

F.No.D-21013/143/2020-DC
Government of India
Ministry of Health and Family Welfare
Directorate General of Health Services
Central Drugs Standard Control Organisation(HQ)

FDA Bhawan, Kotla Road, New Delhi
Dated the 27 January, 2021


SHORT TERM TENDER NOTICE

Subject:-Comprehensive Annual Maintenance Contract (CAMC) for Fire Fighting System in FDA Bhawan.

The CDSCO(HQ) invites Bids (Technical and Financial) for CAMC of the existing Fire Fighting System in FDA Bhawan for its office as well as for FSSAI. Rates are to be quoted in the prescribed format (**copy attached as Annexure-III & IV**) for keeping the existing system operational, its maintenance and operation including provision of service consumables on yearly basis for the period from 01.03.2021 to 28.02.2022.

2. Bidders can be asked for providing and maintaining the said Fire safety arrangements at a place other than indicated in this Tender, in case there is any shifting of any Unit of CDSCO(HQ)/FSSAI within Delhi. **The Bidder can also visit FDA Bhawan, Kotla Road, New Delhi -110002, for assessment of the status of existing fire fighting system before quoting the rates for keeping it functional as well as operational and CAMC for maintenance of Fire Fighting System.** The tender documents can be downloaded from CDSCO's website www.cdsc.nic.in.
3. Bidder should submit the required documents in the specified manner in a sealed envelope superscribed **Envelope No.1- Technical Bids: for pre-qualification for Comprehensive Annual Maintenance Contract for Operation and Maintenance of Fire Fighting System at FDA Bhawan** [wherein CDSCO(HQ) and FSSAI are located] and their Units in New Delhi, if so required.
4. The second sealed envelope marked as **Envelope- No.2** (as above) shall contain the Financial Bid for Comprehensive Annual Maintenance Contract (CAMC) for Operation and Maintenance of Fire Fighting System at FDA Bhawan, and their Units in New Delhi, if so required.
5. **Both the sealed envelopes as mentioned above should be put into a separate sealed envelope & super scribed as Tender documents for CAMC of Fire Fighting System at FDA Bhawan** [wherein CDSCO(HQ) and FSSAI are located], and their Units in New Delhi. The tender, complete in all respect along with an EMD of Rs. 50,000/- (Rupees Fifty Thousand only) payable in favour of the "Accounts Officer, PAO, Dte. General of Health Services" addressed to the Section Officer Administration(D) in CDSCO(HQ) at Kotla Road, New Delhi must be submitted latest on or before **6.2.2021** up to 1500hrs, and dropped in the Tender Box placed at Ground Floor near Reception Counter, CDSCO(HQ), FDA Bhawan, New Delhi -110002.

6. The Terms and Conditions and Technical specifications are given in **Annexure-I & II respectively**. The Technical Parameter in support of the Bidder's ability to handle the proposed job and the rates for the work of Comprehensive Annual Maintenance Contract (CAMC) for Operation and Maintenance of Fire Fighting System at FDA Bhawan [Wherein CDSCO(HQ) and FSSAI are located, and their Units in New Delhi], may be quoted in the **Annexure-III**. The bidder should fulfil the qualifications as indicated in Annexure-III for qualifying technically to submit the bids
7. Financial bids are to be submitted as per **Annexure- IV**.
8. The Tenders will be opened on the same day i.e. 6.2.2021 at 15:30 hrs. Incomplete and conditional tenders shall be summarily rejected. The Awardee firm for the purpose would be required to deposit @ 4% of the work value as Performance Security. **The EMD will be returned after finalization of Tender.**
9. The CDSCO(HQ), New Delhi -110002, reserves the right to reject any or all the Tenders without assigning any reason therefor.


(Pratima Kerketta)
Dy. Director Admin(D)
Tel. No.011-23236971
e-mail: drugsection@cdsco.nic.in

TERMS AND CONDITIONS

Subject:-Comprehensive Annual Maintenance Contract (CAMC) for Fire Fighting System in FDA Bhawan.

1. PAYMENT TERMS

- (a) Payment shall be made on monthly basis on satisfactory performance.
- (b) Contractor shall submit his monthly bill to the Officer-in-charge, attaching all the required documentary proof confirming there upon that all statutory obligations as per rules are being observed. No interest shall be paid in case of delay in payments due to any reasons.
- (c) Payment shall be released after all statutory deduction at source as per Rules and Acts in force during the currency of the contract.

2. Responsibilities of the Contractor:

- 2.1 The contractor shall be fully responsible for theft, burglary, fire or any other mischievous deeds done by their staff.

3. All staff deputed by the bidder firm should have:-

- a) Clearance from Delhi Police /Vigilance department.
- b) Wear proper uniform provided by the contract as decided by the management.
- c) Good behavior and should not misbehave with any staff member of CDSCO and FSSAI and shall not indulge in any unlawful activity.

4. One time Security Deposit [@ or performance security 4% of the work value will be deposited by the firm on award of work. This S.D. will be refunded six months after expiry of contract. The EMD will/can be adjusted towards one time Security Deposit.

5. The contract shall be for one year and extendable for a further period of one year or may be terminated on approval of competent authority at any time by CDSCO(HQ) by giving one month notice if the service/works are found unsatisfactory or staff deputed by the contractor found indulging in any unlawful activities or the performance is not found up to the mark/requirement or due to any act of omission and commission by the contractor or their staff.

6. Contractor will arrange the inspection from concerned authority if required and proper arrangement will be made for getting any NOC as and when required.

7. In the event of award of work, the contractor shall bring all the materials/parts required for execution of work along with challans in duplicate indicating reference of work order, quantity specifications etc., and get them checked verified through security.

8. One copy of the challans will be retained with the security and will be stamped and signed by the security and will be returned to the Contractor, who will submit materials brought inside the FDA Bhawan, New Delhi. Without proper challans/ security checks no payment shall be released by the CDSCO(HQ).
9. In case the materials are required to be taken back from the CDSCO(HQ) campus after execution of the work, the same will be allowed only through proper non-returnable gate pass.
10. Any damage to the equipment due to negligence of contractor's staff which are under the Operation and maintenance of this contract shall be contractor's responsibility and have to be made good by the contractor without any extra charge.
11. The contract includes satisfactory operation/maintenance/ of the equipment and of the whole system and other auxiliaries attending day to day faults of equipment and other auxiliaries.
12. The system shall always be kept in operational/auto modes.
13. The contractor shall have to demonstrate operations periodically/from time to time to the entire satisfaction of the Officer-in Charge as well as Delhi Fire Service.
14. The contractor's staff shall have to be present when the system is under repair.
15. The staff engaged in operation and maintenance should be able to do preventive maintenance and visualize the faults which develop during operation to avert major break down or wear and tear of the equipment and system.
16. The regular servicing of all the equipment and other auxiliaries of the system in the scope of work shall be done strictly as per recommendations of manufactures or as and when required whichever is earlier and nothing extra will be paid on this account.
17. The contractor/ firm are expected to be fully aware of the bye laws and requirements of concerned authority and shall be fully responsible for their compliance.
18. CDSCO(HQ) shall be at liberty to discontinue the contract if the performance is found unsatisfactory or is not in accordance with the terms and conditions.
19. All staff should have qualified/experience in fire protection system.
20. Regular Electrical Maintenance work should be attended by Licensed electrician/Wire man.
21. All pump motor and other machineries/equipment, especially diesel engine pump, service to be executed by OEM/Authorized Agency.
22. All spares should be procured from OEM/Authorized agency, in this regard supporting documents should be submitted to Deptt.
23. Filling diesel, always keeping 90% in tank is agency responsibility.

TECHNICAL SPECIFICATION**FIRE ALARAM SYSTEM****1. SCOPE of WORK**

- 1.1 The work is relating to Comprehensive Annual Maintenance Contract for maintenance of Fire Fighting System at the FDA Bhawan [wherein CDSCO(HQ) and FSSAI are located], and their units in New Delhi.
- 1.2 The complete system must always be maintained in perfect running order as per the standard and requirement of fire safety measures. The maintenance part includes the following:

2. FIRE EXTINGUISHERS

2.1 (A) The service and refilling and maintenance of various types of fire extinguishers and fire detection system installed in FDA Bhawan, Kotla Road, New Delhi

(i) Fire Extinguishers

S.No.	Type	Total No.
1.	CO ₂ 4.5kg	20
2.	Water 9 ltr	13
3.	ABC 5Kg	03
4.	ABC 2Kg	03
	Total	39

- (ii) Fire Detection system installed in the FDA Bhawan.
- (iii) Servicing and maintenance of the Fire hydrant system and machine installed at FDA Bhawan.

2.1.2 TERMS AND CONDITIONS w.r.t. TECHNICAL SPECIFICATIONS:

- (a) The rates include all charges and taxes as applicable;
- (b) The rates include refilling, servicing and maintenance of fire extinguishers;
- (c) The separate rates are to be quoted for different extinguishers;
- (d) Specific and standard gas should be filled as per requirement of fire extinguisher;
- (e) The contractor/firm for the purpose will stand warranty/guarantee for the fire extinguishers serviced and refilled and in case any unit does not work, the contractor would make good of it;
- (f) The contractor/firm would complete the job of refiling and servicing of units as per requirement within 15 days from the date of issue of supply order.

2.1.3 (B) Repair and Maintenance of Fire Hydrant System-Terms and conditions:

- (a) The rates include repair, maintenance of the machine and the Fire Hydrant Systems installed in FDA Bhawan, Kotla Road;
- (b) The rates include replacement/ repairing of the parts, if any, of the Fire Hydrant machines and its attached accessories;
- (c) The work includes checking of Main Pump, Diesel Engine Pump, Fire Panel, House Peel, Hydrant Valves, and Terrace Pumps etc. The thorough check has to be done with base frame, coupling, greasing, alignment, repairs and replacement of nozzles etc. whatsoever required;
- (d) System has to be checked point to point and a demonstration drill to be arranged by the Contractor/Firm from time to time as per Delhi Fire Service guidelines so as to ensure that entire system is operational/functional.

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FDA Bhawan, Kotla Road, New Delhi
Dated the 27th January, 2021

TECHNICAL PARAMETER w.r.t. ELIGIBILITY OF THE BIDDERS AND OTHER RELEVANT DETAILS

Last Date for submission:..... 06.2.2021

Upto 3.00 P.M. (1500 Hrs.)

Name of work: Comprehensive Annual Maintenance Contract (CAMC) for existing Fire Fighting System in FDA Bhawan, New Delhi, operational and further maintenance of Fire Fighting System at the FDA Bhawan [wherein CDSCO(HQ) and FSSAI and located), and their units in New Delhi.

Qualification of the Bidder: The bidders for being eligible to submit bids in the matter should have the following technical qualification in the absence of which, the bids shall not be accepted:-

1. **Annual turnover for last three years (year-wise), which should not be less than Rs. 2.50 Cr. :**
(This should be supported with documentary evidence)

2. **Experience : Minimum 03 years of similar works**

3. **Credentials of Bidder:**

3.1 Name of the Agency _____

3.2 Office Address and Tel Nos. _____

3.3 Licence No. & Registration details
(with documentary evidence) _____

3.4 P.F A/c No.
(with documentary evidence) _____

3.5 PAN No.
(with documentary evidence) _____

3.6 Service Tax Regd. Certificate :
(supported with documentary evidence) _____

3.7 Contract details for last 03 years fulfilling eligibility criteria:

S.No	Year	Name of the Organisation	Cost of the work (Executed)	Officer Concerned in the Organization with T.No	Period	
					From	To
(1)	(2)	(3)	(4)	(5)	(6)	(7)

3.8 Present assignment in hand complying tender parameters: particularly in multi-storied bldgs. (Supported with documentary evidence)

(i)

(ii)

(iii)

3.9 Manpower (to be deployed) details in terms of supervisors & staff (also to be given in Financial bid separately vide Annexure-IV.

3.10 Earnest Money Deposit (EMD)

- i) The Govt. Departments, Public Sector Units, Small Scale Industrial (SSI) Units (only permanently registered) & agencies registered & agencies registered with NSIC etc., are exempted from submitting EMD.
- ii) SSI Units and agencies requesting for exemption from submission of EMD shall submit a copy of their Registration Certificate.
- iii) Only such SSI Units and agencies registered for the same trade/Item for which the tender is relevant shall be exempted from submission of EMD.
- iv) EMDs of unsuccessful tenders shall be refunded after finalization of Tender without interest.
- v) The tenders without EMD or partial EMD shall be summarily rejected.
- vi) Earnest money to successful Bidder shall be refunded-adjusted against the security deposit of 4% of the contract value. The Security Deposit of contract value in the form as prescribed under General Financial Rules, 2005 shall be refunded after the expiry of defect liability period of six months. No interest will accrue on such deposit.

4 Particulars of D.D. as earnest money:

An amount Rs. 50,000/- (Rupees Fifty thousand only) vide D.D./B.D. Nos.:
_____ Issuing Bank with Date of Issue : _____

5 **Copy of the documents in respect of above points to be attached.**

Declaration: All terms and conditions as mentioned in the tender are acceptable to me/us.

(Signature of the Bidder)

With complete address and seal

Tel. No. _____

Mobile No. _____

Place : _____

Date : _____

Financial Bid for CAMC for existing Fire Fighting System in FDA Bhawan with details of charges item-wise.

S.No.	Description of Item	QTY.	UNIT	Rate (In words & Figures)	Total Amount
(1)	(2)	(3)	(4)	(5)	(6)
1.	Itemised (item-wise) rates for Comprehensive Annual Maintenance Contract (CAMC) for keeping the fire safety system operational /functional without interruption including details of manpower to be deployed by the Vendor: (a) Cost of Manpower (01 Supervisor in General Shift and 01 Technician and 01 Helper round the clock) (b) (c) (d) (e) (f) (g) (h)				

Note:- L-1 rates will be decided on the basis of these details.

(Signature of the Bidder)
 With complete address and seal
 Tel. No. _____
 Mobile No. _____
 Place : _____
 Date : _____