

INTER - UNIVERSITY ACCELERATOR CENTRE

(An Autonomous Centre of UGC)

Aruna Asaf Ali Marg, New Delhi - 110067

NOTICE INVITING E - TENDER

Tender Number : IUAC/NIT/22/BKG/2021-2022

Date : 14/10/2021

Inter - University Accelerator Centre (IUAC) invites online bids on behalf of the Director IUAC, New Delhi through e-procurement Portal under two bid system, viz., Technical and Financial bids, from eligible / experienced parties for the work/supply of “Annual Contract for Round the clock Operation and Maintenance of HVAC PHASE-I” at Inter-University Accelerator Centre (IUAC) Campus, New Delhi – 110067.

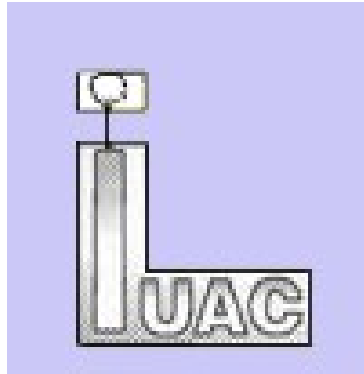
Tender Documents may be downloaded from Central Public Procurement (CPP) Portal free of cost <https://eprocure.gov.in/eprocure/app>. Aspiring Bidders who have not enrolled / registered in e-procurement portal should enroll / register before participating through the website <https://eprocure.gov.in/eprocure/app>. Bids should be submitted online only at website: <https://eprocure.gov.in/eprocure/app>. Tenderer / Contractors / Bidders are advised to follow the instructions provided in the e-procurement portal. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned documents.

Only bids received through e-procurement portal will be considered for opening. Bids not covering full scope of work/supply of the products/goods will be rejected and only complete bids will be considered. IUAC reserves the right to accept / reject any / all tenders in part / full without assigning any reasons whatsoever, and the decision of IUAC in this regard will be binding on all the bidders.

As per notification no. F/9/4/2020-PPD dated 12.11.2020 issued by Ministry of Finance, Department of Expenditure, Govt. of India, bidders have to submit “Bid Security Declaration” accepting that if they withdraw or modify their bids during period of validity etc., they will be suspended for the time specified in the tender documents”. Tenderers registered with MSME/NSIC (the unit being registered for the item/work tendered)are required to upload copy of valid registration certificate in the website <https://eprocure.gov.in/eprocure/app> along with technical bid.

Bidders are advised to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard .XLS BOQ Format with the tender document, then the same is to be downloaded and to be filled and submitted online without modifying the format. **If the BOQ file is found to be modified by the bidder, the bid will be rejected.**

Any Corrigendum / Amendments in respect of above tender shall be issued on website <https://eprocure.gov.in> and www.iuac.res.in only. Bidders should take into account any corrigendum published on the tender document before submitting their bids. The Director, IUAC reserves the right to accept/reject any/all tenders in part/full without assigning any reasons thereof.



TENDER ENQUIRY NO: IUAC/NIT/22/BKG/2021-22

LAST DATE OF SUBMISSION : 09/11/2021

**TENDER DOCUMENTS FOR
ANNUAL CONTRACT FOR ROUND THE CLOCK OPERATION AND MAINTENANCE OF
HVAC PHASE-I
AT INTER-UNIVERSITY ACCELERATOR CENTRE (IUAC)**

INTER-UNIVERSITY ACCELERATOR CENTRE (IUAC)

(Formerly Nuclear Science Centre) Autonomous Body of UGC
Aruna Asaf Ali Marg, Post Box No. 10502, NEW DELHI - 110 067 (India)
Phone : 091-11-24126022/24-26/29

INTER–UNIVERSITY ACCELERATOR CENTRE

ARUNA ASAF ALI MARG

POST BOX NO. 10502

NEW DELHI-110067

E-TENDER DOCUMENT

Name of the Work : Annual Contract for Round The Clock Operation
And Maintenance Of HVAC Phase- I at Inter-
University Accelerator Centre (IUAC)
Campus, New Delhi – 110067.

Estimated Amount : Rs. 33 Lakh per annum

Last Date and Time of Submission of Tender : 09/11/2021 at 3.00 PM

Date & Time for Opening of Tender : 10/11/2021 at 3.30 PM
(Tech. Bid-Part-A)

Date & Time for Opening of Tender : To be intimated to technically qualified
(Price Bid-Part-B) bidders

Contact persons : Administrative Officer (S&P),
Email : iuacstores@gmail.com
Phone : 2412 6018, 2412 6022

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REGISTRATION PROCESS ON CPP PORTAL FOR ONLINE BIDDING

1. Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link “**Online Bidder Enrollment**” on the CPP Portal which is free of charge.
2. Bidder who registered already may skip the registration process and login to site through their user ID/Password
3. As part of the enrollment process, the bidders will be required to choose a unique username and assign a password for their accounts.
4. Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
5. Upon enrollment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify/nCode / eMudhra/ Nic etc.), with their profile.
6. Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC’s to others which may lead to misuse.
7. Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

SEARCHING FOR TENDER DOCUMENTS :

1. There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
2. Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective ‘My Tenders’ folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
3. The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Help desk.

PREPARATION OF BIDS :

1. Bidder should take into account any corrigendum published on the tender document before submitting their bids.
2. Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
3. Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS /JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
4. To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use “My Space” or „“Other Important Documents”” area available to them to upload such documents. These documents may be directly submitted from the “My Space” area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

ASSISTANCE TO BIDDERS

1. More information useful for submitting online bids on the CPP Portal may be obtained at:
<https://eprocure.gov.in/eprocure/app>.
2. Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
3. Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Help desk. The contact number for the help desk is 1800 3070 2232, 91-7878007972 and 91-7878007973.

INSTRUCTION TO BIDDERS FOR ONLINE BID SUBMISSION

1. The tender documents are available on our website www.iuac.res.in & www.eprocure.gov.in.
2. Tender documents may be downloaded from IUAC's website www.iuac.res.in and CPPP site <https://eprocure.gov.in/eprocure/app> as per the schedule as given in the tender document.
3. The tender shall be submitted online in two bids. in two parts, viz., Technical bid and Financial (Price Bid) bid.
4. The offers submitted by hand/Post/Fax/email shall not be considered. No correspondence will be entertained in this matter.
5. All the pages of bid being submitted must be sequentially numbered by the bidder irrespective of nature and content of the documents before uploading.
6. The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.
7. Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
8. The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
9. Bidders are requested to note that they should necessarily submit their financial (Price Bid) bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BOQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BOQ file, open it and complete the white colored (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BOQ file is found to be modified by the bidder, the bid will be rejected.
10. The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
11. All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid opener's public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.
12. The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
13. Upon the successful and timely submission of bids (i.e. after Clicking "Freeze Bid Submission" in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
14. The bid summary has to be printed and kept as an acknowledgment of the submission of the bid. This acknowledgment may be used as an entry pass for any bid opening meetings.
15. Not more than one tender shall be submitted by one contractor or contractors having business relationship. Under no circumstance will father and his son(s) or other close relations who have business relationship with one another (i.e. when one or more partner(s)/director(s) are common) be allowed to tender for the same contract as separate competitors. A breach of this condition will render the tenders of both parties liable to rejection.

16. The bidders are advised to visit CPPP website <https://eprocure.gov.in/eprocure/app> at least 3 days prior to closing date of submission of tender for any corrigendum / addendum/ amendment.
17. Bids will be opened as per date/time as mentioned in the Tender Document. After online opening and evaluation of technical bids, the results of their qualification as well Price-Bid opening will be intimated.
18. Submission of a tender by a tenderer implies that he has read all the stipulations contained in this Tender Document and has acquainted him of the nature, scope and specifications of the items to be followed.
19. The Tenderer shall submit all documents after duly filling the same in all respects. Tenders which are found to be vague or incomplete shall be rejected summarily.
20. Tenders shall be submitted ON-LINE, it shall be signed by one, who has been authorized by the board of director /director / manufacture/ firm owner /their authorized agents through a resolution/ authority letter. Copy of the resolution/ authority letter in favor of the person signing must accompany the tender.
21. Tenders containing erasures and alterations of the tender documents are liable to be rejected unless these are authenticated by the person signing the Tender Documents.

22. Code of Integrity for Public Procurement

IUAC requires that the bidders, suppliers and contractors observe the highest standard of ethics during the procurement and execution of such contracts. In pursuit of this policy, the following are defined:

Sr. No.	Term	Meaning
(a)	Corrupt practice	The offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence the action of a public official in the procurement process or in contract execution.
(b)	Fraudulent practice	A misrepresentation or omission of facts in order to influence a procurement process or the execution of a contract.
(c)	Collusive practice	Means a scheme or arrangement between two or more bidders, with or without the knowledge of the purchaser, designed to establish bid prices at artificial, non-competitive levels.
(d)	Coercive practice	Means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the procurement process or affect the execution of a contract.
(e)	Anti-competitive practice	any collusion, bid rigging or anti-competitive arrangement, or any other practice coming under the purview of the Competition Act, 2002, between two or more bidders, with or without the knowledge of the purchaser, that may impair the transparency, fairness and the progress of the procurement process or to establish bid prices at artificial, non-competitive levels
(f)	Conflict of interest	participation by a bidding firm or any of its affiliates that are either involved in the consultancy contract to which this procurement is linked; or if they are part of more than one bid in the procurement; or if the bidding firm or their personnel have relationships or financial or business transactions with any official of purchaser who are directly or indirectly related to tender or execution process of contract; or improper use of information obtained by the (prospective) bidder from the purchaser with an intent to gain unfair advantage in the procurement process or for personal gain
(g)	Obstructive Practice	materially impede the purchaser's investigation into allegations of one or more of the above mentioned prohibited practices either by deliberately destroying, falsifying, altering; or by concealing of evidence material to the investigation; or by making false statements to investigators and/or by threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation; or by impeding the purchaser's Entity's rights of audit or access to information.

SPECIAL INSTRUCTIONS TO BIDDERS FOR REGISTRATION WITH COMPETENT AUTHORITY

Bidders Registration

- 1) Any bidder from a country which shares a land border with India will be eligible to bid in any procurement whether of goods, services (including consultancy services and non-consultancy services) or works (including turnkey projects) only if the bidder is registered with the Competent Authority constituted by the Department for Promotion of Industry and Internal Trade (DPIIT).
- 2) **“Bidder”** for the purpose of this tender (including the term 'tender', 'consultant' 'vendor' or 'service provider' in certain contexts) means any person or firm or company, including any member of a consortium or joint venture (that is an association of several person, or firms or companies), every artificial juridical person not falling in any of the descriptions of bidders stated here in before, including any agency, branch or office controlled by such person, participating in a procurement process.
- 3) **“Bidder from a country which shares a land border with India”** for the purpose of this tender means:
 - a) An entity incorporated, established or registered in such a country; or
 - b) A subsidiary of an entity incorporated, established or registered in such a country; or
 - c) An entity substantially controlled through entities incorporated, established or registered in such a country; or
 - d) An entity whose beneficial owner is situated in such a country; or
 - e) An Indian (or other) agent of such an entity; or
 - f) A natural person who is a citizen of such a country; or
 - g) A consortium or joint venture where any member of the consortium or joint venture falls under any of the above
- 4) **“The Beneficial owner”** for the purpose of (3) above will be as under:
 - 1) In case of a company or Limited Liability Partnership, the beneficial owner is the natural person(s), who, whether acting alone or together, or through one or more juridical person(s), has a controlling ownership interest or who exercises control through other means.

Explanation:-

 - a) “Controlling ownership interest” means ownership of, or entitlement to, more than twenty-five per cent of shares or capital or profits of the company;
 - b) “Control” shall include the right to appoint the majority of the directors or to control the management or policy decisions, including by virtue of their shareholding or management rights or shareholders agreements or voting agreements;
 - 2) In case of a partnership firm, the beneficial owner is the natural person(s) who, whether acting alone or together, or through one or more juridical person, has ownership of entitlement to more than fifteen percent of capital or profits of the partnership;
 - 3) In case of an unincorporated association or body of individuals, the beneficial owner is the natural person(s), who, whether acting alone or together, or through one or more juridical person, has ownership of or entitlement to more than fifteen percent of the property or capital or profits of such association or body of individuals;
 - 4) Where no natural person is identified under (i) or (ii) or (iii) above, the beneficial owner is the relevant natural person who holds the position of senior managing official;

- 5) In case of a trust, the identification of beneficial owner(s) shall including identification of the author of the trust, the trustee, the beneficiaries with fifteen percent or more interest or more interest in the trust and any other natural person exercising ultimate effective control over the trust through a chain of control or ownership.

“An Agent” for the purpose of this Order is a person employed to do any act for another, or to represent another in dealings with third persons.

Sub-contracting in works contracts

In works contracts, including turnkey contracts, contractors shall not be allowed to sub-contract works to any contractor from a country which shares a land border with India unless such contractor is registered with the Competent Authority.

***Please note that the bidders shall provide the mandatory Certificates in the following formats on their registered Company's letter heads:**

Certificate for Tenders involving procurement

“I/We have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India; I/we certify that we are not from such a country or, if from such a country, have been registered with the Competent Authority, I/we hereby certify that we fulfill all requirements in this regard and are eligible to be considered. [Where applicable, evidence of valid registration by the Competent Authority shall be attached]”

Certificate for Tenders for Works involving possibility of subcontracting

“I/We have read the clause regarding restrictions of procurement from a bidder of a country which shares a land border with India and on sub-contracting to contractors from such countries; I/we certify that we are not from such a country or, if from such a country, have been registered with the Competent Authority and will not sub-contract any work to a contracting from such countries unless such contractor is registered with the Competent Authority. I/we hereby certify that we fulfill all requirements in this regard and is/are eligible to be considered. [Where applicable, evidence of valid registration by the competent Authority shall be attached.]”

Tenderers

Signature and seal

2: COMMERCIAL AND GENERAL CONDITIONS

2.1. Submission of Tender: Tenders should be uploaded on GEM portal in two parts separately, i.e. "Technical Bid" (Part-A) and "Price Bid / BOQ" (Part-B). No other mode of submission will be accepted. Any clarifications/amendments/corrigenda etc., to NIT before last date of submission of bid will only be available on our website: www.iuac.res.in. Therefore bidders are advised to keep visiting our website.

2.2 Technical Bid (Part-A) : In this bid the bidder should upload his company profile, organizational setup, credentials, list of plant, machinery & tools in his possession. The following documents are essentially to be submitted with technical bid for qualification. Price bid of only those bidders will be opened who are technically qualified.

- a) Profile of Tenderer (Annexure -A)
- b) Tender Acceptance Letter (Annexure - B)
- c) Bid security Declaration / EMD undertaking (Annexure – C)
- d) Declaration for Code of Integrity (Annexure – D)
- e) Undertaking on Blacklist (Annexure – E)
- f) Undertaking (Annexure- F)
- g) Check List (Annexure –G)
- h) Copy of work orders for "Round the Clock Operation and Maintenance of Central AC plant (Centrifugal / Screw type only) of at least 240 TR Capacity” successfully executed for Govt / Autonomous Body / PSU / Ltd / Listed companies during the last 7 years ending last day of month previous to the one in which applications are invited in the following manner:
Three similar completed works costing not less than the amount equal to 40% of the estimated cost.
or
Two similar completed works costing not less than the amount equal to 50% of the estimated cost.
or
One similar completed work costing not less than the amount equal to 80% of the estimated cost.
- i) Satisfactory work completion certificate with contract details for the work order submitted for eligibility. The work order and completion certificate should be for the same work.
- j) Copies of EPF, ESI, GST, PAN and a copy of latest annual EPF Statement of existing workers.
- k) Copies of ITR, Annual report (balance sheet and Profit & Loss Account) of last 3 years. Average Annual financial turnover during the last 3 years, ending 31st March of the previous financial year, should be at least 30% of the estimated cost.

IUAC reserves the right to visit the working sites mentioned by bidders as proof of experience to ascertain the quality of service rendered. The bidder will have to arrange for such visit

2.3 Price Bid (Part-B):

2.3.1 The rates for Sl. No.1,2,3 in PRICE BID are mentioned taking into consideration prevailing minimum wages applicable in Delhi as on 01.04.2021. However, in case of any revision of minimum wages by GNCT, Delhi during the contract period, the difference will be reimbursed by IUAC.

In this bid the bidder is required to quote his rates/prices against sr. no. 4 & 5 of Annexure - VII. The quoted prices shall be excluding of all the taxes levied by statutory Govt. bodies. These shall be charged and payable extra as applicable from time to time on actual basis. The bidders should quote unconditional rates.

No payment other than as specified in the price schedule for each item and which has been accepted by the bidder, shall be payable to the successful bidder.

2.3.2 Overhead & profit (Sr. N. 5) of the bidder should be quoted in lump sum (not a % of any item). Financial bids quoting “Nil” consideration or “Zero percent or its derivatives upto 0.9999 percent and thereof” as service charge / Overhead & profit shall be rejected summarily. (As per Order no. 29(1)/2014-PPD dated 28 Jan 2014 of Ministry of Finance and Order No. 31/14/1000/2014-GA dated 17.09.2014 of Ministry of Commerce & Industry or any other concerned order issued by the Government till date.)

2.3.3 Quoting unduly lower rates:

(I) The bidder has to quote all rates and overhead & profit charge that takes care of uniform, shoes, tools etc, TDS, supervision, all the statutory charges relating to this contract, etc.; and reasonable margin thereafter. The Centre has responsibility as Principal Employer and would like to ensure that unduly lower rates of overhead & profit charge will not lead to complaints from workers such as delay in payment, improper reduction in wages, seeking monetary return by the bidder from the workers, etc. thereby affecting the performance of the workers.

(ii) The bidder may be asked to justify all the rates and charges in case the IUAC finds the amount as “absurdly low”. The decision of the IUAC on quote for being “absurdly low” shall be final. These charges once fixed will remain fixed for the entire duration of the contract or for period of subsequent extension(s) and will not vary with the wages, minimum or otherwise.

2.3.4 Decision on reason ability of rates:

(i) IUAC reserves right to take a view on the reason ability of the amount of all rates and overhead & profit charges. The decision of the Centre in this regard shall be final and binding. No representation will be entertained and replied to.

(ii) If the Centre considers that the rates quoted by the bidder is not feasible, such tender shall be treated as non-responsive and the tender with the next higher rate shall be evaluated and this process will be iterated till a tender with reasonable rates is found and the work will be awarded to such bidder only.

2.4 Earnest Money: As per notification no. F.9/4/2020-PPD dated 12.11.2020 issued by Ministry of Finance, Department of Expenditure, Govt. of India, all the bidders have to submit EMD Declaration as per format attached as Annexure - C.

2.5 Validity of Tender: The Tender shall be valid for our acceptance without any change in rates and NIT conditions for a period of **90** days from the date of submission of price bid.

2.6 Duration of Contract:

(i) Initial period for providing services as per the tender documents shall be valid for a period of one year with a provision to extend for further maximum two successive years upon satisfactory performance, on the same terms and conditions as agreed to, for the initial period.

(ii) The contract time shall be reckoned from the date of issue of letter of acceptance or the specific date indicated in the letter of acceptance.

2.7 Terms of Payment

Contractor will be paid for the monthly maintenance and minor works as per the details below

(i) Operation & Maintenance

- Monthly bill shall be raised by the contractor after successful completion of every month as per schedule of prices quote in Annexure -VII for operation & maintenance. The contractor should submit the bill on 1st day of every calendar month. The payment shall be made after due certification of the monthly bill by the Engineer-In-Charge, who may at their discretion effect deductions for non-performance or delayed/improper work. The payment will always be made through ONLINE bank transfer after statutory deductions .
- Amount towards mandatory requirements such as EPF, ESI shall be paid by IUAC only on submission of relevant authenticated documents. It is mandatory for the contractor to submit the

employees wage bill along with EPF and ESI receipts, ECR statement, paid wages sheet duly signed by the employees and the copy of attendance record.

2.8 Scope of Work: Detailed scope of work, special terms and conditions of this contract, equipment covered and other details are enclosed with this NIT as per Annexure-I to Annexure-VII.

2.9 Escalation: Contractor will be paid actual reimbursement of the increased wages paid to his workers on the basis of increase in statutory minimum wages as announced by Delhi Govt. from time to time. Other than the above no escalation shall be paid during the entire contract period.

2.10 Labour Laws: The contractor shall abide by all the prevalent rules and regulations related to labour laws, accident, workmen compensation act, workmen insurance, ESI, EPF, etc. This will be the sole responsibility of the contractor. IUAC will not be a party at any stage in any of the disputes relating to the above. In case, any liability arises due to non-conformance by the contractor, under no circumstances IUAC will be liable for the same.

2.11 Performance Security Deposit: On award of work, the successful bidder shall furnish Performance Security in the form of Bank Guarantee/FDR valid for the entire contract duration plus three months equivalent to one month charges of the awarded works. In case of extension of contract after the first year, fresh bank guarantee for the extended period has to be submitted. Security deposit will be refunded within 3 months after completion of contract and after the agency finally settles payment/transfer of Provident Fund to all its workers deployed in the Centre during the term of the contract.

2.12 Deviations: The tenderers are advised not to deviate from the technical specifications/items, commercial terms and conditions, terms of payment and arbitration etc.

2.13 Site Conditions: The tenderer in his own interest, visit the site and familiarize himself with site conditions before quoting his rates. No Compensation on account of any site difficulties will be entertained, at a later date, after award of the works. The plant and machinery will be handed over to the contractor on "As is where is basis" and the entire liability of smooth Operation and Maintenance of the systems will rest with the successful bidder.

2.14 Correspondence: All the correspondence in respect of tender/contractual obligation shall be addressed to A.O. (S&P), Inter-University Accelerator Centre (IUAC), P.B. No. 10502, Aruna Asaf Ali Marg, New Delhi-110067.

2.15 The Centre reserves the right to reject any or all the tenders in full or in part without assigning any reasons whatsoever and the decision of the IUAC in this regard will be binding on all the bidders. Tenders not complying with any of the provisions stated in this tender document are liable to be rejected. **Director, IUAC reserves the right to accept or reject any tender without assigning any reason and does not bind himself to accept the lowest tender.**

Tender once submitted will remain with IUAC and will not be returned to the bidders.

2.16 Force Majeure : The right of the contractor/supplier to proceed with the work shall not be terminated because of any delay in the completion of the work due to unforeseeable causes beyond the control and without the fault or negligence of the contractor/supplier, including not limited to acts of God, Pandemic, or of the public enemy, restraints of a sovereign state, firms, wars, fires, epidemics, quarantine restrictions, floods, unusually severe weather. If a Force Majeure situation arises, the supplier/contractor shall promptly notify along with the justification/reasons well in advance to the Director IUAC for approval without any prejudice to price escalation. No time extension request shall be considered after the expiry of completion period/contract. The decision of the IUAC, Director will be final and binding on the supplier/contractor.

2.17 Termination of Contract:- The Director, IUAC reserve the right to terminate the contract immediately on account of poor workmen ship, failure to mobilize the site within 15 days, non-compliance of set norms/ specifications for the works, delay in progress of work, violation of any contract provisions by the contractor. In such cases, the Bank Guarantee equivalent to one month's contract value held with IUAC and the EMD will be forfeited. The contract can also be terminated at the request of either party. In such

cases, the contractor is liable to give two months notice period or else to pay two months O&M bill value in-lieu of the notice period.

2.18 Resolution of Dispute: All disputes arising out of this contract shall be referred to the sole arbitration of a person selected by the contractor out of the panel of three persons nominated by the Director IUAC, and his decision /award shall be final and binding on both parties. The Arbitration shall be governed under the Indian Arbitration Act 1996 or any statutory modifications or re-enactment thereof and rules made there under and for the time being in force shall apply to the arbitration proceeding under this contract. Any dispute arising out of this contract will be subjected to jurisdiction of New Delhi/Delhi.

3: SPECIAL CONDITIONS OF CONTRACT (Annexure-I)

3.1 GENERAL:

3.1.1 The special conditions of contract shall be read in conjunction with the General conditions of the contract and all other documents forming part of this contract. Notwithstanding the sub divisions of the document into these separate sections, every part of each shall be deemed to be supplementary to and complementary of every other part and shall be with and into the document as far as it may be applicable to do so.

3.1.2 Where any portion of the general conditions of the contract is at variance with any provision of special conditions of contract, then unless a different intention appears, the provision of special conditions of contrary shall be deemed to override the provisions of general conditions of the contract and shall be to the extent of such variance prevail.

3.1.3 Wherever it is mentioned in the tender documents that the contractor shall perform certain works or provide certain facilities, it is understood that the contractor shall do so at his cost, being deemed to be part of the relevant item in the schedule of rates whether expressly stated or not.

3.1.4 All works shall be carried out with due regard to convenience of the occupants for its normal functioning. For arrangement/shutdown work within IUAC, instructions of the Engineer-in-charge shall be strictly observed.

3.1.5 All work shall be done in a neat workmanlike manner. All debris must be cleaned and disposed off. No extra cost shall be paid on this account.

3.16 LOCATION: The IUAC campus is located on Aruna Asaf Ali Marg, near Kishangarh village, Vasant Kunj, New Delhi-110067, on the way to Fortis Hospital Vasant Kunj from Ber Sarai.

3.2 SUPPLY OF MANPOWER BY THE CONTRACTOR

The contractor shall have to deploy the following minimum manpower during the period of contract :

S. No.	Details	Category	Nos.	Qualification	Experience
	General Shift				
1.	Technician Cum Supervisor	Graduate and above	1	3 years Diploma in R&A/C/Mechanical/Electrical or 2 years ITI in R&A/C/Electrician	2 years for Diploma qualified 6 years for ITI Pass in utilities / relevant
2.	R&AC Mechanic	Skilled	1	2 years ITI in R&A/C/Electrician	5 years in utilities or relevant
	Shifts				
3.	Operator	Skilled	3	2 years ITI in R&A/C/Electrician	3 years in utilities or relevant
4.	Reliever Operator	Skilled	1	----Do----	-----Do---
5.	Helper	Un-skilled	3	10 th class	2 years in utilities or relevant
6.	Reliever Helper	Un-skilled	1	----Do----	-----Do---

Note: IUAC reserves the right to increase or decrease the manpower as per requirements during the execution of the works.

The plant and equipments will be manned by operators and mechanics having adequate skill and knowledge. All your manpower should be got approved by engineer-in-charge before deployment at site. Documentary evidence of qualifications and experience to be furnished before deployment of manpower.

3.3 MINIMUM WAGES:

- 3.3.1** Minimum wages shall be as per “National Capital Territory of Delhi Govt.”, Employees Provident Fund (EPF) and ESI applicable on minimum consolidated wage. The monthly wages to be paid to the personnel shall never be less than the minimum wages decided by the labour department of Govt. of Delhi from time to time in addition to benefits like EPF/ESI calculated on total monthly wages (not on any part of wage). In case of revision in wage by Govt. of Delhi from time to time, the difference shall be paid on submission of paid wage sheet. If contractor wishes to pay more than minimum wages to his manpower, the same may be paid from over head & profit component.
- 3.3.2** Total monthly amount will be revised on increase/decrease of minimum wages as per notification of the Govt. of (National Capital Territory) NCT of Delhi and as per manpower strength.
- 3.3.3** Site Engineer/Supervisor shall be paid a monthly salary at least of the category ‘supervisory staff (graduates and above) category’ with all additional benefit such EPF & ESI etc.
- 3.3.4** Amount towards mandatory requirements such as EPF & ESI shall be paid only on submission of the relevant authenticated documents. It is mandatory for the contractor to submit the employees wage bill along with EPF & ESI receipts, ECR statement, paid wages sheet duly signed by employees and the attendance record.
- 3.3.5** On deployment of worker(s), within two months, the contractor will provide Universal Account Number (UAN) for Provident Fund remittances along with other relevant details to the workers concerned and to the Centre for verification. Non-compliance of the foregoing requirements may lead to withholding of monthly payment of contractor besides other punitive measures as deemed fit to the Centre.
- 3.3.6** **EPF and ESI:** EPF and ESI numbers of manpower deployed at site by contractor should be furnished to IUAC along with the documentary evidence. EPF statement of all the manpower deployed by the contractor should be submitted to us periodically or as and when asked for. Original ESI cards of employees should be shown to IUAC for verification and photocopies of the same to be submitted. On the expiry of contract, contractor has to submit the clearance certificate from all the manpower deployed by him indicating no dues towards wages, EPF settlement etc., Contractor has to sign the EPF settlement papers for the people who leave the organization while working at IUAC and also after completion of the contract in our presence in case of a complaint or a dispute between contractor and his workmen.
- 3.3.7** Submission of bill/receipt on account of payment made to statutory bodies/authorities i.e. ESI, EPF, Service Tax/GST etc. need to adhere with strict compliance. Non-compliance in regard to above may lead a penalty of Rs.5,000/- and Director's decision will be full and final as far as release of payment to the agency is concerned.
- 3.3.8** Contractor shall not make any deductions e.g. advance etc. from the employee’s wages in the Wages Sheet except absenteeism.

34 MONTHLY WAGES:

- 3.4.1 The monthly payment of wages to the manpower shall be made directly by the contractor on last working day of each month (30th/ 31st) and no amount shall be deducted from the wages of the workmen by way of the commission. The wages should always be paid through ONLINE bank transfer directly to the worker's bank account.
- 3.4.2 IUAC may at its discretion depute its representative to witness the payment. In case contractor fail to make above payment IUAC reserves the right to deduct the amount from monthly bills and make payment to the workmen and recover the amount so paid along with 10% overheads from the contractor's bill.
- 3.4.3 **Delay in making monthly wages to his staff working at IUAC will be considered as disqualification on Contractors part and this will lead to Termination of the Contract. In such a case IUAC' s decision will be final.**
- 3.5 **Duration of Contract:** The duration of the contract will be initially for a period of one year with a provision to extend for further maximum two successive years upon satisfactory performance, if mutually agreed, on the same terms and conditions as agreed to, for the initial period.

3.6 **ROUTINE OPERATIONE AND MAINTENANCE WORKS**

- 3.6.1 The contractor has to ensure the promptness in service and this is basically the essence of the contract. The contractor has to ensure close to 100% up time of the systems. All endeavors will be made by the contractor to restrict to preventive maintenance and unforeseen outages will be kept to the minimum.
- 3.6.2 Inside room conditions will be maintained as per directions of the Engineer - in charge , but within design parameters. The AC System is a round the clock, 24 hour per day, operating plant, all round the year and the site working has to be accordingly arranged by you all the year round including Sundays and Holidays. Furthermore the maintenance gang has to be so arranged by you that it is geared / available for breakdown maintenance work 24 hours of the day.
- 3.6.3 There should be three shifts in a day equally spaced. Each shift should be manned by one operator and one helper. Reliever operator/helper will relieve shift operator/helper and will work in general shift for the remaining days of the month (i.e. general shift - 13 days a month). General shift should be manned by minimum 1no. Technician Cum Supervisor, 1 no. R&AC Mechanic, operator-reliever for 13 days and Helper-reliever for 13 days. IUAC reserves the right to increase or reduce the strength according to requirements during the contract
- 3.6.4 General shift shall be from 9:00am to 6:00 pm except Sundays as it will be 'off' day for general shift personnel. Saturdays and public holidays shall be working days for all the general shift personnel. National holidays will be 'off' days for all the general shift personnel. Supervisor may avail 'off' on public holidays solely at discretion of Engineer-in charge. Engineer-in charge at his discretion may make changes in the general shift timings as per the site requirements.
- 3.6.5 In addition to the above, three National Holidays (26th January, 15th August and 2nd October) and any special mandatory holidays as declared by Govt. of India from time to time should also be given to the manpower. The amount to be incurred by the contractor towards this will be reimbursed by IUAC in respective months.
- 3.6.6 In case of Supervisor proceeding on leave, Contractor must make prior alternate arrangement for the same and duties shall not be unattended.

- 3.6.7** Site working has to be arranged by the contractor all the year round including Sundays and Holidays. Furthermore the maintenance gang has to be so arranged by the contractor that it is geared / available for breakdown maintenance work 24 hours of the day. Contractor may have to deploy additional maintenance gang depending upon the requirement, which should be geared-up for 24 hours breakdown maintenance works, in-addition to minimum manpower specified.
- 3.6.8** While all efforts will be made to complete the maintenance activities in the normal hours, yet if the situations so warrant then the maintenance has to be done even beyond the normal hours without any extra cost. All manpower proposed to be deployed should be got interacted and approved by Engineer-in-charge before deployment at site. Documentary evidence of qualifications and experience to be furnished before deployment of manpower.
- 3.6.9** The successful bidder should depute two responsible people one week before actually taking over the system to get acquainted with the system without any extra cost to IUAC.
- 3.7** **SUFFICIENCY OF TENDER:** The contractor shall be deemed to have satisfied himself before tendering as to the correctness and sufficiency of his tender for the works and of the rates stated in the schedule of rates, which shall cover all his obligations under the contract and all matter and things necessary for proper completion of works.
- 3.8** **PAYMENT:** Refer clause 2.7 of Commercial & General Conditions of Contract.
- 3.9** **PENALTY CLAUSE:**
- 3.9.1 100% of daily minimum wage will be deducted for each unattended duty. If staff is absent for more than 2 days, contractor should make alternative arrangement immediately failing to do so will attract a penalty decided solely by the Engineer-in-charge. Shift duty should not be left unattended under any circumstances. Person in duty to continue till the arrival of reliever.
- 3.9.2 If the maintenance activities are not carried out as per the response time indicated in the Annexure - IV, suitable deductions on proportionate basis will be made from contractor's bills and the Engineer-in-charge reserves the right to determine the amount in question.
- 3.9.3 If the breakdown activities are not attended to on emergency basis, instead of response time indicated in the Annexure – IV, deductions at our discretion will be affected from contractor's bills and the Engineer-in-charge reserves the right to determine the amount in question.
- 3.9.4 The IUAC reserves the right to get the preventive/breakdown maintenance works done by some other source if the contractor is not attending to the same. In such cases, the cost involved, overheads + penalty for the same will be debited from contractor's bills.
- 3.9.5 Cleaning/Clearing of waste material/ debris etc. from the repair/work site will be the responsibility of the Contractor. Non compliance of this will also lead to imposition of fine Rs.100/-for each occasion on the contractor, which will be deducted from his bill.
- 3.9.6 Safety shoes and uniform is mandatory and same shall be arranged by the contractor within 15 days of taking over site. In case of failure to adhere the same may be arranged by IUAC and will be recovered from Contractor.
- 3.10** **SUPPLY OF MATERIAL:**
- 3.10.1. All spares / material shall be supplied by IUAC. However contractor has to give list of minimum stock of essential items to be maintained by the Department at site. The contractor shall assist in preparation of the spare parts list for various items required for day-to-day operation and

maintenance work. IUAC shall provide stock book to the Supervisor, so that all the material consumed in the maintenance gets recorded in with the Engineer-in-Charge,

- 3.10.2. **Tools and tackles,:** The contractor will provide all necessary tools, fixtures, equipments, measuring instruments (as per Annexure -VI) or extra required for smooth operation and maintenance work. Safe custody of all such T&P will be contractor's sole responsibility. They are deemed to be included in contractors scope and cost for the same to be taken in item no. 4 of Annexure – VII.
- 3.10.3. **Safety Shoes:** The contractor shall provide one pair of safety shoes of Liberty make Art NO. 7198- 01(N), 2198-319/ BATA/ Action Make to each of the employee deployed at site including two pairs of socks. Any other equivalent make /model of shoe shall be got approved by IUAC before procurement of the same. In the event of extension of the contract after first year, fresh one pair of safety shoes to be provided to each employee deployed at site. They are deemed to be included in the contractors scope and to be quoted in item no -4 of Annexure – VII.
- 3.10.4. **Uniform:** The contractor shall provide two pairs of uniform to each of the employee deployed at site including stitching charges. The quality/ color of the fabric should be got approved by IUAC before procurement of the same. In the event of extension of the contract after first year, fresh pair of uniforms (2 Pair) to be provided to each employee deployed at site. They are deemed to be included in the contractors scope and to be quoted in item no -4 of Annexure - VII.

3.11 SAFETY AND SECURITY RULES GOVERNING THE CONTRACTOR'S EMPLOYEES WORKING IN THE CENTRE'S PREMISES:

- 3.11.1 Contractor shall take all necessary precautions and abide by relevant rules of safety including explosive rules and regulations and such other rules and regulations framed for working in industrial /office/residential setups. The contractor shall also take such other additional precautions and the Engineer-in-charge may direct resort to such other additional safety measures from time to time.
- 3.11.2 The contractor shall be responsible to enforce in his workforce strict discipline and safety consciousness required to be observed in official atmosphere and shall ensure that the work is carried out under constant supervision by competent supervisors who are adequately informed and experienced for handling the work in such an environment.
- 3.11.3 Without prejudice to the generality of the provisions under “Rules governing the Contractor's employees working in the Centre's premises” contractor shall take necessary precautions to ensure that no damage, whatsoever is caused to the existing things, facilities within the working area. In case contractor fails to adhere to this stipulation and if damage to the facilities results due to his manpower's negligence, the contractor shall be held responsible to compensate IUAC for such damage caused, as assessed by the Engineer-in-charge.
- 3.11.4 The contractor's employees working in the IUAC campus shall abide by the rules of IUAC. Any damage to the IUAC's property due to mishandling, carelessness etc. on the part of contractor or his workmen will be recoverable from the contractor's bills.
- 3.11.5 All the persons deployed by the contractor at IUAC will have to get the POLICE VARIFICATION done from competent authorities. The contractor has to submit the acknowledge slip of police verification for manpower.
- 3.11.6 All the persons deployed by the contractor at IUAC will have to carry valid gate-passes, which will be issued only after submission of their bio-data in desired format. Any negligence / offence on their part will attract immediate removal from site. It is mandatory for all the contractor's employees to wear badges with their Co's name embossed on the same and display it.

- 3.11.7 The contractor will provide all necessary tools, equipments, measuring instruments etc. (as per Annexure-VI), needed for smooth operation and maintenance. Safe custody of all such items will be contractor's sole responsibility. No extra charges will be paid for the same.
- 3.11.8 Watch and Ward of Air-Conditioning System Ph-I installations till the system is taken back by IUAC shall be the sole responsibility of the contractor and pilferage if any shall be entirely to his account.
- 3.11.9 The maintenance work shall be carried out as per the norms set by the manufacturer of respective equipment, specification and specific instructions as may be issued by the IUAC's representative responsible for work from time to time.
- 3.11.10 During the execution of work, the contractor should follow all standard norms of safety measures/precautions to avoid accidents/damages to men, machines and buildings. On non-adherence of this clause, suitable fines, as decided by the Director, IUAC shall be imposed.
- 3.11.11 Manpower deployed by the contractor at our site for carrying out contracted works is strictly prohibited being associated with any other works other than the O&M works on the campus.
- 3.11.12 No material belonging to the contractor whether consumable or non-consumable should be brought inside the IUAC campus without proper entry at the main gate nor any material should be taken out without proper gate pass issued by the IUAC.
- 3.11.13 In case of any injury to Contractor's person at IUAC Campus, due to any reason, the Contractor shall be responsible for taking the person to the hospital/nursing home /dispensary for treatment at his own cost. If in the case of emergency IUAC vehicle is used, IUAC incurs any expenditure on the treatment of the person, the contractor will be suitably charged for the same.
- 3.11.14 If any Contractor's person is found to be misbehaving or found to be negligent in the duties assigned to him IUAC reserves the right to seek his removal from IUAC with immediate effect and contractor shall have to provide suitable replacement within 24 hours.
- 3.11.15 Under no circumstances the contractor will be permitted to sublet his work to another contractor, while working at IUAC. Likewise the Contractors persons will not be permitted to undertake any private jobs in the IUAC Campus.

3.12 STATUTORY OBLIGATIONS

- 3.12.1. The monthly wages to be paid to the personnel shall never be less than the minimum wages decided by the Delhi Administration from time to time in addition to benefits like EPF/ESI calculated on total monthly wages (not on any part of wage). In case of revision in wage by Labour Department of Delhi Govt. from time to time and the same shall be applicable with effect from the date of revision.
- 3.12.2. All statutory obligations under various laws as may be applicable to the contractor labour from time to time will have to be met with by the contractor for which no extra payment shall be made to him at any time during the contractual period.
- 3.12.3. In case of labour unrest/ dispute arising out of non-implementation of any law, the responsibility shall solely lie with the contractor and he shall remove/resolve the same satisfactorily at his cost and risk.
- 3.12.4. **EPF & ESI:** Documents related to EPF and ESI of the manpower deployed at site by contractor should be furnished to IUAC. EPF statement of all the manpower deployed by the contractor should be submitted to IUAC periodically or as and when asked for. EPF/ ESI statement must be issued to

individual workman at the end of financial year. Original ESI cards of employees should be shown to IUAC for verification.

- 3.12.5. **BONUS to manpower:** Contractor may disburse the bonus to its workers as per latest **Government of India Payment of Bonus Act** after getting the approval of IUAC. Reimbursement will be done as per actual after disbursement of the same. However all statutory payments shall be done as per IUAC NORMS.
- 3.12.6. On the expiry of contract, contractor has to submit the clearance certificate from all the manpower deployed by him indicating no dues towards wages, EPF settlement etc., Contractor has to sign the EPF settlement papers or the people who leave the organization while working at IUAC and also after completion of the contract in our presence in case of a complaint or a dispute between contractor and his workmen.
- 3.12.7. Notice showing rate of wages must be displayed at work place. Other register maintained by contractor as per Delhi contract labour regulations like muster role, register of wages, register of deduction, register of overtime, register of fines, register of advances etc. applicable to contractor.

3.13 INSTRUCTIONS TO THE TENDERERS FOR FILLING PRICE BID (IN ANNEXURE-VII) :

- i) **Ref S. No. 1-3: Quote for round the clock Operation and Maintenance** of HVAC Ph-I is based on the total minimum charges required towards providing minimum manpower as per clause: 3.2 considering the present minimum wages as notified by Delhi Govt. w.e.f. 01.04..2021 along with EPF & ESI.
- ii) **Ref S. No. 4:** The bidders have to fill the rates for charges towards tools & tackles safety shoes and uniform **(monthly reserve price for two sets of uniform and one pair of safety shoes is estimated to be minimum Rs.3000/-)** as per clause 3.10 and all sub clauses of Special Conditions of Contract. Bids with lower rates than reserve price against this item shall be rejected.
- iii) **Ref S.No. 5: Quote overhead and profit charges adhering strictly to clause no 2.3 and all sub clauses of NIT. Price bid violating to this clause will be subjected to rejection.**

3.14 ATTENTION OF ALL THE BIDDERS IS DRAWN TO THE FACT THAT THIS CONTRACT IS TECHNICAL IN NATURE AND IS NOT A LABOUR SUPPLY CONTRACT AND THEREFORE MANAGING ALL THE AFFAIRS OF THE AIR-CONDITIONING SYSTEM PH-I INSTALLATIONS AND THE ASSOCIATED SUB-SYSTEMS IN A RESPONSIBLE AND DEDICATED MANNER WILL BE ENTIRELY THE RESPONSIBILITY OF THE BIDDER WHO IS AWARDED THE WORKS. CONTRACTOR CAN NOT TAKE THE PLEA OF MINIMUM MANPOWER DEPLOYED AT SITE AND ESCAPE FROM THE OVERALL RESPONSIBILITY. IF NECESSARY, CONTRACTOR HAS TO DEPUTE ADDITIONAL MANPOWER FOR PREVENTIVE/BREAKDOWN MAINTENANCE ACTIVITIES FROM TIME TO TIME FOR WHICH NOTHING EXTRA SHALL BE PAID BY IUAC.

Introduction : The Campus of Inter-University Accelerator Centre (IUAC) is built over a prime land of approximately 25 acre located on the Aruna Asaf Ali Marg, New Delhi-110067. The Centre has within its premises many building structures (see Annexure-V).

The following scope of work is only indicative and contractor is strongly advised to use his own judgment in evaluating the quantum of work involved in Round the Clock Operation and Maintenance of a HVAC Ph-I and associated system, low side systems, Window A/C 's, Split A/C's, Air Washers, Desert Coolers, Water Coolers, Ventilation Systems, geysers etc installed at IUAC campus. The bidder is strongly advised to understand the criticality of the application and the importance of maintaining more than 95 % up time of the systems.

1. To operate and maintain 2 x 200 TR, 2x250 TR Screw type Water Cooled water Chilling Units central AC plants with all the equipments (including low side equipments) as per Annexure -III, round the clock throughout the year (365 days of the year).
2. To check, operate and maintain compressed air system.
3. To check, operate and maintain central fire hydrant system.
4. To check and clean all AHU's, AHU blowers, AHU blower motors, adjust/ replace belt, belt tensions, if necessary (once in a fortnight / or as per requirement). To grease the blower motors.
5. To operate / service / overhaul the Window/Split/duct able Air-Conditioners/ water coolers/ cooling systems as per enclosed list of equipments, as and when necessary. To attend to the breakdown complaints of the same. To charge the window / split air conditioners with refrigerant on requirement. To arrange brazing set etc., for leak repairing/fixing.
6. Day to day operation of R.O. Water Purifiers for drinking purpose as per requirement. **However they will be under OEM AMC services.**
7. To arrange gas cylinders & condensing unit for removal of Refrigerant from circuits using condensing unit and filling same in the cylinders for maintenance purpose if required.
8. To check / clean with CTC / tighten all electrical controls at least once in three months . The heated terminations , if required to be redone will be made in proper condition by using appropriate size crimping tool.
9. To check and replace, if necessary the performance of all operational safeties. This activity has to be done at least once in three months and if required earlier too.
10. To check and clean water strainers once in 6 month / as per requirement.
11. To check and clean AHU coils and filters, supply / return ducts / grills / diffusers, dehumidifier coils and filters, fresh air filters etc. as per requirement. Vaniclean or coil cleaning suitable chemical shall be supplied by IUAC.
12. To tighten foundation bolts and adjust drive belt tensions as and when required.
13. To check and rectify rotary equipment alignment once in three months (by use of two dial gauges and to an accuracy of 0.05 mm both on the axial and radial readings).
14. To check / grease / replace bearings in all rotating machinery.

15. To attend to repairs of mechanical equipments such as pump sets, AHU blowers, motor drives, including minor and major overhauling.
16. To lubricate motor / pumps bearings as and when necessary. Electric motor winding varnishing to be done as per requirement.
17. To check electrical circuits and rectify the same as and when necessary. To clean, tighten electrical contact points at least once in three months. To replace electrical contacts and other items in the MCC's as and when necessary.
- 18.
19. To tighten all the fasteners of the bus - bars as and when necessary and not less than once in three months. Also re-termination of the heated up contacts and replace cabling / wiring as and when necessary.
20. To descale condensers, evaporators, cooling coils and valves as per requirement. Descaling chemical i.e. Scale-2, vaniclean etc. shall be provided by the IUAC. However tools, tackles, machines for the same is in the scope of this contract.
21. To operate and maintain the phase-I softening plant as and when required to maintain a CaCO_3 Hardness level of 50 to 70 in the cooling tower basin. In the process the softener has to be regenerated by back washing, brine injection and rinsing to achieve a water output of hardness level below 5 ppm.
22. To ensure adequate water level in the water tanks.
23. To clean / flush cooling tower sump and the basin as and when required.
24. To clean / flush expansion tanks as and when required, at least once in three months
25. To check/ replace the heaters in the AHU's ducts and the dehumidifier.
26. To check the desiccant level in the dehumidifier. To top up the same and replace the same, if necessary.
27. To properly clean all machinery daily.
28. To paint the piping, supports, hangers and equipment as and when required.
29. To plug the leakages in the FRP basin of the cooling tower.
30. To replace the axial fan blade assembly / motor of the cooling towers. In the process the blade angles have to be finely adjusted, using four inch precision level.
31. To service ~180 nos. of geysers as per required. The geysers have to be cleaned off the scales by acid and alkali wash and finally rinsed in plain water. The replacement of the heaters and the thermostats of the geysers as per the requirement.
32. To arrange for a well- equipped first - aid box and maintain it in a healthy condition to take care of all first aid eventualities.
33. To maintain temperature and humidity as designated in the design for the different areas. It may be here mentioned that maintenance of low humidity levels of a maximum of $28\% \pm 5\%$ is extremely critical for the Ion Source Room.
34. To clean and rectify / replace the automatic power factor correction panel capacitors for their proper functioning.

35. To operate, service, maintain, close loop cooling system and manually fill RO water into the water tank of the Target lab, Magnet lab, HCI Lab, LINAC Development Lab.
36. To attend to leakages in the MS piping by suitable welding etc., including attending to leakages from the flanges.
37. To attend and maintain canteen exhaust system including blower, duct, filters and electrical panels etc.
- 38. Bidders are informed that the 2 x 200 TR Trane chilling units are under Schedule Preventive Inspection Service Contract with M/s Trane India Ltd. Limited. This includes Preventive / Breakdown visit, descaling (once a year), oil testing. However day to day operation shall be done by the O&M manpower.**
39. **Fire Hydrant System:** To Check, operate and maintain Fire Hydrant System i.e. water pumps, electric motor, D.G.Set, wet risers, hose reel, fire hose boxes etc. in IUAC Campus, so as to keep the same in the healthy condition. Please note that periodic / breakdown maintenance of D.G.Set will be done under AMC by OEM.
40. **Compressed Air system:** To Check, operate and maintain compressed Air System including 5 nos of air compressors, air dryers, filters, solenoid valves, ball valves, auto / manual drain valves, storage tanks, S.S. Piping, PU tubing, electrical panels etc.
41. **Please note that periodic / breakdown maintenance of air Compressors and Air dryers will be done under AMC by OEM.** However day to day operation shall be attended by the O&M manpower.
42. To clean the air filters and the inter-cooler coils with compressed air .
43. To take daily log book reading of the compressed air system.
44. To provide air connections to different pneumatic equipments in labs as per requirement.
45. To check the compressed air piping for leak and rectify the same as required.
46. To replace the air filters as per requirement.
47. To provide assistance to collect material from market, any other office work etc. as per requirement. However the transportation will be provide.
48. IUAC will provide only the following free of charges to the contractor :
- a. Free water and electricity for operation of the plant at nearest available point.
 - b. All spares required to maintain the plant and only the ones that are going permanently into the installation, refrigerant gas will be supplied by IUAC.
 - c. IUAC will pay additional charges for machining jobs, condenser / chiller / coil repairs, motor burn outs as per requirement.
 - d. IUAC will arrange for all electrical / mechanical components required for maintenance of the plant.
 - e. In certain circumstances the contractor may be asked to procure spare parts not covered within the scope. In such cases, IUAC will pay actual charges on production of original bill + 10 % handling charges.**

DETAILS OF EQUIPMENT COVERED UNDER THE SCOPE OF WORK

S.N.	Item Description	Qty.
	<u>HVAC System</u>	
1	200 TR Screw Chilling Unit, Trane - Make, Model-CRTHD including the condenser, chiller, associated valves, controls, refrigerant and water piping, compressor motor etc.	2
2	250 TR Screw Chilling Unit, Trane - Make, Model-CRTHD including the condenser, chiller, associated valves, controls, refrigerant and water piping, compressor motor etc. (Expected to be installed soon)	2
4	Condenser Water Pumps, Make – Kirloskar, Q = 225 / 180 CMH, H = 25 meter with motor.	5
5	Chilled Water Pumps, Make – Crompton Greaves / Kirloskar, 1480 rpm, Q-150 / 125 CMH, H-45 MWC, Motor (1480 rpm, 40 HP, 54A)	5
8.	Booster Pumps, make - Beacon Weir, 3000 rpm, Q = 37.5 CMH, H = 95 MWC, with NGEF motor (3000 rpm, 30 HP, 39 Amps)	2
9.	Booster Pump, make - Beacon Weir, 1450 rpm, Q=572 US gpm, H = 44 MWC, model -BWP - 100 X400, with 12.5 HP motor, 1450 rpm.	2
10	250 TR Cooling Towers, induced draft of FRP construction, DBR - make	2
11.	300 TR Cooling Towers - Mihir-Make	2
12.	Water Softening Plant (make - WATCON), to bring down the Calcium Carbonate hardness level of the tube well water down to 3 ppm. The softener plant is of 1450 liters capacity.	1
13.	Air Handling Units- upto 20000 cfm, with motor, up to 20 HP, 1440 rpm.	20
14.	Clean room 10000 class serving AMS lab including Air Handling Unit- 6000cfm, 2nos - 3 TR each condensing units, HEPA filters etc.	1 lot
15.	Bh-III, Clean room Class-10000 including AHU, ducting, HEPA filters, electrical, piping etc.	1 lot
16.	Clean room 1000 class, Room No. 240 including Air Blower 2000 cfm, HEPA filters etc.	1 lot
17.	MVB - 45 DE Bry - Air make Dehumidifier with Process air cfm of 4500 , process air blower and motor 7.5 HP , Reactivation air blower and motor 2 HP and Bed Drive motor 1 HP and having 9 heater banks each of 10 KW capacity, with complete bed carousel having 24 compartments filled with silica gel and rotating on roller bearings being driven through gear drive and bed drive motor.	1
18.	Insulated expansion tank located on EL. 262 meters	1
19	Insulated expansion tank located on El . 270 meters	1
20	Associated duct and piping, valves (B/F, balancing) with the above system	Lot
21	Associated Electrical panels with the above system	Lot
22.	Target / Magnet Lab /HCA Closed loop Cooling system with Water coolers, pump & piping	3
23.	All associated instrumentation with the above systems.	lot
25.	Split air conditioners upto 3.5 TR at different locations	35
26.	Window air conditioners upto 1.5 TR, Make-Amtrex /Blue Star, National /others installed on different locations.	65
27.	Duct able splits / Package / Cassete with out door units upto 11 TR each	17

28	Desert coolers (local make)-20 " located at various locations on the Gnd and 1 st floor.	30
29.	Water coolers upto 150 litre capacity, Blue Star/Voltas/Usha- make	20
30.	RO drinking water purifiers 15 - 50 lpm capacity.	20
31.	Fan Coil Units of 2.0 TR capacity	2
32.	Tube Axial Flow fans of 24500 CFM capacity	2
33.	Geysers 25 litre capacity, 2 kW, Racold / Spherehot/Remson - Make Located in Guest House, hostel, housing etc.	180
34.	Deep Freezer – different indian / Imported	1 Lot
35.	Canteen exhaust system including blower, duct, filters and electrical panels etc	Lot
	<u>Fire Hydrant System</u>	
36.	Fire hydrant pumps, upto 70 m WC,	5 nos
37.	Diesel Generator Set, 58kW, 1500 rpm	1 nos
38.	Wet riser System.	8 nos
39.	Fire Hose Box	8 nos
40	Instrumentation, Electric Panel for fire hydrant system	lot
41	Any other equipment connected with the above system	Lot
45	<u>Compressed air system</u> including 3 nos of Screw type Air compressors (capacity of 162 CMH @ 10 bar), 4 nos of Air dryers (162 CMH @ 10 bar refrigerated type), filters, storage tanks, valves, piping, fittings etc.	1 Lot
46	Any addition of equipments /system can be made by IUAC in the scope of work during the contract period and same has to be taken under O&M by the contractor without any extra cost if it does not involve additional manpower / resources.	

RESPONSE TIME / TIME SCHEDULE FOR ATTENDING OF PROBLEMS

S.N.	Item Description	Time
1	Main Chilling Unit Screw type	
1.1	Minor defects Mechanical and Electrical	Same day
2.	Main Chilling Unit Screw type (de scaling)	Two days
3.	Pumps	
3.1	Changing of pump glands	Same day
3.2	Changing of suction strainers	Same day
3.3	Changing of coupling	Same day
3.4	Re- alignment	Same day
3.5	Changing of bearings of pumps / motors	One day
3.6	Changing of motor	Same day
3.7	Remetallizing of shaft, sleeve etc.	Four days
4.	Air Handling Units	
4.1	Changing of bearings	One day
4.2	Replacement of V-belts	Same day
4.3	Cleaning of filters, pressure & Vaniclen cleaning of the coils	Same day
4.4	Cleaning of fresh air filters	Same day
4.5	Changing of blowers	Same day
4.6	Remetallizing of shaft etc.	Three days
4.7	Repair of cooling coil etc.	Three days
5.	Cooling Towers	
5.1	Changing of bearings , fan blades, motor etc.	Two days
5.2	Cleaning of sump etc.	Same day
5.3	Changing of tower nozzles	Same day
5.4	Re-adjustment of fills / drift eliminators	Same day
5.5	Adjustment of fan blade angle	Same day
5.6	Weather protection of the motor terminals	Same day
6.	Dehumidifier	
6.1	Changing of heater	Same day
6.2	Changing of desiccant	Same day
6.3	Attending to minor problems	Same day
6.4	Rectification of push block assembly	Two days
6.5	Replacement of bed drive springs	Two hours
6.6	Replacement of filters	Three hours
6.7	Change of gear box oil	Six hours

6.8	Attending to major problem	Three days
7.	Electrical	
7.1	Servicing of contactor points	Three hours
7.2	Electrical fault	Three hours
7.3	Servicing of MCC's	Seven hours
7.4	Motor rewinding	Four days
8.	Air Washers	
8.1	Changing of V-belts	Same day
8.2	Cleaning of filters and sump	Same day
8.3	Attending to electrical fault	Same day
8.4	Attending to bearing change	Same day
8.5	Servicing of pumps	Same day
9.	Cooling Equipments (WAC/Split/Package Units/Water Coolers)	
9.1	Attending to electrical fault	Same day
9.2	Attending to service	Same day
9.3	Attending to major defects like compressor burn-out	Three days
10.	Geysers	
10.1	Attending to minor problem	Same day
10.2	Geyser capital servicing.	Same day
11	Overhauling of Split / Window/duct able Air Conditioners	Two days

LIST OF BUILDINGS COVERED IN THE SCOPE OF WORK

1. Utility building-I
2. Lab Complex (Ground Floor, 1st Floor, 2nd Floor)
3. Beam Hall-I
4. Beam Hall-III (UG, Gnd Floor, 1st floor)
5. Accelerator Tower
6. Ion Source Room
7. New Guest House
8. IUAC Housing Complex
9. Flatlet-I & II
10. Hostels
11. Auditorium
12. Pelletron UPS Room
13. AMS Lab
14. Fire Pump Room

LIST OF TOOLS, EQUIPMENTS, MEASURING INSTRUMENTS

1. Ring Spanner (6-32 mm)	1 Set of 12
2. Ring Spanner (1/4" - 1 1/4" inch)	1 Set of 12
3. Box Spanner (6 – 36 mm)	1 Set of 19
4. Box Spanner (1/4" – 1 1/4")	1 Set of 19
5. Double open end Spanners (6-36 mm)	1 Set of 12
6. Double open end Spanners (1/4"-1 1/4")	1 Set of 12
7. Screw Driver Set (6" to 12")	1 Set of 6
8. Screw Driver (18")	1 No.
9. Adjustable Wrench (6", 12")	1 each
10. Pipe Wrench (12", 18")	1 each
11. Measuring tape (3m, 15m)	1 each
12. Allen key set (1.5 – 16 mm)	1 lot
13. Allen key set (1/16"-1/2")	1 lot
14. Psychrometer	2 Nos.
15. Digital Thermometer	1 No.
16. Cutting Plier (8")	1 No.
17. Hand Hammer 1kg	1 No.
18. Hand Hammer 500 Grams	1 No.
19. Mallet Hammer 500 Grams	1 No.
20. Hack Saw	2 No.
21. Multi Meter/Tong tester (standard make)	1 Nos.
22. Test Lamp	1 Nos.
23. R-22 double manifold with suction and discharge gauges	1 No.
24. Suction gauge (30 In Hg to 250 psi)	1 No.
25. Gas charging line	1 No.
26. Copper tube cutter	1 No.
27. Dial Indicator (0.01-10 mm), 2" Dia, Mitutoyo -Make	2 Nos.
28. Flaring tool set	1 No.
29. Swaging tool	1 set
30. Bearing puller	1 No.
31. Pulley puller	1 No.
32. Electric blower for cleaning	1 No.
33. Line Tester	2 Nos.
34. File (round, flat, half circle, triangle)	1 each
35. Chisel	1 No.
36. Electrical sleeve insulated Screw driver set	1 Lot
37. Electrical Wire Cutter	1 No.
38. Chargeable Torch	1 Nos.
39. Umbrella/ rain coat	2 Nos.
40. Brazing set including torch	1 set
41. De-scaling pump, Plastic tub, PVC pipe rods, brushes etc.	1 lot (On need basis)
42. Refrigerant empty cylinders	1 lot (On need basis)
43. Vacuum pump	1 No.(On need basis)
44. Condensing unit	1 No. (On need basis)
45. Any other tools/fixtures/Equipment as per requirement	1 Lot (On need basis)

PRICE BID / BOQ (PART – B)
SCHEDULE OF PRICES FOR OPERATION & MAINTENANCE
(TO BE FILLED BY BIDDERS)

S. No.	Item Details	unit	Total Monthly Amount (Rs)
1	Total Monthly Minimum Wages for Round the Clock Operation and Maintenance of HVAC Ph-I as per the minimum manpower given below: a) Technician Cum Supervisor – 1 No. b) R&A/C Mechanic – 1 No. c) Operators – 4 Nos. d) Helpers – 4 Nos.	Rs	181063
2	Charges towards EPF Amount (12%+1.00% Admn. charges) on item#1. Considering limit of Rs15000/-.	Rs	19500
3	Charges towards ESI Amount (3.25%) on item-1.	Rs	6790
4	Charges towards Tools & Tackles, Safety Shoes & Uniform etc., as per clause no. 3.10 (all sub clauses) and clause 3.13 of Annexure -I.	Rs	_____ (to be filled by Bidder)
5	Overhead and Profit as per clause no. 2.3 (all sub clauses) of commercial and general conditions and clause 3.13 of Annexure -I.	Rs	_____ (to be filled by Bidder)
6	Total Monthly Amount (Rupees _____)	Rs	_____ (to be filled by Bidder)
7	Total Annual Amount (Rupees _____)	Rs	_____ (to be filled by Bidder)

Note:

- The wages considered in S. No.1 of the above table (Annexure -VII) are based on the prevailing minimum wages fixed by the labour department, Govt. of Delhi applicable as on 01-04-2021. Bidder is required to fill the amount only at S. No. 4,5,6&7 in the above table.
- If contractor wishes to pay more than the minimum wages to his manpower, he should take this into account in his overhead & profit component.
- GST will be reimbursed to contractor as per Govt. norms after submission of documentary evidence of depositing the same.

(SIGNATURE) :

(NAME) :

(Seal) :

PROFILE OF THE TENDERER
(On Bidder's letterhead)

1. Name of the Firm / Organization :
2. Address :

3. Telephone No. / Mobile No. & Name of the Contact Person :
4. Fax No. :
5. E-mail ID :
6. Month and Year of establishment :
7. Name of proprietor / partners/director :
8. No. of years of experience in this field, with Reference, Certificates :
9. Annual Turnover during the last three years (Enclose copies of Audited Financial Statement)
2017-18 :
2018-19 :
2019-20 :
10. Whether the firm is an Income Tax Assessee? If so please give the details of PAN No. :
11. GST Registration No. :
12. Name of the OEM and address (if applicable) :

Signature of the Tenderer & Seal

ANNEXURE - B
TENDER ACCEPTANCE LETTER
(To be given on Bidders/ Company Letter Head)

Date: _____

To

The Director

Inter-University Accelerator Centre

Aruna Asaf Ali Marg

New Delhi-110 067.

Sub: Acceptance of Terms & Conditions of Tender.

Tender Reference No: _____

Name of Tender / Work: _____

Dear Sir,

1. We have downloaded / obtained the tender document(s) for the above mentioned 'Tender/Work' from the web site(s) namely: as per your advertisement, given in the above mentioned website(s).
2. We hereby certify that we have read the entire terms and conditions of the tender documents from Page No. _____ to _____ (including all documents like annexure(s), schedule(s), etc ..), which form part of the contract agreement and we shall abide hereby by the terms / conditions / clauses Contained therein.
3. The corrigendum(s) issued from time to time by your department/ organizations too have also been taken into consideration, while submitting this acceptance letter.
4. We hereby unconditionally accept the tender conditions of above mentioned tender document(s) / corrigendum(s) in its totality / entirety.
5. We do hereby declare that our Firm has not been blacklisted/ debarred by any Govt. Department/ Public sector undertaking.
6. We certify that all information furnished by the our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/ organization shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours Faithfully,

(Signature of the Bidder, with Official Seal)

ANNEXURE - C
BID SECURITY / EMD DECLARATION FORM

Tender/Bid No.:
To
The Director
IUAC, New Delhi

Date:

Dear Sir,

I/We. The undersigned, declare that:

I/We understand that, according to your conditions, bids must be supported by a Bid Securing Declaration.

I/We accept that I/We may be disqualified from bidding for any contract with you for a period of one year from the date of notification, if I am /We are in a breach of any obligation under the bid conditions, because I/We,

- a** have withdrawn/modified/amended, impairs or derogates from the tender, my/our Bid during the period of bid validity specified in the form of Bid; or
- b** having been notified of the acceptance of our Bid by the purchaser during the period of bid validity (i) fail or reuse to execute the contract, if required, or (ii) fail or refuse to furnish the Performance Security, in accordance with the Instructions to Bidders.

I/We understand this Bid Securing Declaration shall cease to be valid if I am/we are not the successful Bidder, upon the earlier of (i) the receipt of your notification of the name of the successful Bidder; or (ii) 28 days after the expiration of the validity of my/our Bid.

Signed:

Name:

Dated on _____ day of

Corporate Seal (where appropriate)

(Note: In case of a Joint Venture, the Bid Securing Declaration must be in the name of all partners to the Joint Venture that submits the bid)

ANNEXURE - D
Format for declaration by the Bidder for Code of Integrity & conflict of interest
(On the Letter Head of the Bidder)

No: _____

Date _____

To,
The Director
IUAC, New Delhi

Sir,

With reference to your Tender No. _____ dated _____ I/We hereby declare that we shall abide by the Code of Integrity for Public Procurement as in your Tender document and have no conflict of interest.

It is certified that we are not associated, or have been associated in the past, directly or indirectly, with a firm or any of its affiliates which have been engaged by the Purchaser to provide consulting services for the preparation of the design, specifications, and other documents to be used for the procurement of the goods to be purchased under this Invitation of Bids / Tender.

The details of any previous transgressions of the code of integrity with any entity in any country during the last three years or of being debarred by any other Procuring Entity are as under:

- a
- b
- c

We undertake that we shall be liable for any punitive action in case of transgression/ contravention of this code.

Thanking you,
Yours sincerely,

Signature

(Name of the authorized signatory)

Company Seal

ANNEXURE - E
(Undertaking on Bidder's Letterhead)

I / We (bidder) hereby give an undertaking that:

1. I / We have not been blacklisted / on holiday list / debarred during last three years by any Govt. Department/Govt. Autonomous Body/Institution, etc.,
2. I/We do not have any dispute with any of the Govt. Departments/ Govt. Autonomous Bodies/Institutions, etc.,
3. I/We have never been certified as 'Unsatisfactory Performer' for the said services provided to the Govt. Departments/ Govt. Autonomous Bodies/ Institutions;
4. I/We have not submitted any fake/forged certificates/ documents and later, if any such 'Certificates/Documents' found to be fake/ forged or contains willful wrong/incorrect information, suitable legal actions may be initiated against me/us/agency and the agencies / bidders shall be debarred from tendering with the Institute.
5. I/We shall not withdraw my/our bid after opening of Technical Bid and if done so, the IUAC and the agencies / bidders shall be debarred from tendering with the Institute.

Seal and Signatures
of the Authorised Person of the Agency

Name and designation
of the Authorized Person of the Agency

Place:

Date:

Annexure- F

***Please note that the bidders shall provide the mandatory Certificates in the following formats on their registered Company's letter heads:**

Certificate for Tenders involving procurement

“I/We have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India; I/we certify that we are not from such a country or, if from such a country, have been registered with the Competent Authority, I/we hereby certify that we fulfill all requirements in this regard and are eligible to be considered. [Where applicable, evidence of valid registration by the Competent Authority shall be attached]”

Certificate for Tenders for Works involving possibility of subcontracting

“I/We have read the clause regarding restrictions of procurement from a bidder of a country which shares a land border with India and on sub-contracting to contractors from such countries; I/we certify that we are not from such a country or, if from such a country, have been registered with the Competent Authority and will not sub-contract any work to a contractor from such countries unless such contractor is registered with the Competent Authority. I/we hereby certify that we fulfill all requirements in this regard and is/are eligible to be considered. [Where applicable, evidence of valid registration by the competent Authority shall be attached.]”

Tenderers

Signature and seal

ANNEXURE – G
CHECK-LIST FOR PRE-QUALIFICATION BID FOR:
Annual O&M of HVAC Phase-I AS PER SPECIFICATIONS :

S. No.	Documents asked for	Page No. at which the document is placed
1	Profile of Tenderer (Annexure-A)	
2.	Tender Acceptance Letter (Annexure-B)	
3.	Bid Security / EMD Declaration (Annexure-C)	
4.	Code of Integrity and Conflict of Interest (Annexure-D)	
5.	Undertaking that firms have not been banned / blacklisted (Annexure-E)	
6	Self-attested copy of the EPF, ESI, GST & PAN card	
7	Copies of work orders and Client's satisfactory certificates	
8	Annual turnover of last three financial years ending March 31 st 2021 duly certified by the Statutory Auditors. In case balance sheet and statement of Profit & Loss for the immediate preceding financial year have not been prepared/audited, the account for one more preceding financial year can be submitted.	
9	Annexure- F	
9	Any other document asked for in this NIT	

Signature of the Bidder

(Name and Address of the Bidder)

Company Seal