



File No. NIFT/CHE/Bldg./7720/Generator/2018-19

Limited Tender Document
For AMC of Diesel Generator Services

NATIONAL INSTITUTE OF FASHION TECHNOLOGY
A Statutory Institute governed by the NIFT Act, 2006
(Ministry of Textiles, Govt. of India)
An ISO 9001: 2015 certified Institution
Rajiv Gandhi Salai, Taramani, Chennai – 600 113.

Rs.590 /-
(GST Incl.)(in
Cash / DD / PO)

**ANNUAL MAINTENANCE CONTRACT (AMC) SERVICE FOR 250 KVA, 400 KVA
DIESEL GENERATOR SETS INSTALLED IN MAIN CAMPUS, AUDITORIUM & GIRL'S
HOSTEL - NIFT, CHENNAI**

**LIMITED TENDER DOCUMENT No.06 FOR AMC of DIESEL GENERATOR SETS
[TWO BID SYSTEM]**

1. Original : To be submitted in a sealed cover
addressed to The Purchase Officer, NIFT,
Rajiv Gandhi Salai, Taramani,
Chennai – 600 113.
2. Duplicate : To be retained by the tenderer for reference.

Tender Issue

: 22.09.2022

**Last date & Time for Submission
Of Sealed Tenders by Tenderers**

: 17.10.2022 up to 2.00 p.m.

**Tender Opening Date & Time
separately.**

: Will be informed

**EMD to be deposited along with
Tender in separate cover**

: Rs.9,000/-

Tender document will be available at our website, it should be downloaded at free of cost

I accept the above conditions

(Full Signature of the Contractor with company Seal)



PREAMBLE / INTRODUCTION

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 Chennai invites sealed tenders under two bid systems for “**Annual Maintenance Contract (AMC) service for 250KVA and 400KVA Diesel Generator sets installed at Main NIFT Campus, Rajiv Gandhi Salai, Taramani Chennai and other 250 KVA Diesel Generator set installed at NIFT Girls Hostel campus, MGR film City Road Taramani, Chennai**”, from the interested, experienced firms who fulfill the eligibility criteria as in Tender Document.

Terms & Conditions:

1. The firms who are not willing to accept the departmental conditions need not quote and participate in this bidding.
2. While submitting the tender, if any of the prescribed conditions are not fulfilled or are incomplete in any form, the tender is liable to be rejected. If any bidder stipulates any condition, such conditional tender is liable to be rejected.
3. The purpose of the awarding the Diesel Generator Service contract is to ensure and to keep the Diesel Generator (DG) sets in good working conditions and to work to the optimum efficiency.
4. NIFT Chennai reserves the right to accept / reject any/all tenders in part/full without assigning any reason thereof.
5. Any Addendum/Corrigendum date extension in respect of above tender shall be updated in our website www.nift.ac.in/chennai/tenders only and no separate notification shall be issued in the press/Bidders. Bidders are therefore requested to regularly visit our website to keep themselves updated.
6. Bidder should sign in all pages of the Tender document and should not be removed any page/s of the tender document.
7. The prospective Bidders are advised to read carefully the entire tender document and satisfy themselves about the work, site condition, by visiting the Main NIFT Campus, Rajiv Gandhi Salai, Taramani Chennai and Girls Hostel NIFT Campus, MGR film City Road Taramani, Chennai on any working day between 10.00 a.m. and 5.00 p.m. before submitting their tenders (no extra shall be payable for visiting the NIFT campus in this regard).
8. If complete information is not given (or) if the particulars and data are not filled in correctly (or) not as specified in the Tender document and may render the bid non-responsible and liable to be rejected.
9. If submitted other than the prescribed Tender Document format the same shall be summarily rejected.
10. If Bidder furnishing with Price Bid in the single/same cover of Technical Bid will be summarily rejected.
11. The tender will be summarily rejected, if price of the item indicated in the technical bid.

I accept the above conditions

(Full Signature of the Contractor with company Seal)



12. Tender can be submitted on or before the due date and time specified in the Tender Document.
13. Successful bidder's EMD will be retained and it will be adjusted in the security deposit.
14. Even after qualifying in technical bid, the Price bid may not be accepted if found not in order.
15. The Director, NIFT Chennai reserves the right to accept the whole tender or any part thereof or reject all the tenders, in the interest of the NIFT so require, without assigning any reasons whatsoever and to waive any minor discrepancy in the tenders received
16. Validity of the rates quoted in the Tender will be up to 3 months from the date of opening of the Tender.
17. The quantity may increase or decrease or drop of any item, the bidder should execute the work for quoted price in the tender.
18. All statutory obligations under various laws, imposed from time to time will have to be met by the contractor for which no extra payment shall be made. NIFT will no way be responsible for any default with regard to statutory obligation, if any.
19. The probable date on which the service to the DG Set will be carried out should be intimated well in advance to the NIFT officers by the AMC firm to whom the AMC is awarded.
20. The signature of the Electrical staff or the officer in charge of the maintenance shall be got after the DG sets are serviced.
21. If the service on the specified date is not possible it shall be carried on the subsequent day without fail with concurrence of the officer in charge of the maintenance.
22. The DG set should be checked and serviced thoroughly monthly once without fail.
23. The Breakdown / Complaint calls should be attended to immediately and any delay shall be made good through other local agencies at the cost of the AMC contractor.
24. All the components should be checked thoroughly to work in perfect conditions and it should be ensured that all the safety devices work perfectly.
25. If any major repairs/service, Contractor required for shifting any part of the DG set to workshop/ service centre to rectify the fault/ testing, with NIFT Chennai Gate pass signed by Authorized NIFT official and shall be refixed without extra cost.
26. The contractor should use only genuine spare parts with same specification as recommended by Original Equipment Manufacturer (OEM).
27. The rates quoted should be inclusive of Taxes.
28. The GST shall be paid separately as per rules in force and shall not be included in the rate.
29. The amount falls due from the contractor on account of this contract even after recovering from the bills and adjusting the security deposit and any other contract awarded to the contractor, the amount is liable to be recovered under the provision of the Revenue Recovery Act.

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30. The contractor should handover all the DG set in good working condition at the end of the contract period and any disputes the contractors responsible to rectify the same and handover to NIFT Chennai.
31. All the electrical contact points, lubrication, electrical cable & wire tightness, belt, connections etc., should be checked and minor adjustments made if found necessary.
32. If the firm discontinues the services at any time during the period of contract the Security deposit deposited by the firm shall be forfeited. The charges spent to put the units under running conditions will be recovered from the firm against the Payments due to them.
33. **The selected firm shall pay a security deposit @ 10% of the value of the contract,** which shall be in the form of Demand Draft and deposit shall be retained for the entire contract period. The deposit will be refunded on expiry of contract after adjustment of any due. The deposit will bear no interest during the entire contract period.
34. No advance payment will be made for the service contract.
35. The service bills will be issued after the completion of service and due certification by the officer in charge of maintenance.
36. The selected firm shall also sign an agreement in the prescribed format on a non – judicial stamp paper of value of Rs.20/- and accepted by the authorized signatory on behalf of NIFT.
37. If the firm violates the above conditions or known to violate the above conditions action will be taken to terminate the contract and also to ban the firm taking future contract in NIFT. The security deposit will also be forfeited.
38. The complaint should be attended within 24 hours from the time it's logged in including Sundays and holidays.
39. Repair and corrective work should be executed within 72 hours from the time of attending a complaint, failing which a penalty of Rs.100/- per day / per unit will be charged.
40. Preventive maintenance should be carried out once in a month as per schedule and also service report to be signed by NIFT officials else 20% of the amount will be deducted from the total bill amount for the particular period.
41. No limitation for attending breakdown calls and no separate payment will be paid for breakdown visit.
42. Any damage to the equipment due to negligence of the deputed service technician and same shall be made good by the contractor and no payment will be paid in this regard.

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43. It is scope of AMC including periodical monthly visit, “B” Check service/oil service including required materials such as oil, filters etc., repair work and Bidder shall quote the rate accordingly.
44. **AMC including DG set control panel, remote control panel.**
45. **It is scope of AMC including supply & replacement of all the required spares(or) work value up to Rs.15,000/- such as belt , hose etc., and Bidder shall quote the rate accordingly.**
46. **If DG AMC contractor failed to carry out the work with spares/ work value up to Rs.15,000/, the same will be carried out through any other contractor and amount spent for the work will be deducted from the DG set AMC contractor’s due.**
47. No Bidder will be allowed to withdraw the quoted rates after opening of the tender. If any Bidder withdraws the rates, the EMD amount deposited by them will be forfeited and above firm will be disqualified from participating in any future quotation/Tender of the Institute.
48. The AMC service contract shall remain valid for a period of one year from the date of award of the contract. However a renewal of the contract on an annual basis may be considered by the competent authority, NIFT, Chennai, based on satisfactory performance of the contractor at the same rates. Such renewals can be done only for a maximum period of two years based on mutual acceptance.
49. The maintenance staff should have adequate puts experience in DG set. In case any of the persons deployed by the contractor does not come up to the mark (or) indulges (or) disorderly conduct the contractor shall immediately withdraw such persons on the report of the NIFT in this respect.
50. NIFT reserves the right to terminate the contract at any point of time at its sole discretion due to non-satisfactory service or violation of Terms & Conditions or due to any applicable reason and NIFT’s decision in this regard shall be final and binding.
51. The contractor should hand over the DG sets in working condition at the end of completion of AMC period. If any defect noticed and it should be rectified the same.
52. Supply and replacement of spares /materials should be as recommended by the OEM.
53. Payment will be made on **half yearly** basis after completion of work including two “B” Check services with supply of required materials against the submission of bills along with the copies of the service reports duly signed by the NIFT Engineer.
54. TDS will be deducted as per Government norms.
55. It shall be the sole responsibility of the contractor to ensure safety of the user and if there is any loss to the institute on account of dishonest and or due to any lapse On the part of the contractor
56. NIFT shall not be responsible for death, injury or accident to the contractor / Contractor’s employee who may arise out of and in the course of their duties at NIFT Premises
57. The contractor should provide all the safety equipment’s, tools equipment’s etc., for their maintenance staff.

I accept the above conditions

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58. Work should be carried out as per local bylaws.
59. In case of any accident (or) damage due to negligence (or) unsafe work that require medical attention, the contractor is wholly responsible.
60. Any dispute arise, decision of the Director, NIFT Chennai is final authority for settlement of dispute.
61. In the event of any dispute the legal matter shall be subjected to the jurisdiction of Chennai Court only.

ANNEXURE - I
NATIONAL INSTITUTE OF FASHION TECHNOLOGY, CHENNAI.

TECHNICAL BID FOR AMC service of 250 KVA, 400 KVA DIESEL GENERATOR INSTALLED IN MAIN CAMPUS, AUDITORIUM & GIRL'S HOSTEL - NIFT, CHENNAI

This Technical Bid for AMC of 250 KVA, 400 KVA DIESEL GENERATOR **INSTALLED** IN MAIN CAMPUS, AUDITORIUM & GIRL'S HOSTEL - NIFT, CHENNAI shall be filled in by the tendering party, duly signed, stamped and sealed.

S.No.	Particulars	Details
1.	Name of Tenderer	
2.	Address of the Firm	
3.	Phone No. Email ID	
4.	Status whether firm is proprietary / partnership firm / company	
5.	Name (s) of the Director / Proprietor / Partners of the firm	

I accept the above conditions

(Full Signature of the Contractor with company Seal)



6.	Details of the EMD	
	Amount in Rupees in Nine Thousand Only (Rs. 9,000/-)	
	DD No. and Date	
	Issuing Bank	

Registration under various statues: (enclose certified copies)

S.No.	Registration	Registration No.
a.	Shops and Establishment Act	
b.	License under the contract Labour Act	
c.	Provident Fund Number (PF)	
d.	Employee State Insurance (ESI)	
e.	Professional Tax No.	
f.	GST Registration No.	
g.	Permanent Account (PAN) No.	

Give details of major similar contracts handled by the tendered during the last three in the following format

S.No.	Name of the Client, Address, Telephone No.	Contract Value	Duration of Contract	
			From	To
1.				
2.				

I accept the above conditions

(Full Signature of the Contractor with company Seal)



3.				
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(Letters of satisfactory performance from the client (s) must be attached).

Financial turnover of the tenderer for the last 3 years (if the space provided insufficient, a separate sheet may be attached.)

Financial year	Amount	Remarks
2018-2019		
2019-2020		
2020-2021		

Evaluation Criteria: The following self attested documents needs to be enclosed.

- i. Company Registration Certificate (Company Registration, Geographic Presence should be Chennai Only)
- ii. GST Registration Certificate.
- iii. PAN Details.
- iv. MSME Certificate, if applicable (Relaxation for Prior Experience and Prior Turnover Criteria as per Department of Expenditure vide their OM No.F20/2/2014-PPD (Pt.) dated 2009.2016 and MSME OM F.No.1(2)(1)/2014-MA Part dated 10.03.2016)
- v. Annual Turnover should not be less than Rs.10 Lakhs for last three years duly certified by Auditor with UDIN Number.
- vi. Undertaking for not being blacklisted by any organization.
- vii. Bidder should have a minimum 5 years experience in repair & maintenance, service of same rating and above rating of DG sets in Government Department/Organization /Institution/ PSU/Reputed organization and service centre should be in Chennai. Copy of work orders are to be enclosed.
- viii. Client List in which same nature of work carried out in Government Department/Organization /Institution/ PSU/Reputed organization during last five years

I accept the above conditions

(Full Signature of the Contractor with company Seal)

**NATIONAL INSTITUTE OF FASHION TECHNOLOGY, CHENNAI****FINANCIAL BID****SCHEDULED RATES****AMC service for DG sets installed at Main campus and Girls Hostel -
NIFT Chennai (Please visit the site before quote)**

S. No.	Description	Qty.	Rate/Unit (Rs.)	Total Price per annum (Rs.)
1	AMC for 250KVA DG set installed in Main NIFT campus with two oil ("B" Checks) service per year in regular intervals including supply of required quantity of suitable materials for each service such as KOEL lubricant oil & fuel filters element, KOEL Premium Genuine Oil 35Ltrs.of lubricant oil, 15Ltrs. of pre-mix radiator coolant oil, supply and replacement of Air filter element once in a year etc., as per recommended by the Original Equipment Manufacturer (OEM) of DG set. AMC of DG set covering control panel, radiator service, control panel, remote AMF control panel, all repair &service of DG set including supply and replacement all spares and materials required for preventive/breakdown maintenance for Engine, Alternator and DG set remote control AMF panel such as 'O' ring, gaskets, waste cloths for cleaning, relays, contactor, PCB Board, Battery charger etc., value up to 15,000/- excluding Batteries, total 12 service visits i.e., monthly one general service(no limitation for breakdown calls without any additional charges) including labour charges, martials, transportation etc., Engine: Make: Kirloskar Oil Engines Ltd Model No.: 6SL8800TA Serial No.: F6.3805/0500194 Alternator: Make: Stamford Serial No.: 05071994	01 No		
2	AMC for 250KVA DG set installed in Girls Hostel NIFT campus with two oil ("B" Checks) service per year in regular intervals including supply of required quantity of suitable materials for each service such as KOEL lubricant oil & fuel filters element, KOEL Premium Genuine Oil 35Ltrs.of lubricant oil, 15Ltrs. of pre-mix radiator coolant oil, supply and replacement of Air filter element once in a year etc., as per recommended by the Original Equipment Manufacturer (OEM) of DG set. AMC of DG set covering control panel, radiator service, control panel, remote AMF control panel, all repair &service of DG set including supply and replacement all spares and materials required for preventive/breakdown maintenance for Engine, Alternator and DG set remote control AMF panel such as 'O' ring, gaskets, waste cloths for cleaning, relays, contactor, PCB Board, Battery charger etc value up to 15,000/- excluding Batteries, total 12	01 No		

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	<p>service visits i.e monthly one general service(no limitation for breakdown calls without any additional charges) including labour charges, materials, transportation etc.,</p> <p>Engine: Make: Kirloskar Oil Engines Ltd Model No.: KG250WS1 Serial No.: F6.9822/1400022</p> <p>Alternator: Make: Kirloskar Serial No.: GS3L1 14 A 180675</p>			
3	<p>AMC for 400KVA DG set installed in Main NIFT campus with two oil ("B" Checks) service per year in regular intervals including supply of required quantity of suitable materials for each service such as KOEL lubricant oil & fuel filters element, KOEL Premium Genuine Oil 50Ltrs.of lubricant oil, 10Ltrs. of pre-mix radiator coolant oil, supply and replacement of Air filter element once in a year etc., as per recommended by the Original Equipment Manufacturer(OEM) of DG set. AMC of DG set covering control panel, radiator service, control panel, remote AMF control panel, all repair &service of DG set including supply and replacement all spares and materials required for preventive/breakdown maintenance for Engine, Alternator and DG set remote control AMF panel such as 'O' ring, gaskets, waste cloths for cleaning, relays, contactor, PCB Board, Battery charger etc value up to 15,000/- excluding Batteries, total 12 service visits i.e monthly one general service(no limitation for breakdown calls without any additional charges) including labour charges, materials, transportation etc.,</p> <p>Engine: Make: Kirloskar Oil Engines Ltd Model No.: DV8TA G3 Serial No.: DV8.9306/1920060</p> <p>Alternator: Make: Kirloskar Serial No.: LES353 19J 15809</p>	01 No		
4	Other Charges, if any (Please specify)			
	Sub Total in Rs.			
	GST			
	Total amount per annum including all			
	Total amount per annum (Grand total amount in words):			
	Rupees _____			
	_____ only.			

I accept the above conditions

(Full Signature of the Contractor with company Seal)



This Financial Bid should be filled in by tendering party duly signed, stamped and sealed and must be submitted in separate cover, super scribed with “Financial Bid”

After opening of technical bid the capability and suitability of the tenderers shall be evaluated and financial bid of the qualified tenderers shall be opened later on and the date will be informed separately.

Note: 1. Above quoted rate should be inclusive of all taxes and other charges
2. Lowest (L1) Bidder above and meeting all the evaluation criteria will be awarded the Contract.

I/We.....of

M/s.....hereby agree on the acceptance of this tender by the NIFT Chennai to the work of **Annual Maintenance Contract (AMC) service for 250KVA and 400KVA Diesel Generator sets installed at Main NIFT Campus, Rajiv Gandhi Salai, Taramani Chennai and other 250KVA Diesel Generator set installed at NIFT Girls Hostel campus, MGR film City Road Taramani, Chennai** “ in accordance with the terms and conditions of contract stated in the tender document and as per specification, rates, prices specified in this Financial Bid.

Date:

(Authorized Signatory)

Place:

Name:

Designation:

Name of the company/firm:

Address of the Bidder:

(Company Seal)

I accept the above conditions

(Full Signature of the Contractor with company Seal)