

TENDER DOCUMENT

RCB/04-04/61/NIT/04/2017-18

NAME OF WORK:

“Operation and Annual Maintenance Contract of Central Air-Conditioning System (HVAC System) Both, High Side & Low Side” at NCR Biotech Science Cluster, 3rd Milestone Faridabad-Gurgaon Expressway, Village Bhankri, Faridabad-121001 (Haryana).

NOTICE INVITING TENDER

Name of work - Providing Operation Services and Annual Maintenance Contract of "Central Air-Conditioning Plant" (HVAC System) both, High Side & Low side services and NCR Biotech Science Cluster Faridabad.

Bidding Document No: - RCB/04-04/61/NIT/04/2017-18

Tender Fee: - Rs. 1500 /-/(Rupees One thousand Five hundred only) in the form of Demand Draft from Nationalized bank/ Scheduled bank, in favour of Executive Director, Regional Centre for Biotechnology Payable at Faridabad.

Earnest Money Deposit (EMD): - Rs. 80,000/- in the form of DD/FDR/Bank Guarantee from Nationalized bank/ Scheduled bank, in favour of Executive Director, Regional Centre for Biotechnology Payable at Faridabad.

Estimated Cost: - Rs. 40.0 Lacs per Annum

I. Sealed Tenders are invited on behalf of the **Executive Director, Regional Centre for Biotechnology (RCB)**, under two bid system (Technical bid and Financial bid) from established, reputed and experienced agencies for **Providing Operation Services and Annual Maintenance Contract of "Central Air-Conditioning Plant" (HVAC System) both, High Side & Low side services** at NCR Biotech Science Cluster, Village Bhankri, Gurgaon-Faridabad Expressway, Faridabad -121004 (Haryana) as per schedule, specifications and as per the terms and conditions mentioned in this tender document.

Schedule for invitation of tender:

1	Sale of Tender	06/02/2018 at 15.00 Hrs
2	Pre- bid meeting & presentation by prospective bidder	15/02/2018 at 15.00 Hrs
3	Bid Submission end date (Last date and time) for receipt of bids	28/02/2018 at 15.00 Hrs
4	Bid Opening (Technical) Date and time	28/02/2018 at 15.30 Hrs
5	Validity of bids (from the last date of bid submission)	180 days

Tender document is available on www.rcb.res.in, www.thsti.res.in, & www.eprocure.gov.in.

The bidder must read the prescribed terms & conditions and accept the same to proceed further to submit the bids. After downloading / getting the tender schedules, the Bidder should go through them carefully and then submit the documents as asked. Incomplete information may lead the bid to be summarily rejected. Bidder must unconditionally accept all terms and conditions stipulated in the original/ downloaded tender document and submitted entire signed and stamped document.

2.0 Pre-Bid Meeting

A pre-bid meeting with all the prospective bidders is will be held as per schedule at para I, at RCB. Interested applicants/ firms are invited to attend the same with a written statement of their query.

3.0 Notification_of Amendment/Corrigendum:

All amendments, time extension, clarifications etc. will be uploaded in the above websites only and will not be published in newspapers. Bidders should regularly visit the above websites to keep themselves updated. No extension in the bid due date/time shall be considered, on account of delay in the receipt of any document by mail.

4.0 Submission of bids

4.1 Under the two bid system, the bidders are required to submit their 'Technical bid' and 'Financial bid' separately. All the documents related to technical bid (i.e. Eligibility criteria & Technical details) and financial bid should be put in two separate envelopes duly marked as '**Technical bid**' and '**Financial bid**', respectively. Both the envelopes shall then be sealed in one outer (main) envelope which should be super subscribed clearly with the name of work and the NIT reference number and addressed to the Executive Director, RCB. The outer envelope shall contain the name and postal address of the tenderer with Phone/ Mobile/ Fax numbers and e-mail address, if any.

4.2 The 'Technical bid' should consist of the following documents:

- i. Covering letter indicating the index / list of enclosures.
- ii. Tender document fee.
- iii. Additional information of the Bidding Agency duly signed by the bidder or authorized representative of the bidder as per the Performa and format given in **Annexure-I**
- iv. **Bid Security (EMD)** in original along with declaration in **Annexure II**
- v. Original/downloaded tender document duly filled in, signed and stamped by the Bidder or his authorized representative and duly witnessed with name address & contact number of witness.
- vi. Declaration as per **Annexure-III** along with attested Copies of Income Tax Return for the last three financial years, copy of PAN, GST Registration Certificate of the bidder/ Agency.
- vii. Undertaking that agency/bidder has, at least for the last 5 years of Experience in the field of Operation and AMC of HVAC, shall be given in – **Annexure-IV**
- viii. Undertaking to accept all Terms and Conditions of the Tender document and to comply with them as per **Annexure- V on a letterhead duly signed and stamped by authorized signatories.**

- ix. **Annexure VI: List of present clients** (at least three nos.) with whom annual gross billing for similar services shall not be less than Rs. 16.0 Lac per annum in each case.
 - x. Proof of successful execution of work (for at least one year) along-with certified copies of the completion / operation of Services/Agreement executed for providing of identical/similar Services in last five years. (as given in **Annexure IV & VI**)
 - xi. Solvency certificate from any scheduled Bank for the value not less than Rs. 16 Lacs.
 - xii. It must be noted that **no price should be indicated, anywhere in the technical bid.**
 - xiii. Each page of the tender should be numbered and signed by the Bidder/Agency with the seal of the firm.
 - xiv. Document of holding valid registration / license with the Labour Department, HVAC, electrical, and other departments required for carrying out such works, valid in Haryana
 - xv. Document of relevant ISO certification.
- 4.3 The bidder will be required to make a short presentation on the scheduled date to the expert committee on the plan it has, for providing operation and maintenance of HVAC System services at NCR Biotech Science Cluster, Village Bhankri, Faridabad -121004 (Haryana).
- 4.4 Technical Bid will be evaluated by committee on Quality Cost Based System (QCBS). Technical marks obtained will be converted to QCBS grading and subsequent conversion to technical score
- 5.0 **The 'Financial bid' should contain the following documents:**
- Duly filled and signed by authorized signatories Price bid Part A and Part B as per the prescribed format
- 6.0 **Opening of Technical bid.**
- Technical bid of all tenderers shall be opened at RCB, as per schedule given at Para I under schedule for invitation of tender, in presence of tenderers or their authorized representatives. Screening process will be adopted for evaluation of technical bid as discussed under clause of this tender.
- 6.1 All pages of the bid including all enclosures should be numbered (except printed leaflets/catalogue) and must be duly filled in, signed and stamped by the bidder or his authorized representative. Offers received without signature and seal on all pages are liable to be rejected.
- 6.2 **Successful bidder** on award of the work will submit notarized Non-Judicial stamp paper of Rs. 100/- duly notarized and signed by the Bidder/ Agency or authorized representative of the Bidder/ Agency to execute the agreement

IMPORTANT INSTRUCTIONS TO BE NOTED CAREFULLY BY THE BIDDERS/ AGENCIES:

(a)	Centre	Regional Centre for Biotechnology (RCB), Faridabad
(b)	Name of Services required	Providing Operation Services and Annual Maintenance Contract of "Central Air-Conditioning Plant" (HVAC System) both, High Side & Low side services at NCR Biotech Science Cluster Faridabad.)
(c)	Date for start of full service	Within Fifteen (15) days of the Award of Contract, complete service as per scope of work.
(d)	Tender Cost	Rs. 1500 /-(Rupees One thousand Five hundred only) in the form of a Demand Draft in favour of " Executive Director, Regional Centre for Biotechnology ", payable at Faridabad, which is non-refundable.
(e)	Bid Security (EMD)	Rs. 80,000/- (Rupees Eighty Thousand only) in the form of a demand draft/ pay order/BG drawn on an Indian scheduled Bank, payable at Faridabad, in favour of " Executive Director, Regional Centre for Biotechnology ",

II. Pre-Qualification Criteria

1. The Tenderers must have an experience of handling the Operation and Maintenance of Central HVAC System in Govt./PSUs/ Autonomous bodies or reputed private organization engaged in R&D in Life Sciences / Reputed Hospital at least for last five years supported by documentary evidence and must have among list of big clients, at least two of such bodies. Certificates of satisfactory performance from at least three such clients (of annual work order value of not less than 16 lakhs) have to be submitted along with tender.
2. The tenderer should have at least;
 - a) One similar completed work, costing not less than an amount of Rs. 32.0 lacs,

OR

 - b) Two similar completed work, costing not less than an amount of Rs. 24.0 lacs,

OR

 - c) Three similar completed work, costing not less than an amount of Rs. 16.0 lacs.
3. **“Similar work” means**, providing Operation and Annual Maintenance contract services of Central HVAC System with Chiller Capacity 01 Nos x 500 TR or more in any of the organizations as stated above at SI No1.
4. Annual average financial turn over should be at least Rs 40 lac during the immediate last 3 consecutive financial years.
5. Only those who hold valid registration / electrical license required for execution of similar nature of works, valid in Haryana, shall be eligible to bid in response to NIT. Photocopy of such registration / license duly signed and stamped by Bidder/ Agency must be submitted along with the Eligibility bid.
6. Agency must have its Service Centre/ office in Delhi NCR.
7. Even though the applicants meet the above criteria, they are subject to be disqualified if they have:
 - i) Made misleading or false representation in the form, statement and attachments submitted in and or
 - ii) Record of poor performance such as abandoning the work, not properly completing the contract, inordinate delays in completion, litigation history, or financial failures, etc.
 - iii) Found to have been black listed in any other works.

III. BID Evaluation Criteria:

- A. The bids shall be ranked on the basis of Combined Technical and Financial weighted score (CTFS) for quality and cost. The tender shall be awarded to the bidder obtaining the highest total score in Combined Technical and Financial weighted score.

B. The bids shall be ranked keeping in view the marks obtained on a scale of 100 marks during evaluation of bids. The technical and Price (financial) bids shall enjoy weightage in the proportion of 70:30 i.e. 70% for the technical bid and 30% for the financial bid.

The financial bids of only those successful bidders who obtain minimum 70% score i.e. Bids obtaining 70/100 in Technical evaluation will be considered for further evaluation process.

C. (i) Criteria for evaluation of the technical bid/performance of contractors for pre-eligibility

	Attributes	Evaluation
1.	Financial strength Average annual (last three years) Turn over Rs. 40 lacs/year	(20 marks) (i) 60% marks for minimum eligibility criteria (ii) 100% marks for twice the minimum eligibility criteria or more In between (i) & (ii) – on pro-rata.
2.	Experience in similar work i One similar completed work, costing not less than an amount of Rs. 32.0 lacs , or ii Two similar completed work, costing not less than an amount of Rs. 24.0 lacs or iii Three similar completed work, costing not less than an amount of Rs. 16.0 lacs.	(30 marks) (i) 60% marks for minimum eligibility criteria of works (ii) 80% and 100% marks for twice and thrice respectively of the minimum eligibility criteria or more In between (i) & (ii) – on pro-rata basis
3.	Relevant ISO certification of the firm for providing services.	(05 marks) For certification 5 points Otherwise Zero (0)
4.	Performance of works (Quality) based on report/visit/ presentation	(25 marks)
	(i) Excellent	25
	(ii) Very Good	20
	(iii) Good	15
	(iv) Fair	5
	(v) Poor	0
5.	Numbers of Personnel and Establishment of bidder at their Roll	(Max. 10 marks)

	(i) Graduate Engineer minimum 2 Years Experience -2 Nos (Minimum)	3 Marks (Maximum 3 marks)
	(ii) Diploma holder Engineer- 3 Years Experience -4 Nos Minimum	2 marks for each up to Max.4 marks
	(iii) Supervisory/Foreman (ITI)- 3 Years Experience - 4 Nos Minimum	1 mark for each upto Max. 3 marks
6.	Plant & Equipment List (suitable to the nature of job)	(Max. 10 marks) Evaluation by technical committee.

Total Technical Marks = 100

(ii) Financial bid evaluation: -

The bidder quoting lowest rate will be awarded full points out of 30, otherwise pro-rata points based on lowest one, will be awarded. $(LBF/F \times 100)$ out of 30%.

Combined Technical and Financial Score

with weightage 70:30 (CTFS)

= Technical score + Financial score

The bidder with highest CTFS score will be awarded the work.

IV. TERMS AND CONDITIONS

Period of Contract: This contract shall be valid for an initial period of one year. Based on the satisfactory performance, the period may be extended on yearly basis for a further maximum period of 03 years i.e. (01 Year +03 years) at the sole discretion of the Competent Authority.

Price: Quoted rates shall be valid for the entire period of the contract. An increase of 8% of the previous contract value (exclusive of taxes) on Part-A will be considered for the next year (to offset the increase in minimum wages of employees and inflation rate). There will be no hike in the value mentioned in Part-B in subsequent years.

Payment: Payment shall be made on monthly basis within fifteen (15) days from the date of receipt of bill duly certified & recommended by designated officer in charge.

Workmen Employed: The Bidder/agency shall be responsible for following all labour laws and statutory requirements, insurances pertaining to its employees. The agency shall indemnify RCB against any claim on

	this account. It must retain sufficient reserve of manpower to cater for situations like leave, weekly offs, medical problems, holidays or any other exigencies etc.
Performance:	The performance of the services will be continuously evaluated by the designated committee/user groups nominated by the Executive Director, RCB.
Delay in Payment:	In case of delay in monthly payment, the agency should make payment to its manpower & for consumables without affecting the work.
Replacement of Staff:	Any staff/employee may be required to be replaced immediately from the site without assigning any reason whatsoever.
Restrictions:	Smoking cigarette, bidi, chewing tobacco, pan, Gutkha or any other banned item is strictly prohibited inside the Institute's premises. Non-Compliance may lead to suitable penalty /termination of contract, to be decided by the Institute.
Attendance register:	Agency shall deployed adequate Nos. of staff with required caliber to ensure smooth functioning of HVAC System of cluster due intimation to Engineer in charge.
Certification of bills:	Every bill forwarded for payment shall need to be certified by Engineer in charge/ authorized officer designated by Competent Authority of the Centre.

V. GENERAL TERMS & CONDITIONS

1. In the event of non-commencement or unsatisfactory performance of the work contract, Centre (RCB) reserves the right to cancel the contract agreement or to withhold the payment. In such an eventuality, Centre further reserves the right to get the work done from some other agencies at the cost of bidding agency. The Agency will also be black listed by the Centre for a period of 5 years from participating in such type of tender and his earnest money/security deposit will also be forfeited.
2. It shall be presumed that the terms & conditions mentioned in the tender document including amendments/ corrigendum if any have been read, understood and duly accepted by the bidder. The bidder shall have no right to modify/ alter/ amend/ delete any terms/ conditions mentioned in tender document.
3. Tender forms are nontransferable. Only the original/downloaded complete tender form duly signed stamped, should be submitted.

4. Each page of the tender should be **numbered** and **signed** by the bidder/ Agency or his authorized signatory and duly witnessed with the seal of the firm.
5. Furnishing of wrong information and false documents will make the bidder ineligible for bidding and liable to be debarred/blacklisted from participation in Tender enquiries/Open Tenders/Annual Rate Contracts by the Centre. The EMD amount will also be forfeited.
6. The bidder will have to furnish documents in support of the information given in the tender. Original documents shall be checked for verification as and when required.
7. In case of any attempt for cartelization by bidder with a view to hike up the prices, all bids will be rejected and such bidders will be blacklisted and bid security will be forfeited.
8. If any required information /documents are not submitted, then the bid of the concerned bidder will be rejected. No representation in this regard will be entertained.
9. The bidders are expected to be present at the time of opening of bid; however, the bids will be processed even when no bidder /representative is present as per the declared schedule.
10. The decision of the Centre regarding approval of bids shall be final and binding on all bidders.
11. A prospective bidder requiring any clarification of the Bidding Document shall contact the Centre through e-mail. rathore@rcb.res.in/engg@rcb.res.in
12. Any person who is in Govt. Service anywhere or an employee of the Centre/Institute should not be made a partner to the contract by the bidder directly or indirectly in any manner whatsoever.
13. The individual signing the tender document/ bids or any document forming part of the bid on behalf of the bidder, shall be responsible to produce a proper **power of attorney** duly executed in his favour stating that he/she has authority to bind on behalf of such other person of the bidding agency as the case may be, in all matters pertaining to the contract including the arbitration clauses.

In case the bidder, so signing, fails to provide the said power of attorney, the Centre may, without prejudice to other civil and criminal remedies cancel the bid and hold the signatory liable to all costs and damages. In case of registered or unregistered partnership firm, all the partners should sign the bids. In case of change of any person signing the agreement on behalf of limited company or firm, he/she will produce a letter of authority /resolution passed by the company empowering him/her to sign the agreement on behalf of the Bidder/ company or firm.
14. The personnel, whose services are provided by the bidder, shall at all times and for all purposes be the employees of the Agency (Bidding agency) and on no account personnel so appointed and recruited by the agency (Bidder) will have any claim for appointment, continuous recruitment or regularization etc. against the Centre.

15. In every case in which by virtue of the Workman's Compensation Act, the Centre is obliged to pay compensation to such person employed by the Agency (bidder) in execution of the work, Centre will be entitled to recover from the Agency (bidder) the amount of compensation so paid.
16. The bidding agency shall be responsible for verifying the antecedents of its staff/employees working at premises of NCR Biotech Science Cluster by police verification and will keep attendance and other relevant records at its cost and produce these on demand of any authority. The list containing the names/addresses of the personnel appointed by the bidder/agency shall be made available to the Centre with their bio-data within 15 days from the date of deputation. The agency shall also provide the same in soft copy giving out photographs and detail of the staff within one month of commencement of work.
17. The Bidder/ Agency shall obtain a license under Contract Labour (R&A) Act, 1970 and also submit an attested copy of such license to the Centre. The agency shall abide by all the necessary provisions of various other Labour Laws/Acts viz. ESI/Bonus, Workmen's Compensation and any other laws and rules applicable in this regard.
18. The Bidder/ Agency, himself, shall be responsible for any type of statutory/mandatory claims or penalties in light of the default with reference to the above provisions.
19. In case any person engaged by the Bidder/ Agency is found to be inefficient, quarrelsome, cantankerous, infirm, and invalid or found indulging in unlawful or union activities, the bidder/agency will have to replace such person with a suitable substitute at the direction of the Executive Engineer, RCB or officer designated by Competent Authority, at short notice.
20. The Centre shall not provide any sort of accommodation to the staff or person deployed by the bidding agency and no cooking/lodging will be allowed in the premises.
21. The deployed staff shall wear the prescribed neat and clean uniform according to season affixing thereon a badge mentioning his name, provided by the Bidder/ Agency at his own cost. He should also be provided an identity card duly signed by the authorized signatory of the Bidder/ Agency.
22. All safety accessories and measures as required for the execution of the work shall be provided to the workers by the HVAC services providing Agency at its own cost.
23. The agency shall not engage any staff below the age of 18 years. All the staff deployed by the agency shall be medically fit and their antecedent be verified prior to the deployment in the Cluster.
24. If any complaint of misbehavior and misconduct comes into the knowledge of the Centre then all such responsibility shall be of the agency and any loss owing to negligence or mishandling by the staff, the Bidder/ Agency shall be responsible to make good for the losses so suffered by the Cluster.

25. The Agency shall not, at any stage, cause or permit any sort of nuisance in any of the premises of NCR Biotech Science Cluster or do anything which may cause unnecessary disturbance or inconvenience to others working there, as well as to the general public in the Cluster and near to it.
26. The agency shall **not** engage any **sub-contractor or sublet/transfer** the contract to any other agency/person in any manner.
27. The agency providing HVAC Services should ensure the following: -
 - That a daily report of its staff on duty and about their performance is furnished & maintained.
 - That its staff does not smoke/drink/abuse drugs at the place of work.
 - That any specific work related to Maintenance assigned to it by the Principal Employer or any officer authorized by him is carried out by him diligently and well in time.
 - It is responsibility of the agency to disburse wages timely to their deployed staff at NCR Cluster. Centre has no responsibility in this regard.
 - Tax deduction at source shall be governed by the prevailing Rules.
28. The Executive Director, Regional Centre for Biotechnology reserves the right to:
 - A. Amend the scope and value of any contract under this NIT.
 - B. Reject or accept any application without assigning any reasons thereof and
 - C. Reject all applications and cancel the Tender.
 - D. The Centre/Employer/Consultant shall neither be liable for any such actions nor be under any obligation to inform the Applicants.

VI. PENALTY CLAUSES

- 1) In case the agency fails to commence the work as stipulated in the agreement, after 02 weeks delay, Centre reserves the right to cancel the contract and withhold the agreement and forfeit the EMD as applicable and get this job to be carried out at the cost of the Agency. The defaulting Bidder/ Agency will be blacklisted from participating in any tender of RCB for next five years.
- 2) For any other breach of contract, Designated Committee or Authority or any person nominated by or on behalf of the Centre, shall be entitled to impose a penalty up to as given in table below. Some of the instances in which penalty would be imposed are enumerated below. But these are not exhaustive and penalty may be imposed on any violation/breach or contravention of any of the terms and conditions as well as assigned duties and responsibilities).
 - I. If the personnel working are not found in proper uniform and displaying their photo identity card.
 - II. If the personnel found indulging in smoking/drinking/sleeping during duty hours.
 - III. Penalty will also be imposed if the behavior of personnel(s) found is discourteous to anyone in the Cluster.

- IV. If any personnel is found performing duty by submitting a fake name and address, the services of such person shall be terminated and the agency will be held responsible for such lapse.
- V. If any personnel found on duty other than those mentioned in the approved list supplied by the agencies to the Centre/Institute's authorities.
- VI. In the case of any loss/theft of NCR Biotech Science Cluster property, the committee of NCR Biotech Science Cluster will consider the circumstances, leading to the loss and if the responsibility is fixed on the agency, the Centre will recover the losses by deducting the cost of loss from the next month's bill in one or more installments.

Sl No	Problem	Penalty
1	In case of failure to maintain required HVAC parameters such as temperature, humidity, air changes etc in the HVAC area within 01 Hour even after healthy state of HVAC system.	Rs 1000/- per hour.
2.	Maintenance complaint could not be attended within 01 Hr. of intimation/registration	Rs 200/- Per Hour per complaint
3	Maintenance complaint could not be resolved within 03 Hrs. of intimation/registration. (without justified reason)	500/- per 3 Hrs
4.	Maintenance schedule not submitted within 15 days from date of commencement of agreement	5,000/-
5.	Staff not wearing complete uniform with headgear and shoes: Per staff/stance	Rs 200/-
6.	Refusal to work	Not acceptable, Change of person.
7.	Improper/ uncivilized behaviour	Warning and Rs 500/- only one chance next time replacement of person.
8	Any place supposed to be manned	Will be viewed Seriously.

	24x7 and Competent staff not found at any time	Rs 1500/- Per/staff/ stance
9	Staff found smoking/ chewing tobacco	Rs 200/- per person/stance

VII. Bid Security (EMD):

1. Each tender must be accompanied by Bid Security of Rs **80,000/- (Eighty Thousand only)** in the form of a Demand Draft/ Pay Order/BG/FDR favouring the “Executive Director, Regional Centre for Biotechnology” payable at Faridabad, and the original Bid Security sent to O/O the Senior Manager (A&F), Regional Centre for Biotechnology, Faridabad, so as to reach before the closing of the bid.
2. The Bid Security shall be valid and remain deposited with the Institute for the period of forty-five days beyond the final bid validity period.
3. In case of non submission of Bid Security (EMD) the tender would be rejected without assigning any reason.
4. No interest shall be payable by the Centre on the Bid Security.
5. Bid Security shall be refunded immediately to the unsuccessful bidder on finalization of the tender and to the successful bidder it will be adjusted against security deposit.
6. The Bid Security is liable to be forfeited if the bidder withdraws or impairs or derogates the bid in any respect within the period of validity of this offer.

VIII. Performance security deposit: - The successful tenderer will have to deposit, within 15 days from issue of LOI/Work order, the performance security deposit of **Rs. @10% of tender amount** in the form of Demand Draft/ Banker’s cheque/ BG of any scheduled bank drawn in favour of “Executive Director, Regional Centre for Biotechnology” payable at Faridabad, valid till three months beyond the currency of the contract.

IX. SUPERVISION & QUALITY CONTROL

1. Centre management shall have the right to terminate the contract/reduce the scope of the services rendered by the agency, with one-month notice, if services provided are not of the requisite standard.
2. Centre will have unfettered right to inspect the premise, process of HVAC Services at any time and the agency will cooperate with the Centre. Centre will have overriding supervising power to give instructions and it must be complied with.

X. LIABILITIES OF SERVICE PROVIDER

1. Man power engaged by Agency will be trained, young, smart and well mannered with proper uniform. Qualifications, experience and age of manpower, as specified in **Annexure - XI**.
2. The Agency shall make available CV of the employees in hard copy and/or soft copy giving out the details of all the employees with photo, deployed in NCR Biotech Science Cluster.
3. The shift of the staff would be rotated periodically and a roaster would be maintained.
4. The staff would be changed with proper handing & taking over every month / week as per roster to avoid possible contacts/collusion for better operational point of view.
5. All liabilities and onus of depositing wages, ESI, PF, Bonus and other statutory requirements of the deployed staff at Cluster lies solely on the agency. Agency will submit a declaration in this connection. Cluster Authority will not be responsible for any breach under this clause.
6. The agency shall be responsible for providing trained manpower in Central HVAC operation and AMC Services. If extra manpower required for carrying out servicing/ specific task, agency will provide extra manpower at no
7. If RCB names a worker as unfit/inefficient, he should be removed immediately from the work spot and reliever provided immediately.
8. Providing emergency services as needed on a twenty-four (24) hour, seven (7) days a week basis. The response time for attending to any break down/ maintenance call shall be immediate and in no case it should exceed one hour.
9. Nobody will be appointed without interacting with Executive Engineer or officer designated by Competent Authority, Regional Centre for Biotechnology, Faridabad.
10. Weekly, fortnightly and monthly training of all the personnel deployed must be organized as per training program and intimated to RCB.
11. During winters, staff will be equipped with woolen pullover (Sweaters), coats & boots as per the need.

XI. CONTRACT TENURE (EXTENSION)

- a) The contract will be valid initially for **ONE YEAR** from the date of engagement of the agency.
- b) After the completion of the assigned responsibilities during the initial tenure of the contract, Centre, at its sole discretion may extend the contract on year to year basis for maximum 03 years (01 Year initial +03 Years) based on satisfactory performance of the agency during the previous year(s) and successful meeting and exceeding of the SLAs.

- c) In exceptionally deserving case, Centre, at its sole discretion and mutual consent, may consider further extension of the period of contact for which independent assessment of performance could be sought.
- d) Centre will decide the date of commencement of the service, which will be duly notified at the time of Award of Tender.

XII. PAYMENT TERMS

1. Given the fact that the contractor is under legal obligation to pay due wages as the requirements of law, the successful bidder shall be expected to make payment which may be verified by the Engineer-in-charge or Officer designated by Competent Authority, RCB. The contractor shall pay for all legal charges/contributions to statutory authorities. Besides, the contractor shall be obliged to satisfy empowered officer about continued labour law compliance as and when required by empowered officer.
2. The payment to the service provider shall be made as per invoice, which shall not exceed quoted price.
3. The Agency shall raise bill by the first week of following month. The payment shall be made within Fifteen (15) days of submission of bill. Disputed amount or amount on which clarification is required may be withheld till the time matter is sorted out. However, rest amount shall be released by due date.
5. Payment by Centre shall be made by electronic fund transfer to the contractors account by NEFT or RTGS for which purpose agency is expected to submit their complete bank details.
6. The payment to the contractor shall be released on verification of the contracted service by Engineer-in-Charge to assess the performance of the agency, both in terms of quantity and quality.
7. Payment of part B items will be raised along with Part A after prior due approval for use of such items from respective engineers.

XIII. FORCE MAJEURE

- i. "Force Majeure" shall mean any event beyond the reasonable control of the Centre or the Bidder/ Agency, as the case may be, and which is unavoidable notwithstanding the reasonable care of the party affected.
- ii. If either party is prevented, hindered or delayed from or in performing any of its obligations under the Contract by an event of Force Majeure, then it shall notify the other in writing of the occurrence of such event and the circumstances there of within fourteen (14) days after the occurrence of such event.

- iii. No delay or non-performance by either party hereto caused by the occurrence of any event of Force Majeure shall
 - a. constitute a default or breach of the Contract
 - b. give rise to any claim for damages or additional cost or expense occasioned thereby
 - c. If and to the extent that such delay or non-performance is caused by the occurrence of an event of Force Majeure.
- iv. Notwithstanding clause (iii) above, Force Majeure shall not apply to any obligation of the Institute to make payments to the Agency herein.

XIV. Risk: -

In the event of the Bidder/ Supplier's/service provider fails to provide the ordered services as per the contract the RCB reserves the right to procure the services from any other source at the Bidder's risk and cost and the difference in cost shall be borne by the Bidder. Such cost shall be recovered from the bill of the agency. Further, the RCB retain the right to take any other action(s) as deemed fit.

XV. JURISDICTION: -

Notwithstanding any other court or courts having jurisdiction to decide the question(s) forming the subject matter of the reference, if the same had been the subject matter of a suit, any and all actions and proceeding arising out of or relative to the contract (including any arbitration in terms thereof) shall lie only in the Court of Competent Civil jurisdiction in this behalf at New Delhi and only the said Court(s) shall have jurisdiction to entertain and try any such action(s) and/or proceeding(s) to the exclusion of all other Courts.

XVI. Fall Clause: -

If at any time during the contract period, it is noticed or brought to the knowledge of the Centre that the contractor/bidder has reduced/proposed to reduce the rates for such outsourcing of HVAC Services as are covered under this tender enquiry, to any organization (including any department of Govt. of NCT Delhi) at rate lower than the rates quoted under this contract, he shall forthwith reduce the rates payable under this tender for such services after the coming into force of such reduction, the rate of services shall stand correspondingly reduced. The Centre shall make payments based on such reduced rates only.

XVII. Arbitration

Any dispute or controversy arising out of or in connection with the Agreement including any question regarding its existence, validity or termination which cannot be settled amicably by and between the Parties, may be referred by the Parties to be settled by arbitration in accordance with Arbitration & Conciliation Act, 1996 and its rules which are deemed to be incorporated by reference to this clause, for the time being in force. The arbitral tribunal shall consist of a sole arbitrator appointed unanimously by the Parties in accordance with the said rules or where

unanimous decision cannot be made, each party shall appoint one arbitrator and the appointed arbitrators shall appoint a sole arbitrator on mutual consent. The Parties agree that any arbitration proceedings shall be instituted and heard in Delhi. The language of the arbitration shall be English. The cost of arbitration shall be borne equally between the Parties and the prevailing Party shall be entitled to recover the same from the other.

XVIII. NOTICES

Any notice, request, or consent sought pursuant to the tender shall be in writing and shall be deemed to have been made when delivered in person to an authorized representative of the Party to whom the communication is addressed, or when sent by speed post, email, or facsimile to such Party i.e. the Centre or Bidder.

XIX. TERMINATION

The Institute may terminate the Contract, by not less than thirty (30) days' written notice of termination to the Bidder/Agency, to be given after the occurrence of any of the events specified in paragraphs (i) to (iii) of this Clause and sixty (60) days' in the case of the event referred to in (iv) below:

- i. if the Bidder/Agency fails to meet the performance obligations under the Contract.
- ii. If the Bidder/Agency becomes insolvent or bankrupt;
- iii. If the Bidder/Agency, in the judgment of the Centre has engaged in corrupt or fraudulent practices in competing or in executing the Contract.
- iv. If as a result of Force Majeure, the Bidder/Agency is unable to perform a material portion of the Services for a period of not less than sixty (60) days.

For the purpose of this clause:

- i. "Corrupt Practice" means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the selection process or in contract execution.
- ii. "Fraudulent Practice" means a misrepresentation of facts in order to influence a selection process or the execution of a contract to the detriment of the Purchaser.

XX. Exclusive Right of the Executive Director, Regional Centre for Biotechnology,

The Executive Director, Regional Centre for Biotechnology, Faridabad, has full and exclusive right to accept or reject any bid or tender and / or withdraw the work order without assigning any reasons, whatsoever.

Signature of the Bidder/ Agency with stamp

Witnesses: -

1.

2.

Annexure - I

Additional information of the Bidding Agency duly signed by the bidder or authorized representative of the bidder as per the Performa

1. Tender Enquiry No. RCB/04-04/61/NIT/04/2017-18 Due for opening on:

2. Name & Address of Bidder:-

Please indicate

3. Details of Bank Account of the bidder/Agency.

- i) Name of the Bank
- ii) Address of the Branch
- iii) Phone number
- iv) IFS Code No.
- v) Bank Account No.
- vi) Type of Account

4. Business Name and constitution of the firm. Is the firm registered under?

- i) The Indian Companies Act, 1956
- ii) The Indian Partnership Act, 1932
- iii) Any act, if not, who are the owners. (Please give full Names and Address)

5. For partnership firms state whether they are registered or not registered under Indian Partnership Act. 1932. Should the answer to this question by a partnership firm be in the affirmative please state further:

- i) Whether by the partnership agreement authority to refer disputes.
- ii) concerning the business of the partnership to arbitration has been conferred on the Partner who has signed the tender
- iii) If the answer to (a) is in the negative, whether there is any general power of attorney executed by all the partners of the firm authorizing the partner who has signed he tender to refer dispute concerning business of the partnership to arbitration\

Signature of witness

Full Name and Address of Witness

Signature of Bidder

Full name & address of the Person signing (In BLOCK LETTER)

Whether signing as Proprietor/ Partner

/ Constituted Attorney / duly authorized by the company

DETAILS OF EARNEST MONEY DEPOSIT

Tender Enquiry No.:- RCB/04-04/61/NIT/04/2017-18 Due for opening on:

Bid Security (EMD) as required by this tender is being submitted in the form of DD/Bank Guarantee/FDR favouring **“Executive Director, Regional Centre for Biotechnology” payable at Faridabad**, and duly discharged in his favour in advance.

1. Details of Bid Security attached (DD/Pay Order/FDR, Bank Guarantee):_____
2. Instruments.No._____ Dated_____
3. Drawn on (Bank)_____
4. Address of Branch _____
5. Amount_____

Signature of the Bidder

Name & Address with stamp

INCOME TAX RETURN & PAN

Tender Enquiry No.: - **RCB/04-04/61/NIT/04/2017-18**

Due for opening on: -

As required by this tender the copies of Documents as per details given below are being submitted: -

Details of IT Return: Copy of IT returns of F.Y. - 2014-15, 2015-16, and 2016-17

PAN (Attach a photocopy of PAN Card):

GST Registration No.

Signature of the Bidder

Name & Address with stamp

UNDERTAKING – YEARS OF EXPERIENCE

Tender No. _ RCB/04-04/61/NIT/04/2017-18

Due for opening on:.....

Name of the Service_____

I/ We M/s _____ hereby declare that:

1. Our agency has been in business for a period of at leastyears in Operation & Annual Maintenance Contract Services for which the quotation/ tender are submitted.

2. We have served in similar works i.e. 03 Nos x 500 TR Chillers, Operation & Annual Maintenance contract services in Govt./institutes/PSU or private corporate sector with over (employees, students, etc.) in the last years as stated in relevant annexure.

3. We will be able to arrange for the required man power, material, machine and other resources for the establishment of service as per the tender term within **15** days of award of tender **(A/T)/Letter of intent (LOI)**.

4. We declare that we have necessary infrastructure/tie up for the Operation & Annual Maintenance contract of the equipment being used and enough manpower to cater to any additional need of Client on short notice (any increase in required manpower), if any such need arises in the tenure of the contract.

Signature of the Bidder

Name & Address with stamp

UNDERTAKING

Tender Enquiry No :- RCB/04-04/61/NIT/04/2017-18

Due for opening on:

I/ We M/s _____ hereby declare that:

1. I/ we am/are agency engaged in business of providing Operation & Annual Maintenance Contract Services for Nos x 500 TR Capacity, have examined the above mentioned tender document including amendment/ corrigendum (if any) the receipt of which is hereby confirmed.
2. I/ we do hereby offer to provide Operation & Annual Maintenance Contract Services for Central HVAC System including High Side and Low side equipment installed at NCR Biotech Science Cluster at the prices and rates mentioned in the price bid Part A and Part B.
3. I/we do hereby agree to provide to abide by the minimum wages act of Haryana.
4. I/we have quoted rates inclusive of all statutory taxes, charges & compliances i.e.EPF, ESI etc. as applicable.
5. I/ we agree to abide by my/our offer for a period of 180 days from the date of opening of the tender.
6. I/ we have carefully read and understood all the Terms and Conditions of the Tender and shall abide by them.
7. I/we agree for the all clauses and payment terms and conditions of this tender enquiry. In case any condition put forth by us is against the terms and conditions of tender, the same shall be treated as to be having no affect whatsoever and that the tender terms and conditions shall only prevail upon such conditions, if any.
8. I/ we have necessary licenses/ authorizations for providing the Operation & Maintenance of HVAC System and/or obtain the same at my/our costs and expenses as and when required.
9. I/ we also declare that in case of change constitution of our firm or for any other change, merger, dissolution, insolvency etc. the same shall be immediately brought to the notice of client, in such case continuing partner, successor or administrator or permitted assign shall be responsible for discharging all the liabilities under this contract/ tender.
10. The tender document has been downloaded from the official website i.e. www.rcb.res.in, www.thsti.res.in, for bidding purpose and is a true copy of the original.
11. Our firm or any other firm with similar type of operation with same or some/one of the partners/proprietors being same as of the tendering firm has not been black listed by any Government/ private institution except as per the following details: -
(If there is any case please attach the details of the same)

12. I/we also certify that that there is no vigilance/ CBI case pending against the firm/supplier/ or any other firm with similar type of operation with same or some/one of the proprietors being same as of the tendering firm except as per the following details: -

(If there is any case please attach the details of the same)

13. I/we also certify that there is no pending case for payment/ civil liability pending against us in any of the courts except as per the following details: -

(If there is any case please attach the details of the same)

Signature of the Bidder

Name & Address with stamp

LIST OF PRESENT CLIENTS

List clients with whom annual billing for similar services not less than Rs. 16.0 Lac/year in each case in the last five years.

S.No	Name of the client	Date of Start	Date of Completion	Nos and Capacity of Chillers (TR) being serviced,	Brief Scope of work	Number of manpower employed	Approx annual contract value providing similar for services	Reference of authorized official on clients side with contact number
1								
2								
3								
4								
5								

Note: Keep adding in the similar manner if the list is longer

NOTE:

1. Clients mean the clients presently (on the last day of bid submission) being served by service provider or were serviced in the last five years.
2. Supporting documents in the form of award of work/completion should be submitted.
3. Please highlight the clients for which the total tenure of services is more than 3 years continuously. Certificate of continuity of services with all the clients where Operation & Maintenance been provided for three or more years continuously should also be attached/proof of award of work in continuity to be attached.
4. If no proof of award of work, completion of work is submitted, the evaluation committee may make its own judgment and the Bidder/ Agency may be rated poorly on this count in technical evaluation.

Signature of the Bidder

Name & Address with stamp

SCOPE OF WORK

The scope of work as mentioned below, are the minimum expected under general maintenance from the firm / agency / contractor apart from schedule/ breakdown maintenance under the contract shall be carried out in accordance with manufactures specification and recommendation under instructions of respective Engineers. Successful bidder will submit Performa for approval for executing general maintenance job and schedule maintenance under Annual Preventive/Scheduled Maintenance to ensure proper accomplishment of proposed services.

Activities under General Maintenance

Agency is to carry out the general maintenance and any part found malfunctioning/damage will be repaired / replaced by agency under their scope of work. (Parts will be provided by Centre either through Part B of Price Bid or Agency has to submit the quote of required spare along with justification of quoted price. Supply of such items will be procured after due approval from Competent Authority.

Sl.No	Time Line	Description
		AIR HANDLING UNITS
1	Weekly.	Check for coil and filters if found faulty/ damage, rectify or replace as required.
2	Weekly.	Cleaning of AHU pre-filters
3	Weekly.	Check for air and water leakage
4	Weekly.	Check condensate drain for any blockage, clean if required.
5	Weekly.	Check drain pan for any blockage.
6	Weekly	Check fan Belt for correct tension and sign of wear and alignment of fan and motor.
7	Monthly	Inspect coils and clean, if required
8	Monthly	Check functioning of lights and limit switch interlocking & proper Illumination
9	Monthly	Check for bearing of motor and blower
10	Monthly	Check for tightness of V-belts and alignment of pulleys.
11	Monthly	Check looseness of any bolt in fan casing motor base etc
12	Monthly	Check for vibration in blower and motors.
13	Monthly	Check access doors and hinges for easy operation.
14	Monthly	Check cleanliness of the filters and clean.
15	Monthly	Check the looseness of any bolt in the fan or casing etc.,
16	Monthly	Check the associated damper flap movement and apply grease for the bearing housing, if required.
17	Monthly	Check running current of the motor.
18	Quarterly	Check/Add grease or lubricate to the Fan shaft bearing, motor bearing blower bearing if required.
19	Quarterly	Check the alignment of Fan and Motor, If necessary, correct the same.
20	Quarterly	Inspect the condensate drain pane and ensure that it is clean and

		water freely flows to the drain.
21	Quarterly	Inspect the coils for cleanliness. Wash the coil with a low pressure water hose or low pressure air.
22	Quarterly	Observe all dampers for proper operation.
23	Quarterly	Check tightness of electrical connections
24	Quarterly	Check flexible connections spool piece for leakage
25	Quarterly	Check for condition of inlet strainers and clean (if required)
26	Half yearly	Check in motors full load current, fan motor running current and tightness of terminals
27	Half yearly	Check blower shaft, scroll, impeller and bearing.
28	Yearly	Check and clean cooling coils & fins.
29	Yearly	Clean interiors and check for corrosion, check tightness of all sections
30	Yearly	Check anti-vibration mounting & flexible connections
31	Yearly	Check operation & condition of all electrical connections.
32	Yearly	Check alignment of drive pulleys, adjust the same if required
33	Yearly	Combing of fins to be done after coil cleaning (if required)
34	Yearly	Check all bellows, replace if any crack/water leakage observed
35	Yearly	Check insulation resistance (Megger) of motor
36	Yearly	Checking, servicing, calibration and validation of all VFDs along with centralized BMS System.
		FAN COIL UNITS
1	Weekly.	Check the water leakage
2	Weekly.	Clean air filters.
3	Weekly.	Check drain pan for any blockage.
4	Monthly	Clean the filter & Y-Strainers, if required.
5	Monthly	Check the fan belt tension, abnormal noise and rectify if required.
6	Monthly	Check any water leakage from unit.
7	Monthly	Inspect the condensate drain pan and ensure that it is clean and water flows freely.
8	Monthly	Check the condition of access door hinges for proper fixing.
9	Monthly	Check the unit is secured.
10	Monthly	Check the operation of inlet/outlet isolation valve.
11	Monthly	Check looseness of any bolts in fan casing motor base etc
12	Monthly	Check associated damper movement and apply grease for bearings.
13	Quarterly	Inspect cooling coil and clean if required.
14	Quarterly	Clean strainers for FCU.
15	Half yearly	Check blower, motor unit etc. Clean lubricate.
16	Half yearly	Check and receive the vibration value and compare with recommended values.
17	Half yearly	Check tightness of electrical connections.
18	Half yearly	Add water and flush condensate drain pan, trap and drain line.
19	Half yearly	Check the condition of inlet strainers and clean if required
20	Half yearly	Check the proper functioning of the 3 way and 2way valve.
21	Half yearly	Check the interconnection, copper piping, canvas and cooling coils.
22	Half yearly	Check full load current of motor.
23	Half yearly	Check the tightness of terminals of motor.

24	Half yearly	Check motor running current.
25	Yearly	Check blower, motor unit etc clean & lubricate.
26	Yearly	Check electrical control & connection.
27	Yearly	Check and clean cooling coil with water, if necessary.
28	Yearly	Check 2/3-way valve for proper operation.
29	Yearly	Check insulation resistance (Megger) of motor.
30	Yearly	Check/clean cooling coils and fins.
		COOLING TOWERS
1	Daily.	Check the water level.
2	Weekly.	Inspect basin for clogging.
3	Monthly	Check for unusual noise/vibration in fan and fan guard, motor drive shaft and guard.
4	Monthly	Inspect for clogging in eliminator, fills and water basin
5	Monthly	Check bearing for noise.
6	Monthly	Check fan blades looseness/crack.
7	Monthly	Check oil for water and sludge in basin of cooling tower.
8	Monthly	Clean the basin and replace water in basin.
9	Monthly	Check and adjust float valve if required.
10	Monthly	Check current values of motors.
11	Monthly	Check for any leakage in gear reducer, water basin and float valve.
12	Monthly	Check water and sludge.
13	Monthly	Inspect eliminator and fills for clogging
14	Monthly	Check motor winding for over heating
15	Monthly	General cleaning for inside and outside.
16	Monthly	Drain cooling tower twice in a month along with condenser pipe line water.
17	Quarterly	Check access door work properly
18	Quarterly	Check the staircase ladder Corrosion
19	Quarterly	Check the distribution basin for corrosion, leaks and sediments
20	Quarterly	Check the drift eliminator louvers for scale build up
21	Quarterly	Adjust belts and pulleys for proper tension and alignment
22	Quarterly	Check the fan blades for dirt/scale deposits and condition of fan cylinder
23	Quarterly	Check the mechanical parts of motor supports (cracks)
24	Quarterly	Check the distribution spray nozzles to ensure even distribution of water run over the fills.
25	Quarterly	Check sludge in gear box
26	Quarterly	Check motor winding for Overheating
27	Quarterly	Clean cooling tower from inside and outside.
28		Check and top up oil in gear box
29	Quarterly	Cleaning of sump and check for any leakage
30	Quarterly	Clean Fan & Fan Guard, motor shaft, gear reducer, eliminator, fills, water basin, float valve, control valves etc.
31	Quarterly	Rebalance of fan & fan guard, driveshaft & guards
32	Quarterly	Check insulation resistance.
33	Quarterly	Clean nozzle & clean if required.

34	Quarterly	Check the water distribution system including the nozzles.
35	Half yearly	Inspect keys, keyways and set screws of fan and fan guard, motor, drive shaft and guards. Inspect the general condition of fan & fan guard, motor, shaft, gear
36	Half yearly	reducer, fills, control valves, structural members, fan cylinder, stairs ladders etc.
37	Half yearly	Tighten loose bolts of fan, fan guard, motor, shaft, if any,
38	Half yearly	Check the working of control valve
39	Half yearly	Check completely open and close operation of float valve. Repair as reqd.
40	Half yearly	Clean all nozzles & replace if damaged.
41	Half yearly	Check grease, clean and re-lubricate bearings of motor
42	Yearly	Tighten loose bolts of FRP, structure bolt connection and motor.
43	Yearly	Check and change nozzles, fills if required.
44	Yearly	Complete cleaning the whole parts of CT (Louvers drift eliminators & fill surface)
45	Yearly	Carry out de-scaling process of condensers coils, with suitable chemical.
		PUMPS
1	Weekly.	Check the cable for heating
2	Weekly.	Check for any leakage from glands or flange joint.
3	Weekly	Check alignment of pumps , motor & rectify if required
4	Weekly	Check coupling condition adjust & replace if required
5	Weekly	Check the VFDs tightening of connection and their functioning.
6	Monthly	Check for any leak in motor and pump connections & rectify if required
7	Monthly	Check bearings temperature with thermometer and hand test that bearing is not running excessively hot , are not excessively hot.
8	Monthly	Check for any abnormal noise and vibrations during running (if observed then rectify)
9	Monthly	Check for leaks in isolation of valves, strainers, and flexible connections.
10	Monthly	Clean pump exterior
11	Quarterly	Check pumps lubrication as necessary
12	Quarterly	Check & clean pump, strainers & motor casings
13	Quarterly	Check shaft or shaft sleeve for scoring
14	Quarterly	Tight & clean all electrical terminals, electrical connections, conduits, insulation, flexible connection.
15	Quarterly	Check & record motor running current
16	Half yearly	Check & clean all contact surfaces of Circuit breaker, enclosures switches& push buttons
17	Yearly	Check condition of seals & bearing (Adjust or replace if required)
		CHILLERS
1	Weekly.	Check DELTA T (T Cond wtr.out.liq.ref.) for condenser fouling
2	Weekly.	Verify proper water treatment
3	Weekly.	Check oil return system

4	Weekly.	Inspection of starter
5	Monthly	Check oil heater operation
6	Monthly	Refrigerant leak check
7	Monthly	Check oil pump discharge pressure
8	Monthly	Clean all sensors
9	Monthly	Measure oil filter pressure drop
10	Monthly	Measure and log the sub cooling and superheat
11	Quarterly	Verify proper operation/setting/calibration of safety controls
12	Quarterly	Check & tighten all electrical connections
13	Quarterly	Clean & water strainers in both chilled & condenser line
14	Yearly	Replace oil filter & oil return filter, if required
15	Yearly	Clean or back flush heat exchanger of SS starter
16	Yearly	Replace coolant after cleaning heat exchanger
17	Yearly	Carry out de-scaling process of condensers coils, with suitable chemical
18	Yearly	High pressure cut off setting
19	Yearly	Low pressure cut off setting
20	Yearly	Low oil pressure switch setting
21	Yearly	Oil pump timers
22	Yearly	Flow switches setting
23	Yearly	Pump interlocks
24	Yearly	System monitor timer
25	Yearly	System freeze stats
26	Yearly	Vane closing switches
27	Yearly	Temperature control stats
28	Yearly	Motor load limit controls
29	Yearly	Megger motor winding
30	Yearly	Compressor oil analysis
31	Yearly	Checking , servicing, calibration and validation of all VFDs along with centralized BMS System.
		BMS
1	Weekly.	Check the incoming voltage in the panel
2	Monthly	Check and tighten nuts and bolts etc.
3	Monthly	Check and tighten termination etc
4	Monthly	Look for sign of discoloration due to over heating
5	Quarterly	Check the data from Transmitters.
6	Quarterly	Check for updates for software
7	Quarterly	Check for validation of system
8	Yearly	Check and tighten nuts and bolts etc.
9	Yearly	Check and tighten termination etc.
10	Yearly	Look for sign of discoloration due to over heating

If for any justified reason any equipment is required to be repaired from any outside agency or in any workshop, the same shall be arranged by the agency, payment will be made by Center on submission of reasonable and justified amount of bill invoice.

Liability

- The Service Provider shall indemnify and hold RCB/THSTI Faridabad, harmless from and against all claims, demands, suits, proceedings, damages, costs, expenses and liabilities, including without limitation, reasonable legal fees brought against or incurred by either of them for
 - Injury to persons, including death; and/or
 - Loss or damage to any property; and/or
 - Any other liability resulting from any acts or omissions of the indemnifying Party in the performance of this Contract.
 - Service Provider shall maintain in force and upon request give evidence of adequate insurance covering its potential liability.

Liaoning with local and state authorities

- Service Provider will co-ordinate with state and local authorities for the work being done by it, as needed.

Value Engineering for better services and Cost Reduction

- Service Provider will use the expertise it has to suggest ways and means of improving the services and reducing cost.

Reporting

- Service Provider will submit the Daily, Weekly, Monthly, Quarterly, Half-Yearly and Annual Reports as per the formats discussed and decided by RCB and THSTI and Service Provider. These Formats will be submitted by Service Provider within 1 week of commencement of Services to RCB/THSTI and will be finalized within one week from submission.

GENERAL REQUIREMENTS

Helpdesk Management

The Helpdesk Services pertain to the Facilities Management, problems on Help-Desk and resolving the problems to closure, which occur on day-to-day basis. Service Provider will be required to manage Help-Desk at ESS wherein the problems will be logged either on telephone, in person or through email. Helpdesk will classify all such calls and would forward / allocate to the concerned departments, its Engineers / Technicians, Supervisor or any concerned operational staff for resolution. For each type of problem, the response time would be defined and service provider will adhere to it.

This helpdesk will receive, log and track all calls related to the end users in the facility. For calls/ services it is not directly responsible, these would be informed and escalated to the concerned RCB/THSTI personnel as decided and communicated to the helpdesk from time to time.

- While a standard Help-Desk needs to be manned and managed during office hours Monday through Saturday, emergency helpdesk will be provided on a 24/7 basis by qualified computer literate **Help-Desk cum BMS Operators**.
- Helpdesk will be allotted a dedicated Telephone Extension No. by RCB
- An email ID will be provided for Help-Desk by RCB
- Any problem logged in Help Desk either telephonically or through mail will be registered by Help-Desk operator in a Complaint Register and allotted a Unique No. on that date.
- Work job will be allotted by Help-Desk operator and handed over to respective attendant to attend to the problem and maintain the record of completion/status.
- Any Complaint Lodged in Helpdesk will be responded depending on nature of the problem but not later than as referred in SLA and resolved within 2 hours (routine Complaint) of logging the complaint.
- Once the call is closed the respective attendant will get the signatures of the complainant on the work order. Helpdesk to counter check before closure of any problems assigned.
- Resolution of the problem will be reconfirmed by the Help-Desk operator with the complainant and then closed in the Register.
- At the end of each day, the unattended and pending problems will be carried forward to the **next day** and a report of such problems will be prepared and forwarded to the respective authorities in RCB/THSTI.

Escalations

All Routine Problems, help-Desk related problems, Operations related problems, will be handled by the service provider without any intervention of RCB.

If any call is not resolved within the agreed timelines, it will be escalated to the concerned as per the escalation matrix.

Materials, Consumables & Spares

- The Service Provider will maintain inventories and follow up with respective engineers, for regular supplies of such material. Where material is to be provided by Regional Centre for Biotechnology, requests will be raised in advance with prior necessary approvals from RCB & THSTI.

Note: Consumables such as chemicals, required for cleaning , Gaskets for condensers and flanges, pump motor seals, the refrigerant required in case of leak or topping up will be in the scope of agency, their cost is considered to be included in the Price Bid -Part A.

However other spares will be taken from spares parts list Shown in Price Bid Part B. If required these listed items will be used with prior approval of respective engineers.

- Service provider would always keep minimum nos. of equipment (in working conditions) at site that are needed to ensure smooth function of this contract covering scope of work.
- The Contractor would also ensure that all the employees wear appropriate uniforms and safety gears and adhere to the safety standards as per Govt norms/ laid down by RCB.
- All staff would be in a neat, clean and well-groomed appearance
- All staff to carry proper ID cards as provided by the service provider.
- The staff will ensure wearing respective work masks, safety gloves and belts as and when required.
- All legal & statutory compliances would be the responsibility of the service provider
- Continuous training /updating knowledge of the employees about equipment under scope would also be the responsibility of the service provider.
- Service provider must know and follow , their duties related to safety for all personnel. These guidelines are applicable as well as to sub-contractors (with due approval) deployed by agency at the site.
- All Service Provider workmen should be provided with a uniform and shall work within Cluster premises in their prescribed uniform.
- The service provider shall ensure that no access (passages / access to emergency apparatus / exits) is blocked, unless so authorized by RCB.
- The service provider shall provide prior information to RCB representative about any hazardous material being brought on the site and shall ensure security storage of such material.
- The service provider must leave work areas in a clean, tidy and safe condition at the end of each working period.
- No work may be carried out above the heads of people or over gangway or roads or near power cables unless all precautions have been taken to ensure the safety of the person below, and until permission is given by RCB/THSI.
- The service provider must provide required tools and equipment based on applicable regulations/codes/ guidelines.
- The service provider should ensure that their personnel do not consume alcohol / do not smoke / do not take khaini/ any type of drugs in Cluster premises VIOLATION of which will attract penalty towards agency.
- All workmen of the service provider or their sub-contractors must have valid identifications cards verified by RCB/THSTI Security Department & shall display at all times during duty hours.

Background Check

Background check for all employees deployed at Cluster is mandatory. None should be deployed at RCB without police verification report seen and cleared by RCB/THSTI authorities.

Dos'for deployed staff

- Be always polite and courteous to staff, students and guest of Cluster.

- Answer telephone calls politely.
- All safety and security rules regulations of RCB/THSTI to be strictly adhered by the staff.

Don'ts' for deployed staff

- Misbehavior with any staff, student, Guest, other Contract personnel of any magnitude.
- Impoliteness, loud talking, inappropriate language, inappropriate gestures, any indiscipline
- Group gatherings, disturbance
- Involvement in any kind of activity at Cluster with malafide intentions (including theft), either directly or as a support to any third party

Screening

- Service Provider will depute any personnel at RCB only after screening and approval by RCB authorities. Any change in any personnel will be at an intimation of at least 1 week to RCB. The new personnel will also be screened and approved by RCB.
- If any personnel need to be changed by Service Provider due to some emergency which is beyond the Service Provider control, even then the new personnel will be screened and approved by RCB first.
- In case of rejection of any personnel by RCB, Service Provider will provide an option till the personnel is approved by RCB/THSTI.
- If Service Provider continues to provide sub-standard personnel, who have not been approved by RCB/THSTI and if work suffers, RCB/THSTI will impose penalties as defined ahead.

Management, Co-ordination Reporting and Meetings.

- Service Provider will be responsible for managing the services as described in the scope of work, Liaison with RCB/THSTI and OEM if required, reporting to RCB/THSTI, providing Value-Adds to RCB/THSTI and escalations.
- Service Provider has to do daily meetings, weekly meetings, and monthly review on 10th working day of every month. Quarterly review meeting to appraise RCB/THSTI about the HVAC servicing activities and value-adds.

Managing the Services

- Service Provider will take ownership of all the Services as described in this Scope of Work and will work as an independent Unit under the knowledge / direction RCB/THSTI.
- Service Provider will ensure that the Checklists are adhered to with utmost care and regularity.
- Service Provider will ensure that the problems are responded and resolved as per the Time frames decided for each type of problem.

- Service Provider will prepare and follow Standard Operating procedures for smooth functioning of the maintenance services, within 30 days of commencement of agreement.
- Service Provider Site in charge will brief RCB/THSTI representatives on operational proceedings on day- to- day basis.
- The agency shall develop Continuity training for all the premises in coordination with RCB/THSTI within three (3) months of signing of the agreement.
- Provide multi-skilled and trained staff.
- The staff should be trained on all the services mentioned in the RFP.
- There should be adequate off-site backup, trained, to ensure 100% service delivery.
- The Service Provider will liaise with external parties (government bodies) if required on behalf of RCB/THSTI.
- The Service Provider shall co-ordinate with respective engineers for the procurement of all consumables / material/ execution of work.

Statutory Compliance

The Service Provider shall comply with all the statutory acts and will deposit statutory fee/lab test fee, for no objection certificates required if any, or for the services such water testing coolant oil testing , pollution test etc. Amount will be reimbursed by RCB on production of original receipt and shall be on regular basis submit proof of compliance to RCB/THSTI.

Annexure VIII

Detail of Equipment installed at NCR BSC Faridabad

S.No	Description of work	Capacity	Qty	Unit	Total Capacity	Make
HIGH SIDE SERVICES						
1	Centrifugal Water Cooled Chiller	500TR	4	Nos.	2000 TR	York
2	Induced Draft Cooling Tower	600TR	4	Nos.	2400 TR	Bell, Mihir
3	Primary Chiller Water Pump	20 HP	4	Nos.	80 HP	Xylem
4	Secondary Chiller Water Pump	30 HP	4	Nos.	120 HP	Xylem
5	Condenser Water Pump	60 HP	4	Nos.	240 HP	Xylem
6	Floor Mounted AHU	-	27	Nos.		Waves
7	Ceiling Suspended AHU	-	2	Nos.		Waves
8	AHU with Heat Recovery Wheel	-	6	Nos.		Waves
LOW SIDE SERVICES						
1	TFA units	-	3	Nos.		Waves
2	Fan Coil Units	2TR	50	Nos.	100 TR	Waves
3	Fan Coil Units	2.5TR	4	Nos.	10 TR	Waves
4	Fan Coil Units	3TR	17	Nos.	51 TR	Waves
5	Humidifiers	-	6	Nos.		Rapid cool
6	VFD's	-	38	Nos.		ABB
7	VFD's (Secondary Motor Pump)	-	3	Nos.		Danfoss
8	CT Fan Motor	7.5 HP	12	Nos	90 HP	Bell
9	Air Washer	10800 cfm	1	Nos.		Bell
10	Exhaust Fan	11800 cfm	1	Nos.		Bell
1	BMS System	1	1	Job		Blue star

SAF BUILDING AHU							
S.No.	Item Description	FLOOR	Capacity	UNIT	Make	Motor Rating	kw
1	AHU	U.G FLOOR	7000	C.F.M	WAVES	5 HP	3.73
2	AHU	1st FLOOR	12450	C.F.M	WAVES	20 HP	15
	AHU(EXHAUST)	1st FLOOR	N/M		WAVES	7.5 HP	5.6

3	AHU	2nd FLOOR	12450	C.F.M	WAVES	20 HP	15
	AHU(EXHAUST)	2nd FLOOR	N/M		WAVES	7.5 HP	5.6
4	AHU	3rd FLOOR	15000	C.F.M	WAVES	25 HP	19
	AHU(EXHAUST)	3rd FLOOR	N/M		WAVES	7.5 HP	5.6
5	AHU	1st FLOOR	9000	C.F.M	WAVES	20 HP	15
	AHU(EXHAUST)	1st FLOOR	N/M		WAVES	5 HP	3.73
6	AHU	2nd FLOOR	9500	C.F.M	WAVES	20 HP	15
	AHU(EXHAUST)	2nd FLOOR	N/M		WAVES	5 HP	3.73
7	AHU	3rd FLOOR	10900	C.F.M	WAVES	25 HP	19
	AHU(EXHAUST)	3rd FLOOR	N/M		WAVES	7.5 HP	5.6

R.C.B BUILDING A.H.U DETAIL								
S.No.	LOCATION	FLOOR	Capacity	UNIT	Make	Motor Rating	HP	KW
1	A-SIDE	LOWER GROUND	11000	C.F.M	WAVES	7.5 HP SIEMENS	7.5	5.5
2		UPPER GROUND	18500	C.F.M	WAVES	10 HP SIEMENS	10	7.5
3		1st FLOOR	25000	C.F.M	WAVES	15 HP SIEMENS	15	11
4		2nd FLOOR	25000	C.F.M	WAVES	15 HP SIEMENS	15	11
5		3rd FLOOR	18500	C.F.M	WAVES	10 HP SIEMENS	10	7.5
6	B-SIDE	LOWER GROUND	14500	C.F.M	WAVES	7.5 HP SIEMENS	7.5	5.5
7		UPPER GROUND	16000	C.F.M	WAVES	10 HP SIEMENS	10	7.5
8		1st FLOOR	15000	C.F.M	WAVES	7.5 HP SIEMENS	7.5	5.5
9		2nd FLOOR	15000	C.F.M	WAVES	7.5 HP SIEMENS	7.5	5.5
10		3rd FLOOR	11000	C.F.M	WAVES	7.5 HP SIEMENS	7.5	5.5
11	4th WING	UPPER GROUND	7500	C.F.M	WAVES	3.7 HP SIEMENS	8	3.7
12		1st FLOOR	7500	C.F.M	WAVES	3.7 HP SIEMENS	8	3.7
13		2nd FLOOR	7500	C.F.M	WAVES	3.7 HP SIEMENS	8	3.7
14		3rd FLOOR	7500	C.F.M	WAVES	3.7 HP SIEMENS	8	3.7

THSTI BUILDING A.H.U DETAIL									
S.No.	Location	Floor	Capacity	UNIT	Make	Belt Size	Motor Rating	HP	KW
1	A-SIDE	lower ground	11000	C.F.M	WAVES	B59*2	7.5 HP SIEMENS	7.5	5.5
2		upper ground	18500	C.F.M	WAVES	B79*2	10 HP SIEMENS	10	7.5
3		1st Floor	18500	C.F.M	WAVES	B79*2	10 HP SIEMENS	10	7.5
4		2nd floor	18500	C.F.M	WAVES	B79*2	10 HP SIEMENS	10	7.5
5		3rd Floor	15000	C.F.M	WAVES	B65*2	7.5 HP SIEMENS	7.5	5.5
6	B-SIDE	lower ground	15000	C.F.M	WAVES	B65*2	7.5 HP SIEMENS	7.5	5.5
7		upper ground	25000	C.F.M	WAVES	B83*3	15 HP SIEMENS	15	11
8		1st Floor	25000	C.F.M	WAVES	B83*3	15 HP SIEMENS	15	11
9		2nd floor	25000	C.F.M	WAVES	B83*3	15 HP SIEMENS	15	11
10		3rd Floor	17500	C.F.M	WAVES	B65*2	10 HP SIEMENS	10	7.5
								total	79.5

AUDITORIUM BUILDING A.H.U DETAIL							
S.No.	Location	Capacity	UNIT	Make	Motor Rating	HP	KW
1	AUDITORIUM	15000	C.F.M	WAVES	7.5 HP SIEMENS	10	7.5
2	HALL	17500	C.F.M	WAVES	10 HP SIEMENS	7.5	5.5
3	THSTI SEMINAR	13000	C.F.M	WAVES	7.5 HP SIEMENS	7.5	5.5
4	THSTI SERVER ROOM	15000	C.F.M	WAVES	7.5 HP SIEMENS	7.5	5.5
5	R.C.B SEMINAR	17500	C.F.M	WAVES	10 HP SIEMENS	7.5	5.5
6	R.C.B SERVER ROOM	15000	C.F.M	WAVES	7.5 HP SIEMENS	10	7.5
						total	37

PRB BUILDING A.H.U DETAIL						
S.No.	Item Discription	Location	Capacity	UNIT	Make	Motor Rating
1	CIELLING SUSPENDE AHU	GROUND FLOOR	4000	C.F.M	WAVES	3 HP SIEMENS
2	CIELLING SUSPENDE AHU	GROUND FLOOR	4000	C.F.M	WAVES	3 HP SIEMENS
3	TREATED FRESH AIR	FIRST FLOOR	1200	C.F.M	WAVES	1 HP SIEMENS

CHILLER DETAIL									
S.No.	ITEM DISCRPTION	CAPACITY	UNIT	MAKE	KW	HP	DESIGN	CODE	FRAM
1	CHILLER-1	500 TR	1	YORK-JOHNSON	312	419	NA	F	449TS
2	CHILLER-2	500 TR	1	YORK-JOHNSON	312	419	IP23	F	449TS
3	CHILLER-3	500 TR	1	YORK-JOHNSON	312	419	IP23	F	449TS
4	CHILLER-4	500 TR	1	YORK-JOHNSON	312	419	IP23	G	449T

CHILLER PLANT MOTORS & PUMPS DETAIL							
CHILLER PLANT CONDENSOR MOTOR & PUMP DETAIL							
S.No.	ITEM DISCRPTION	LOCATION	CAPACITY	UNIT	MAKE	PUMPSIZE	COUPLING SIZE
1	CONDENSER PUMP	CHILLER PLANT	60 HP	1	XYLEM	1510 GG	RATHI RBW11E
2	CONDENSER PUMP	CHILLER PLANT	60 HP	1	XYLEM	1510 GG	RATHI RBW11E
3	CONDENSER PUMP	CHILLER PLANT	60 HP	1	XYLEM	1510 GG	RATHI RBW11E
4	CONDENSER PUMP	CHILLER PLANT	60 HP	1	XYLEM	1510 GG	RATHI RBW11E

CHILLER PLANT PRIMARY PUMP & MOTOR DETAIL							
1	PRIMARY PUMP	CHILLER PLANT	20 HP	1	XYLEM	1510GBC	RATHI RBW8JE/JES
2	PRIMARY PUMP	CHILLER PLANT	20 HP	1	XYLEM	1510GBC	RATHI RBW8JE/JES
3	PRIMARY PUMP	CHILLER PLANT	20 HP	1	XYLEM	1510GBC	RATHI RBW8JE/JES
4	PRIMARY PUMP	CHILLER PLANT	20 HP	1	XYLEM	1510GBC	RATHI RBW8JE/JES

CHILLER PLANT SECONDARY PUMP & MOTOR DETAIL							
1	SECONDARY PUMP	CHILLER PLANT	30 HP	1	XYLEM	1510GG	RATHI RBW9JE/JES
2	SECONDARY PUMP	CHILLER PLANT	30 HP	1	XYLEM	1510GG	RATHI RBW9JE/JES
3	SECONDARY PUMP	CHILLER PLANT	30 HP	1	XYLEM	1510GG	RATHI RBW9JE/JES
4	SECONDARY PUMP	CHILLER PLANT	30 HP	1	XYLEM	1510GG	RATHI RBW9JE/JES

COOLING TOWER DETAIL					
S.No.	ITEM DISCRPTION	LOCATION	CAPACITY	UNIT	MAKE
1	COOLING TOWER-1	E.S.S	600TR	1	BELL
2	COOLING TOWER-2	E.S.S	600TR	1	BELL
3	COOLING TOWER-3	E.S.S	600TR	1	BELL
4	COOLING TOWER-4	E.S.S	600TR	1	MIHIR

ATPC BUILDING A.H.U DETAIL								
S.No.	Location	Floor	Capacity	UNIT	Make	Motor Rating	HP	KW
1	A-SIDE	LOWER GROUND	26000	C.F.M	EDGETEC	11 HP SIEMENS	11	8
2		UPPER GROUND	24500	C.F.M	EDGETEC	11 HP SIEMENS	11	8
3		1st Floor	10000	C.F.M	EDGETEC	5.5 HP SIEMENS	4	8
4	B-SIDE	LOWER GROUND	26000	C.F.M	EDGETEC	11 HP SIEMENS	11	8
5		UPPER GROUND	24500	C.F.M	EDGETEC	11 HP SIEMENS	11	8
6		1st Floor	10000	C.F.M	EDGETEC	5.5 HP SIEMENS	4	8

Note: Bidders are advised to visit the site for verification of complete system. Variations in quantities of equipment w.r.t as given above are likely to occur.

Annexure IX

Service Level Arrangements (SLAs)

Chart 1: Severity Levels and time allowed for attending to the problems under each level of severity.

Severity Levels	Impact of Severity	Response Time	Recovery Time*	Status Update to the authorities of the institute during continuance of the problem
Severity 1	Severe impact on operation of the institute - unable to operate	Immediate- on logging of the problem	Within 60 minutes	every hour
Severity 2	Institute's Operations are degraded but, yet able to operate (with back-up measures)	If Problem is logged before 1700 hours – to be attended on the same day; and if logged after 1700 hours - to discuss with the authorities of the institute whether to be attended the same day or next day.	Within 4-8 hours	Once a day or as desired by the authorities of the institute
Severity 3	Low impact on Institute's operations - though detrimental, but not an immediate area of concern	Problem to be attended to within same or next day after it's logging.	Within 24 hours	Once in two working days
Severity 4	Zero impact on Institute's Operations - Required for improving or for value addition to services.	Problems to be attended to during course of preventive or breakdown maintenance (as & when).	Within 30 days,	Once every 10 days

*Recovery time includes interim measures. However, final resolution may involve procurement of spares and mobilizing of third party OEM/vendors.

TECHNICAL BID DOCUMENTS

Sl.	Documents asked for	Page number at which document is placed
1	Bid Security (EMD) of Rs. 80,000/- (Rupees Eighty Thousand only) in the form of DD/ FDR/Bank Guarantee issued by any scheduled commercial bank in favour of Executive Director, RCB payable at Faridabad , valid for 45 days beyond the Tender validity period.	
2	Tender Fee of Rs 1500/- (non refundable) (Rs One thousand five Hundred only) in the form of Demand Draft, in favour of Executive Director, RCB payable at Faridabad.	
3	One self-attested recent passport size photograph of the Authorized person of the firm/agency, with name, designation, address and office telephone numbers. If the bidder is a partnership firm, name designation, address and office telephone numbers of Directors/Partners also.	
4.	Undertaking on Non judicial stamp paper of Rs.100/- (Rupees one hundred only) as per format prescribed in Annexure-V).	
5	Self-attested copy of the PAN card issued by the Income Tax Dept. with copy of Income-Tax Return of the last three financial year.	
6.	Self attested copy of valid electrical license.	
7.	Self attested copy of GST Registration	
8.	Self attested copy of valid Registration number of the firm/agency for HVAC /Electrical work.	
9.	Self attested copy of valid Provident Fund Registration number.	
10.	Self attested copy of valid ESI Registration No.	
11.	Self attested copy of valid License No. under Contract Labour (R&A) Act, 1970.	
12.	Annual returns of previous three years supported by audited balance sheet.	

13.	Any other documents, as required.	
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FINANCIAL BID – (Total: 30 points)

Please provide rates in given price bid table which must include the cost of categories wise **staff to be deployed for the subject work**, you plan to deploy at RCB, THSTI ,SAF, ATPC, ESS, PRRB, HOSTEL CUM GUEST HOUSE Housing Blocks , as per scope of work in NCR-Biotech Science Cluster, Faridabad. The staff must be grouped in three categories as – manager/supervisor, Skilled and Semiskilled. You can, within these categories, further subcategorize if you want (e.g. shift engineer, operator, electrician, carpenter, mason etc.) to use at NCR-Biotech Science Cluster, Faridabad, and for each category their general qualifications, the number you plan to use. The total cost including manpower should clearly be stated in the last line of Part A which is lump sum amount for entire scope of work.

Price Bid Part-B: Cost of spares if required during currency of contract. Rates will be fixed for one year from date of award of work. Payment will be made as per actual use.

Minimum Qualification of deployed staff.

Manager - **Degree** in Electrical/Mechanical from recognized University with **minimum 02 years** or **Diploma** (3 Years course) in Electrical/Mechanical Engineering with **minimum 05 Years** of experience in maintenance work, preferably in healthcare sector/Bioscience Research Institute/Pharma sector.

ii. Should have good knowledge of HVAC System, Computer and AutoCAD besides management of shift duties.

Skilled Manpower: Should have Diploma in Electrical/Mechanical Engineering/Air conditioning and refrigeration with 02 Years experience in relevant field or ITI tradesman with 05 Years Experience relevant field.

Semi-Skilled: Minimum qualification 10th pass with experience of five years in relevant field.

Schedule of work

PRICE BID -Part-A

WORK:- Operation and Annual Maintenance Contract of "Central Air-Conditioning Plant" (HVAC system) both high side & low side services for NCR Biotech Science Cluster (ESS, RCB, ATPC, THSTI, LIBRARY BLOCK, SAF and PRB as a whole Central Air conditioning System), at 3rd Milestone Faridabad-Gurgaon Expressway, Faridabad (Haryana) 121001

S.No	Description of work	Qty	Unit	Rate	Amount
1	<p>Providing Operation and Annual Maintenance Contract, services on 24 x 7days x 365 day basis, of central HVAC System (Consisting of 04 Nos X 500 TR Screw chillers of York-Johnson Make, 04 Nos of cooling tower of Bell make with accessories pumps- motors and AHUs FCU,s BMS System, VFDs, Main Electrical Control of HVAC System, Electrical Control panel of AHUs etc and as per detail scope of work as mentioned in tender document terms and conditions.</p> <p>The cost of refrigerant, Charging, top up and leak test with CO2 if any during the contract will be considered inclusive.</p> <p>Cost of consumable, chemicals for cleaning/descaling of cooling towers during the contract will be considered inclusive.</p>	12	Months		

SGST % =Rs

CGST % = Rs

Total = Rs

Total in words Rupees-----

Signature and seal of authorized signatory of agency/bidder

PRICE BID PART -B

S.No	Item description	Quantity	Unit	Rate	Amount
A)	Chiller Plant				
1.	Pressure guage,0-10.6 Kg/Cm2 /0-150 PSI Make- Guru	10	Nos		
2.	Cond Pump Bearing 6310ZZ/6313ZZ	04	Nos		
3.	Primary pump bearing 6209/6309	04	Nos		
4.	Secondary pump bearing6209ZZ/6210ZZ	04	Nos		
5.	Cond Motor & Pump Coupling Sleeve Rathi 11S 60/1.25", 45 KW Pant Code-P0000140	02	Nos		
6.	Primary Motor & Pump Coupling Rathi RBW8JE/JES	02	Nos		
7.	Secondary Motor & Pump Coupling Rathi BW9JE/JESR	02	Nos		
8.	PRV Control Actuator motor York 120 Watt, 50Hz, 150 450 IN (025-17175-002)	01	Nos		
9.	Chiller compressor motor Bearing	02	Nos		
10.	Chilled line flow switch, Honeywell M.No-WFS6000,150 PSI, 15A, 250 Volt, 1" NPT	06	Nos		
11.	Chiller compressor motor Grease suitable for York chiller Mobil polyrex EM	02	Kg		
12.	Chiller Oil recommended for York chiller	01 Pack	Gallon (5 Gallon One Pack)		
13.	Chiller coolant suitable for York chiller	4	Gallon		
14.	100 A MCCB L&T Model No-DNO-100D	02	Nos		
15.	Contactora L&T Model No-MO-25	03	Nos		
16.	Contactora Model No- MNX-70, Coil Voltage-220 Volt.	04	Nos		
17.	Contactora L&T Model No- MNO-18,	02	Nos		

	Coil Voltage-220 Volt				
18.	Contactora L&T Model No- MNO-40, Coil Voltage-220 Volt	04	Nos		
19.	32 A TP MCB Schneider	05	Nos		
20.	ADD On Block for Aux contact L&T M.No-MO-TA4	05	Nos		
21.	Timer, L&T CAT No-2ASDTC	03	Nos		
22.	Overload relay, L&T M.No-MN2, Range(45-75A)	02	Nos		
23.	Overload relay,L&TM.No-MN2, Range(14-23A)	04	Nos		
24.	Overload relayL&TM.No-MN2, Range(9-15A)	04	Nos		
25.	Overload relayL&TM.No-MN2, Range(20-33A)	04	Nos		
26.	Cooling Tower Fan BladeC.I1500 mm Dia	02	Set		
27.	Butter Fly Valve with handle, Size				
a)	50mm,	01	Nos		
b)	100mm,	01	Nos		
c)	150mm,	01	Nos		
d)	200mm,	01	Nos		
e)	300mm.	01	Nos		
	Body material C.I &C.SCastle/Bray/Kirlosker				
28.	NRV, Size				
a)	50mm,	01	Nos		
b)	100mm,	01	Nos		
c)	150mm,	01	Nos		
d)	200mm,	01	Nos		
e)	300mm.	01	Nos		
	Body material C.I &C.SCastle/Bray/Kirlosker				
29.	General rotary actuators, Size	01	Nos		
a)	50mm,	01	Nos		
b)	100mm,	01	Nos		
c)	150mm,	01	Nos		
d)	200mm,	01	Nos		
e)	300mm.	01	Nos		
	Body material C.I &C.SBelimo/Honeywell				

B	Building A.H.U				
1.	Limit Switch5A, 250 Volt/115 Volt D.C Moujen	01	Nos		
2.	Door Handle Waves	01	Nos		
3.	Actuator valve 24 VAC/DC Belimo	01	Nos		
4.	Bearing for A.H.U motor	04	Nos		
	A.H.U filter of following Size				
	a) 610 X 610 X 50 mm Spectrum/ Thermodyne	10	Nos		
	b) 610 X 305 X 50 mm Spectrum/ Thermodyne	10	Nos		
	c) 336 X 927 X 12 mm Spectrum/ Thermodyne	10	Nos		
10.	V.F.D (Pn/Pd 7.5/5.5 K.W) A.B.B	01	Nos		
11.	Blower Bearing	02	Nos		
12.	Belt Make Size B59*2 Poly-f/Endura/ DeltaFenners/Hilton	01	Nos		
13	Belt Make Size B79*2 Poly-f/Endura/ DeltaFenners/Hilton	01	Nos		
14	Belt Make Size B65*2 Poly-f/Endura/ DeltaFenners/Hilton	01	Nos		
15	Belt Make Size B83*3 Poly-f/Endura/ DeltaFenners/Hilton	01	Nos		
16	Belt Make Size B64*2 Poly-f/Endura/ DeltaFenners/Hilton	01	Nos		
17	Belt Make Size B62*2 Poly-f/Endura/ DeltaFenners/Hilton	01	Nos		
18	Belt Make Size A14*2 Poly-f/Endura/ DeltaFenners/Hilton	01	Nos		
19	Belt Make Size A1814 Lp/ A70*2 Poly-f/Endura/ DeltaFenners/Hilton	01	Nos		
	Cooling Tower				
1	Supply of 1500 mm die cast axial flow fan with GI hub Alumimium Six blade of reputed make	01	Set		
2	PVC Fills honey comb type 600 x 300 x 150	2600	Nos		
3	Supply of PVC branch pipe 63 mm Pressure 6 kg make Prakash Finolex, Supreme	300	Mts		

4	Supply of 63 mm PVC end cap make Prakash Finolex, Supreme	400	Ea		
5	Supply of PVC Nozzle pipe 40 mm	400	Ea		
6	Supply of PVC Nozzle 40 mm with screws	3000	Ea		
7	Supply of sealing compound Make – Crystic, Revex	75	Kg		
8	Supply of PVC Eliminator locks Any reputed make	3000	Nos		
9	Supply of PVC drift Eliminator Any reputed make	1000	Nos		
10	Supply of FRP material	40	Kg		
11	Supply of GI pipe 20 mm Class C - Jindal /Tata /Swastic	30	Mtrs		

Total = Rs

SGST % =Rs

CGST % = Rs

Grand total- Sum of amount of Price Bid Part A +Price Bid Part B= Rs

G Total in words Rupees.....

Signature and seal of authorized signatory of agency/bidder