



Ref. No.: - ABV-IIITMG/Registrar/2024-25/4041

Date: - 29/07/2024

Notice Inviting Quotation

For

Servicing & maintenance of 250 KVA capacity Cummins Make 2 Nos Diesel Generators installed at Power House A & C of ABV-IIITM Gwalior.

Details are given below:-

NIQ No.	ABV-IIITMG/Registrar/2024-25/4041
Name of Work	Complete servicing, repairing, overhauling, and testing of 250 KVA capacity Cummins Make 2 Nos Diesel Generators at Power house A & C of ABV-IIITM Gwalior.
NIT issue date	29 July, 2024
Pre bid meeting	02 August 2024 at 03:00 PM
Last date of submission	09 August 2024 at 03:00 PM
Date & time of opening	09 August 2024 at 05:00 PM
E-mail	jeelectrical@iiitm.ac.in
Website	www.iiitm.ac.in

Invitation for Sealed Quotations:-

Sealed quotations are invited on behalf of the Director, Atal Bihari Vajpayee – Indian Institute of Information Technology and Management, Morena Link Road, Gwalior, from registered authorized service centres, authorized vendors, suppliers, traders, firms, and supply agencies for the servicing and maintenance work of two (2) Nos. 250 KVA capacity Cummins Make Diesel Generators installed at power house A & C of ABV-IIITM Gwalior.

NIQ Documents:-

The NIQ documents can be downloaded from the Institute's website www.iiitm.ac.in.

Submission Details: -

Interested registered authorised service centres, authorised dealers, suppliers, traders, firms and supply agencies may submit their financial quotation documents in a sealed envelope to the Dispatch Office of the Administrative Block on before 09/08/2024 by 3:00 PM. Or may be sent by post to the following address:- The Registrar, ABV-IIITM, Morena Link Road, Gwalior-474015 before 3.00 PM on 09/08/2024.

Opening of NIQ:-

Date and timings for the opening of the NIQ is scheduled for 09/08/2024 at 5:00 PM in Room No. B-106, ABV-IIITM Gwalior.

You are requested to quote your best offer along with the complete details of specifications, terms & conditions are as follows (Refer details as per Annexure-I).

Note: This tender document contains 06 pages (total numbers of pages including 1 no's annexure) and the vendors are requested to sign on all the pages.

All interested candidates are advised to read the NIQ document carefully before placing any bid.

S/d

**The Registrar,
ABV-IIITM Gwalior**

Signature of the contractor with rubber stamp



1. Place of supply and work:-

- Supply of materials/labor will be made at Pocket - A campus of ABV-IIITM Gwalior, Morena Link road, Gwalior Madhya Pradesh - 474015.

2. Qualification Conditions:-

- Bidder shall provide all relevant documents required i.e. Income Tax return of last two years, valid PAN/Aadhar of proprietor/Authorized person, Valid GST registration and other taxes (whichever applies).
- The bidder should be a Contractor/Firms dealing in electrical work or generator repair work and having experience in repair and servicing of generators (copy must be enclosed) will be preferred.

3. Submission of quotations/Bid:-

- The Financial part of the bid shall consists of only Rate/Price on the company's/Firm's letter pad. All the column and requisite information must be filled in the prescribed format. Bidder must quote the item wise rate.
- Each bidder can submit only one quotations in sealed envelopes. Bidder submitting more than one quotation for the same package will not be entertained.

4. Selection criteria:-

- The work will be awarded to L1 vendor on overall basis of the work "ABV-IIITM, GWALIOR". The determination of lowest bidder will NOT be on individual rates of financial bids. Rather it will be on overall basis.

5. Time of completion:-

- The work should be mandatorily be executed within **30 days (Thirty days)** from the date of receiving of work order by the agency.

6. Bid Price:-

- All duties, taxes and other levies including the transportation expenses are payable by the Supplier/Agencies/Company under the contract and shall be included in total price.
- Each bidder shall submit only one quotation in the format supplied. Bidder submitting more than one quotation for the same package will not be entertained. All the columns and requisite information's must be filled in the supplies Format.

7. Validity of rates:-

- Validity of rates quoted will be 120 days

8. Safety:-

- The contractor shall make all the arrangements for the safety of his staff. The ABV-IIITM Gwalior shall not be responsible in any way for injury/disablement, accident to any workman on this account and will be free from any legal bindings in this regard. ABV-IIITM Gwalior will not be responsible to pay any damage to the workman of the contractor or any outside agencies.

9. Credentialed Certificate:-

- Certificate regarding work completed and work in hand, in Govt. department/undertaking. The Financial part (Annexure-I) of the bid shall consists of only Rate/Price on the company's/Firm's letter pad. All the column and requisite information must be filled in the prescribed format. Bidder must quote the item wise rate.
- Award of contract on the basis of lowest evaluated price for which the bidder must quote the rate per item. Bidder must quote the rate of all items.

10. Evaluation Quotations:-



- The purchaser/members of committee will evaluate and compare quotations determined to be substantially responsive i.e. they should be properly signed & confirm to terms, conditions, specifications and qualifications.

11. Award of Contract:-

- The purchaser will award the contract to the bidder whose quotations has been determined to be substantially responsive, and who has offered the lowest evaluated quoted price. Notwithstanding the above, the purchaser reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of the contract.

12. Liquidated Damages/Penalty for delay:-

- If the contractor fails to complete the work within the stipulated time or time extended by the Institute (if any) liquidated damages at the rate of 1% per week (07 days) of delay subject to maximum 10% of the total contract value shall be deducted and recovered from the contractor.

13. Payment:-

- Payment will be made after satisfactory completion & handing over of the entire work and bill submitted by the Contractor. Applicable GST/TDS etc. shall be deducted from the amount payable to the contractor.
- The bill in triplicate may be sent to this office for settlement after satisfactory delivery, installation and commissioning of the material. The bill should have full particulars of the items. No Payment shall be made in advance nor shall the loan from any financial institutions be recommended on the basis of the order of award of work. The Contractor shall submit the bill only after satisfactorily delivery, installation and commissioning of the material to the satisfaction of the ABV-IIITM, Gwalior. The case of issuing sanction and passing of bill for payment will be initiated on receipt of inspection report. No payment will be made for goods rejected. The actual quantity of items executed will be paid quantities mentioned in BOQ may be increase and decreased during execution.

14. Tools & tackles:-

- All tools, tackles such as other equipment as per requirement of work will be arranged by the contractor and their charges will be deemed to be included in the quoted rates, no extra payment shall be made for the same to the Contractor.

15. Risks:-

- Contractor shall be solely responsible for safety of his workers, working at site by following all safety norms in the trade. All risks of loss or damage to physical property and of injury and death which arise during and in consequence of the performance of the Contract other than the excepted risks are the responsibility of the Contractor.

16. Right to accept or reject the NIQ:

- The Director, ABV-IIITM, Gwalior reserves the right to accept or reject any or all the NIQ without assigning any reason thereof.

17. Scope of Work:-

- Contractor will satisfy himself with the details of the work to be executed and if considered necessary they should visit the site and get any other information required in this connection. The scope of work includes Complete servicing/repairing/overhauling & Testing of 2 no's 250 kVA Diesel Generator including replacement of all required material for overhauling/servicing of DG set i.e filter element kit, engine oil, carbon bushes, gasket. Packing, oil rings, diesel pipes, Push button, Stopper pad, Oil pressure pipe, Air hose, Plain pipe diesel, Holding pads, Self, injector, & diesel pump overhauling and painting of D.G set etc. as required at site for complete job/ Complete servicing /repairing/overhauling & Testing of 250 kVA Diesel Generator at power house A and C ABV-IIITM Gwalior.

18. Other Terms & Condition:-



- Perspective bidders are advised to visit the site before quoting the rates.
- Institute reserves the right to prepone/postpone/cancel the bid, the bidder will have to abide with the decision.
- Payment shall be made after the supply and submission of bills which will be subject to satisfactory supply (certified by the committee constituted for the purpose). Engineer in Charge will certify the quality and quantity of the items supplied/ work done as per specifications and recommend accordingly the extent of payment.
- Quotation may be submitted on the printed letter head of the bidder in the prescribed format supplied.
- No payment will be made for any damage of goods supplied.
- Liquidated damages provisions for damages shall be included in conditions of the contract.
- Sealed cover envelopes must be super scribed **“NIQ for Complete servicing, repairing,overhauling, and testing of 250 KVA capacity Cummins Make 2 Nos Diesel Generators at Power house A & C of ABV-IIITM Gwalior.”**
- Telegraphic/Fax and conditional quotation shall not be accepted and rejected.
- The rates should be for completed items and inclusive of all cost of materials, labor, transportation, and all taxes, including GST and the rates should be competitive and workable.
- The competent authority reserves the right to increase or decrease the quantity of any item during the execution of the work. The bidder will be bound to comply with the order of the competent authority without any claim and compensation.
- Before making supply of any materials to the Institute, the Contractor shall get the approval by the competent authority or his representative else the supply shall not be approved. To sample to be approved by the authorized representative, substandard items will not be accepted.
- The contractor/tenderer shall be solely responsible for the safety of his workers working at the site by following all safety norms in the trade. If any mishap takes place during construction work, responsibility for all compensation will be binding to the contractor only. The contractor will provide all necessary safety components of the labours. The Institute will be discharged of any responsibility on such account.
- Rate should be quoted in Indian Rupees (INR) on DOOR Delivery Basis at ABV-IIITM, Gwalior, Inclusive of all the Charges, with break-ups as:
 - Basic Cost.
 - Tax
 - Total Cost (F.O.R. at ABV-IIITM, Gwalior).
- The rates quoted should be indicated in words as well as in figures, as per format specified in annexure -I. In case of any discrepancy, rates quoted in words shall be considered as valid.
- The items will have to be supplied at the Institute site. No transportation/cartage charges will be provided for the same.
- Water and Electricity shall be provided free of cost at one point for bonafide use only.
- No preference will be given to any bidder of class of bidders, either for the price or for other terms and conditions.
- Any legal controversy will be subjected to disposal in Gwalior jurisdiction only.
- Bidder shall quote the rate of all the items and accept all the terms and conditions of NIQ failing which offer is liable to be rejected without any further communications.
- Contractor shall take necessary steps to ensure the safety of ABV-IIITM, Gwalior property & shall be responsible for all such damages and shall have to repair or replace as the case may be failing which he has to pay the entire cost of damages.



- Before carrying out the work, it shall be entire responsibility of the contractor to take all the safety precautions.
- The work will be carried out according to the direction of ABV-IIITM, Gwalior Site In-charge.
- Contractor shall be required to strictly adhere to the safety regulations and electrical regulations/act
- The contractor shall make all payments and other contributions, if any, which may have to be made in regard to the workman under any statutory rules or regulations as per labour deptt. .The ABV-IIITM, Gwalior shall not be responsible for those payments.

S/d

**The Registrar,
ABV-IIITM Gwalior**



Servicing & maintenance of 250 KVA capacity Cummins Make 2 Nos Diesel Generators installed at Power house A & C, ABV-IITM Gwalior.

Annexure-I

Financial Bid

Sr. No.	Details of items	Unit	Qty.	Rate/ unit in figures	Rate/ unit in words	GST %	Total Amount (with GST)
1.	Repairing, Servicing, overhauling and testing of 250 KVA Cummins Make, 2 Nos, D.G set including replacement of all filters, engine oil, radiator coolant, packing seal, gas kit, damaged oil pipe, water body, attending of engine oil leakage of engine, self-starting of engine, Labor Charges and other works required for proper operation of DG set	No's	02				
2.	Cleaning the radiator with chemicals	No's	02				
3.	Replacement of kwh and running hours digital meters	Set	02				
4.	Replacement of voltage and ampere digital meters	Set	02				
5.	Replacement of LED indicator and rotary switch	Set	02				
6.	Replacement of Relay and contactor MNX -10-18, 3 Pole, L&T make	No's	12				
7.	Replacement of control circuit for 125 KVA DG set	No's	01				
8.	Labour charges for component repairing	LS	01				
9.	Repairing AMF panel to start the generator automatically	No's	02				
10.	Miscellaneous work (also mention the work)	LS	01				
Total amount in figure (Inclusive of all taxes and other charges) of Rs.							
Total amount in word (Inclusive of all taxes and other charges) of Rs.							

Place:-

Date:-

(Signature of the Bidder)

Along with Stamp of Firm/Company

Signature of the contractor with rubber stamp