

**INDRAPRASTHA INSTITUTE OF INFORMATION TECHNOLOGY,
DELHI
(IIIT-DELHI)**

Okhla Industrial Estate, Phase III
New Delhi 110020
(Tel No 011-26907400, Website: www.iiitd.ac.in)

NOTICE INVITING TENDER FOR AMC OF FIRE ALARM & PA SYSTEM

IIIT-Delhi invites sealed Financial Bid along with EMD from reputed agencies / companies for “**Non Comprehensive Annual Maintenance contract (AMC) of Fire Alarm & PA system at IIITD campus, New Delhi**” as per details below:

Bid Schedule

Date of Start and downloading the tender	15 May 2015
Earnest Money Deposit (EMD)	Rs. 15,000/- in the form of Demand Draft in favor of “IIIT Delhi-Collection Account” payable at New Delhi
Last date and time for submission of tender	06 Jun 2015 at 1400 Hrs. (tender may be deposited in the Tender Box kept in Service Block of the Institute)
Date and time of bid opening	06 Jun 2015 at 1500 Hrs
Address for communication & submission of tender documents and opening of technical bid	IIIT-DELHI Okhla Industrial Estate, Phase III New Delhi 110020

Scope of Work

Indraprastha Institute of Information Technology Delhi was created as a State University by an Act of Delhi Government empowering it to do research and development and grant degrees. The Institute has a campus spread over an area of more than 25 acres with eight buildings. Each building has an independent fire alarm Control panel. All fire alarm control panels are connected to main Control panel. BOQs for AMC of Fire Alarm System at IIITD campus New Delhi is as per enclosure at (**Annexure-“A”**),

The scope of work includes:

Maintenance **for trouble free operation** of the automatic fire alarm, public address system, at IIITD campus New Delhi.

- (a) The scope of work for each type of equipment's / systems shall be carried out monthly /bi-annual maintenance or actuation test as listed hereunder:
 - (i) For each type of equipment a separate register shall be maintained with separate page allotted for particular number.
 - (ii) After each maintenance/testing, the test details or maintenance work shall be interred in the giving date, type of test/maintenance and result achieved.
 - (iii) Fortnightly alarm test & check supply from at least one smoke detector point for operation each block.
 - (iv) Providing consumables material likes, fuses, resistance, cleaning material, battery water, tape provided in scope of work.

FIRE DETECTION, ALARM & PA SYSTEM

- (a) Weakly visual check, working test of detectors – (external check only).
 - (b) Cleaning of smoke/heat detectors in every 3 months
 - (c) Monthly actuation of smoke detector by turn – at least one detector in each floor to be subjected to test. Monthly actuation of test of heat detector.
 - (d) Circuit Test/Panel Test – for fault and fire condition every month for fault test and every quarter for fire condition.
 - (e) Fortnightly test of Manual call box.
 - (f) Manual (actual) test of public address system – Every Month.
 - (g) Visual/working check with cleaning of local control panel every month.
- Assistance in fire drill and breakdown repair & maintenance of entire system**

The above are general check – lists and test requirements etc. The contractors shall be bound for undertaking any other check test which is considered necessary for efficient functioning of equipment/system, whether included in above schedule or not. He shall not claim any extra charge for such work. However, replacement of worn-out/defective material shall be paid separately extra at market rate to the contractor.

Pre-qualification Criteria

The agencies / companies who fulfill the pre-qualification criteria mentioned below will only be considered for opening of financial bid:

S. No.	Particulars	Document (s) to Annex
1	Company should be in existence for last Three years (FYs 2012-13 to 2014-15).	Certified copy of registration certificate.
2	Company should have average turnover of Rs.50 lacs in similar field in previous three financial years ending on 31.03.2015.	CA certified copy of turnover from annual maintenance contacts.
3	Company should have experience of similar work in Institute/Academic Institute/Public Sector Undertaking/MNC/ Corporate Sector during last three (02) years.	Certified Copies of Work orders/ Experience certificate etc. on the letter head of the client / customer.
4	Company should have valid PAN, Service Tax, VAT, Sales Tax registration	Certified Copy of each document
5	Company should not have been barred / blacklisted for taking up similar work in any organisation	A certification to this effect on the letter of the bidder.
6	Earnest Money Deposit (EMD)	Rs. 15,000/- in the form of Demand Draft in favor of "IIITD-Collection Account" payable at New Delhi

Award of Work

Those who meet the pre-qualification criteria as above will be considered for opening of financial bid. The agency quoting the lowest rate for AMC shall be considered for award of work. IIIT, Delhi does not bind itself to accept the lowest or any other offer and reserves the right to accept or reject any or all the offers either in full or in part without assigning any reason.

Financial Bid

Interested agencies may submit financial bid as per enclosed format (**Annexure-"B"**), duly authenticated and stamped . Bidder may inspect the site before quoting the rates. The Financial Bid should contain all relevant price information. The Bid Form must be filled in completely, without any errors, erasures or alterations. The Financial Bid should not contradict the technical offer in any way. Contractor shall make himself fully aware of the site conditions before bidding.

Payment Terms

Quarterly bill by the 7th day of next month shall be raised for 25% of the total contract value plus service Tax/other taxes, as applicable. Payment shall be released within 15 days of raising bill.

Performance Guarantee

Selected company will be required to deposit Performance Guarantee @ 5% of the Work value which shall be in the form of DD/FDR/Bank Guarantee in favour of the Institute..

How to submit

The interested agencies may submit their proposal along with the above mentioned documents by super subscribing the envelope “**Non Comprehensive Annual Maintenance contract (AMC) of the Fire Alarm & PA System**” enclosing separate sealed envelopes marked as **Pre-qualification Bid** and **Financial Bid**, so as to reach the Registrar, **IIIT-DELHI Okhla Industrial Estate, Phase III New Delhi 110020** by **1400 Hrs on 06 June 2015**

**For and on behalf of
Indraprastha Institute of Information Technology Delhi**

**Signed
Registrar**

BOQ for Non Comprehensive Annual Maintenance contract (AMC) of Fire Alarm & PA system

S.NO	DESCRIPTION
	<p>Testing Checking and servicing of addressable type fire detection and alarm system along with heat and smoke detectors, loop sounders , hooter detectors, manual call point , batteries, charger and other apparatus related with above system including provision of consumables such as battery water, fuses, L.E.D.'s, connectors, tap, colin spray etc., This system consist of following:</p> <ul style="list-style-type: none">a. Smoke detectors 1013 Nos.b. Heat detectors 133 Nosc. Electronic Hooters: 137 Nos.d. Manual Call stations: 137 Nos.e. Control Modules: 99 Nos.f. Fire Alarm Control Panel: 08 Nos Microprocessor based , digital, distributed processing real time, mulyi task and multi user type 2 Loop Analogue addressable type fire alarm control panel (FACP)g. Speakers 6 watt: 149 Nosh. 16 Zone PAVA Control panel with mike selection key, amplifier <p>Please note: If any detector is required to be replaced same will be paid extra as per market rates and deployment of the following personnel:-</p>
(I)3	1 Engineer visit for 2 days in a month (Fortnightly) Or on call with in 24 hrs.
(II)	1 Technician visit for 4 days in a month. (Weekly)

Replacement of defective equipment ,parts shall be paid as per market rate

**Format of Financial Bid for Non Comprehensive Annual Maintenance contract
(AMC) of Fire Alarm & PA system**

Sl. No.	Description	Qty.	Unit	Rate	Amount (All inclusive) Rupees
A	Non Comprehensive Annual Maintenance Contract (AMC) For Fire Alarm & PA System as per the details provided in the tender document under “Scope of Work”	1 Job	Each		
Total (Rs. in figures)					
Total (Rs. in words)					

We agree to carry out the Work at the rate quoted above for the duration of one full year. We understand that IIIT, Delhi is not bound to accept the lowest or any other offer and reserves the right to accept or reject any or all the offers either in full or in part without assigning any reason.

(Name and Signature of Authorized Signatory with seal)

(Signature of the bidder)

Date: