

NATIONAL CENTRE FOR BIOLOGICAL SCIENCES



Operation and Maintenance of HVAC systems, Building Management Systems (BMS), Mechanical Work Shop and Green houses at NCBS, GKVK, Bangalore-560065

Notice Inviting Tender

***SCIENTIFIC, ENGINEERING SERVICES & MAINTENANCE DIVISION
2021***

TENDER NOTICE No: (NCBS/ AC/TR-70/2021-22)

NATIONAL CENTRE FOR BIOLOGICAL SCIENCES

Tata Institute of Fundamental Research
GKVK Campus, Bellary Road, Bangalore - 560 065.
Phone: 23666001/02 Fax: 23636662



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TENDER NOTICE NUMBER: (NIT No: NCBS/ AC/TR-70/2021-22)

1. NAME OF THE WORK : **Operation and Maintenance of HVAC Systems, Building Management Systems, Mechanical Workshop and Green houses at NCBS GKVK Campus Bellary Road Bangalore-65**
2. ESTIMATE VALUE PUT TO TENDER : Rs.93,07,500/-
3. EARNEST MONEY DEPOSIT : Bid Security Deceleration Form to be Submitted
4. COST OF TENDER DOCUMENT : Rs.1,000/-
5. SALE PERIOD : 22/07/2021 to 06/08/2021
6. DATE OF PRE-BID MEETING : 09/08/2021 @ 15.30 hrs
7. TIME & DUE DATE OF RECEIPT : Up to 14:00 Hrs On: 13/08/2021
8. TIME & DATE OF OPENING : After 15:30 Hrs On: 13/08/2021

SOLD TO : _____ RECEIPT NO: _____ DATE: _____

FOR A SUM OF Rs. _____ TOWARDS THE COST OF TENDER DOCUMENT.

SIGNATURE OF ISSUING OFFICER:

DESIGNATION:

Important Note:

All bidders are to attend the Pre bid meeting for understanding the scope of work clearly and to ask any query on 09/08/2021 at 15.30 Hrs. in the office of the Head, SE&M, NCBS.

ANNEXURE 'A' – NOTICE INVITING TENDER
(NIT No: NCBS/ AC/TR-70/2021-22)
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TENDER NOTICE No: NIT No: NCBS/ AC/TR-70/2021-22

1. Item Rate sealed tenders are invited (in 2 Part system) by the Head (Scientific Engineering Services & Maintenance) at the above office from experienced Contractors for “Operation and Maintenance of HVAC systems, Building Management Systems (BMS), Mechanical Work Shop and Green houses at NCBS, GKVK, Bangalore-560065”

Eligibility Criteria:

- i) Experience of having successfully completed similar type of works (24 hrs basis) of HVAC (Air-conditioning & Ventilation) AMC/support services nature works during the last 7 years ending last day of the month previous to the one in which applications are invited. The works completed up to previous day of last date of submission of tenders shall also be considered.
 - a) **Three similar completed works**, costing not less than the amount equal to Rs.37.23 Lakhs (40% of Estimated cost),
or
 - b) **Two similar completed works**, costing not less than the amount equal to Rs.55.84 Lakhs (60% of Estimated Cost),
or
 - c) **One similar completed work** of aggregate cost not less than the amount equal to Rs.74.46 Lakhs (80% of Estimated cost) of the estimated cost.
and
- (ii) One Completed work of similar nature costing not less than the amount equal to Rs.37.23 Lakhs of the estimated cost put to tender with some Central/State Government Organization/Central Autonomous Body/Central Public Sector undertaking/State public sector undertaking/City development authority/Municipal corporation of city formed under any Act by Central/State government and published in central/state gazette..
- (iii) Bidders/contractor must furnish documentary proof for the above along with the following mandatory information while making request for tender documents.
 - a. Company's profile, Local Office status, Bankers, Manpower and Experience.
 - b. Valid registration certificate of the firm
 - c. Valid ESI, PF and Goods Service tax registration certificates
 - d. **Current financial year solvency certificate:** Solvency certificate should be of the amount equal to or more than 40% of the estimated cost (i.e Rs. 37.23 lakhs)

e. Annual turnover: Average annual financial turn over should be at least 100% of the estimated cost (i.e Rs. 93.07 lakhs) during the immediate last 3 consecutive financial year.

f. Work completion Certificates: Work completion certificates as per sr.nos. i (a or b or c) & ii should be submitted. The completion certificate should be clearly indicated that period of contract (i.e start period and completion period). Since the estimation put to tender is for one year period, hence bidder/contractor should submit the completion certificates for per tenure/year basis. If the contract is extended for another year, we shall consider only one year cost as a total completed value.

g. Performance certificates: Minimum two performance certificate from existing clients should be attached. Performance certificate should be of as per minimum eligibility criteria. Evaluation of the performance of contractors shall be done based on available documents along with technical bids. If required, the works executed by the bidders may be got inspected by the NIT approving authority. So vendors are advised to furnish all relevant documents such as contact number, e-mail id of the contact person along with the technical bid.

h. A List to be furnished for number of qualified technical people in employment and their Qualification.

i. Latest income tax clearance certificate

2. Evaluation Criteria: - As per enclosed Appendix – I

If any tenderer withdraws his tender after the price bid is opened within the validity - period or makes any modifications in the terms and conditions of the tender which are not acceptable to the Department, then NCBS shall without prejudice to any / or other rights or remedy be at liberty to retain 50% (Fifty Percent) of the earnest money absolutely. ie., tender will have to forfeit 50% of EMD.

3. Completion period: The time allowed for carrying out the work shall be 12 Months from the date of work order / commensurate of contract.

4. Earnest Money Deposit (E.M.D.) Duly filled Bid Security Form.

4.1 Security Deposit & Performance Guarantee:

4.2.1: Performance Guarantee:

The successful tenderer shall deposit an amount equal to 3% of the tendered and accepted value of the work (without limit) as Performance Guarantee within 15 days from the date of award of contract in one of the following forms

- a) Government securities
- b) Fixed Deposit Receipt (FDR) of a Scheduled Bank.
- c) An irrevocable bank guarantee bond of any scheduled bank or the State Bank of India in the prescribed form given in Annexure.

4.2.2: Security Deposit:

A sum @ 2.5% of the gross amount of the bill shall be deducted from each running bill as well as final bill of the contractor. Such deductions shall be made unless the contractor has deposited the amount of security at the rate mentioned in cash or Government securities or Fixed Deposit Receipts.

This is addition to the performance guarantee that the contractor is required to deposit as per para 4.2.1.

Security Deposit can be released against bank guarantee issued by a scheduled bank on its accumulation to a minimum amount of Rs. 5 Lakhs subject to the condition that amount of any bank guarantee except last one, shall not be less than Rs. 5 lakhs.

The Bank Guarantee submitted against Security Deposit shall initially be valid up to the stipulated date of completion of the work plus maintenance period as defined under clause 17 of GCC which shall be extended further time to time depending upon extension of contract granted under provisions of clause 2 and clause 5.

Security Deposit will be released only after the completion of the defects liability period of 12 months after the date of completion of the work.

5. Acceptance of Tender:

The acceptance of the tender will rest with the Centre Director, NCBS who does not bind himself to accept the lowest or any other tender. No reasons will be furnished for the acceptance or rejection of any tender.

6. Condition for tender submission:

The tenderer shall give a list of officials both Gazetted and non-gazetted employees in NCBS, who are related to him. The contractor shall not be permitted to tender for works in the Department (responsible for award and execution of contracts) in which his near relative is posted as equivalent to Accounts Officer or as an officer in the capacity of grades Scientific Officer / "C" and above. He shall also intimate the names of persons who are working with him in any capacity or are subsequently employed by him and who are near relative to any gazetted officer in the Department of Atomic Energy. Any breach of this condition by the contractor would render him liable to be barred from tendering in this Department.

No Engineer of Gazetted rank or other Gazetted Officer employed in Engineering or Administrative duties in an Engineering Department of the Government of India is allowed to work as a contractor for a period of two years after his retirement from Government Services, without the previous permission of the Government of India in writing. This contract is liable to be cancelled if either the contractor or any of his employees is found at any time to be such a person who had not obtained the permission of the Government of India as aforesaid before submission of the tender or engagement in the contractor's service.

7. Site visit by the tenderer before tendering:

Tenderers are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their tenders as to the nature of operation and maintenance work involved in the campus. Nature of the site, the means of access to the site, and in general shall themselves obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect their tender. A tenderer shall be deemed to have full knowledge of the site whether he inspects it or not and no extra charges consequent on any misunderstanding or otherwise shall be allowed.

8. Tenderer's responsibilities:

The tenderer shall be responsible for arranging and maintaining at his own cost all materials, tools & plants and all other services required for executing the work unless otherwise specifically provided for in the contract documents. Submission of a tender by a tenderer implies that he has read this notice & all other contract documents, and has made himself aware of the scope & specifications of the work to be done and local conditions and factors having a bearing on the execution of the work.

9. Tender documents & signing of contract:

The Notice Inviting Tender shall form a part of the contract document. The successful tenderer / contractor, on acceptance of his tender by the Accepting Authority, shall, within 15 days from the stipulated date of start of the work, sign the contract consisting of : The Notice Inviting Tender, all the documents including all conditions, specifications and drawings, if any, forms the tender as issued at the time of invitation of tender and acceptance thereof together with any correspondence leading thereto.

- 10. Canvassing, either** directly or indirectly, in connection with the tenders is strictly prohibited and the tenders submitted by the contractors who resort to canvassing will be liable to rejection.
- 11.** Any tender which does not fulfill any of the prescribed conditions will be liable for rejection.
- 12.** NCBS reserve the right to alter the scope/ or reduce quantum of work before issue of work order and the **Tenderer** shall not have any claim what so ever on this account.
- 13.** Rates quoted by the Contractor in Item rate Tender in figures and words shall be accurately filled-in so that there is no discrepancy in the rates written in figures and words. However, if any discrepancy is found, the rates which correspond with the amount worked out by the Contractor shall be taken as correct.
- 14.** If the amount of an item is not worked out by the Contractor or if it does not correspond with the rate written either in figures or words, then the rate quoted by the Contractor in words shall be taken as correct.
- 15.** Where the rates quoted by the Contractor in figures and in words tally but the amount is not worked out correctly the rate quoted by the Contractor will be taken as correct and not the amount.
- 16.** In case rates are quoted only in words or only in figures, then the rate quoted will be considered and amount will be worked out accordingly.
- 17.** In the event no rate has been quoted for any item / items, leaving space both in figure(s), word(s) and amount blank, it will be presumed that the contractor has included the cost of this / these item(s) in other items and rate for such item(s) will

be considered as zero and will have to be executed as specified in tender documents / requirements.

- 18.** The Schedule –II (Annexure-H), shall be operated on ‘as and when required basis’ only. Quantity mentioned in Schedule-II is indicative only. Quantity may increase or decrease as per the Institute’s requirement. NCBS, at its discretion may or may not operate Schedule-II. Hence, Schedule-II (Annexure (H)) will not be taken in to account for price bid comparison.
- 19.** Any issue for which the guidelines / conditions are not given within this tender document, shall be settled as per the latest CPWD norms as on date of publishing this tender.

Note:

- a. Tender Notification is available on our website. <http://www.ncbs.res.in/information/tenders.html> and CPPP.
- b. Eligible contractors are requested to collect the tender document from office of the Head SE&M –NCBS during office hours.
- c. Tender fee is acceptable in the form of cash, or through bank transfer. The banking details are as follows.

Beneficiary Name : National Centre for Biological Sciences
Bank Name : HDFC Bank Ltd
Branch Name : Amruthahalli, Bangalore
Account No : 50200035850901
IFSC Code : HDFC0004839

(Note: If the tenderer is making bank transfer towards purchase of tender , Then the tenderer shall furnish the corresponding UTR Number to Accounts department and purchase the tender)

- d. Issue of tender documents on the basis of the documentary eligibility alone will not make a tenderer eligible for participating in the bidding. The documents furnished by the tenderers will be subjected to verification subsequently by department. If found not meeting the requirement, such offers will be rejected.
- e. For further information, please contact on (080) 23666428/6389/6427/6555 during office hours.

Sd.
Head SE&M