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# F.No.11-23/2017-NCW(A) – Tender - Electrical National Commission For Women Plot No.21 Jasola Institutional Area New Delhi-110025.

### **Sub: Tender for Electrical Maintenance Services**

The National Commission for Women was constituted as per the National Commission for Women Act, 1990 and has been functioning as per the mandates bestowed on it by the NCW Act, 1990 under the aegis of Ministry of Women and Child Development.

The Commission (NCW) intends to hire an agency for providing Electrical Maintenance Service in its office. The electrical maintenance service include deployment of one skilled electrician on monthly charge basis and provision/supply of electrical items for maintenance/repair/replacement on requirement basis.

Sealed composite Bid are invited in the format given superscribed with "Tender for Electrical Maintenance Services – 2017' at the following address:

The Deputy Secretary National Commission for Women Plot No. 21 Jasola Institutional Area New Delhi 110025.

### **IMPORTANT DATES**

1. Date of Pre-Bid meeting	:24.04.2017 (3.00 pm)
2. Last date of Tender Submission	:28.04.2017 (3.00 pm)
3. Date of Tender Opening	:28.04.2017 (4.30 pm)

Deputy Secretary

### **ELIGIBILITY CONDITIONS:**

- 1. The firm should be registered in Delhi and should have an office in Delhi/NCR.
- 2. The electrician should possess Competency Class-II (Electrician) certificate issued by Chief Electrical Inspectorate of Govt. of Delhi.
- 3. The agency firm should have experience of at least 3 years in the relevant field and enclose proof of having worked with reputed organizations/Department of Govt. of India/PSU/Statutory Bodies/or other commercial organization. A proof of date of incorporation of the firm shall be enclosed with the bid.
- 4. The Agency/Firm should be registered under Service Tax Registration/TIN/VAT Registration (Copy to be attached).
- 5. The details of inputs/information required to be submitted by the agency/firm are listed in the format.
- 6. Details of current and previous clients are to be submitted by the Agency/Firm.
- 7. Earnest Money Deposit (EMD): The bidder shall furnish an amount of Rs.10,000/- (Rupees ten thousand only) by way of Demand Draft drawn in favor of "PAO, National Commission for Women payable at Delhi/New Delhi" or FDR or Bank Guarantee from a Commercial Bank with validity of 45 days beyond from date of final bid.
- 8. Performance Security: The selected Agency will have to deposit a Performance Security 10% (Ten percent) of the contract value within 15 days of the receipt of the formal order/singing of agreement. The performance security will be furnished in the form of the Account Payee Demand Draft drawn in favour of "PAO, National Commission for Women" or Fixed Deposit Receipt (FDR) from a Commercial Bank made in the name of Service Provider Company but hypothecated to the National Commission for Women or Bank Guarantee from a Commercial Bank. The performance security should remain valid for a period of 60 days beyond the date of completion of all the contractual obligations of the agency.
- 9. The contract will be awarded for a period of one year initially. However, on the basis of performance of the agency it can he renewed for further period of one or more years solely at the discretion of NCW on mutually agreeable terms. The contractor either in full or in part shall not be subletted or assigned under any circumstances.
- 10. The contract may be terminated at one month's notice by the NCW if any of the stipulated conditions agreed upon by the selected agency is not met to the satisfaction of NCW or even without assigning any reason thereof by the NCW. In case of termination/withdrawal of service within the contract period by the agency, three months prior notice must be given by the agency.
- 11. The electricians deployed will report to duty on all working days to the office of the Commission at 8.30 AM in NCW Office and to the officer assigned for the purpose and will remain in the office till 6.00 P.M or as instructed by Officer assigned. The electricians may also be required to attend office on holidays, in case such need arises.
- 12. In case of deployed electrician is unable to attend duty, equally qualified/substitute is to be provided by the agency. In case of non-deployment of Electricians, a penalty of Rs.500/- per electrician per day will be imposed for each day of absence in addition to proportionate deduction

- from the monthly charges (to be calculated @ monthly charges /26 or 27 days).
- 13. The electricians deployed in NCW Office will be required to visit all the floors of their respective offices for inspection regularly, for ensuring effective maintenance. Necessary tools and equipments required for repair/maintenance work will be provided to the electrician by the agency.
- 14. The agency/firm shall take necessary safety measures and it will be solely responsible for the safety of electrician engaged by it. NCW will not be responsible for any loss of life/injury to the electricians or any third person caused during performance of the duty by the electricians. Compensation/expenditure on treatment on such loss of life/injury will be the sole responsibility of the agency.
- 15. The items provided/supplied should be of ISI/BSI certified products and meeting prescribed energy efficiency. The rates shall not be subject to any variation in price during the period of contract, except in case of taxes.
- 16. Payment Schedule: Payment to the agency will he made on monthly basis. The agency/firm has to submit two separate monthly bills, one for hiring charges for electrician and other for materials used. A list containing details of material used/work done, duly verified by the respective officers users should be attached with the bills.

## **Penality Clause**

17. Any deviation in the material quality & quantity quoted will invoke penalty as decided by the competent authority. For proper maintenance, suitable material which are environment friendly, not harmful to human and government property should be used.

### **Settlement of dispute**

- 18. Any dispute arising in the matter shall be resolved through an arbitrator to be nominated by the competent authority in NCW.
- 19. Jurisdiction for legal disputes, if any, arising during the period of the contract will be in Delhi Court only.
- 20. NCW reserves the right to amend any of the terms and conditions contained in the Tender Documents or reject any or all applications (offers) without giving any notice or assigning any reason thereof. The decision of the competent authority in this regard will be final and binding.

### Responsibility of the Agency/Firm:

i. Tenders should be filled with neat, legible and correct entries both in figure as well as in words. Alteration, erasers and indistinct figures should he avoided. Any correction in the quoted words by the Tenderer shall be made in ink only and shall be signed by the tendered/authorized person.

- ii. The submission of tender by a tenderer implies that he had read this notice and the Terms and Conditions of the contract and has made himself/herself aware of the scope and specifications of the work to be done and of the local conditions of the work place.
- iii. Tender must be submitted on the Tender documents downloaded from the website of NCW. Intimation of tender by FAX Mail is not acceptable

### **Submission of Tender:**

- I. The technical bid as per the format prescribed and Financial Bid in the format as prescribed must be submitted in separate covers. The cover containing financial bid must be sealed.
- II. Both the covers of financial hid and technical bid alongwith EMD are to be put in a single big envelop super scribed with "Tender for Electrical Maintenance Service' and must be deposited in the office of the Commission by 28<sup>th</sup> April 2017 by 3.00 pm.
- III. A pre-bid meeting will be held on <u>24<sup>th</sup> April 2017 at 3.00pm</u> by Deputy Secretary. The interested bidders may attend the pre-bid meeting in the office of the Commission.
- IV. Financial bids of only those bidders whose technical bids are acceptable/qualified will be opened.
- V. Late/delayed submitted tenders due to any reason whatsoever will not be accepted/considered at all under any circumstances.
- VI. The tender shall remain open for acceptance for a period of 90 (Ninety) days from the last date of submission of tenders.
- VII. NCW does not bind itself to accept the lower-bid or to give any reasons for its decisions. The NCW reserves the right to reject any or all of the tenders received without assigning any reason thereof.
- VIII. In case of any dispute, NCW shall have the right to appoint an Arbitrator whose decision shall be final & binding on both the parties.
  - IX. NCW reserves the right to cancel/withdraw the present tender at any stage without assigning any reason thereof.

Read and understood the terms & conditions above:

(Signature of the authorized person) With complete address and seal

# **DETAILS OF REQUIREMENT**

1. <u>Skilled Electrician 01 No.:</u> Should possess Competency Class-II (Electrician) certificate issued by Chief Electrical Inspectorate, Government of NCT of Delhi.

2. Details of Electrical items (To be provided/supplied on requirement basis):

Details of Electrical Items (10 de prov	iaea/supj	oned on requirement basis):
Name of the item	S. No	Name of the item
Tube light 36w 4ft.	24.	Modular Switch 16 amp –R
Tube light 18w 2ft	25.	Modular Socket 16 amp –R
TS 20w Tube	26.	Modular Socket 16 amp C
TS 20w Fixture	27.	Modular switch 16 amp C
Electronic Tube Fixture with Tube 36w	28.	Modular Socket 10 amp 5 pin
CFL Tube 15w	29.	Modular Pate T-6 mounted horizontal
CFL Tube E 27 15w	30.	Modular Pate T-3 mounted horizontal
Starter s10 40w	31.	PVC box 8 Modular horizontal
Starter s2 18w 110v	32.	PVC box 6 Modular horizontal
Choke 40w copper	33.	PVC box 3 Modular
Choke Electronic 40w 34	34.	PVC Channel 1
Choke 18w copper	35.	Wireless Remote Bell
Choke 11w copper	36.	Bell Indicator with Box.
Electronic Choke for 2x PLC 18w	37.	2 Core parallel wire PVC copper 23'76
Electronic Choke for 2x PLL 18w	38.	3 Core wire round flexible PVC copper 40/76 or 1.5 mm
Electronic choke for 2x18w TLD	39.	3 Core wire round flexible PVC copper 70/76 2.5 mm
P1-c 18w 2 pin / 4 pin	40.	Single Pace MCP 16 amp/32amp
P1-s 9w and 11 w	41.	Double Pace MCB 32 amp
P11 36w 4 pin	42.	Double Pace MCB 63 amp
	Tube light 36w 4ft.  Tube light 18w 2ft  TS 20w Tube  TS 20w Fixture  Electronic Tube Fixture with Tube 36w  CFL Tube 15w  CFL Tube E 27 15w  Starter s10 40w  Starter s2 18w 110v  Choke 40w copper  Choke Electronic 40w 34  Choke 18w copper  Choke 11w copper  Electronic Choke for 2x PLC 18w  Electronic Choke for 2x PLL 18w  Electronic choke for 2x 18w TLD  P1-c 18w 2 pin / 4 pin  P1-s 9w and 11 w	Tube light 36w 4ft.       24.         Tube light 18w 2ft       25.         TS 20w Tube       26.         TS 20w Fixture       27.         Electronic Tube Fixture with Tube 36w       28.         CFL Tube 15w       29.         CFL Tube E 27 15w       30.         Starter s10 40w       31.         Starter s2 18w 110v       32.         Choke 40w copper       33.         Choke Electronic 40w       34         34.       34.         Choke 11w copper       36.         Electronic Choke for 2x PLC 18w       37.         Electronic Choke for 2x PLL 18w       38.         Electronic choke for 2x18w TLD       39.         P1-c 18w 2 pin / 4 pin       40.         P1-s 9w and 11 w       41.

20.	P11 18w 4 pin	43.	Double Pace MCB 4 pole 63 amp
21.	Modular Switch 10 amp		
22.	Modular Switch 20 amp and 6 amp		
23.	Modular Socket 20 amp 6 pin		

	(Signature of the Tenderer)
	With complete address and seal
	Tel. No
	Mobile No:
Place	
Date	

# DETAILS OF THE FIRMS SUBMITTING TENDER

Last date & time of submission:

Name of work: Limited Tenders for Electrical Maintenance Servicer

Sl. No.	Particulars	Information/document submitted by the bidder
1.	Name of the Agency with Registration No.	
	(with documentary proof to be attached)	
2.	Office/Company Address and Tel. No.	
3.	Name(s) of the Proprietor/Partners	
4.	Details of Certificates of Competency Class-	
٦.	Il issued by Chief Electrical inspectorate,	
	Govt. of Delhi For electricians (Copies to he	
	attached)	
5.	Service Tax/TIN/VAT/PAN No. (with	
	documentary proof to be attached)	
6.	Past Experience of Electrical Maintenance	
	Work in Govt. Departments/	
	PSUs/Autonomous Bodies/ Reputed Private	
	Firms.	
7.	Certificate regarding non- blacklisting of the	
	firm by any Gov.	
	Department/PSUs/Autonomous Organization	
	etc. (To be furnished on the letter head of the	
	bidding organization)	
8.	Particulars of Demand Drafts annexed as	Amount:
	Earnest Money	DD No.:
		issuing Bank with date of issue:
	<u> </u>	1

	(Signature of the Tenderer) With complete address and seal Tel. No
lace	

# Electrical Maintenance Work in NCW <u>Performa for Financial Bid</u>

Last date & time of submission:		
Name of the		
Firm.		
1. Electrician (01) -	Rs,_	Per Month
2. Electrical Items: (To be provided/supplied	on requirement	t basis):

Sl. No	Name of the item	Rate per unit in figure	in words
1.	Tube light 36w 4ft.		
2.	Tubelightl8w2ft.		
3.	TS 20w Tube		
4.	TS 20w Fixture		
5.	Electronic Tube Fixture with Tube 36w		
6.	CFLTuhel5w		
7.	CFL Tube E 2715w		
8.	Starter s10 40w Starter		
9.	s2 18w 110v		
10.	Choke 40w copper		
11.	Choke Electronic 40w		
12.	Choke 18w copper		
13.	Choke 11w copper		
14.	Electronic Choke for 2x PLC 18w		
15.	Electronic Choke for 2x PLL 18w		
16.	Electronic choke for 2x18w TLD		
17.	Pl-cl8w2pin/4pifl		
18.	P1-s <b>9w</b> and 11 w		
19.	PII 36w 4in		
20.	PII 18w 4 pin		
21.	Modular Switch 20 amp and 6 amp		
22.	Modular Switch 20 amp 6 pin		
23.	Modular Switch 10 amp		
24.	Modular Switch 16 amp – R		
25.	Modular Switch 16 amp- R		
26.	Modular Switch 16 amp C		
27.	Modular Switch 16 amp C		
28.	Modular Switch 16 amp		
29.	Modular Pate T-6 mounted horizontal		
30.	Modular Pate T-3 mounted horizontal		
31.	PVC box 8 Modular horizontal		
32.	PVC box 6 Modular horizontal		
33.	PVC box 3 Modular		
34.	PVC Channel 1"		

35.	Wireless Remote Bell	
36.	Bell Indicator with Box.	
37.	2 Core parallel wire PVC copper 23'76	
38.	3 Core wire round flexible PVC copper	
36.	40/76 or 1.5 mm	
39.	3 Core wire round flexible PVC copper	
39.	70/76 2.5 mm	
40.	Single Pace MCP 16 amp/32amp	
41.	Double Pace MCB 32 amp	
42.	Double Pace MCB 63 amp	
43.	Double Pace MCB 4 pole 63 amp	
	Total	
	Discount, if any	
	Net Total	

	(Signature of the Tenderer) With complete address and seal Tel. No
Place Date	

# Inventory Of Electrical and Low Voltage Equipments NCW JASOLA ,NEW DELHI

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Mirror lighting Iteam No (v)\£									,					8.5		
12 Watt Downlight Iteam No 3/(viii)							ъ	S	,							00
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# INVENTORY OF ELECTRICAL EQUIPMENT FOR NATIONAL COMMISSION FOR WOMEN AT JASOLA, NEW DELHI.

# AIR CONDITIONING WORKS

1.5 TR SPLIT A.C	= '	14 Nos
2.0 TR SPLIT A.C	=	1 Nos
3.0 TR DUCTABLE SPLIT A.C	=	15 Nos
5.5 TR DUCTABLE SPLIT A.C	=	5 Nos
8.5 TR DUCTABLE SPLIT A.C	=	10 Nos
11.0 TR DUCTABLE SPLIT A.C	=	3 Nos

# **AUDITORIUM WORKS**

STAGE LIGHTING	=	7 Nos
PROJECTOR	=	1 Nos
MAIN CURTAIN	=	1 Nos
REAR CURTAIN	=	1 Nos
STAGE WINGS	=	4 Nos
DIMMER PANEL	=	1 Nos
CONTROL PANEL	=	1 Nos
PATCH PANEL	=	1 Nos



# INVENTORY OF ELECTRICAL EQUIPMENT FOR NATIONAL COMMISSION FOR WOMEN AT JASOLA, NEW DELHI.

# ELECTRICAL EQUIPMENT

1.	1010 KV DG Set	=	1 Nos
2.	1000 KV PSS	=	1 Nos
3.	AMS PANEL	=	1 Nos
4.	MAIN L.T PANEL	=	1 Nos
5.	FLOOR PANEL (G+F+S+T+F)	=	5 Nos
6.	FIRE FIGHTING PANEL	=	2 Nos
7.	STATAR PANEL	=	1 Nos
8.	VENTILATION PANEL	=	5 Nos
9.	MAIN FIRE PUMP	=	2 Nos
10.	JOCKEY FIRE PUMP	=	2 Nos
11.	FIRE DIESEL PUMP	=	1 Nos
12.	WATER PUMP	-	2 Nos
13.	. 16 PASSENGER LIFT	=	2 Nos
14.	EXTRNAL LIGHT PANEL	=	1 Nos
15.	300 KVAR CAPACITOR PANEL	=	1 Nos
16.	LIFT PANEL	=	1 Nos
17.	SUMP PUMP	=	4 Nos
18	TARRCE FIRE PUMP	=	1 Nos
19	. FIRE ALARM PANEL	=	1 Nos
20	. 1500 CFM VENTILATION FAN	=	2 Nos
21	2500 CFM VENTILATION FAN	=	7 Nos
22	. 3000 CFM VENTILATION FAN	=	7 Nos
23	. 3500 CFM VENTILATIONFAN	=	7 Nos
24	. 4500 CFM VENTILATION FAN	=	3 Nos
25	. 6000 CFM VENTILATION FAN	=	3 Nos
26	. 15000 CFM VENTILATION FAN	=	2 Nos
27	. 18000 CFM VENTILATION FAN	=	2 Nos
28	. 28000 CFM VENTILATION FAN	=	2 Nos