



## राष्ट्रीय फैशन प्रौद्योगिकी संस्थान, मुंबई

(निफ्ट अधिनियम, 2006 के तहत एक सांविधिक संस्थान)

निफ्ट कैंपस में अग्निशमन प्रणाली (फायर हाइड्रेंट, फायर अलार्म और डिटेक्शन और पब्लिक एड्रेस सिस्टम) के पूर्णतया व्यापक वार्षिक रखरखाव अनुबंध के लिए निविदा, प्लॉट नंबर 15 और 20, सेक्टर -4, खारघर, नवी मुंबई-410210

निविदा संख्या : 05/NIFT/MUM/PO/2023-24

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

**05.09.2023**

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

**25.09.2023**

नोट: इस निविदा दस्तावेज़ में 27 पृष्ठ शामिल हैं। सभी निविदाकारों से अनुरोध है कि वे निविदा दस्तावेज़ के सभी पन्नों पर हस्ताक्षर करें तथा तकनीकी एवं वित्तीय संविदाओं को विधिवत भर कर कवर में अच्छी तरह मुहरबंद करके उस पर “निफ्ट कैंपस में अग्निशमन प्रणाली (फायर हाइड्रेंट, फायर अलार्म और डिटेक्शन एंड पब्लिक एड्रेस सिस्टम) के वार्षिक रखरखाव अनुबंध के लिए निविदा, प्लॉट नंबर 15 और 20, सेक्टर -4, खारघर, नवी मुंबई- 410210”

अथवा **Tender for Fully Comprehensive Annual Maintenance Contract of Fire Fighting System (Fire Hydrant, Fire Alarm & Detection and Public Address Systems) at NIFT Campus, Plot No.15& 20, Sector-4, Kharghar, Navi Mumbai-410210** लिख कर ही जमा करें।

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

दूरभाष: +91-22-2774 7000, 2774 7103, फैक्स: +91-22-2774 5386 वेबसाइट: [www.nift.ac.in/mumbai](http://www.nift.ac.in/mumbai)



**राष्ट्रीय फैशन प्रौद्योगिकी संस्थान, मुंबई**  
(निफ्ट अधिनियम, 2006 के तहत एक सांविधिक संस्थान)

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**OPEN E-TENDER FOR FULLY COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT OF FIRE FIGHTING SYSTEM (FIRE HYDRANT, FIRE ALARM & DETECTION AND PUBLIC ADDRESS SYSTEMS) AT NIFT CAMPUS, 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 invite e- Tenders from reputed agencies/contractors for providing **“Fully Comprehensive Annual Maintenance Contract of Fire Fighting System (Fire Hydrant, Fire Alarm & Detection and Public Address System at NIFT Campus, Plot No.15& 20, Sector-4, Kharghar, Navi Mumbai- 410210”**. The terms and conditions of the tender are as follows:-

**TENDER NOTICE**

Tenders are invited from reputed agencies/contractors for providing **“FULLY COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT OF FIRE FIGHTING SYSTEM (FIRE HYDRANT, FIRE ALARM & DETECTION AND PUBLIC ADDRESS SYSTEMS) AT NIFT CAMPUS, PLOT NO.15& 20, SECTOR-4, KHARGHAR, NAVI MUMBAI- 410210”**. The Earnest Money in the form of Demand Draft/Pay Order 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 bidder has to carry out a detailed survey of existing Fire Fighting System (Fire Hydrant, Fire Alarm & Detection and Public Address System of the Institute and may intimate NIFT any major/minor repairs or replacement of the equipment are required and necessary to bring the system working condition if they are not in working condition, likely expenditure for those Job shall be included in the rate quoted for the tender. No extra money shall be payable by NIFT for non-awareness of the site conditions and constraints..

**(II) Guidelines for Submission of Bids**

(a) The interested firms 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 & price bids – all duly signed – on the Central Public Procurement Portal (CPPP) at <https://eprocure.gov.in> from **05.09.2023 to 25.09.2023 at 03.00 P.M.** Tender documents is also available on the “tenders” link of the NIFT website i.e. <http://www.nift.ac.in/Mumbai>.

**Copy of Demand Draft of EMD should also be uploaded at the CPP portal with Technical Bid. However, original demand draft must be submitted to Administration Department NIFT Campus, Plot no. 15, sector 4, Kharghar, Navi Mumbai – 410210 up to 25.09.2023.**

(b) Applications to this tender will be accepted only through the online mode. No other mode of application will be considered & application will not be accepted.

(c) The technical bid must contain the technical bid in prescribed Proforma as per (Annexure-IV & V) and Earnest Money Deposit (refundable but non-interest bearing) of Rs.30, 000/- (Rupees Thirty Thousand Only) favoring National Institute of Fashion Technology and payable at Mumbai with all relevant documents in support of eligibility. The financial bid must contain only the financial bid (Annexure VI). NIFT will not accept any claim other than mentioned in financial bid.

(d) The agencies registered under MSME & NSIC shall be exempted from submission of EMD. Copy of valid certificate/ registration of MSME or NSIC should also be uploaded with technical bid. However, if any such agency is selected as lowest bidder (L1) then they are liable to deposit the requisite Security Deposit to protect the interest of the Institute.

(e) The technical bid will be opened at NIFT, Mumbai on 26.09.2023 at 03:00 PM on online mode. The Financial bid will be opened on the date which will be communicated to only those bidders who are found to be technically qualified after evaluation of technical bids.

(f) 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.

(g) Any further clarifications can be sought from the NIFT Mumbai office on Telephone No. 022-27747040, NATIONAL INSTITUTE OF FASHION TECHNOLOGY, NIFT Campus, Mumbai- 410210 or email id [admin.mumbai@nift.ac.in](mailto:admin.mumbai@nift.ac.in)

(h) Important Dates and Points –

S. No.	Description	Amount/Date
1	Commencing Date of Tender	05.09.2023
2	Last date of Submission	25.09.2023 at 3.00 PM
3	Earnest Money Deposit	Rs. 30,000/- (waiver for MSME/NSIC)
4	Date for Opening of Technical Bid	26.09.2023 at 03.00 pm

## **ABOUT THE INSTITUTE**

National Institute of Fashion Technology (NIFT) is a premier educational Institution set up under an Act of Parliament and functioning under the aegis of the Ministry of Textiles, Govt. of India. NIFT, Mumbai centre was established in the year 1995 with undergraduate and post graduate programmes.

## **TENDER NOTICE**

E Tenders are invited for Fully Comprehensive Annual Maintenance Contract of Fire Fighting System (Fire Hydrant, Fire Alarm & Detection and Public Address Systems) at NIFT Campus, Plot No.15& 20, Sector-4, Kharghar, Navi Mumbai-410210" as per the details mentioned in the tender document. The bids duly-filled in all respects enclosing necessary documents.

## **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.
3. The Technical bid should contain Earnest Money Deposit of an amount of Rs. 30,000/- 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.**
4. The Tenderer must write the name & complete postal address of the bidding firm on the back side of the Demand Draft(s).
5. 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.
6. The decision of the Institute will be final and binding on all bidders.
7. Tender shall be submitted in NIFT's official tender form only. If submitted in any other manner, the same shall be summarily rejected. No bidder shall be issued more than one Tender Form.
8. No paper shall be detached from the Tender Document.
9. 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.
10. The Financial bids submitted by all bidders should be valid for at least for a minimum period of three months from the date of opening of Technical Bids.

11. Person signing the bid or other documents connected with tender must clearly write his/her name and also specify the capacity in which signing.
12. The Institute reserves the right to reject any or all the tenders without assigning any reason thereof.
13. Before submitting the Tender Document, the bidders may seek clarification(s), if any, from Administrative Department on Tel. No. 022-27747103, 7040 **OR** in person by visiting the Institute during working hours by intimation.
14. The Institute reserves the right to change any condition of the tender before opening of the Technical Bids.
15. The quality of work at all stages should be as per the standards laid down and explained to the Bidder by NIFT Mumbai. It is made clear that there cannot be any compromise in the material quality and workmanship of work. It shall be the responsibility of the Bidder to ensure that the standards laid down from time to time are strictly maintained.
16. The Bidder should obtain the requisite license for running the establishment from authorities such as Municipality, Local Authority, State/Central Government etc., at its' own cost. The NIFT shall not be responsible in any way for any breach of these rules and regulations by the Bidder.
17. The Bidder should submit the Valid Form B to the Institute timely after obtaining from the CIDCO/Local Authority at their own cost.
18. The Bidder shall not deploy any person below the age of 18 years.
19. The successful bidder will have to enter into an agreement with the Institute.
20. Canvassing in any form will make the tender liable to rejection.

**DUTIES AND RESPONSIBILITIES OF THE BIDDER:**

1. The Bidder shall carry out all work with utmost care, giving due consideration to safety which shall not be compromised under any circumstance. It will be responsibility of the Bidder to promote an electrically safe workplace free from unauthorized exposure to electrical hazards for all its employees and outsourced personnel so as to prevent accidents to themselves, the public (community) and the NIFT's property.
2. The Bidder shall be responsible for taking good care of all specialized equipments, tools and tackles used for its works. It should bring to the notice of the NIFT the works that are required to be undertaken in time. In case any damage is caused to the equipment's due to the gross negligence of any of the employees of the Bidder, Bidder undertakes to indemnify the NIFT for such damages. The amount of damages quantified at the discretion of the NIFT Engineer shall be final & binding on the Bidder. The NIFT shall be at liberty to deduct such amount of damages from any dues payable to the Bidder

3. The Bidder shall not assign the contract or sublet any portion of the contract. In case of breach of this condition, NIFT will serve a notice in writing on the Bidder rescinding the contract where upon the security deposit/performance bank guarantee shall stand forfeited to NIFT without prejudice to other remedies against the Bidder.
4. The employees deployed by the successful Bidder should observe the discipline and should see that the decency and decorum are maintained within the course of their employment. He should submit their police verification to NIFT.
5. The Bidder should furnish the monthly, quarterly and yearly maintenance schedule in consultation with Engineer In-charge, within seven days time after getting work order.
6. All personnel employed by the Bidder shall be medically fit and having good health.

### **ELIGIBILITY CONDITIONS/GUIDELINES FOR EVALUATION OF TECHNICAL BIDS**

#### **FOLLOWINGS ARE THE QUALIFYING CRITERIA:**

#### **(Please attach self attested documents as per checklist)**

1. The bidder must submit a self-attested copy (copies) of Recent work order (s) (details filled with attached format) of which the work (s) has (have) been completed within last seven years as on tender opening date as a proof of similar work done in a PSU, Central/State Government Organization or subsidiary/Joint venture/Regulated company thereof, or a reputed private company etc.
2. The bidder must have carried out similar nature of works of Government/MNC/PSU etc.
3. The bidder should have office in Mumbai/Navi Mumbai.
4. The vendor should have been in the field of maintenance of fire & safety work during the last 3/4 years.
5. The vendor should be a valid Govt. Fire & Safety License and registered dealer/ distributor for supplying of reputed brand of Fire & Safety materials. The Vender should be renew his licence time to time..
6. Annual Gross Turnover during the last 2 years should be minimum 20 Lakhs in each financial year. The tenderer & those bidders who does not fulfill above eligibility criteria will be rejected.

#### **OPENING OF BIDS:**

1. The online Technical Bids will be opened on 26.09.2023 at 3.00 pm at National Institute of Fashion Technology, Plot No.15, Sector-4, Kharghar,

Navi Mumbai in the presence of such bidders who may wish to be present, either in person or through their authorized representatives (duly supported with authorization letter).

2. The online Financial Bids of only technically qualified bidders will be opened for further consideration. The decision of the Institute in this regard will be final and no requests etc. will be entertained from the bidders. The date and time of opening of financial bid(s) will be intimated only to those bidders who will be found qualified in technical bids as per evaluation criteria prescribed by the Institute.
3. EMD of the unsuccessful bidders will be returned without interest, after finalization of contract.

### **EVALUATION OF FINANCIAL BIDS**

Financial bids will be opened of only those bidders who will found qualified in the Technical Bid. The Lowest Bidder (L1) will be decided on the basis of lowest rates/amount quoted in the Financial Bid for Fully Comprehensive Annual Maintenance Contract of Fire Fighting Systems at Plot no. 15 & 20, Sector – 4, Kharghar, Navi Mumbai – 410 210.

### **PERIOD OF CONTRACT**

1. Initially contract will be awarded to successful bidder for period of one year and based on the performance and services rendered may be extended for further period of 2 years on yearly basis with same rates and terms & conditions on mutual consent.
2. The contract of one year period is subject to renewal by the Institute on satisfactory performance, no contract will be extended beyond 3 years under any circumstances.

### **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 ten days of the receipt of the Letter of Award of the Contract/Work Order.
- ii. The Agency does not commence maintenance services within seven days after issuance of work order for commencement of maintenance services.

### **SECURITY DEPOSIT**

1. The contractor shall be required to deposit an amount equivalent to 5% of tendered amount as security deposit immediately on acceptance of Work Order. The EMD of successful bidder may be converted in to security deposit and



balance amount of SD will have to be deposited by the tenderer in the form of demand draft of nationalized bank/schedule bank only in favour of NIFT, Mumbai payable at Mumbai.. No interest shall be paid on such security deposit, which shall remain with the 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.

#### **FORFEITURE OF SECURITY DEPOSIT**

1. If the Agency does not repair or unable to repair any part/equipment of fire fighting system, same will be repaired by other agency and charges shall be recovered from security deposited and the payment of bills of AMC Agency and penalty shall also be imposed as per penalty clause.
2. If the Agency does not complete the AMC work properly and satisfactorily during his tenure.

#### **PAYMENT CONDITION**

Payment will be made after rendering satisfactory services for every quarter and receipt of Invoice with related service reports and making all necessary deductions of dues & penalties as contemplated under the contract within 45 days.

#### **SCOPE OF WORK FOR FULLY COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT**

Maintenance of Fire Fighting System (Fire Hydrant, Fire Alarm & Detection and Public Address Systems) etc. job includes servicing, Repairing or Replacing of equipment/systems, testing of firefighting pumps sets, testing alarm detectors, batteries, control panels etc., complete, on monthly basis. Following is the list of the equipment's required to be operated and maintained by the bidder for their smooth working and performance.

Sr.	Description	Unit	Quantity
A	<b>Fully Comprehensive Annual Maintenance Contract of Fire Fighting System Plot No 15, Sector - 4, Kharghar, Navi- Mumbai (On Monthly visit basis for One Year i.e. 12 in Visit One Year)</b>		

<b>a</b>	<b>Cleaning , Servicing &amp; Testing of Hydrant system &amp; Sprinkler system</b>		
<b>1</b>	Main fire pumps 55kw/75Hp 2960 rpm ( Hydrant + Sprinkler)	<b>Nos</b>	<b>2</b>
<b>2</b>	Jockey pump 9.3 kw/ 12.5Hp 2840 rpm	<b>Nos</b>	<b>1</b>
<b>3</b>	Diesel engine pump 40kw/68HP 2150 rpm	<b>Nos</b>	<b>1</b>
<b>4</b>	Booster pump 9.3kw/12.5HP 40 m Head	<b>Nos</b>	<b>2</b>
<b>5</b>	1 nos. Main fire electrical control panel & 2 nos. Booster pump electrical control Panel servicing	<b>Nos</b>	<b>1</b>
<b>6</b>	Single hydrant valve servicing	<b>Nos</b>	<b>22</b>
<b>7</b>	Hose reel drum with ball valve servicing	<b>Nos</b>	<b>18</b>
<b>8</b>	Old rubber hose pipe servicing & refixing	<b>Nos</b>	<b>18</b>
<b>9</b>	Hose box servicing	<b>Nos</b>	<b>22</b>
<b>10</b>	80mm butterfly/NRV valve servicing	<b>Nos</b>	<b>4</b>
<b>11</b>	100mm butterfly/NRV valve servicing	<b>Nos</b>	<b>20</b>
<b>12</b>	150mm butterfly/NRV valve servicing	<b>Nos</b>	<b>20</b>
<b>13</b>	sprinkler alarm gong valve	<b>Nos</b>	<b>2</b>
<b>14</b>	Pendant type 68 deg. sprinkler head (only cleaning )	<b>Lot</b>	<b>1</b>
<b>15</b>	Painting of all visible hydrant pipes and sprinkler pipes	<b>Lot</b>	<b>1</b>
<b>16</b>	Fire Siemens connection	<b>Nos</b>	<b>2</b>
<b>17</b>	All pumping equipment ( pressure gauge, pressure switch, air release valve and ball valve)	<b>Lot</b>	<b>1</b>
<b>b</b>	<b>Cleaning , Servicing &amp; Testing of Automatic fire alarm control system</b>		
<b>1</b>	6 Loop Main fire alarm control panel ( Notifier- Honeywell)	<b>Nos</b>	<b>1</b>
<b>2</b>	Repeater fire alarm panel	<b>Nos</b>	<b>1</b>
<b>3</b>	Smoke Detector / Heat Detector	<b>Nos</b>	<b>488</b>
<b>4</b>	Hooter	<b>Nos</b>	<b>28</b>
<b>5</b>	Manual Call Point	<b>Nos</b>	<b>28</b>
<b>6</b>	Control / Monitor module	<b>Nos</b>	<b>80</b>
<b>7</b>	Flow switch	<b>Nos</b>	<b>18</b>
<b>c</b>	<b>Cleaning , Servicing &amp; Testing of Public addressable system ( Honeywell)</b>		
<b>1</b>	Public Addressable Controller	<b>Nos</b>	<b>1</b>
<b>2</b>	Public Addressable System Amplifier	<b>Nos</b>	<b>6</b>
<b>3</b>	Public Addressable System Mike	<b>Nos</b>	<b>1</b>
<b>4</b>	3/6 Watt Speakers	<b>Nos</b>	<b>263</b>
<b>5</b>	5/10 Watt Speaker	<b>Nos</b>	<b>34</b>
<b>B</b>	<b>Fully Comprehensive Annual Maintenance Contract of Fire Fighting System at (Hostel building) Plot No 20, Sector - 4, Kharghar, Navi- Mumbai (On Monthly visit basis for One Year i.e. 12 Visit in One Year)</b>		
<b>a</b>	<b>Cleaning , Servicing &amp; Testing of Hydrant system &amp; Sprinkler system</b>		
<b>1</b>	Main fire pumps 90kw/125Hp 2965 rpm ( Hydrant + Sprinkler)	<b>Nos</b>	<b>2</b>
<b>2</b>	Jockey pump 9.3 kw/ 12.5Hp 2840 rpm	<b>Nos</b>	<b>1</b>
<b>3</b>	Diesel engine pump 86.98kw/149HP 2150 rpm	<b>Nos</b>	<b>1</b>
<b>4</b>	Booster pump 9.3kw/12.5HP 40 m Head	<b>Nos</b>	<b>2</b>

5	1 nos.Main fire electrical control panel & 2 nos. Booster pump electrical control Panel servicing	Nos	1	
6	Single hydrant valve servicing	Nos	28	
7	Hose reel drum with ball valve servicing	Nos	20	
8	Old rubber hose pipe servicing & refixing	Nos	20	
9	Hose box servicing	Nos	28	
10	80mm butterfly/NRV valve servicing	Nos	8	
11	100mm butterfly/NRV valve servicing	Nos	6	
12	150mm butterfly/NRV valve servicing	Nos	16	
13	200mm butterfly/NRV valve servicing	Nos	5	
14	sprinkler alarm gong valve	Lot	1	
15	Pendant type 68 deg. sprinkler head (only cleaning )	Lot	1	
16	Painting of all visible hydrant pipes and sprinkler pipes	Nos	2	
17	Fire Siemens connection	Nos	3	
18	All pumping equipment ( pressure gauge, pressure switch, air release valve and ball valve)	Lot	1	
<b>b</b>	<b>Cleaning , Servicing &amp; Testing of Automatic fire alarm control system</b>			
1	9 Loop Main fire alarm control panel ( Notifier- Honeywell)	Nos	1	
2	Smoke Detector / Heat Detector	Nos	631	
3	Hooter	Nos	44	
4	Manual Call Point	Nos	44	
5	Control / Monitor module	Nos	115	
6	Flow switch	Nos	22	
<b>c</b>	<b>Cleaning , Servicing &amp; Testing of Public addressable system ( Honeywell)</b>			
1	Public Addressable Controller	Nos	1	
2	Public Addressable System Amplifier	Nos	3	
3	Public Addressable System Mike	Nos	1	
4	5/10 Watt Speaker	Nos	69	
<b>D)</b>	<b>Underground Fire Hydrant and Fire Sprinkler Pipe leakage rectification</b>	-	-	Fully covered in scope of AMC with all Material, excavation and repairing, replacing of new pipes, warping, rectifying with required materials and labour charges..
<b>E)</b>	<b>Overhead Fire Hydrant and Fire Sprinkler Pipe leakage rectification</b>	-	-	Fully covered in scope of AMC with all Material, welding and repairing, painting, rectifying with labour charges.
<b>F)</b>	<b>Deployment of Manpower</b>	-	-	Agency shall appoint one Fire Engineer (BE/Diploma) technical person for full time in general shift including holidays i.e. (9:00 am to 5:30 pm) to operate and day to day maintenance.

In order to ensure 100% serviceability for efficient working of the equipment under contract the scope of work will include the following.

1. The servicing & random checking of fire hydrant and detection system shall be done periodically invariably.
2. The system shall be kept in working condition till the completion of contract. The firm will arrange handing over of the total system in full functional condition on completion of contract.
3. In case of emergency, the firm shall give full support for mitigation of fire accident at no extra payment.
4. Each Pump should be tested for at least 60 second every visit. Discharge of water should be from Hydrant or through a test line. Unnecessary sound and vibration should be noted and corrected. (Monthly Basis)
5. Pump autorotation should be checked. (Monthly Basis)
6. Greasing of pumps and motors to be carried out as per manufacturers recommendation or whenever necessary. (Monthly Basis)
7. Hydrant externally and terrace shall be tested with hose and branch pipe. The jet shall be operated for at least 2 minutes. Hose shall be dried before rolling. (Monthly Basis)
8. First Aid Hose Reels shall be tested by swinging it on its support and partly opening the hose and discharge of water for 60 seconds. Each Hose shall be tested. There shall be no leakage from MS piping or from clips holding rubber or even from rubber pipe. Hose pipe shall be rolled back uniformly, line by line. (Monthly Basis)
9. First Aid Hose Reel shall be extended to full length and water discharged for 120 seconds. The pipe shall be rolled back uniformly, line by line. (Monthly Basis)
10. Internal Hose Cabinet shutters (including glass) shall be cleaned every visit. Dust and dirt within cabinet shall be removed in every visit. (Monthly Basis)
11. Hydrant on each floor shall be tested with hose and branch. The Agency shall make all arrangements for disposal of water in the premises so that there is no damage. (Monthly Basis)
12. Replacing of gland packing/seals in various pumps and valves on as and when required to ensure that there is no leakage.
13. Checking of electrical terminals, contact points of the starters/contractors and relays installed in various control panels
14. The contractor shall not dismantle and remove any items without the knowledge of the Engineer In-charge. Dismantled items shall be the property of the NIFT Mumbai.
15. Contractor will visit the site as and when called by the Engineer In-charge. On his visit he should meet the Engineer In-charge and will report about satisfactory working of all equipment's
16. The contractor will be responsible not only for his own men and material but also for the security of the equipment/materials of the NIFT. The cost of repair/replacement of equipment damage due to mishandling by the worker of the contractor will be deducted from the contractor's bill after loss assessment by the Workshop In-charge. The assessment of the Workshop In-charge will be final and binding on the contractors.
17. Arranging all major components requiring repair/replacement/refill with prior consent and approval of the authorized Engineer In-charge. All cost of

the components along with the procurement with all taxes shall be included in the rates of FCAMC.

18. The contracting Bidder shall guarantee prompt repairs/replacement/refill of components to minimize interruption. In all probability the Bidder will be required to arrange repair and replacement/refill of such damaged components the same day or reasonable time as per situation.
19. Tools & Tackles: The bidder should provide all tools and tackles required for the safe and satisfactory maintenance of the related equipment.
20. Agency should appoint one full time general shift Fire Engineer who knows the Fire safety norms and action taken at the time of fire.
21. Servicing of DG set which is attached along with firefighting system i.e. changing of oil, changing of filters, batteries, changing of belts, or ring, etc. once in a year should be carried out by the expert without extra cost.
22. Any modification need to the firefighting system, the same should be modified with the consent of NIFT without extra cost due to the non-availability of the materials.
23. The agency will be responsible for any loss of life and property due to non-functioning of the firefighting system during fire in the premises.
24. The agency shall deploy Mechanic/Operator/Marshal at office duty time, including if required on holiday apart from office hours at night etc. for which no extra payment shall be made. The Agency should deploy additional technicians during program and wherever demand by the NIFT without additional cost.
25. The small capacity of DG set is attached for firefighting system during the power failure, the DG set need to be used.

**Note: Agency should submit the monthly service reports to building department as per format in Annexure – VII to X**

#### **MAINTENANCE SCHEDULE:**

1. The bidder has to carry out a detailed survey of the existing Firefighting & sprinkler system and alarm systems and public address system of the Institute and may intimate NIFT any major repairs or replacement or up gradation of the equipment are required and necessary to bring the system to working condition if they are not in working condition, likely expenditure for those Job shall be included in the rate quoted for the tender.
2. The bidder has to carry out a monthly maintenance of Fire Hydrant, Sprinkler, Fire Detection & Alarm systems and Public Address System and submit detail report as per format for all the equipment/installations mentioned above in the scope of work. In case of failure of contractor to attend any maintenance NIFT reserves the right to get the work done departmentally or through any other agency and cost shall be deducted from the contractor's bill/s.
3. If any damage to any equipments and allied accessories occurred due to improper maintenance or negligence in workmanship, the parts/spares will be replaced by the contractor immediately free of cost.

#### **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 immovable 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 at all times indemnify and keep indemnified NIFT employees 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 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.
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.**

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

#### **OTHER OBLIGATIONS OF THE CONTRACTOR**

1. The Contractor will use only branded materials or the material of the brand previously erected or installed.
2. The Contract can be terminated by either party, i.e., NIFT or the Contractor, after giving One 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. NIFT's decision in such a situation shall be final and shall be accepted by the Contractor without any objection or resistance.

#### **PENALTY**

The Institute reserves the right to impose a penalty (to be decided by the NIFT authorities) on the Contractor for any serious lapse in maintenance works, contract of Agency shall be terminated and forfeited the SD etc.

<b>Sr. No.</b>	<b>Event/ Situation</b>	<b>Penalty Amount</b>
01	Any line rupture affecting hydrants should be repaired	In case of any delay in carrying out of such works a penalty of Rs.2000/- per day shall be imposed upto 15 days.

	within 24 hours.	After that one month AMC charges will be deducted.
02	Any Equipment is out of the service for more than three days except major work.	Penalty of Rs.1000/- per day will be levied upto 15 days. After that penalty of one month AMC charges will be imposed.
03	Absent of Manpower	Rs.500/- per day up to 7 days. After that penalty of one month AMC charges will be imposed.
04	Not attending breakdown after 24 Hours	Rs.500/- per day per up to 7 days of breakdown. After that penalty of one month AMC charges will be imposed.
05	Major Repair within 7 days	Rs.5000/- per day maximum upto 7 days. After that penalty of 1 quarter AMC charges will be imposed.
06	Any event 1 to 4 repeated again as 2 <sup>nd</sup> mistake.	Contract of Agency shall be terminated and forfeited the SD etc.

**Note: GST shall be applicable on penalty amount as per Government norms.**

#### **TERMINATION CLAUSE**

During the currency of this agreement, the NIFT shall have the right to terminate this agreement if it is not satisfied with the performance of the Bidder by giving it minimum 30 days' notice in writing. For this purpose, the NIFT shall be the sole Judge to decide whether the performance of the Bidder is satisfactory or not and such decision of the NIFT shall be final, conclusive and binding on the Bidder and the Bidder shall not be entitled to any compensation in that regard. Furthermore if on account of non-renewal of the contract and/or termination of this contract, the Bidder has to terminate its employees, then it shall be the responsibility of the Bidder to pay the legal dues to its employees. In the event of non-compliance of legal requirements Bidder it shall be liable for all the costs and consequences.

#### **MISCELLANEOUS:**

1. Any dispute arising out of this contract including any clarification as to the intent or interpretation of any of the provisions of these terms and conditions, the same shall be first referred to/sought from the Campus Director, NIFT, whose decision in the matters shall be final and binding on the Bidder. Any other matter relevant to but not covered in the contract shall also be decided by making reference to the Campus Director NIFT whose decision will be final and binding on the Bidder.
2. The Bidder and the NIFT shall make every effort to resolve any dispute or disagreement amicably by direct informal negotiations. However, in case of any unresolved issues/disagreements/disputes in connection with the contract, the same shall be settled through Arbitration or through Court of Law within the Jurisdiction of Mumbai. The resultant contract will be interpreted under Indian Laws.

3. The quoted rate of the contracting Bidder shall be deemed to have taken into account all the conditions mentioned above. The Bidder shall visit the NIFT premises and properly assess the scope of work. It shall be presumed the Bidder had inspected the premises and made proper assessment and requirements. Once the rate is quoted and accepted and then subsequently, the Bidder shall not raise any dispute that the rate quoted was less without considering the actual requirements.

### **AGREEMENT OF CONTRACT**

An agreement on Rs- 100/- 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.

### **Feel Free to Contact Us**

Any query/clarification with respect to the tender (T&Cs, etc.) may get cleared prior to submission of bid; concerned NIFT official(s) may be contacted (Ph. 022-2774 7040) in this regard in between 9.00 am to 5.30 pm on any working day with prior intimation. However, NIFT will not entertain or clarify any such query during post bid.



## ANNEXURE- I

### UNDERTAKING BY THE AMC CONTRACTOR

We have carefully gone through the various terms and conditions listed above for providing of “Fully Comprehensive Annual Maintenance Contract of Fire Fighting System (Fire Hydrant, Fire Alarm & Detection and Public Address Systems) at NIFT Campus, Plot No.15 & 20, Sector-4, Kharghar, Navi Mumbai- 410210”. We agree to all these conditions and offer to provide “Fully Comprehensive Annual Maintenance Contract of Fire Fighting System (Fire Hydrant, Fire Alarm & Detection and Public Address Systems) at NIFT Campus, Plot No.15 & 20, Sector-4, Kharghar, Navi Mumbai- 410210”, 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): \_\_\_\_\_

## **ANNEXURE- II**

### **CERTIFICATE FOR THE SITE INSPECTION**

I/We (M/s. \_\_\_\_\_) have certified that we have visited the site on \_\_\_\_\_ and assessed the nature and amount of work involved before submitting our offer.

We will be able to complete the works within the stipulated time and also that we will be able to execute the work suit to the site conditions.

**Bidder Signature and seal with date**

**ANNEXURE – III**

**EXPERIENCE OF WORK**

**DETAILS OF EXPERIENCE OF ONGOING PROJECTS**

<b>Sr. No.</b>	<b>Organization Name</b>	<b>Work order Cost</b>	<b>Time Period for completion of work</b>	<b>Completed on date</b>	<b>Contact details of Client (Name, Address, Contact No., E-mail Id)</b>

**DETAILS OF EXPERIENCE OF PROJECTS DURING PAST 3 YEARS**

<b>Sr. No.</b>	<b>Organization Name</b>	<b>Work order Cost</b>	<b>Time Period for completion of work</b>	<b>Completed on date</b>	<b>Contact details of Client (Name, Address, Contact No., E-mail Id)</b>

**ANNEXURE – IV**

**TECHNICAL BID**

**“FULLY COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT OF FIRE FIGHTING SYSTEM (FIRE HYDRANT, FIRE ALARM & DETECTION AND PUBLIC ADDRESS SYSTEMS) AT NIFT CAMPUS, PLOT NO.15 & 20, SECTOR-4, KHARGHAR, NAVI MUMBAI- 410210”.**

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 Earnest Money Deposit Rs. 30,000/-	
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.	
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	
Fire & Safety License and related documents	
Registration number under Maharashtra Fire Service	
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 three 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.

Note: The agency may submit photocopy of all the documents mentioned in the technical bid, if already not submitted along with EoI.

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

**Full Name, Signature & Seal of  
the Authorized person**

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

**ANNEXURE-V**

**Declaration Regarding Clean Track Record**

I have carefully gone through the Terms & Conditions contained in the Tender Document No. \_\_\_\_\_ regarding **“Fully Comprehensive Annual Maintenance Contract of Fire Fighting System (Fire Hydrant, Fire Alarm & Detection and Public Address Systems) at NIFT Campus, Plot No.15 & 20, Sector-4, Kharghar, Navi Mumbai-410210”**. I hereby declare that my Company as on date of submission of the proposal is neither blacklisted by Central Government / State Government or neither instrumentalities thereof nor any criminal case against the Bidder / Its Partners / Directors / Agents is pending before any court of Law. I further certify that I am competent officer in my Company to make this declaration.

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

**Full Name, Signature & Seal of  
the Authorized person**

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

**ANNEXURE-VI**

**FINANCIAL BID**

- NIFT has invited bidders to bid their offer for fully comprehensive AMC and interested must quote the rates accordingly.
- The bidders who will not quote shall be rejected.
- The decision of NIFT shall be final and binding to the Agencies.

**Name Of The Work: Fully Comprehensive Annual Maintenance Contract of Fire Fighting System (Fire Hydrant, Fire Alarm & Detection And Public Address Systems) At NIFT Campus, Plot No.15& 20, Sector-4, Kharghar, Navi Mumbai- 410210.**

<b><u>Sr. No</u></b>	<b><u>Description</u></b>	<b><u>Amount in RS.</u></b>
1.	Rates for “Fully Comprehensive Annual Maintenance Contract of Fire Fighting System (Fire Hydrant, Sprinkler, Fire Alarm & Detection And Public Address Systems) including routine, fortnightly complete operation of the existing firefighting system At NIFT Campus, Plot No.15 & 20, Sector-4, Kharghar, Navi Mumbai- 410210	
	GST Amount	
	Total Amount	

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

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

**Full Name, Signature & Seal of  
the Authorized person**

'Sample Format'

**ANNEXURE-VII**

<b>Sub: - <u>Monthly Maintenance Report for Fire Alarm &amp; Fire Detection System.</u></b>							<b>Date-</b>	
<b>Month of Maintenance:-</b>								
Floor No.	Detectors	Remark	MCP	Remark	Hooter	Remark	Module	Remark
	Qty (Nos)		Qty (Nos)		Qty (Nos)		Qty (Nos)	
<b>Total</b>								
<b>Note:-</b>								
<b>For</b>					<b>NIFT Representative</b>			
<b>Authorised Signatory</b>								



'Sample Format'

**ANNEXURE-VIII**

Sub:- Monthly maintenance report for Court yard Fire hydrant system							Date-	
Month of Maintenance:-								
Location	Hose Box		Single Outlet Hydrant valve		Canvas Hose with M/F coupling		Branch Pipe	
	Qty.	Observation	Qty.	Observation	Qty.	Observation	Qty.	Observation
HP-1								
HP-2								
HP-3								
HP-4								
Fire Tank Inlet								
Fire Brigade connection Inlet								
<u>Remark &amp; Suggestions :-</u>								
For					NIFT Signature & Name			

'Sample Format'

**ANNEXURE-IX**

Sub:- Monthly Maintenance Report for Fire Pumps and Control Panel System				Date-
Client name:-				
Month of Maintenance:-				
Sr.	Description	Qty.	Observation	Remark
1	Main fire hydrant pump with 75 HP Motor (2280LPM @ 75 Mtrs)			
2	Main Sprinkler pump with 75 HP Motor (2280LPM @ 75 Mtrs)			
3	Stand By Diesel Engine Driven Pump with 69 BHP Engine (2280 LPM @ 75 mtrs Head)			
4	Fire Jocky pump with 12.5 HP Motor (180 LPm @ 75 mtrs Head)			
5	Booster pump with 12.5 HP motor (900 LPM @ 35 mtrs Head)			
6	Automatic Sprinkler Alarm Valve with gong.			
7	Fire pumps Electrical Starter control panel			
<b>Remark &amp; Suggestions :-</b>				
For			NIFT Signature & Name	

