

CENTRAL BOARD OF SECONDARY EDUCATION
SHIKSHA KENDRA, 2, COMMUNITY CENTRE
PREET VIHAR, DELHI-110002

TENDER NOTICE

1. Name of the Work - S.I.T.C of silent D.G Sets of capacity 62.5 & 125 KVA at Shiksha Sadan, 17 Rouse Avenue, New Delhi-110002
2. Estimated Cost - Rs. 16.50 Lakh
3. EMD - Rs. 50,000/- Payable in f/o Secretary, CBSE through DD/BD.
4. Cost of Tender - Rs. 500/-
5. Sale of Tender - Upto 7.04.2012 through Syndicate Bank, CBSE ,Preet Vihar, Delhi-92 on all working days between 10 a.m to 1.00 p.m
6. Last date of submission of Tenders- 09.4.2012 upto 2.00 p.m
7. Opening of Technical-Bids - 09.4.2012 at 2.30 p.m

“Sealed tenders are invited directly from Manufacturers/Authorized dealers/ approved service providers for S.I.T.C of Silent DG Sets of 62.5 KVA and 125 KVA Capacity. Detailed tender documents can also be downloaded from the CBSE website: www.cbse.nic.in. In case of down loading, the tenderer shall have to pay Rs. 500/-through DD/BD as cost of tender form. The EMD, receipt/DD of Rs. 500/- & all requisite documents must be attached with the Technical- Bid. Incomplete & conditional tenders shall be summarily rejected. The Secretary, CBSE reserves the right to reject any or all the tenders without assigning any reason thereof.

SENIOR ENGINEER (ESTATE)

CENTRAL BOARD OF SECONDARY EDUCATION

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PREET VIHAR, DELHI-1100092

General conditions /instructions for submission of bids/tenders:

1. The techno commercial bid should be in two separate sealed envelopes clearly mentioned a "Technical Bid" and "Price- Bid" and both the sealed envelopes should be put into another envelope and it should be superscripted as "Tender for DG Sets".
2. The last date of receipt of sealed offer as mentioned above is on or before 9.04.2012 upto 2.00 p.m. Tender duly filled in may be dropped in tender box kept at the Gr. floor of CBSE Shiksha Sadan,17 Rouse Avenue, new Delhi-110002. Bids received late will not be entertained.
3. The Earnest Money Deposit (EMD) of Rs.50,000/- (Rupees Fifty Thousand only) in the form of Demand Draft/pay order drawn in favour of "The Secretary CBSE" payable at Delhi is to be submitted along with the Technical Bid.
4. Initially Technical Bids will be opened on the same date at 2.30 p.m.for checking of qualifying documents. The representatives of the parties, if they wish, may remain present at the opening of the Technical Bids.
5. Price Bids of Pre-qualified bidders will be opened on 11.4.2012 for which pre-qualified agencies shall be intimated.
6. The EMDs of the unsuccessful bidders will be refunded without any interest.
7. All the pages/documents of the quotation should bear the dated signature of the bidder. All the entries by the bidder should be in one ink & legibly written. Any over-writing, corrections & cuttings should bear dated initials of the bidder. Corrections should be made by writing-again instead of shaping or over-writing.
8. Rates should be quoted both in figures as well as in words. In case the rates quoted in words & figures are at variance, the rates written in words will be taken as final.
9. Secretary, CBSE reserves the right to reject any or all tenders without assigning any reasons . Tenders incomplete & conditional in any form is liable to be rejected outrightly.
10. The Technical parameters are indicative of minimum requisite, therefore agencies quoting for better specification product should clearly mention the salient features of the item tendered for.

TECHNICAL BID

Only those dealers/original equipment manufacturers and suppliers of DG Set, who have minimum 5 years of experience in the field of undertaking similar works for large office buildings/commercial premises/Industrial houses and who fulfill the following prequalification criteria are eligible to tender:

- Minimum 5 years experience in undertaking similar nature of works
- Minimum yearly turnover of at least Rs.10 Lakh during last 3 years supported by audited financial statements.
- Bidders should submit copies of detailed work order indicating scope and value of works and completion certificate for the qualifying works. Bidders should also provide a list of completed works.

Tender submitted by a firm which do not fulfill the above criteria will be rejected.

Terms & Conditions

1. The firm should be having experience of at least 5 years in relevant field and must be doing such services for various reputed organizations /Officers Government/ Public Sector Undertakings /statutory bodies/MNCs.
2. The details of inputs /information required to be submitted by the bidder is given at **Annexure 'A'**.
3. The details of current /previous clients are to be submitted as per the following format:
 - (i) Name of the company /organization /office
 - (ii) Contact person with telephone number and Email IDs
 - (iii) Contract Period
 - (iv) Copy of contract/agreement/experience certificate to be enclosed
4. The scope of work of the bidder in brief is enumerated below:
 - (a) Supplying, installation, testing and commissioning of 62.5 KVA and 125 KVA D.G sets with acoustic enclosure and AMF panel.
 - (b) Arrangement of equipment, tool and tackles and scaffolding material for installation of the equipment at site with your own cost.
 - (c) Required quantity of lubricant and coolant are to be arranged at your end with your own cost till commissioning and handing over the system.

- (d) Submission of warranty certificate and test certificates of the manufacturer.
- (e) Installation of exhaust pipes with suitable insulation up to the required level of the building as required by the concerned statutory authorities.
- (f) Cleaning and removal of all unused / wastage material from the site immediately after handing over the equipments.
- (g) Obtaining necessary certificates/ NOCs from concerned statutory authorities.

5. The bidder shall not assign the contract or any part thereof without the prior written consent /approval of the Board. The bidder shall also not sublet the work or part of the work except with the written consent of the Board and such consent even if provided shall not relieve the firm from any liability or any obligation under the contract.

6. (i) The EMD of the successful bidder will be converted into performance guarantee and shall be retained for the entire period of contract. The agency shall not be entitled to any claim or receive any interest on the amount of performance guarantee. In addition to the above, additional performance guarantee of Rs. 1 lac in the form of bank guarantee is to be submitted immediately after execution of the agreement.

(ii) The EMD shall be forfeited under these conditions:-

(a) If the bidder withdraw their offer during the period of tender validity.

(b) If after submission of Tender, the bidder fails to honour the contract or refuses to comply with any or all terms and conditions.

7. The offer should be valid for a minimum period of 3 months from the date of opening of Technical Bids.

8. The Board shall be free to assign the maintenance contract to any agency. However, the agency undertaking the execution of work shall be given priority.

9. The quoted rates should be provided as per above mentioned scope of work.

10. (i) The Board reserves the right to cancel the agreement by giving one month notice in writing without assigning any reason whatsoever.

(ii) The contract shall be terminated if the service of the agency is not found satisfactory or the agency changes the rate of contract during the contract period.

11. Installation of the DG Sets would be done as per the load requirement .

12. The bills complete in all respect should be presented to CBSE and payment after scrutinizing and verifying the bills within a period of twenty one days from the date of receipt of the confirmation report

of commissioning of DG Set, duly signed and stamped by the Board's Engineer. TDS will be deducted as per the prevailing rate.

13. The losses to the Board which are directly attributable to the firm shall be deducted from the bills /adjusted from the performance guarantee.

14. In case of any dispute or difference arising in relation to meaning or interpretation of this contract, the same shall be referred to a Sole Arbitrator to be appointed by the Chairman, CBSE. The Arbitration and Conciliation Act, 1996 will be applicable to the arbitration proceedings and the venue of the arbitration shall be at New Delhi. The award of the Arbitrator shall be final and binding.

SENIOR ENGINEER (ESTATE)

The bidder is required to submit the following information:

1. Name of the firm

2. Year of Establishment

3. Type of organization

(Proprietorship, Limited etc.)

4. Postal address

Telephone numbers

Fax

e-mail

5. Any authorized branches of the firm, if

so give details

6. Name of the Proprietor

/Partner/Managing Director etc.

7. Nature of your firm

Manufacturer/ Stockiest/ Dealer/

Distributor/ Agent etc.

8. Details of products you are dealing in

9. Turnover for the last three years

10. List of Existing Clients

11. If already doing business with CBSE,

give details

(a) Items:

(b) Since when:

12. If you are registered with DGS&D or any other Govt./ PSU/ authorized body.

Please give details:

(a) Name and address of organization

registered with.

(b) Registration No.

(c) Date of registration

(d) Date till when registration is valid

(e) Whether registered for items for which enquiry is sent

13. Has your firm ever been black listed by the Govt. or any other authority? Please give details and reasons thereof

14. Are you income tax payee, if so please furnish following details

(a) PAN

(b) TDS Accounts if any

(c) Central Sales Tax Registration No.

15. Banker's Name and address (Banker's solvency certificate to be attached)

16. Income Tax return for the last three years

Kindly enclose following documents:

- i. Photocopies of PAN card, Service Tax & VAT registration certificate.
- ii. Photocopies of performance certificate issued by clients during last five years.
- iii. There should not be any indication of price/rate/charges in Schedule of the tender.

Conditional tenders will be not accepted.

I/ we do hereby declare that the entries made in the application are true to the best of my /our knowledge and belief. I /we do also confirm that I / we have read and understood Institute General Conditions of Contract and agree to abide by the same in all respect.

I /we also undertake to communicate promptly to CBSE all the subsequent changes in conditions affecting the accuracy of the details given above.

Signature of Proprietor/ Director/ Managing Director/

Constituted Attorney

COMMERCIAL BID

The rate of varying capacity of DG Sets may be provided as under:

(A) Rate of Supply of DG Set, that is, cost of equipment:

S. No.	Capacity of DG Set 62.5 KVA	Cost of equipment (per unit)	Cost of AMF Panel (per unit)	Total cost (per unit)
Make of DG Set & Type of equipment				

S. No.	Capacity of DG Set 125 KVA	Cost of equipment (per unit)	Cost of AMF Panel (per unit)	Total cost (per unit)
Make of DG Set & Type of equipment				

Brochure showing the features of the DG Set may kindly be enclosed.

(B) Rate for installation of DG Set:

Rate per unit of material to be used along with labour charges, unloading charges, charges for earthing etc should be provided in a tabular form for varying capacity of DG Sets, as per the format given below:

S. No.	Particulars of Job/material etc.	Unit (per meter/kg etc)	Rate for 62.5 KVA capacity of DG Set

S. No.	Particulars of Job/material etc.	Unit (per meter/kg etc)	Rate for 125 KVA capacity of DG Set

Other terms and conditions:

EXCISE DUTY: Prices quoted should be Exclusive of Excise Duty. Excise Duty would be paid as per the prevailing rate.

CENTRAL SALES TAX: Rate of Central Sales tax to be specified. Details of any other taxes to be levied should be provided.

TERMS OF PAYMENT: Terms of payment should be clearly specified.

FREIGHT & OCTROI CHARGES: Freight would be paid as per actual. Octroi / Entry Tax, if applicable would be paid on actual basis.

TRANSIT INSURANCE: Terms of transit insurance to be mentioned clearly.

DELIVERY: Delivery period of DG Set at a particular site from the date of receipt of order should be mentioned.

WARRANTY: Warranty period of the DG Set to be mentioned.

STATUTORY APPROVALS: Terms for obtaining statutory approvals from concerned authorities to be specified.

Signature of Proprietor/ Director/ Managing Director/

Constituted Attorney

Date:

Place: