Office of the Executive Engineer(Electrical/Mechanical),
KGMU, Lucknow.

List of Important Dates of Bids for the Comprehensive Annual Maintenance Contract for a period of 5 Years of Passenger Lifts of Otis make at T.G Hostel, R.A.L.C, Rheumatology, Gautama budh hostel, Geriatric Mental, lari Cardiology, C.T.V.S, Queen marry, Old Dental, New Dental, New O.P.D, urology, Plastic surgery, Pediatric, Private ward, Medicine, Bal Vibhag, Ophthalmic, Resident Hostel, Library, Microbiology, S.P.M, Shatabdi Hospital Phase-1, Trauma Centre, Over Bridge Queen marry, Over Bridge New Dental DEPARTMENT/Building OF KGMU, U.P. Lucknow.

1.	**Scope of Work(DISCRITION):-**	**A.**	**1-**	The Comprehensive Annual Maintenance Contract for a period of 5 Years of Passenger Lifts of Otis make at T.G Hostel, R.A.L.C, Rheumatology, Gautama budh hostel, Geriatric Mental, lari Cardiology, C.T.V.S, Queen marry, Old Dental, New Dental, New O.P.D, urology, Plastic surgery, Pediatric, Private ward, Medicine, Bal Vibhag, Ophthalmic, Resident Hostel, Library, Microbiology, S.P.M, Shatabdi Hospital Phase-1, Trauma Centre, Over Bridge Queen marry, Over Bridge New Dental DEPARTMENT/Building OF KGMU, U.P. Lucknow.
2.	**Document Download/sale start date:**			
3.	**Per-Bid meeting place & address:**			
4.	**Document Download/sale End date:**			
5.	**Clarification Start date:**			
6.	**Clarification End date:**			
7.	**Last Date of Bid Submission:**			
8.	**Date of Opening Technical Bid:**			
9.	**Date of opening of price bid**			

OFFICE OF THE EXECUTIVE ENGINEER(E/M),
KGMU, LUCKNOW

Letter No.:- Date-

NOTICE INVITING E-TENDER

Undersigned on behalf of honourable Vice chancellor , KGMU, UTTER PRADESH, Lucknow invites bids for the following works related with the Comprehensive Annual Maintenance Contract for a period of 5 Years of Passenger Lifts of Otis make at T.G Hostel, R.A.L.C, Rheumatology, Gautam budh hostel, Geriatric Mental, lari Cardiology, C.T.V.S, Queen marry, Old Dental, New Dental, New O.P.D, urology, Plastic surgery, Paediatric, Private ward, Medicine, Bal Vibhag, Ophthalmic, Resident Hostel, Library, Microbiology, S.P.M, Shatabdi Hospital Phase-1, Trauma Centre, Over Bridge Queen marry, Over Bridge New Dental DEPARTMENT/Building OF KGMU, U.P. Lucknow.

S.N.	Name of work	Bid security in Rs Earnest money deposit (EMD)	Cost of document (in Rs)+ GST)	Validity of Tender	Time of completion of Work	Address of the Executive Engineer(E/M)
1	2	3	4	5	6	7
	The Comprehensive Annual Maintenance Contract for a period of 5 Years of Passenger Lifts of Otis make at T.G Hostel, R.A.L.C, Rheumatology, Gautam budh hostel, Geriatric Mental, lari Cardiology, C.T.V.S, Queen marry, Old Dental, New Dental, New O.P.D, urology, Plastic surgery, Pediatric, Private ward, Medicine, Bal Vibhag, Ophthalmic, Resident Hostel, Library, Microbiology, S.P.M, Shatabdi Hospital Phase-1, Trauma Centre, Over Bridge Queen marry, Over Bridge New Dental DEPARTMENT/Building OF KGMU, U.P. Lucknow.	**1,27,000.00** **(Shall be Paid in shape of FDR for 18 Month Duration)**	**9500 +GST**	**06 Months**	**CAMC 5 Year**	**Executive Engineer(E/M), KGMU, Lucknow**

General instruction to the Tender

1. **Experience certificate of successful C.A.M.C(Comprehensive Annual Maintenance contract) any 3 Year Medical College.(300 Beded Hospital experience)**
2. **the Tenderer should be OEM or have the Service provider certificate duly approved by the OEM(Original Equipment Manufacturer).**
3. **Online Tenders are invited on the prescribed Tender Forms.**
4. **The cost of Tender Document is Rs. 9500+GST/- (Non-refundable), which should be paid by means of Bank Draft in favour of Finance Officer KGMU U.P. Chowk Lucknow payble at Lucknow.**
5. **An Earnest Money to be Deposited As per schedule of requirement payable through an A/C Payee Demand Draft /Bank Guaranty/FDR drawn in favour of Finance Officer KGMU U.P. Chowk Lucknow payble at Lucknow. From any of the scheduled banks. It should be uploaded along with the Technical Bid. The original Tender document fee and EMD to be sent at our postal address or by hand in office. These documents should reach our office before opening of the bids. If Tender document fee and EMD are not received before opening of technical bids, the Technical bids of such vendors shall not be opened.**
6. **Bids must be accompanied by non-refundable tender fee, as indicated in the above table, to be submitted in the form of Demand Draft on any Nationalized Schedule bank, for amount indicated in favors of "Finance Officer, KGMU, Lucknow" payable at Lucknow. If the office happens to be closed on the date of opening of the bids as specified, the bids will be opened online on the next working day respectively, at the same time and validity of bid will be considered from the original date. The date and time of opening of the financial bid may be notified on website. The Financial bids shall be accordingly opened online.**
7. **The Bidders must submit the proof of relevant experience in respective area/ field in state / central govt. institutions/departments.**
8. **The duration of validity of Tenders/Quotations shall be 90 days from the date of opening of the Tenders.**
9. **The solvency 50,00,000.00 (Fifty Lakh).**
10. **No interest shall be payable on the amount of earnest money and the same shall be released within 30 days to the Bidders who fails to qualify after finalization of the Tenders.**
11. **Competent authority can demand the sample of equipments/machines/models for the demonstration, if required.**
12. **In the event of the successful Bidders withdrawing his offer within the validity period or fails to accept the offer for any reason whatsoever, the earnest money deposited by him shall be forfeited by KGMU Lucknow.**
13. **Conditional Tenders will be out rightly rejected.**
14. **The competent authority, Executive Engineer (E/M), KGMU U.P. chowk, Lucknow. Reserves the right for not accepting the lowest or any/all the Tenders in whole or in part without assigning any reason for such non-acceptance.**
15. **In case 3 Bids are not received within the originally stipulated time, the due date of Tender shall be extended by 02 days and thereafter by 05 days automatically by the system, Even after granting two extensions, less than 2 Bids are received, Tender shall be considered for opening.**
16. **Bidder Must be fulfill the specification of the lift as attached in the Tender documents.**
17. **The Successful Tender has to deposit 10% of the Tender Cost as Bid Security. (Shall be Paid in shpe of FDR for 66 Month Duration)**
18. **Income Tax Return of three Financial Year 2016-2017, 2017-2018 and 2018-2019.**

Executive Engineer(E/M),

KGMU, Lucknow

General Terms Condition:-

Comprehensive AMC:-

- The preventive maintenance service of lifts should be done minimum once in a month and breakdown calls are to be attended promptly. A service report shall be submitted to the (Electrical/Mechanical) Department).
- No storage space will be made available to the contractor during the contract period.
- In case of minor nature of breakdown they shall be attended immediately with in 1 hours, and in case of major breakdown, such as rewinding of motors, replacement of ropes, gears etc. they shall how ever be attended with in 5(Five) Hours. INCOIS decision shall be final to decide the period that can be allowed for such major break down and to decide whether a break down is major or minor. Break down calls normally be responded to within a reasonable period. If any breakdown call remains unattended / unresolved for a period exceeding 1 hours in case of minor break downs and 5 Hours in case of major breakdowns, pro rata recovery @ Rs. 1000 per day shall be recovered from the bills payable to the firm for the number of days the lift remain unattended / unresolved / non-functional . Recovery shall be made from the CAMC charges payable to the firm for the number of days the lift remained unattended /unresolved / non-operational.
- Lubricants, grease, cotton waste Battery and any other consumable items will not supplied departmentally and its the responsibility of the contractor to provide all these items.
- The scope of comprehensive maintenance work includes cleaning, greasing of all parts, adjustment of contacts, lubrication of gears, motor guide rails, suspension rope inspection and attending to the electrical and mechanical defects, replacement of all worn out parts, including motors. Indication bulbs, alarm bell/buzzer, cabin fans, replacement of electrical wiring, intercom connected to the lift etc. are included as per the normal comprehensive contract norms.
- All the safety devices should be examined periodically and rectified immediately if the same are found defective which includes ARD etc.
- Annual safety test shall be carried out during the last quarter of CAMC year without any extra cost. Rs.10000/- per lift will be recovered from the CAMC charges if the annual safety test is notconducted.
- Proportionate recovery will be made for the months for which monthly service is not carried out.
- The agency shall keep sufficient stock of spares required for comprehensive maintenance of the lifts for a period of Five year. The agency shall also maintain all the spares parts including the spares supplied by their vendors for the lift for the entire period of the lifts i.e., 20 years from the date of successful handing over. No claim for up gradation or replacement of lifts due to non availability of spares/obsoleteness of the model shall be entertained during the life time period mentioned above and nothing extra shall be paid or reimbursed on account of up gradation /obsoleteness of spares during the life time period.
- The firm should work as per the conditions existing, restrictions in movement/working hours, security aspects, conditions of the equipment to be maintained. Complaints of loss of labor, items of work not included, in the scope of work, variation etc., will not be entertained at a later date.
- Any other items of job necessary for the smooth and effective functioning of the installation but not mentioned here is deemed to have been included within the scope of this contract.
- In case of any accident during the maintenance equipments and or loss of life, the contractor shall be fully responsible for settling all claims and indemnify the department against any claims arising out of such accidents, consequential damages to other systems shall however be not recovered from the contractor.
- The agency shall clearly state the details of the routine maintenance proposed to be carried out by him and shall execute the same in the presence of the authorized representative of the Executive Engineer(Electrical/Mechanical) Department in charge and his certificate should be obtained and the same to be submitted for claiming the payment otherwise the payment will not be paid. In case the representative is not available, the same should be brought to the notice of next officer who is available at site and maintenance work carried out shall be recorded in the log book of particular lift machine.

➢ The Firm should have been imparted Training to the Employs of KGMU. How to Rescue from Lift in the Condition of sudden Breakdown/Stop for which KGMU not pay any extra Amount.

➢ The agency shall perform the maintenance services with trained and appropriately supervised personnel.
➢ In case of replacement or repairs to any part of the lifts not covered by the comprehensive maintenance is warranted, prior approval of the Executive Engineer(Electrical/Mechanical) Department in charge shall be taken with due notice.
➢ The maintenance activities shall be carried out according to Equipment specific maintenance plan for each main component of the equipment.
➢ In performing the services described, agency will replace(Identical or equivalent item) or rectify at its option any component of the elevator rendered defective due to normal wear and tear and raising out the ordinary and reasonable use of the elevator. The disassembled or dismantled parts shall become agency's property.
➢ All parts and components fitted by agency will be original parts or components. If original parts or components are not available, the parts or components fitted will be of equal in quality and functionality.
➢ Refinishing, repair or replacements of the following components are covered in the scope of the maintenance contract.
• Elevator car enclosure.
• Elevator car and landing door panels/gates.
• Incoming electrical wiring up to main switches in the machine room.
• Main switches in the machine room.
• Items including mirror, hand rails, fans, lights and ARD batteries.

➢ Additional visits are also included within the scope of CAMC as and when the complaint calls are brought to the notice of the agency by the representative of the department

➢ GST, Labour cess, Income Tax and any other statutory deductions as applicable shall be deducted at source from the contractor's bills.

➢ The agency's authorized representative shall be available on the mobile phone on a 24 X 7 days for registering a complaint.

➢ The servicing / scheduled maintenance shall be done as per the consultation of Executive Engineer (Electrical/Mechanical) Department in-Charge.

➢ The firm's representative shall sign the lift logbook maintained by the department after attending preventive / breakdown maintenance.

2. SCOPE OF WORK

➢) ANNUAL COMPREHENSIVE MAINTENANCE:

The scope of the AMC shall cover the following:
➢) Diagnose the faults and rectify the defect detected in reasonable time,
➢) Repair / replace the faulty parts etc of the equipment,
➢) Carry out the periodic (at least once in a month) preventive maintenance,
➢) Upkeep of the system, recording required readings and maintaining log book of Works carried out.
The contractor shall be solely responsible for the maintenance, repair, replacements and supply of required parts etc. The dismantled parts can be taken by contractor; the employer shall not be liable to interact with any of the subcontractors of the contractor.
➢) The scope of this contract includes all major /minor repairs etc.
➢) All men & tools are to be arranged by the Contractor.

➢) All spares to be used in this work shall be genuine spare parts and the same shall be used from the authorized dealer or manufacturer.
➢) Service offered under this contract shall be in accordance with the service instructions and tendered practice of original engine manufacture.
➢) The contractor shall maintain log book for each Lifts and record the nature of service rendered in each visit by the service representative and the same shall be duly got signed by the official in-charge of the work.
➢) Every Parts of the Lift Will be Covered in The CAMC Charges.
➢) No spares or any other items will be supplied by the KGMU.U.P, Lucknow.
➢) The scope of work included replacement of Batteries.
➢) MAINTENANCE WORKS ARE REQUIRED TO BE CARRIED OUT AS PER MANUFACTURERS' MANUALS AND ENSURED THAT THE LIFTS– (PASSENGER WORK WITH OUT BREAK DOWN.

Details of Lift Maintenance Schedule:

Periodicity of Check	**IN Car**	**In Car Top**	**In Machine Room**	**In PIT and Sheet**
Monthly	1.Alarm 2.Intercom 3.Car operating panel functions 4.Door operation 5.Safety edge operation 6.Landing push box 7.Landing indicator 8.Car and Land sill 9.Car light and fan 10.Car calls 11.Ride comfort 12.Car emergency light 13.Infra red curtain 14.Play in car 15. Cleaning the car and landing sill. 16. Toe guard. 17.Levelling 18.Emergency stop 19.Landing door operation 20.Landing door gate Lock	1. Door operation function 2. Door operator belt/chanells 3.Car top cleaning 4.Automatic rescue device 5.Check all locks are functioning properly	1.Blower 2. Brake operation 3.Brake liner 4.Relay/contractor operation 5.Controller ventilation 6.OSG operation 7.Clean machine 8.M/C room light and fan 9.Car top safety 10.Sheave shaft 11.Motor shaft 12.Governor pully 13.Sleeve bearings 14.Check on simplex/duplex operation 15. Grease bearings 16. Check Rope and Rope safety switch 17.Check on starting and running current 18. Check on incoming voltage.	1.Condition of spring 2.Lighting in shaft 3. Rail & counter weight

Quarterly		1.Inspection box 2.Guide rail lubrication 3.landing door track roller 4.Guide shoes car / counter weight	1.Main switch unit 2.Gear oil clear level 3.Tacho and Tacho Belt	Clean pit
Annually		1.Car top isolation 2.Shaft wire Tightness	1. Car over speed safety gear by manually moving levers and check the performance of safety locks. 2.Machine room earthing 3.Power supply cables 4.Insulation resistance of a) Power cables b)power cores in traveling cable c) Motor, Switch and Relays. d)R.S. Joist paintings	1. Counter wt run by 2. Car bottom isolation

(Signature & Seal of the Contractor)

Check List

(To be fill tendered & submitted by the Tendered in Tender Bid Part –I)

IMPORTANT INSTRUCTIONS TO THE TENDERERS

Your e-Tender shall not be considered, if you fail to submit this proforma duly filled. Replies should be complete without ambiguity and should be clearly written against each item.

Terms such as "Refer covering letter etc." shall not be acceptable. You may, however, attach extra sheets, if the space is not sufficient.

Sl. No.	Particulars	Page No	Enclose / Yes/No
1	Tender Fee No…….Dated……. (Non Refundable)		
2	Earnest Money (EMD) No……..Dated…….. (shall be paid in shape of FDR for 24 Month duration)		
3	Name & Address of the Tenderer.		
4	Email Id of contractor		
5 (a)	Whatsapp number of contractor		
5 (b)	Mobile no. of contractor		
6	Are you ready to take CAMC for 5 years. (profarma A)		
7	Furnish list of satisfied users giving (jobs performed by you) full details of job, amount of work etc. (profarma B)		
8	Give your bankers details stating name of bank, branch, A/C no, type of A/C etc. (profarma C)		
9	Give your Financial details stating your Balance sheet, Assets etc for last three years by C.A..		
10	Whether you have been convicted black listed, punished, sentenced, bailed by any court of law. Notarized affidavit on Rs 10 Non Judicial Stamp Paper		
11	Give two references who can certify your financial status & capability to undertake such supply order one of the reference should be schedule Bank of India on Tender's company letter head.		
12	Pl. enclose the certified copy of the latest income tax clearance certificate/Income Tax return.		
13	Weather all the schedule & documents required have been submitted or not?		
14	The Bidders solvency		
15	What is your PAN No		
16	What is your GST REG. NO		
17	PF and ESI registration (Enclosed as Yes/ No)		
18	Experience certificate of successful C.A.M.C(Comprehensive Annual Maintenance contract) any 3 Year Medical College.		
19.	The CAMC Terms Condition are accepted on Rs 10 Non Judicial Stamp Paper		
Date: Place: Lucknow	**Signature of the Tenderer with Co. seal**		

TENDER PROFORMA A

Acceptance of Bidding terms& conditions

To, **Date:**

The Executive Engineer(E/M)

KGMU, Lucknow.

Description of the work :- AS PER DISCRIPTION

I/We offer to execute the works described above and remedy any defects their in conformity with the conditions of contract, specifications, drawings, bill of quantities and addenda for unit rate as quoted online in DISCRIPTION at par with the rate entered in the Schedule of rate.

1. **We undertake to commence the works on receiving the notice to proceed with work in accordance with the contract documents.**
2. **This Bid your written acceptance of if shall constitute a binding contract between us. We understand that you are bound to accept the lowest or any Bid you receive.**

We hereby confirm that this bid complies with the Bid validity and earnest money required by the bidding documents.

Authorized Signature :- _____

Name and title of Signatory:-_____

Name of Tender :- _____

Authorized Address of Communication:- _____

_____

_____

Telephone No(s): (Office) :- _____

Mobile No :- _____

Facsimile (FAX) No :- _____

Electronic Mail Identification (E-mail ID) :- _____

TENDER PROFORMA B

		1	SL. NO.
		2	Project Name with Address
		3	Name of Organization
			Description of Work
		4	Value of Contract
			Contract No.
		5	Date of issue/ Commencement As per contract
		6	Stipulated Date of Completion
		7	Actual date of completion
		10	Remarks Explaining Reasons for Delay, if any.

TENDER PROFORMA C

SAMPLE FORMAT FOR EVIDENCE OF ACCESS TO OR AVAILABILITY OF CREDIT FACILITIES

BANK CERTIFICATE

This is to certify that M/S ---------- is a reputed company with a good financial standing.

If the contract for the work, namely,____ _____is awarded to the _____

above firm, we shall be able to provide overdraft/credit facilities to the extent of Rs. ____ _____to meet their working capital requirements for executing the above contract.

Signature of Senior Bank Manager

……

Name of the senior Bank Manager

……

Address of the

Bank……..

Stamp of the Bank

Note: Certificate should be on the letterhead of the bank.

TENDER PROFORMA D

SAMPLE FORMAT

UNDERTAKING

This is to confirm that the Tender_____is not involved in any litigation or arbitration during the last five years in which the Tender is involved, the parties concerned, the disputed amount, and the matter and the Tender have not been convicted/black listed.

Also Tender M/s_____have not been black listed , bailed punished, sentenced by any court of law.

Signature of Tender

Seal of the Tender

(On Non Judicial Stamp Paper of Rs 10/-)