

Madhya Pradesh Bhoj (Open) University
Kolar Road, Bhopal- 462016

INSTRUCTIONS TO BIDDERS (ITB)

Madhya Pradesh Bhoj (Open) University invites Sealed Tender from eligible bidders, for the work described below in the Scope of Work.

The award of contract for Comprehensive maintenance and Repairing of Passenger/Stretcher Elevator VVVF Controller installed for Madhya Pradesh Bhoj (Open) University shall be on the basis of the terms and conditions described in this Tender document.

1. Scope of work:

Comprehensive maintenance of Passenger/Stretcher Elevator VVVF Controller installed for Madhya Pradesh Bhoj (Open) University, Bhopal detailed in tender.

2. Eligibility Criteria:

Type of Bidder	Eligibility requirements
Manufacturer of ThyssenKrupp Elevator Or Its authorized dealer/distributor in the state of Madhya Pradesh	1) Should have been in operation for not less than 10 year 2) Average annual turnover of at least Rs. 45 Lacs (manufacturer or its dealer /distributor) during last 3 years In <u>LIFT</u> manufacturing.

Documents in support of the bidder's qualification on the above criteria should be enclosed with the BFD

3. Earnest Money Deposit:

Earnest Money Deposit of **Rs. 5000.00** must accompany the Bid. EMD may be furnished in the form of Bank guarantee/Bank Draft/Bankers Cheque in favor of the of Registrar M.P. Bhoj (Open) University, Bhopal.

Bids not accompanied by EMD are liable to be summarily rejected.

4. Cost to Tender Document: Rs. 500/-

5. Tenderers to inform themselves:

Details of the Tender are available in the office of Bhoj University, Bhopal.

Last Date of Submission of Tender	02.10.2017	3:30 PM
Opening of tender	02.10.2017	4:00 PM

6. Submission of Tenders:

Tenders duly sealed as instructed in the Bid Documents, should reach the office of Registrar M.P Bhoj (Open) University, Bhopal



Registrar
M. P. Bhoj (Open) University



7. Right to Accept or Reject:

The University reserves the right to accept or reject any or all of the Bids without assigning any reason thereof.

8. Preparation of Bid

This is a Two-part Bid. The Bidder shall duly sign all the pages of the tender document.

Tender shall be submitted only in two –envelope system as follows:

Envelope A should contain:

- i. Earnest Money Deposit of Rs 5000.00 (Rupees Five Thousand Only) in the form of /Bank Draft/Bankers Cheque in favor of the Registrar, M. P. Bhoj (Open) University, Bhopal.
- ii. Tender fees of Rs 500.00 in the form of Bank Draft/Bankers Cheque in favor of the Registrar, M. P. Bhoj (Open) University, Bhopal.
- iii. Documents in Support of Compliance with eligibility criteria clearly marked as to what requisite criteria they fulfill.
- iv. Detailed Specifications/ catalogue, etc. for the LED streetlights being offered.
- v. Detailed information on the Bidder's organization, management, resources & infrastructure, manpower with details of training & experience, list of tools machinery, instruments that will be used for the project implementation (Not required for manufacturer)
- vi. Deviation Statement: This is a zero deviation tender. Deviation appearing at any place will render the bid null void.

Envelope B should contain:

Financial Bid: - As per the format placed in subsequent sheets.

10 Bid Scrutiny and Evaluation:

1. Offers will first be screened for completeness in respect of EMD and Qualifying Data attached. Offers not accompanied by either of these will be rejected.
2. This will be followed by detailed scrutiny of eligibility and technical & performance data in the proposals. The University reserves the right to call for additional details/clarifications /discussions with Bidders for this purpose.
3. Financial offer of the technically qualified bidders will be evaluated as per **Annexure I (Repairing) & Annexure II (Maintenance)** of the bid documents.
4. EMD will be returned to the successful bidder only after completion of installation work and issue of the completion certificate.

S. Chak
Registrar
M. P. Bhoj (Open) University
Bhopal


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Madhya Pradesh Bhoj (Open) University
Kolar Road, Bhopal- 462016

(A)TERMS AND CONDITIONS

NAME OF WORK: Comprehensive maintenance of Passenger/Stretcher Elevator VVVF Controller installed for Madhya Pradesh Bhoj (Open) University, Bhopal.

01. The firm should have 'A' Class electrical license from M.P. Licensing Board (Electrical).
02. Operation shall be carried out as directed by Madhya Pradesh Bhoj (Open) University, Bhopal.
03. The firm will be fully responsible for any accident damages and losses occurred due to negligence of work. The amount of these losses damages etc. will be recovered from the contractor.
04. The firm himself, will be fully responsible for any accident, casualty of his staff occurs due to wrong operation or any other reasons during duty hours and as per labour rules.
05. The firm will be fully responsible for taking all sorts of safety measures for his worker, during duty hours to avoid any type of accident.
06. In case of elevator failure, the contractor shall arrange for early restoration of elevator operation with elevator maintenance contractor & Madhya Pradesh Bhoj (Open) University, Bhopal) co-ordination.
07. In case of power failure, the firm shall arrange for early restoration of power supply with MPMKKVCo & MP Bhoj(Open) University co-ordination.
08. The firm shall maintain log book/complaint book/operation book for each and every operation.
09. The payment shall be made on half yearly basic.
10. The period of contract will be for One year from the date of commencement of work, and shall be extended up to three month at the same rate, without any notice if required.
11. The firm shall have a phone at his workshop and residence.
12. The attendance of working staff shall be got certified by the MPBOU Authorities.
13. The Operators/Supervisor should wear uniform as approved by authority.
14. The firm should be registered in appropriate category can purchase tender document and successful tenderer will have to submit company's authorization/OEM certificate within 3 days after issue of acceptance letter and prior to entering agreement failing which his EMD shall be forfeited.


Registrar
M.P. Bhoj (Open) University

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(B)TERMS AND CONDITIONS

NAME OF WORK : Comprehensive maintenance of Passenger/Stretcher Elevator VVVF Controller installed for Madhya Pradesh Bhoj (Open) University, Kolar Road ,Bhopal.

This contract will cover the maintenance of the above electric elevator described in the following schedule including replacement of required spares, labor, oiling, greasing etc. The firm will maintain as described in the Schedule in working order on the following terms and conditions:-

- a. The Firm will employ trained staff and carry out necessary periodical maintenance and a register shall be maintain at MP Bhoj (Open) University and details of periodical maintenance shall be recorded by the firm and shall be finally signed by section officer.
- b. The firm will keep the equipment properly adjusted and maintained in proper safe operating conditions.
- c. The firm will have to repair and replace all the component as required in elevator such as VVVF controllers, worm gears, thrust bearing, bushes, magnet, safety device, Automatic doors, Infra-Red Screen, Signals, main breaks, break shoe, suspension ropes, lift suspension safety devices, lubricators, switches, springs, push buttons, indicators, automatic rescue device, cable, wiring & its peripherals etc. parts using only genuine parts for this purpose.
- d. The firm will have to keep always spare parts in ready stock viz: gears, main breaks, break shoe, suspension ropes, lift suspension safety devices, VVVF Controller, Lubricators, Switches, springs, Automatic doors, push button, cables, wiring & its peripherals etc. in proper working conditions.
- e. The firm shall agree to renew the guide shoes of rollers as & when required for adjustment of elevators. This is necessary to ensure the smooth and quick operation to keep guide rails properly lubricated.
- f. The firm will renew all wire ropes, if necessary to maintain as adequate factor of safety to equalize the tension of all hoist ropes.
- g. The log book should be maintained by the firm, each and every repair should be entered in it by firm person and got signed from site-in-Charge/ Engineer-in-Charge. The firm shall use lubricators, as required compound as per rigid manufacturers Specification.
- h. The firm shall examine, periodically all safety devices, automatic rescue device, VVVF controller and make their customary annual safety test etc.
- i. All the repair should be carried out by the firm within 24 hours, after that fine @ Rs.100/- per day will be imposed for each lift.

S Chand

Registrar
M. P. Bhoj (Open) University
Bhopal

[Signature]

- j. The servicing of lift will be carried out in the presence of Site-in-Charge/ University Engineer. The date and time will be informed by the firm personally to Site-in-Charge /University Engineer.
- k. In case lift remain ideal for want of repairs or for any other reasons continuously for two days, the university will be liberty, that the same will be got repaired through any other agency at the cost of the firm. However the penalty and deduction as per clause (i) shall be applicable to the firm.
- l. If there is any accident occurred due to inadequate maintenance and repairs of plant, the compensation will be borne by the contractor and department will not be responsible for its any compensation and repairs.
- m. The firm shall have a phone at his workshop and at his residence in additional to mobile phone. The complaint will be lodged either by the MPBOU Authorities on phone. On receipt of complaint the contractor will attend and repair these without any delay.
- n. Payment shall be made on quarterly yearly basis or as per discretion of MP Bhoj (Open) University, Bhopal.
- o. The old parts on account of replacement by new parts will be retained by firm.

S Choudhary
Registrar
M.P. Bhoj (Open) University

Registrar
M. P. Bhoj (Open) University
Bhopal

Madhya Pradesh Bhoj (Open) University
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Annexure I

Financial Bid

Schedule of item for Repairing of 8 passenger Elevator Installed in Madhya Pradesh Bhoj (Open) University, Bhopal (M.P.)

S.No.	Item	Qty.	Rate	Amount
1.	UPS Sua 1500I 1500 Va_1000044156	01 Nos.		
2.	Light Curtain 917B71-Ac220V W Cbl 3.5 Mtr_1000052295	01 Nos		
3	Relay Mkg-2P 110 Vac_1000044192	2 Nos		
4	Encoder H88-30C 1024 Bo_1000043559	1 Nos		
5	Pcb Mpus R2 Smd Version Tic li_1000043659	1Nos		
6	Pcb Dm Disp Serial Interface Tic Li_ 1000043659	1 Nos		
7	Hall Indicator Tic Li Scrolling_1000065667	1 Nos.		
8	Taxes/GST			
	Total :			

Date.....

Bhopal.....

Authorized Seal

&

Signature of the Firm

Madhya Pradesh Bhoj (Open) University
Kolar Road, Bhopal- 462016

Schedule of item for Comprehensive Maintenance of passenger Elevator Installed in Madhya Pradesh Bhoj (Open) University, Bhopal (M.P.)

S.No.	Item	Qty.	Rate	Unit	Amount
1.	Comprehensive maintenance of Passenger Elevator V.V.V.F. Controller at Bhoj University, Bhopal including replacement of spares, oiling, greasing, overhauling and labour for the period of one year as per the terms and conditions enclosed. Capacity : 8 Passenger (a) G + 2 (Three floors)	01 Nos.		Each	
2.	Taxes/GST				
	Total :				

Date.....

Place.....

**Authorized Seal
&
Signature of the Firm**