIR Conditioner (HITACHI / DAIKIN) in 19 rooms at various places in the BAMETI,
Patna campus**

Reference for Proposal

Sealed quotations are invited for Wiring, Electrification, Commissioning and Testing 38 nos. 2 tonnes AIR Conditioner (HITACHI / DAIKIN) in 19 rooms at various places in the BAMETI, Patna campus.

Scheduled Date and Time

i)	Cost of document	:	Rs.2500/- (Two Thousands Five Hundred Only)in shape of Demand Draft issued by a Nationalised or Schedule bank in favour of BAMETI Revolving Fund and payable at Patna.
ii)	EMD	:	Rs.24000/-(Rs. Twenty Four Thousand only) in shape of Demand Draft issued by a Nationalised or Schedule bank in favour of BAMETI Revolving Fund and payable at Patna.
iii)	Sale of Bids document	:	From 21.04.2022
iv)	Date of pre bid meeting	:	On 25.04.2022 at 04:00 pm
v)	Last date & Time of submitting Filled in quotation document	:	up to 27.04.2022 at 012:00 pm
vi)	Date of opening of technical bid	:	On 28.04.2022 at 10:00 AM
vii)	Date of opening of financial bid	:	On 28.04.2022 at 04:00 pm
viii)	Place of all meeting	:	Chamber of Special Secretary, Agriculture-SNO, ATMA Schemem Dept, of Agriculture, Bihar

Responsibility of the contractor

- The Quotationer shall be responsible in all respects for wiring, electrification, commissioning and testing and operation in the assigned places as per the time scheduled strictly as conveyed and duly acknowledged by him/ them at the time of accepting the contract and to be communicated to them from time to time.
- All the equipment/installations shall always be kept in good and trouble free operating conditions.

- All the maintenance works shall be carried out in accordance with the manufacturer's specifications and instructions of the competent authority of **BAMETI** during warranty period (if required)

Scope of work

- i. Wiring electrification, installation, Commissioning and Testing of 2 Tone Window Air Conditioners as per details given were under:
 - i) Wiring of light point / fan point, circuit/submain wiring
 - ii) Supply and Installation of MCB Distribution Board, circuit breaker (210×415v, C curve), Commissioning and Testing.
 - iii) Supplying and fixing of 12 nos. insulators, 100 Amp. 4 pole load change over switches
 - iv) Cutting holes 15×15 cm and 20×20 cm for drain pipes with Rec (1:2:4)
 - v) Other holes as per direction of **Director, BAMETI**.
 - To check the valve, safety controls mechanical, Electrical/ Electronics and inter-locking of the various equipment's.
 - To check all ducts/insulation/proper positioning the same where ever required.
 - Inspect/check entire line for leakage and rectification of leakage, if any.
 - To check and lubricant (if required) the bearing of the pumps/motors/fans and keep the proper record.
 - To check the foundation bolts of the pumps / motors and to take the necessary action if required.
 - Check the quantity of Air flow from various out lets in each room/ Area as per drawings and do adjustment of dampers etc as and when required.
 - Check the performance of each equipment of HVAC plant for proper functioning
 - Any other job required to be attended during course of Checking and to keep the plant in perfectly working conditions
- ii.
 - Setting of all safety and automatic controls.
 - AHU, FCU, CSU, Fans & Two Stage unit.
 - Installation of Air Blowers, Fresh Air & Exhaust Air Fans and their Balancing, if required. Observe the operation of all the dampers and make necessary adjustment in linkage and blade orientation for proper operation.
 - Functional checks & calibration of all gauges, switches, thermostats, humidistat and other instruments rectification of the same if required.
 - Any other job required to be attended during course of checking and to keep the plant in perfectly working conditions.
 - The gas charging in AC will be executed by vendor, if required. Gas will be provided by University

Eligibility

- I. The quotationer should be registered under Indian Companies Act 1956 / Partnership Act / Proprietorship firm Supporting documents should be annexed along with the technical quotation.
- II. The quotationer should have valid registration, valid GST registration certificate and Permanent Account Number (PAN) and Character Certificate issued by respective authorities. Copies of certificates should be submitted along with technical quotation.
- III. The quotationer should have a experience of electrical installation work in Central or State Government Organizations / PSUs / Professional bodies, he should have experience of electrical installation amounting of Rs.10 Lakhs in any one of previous three years (from

2019-20 to 2021-22). Copy of work orders / agreements along with completion / satisfactory performance certificates be annexed along with technical quotation.

- IV. The quotationer should not be currently blacklisted by any Central Ministry / State Govt. Departments/ Public Sector Units/ Universities nor should have any litigation enquiry pending and / or initiated by any Department or Court of Law with regard to the works executed by it during the last five financial years. **The quotationer shall furnish an undertaking duly attested by notary on a non-judicial stamp paper of value Rs. 100/- (Rupees Hundred only) as per Annexure II.**
- V. Those quotationers who are either blacklisted or debarred or against whom FIR has been lodged or whose contract has been rescinded by any Government /PSU or who have failed to execute the awarded work in past three years will not be allowed to participate in this quotation.

Safety Measures

The service provider shall ensure that all safety precautions are properly under taken during the process of installation and commissioning.

System of payment

Payment will be made after submission of satisfactory commissioning report by competent authority of BAMETI. All payments are subject to stator deductions as and when applicable.

Other Conditions

1. Quotations received after due date & time shall be summarily rejected.
2. Manner of submission of the Quotations: Sealed Quotations Technical & Financial in separate sealed covers should be dropped in the Quotation Box marked "NIQ No.- dated for AIR Conditioner of supply, installation, commissioning & Testing of by the due date and time. Incomplete quotations are liable for rejection. No responsibility will be taken for postal delay or non-delivery/ non-receipt of Quotation documents. The quotation may be sent through speed post and or through couriers.
3. Quotations should be forwarded by Quotationers under their original memo/ letter pad.
4. Quotationers are advised to be present in the meeting of Pre Bid, Technical Bid and Financial Bid.
5. Quotationers are advised to study all technical and commercial aspects, instructions, terms and specifications carefully in the Quotation document. Failure to furnish all information required in the Quotation Document or submission of a quotation not substantially responsive to the Quotation document in every respect will be at the quotationer's risk and may result in the rejection of the quotation. Quotationer may ask for any query / clarification through written request/ e-mail up to the date of pre bid meeting.
6. This Quotation document is not transferable.
7. All documents should be signed by proprietor or an authorised signatory of firm. Original Certificate of authorisation should also be attached. Interlineations, corrections, erasures and/or over-writings shall be valid only if initialed by the person or persons signing the quotation.
8. Quotationers should attach copy of Firm registration, copy of certificate of GST registration, PAN Card in the name of firm or proprietor, Financial Statements, as per

check list annexed vide Annexure-1, Declaration vide Annexure-II, DD of Cost of Document and DD of EMD in Technical Quotation envelope.

9. Notwithstanding anything to the contrary in this document, the BAMETI is not bound to accept the lowest quotation and reserves the right to accept or reject any quotation, to reject quotations for some or all items and to cancel the quotationing process at any time prior to the award of contract, without assigning any reason whatsoever.
10. This notice is being issued with no financial commitment. BAMETI reserves the right to amend or vary any part thereof at any stage. BAMETI also reserves the right to relax terms & conditions of the quotation in the interest of work and withdraw the Quotation, should it become necessary at any stage.
11. Service Label Agreement(SLA): During the warranty period SLA will be applicable as below:

SL No	Services	Time Limit
1	Service support should be available on all the working days of the Govt.	Sundays and General Holidays are excluded
2	Time limit for attending complaint.	Within Three hrs (excluded Holidays).
3.	If the vendor fails to service the unit.	An amount equivalent to 5% the quoted/ accepted price of the equipment will be charged to the vendor.

12. Buyer reserves the right to withdraw / cancel / amend the quotation at any stage without assigning any reason whatsoever.
13. Quantities of ACs are tentative. It may increase or decrease.
14. Clarification regarding contents of the quotations: During evaluation and comparison of quotations, BAMETI may, at its discretion, ask the quotationer for clarification of his quotation. The request for clarification will be given in writing and no change in prices or substance of the quotation will be sought, offered or permitted. No post-quotation clarification on the initiative of the quotationer will be entertained.
15. Financial Quotations of only those firms will be opened whose Technical Quotations are found responsive.
16. Rejection of Quotations: Canvassing by the Quotationer in any form, unsolicited letter and post - Quotation correction may invoke summary rejection . Conditional Quotations will be rejected.
17. Any Suggestions/Clarifications may be put forth in the pre quotation meeting.
18. The quotationer should adhere with all seriousness to the time schedule provide by the BAMETI, Patna
19. The quotationer shall be liable to indemnify the BAMETI, Patna in all respects and meet and pay off the litigation expenses and all the liabilities including damages, sums etc. arising out of and as a consequence of the negligence, deficiencies, mistakes , lapses, delays etc. in the execution of the various jobs and the services provided.
20. **Quotation Evaluation Process:**

A. Evaluation of Technical Quotation:

- Detailed technical evaluation shall be carried out in relation with the conditions in the quotation document to determine the substantial responsiveness of each quotation. For this clause, the substantially responsive quotation is one that conforms to all the eligibility and terms and condition of the quotation without any material deviation.
 - The competent committee may call the responsive quotationer who comply all Eligibility of the quotation for discussion to facilitate and assess their understanding of the scope of work and its execution.
- B. It is mandatory for the bidder to qualify all the Technical qualifications (including eligibility criteria) to be responsive and for being considered for opening of their Financial Quotation and evaluation thereof.
21. Dispute if any, will be subject to Patna jurisdiction only.
22. The work order placed is liable to be cancelled at any time if any document submitted by agency is found fake and misleading.
23. **Amendment of Quotation Document.**
- 23.1 At any time prior to the last date for receipt of quotations, BAMETI may for any reason, whether at its own initiative or in response to a clarification requested by a prospective Quotationer, modify the Quotation Document by an amendment.
- 23.2 The amendment will be notified through official website of BAMETI for all the prospective Quotationers.
- 23.3 In order to afford prospective quotationer reasonable time in which to take the amendment into account in preparing their quotations, the Client may, at its discretion, extend the last date for the receipt of the Quotations.
24. The selected quotationer will have to enter into agreement on PWD Form F2 within 15 days from date of issue of work order. Initial security deposit @ 3% of agreement amount along with earners money of successful quotationer will have to be submitted as initial security deposit i.e. the Earnest Money Deposit of successful quotationer will form part of the initial security deposit. Balance 5% of bill amount be deducted against performance security. The firm will have to deposit a sum of. If agreement is not signed within stipulated period earnest money will be forfeited. Performance security will be refundable after 60 days from completion of warranty period. Usual TDS will be deducted from running on account bills.
25. Copy of work order, its satisfactory performance certificate and copy of invoice as a proof of commercial transaction should be attached with technical quotation.
26. If provision of labourers attracts Labour Act, then the firm shall have to obtain license from the competent authority as and when required, and it will also be the sole responsibility of the firm to meet all the laws of labour act in force.

Failure and termination

If the performance of the service is not satisfactory, BAMETI may take the any or all of the actions mentioned hereunder:

1. Recommend cancellation of the contract awarded to the contractor to competent authority and/ or impose reasonable fine.
2. Arrange another service provider from waiting list. Note: BAMETI, Patna shall not be responsible for any loss, damages, etc. suffered by the service provider as result of such termination of contract.

Note: BAMETI, Patna shall not be responsible for any loss, damages, etc. suffered by the service provider as result of such termination of contract.

Director,
BAMETI, Patna

CHECK LIST (SHOULD BE ATTACHED WITH TECHNICAL QUOTATION DOCUMENT)

<u>Sr. No.</u>	<u>Description</u>	<u>Remarks</u>
1.	Name of the Firm	
2.	Address with contact number, Fax, E-mail of the Firm	
3.	PAN No Attach copy of PAN card	
4.	Address of local office for after sales service in Patna	
5.	The quotationer should be registered under Indian Companies Act 1956 / Partnership Act / Proprietorship firm Supporting documents should be annexed along with the technical quotation.	
6.	GST details Attach copy of Registration Certificate	
7.	Copy of Document of Company Registration /Incorporation.	
8.	Experience of electrical installation amounting of Rs.10 Lakhs in any one of previous three years	
9.	DD of Cost of Document Details	Amount : Rs2500/- (Two Thousand Five Hundred Only) DD No. with Date: Name and address of the issuing Bank
10.	DD of Earnest Money Deposit Details	Amount : Rs. 24000/- (Twenty Four thousand Only)

		DD No. with Date: Name and address of the issuing Bank
11.	The quotationer should not be currently blacklisted by any Central Ministry / State Govt. Departments/ Public Sector Units/ Universities	

I/We hereby declare that information furnished above is true and correct and the documents annexed are genuine.

Signature of the Quotationer / Authorized Signatory

Name & Signature of the Quotationer with Designation

Seal of the Quotationer
Place

Date

Declaration

I/ we declare

**that my / our Company/Firm
namely.....**

has not been black listed by any Government / Non-Government Organisation nor should have any litigation enquiry pending and / or initiated by any of these Department or Court of Law with regards to the works executed by our company since incorporation. No FIR has been lodged against us.

The documents annexed along-with the quotation are genuine. If they are found fake or forged the Purchase Order / Agreement may be cancelled and FIR may be inflicted against us by the University

Signature of the Quotationer / Authorized Signatory

Name of the Quotationer

Seal of the Quotationer

Place

Date