



# राष्ट्रीय फैशन प्रौद्योगिकी संस्थान, मुंबई

(निफ्ट अधिनियम, 2006 के तहत एक सांविधिक संस्थान)

“एनआईएफटी कैम्पस प्लॉट संख्या 15 और 20, सेक्टर -4, खारघर, नवी मुंबई- 410210 में स्थापित लिफ्ट (थिसेनक्रुप लिफ्ट द्वारा निर्मित) के व्यापक वार्षिक रखरखाव अनुबंध के लिए निविदा”

“Tender for Comprehensive Annual Maintenance Contract of Elevator (ThyssenKrupp Elevator Make) Installed at Plot No.15 & 20, Sector-4, Kharghar, Navi Mumbai- 410210”

निविदा संख्या : 13/NIFT/MUM/PO/2021-22

**OPENING DATE FOR ONLINE SUBMISSION OF TENDER: 03.12.2021**

**CLOSING DATE FOR ONLINE SUBMISSION OF TENDER: 23.12.2021**

**नोट:** इस निविदा दस्तावेज़ में 23 पृष्ठ शामिल हैं। सभी निविदाकारों से अनुरोध है कि वे निविदा दस्तावेज़ के सभी पन्नों पर हस्ताक्षर करें और मुहर लगाये तथा तकनीकी एवं वित्तीय संविदाओं को विधिवत भर कर जमा करें।

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निफ्ट कैम्पस, प्लॉट नं. - 15, सेक्टर - 4, खारघर, नवी मुंबई - 410210

दूरभाष: +91-22-2774 7000, 2774 7040, वेबसाइट: [www.nift.ac.in/mumbai](http://www.nift.ac.in/mumbai)

**Signature of the tenderer: \_\_\_\_\_**

**OPEN E- Tender for Comprehensive Annual Maintenance Contract of Elevator  
(ThyssenKrupp Elevator Make) Installed at Plot No.15 & 20, Sector-4, Kharghar,  
Navi Mumbai- 410210.**

National Institute of Fashion Technology (an Autonomous body under the Ministry of Textiles, Govt. of India) Mumbai has decided to call tender for Comprehensive Annual Maintenance Contract of Elevator (ThyssenKrupp Elevator Make) Installed AT PLOT NO.15 & 20, SECTOR-4, KHARGHAR, NAVI MUMBAI". For this purpose, NIFT invites e- Tenders from reputed agencies/contractors for providing "Tender for Comprehensive Annual Maintenance Contract of Elevator (ThyssenKrupp Elevator Make) Installed at Plot No.15 & 20, Sector-4, Kharghar, Navi Mumbai- 410210". The terms and conditions of the tender are as follows:-

**I) TENDER NOTICE**

Tenders are invited from reputed agencies/contractors for providing "**Tender for Comprehensive Annual Maintenance Contract of Elevator (ThyssenKrupp Elevator Make) Installed at Plot No.15 & 20, Sector-4, Kharghar, Navi Mumbai- 410210**". The Earnest Money in the form of Demand Draft should be after the date of publishing of tender date, payable in favour of "NIFT Mumbai.

1. NIFT shall have the authority to cancel the tender process if NIFT does not find a suitable tender. NIFT shall have the right to call for fresh tender in such circumstances, wherein tenderers who have bid in the previous tender, shall have the right to participate in the fresh process. The tenderers shall have no right to challenge the authority and decision of NIFT to cancel the tender process for the reasons deemed fit by NIFT.
2. The location & equipments can be inspected any time during working hours on any working days with prior appointment through call. No extra money shall be payable by NIFT for non awareness of the site conditions and constraints

**II) Submission of Bids**

- (a) The interested agencies/contractors should apply online and submit their tender and the bids along with scanned copies of all the relevant certificates, documents, etc. in support of their technical & financial bids – all duly signed – on the <https://eprocure.gov.in> from 03.12.2021 to 23.12.2021 up to 3.00 P.M. Tender documents is also available for viewing on the "tenders" link of the NIFT website i.e. <http://www.nift.ac.in/mumbai>

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- (b) Applications to this tender will be accepted only through the online mode through the website <https://eprocure.gov.in> . No other mode of application will be considered & application will not be accepted.
- (c) The Firm should ensure that it complies with the requirements as per works before applying for tender.
- (d) The technical bid must contain the technical bid in prescribed Performa as per Annexure - I and Earnest Money Deposit (refundable but non-interest bearing) of Rs. 25,000/- (Rupees Fifty Thousand Only) favoring National Institute Of Fashion Technology and payable at Mumbai with all relevant documents in support of eligibility and experience criteria.
- (e) The financial bid must contain only the financial bid (Annexure IV) as per BOQ. The financial bid shall include all the charges (Without GST) to complete the work in all respect. NIFT will not accept any claim other than mentioned in financial bid.
- (f) The technical bid will be opened in e-tender portal on 24.12.2021 at 03.30 P.M. The Financial bid will be opened on the date which will be finalized and approved by the Competent authority, NIFT Mumbai of only those bidders who are found to be technically qualified after evaluation of technical bids.
- (g) The interested firms are advised to read carefully the entire tender document before submitting their tender and the tender documents not received online in prescribed format and/or are found incomplete in any respect shall be summarily rejected.
- (h) Any further clarifications can be sought from the NIFT office on Telephone No. 022-27747000, 7040 NATIONAL INSTITUTE OF FASHION TECHNOLOGY, NIFT Campus, Plot No.15, Sector-4, Kharghar, Navi Mumbai- 410210.
- (i) Important dates and points –

S. No.	Description	Date/Amount
1	Commencing date of tender	03 .12.2021
2	Earnest money deposit (EMD) amount	Rs. 25,000/-
3	Last date of Submission	23 .12.2021 at 03.00 PM
4	Date of Opening of Technical bid	24.12.2021 at 03.30 PM
5	Security Deposit	3% of the total amount of work order

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### III) ABOUT THE INSTITUTE

National Institute of Fashion Technology (NIFT) was set up by the Ministry of Textiles, Government of India in 1986 which has been accorded statutory status under the Act of Parliament in 2006 (NIFT Act 2006) for the promotion and development of education and research in field of Fashion Technology. NIFT provides fashion business education across the country through its network of 16 centers. It provides four years under graduate (UG) program in design and technology, two years post graduate (PG) program in design, fashion management & fashion technology and short duration education program to address the specialized needs of professional and students in the field of fashion. NIFT has its head office at New Delhi with its campuses located at Bengaluru, Bhopal, Bhubaneswar, Chennai, Gandhinagar, Hyderabad, Jodhpur, Kangra, Kannur, Kolkata, Mumbai, New Delhi, Patna, Raebareli, Shillong and Srinagar. Over the years NIFT has also been working as a knowledge service provider to the Union and State governments in the area of design development and positioning of handlooms and handicrafts.

### IV) GENERAL TERMS AND CONDITIONS

1. Please read the Terms & Conditions carefully before filling up the document. Incomplete Tender Documents will be rejected.
2. Before submitting the tender, details of documents to be attached may be verified from the Check List given in Technical Bid of the Tender Document at Annexure II.
3. The Technical bid should contain Earnest Money Deposit of an amount of Rs. 25,000/- in the form of bank Demand Draft in favour of NIFT, payable at Mumbai. This Earnest Money Deposit (EMD) will not bear any interest. Tender document without EMD shall be rejected. However, the agencies registered under MSME & NSIC shall be exempted from submission of EMD on production of suitable certificates of MSME & NSIC registration. However if any such agency is selected as L1 agency then they are liable to deposit the requisite Security Deposit to protect the interest of the Institute.

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4. All pages of the Tender Document must be signed by the authorized signatory and sealed with the stamp of the bidding firm as token of having accepted all the Terms and Conditions of this Tender.
5. The decision of the Institute in this regard will be final and binding on all bidders.
6. Tender shall be submitted in NIFT's official tender form only. If submitted in any other manner, the same shall be summarily rejected.
7. No paper shall be detached from the Tender Document.
8. The name and address of the bidder shall be clearly written in the space provided for the purpose and no over-writing, correction; insertion shall be permitted in any part of the tender unless duly countersigned by the bidder. The tender should be filled in and submitted strictly in accordance with the instructions contained herein; otherwise the Tender is liable to be rejected.
9. The Financial bids submitted by all bidders should be valid for at least for a minimum period of three months i.e. 90 days from the date of opening of Technical Bids.
10. Person signing the bid or other documents connected with tender must clearly write his/her name and also specify the capacity in which signing.
11. The Institute reserves the right to reject any or all the tenders without assigning any reason.
12. Before submitting the filled-in Tender Document to the Institute, the bidders may seek clarification(s), if any, from Administrative Department on Tel. No.022-27747000, 7040 **OR** in person by visiting the Institute during working hours by taking prior appointment. Person visiting the campus must be either vaccinated or must obtain negative RT – PCR report.
13. The Institute reserves the right to change any condition of the tender before opening of the Technical Bids.
14. The successful bidder will have to enter into an agreement with the Institute.
15. Canvassing in any form will make the tender liable to rejection.

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## V) ELIGIBILITY CONDITIONS/GUIDELINES FOR EVALUATION OF TECHNICAL BIDS

### A) FOLLOWINGS ARE THE QUALIFYING CRITERIA:

1. The vendor should have been in the field of Erection, Testing and Maintenance of Elevator work during the last 2 years Minimum.
2. The vendor should be a valid Govt. Elevator License and registered dealer/distributor for supplying of reputed brand of Elevator System.
3. The Technical Bid should be accompanied with Rs.25,000/- (Rupees Twenty Five Thousand only) by bank Demand Draft in favour of NIFT-Mumbai as an Earnest Money Deposit.
4. Annual Gross Turnover during the last 2 years should be minimum 20 Lakhs in each financial year

### For the purpose of pre-qualification, applicant will be evaluated in the following manner:

1. The initial criteria, in respect of years of operation in the business, experience of similar class of work completed and financial turnover will first be scrutinized and the applicant's eligibility for empanelment for the work will be determined.
2. On the basis of 1 above the financial bids will be opened.

### B) GUIDELINES FOR SUBMISSION OF TENDER

1. The bids are to be submitted in two parts-
  - (i) **Technical Bid**, along with a Demand Draft for Rs. 25,000/- (Rupees Twenty Five Thousand only), drawn in favour of NIFT MUMBAI payable at Mumbai, towards Earnest Money Deposit (EMD).
  - (ii) **Financial Bid**, as the process of bid submission is through CPPP website, therefore, separate excel sheet (BOQ) has been prepared for the purpose of submission of financial bid for the tender. Financial bid must be submitted online in the prescribed BOQ format. Bid/Tender will be rejected in case financial bid is submitted in any other format or with the Technical bid documents. Financial Bid will

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be quoted exclusive of taxes in BOQ, however, GST and any other taxes will be applicable as per Government of India rules and regulations.

**C) OPENING OF BIDS:**

1. The Technical Bids will be opened online on the date mentioned in the schedule at National Institute of Fashion Technology, Plot No.15, Sector-4, Kharghar, Navi Mumbai.
2. The Financial Bids of only technically acceptable tenders will be opened online for further consideration. The decision of the Institute in this regard will be final and no requests etc. will be entertained from the bidders.
3. EMD of the unsuccessful bidders will be returned, without interest, after finalization of contract.

**D) EVALUATION OF FINANCIAL BIDS**

From among the bidders short listed after the evaluation of the Technical Bid, the Lowest Bid will be decided at the time of finalization of tender on the basis of rates given in the Financial Bid (BOQ) for Tender for Comprehensive Annual Maintenance Contract of Elevator (ThyssenKrupp Elevator Make) Installed at Plot No.15 & 20, Sector-4, Kharghar, Navi Mumbai- 410210.

The agency quoting overall L1 rates shall be considered as L1 agency for award of contract.

**VI) PAYMENT TERMS**

1. The payment shall be released Quarterly basis against submission of bill.
2. The bills should be accompanied by same certificate as NIFT may prescribe from time to time. Income Tax (TDS) as applicable at prevailing rate will be deducted at source. Payments are required to be made within 30 days of the submission of any bill. However, in the event there is any query, objection or dispute with regard to any bill or a part thereof, the contractor shall not be entitled to any interest to be paid for late payment till such time that the query, objection or dispute is resolved. The contractor will be entitled for payment of amount as agreed by NIFT after deducting TDS as per the existing rates including the cost of men and material.

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## **VII) FORFEITURE OF EMD**

EMD of the successful bidder shall be liable to be forfeited if the contractor does not fulfill any of the following conditions:

- i. An agreement is not signed in the prescribed form within a month's time from the date of receipt of the Work Order;
- ii. The Contractor does not commence maintenance services within seven working days of the stipulated date for commencement of maintenance services.
- iii. If information declared/document submitted found false/fake/forged
- iv. If the selected/successful bidder does not accept the Work Order or unable to provide services.
- v. If the bidder withdraws his bid/quote

## **VIII) SECURITY DEPOSIT**

1. The contractor shall be required to deposit an amount equivalent to 3% of the total amount of work order as security deposit immediately on acceptance of Work Order in the form of demand draft of nationalized bank/schedule bank only in favour of NIFT, Mumbai payable at Mumbai. The Successful bidder's EMD Deposit may be converted in to security deposit. No interest shall be paid on such security deposit, which shall remain with Institute during the continuance of the contract and it shall be released only one month after the expiry or termination of the contract, subject to clearance of all dues by the contractor.

2. If the Contract is terminated by the Contractor without giving stipulated period of notice or fails to observe the terms & conditions of the Tender, Letter of Award for the Contract and the agreement signed by the Contractor with the Institute, the Security Deposit will be forfeited without prejudice to the NIFT Management's right to proceed against the contractor for any additional damages that the Institute suffers as a result of the breach of the aforesaid terms and conditions.

## **IX) SCOPE OF SERVICE/WORK:**

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<b>NIFT Campus Plot No. 15, Sector-04, Kharghar, Navi Mumbai</b>				
<b>LM No.</b>	<b>Unit Quantity</b>	<b>Type of Unit</b>	<b>Capacity</b>	<b>No. of Floors</b>
79-4-S6303	01	Elevator	10 Persons	B+G+ 07 Floors
79-4-S6304	01	Elevator	10 Persons	G+ 07 Floors
79-4-S6305	01	Elevator	10 Persons	G+ 07 Floors
79-4-S6306	01	Elevator	10 Persons	G+ 07 Floors
<b>NIFT Girls Hostel Plot No. 20, Sector-04, Kharaghar, Navi Mumbai</b>				
<b>LM No.</b>	<b>Unit Quantity</b>	<b>Type of Unit</b>	<b>Capacity</b>	<b>No. of Floors</b>
79-4-S6187	01	Elevator	10 Persons	G + 10 Floors
79-4-S6188	01	Elevator	10 Persons	G + 10 Floors
79-4-S6186	01	Elevator	10 Persons	G + 10 Floors
79-4-S6189	01	Elevator	10 Persons	G + 10 Floors

- a. The agency shall provide fully comprehensive maintenance service of the elevators and will lay particular emphasis or proper planned comprehensive maintenance practice, rigid adherence to safety requirement and proper care of equipment to achieve efficient operation and better service from the elevators.
- b. The agency shall be responsible to maintain the equipments. In case of any damage agency shall be responsible to carry out the repairs without any delays to avoid any interruption in service. Cost of repairs shall be borne by the agency itself.
- c. The agency shall under takes to provide complete maintenance support including preventive maintenance once in a month so as to keep the lifts system in good working conditions and to ensure that all units are working properly. Shall also include Check up the lifts installations, clean oil/lubrication and adjust all those parts where such services are necessary.
- d. Regular servicing and inspection of the elevators should be carried out at least once in a month by the agency and service report to be countersigned by the NIFT Electrician and submitted to the office.
- e. The agency shall regularly examine elevator equipments and provide Gear oil. Lubricant, Grease, Break shoe Gibbs, Push buttons of the car and landings etc. required for proper maintenance of the elevators.
- f. To examine periodically all safety devices, governors and make normal annual safety test. The result of these examinations and test should be recorded in the service

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- reports. The service engineers of the agency shall associate himself with all inspection of the lifts by the lift inspector. However, the inspection fee if any for the lift inspector shall be paid by NIFT.
- g. Reasonable care and precaution shall be taken to keep the elevator safe for use and in good working condition. You shall depute trained technical staff/Service Engineer to carry out the maintenance work.
- h. If any accident or unforeseen incident occurs due to lack of maintenance or service issues by the agency, then the agency will be solely responsible for the same.
- i. All customary annual safety tests shall be carried out to examine all safety devices.
- j. The AMC is of comprehensive type. Any component/spares of the elevator becomes defective shall be replaced free of cost except the following:
- i. Elevator car enclosure.
  - ii. Elevator car and landing door panels/gate. (Door panels/gate without sensor & other allied control circuit etc.)
  - iii. Incoming Electrical wiring up to main switches in the machine room.
  - iv. Decorative items including mirror and hand rail.
- k. **Note:** Components/Spare parts, viz. sensor of elevator car, cabin Fan, LED Lights (bulbs, indicator bulbs, fluorescent tubes), alarm bell/buzzer, UPS with Battery landing of emergency cases, control switches inside the elevator like floor selection buttons, operation and emergency buttons and key switch buttons, alarm and buzzer etc. are included in the AMC for repairing/replacement.
- l. Preventive maintenance chart has to be prepared within 1 week from award of contract and the same has to be followed without fail.
- m. Submit the authorized persons contact and Company hierarchy for attending the breakdown maintenance of Elevator installed at NIFT Campus, Plot no. 15 and 20.
- n. Service person should display caution board on all the floors during service/maintenance period.
- o. Any accident or damage during maintenance/operation will be the responsibility of the agency and NIFT will not entertain any claim, compensation and penalty etc. on this account or on account of the non-observation of any other requirement of law relevant to the work of agency.
- p. Agency would be responsible to take the requisite permission from the local body or concerned authority with regards to the elevators (registration etc.) and during the

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inspection of the elevators by the local body or concerned authority, representative from the AMC agency must be present.

- q. Agency shall be responsible for the renewal of license to work lift from office of the concerned Electrical Inspector of the area.
- r. Agency shall issue Identity Cards (ID) to their workforce whenever they enter the premises of NIFT for service/maintenance work.
- s. Service persons should be skilled and well experienced and should have carried similar kinds of lifts to service.
- t. The agency will provide the workers with necessary testing and safety equipments and also follows all the safety measures strictly.
- u. A log book is to be maintained by the agency for every visit to NIFT for repair/maintenance and shall be counter signed by NIFT electrician.

#### **1. SPARE PARTS REPLACEMENT**

- a. Faulty parts that need replacement are to be replaced with the same specification and same make; if the part of same specification and make is not available it is to be replaced with spars/parts of higher specifications/ configuration and/or make/brand agreed by NIFT. The replaced spare parts should be new and at par with the faulty parts.
- b. The rate of all the required materials as an additional item/work to be mentioned as fixed rate throughout the AMC period.
- c. All the spare parts to be replaced should be only of OEM make i.e. ThyssenKrupp. Contractor has to arrange for only OEM spare parts for maintenance.
- d. Comprehensive Annual Maintenance Contract shall be covering repair and replacement of all major and minor spare parts including relays, contact, printed circuit board, controllers, drives, motors, breakers (after NIFT side main power supply i.e. lift side) sensors, switches, single phase presenter and phase reversal, indicators, alarm, lift side cables (lift side) rope, brakes automatic rescue service etc. including all mechanical components.
- e. In case of any component is removed for major repairs the agency shall have to provide the replacement of the same make till the original component/equipment is returned in proper condition.

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- f. The agency should use only genuine spare parts with same specifications.
- g. Repair/overhaul the lift parts when in our judgement, the conditions warrant and the old parts will be removed this become NIFT property.
- h. The agency is responsible for hassle free service.
- i. The agency should keep the spare parts in stock.
- j. Worn – out parts should be immediately replaced.

## 2. UP-TIME

- a. Response time for maintenance works covered under AMC will be maximum 08 hours.
  - b. Any number of breakdowns should be attended by the contractor during the AMC period.
  - c. In case the agency is informed of any emergency or urgent work with regards to the elevators, then the agency should reach the site of the system within the stipulated time informed by NIFT Officials.
  - d. The unscheduled maintenance shall be on break down call basis which includes corrective and remedial maintenance, setting right the malfunction of the lifts system and to repair or replace the unserviceable parts with new parts. All the break down calls must be attended very promptly without fail.
  - e. If any breakdown it should be attended within 08 hours from the time of complained. The agency has to attend the problem even during holidays / late hours / Sundays for which no additional payment will be paid.
3. There will be **Twelve (12)** routine services in a year (i.e. one in every month) and report of the same has to submitted to NIFT on 5<sup>th</sup> of every succeeding month.

## X) TERMS AND CONDITIONS

1. Conditional or offline tender will not be accepted or the condition(s) may not be considered.
2. The Contract shall be initially for one year and may be extended/ renewed for further periods of two year (one year at a time) subject to satisfactory service maximum period of contract will be 3 years.

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3. The contract for Comprehensive AMC for Elevator shall be commercial contract and between NIFT & the successful tenderer. There shall be no employer-employee relationship between NIFT and the Tenderer or the staff/personnel deputed by the said contractor.
4. The AMC is of Comprehensive type, i.e. inclusive of repairs and replacements of all spares/parts etc.
5. All statutory obligations under various laws from time to time will have to be met by the contractor for which no extra payment shall be made to him at any time during the contract period. NIFT will no way be responsible for any default with regard to any statutory obligation.
6. The Successful Bidder should depute competent service engineer(s) for trouble shooting and maintenance as and when required. In emergency/urgent/unavoidable circumstance the contractor may be required to provide the service on Saturday/Sunday/holidays also, which will be communicated accordingly.
7. No payment shall be made in advance. Payment will be made quarterly in arrear basis against bill in triplicate and based on satisfactory certification by the concerned NIFT official(s), Mumbai.
8. The number of items/systems mentioned in “**Scope of Work/Service (Point IX)**” for which AMC is being done may be increased or decreased and payment will be made on actual based on the quoted rate.
9. If the contractor is responsible for any loss or damage to Institute’s moveable or immovable property due to the conduct of the contractor’s staff, the same shall be made good by the contractor at his own cost.
10. NIFT will not provide any mode of transport in respect of manpower or any items/materials required by the contractor for executing the AMC.

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11. Even after qualifying in the technical bid, the financial bid may be rejected if found not in order.
12. The Contractor shall not engage any Sub-Agent or Sub-Contractor whatsoever for the said AMC of Elevator.
13. The Contractor shall abide by the Rules and Regulations of the NIFT, as may be enforced from time to time. The Contractor will have to work in close co-operation with others at the site.
14. An agreement on Non-judicial Stamp paper containing all the terms and conditions of the service is to be made by the successful tenderer with NIFT within one month from the date of issuing of work order and the same shall be notarised by the contractor at his own cost.
15. All disputes are subject to Mumbai Jurisdiction only.

***NIFT reserves the right to accept or reject any or all the tenders in part or whole or may cancel the tender at any stage of the tendering process at its sole discretion without assigning any reason whatsoever and decision of NIFT in this regard shall be final and binding. No further correspondence in this regard will be entertained.***

#### **XI) STATUTORY OBLIGATIONS OF THE TENDERER (CONTRACTOR)**

1. The Contractor shall be personally responsible for conduct and behavior of his staff and any loss or damage to Institute's moveable or immoveable property due to the conduct of the Contractor's staff shall be made good by the contractor. If it is found that the conduct or efficiency of any person employed by the Contractor is unsatisfactory, the Contractor shall have to remove the concerned person and engage a new person within 48 hours of intimation by NIFT. The decision of the Institute's designated officer in this regard shall be final and binding on the Contractor.
2. The contractor shall all times indemnify and keep indemnified the Principal Employer the Head of the Office and its Officers Servants and Agents for and against all third party claims whatsoever (including time not limited to property loss and damage, personal accident, injury or death of /or property or person of any sub contractor(s) and or the

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owner and the contractor shall at his own cost and initiative at all times, maintain all liabilities under Workman's Compensation Act/Fatal Accident Act, Personal Injuries, Employees State Insurance Act, PF Act and /or their Industrial Legislation from time to time in force. If the same are applicable.

3. In case of default, Contractors who violate the terms of the contract and whose contracts are terminated should be considered for blacklisting by the Competent Authority for a significant time before they are considered again.

**The Contractor shall not appoint any sub-contractor to carry out his obligations under the contract and if at any point of time it has found that the contractor has engaged sub-contractor to carry out the work then NIFT reserves the right to take any action which deemed fit or terminate the contract.**

4. The Institute reserves the right to appoint officers/officials to inspect the works.

## **XII) OTHER OBLIGATIONS OF THE CONTRACTOR**

1. The Contractor will use only branded materials.
2. The Contract can be terminated by either party, i.e., NIFT or the Contractor, after giving three- month notice to the other party extendable by mutual agreement till alternate arrangements are made. However, NIFT reserves the right to terminate the contract without giving any notice in case the Contractor commits breach of any of the terms of the contract or provided unsatisfactory service. NIFT's decision in such a situation shall be final and shall be accepted by the Contractor without any objection or resistance.

## **XIII) PENALTY**

<b>S. No.</b>	<b>Event / Situation</b>	<b>Penalty</b>
1	Work not done as per schedule or any system is not functioning (repair should be done within 08 hrs maximum, else penalty will be imposed)	Rs. 2000/- per day shall be imposed for each system separately for a week. After that, one month AMC charges will be deducted.
2	If the contractor is NOT able to locate and rectify the fault and the reasons attributable to non – performance of contractor as assessed by the NIFT Officials. (System remains non –	NIFT reserves the right to the work done from any other source(s) and expenditure to this effect will be borne by the

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	functional for 08 hrs or more)	agency/service provider, the amount will be deducted from the bill submitted by the agency.
3	Unsatisfactory performance is continued for more than 02 days as per the assessment by the Engineer-in-charge.	Rs. 1000/- per day will be levied up to 15 days. After that, penalty of one month AMC charges will be imposed.
4	Major repair within 07 days	Rs. 5000/- per day for each system separately up to 07 days. After that, penalty of one quarter AMC charges will be imposed.
5	Any event 1 to 4 repeated again as 2 <sup>nd</sup> mistake	Contract of the agency shall be terminated and Security deposit will be forfeited.

**\*Note:** - GST or any other taxes will be levied on the penalty amount as per **Government rules.**

#### XIV) TERMINATION CLAUSE

If during the contract period the services are not provided satisfactorily, then NIFT reserves the right to terminate the contract without giving any notice and the SD shall be forfeited.

On termination of the agreement, the agency will hand over all the equipments as supplied by the NIFT in good working condition back to NIFT.

#### XV) JURISDICTION

All disputes shall be subject to Mumbai Jurisdiction only.

**Signature of the tenderer:** \_\_\_\_\_



**UNDERTAKING BY THE CONTRACTOR**

We have carefully gone through the various terms and conditions listed above for providing of "Comprehensive Annual Maintenance Contract of Elevator (ThyssenKrupp Elevator Make) Installed at Plot No.15 & 20, Sector-4, Kharghar, Navi Mumbai- 410210". We agree to all these conditions and offer to provide Comprehensive Annual Maintenance Contract of Elevator (ThyssenKrupp Elevator Make) Installed at Plot No.15 & 20, Sector-4, Kharghar, Navi Mumbai. We are making this offer after carefully reading the conditions and understanding the same without any kind of pressure or influence from any source whatsoever. We have acquainted ourselves with the tasks required to be carried out, before making this offer. We hereby sign this undertaking in token of our acceptance of various conditions listed above.

Place : \_\_\_\_\_

Dated : \_\_\_\_\_

\_\_\_\_\_  
Name & Signature of Contractor

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Seal of the Contractor

Phone No. (O): \_\_\_\_\_

(R): \_\_\_\_\_

(M): \_\_\_\_\_

**Signature of the tenderer:** \_\_\_\_\_

**Annexure- I****TENDERER TO FILL UP THIS PAGE**

1.

a. Name of the tenderer/organization .....

b. Name of the proprietor/partners.....

c. Date of Establishment: .....

d. Please specify as to whether Tenderer is sole proprietor/ Partnership firm/ Private or Limited Company.....

2. a. Address (Office):

b. Telephone/Phone No.

c. Email ID

3. List of reputed clients:

Sl.	Client's Name	Contact Person	Contact number (with email-id, if any)	Remarks, if any

4. Furnish copies of the following documents: [Please √ ]

- i. Trade License
- ii. PAN Registration
- iii. GST Registration
- iv. ITR (AY 19-20, 20-21)

**Signature of the tenderer:** \_\_\_\_\_

- v. CA Certification stating the Annual Turnover (AY 19 – 20, 20 – 21)

5. DD [enclosed] details:

i. DD no. \_\_\_\_\_, dtd. \_\_\_\_\_, amt. \_\_\_\_\_, bank \_\_\_\_\_ [EMD]

1. *Tenderer should submit the entire set of tender papers duly signed while submitting online.*
2. *Additional paper(s) to furnish the above information may be used.*

**Signature of the tenderer:** \_\_\_\_\_

**ANNEXURE – II****TECHNICAL BID****ANNUAL MAINTENANCE CONTRACT OF ELEVATORS AT PLOT NO. 15 & 20,****SECTOR – 4, KHARGHAR, NAVI MUMBAI – 410 210”.**

1. Name of the Contractor: \_\_\_\_\_

2. Address of the Contractor: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

3. Phone No.: \_\_\_\_\_ (Mo.) \_\_\_\_\_ (Fax.) \_\_\_\_\_

4. Whether proprietary or partnership: \_\_\_\_\_

Or Firm or a Company

<b>Required Documents</b>	<b>Attached / Not Attached</b>
Shop and Establishment Certificate.	
DD for (EMD) Earnest Money Deposit Rs.25,000/- or Udhyam (MSME)/NSIC certificate	
Annual Gross Turnover during the last 2 years should be minimum 20 Lakhs in each financial year. The Organization should provide required documentary proof in support thereof such as IT Return, Audited Balance Sheet and CA certification of last 02 years.	
A list of owner / partners of the firm and their contact telephone numbers along with a certificate to the effect that the firm is neither blacklisted by any government department nor any criminal case registered against the firm or its owner/partners anywhere in India.	
Attested copy of GST Registration	

**Signature of the tenderer:** \_\_\_\_\_

Attested copy of License under Contract Labour Act if applicable	
Lift & Safety License and related documents	
Submit duly signed undertaking enclosed with the tender document Copy of terms and conditions and every page of the tender duly signed with seal of the firm, in token of acceptance of terms and conditions and tender as quote	
Attested copy of PAN card	
List of past clients during last two years	
List of present clients	

5. Is there any relative of the owner of agency or its partners working at NIFT, If so, please indicate below the name of such relative and the relationship:

\_\_\_\_\_

6. Annual Turnover Detail (Attach balance sheet/copy of Income Tax Return / Organization payment details)

\_\_\_\_\_

7. Attach a statement showing details of the contracts during last three years with names of the organizations, contact person's name and contact details contract amount for each contract.

8. Provide all above details in a separate statement for all the existing / present contracts.

Dated: \_\_\_\_\_

Place: \_\_\_\_\_

Full Name, Signature & Seal of the  
Authorized person

Signature of the tenderer: \_\_\_\_\_

## ANNEXURE-III

### UNDERTAKING

I/We hereby undertake that the information provided above and elsewhere in the tender is true and the tender is liable to rejection if the same is found to be false or the information is found to have been suppressed by me/us.

**Date:**

**(Signature with full name, Designation &  
Seal of the Tenderer)**

**Signature of the tenderer: \_\_\_\_\_**

**ANNEXURE-IV****FINANCIAL BID**

**Name Of The Work:** “Comprehensive Annual Maintenance Contract of Elevator (ThyssenKrupp Elevator Make) Installed at Plot No.15 & 20, Sector-4, Kharghar, Navi Mumbai- 410210”

Sr. No.	Item Description	Qty.	Total Amount without Tax
	COMPREHENSIVE AMC OF THYSENKRUPP MAKE ELEVATORS AS PER DETAILS BELOW -		
1.01	<u>PLOT NO. 15</u> 79-4-S6303 79-4-S6304 79-4-S6305 79-4-S6306  <u>PLOT NO. 20</u> 79-4-S6186 79-4-S6187 79-4-S6188 79-4-S6189	08 No's	
	Total Amount Rs. (Without Tax)		

Total Rupees In words:.....

- ❖ Note: GST will be applicable as per Govt. norms in addition to above rates and hence the contractor may quote their offer excluding all taxes.

Signature of the tenderer: \_\_\_\_\_