



Himachal Pradesh Technical University

(A State Government University)

VPO Daruhi, Teh& Distt. Hamirpur (H.P.) – 177001

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Tender No:- Himtu-4 (Estate)A23/fire extinguisher system/2023-2565 Date- 20-05-2023

TENDER DOCUMENT

FOR

Comprehensive Annual Maintenance Contract (CAMC) and repair of Fire Fighting System Installed in H.P. Technical University, Hamirpur (HP).

Himachal Pradesh Technical University Hamirpur (H.P).

Price: Rs. 500/- only.

Document can be downloaded from www.himtu.ac.in.


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SECTION-I

Notice Inviting Tender

1. Himachal Pradesh Technical University, Hamirpur (HPTU) invites sealed tenders for **“Comprehensive Annual Maintenance Contract (CAMC) and repair of Fire Fighting System Installed in HP Technical University, Hamirpur (HP”** from Fire Fighting system firms/agencies for a period of one year, which can be extended on year to year basis up to three years including base year on the basis of satisfactory performance of the contractor on the same terms and conditions and same rates mutually agreed upon between both the parties.
2. Prices quoted should be F.O.R. destination, inclusive of all levies and GST.
3. Bidders shall have to deposit EMD of Rs. 25,000/- (Rupees Twenty Five Thousand Only) in the form of Demand Draft/ Banker Cheque from any nationalized or public sector bank or scheduled commercial bank drawn in favour of **“Finance Officer, HPTU, Hamirpur 177001”** along with the bid.
4. The bid document can be had from the Purchase Officer, Himachal Pradesh Technical University, VPO Daruhi, Tehsil & Distt. Hamirpur –177001 (H.P.) on payment of Rs.500/-(Rupees five hundred only) non-refundable in the form of crossed demand draft/banker’s cheque from any scheduled bank in Hamirpur drawn in favour of the **“Finance Officer, HPTU, Hamirpur-177001”**.The bid document is also available on HPTU Website: www.himtu.ac.in. In case of using the downloaded bid document, demand draft/ bankers’ cheque of Rs. 500/- in favour of **“Finance Officer, HPTU, Hamirpur 177001”** from any scheduled bank payable at Hamirpur should be enclosed.
5. The Tenders, complete in all respects, should be submitted in a prescribed form along with supporting documents in a sealed envelope super scribing **“ Comprehensive Annual Maintenance Contract (CAMC) and repair for Fire Fighting System Installed in HP Technical University, Hamirpur (HP) “**addressed to Purchase Officer, Himachal Pradesh Technical University, Hamirpur-177001(H.P.)” and must reach on or **before 12 June 2023 up to 12:00 PM** . The tender will be opened on the same day at 3.00 P.M.
6. The terms & conditions of the tender are enclosed along with the format for the price bid.


**Purchase Officer
H.P. Technical University
Hamirpur 177 001 H.P.)**

SECTION-II

Instruction to Bidders

1. Definitions

- (a) “The Purchaser” means the HPTU Hamirpur.
- (b) “The bidder” means the individual or firm who participates in this tender and submits bid.
- (c) “The supplier” means the individual or firm supplying the goods/services under the contract
- (d) “The contract price” means the price payable to the supplier under the purchase order for the full and proper performance of its contractual obligation.

2. Eligible Bidders

This invitation for bids is open to Original Equipment Manufacturer (OEM) or its Registered Supplies Reseller (RSR) of the tendered equipment or other Firms/ experienced agencies providing AMC of Fire Fighting System as given in **Annexure-I**.

- Copy of Registration/Authorization certificate/ RSR Agreement/Certificate shall be enclosed with the bid.
- The Bidder must have a Permanent Account Number (PAN). A copy of PAN is to be submitted.
- The Bidder must have a valid **GST Registration Certificate**. A copy of the same to be submitted.
- The bidder should have minimum of at least 2 years’ experience in providing services of AMC/ supply and installation of Fire Fighting System to Central/ State Govt. organizations , Autonomous Bodies/PSUs / any public/private enterprises during last 10 years. Attach work done certificate duly issued by the client dept./ enterprise.

3. Cost of Bidding

The bidder shall bear all costs associated with the preparation and submission of the bid. The Purchaser, will in no case, be responsible or liable for these costs, regardless of the conduct or outcome of the bidding process.

4. The Bid Document

The Bid Documents include:

- (a) Notice Inviting Tender (Section I)
- (b) Instructions to Bidders (Section II)
- (c) Terms and Conditions of the Contract (Section III)
- (d) Format for Bid Form (Annexure I)
- (e) Financial Bid (Annexure II)

The Bidder is expected to examine all instructions, forms, terms and specifications in the Bid Documents. Failure to furnish all information required as per the Bid Documents or submission of bids not substantially responsive to the Bid Documents in every respect will be at the bidder's risk and may result in rejection of the bid.

5. Clarifications of Bid Documents

In case the prospective bidders need any clarification regarding any terms and conditions of the tender, firm may write to the **Purchase Officer, Himachal Pradesh Technical University, Hamirpur-177001 (H.P.)**, well in time to ensure that required clarification in writing may reach to the said firm before the last date for submission of bid.

6. Bidder Details Form

The bidder details form (**Annexure-1**) is to be submitted complete in all respect along with the required documents.

7. Bid Security/EMD

Bidders shall have to deposit bid security of **Rs. 25 ,000/-** (Rupees Twenty Five Thousand only) in the form of Demand Draft / Bankers Cheque from any nationalized or public sector bank or scheduled commercial bank drawn in favour of "Finance Officer, HPTU, Hamirpur 177001" along with the technical bid.

8. Period of Validity of Bids

The validity period of the bid will be **90 days** from the date of opening of tender documents. The bidders shall ensure that timelines are adhered to and any bids received later than the specified time and date shall not be entertained.

9. Period of Contract

The contract will be valid for a period of **one year** from the date of contract agreement, which can be extended on year-to-year basis up to three years including base year on the basis of satisfactory performance of the contractor on the same terms and conditions and same rates mutually agreed upon between both the parties. However, HPTU may terminate the contract at any time by giving 30 days advance notice without assigning any reason.

10. Format for Signing of Bids

- (a) All entries in the bid form should be legible and filled clearly. If the space for furnishing information is not sufficient, separate sheet duly signed by the Authorized Signatory of firm may be attached.
- (b) The bid shall contain no interlineations, erasures or overwriting except as necessary to correct errors made by the bidder in which case corrections shall be signed by the person signing the bid.

11. Rejection of Incomplete and Conditional Tenders

The incomplete and conditional tenders will be rejected straightway. Quoting unrealistic rates will be treated as disqualification.

13. Withdrawal after Submission of Bids

No bidders will be allowed to withdraw after opening of the tender.

14. Tenders Received after the Last Date

Tenders received after the closing date and time prescribed in the tender enquiry shall not be accepted under any circumstances.

15. Documents/Certificates

The Tendering firms/agencies are required to submit the photocopies of following documents:

- (a) Registration certificate as per existing norms (indicating the legal status— company/partnership firm/proprietorship concern, etc.);
- (b) Copy of GST Registration Certificates & PAN Card;
- (c) Copy of income tax returns filed for last three financial years.
- (d) Proof of experience of at least 2 years in providing services of AMC/ supply and installation of Fire Fighting system to any Central/State Govt. Deptt /

Autonomous Bodies /Public or Private enterprises during last 10 years. Attach work done certificate duly issued by the client deptt/ enterprise.

- (d) Earnest money deposit (EMD) by means of demand draft of **Rs.25000/-**(Rupees Twenty Five Thousand only) from a nationalized or public sector bank or scheduled commercial bank.
- (e) Document Showing company's average 3 years annual Turnover of Minimum 15 lakhs duly certified by the CA.

16. Submission of Bids

The bid prepared by the bidder shall comprise of

- (a) **The Technical bid**
 - (b) **Financial bid.**
- (a) The technical bid, complete in all respects, should be submitted in a prescribed form along with supporting documents in a sealed envelope super scribing **“Comprehensive Annual Maintenance Contract (CAMC)and repair for Fire Fighting System Installed in HP Technical University, Hamirpur (HP)”** addressed to the Purchase Officer, Himachal Pradesh Technical University, Hamirpur (H.P.) -177001 (H.P.), and must reach on or before 12 June 2023 up to 12:00 PM.
 - (b) The Financial bid should be submitted in a separate sealed envelope superscribing **“Price Bid for Comprehensive Annual Maintenance Contract (CAMC) and repair for Fire Fighting System Installed in HP Technical University, Hamirpur (HP “ “ . The tender will be opened on the same day at 3.00 P.M.** Sealed Tenders shall be submitted either by registered post with acknowledgement due or in person. Tenders by telegram/fax/email or any other mode will not be considered.
 - (c) The Earnest Money Deposit (EMD) of **Rs.25000/-** (Rupees Twenty Five Thousand only), refundable (without interest), should be necessarily accompanied with the technical Bid of the service provider in the form of demand draft/banker Cheque drawn in favour of the **Finance Officer, HPTU, Hamirpur 177001 (H.P.)**, failing which the tender shall be rejected summarily. In the event, the successful bidder fails to sign the agreement with HPTU for services as sought in the tender, subsequent to bid being accepted, the EMD is liable to be forfeited.
 - (d) The successful bidder who is awarded the contract shall be required to deposit a security deposit of **10 % of the** contract price in the form of demand draft/Banker Cheque from any scheduled commercial bank drawn in favour of

the “**Finance Officer HPTU, Hamirpur-177001 (H.P.)**” or FDR duly pledged in the favour of “**Finance Officer HPTU, Hamirpur-177001 (H.P.)**”. The security deposit will be forfeited for breach of terms and conditions of agreement or unsatisfactory performance.

- (e) Each folio of tender documents and every supporting document attached with it shall be signed by the intending tenderer or such person on his behalf as is legally authorized to sign for and on his behalf and embossed with official seal at the time of submission.

SECTION-III

TERMS AND CONDITIONS

1. *A logbook shall be maintained in which engineer/technician of the contractor shall record all the complaints made. They shall attend to all the complaints received immediately as follows:*

(i) Attending to any number of breakdown calls during normal working hours.

(ii) Major faults within 72 hours.

(iii) The Contractor shall also be responsible for deployment of necessary staff as per the given scope of work for operation and maintenance of equipments. A register shall be maintained showing the inspection/maintaining of each equipment and shall be produced to the Purchase Officer for verification, after the job.

*(iv) **The schedule of preventive maintenance shall be as follows: -***

- Attend to any number of breakdown calls during normal working hours on all working days. Major breakdown calls within 72 hours.

-Monthly (two times) operation and checking of entire fire fighting system as per the latest guidelines /norms of NFPA / Statuary Compliances as per industry standard.

- refill all types of fire extinguishers as required as per BIS Standard.

- The contractor will provide all-inclusive comprehensive maintenance Services and will carry out the repairs and maintenance of the entire system/equipment installed in Admin Building of H. P Technical University, Hamirpur, including supplying, fixing, installing of spare parts/material/consumable cabling ,pipes and refilling/testing/replacement(as per fire standard norms) of all types of fire extinguisher etc.to ensure smooth ,trouble free disruption free functioning of all the systems as well as the systems/equipment installed during tenure of the contract.

- All the routine maintenance, preventive maintenance, overhaul, breakdown maintenance, repair, replacements of equipments/parts etc .are included in the scope of work. All spares/consumable etc. must be of standard make and confirming to ISI/BIS specifications.

- The contractor will carry out monthly (2 times) operation and checking of Pumps ,motors, Fire-Main Pumps/Diesel Pumps Sets, Sprinklers and other equipments and connected accessories ,Monitoring of Fire Pumps and electrical parameters, all the valves & fitting system and (replacement of unserviceable items – only for the equipments installed in Admin Block only). The contractor will assist in obtaining NOC and renewal of NOC for firefighting system for which no extra cost will be paid by HPTU and to ensure all statutory compliances for the issuance of certificate.

(v)The AMC is awarded initially for a period of one year and may be further extended up to three years including base year on year-to-year basis in accordance with the requirement of the HPTU on the basis of satisfactory performance on same terms and conditions and same rates on mutual agreement.

vi) Only genuine original parts of the brand shall be fitted/replaced, if needed, by the firm, with the prior consent of Purchase Officer for verification of the original parts and its price therein. If not satisfied, the purchase Officer shall be free to provide the said part for replacement.

vii) For the repairs already prevailing in the Fire Fighting system (as also mentioned in Financial Bid too) the bidder may quote their respective rates in the financial bid for that repairs/faults. The bidder is advised in his own interest to visit the site of the work on any of the working days from 10 AM to 5 PM prior to last date of submission of bid and acquaint himself with all local conditions, means of access to the work, nature of work, could do health checkup of equipment for type/ amount of repair etc. and then fill their respective financial bid.

ix) In case of equipment getting damaged due to negligence on part of bidder, the cost of equipment will be recovered from bidders.

x) The Purchase officer reserves the rights to reject any or all the tenders at any stage without assigning any reason.

2. Scope of Work: -

(a) FIRE DETECTION, SPRINKLER SYSTEM, FIRE HYDRANT AND FIRE PUMPS

PART-I (Scope of MAINTENANCE)

1. To ensure that complete fire detection, sprinkler system, fire hydrant and fire pumps is always clean and in healthy working condition.
2. Perform checks as per part III.
3. To perform tasks subsequent to a real all systems situation as per part III.
- 4 . Keep Fire extinguisher in working condition including refilling once in a year or earlier if required.

PART II (TASKS TO BE PERFORMED WITHIN 30 DAYS)

1. Familiarize the AMC and HPTU staff with Fire Detection and Fire Protection system.
2. Inspect complete system for proper functioning. Any shortcoming notice should be recorded and brought to notice of Purchase Officer.
3. Finalize Fire detection and protection System cleaning and testing schedule as per part III.
4. Ensure that AMC staff and HPTU personnel can operate Fire Extinguisher.
5. Educate HPTU personnel/staff regarding steps to be taken in case of fire.

PART III (MAINTENANCE SCHEDULE TO BE FOLLOWED)

1. Checking working of fire detection, sprinkler system, fire hydrant and fire pumps on monthly (two times) basis.
2. Checking working of fire detection and fire protection system from control panel on monthly (two times) basis.
3. Check battery for proper charge, water level etc.
4. The Vendor should replace the set of batteries whenever required.
5. Fire Fighting Drill on Quarterly basis. Deficiencies, if noticed during demonstration shall be attended within a week's time.
6. All the material required for the maintenance will be provided by the vendor. The material will be replaced as per original make or approved by the Competent authority.

DETAILS OF FIRE EQUIPMENTS INSTALLED IN ADMIN BUILDING HPTU, DARUHI, HAMIRPUR.

SCOPE OF WORK:- OPERATION, CHECKING, REPAIR AND MAINTENANCE

	Description of Item	Qty (no)
1.	Inside Building	
	Hydrant	11
	Main Fire Panel	1
	Repeater panel	1
	smoke detector	456
	Water Sprinkler	604
	Manual Call Point	10
	Hooter	10
	Alarms	6
2	Fire Extinguisher (Compulsory filling within a year)	
	CO2 (4.5 kg)	20
	ABC (5 kg)	20
	Foam (9 litre)	11

DETAILS OF FIRE EQUIPMENTS INSTALLED IN ACADEMIC BUILDING HPTU, DARUHI, HAMIRPUR.

SCOPE OF WORK:- ONLY OPERATION & CHECKING

	Description of Item	Qty (no)
	Inside Building	

1.	Hydrant	17
	Main Fire Panel	1
	Repeater panel	1
	smoke detector	519
	Water Sprinkler	1450
	Manual Call Point	19
	Hooter	19
	Alarms	06
3	Fire Extinguisher (Compulsory filling within a year)	
	C02 (4.5 kg)	44
	ABC (5 kg)	53
	Foam (9 litre)	6

**DETAILS OF FIRE EQUIPMENTS IN PUMP ROOM INSTALLED INHPTU, DARUHI,
HAMIRPUR .**

SCOPE OF WORK:- ONLY OPERATION & CHECKING

Sr.No	Name of The Equipment	Quantity
	Fire pump motor	2 nos
	Fire Jockey pump motor (22 Hp)	2 nos
	Diesel Pump (92 HP)	1 nos

Additional Details of Fire Fighting System:-

- Fire Water Storage: 25,000 Ltr(Admin Building), 35,000 Ltr (Academic Block)
- Dedicated water storage :1,50,000Ltr

3. Rates/Prices: -

- (a) The rates should be quoted in Indian Rupees only in words as well as in figures inclusive of GST as applicable.
- (b) Rates quoted by the firm should be valid for at least one year. Rates valid for a shorter period shall be rejected as non-responsive.
- (c) No claim for compensation or loss due to fluctuations in prices or any other reasons/ causes will be entertained during the period of contract.

- (d) In case of discrepancy between the amounts in figures and words, the amount in words will only be considered for the purpose.
- (e) Rates should be quoted for free delivery at the HPTU office, and no transportation or other charges shall be payable.
- (f) The rates should be filled in carefully after considering all aspects of works as described in the Chapter “**Terms & Conditions of the Contract**”. No request for change or variation in rates or terms and conditions of the contract shall be entertained on the ground that the tenderer had not understood the work envisaged by this contract for AMC in H.P. Technical University, Hamirpur. Any overwriting should be avoided and in case of a mistake, the mistake should be clearly cut, and the correction should be signed in full by the tenderer or his authorized signatory.
- (g) The tenderer will have to submit an analysis of rates if called upon to do so by the university.
- (h) Purchase Officer, H.P. Technical University, Hamirpur reserves the right to re-tender or modify the terms and conditions of the tender as well as the right to negotiate the rates with the lowest tenderer i.e. L1
- (i) Purchase Officer reserves the right to not accept unreasonable/ exorbitant rates quoted by the bidder.

4. Penalty:

- (a) It will be the responsibility of the successful bidder to maintain/ repair system/unit as soon as the call received from HPTU. If fault/repair is not resolved in stipulated period i.e 72 hours from the call received from HPTU, a penalty of Rs.1000/- (Rupees one Thousand only) per day shall be recovered from bidder per system/unit.

5. Settlement of Disputes

Any matter relating to the selection of vendor for entering into“ Repair and Annual Maintenance contract” for Fire Fighting System installed in Himachal Pradesh Technical University, Hamirpur 177 001 (H.P.) shall be governed by the Laws of Union of India. In any case, if a dispute arises, the decision of Vice Chancellor, HP Technical University, Hamirpur shall be final and binding on both the parties i.e. bidder and HPTU. Any further dispute shall be subject to the exclusive jurisdiction of courts at Hamirpur.

6. Purchaser Rights

- (a) HPTU reserves the right to accept/reject any or all the bids in whole or in part and annul the bidding process at any stage without assigning any reason whatsoever and is not bound to accept the lowest tender.
- (b) HPTU reserves the right to award the tender to more than one bidder.
- (c) HPTU reserves the right to relax/withdraw any of the terms and conditions mentioned in the bid document before awarding tender.
- (d) HPTU reserves the right to cancel Tender Document without assigning any reasons.
- (e) HPTU reserves the right to blacklist a bidder for a suitable period in case the bidder fails to honour its bids without sufficient grounds.
- (f) If a firm after award of the contract violates any of the terms & conditions, it shall be liable to be blacklisted.

7. Basis of Awarding the Contract.

The contract shall ordinarily be awarded to the lowest evaluated bidder (consolidate of both repair and AMC) whose bid has been found to be responsive and who is eligible and qualified to perform the contract satisfactorily as per the terms & conditions.

8. Acceptance of Tender: -

- (a) The authority for acceptance of the tender documents and tendered rates will rest with the Purchase Officer, H.P. Technical University, Hamirpur who does not commit himself to accept the lowest or any other tender, nor does he undertake to assign reasons for its decision in the matter.
- (b) Acceptance of Tendered rates will be communicated through a letter as soon as possible.
- (c) All the tender documents submitted by the tenderer shall become the property of the Purchase Officer, H.P. Technical University, Hamirpur and he shall have no obligation to return the same to the tenderer.

9. Execution of Contract Document: -

- (a) The tenderer whose tender is accepted shall be required to appear in the O/o Purchase Officer, H.P. Technical University, Hamirpur in person or through duly authorised representative to execute the contract documents within 7 days of the date of issue of communication from O/o Purchase Officer, H.P. Technical University, Hamirpur

and start the work w.e.f date mentioned in such communication. Failure to do so shall constitute a breach of the contract.

10. Guarantee/Warranty

- (a) Guarantee of the replaced parts must be at least one year from the date of installation.
- (b) In the event of replacement any defects arise in parts replaced, the firm/bidder has to replace the same free of cost.

11. Mode of Payment

For Repair:-

- (a) 80 % of the payment shall be released on successful completion and Commissioning of work and balance payment after one month thereafter. Taxes will be deducted as applicable. Payment will be made direct to the supplier account through NEFT/Cheque. No request for other mode of payment will be entertained.

For AMC: -

- (a) Payment 15% shall be released after the date of signing “Annual Maintenance contract” and remaining 85 % payment shall be released on quarterly basis on submission of invoice by successful bidder on completion of each quarter after deducting penalty, if any. Taxes will be deducted as applicable. Payment will be made direct to the supplier account through NEFT/Cheque. No request for other mode of payment will be entertained.

Schedule of Payment:-

- (a) 15 % after signing of the AMC contract after making all units operational.
- (b) 30 % after 2nd quarter.
- (c) 30 % after 3rd quarter.
- (d) 25 % after 4th Quarter on completion of one year.

12. Miscellaneous

- (a) In no circumstances, the firm shall appoint any sub-contractor or sub-lease the contract. If it is found that the contractor has violated these conditions, the contract will be terminated forthwith without any notice. HPTU reserves the right to terminate this contract at any point of time with 30 days’ prior intimation to the contractor.

- (b) The bidders will be bound by the details furnished by the firm to the HPTU, while submitting the tender or at subsequent stage. In case, any of such documents furnished by firm is found to be fictitious at any stage, it would be deemed to be a breach of terms and conditions of contract making the firm liable for rejection of tender and subsequent legal action.
- (c) All taxes and levies will be paid by the bidder only. No other charges such as Octroi, packing, forwarding, freight insurance, loading and unloading, entry tax, transportation, etc. will be allowed. All these are to be borne by the bidder only.
- (c) The firm shall ensure that it will supply genuine products only.
- (d) The bidder should give undertaking that the firm /agency has not been blacklisted by Centre/Departments of H.P. Govt./ PSU/Autonomous Bodies.
- (a) HPTU shall not be responsible to any cause of accident/casualty happened to the operation staff of the bidder during the execution of the work. All the mandatory safety standards and protocols have to be maintained by the bidder itself at their own cost.
- (b) No claim on basis of “Force Majeure” be made against HPTU by the bidder during the execution of the contract and thereafter.

Annexure -I

BIDDER DETAILS FORM (Technical Bid)

“Comprehensive Annual Maintenance Contract (CAMC) and repair for Fire Fighting System Installed in HP Technical University, Hamirpur (HP) “

Sr. No.	Description	Information
1	Name of bidder	
2	Registered Address and Telephone No. of bidder	
3	Registration certificate details as per existing norms (indicating the legal status/company/partnership firm/ proprietorship etc.	
4	Detail of EMD Deposited	
5	GST No. (Copy to be enclosed)	
6	PAN No. (Copy to be enclosed)	
7	Copy of IT return of the previous three years.	
8.	Black - listing Undertaking	
9.	Undertaking regarding acceptance of tender terms and conditions.	
10.	Proof of Experience in AMC as also defined in Section-II “ Instructions to Bidders ” point no 15 (d) .	
11.	Document showing company’s Average 3 years annual turnover of Minimum 15 lakhs duly certified by the CA.	



Himachal Pradesh Technical University

(A State Government University)

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Annexure -II

Financial Bid

Sr. No.	Description	Unit	Amount																						
1.	<p>Comprehensive Annual Maintenance Contract (CAMC) for Fire Fighting System Installed in Admin Building in HP Technical University, Hamirpur (HP “.(see scope of work)</p> <p>+ Repair in Admin Block of H.P. Technical University :-</p> <table border="1"><thead><tr><th>Description of Item</th><th>Qty (no.)</th></tr></thead><tbody><tr><td>Smoke Detector</td><td>20</td></tr><tr><td>Response Indicator</td><td>18</td></tr><tr><td>Addressable Main Control Room 2 loop</td><td>1 Job</td></tr><tr><td>Battery 140 AH</td><td>1</td></tr><tr><td>Battery 7 AH</td><td>2</td></tr><tr><td>Pressure gauge</td><td>4</td></tr><tr><td>Pressure Switch</td><td>3</td></tr><tr><td>Water Sprinkler</td><td>14</td></tr><tr><td>Butterfly valve 80 mm</td><td>2</td></tr><tr><td>Rubber casket</td><td>20</td></tr></tbody></table> <p>G.Total (Both repair and CAMC) (Inclusive of GST)</p>	Description of Item	Qty (no.)	Smoke Detector	20	Response Indicator	18	Addressable Main Control Room 2 loop	1 Job	Battery 140 AH	1	Battery 7 AH	2	Pressure gauge	4	Pressure Switch	3	Water Sprinkler	14	Butterfly valve 80 mm	2	Rubber casket	20	1 year	
Description of Item	Qty (no.)																								
Smoke Detector	20																								
Response Indicator	18																								
Addressable Main Control Room 2 loop	1 Job																								
Battery 140 AH	1																								
Battery 7 AH	2																								
Pressure gauge	4																								
Pressure Switch	3																								
Water Sprinkler	14																								
Butterfly valve 80 mm	2																								
Rubber casket	20																								

Note*:- The bids shall be evaluated on the consolidated basis

REPAIR AND ANNUAL MAINTENANCE CONTRACT

This Repair and Maintenance Contract is made at Hamirpur on dated _____ for the period of one year from to _____ between the Purchase Officer, HP Technical University, Hamirpur on behalf of the HP Technical University, Hamirpur hereinafter referred to as "First Party" which expression shall unless excluded by or repugnant to the context be deemed to include his successor in office and assigns on the one party and M/s _____ Vendor Name, acting through owner/ representative Sh _____ only authorized by the company/Firm vide resolution number _____ dated (copy annexed to this maintenance agreement) with its registered office at _____ which expression shall unless excluded by or repugnant to the context shall include its representative administrator, executives and assign on the second party.

Whereas HP Technical University has the Fire Fighting system shown in this Agreement hereof and is now desirous of availing the Annual Maintenance Contract for its Fire Fighting System installed in HP Technical University, Daruhi, Hamirpur.

And whereas M/s _____ has agreed to perform the said Annual Maintenance services of the Fire Fighting System covered by this agreement. Now therefore, it is hereby mutually agreed as follows:

1. SCHEDULES TO THE AGREEMENT:

The following schedules form an integral part of this agreement:

1. However during the currency of the agreement, the HPTU is at liberty to add to or delete from, this schedule any numbers of equipments if so warranted. In case of addition of work, services will be performed; the same will be done on already agreed and settled rates for the main **contract of maintenance**.

2. A logbook shall be maintained in which engineer/technician of the contractor shall record all the complaints made. They shall attend to all the complaints received immediately as follows:

- (i) Attending to any number of breakdown calls during normal working hours.
- (ii) Major faults within 72 hours.
- (iii) The Contractor shall also be responsible for deployment of necessary staff as per the given scope of work for operation and maintenance of equipments. A register shall be maintained showing the

inspection/maintaining of each equipment and shall be produced to the Purchase Officer for verification, after the job.

(iv) The schedule of preventive maintenance shall be as follows: -

- *Attend to any number of breakdown calls during normal working hours on all working days. Major breakdown calls within 72 hours.*
- *Monthly (two times) operation and checking of entire fire fighting system as per the latest guidelines /norms of NFPA / Statuary Compliances as per industry standard.*
- *refill all types of fire extinguishers as required as per BIS Standard.*
- *The contractor will provide all-inclusive comprehensive maintenance Services and will carry out the repairs and maintenance of the entire system/equipment installed in Admin Building of H. P Technical University, Hamirpur , including supplying ,fixing ,installing of spare parts/material/consumable cabling ,pipes and refilling/testing/replacement(as per fire standard norms) of all types of fire extinguisher etc.to ensure smooth ,trouble free disruption free functioning of all the systems as well as the systems/equipment installed during tenure of the contract.*
- *All the routine maintenance, preventive maintenance, overhaul, breakdown maintenance, repair, replacements of equipments/parts etc .are included in the scope of work. All spares/consumable etc. must be of standard make and confirming to ISI/BIS specifications.*
- *The contractor will carry out monthly (2 times) operation and checking of Pumps ,motors, Fire-Main Pumps/Diesel Pumps Sets, Sprinklers and other equipments and connected accessories ,Monitoring of Fire Pumps and electrical parameters, all the valves & fitting system and (replacement of unserviceable items – only for the equipments installed in Admin Block only). The contractor will assist in obtaining NOC and renewal of NOC for firefighting system for which no extra cost will be paid by HPTU and to ensure all statuary compliances for the issuance of certificate.*

(v)The AMC is awarded initially for a period of one year and may be further extended up to three years including base year on year-to-year basis in

accordance with the requirement of the HPTU on the basis of satisfactory performance on same terms and conditions and same rates on mutual agreement.

vi) Only genuine original parts of the brand shall be fitted/replaced, if needed, by the firm, with the prior consent of Purchase Officer for verification of the original parts and its price therein. If not satisfied, the purchase Officer shall be free to provide the said part for replacement.

vii) For the repairs already prevailing in the Fire Fighting system (as also mentioned in Financial Bid too) the bidder may quote their respective rates in the financial bid for that repairs/faults. The bidder is advised in his own interest to visit the site of the work on any of the working days from 10 AM to 5 PM prior to last date of submission of bid and acquaint himself with all local conditions, means of access to the work, nature of work, could do health checkup of equipment for type/ amount of repair etc. and then fill their respective financial bid.

ix) In case of equipment getting damaged due to negligence on part of bidder, the cost of equipment will be recovered from bidders.

2. Scope of Work: -

(a) FIRE DETECTION, SPRINKLER SYSTEM, FIRE HYDRANT AND FIRE PUMPS

PART-I (Scope of MAINTENANCE)

1. To ensure that complete fire detection, sprinkler system, fire hydrant and fire pumps is always clean and in healthy working condition.
2. Perform checks as per part III.
3. To perform tasks subsequent to a real all systems situation as per part III.
- 4 . Keep Fire extinguisher in working condition including refilling once in a year or earlier if required.

PART II (TASKS TO BE PERFORMED WITHIN 30 DAYS)

2. Familiarize the AMC and HPTU staff with Fire Detection and Fire Protection system.
2. Inspect complete system for proper functioning. Any shortcoming notice should be recorded and brought to notice of Purchase Officer.
3. Finalize Fire detection and protection System cleaning and testing schedule as per part III.
4. Ensure that AMC staff and HPTU personnel can operate Fire Extinguisher.
5. Educate HPTU personnel/staff regarding steps to be taken in case of fire.

PART III (MAINTENANCE SCHEDULE TO BE FOLLOWED)

1. Checking working of fire detection, sprinkler system, fire hydrant and fire pumps on monthly (two times) basis.
2. Checking working of fire detection and fire protection system from control panel on monthly (two times) basis.
3. Check battery for proper charge, water level etc.
4. The Vendor should replace the set of batteries whenever required.
5. Fire Fighting Drill on Quarterly basis. Deficiencies, if noticed during demonstration shall be attended within a week's time.
6. All the material required for the maintenance will be provided by the vendor. The material will be replaced as per original make or approved by the competent authority.

DETAILS OF FIRE EQUIPMENTS INSTALLED IN ADMIN BUILDING HPTU, DARUHI, HAMIRPUR .

SCOPE OF WORK:- OPERATION, CHECKING, REPAIR AND MAINTENANCE

	Description of Item	Qty (no)
2.	Inside Building	
	Hydrant	11
	Main Fire Panel	1
	Repeater panel	1
	smoke detector	456

	Water Sprinkler	604
	Manual Call Point	10
	Hooter	10
	Alarms	6
2	Fire Extinguisher (Compulsory filling within a year)	
	CO2 (4.5 kg)	20
	ABC (5 kg)	20
	Foam (9 litre)	11

**DETAILS OF FIRE EQUIPMENTS INSTALLED IN ACADEMIC BUILDING
HPTU, DARUHI, HAMIRPUR.**

SCOPE OF WORK:- ONLY OPERATION & CHECKING

	Description of Item	Qty (no)
2.	Inside Building	
	Hydrant	17
	Main Fire Panel	1
	Repeater panel	1
	smoke detector	519
	Water Sprinkler	1450
	Manual Call Point	19
	Hooter	19
	Alarms	06
3	Fire Extinguisher (Compulsory filling within a year)	
	CO2 (4.5 kg)	44
	ABC (5 kg)	53
	Foam (9 litre)	6

**DETAILS OF FIRE EQUIPMENTS IN PUMP ROOM INSTALLED IN HPTU,
DARUHI, HAMIRPUR.**

SCOPE OF WORK:- ONLY OPERATION & CHECKING

Sr.No	Name of The Equipment	Quantity
	Fire pump motor	2 nos
	Fire Jockey pump motor (22 Hp)	2 nos
	Diesel Pump (92 HP)	1 nos

Additional Details of Fire Fighting System:-

- Fire Water Storage: 25,000 Ltr(Admin Building), 35,000 Ltr (Academic Block)
- Dedicated water storage :1,50,000Ltr

3. Rates/Prices: -

- (a) The rates should be quoted in Indian Rupees only in words as well as in figures inclusive of GST as applicable.
- (b) Rates quoted by the firm should be valid for at least one year. Rates valid for a shorter period shall be rejected as non-responsive.
- (g) No claim for compensation or loss due to fluctuations in prices or any other reasons/ causes will be entertained during the period of contract.
- (h) In case of discrepancy between the amounts in figures and words, the amount in words will only be considered for the purpose.
- (i) Rates should be quoted for free delivery at the HPTU office, and no transportation or other charges shall be payable.
- (j) The rates should be filled in carefully after considering all aspects of works as described in the Chapter “**Terms & Conditions of the Contract**”. No request for change or variation in rates or terms and conditions of the contract shall be entertained on the ground that the tenderer had not understood the work envisaged by this contract for AMC in H.P. Technical University, Hamirpur. Any overwriting should be avoided and in case of a mistake, the mistake should be clearly cut, and the correction should be signed in full by the tenderer or his authorized signatory.
- (k) The tenderer will have to submit an analysis of rates if called upon to do so by the university.
- (l) Purchase Officer, H.P. Technical University, Hamirpur reserves the right to re-tender or modify the terms and conditions of the tender as well as the right to negotiate the rates with the lowest tenderer i.e. L1
- (m) Purchase Officer reserves the right to not accept unreasonable/ exorbitant rates quoted by the bidder.

4. PENALTY:-

It will be the responsibility of the successful bidder to maintain/ repair the units/equipments as soon as the call received from HPTU. If fault/repair is not resolved in stipulated period i.e 72 hours from the call received from HPTU, a

penalty of Rs.100/- (Rupees one hundred only) per day shall be recovered from bidder.

5. SETTLEMENT OF DISPUTES

Any matter relating to the selection of vendor for entering “Comprehensive Annual Maintenance Contract (CAMC) and Repair for Fire Fighting System Installed in HP Technical University, Hamirpur (HP)” shall be governed by the Laws of Union of India. In any case, if a dispute arises, the decision of Vice Chancellor, HP Technical University, Hamirpur shall be final and binding on both the parties i.e. bidder and HPTU. Any further dispute shall be subject to the exclusive jurisdiction of courts at Hamirpur.

6. EARNEST MONEY: -

The Earnest Money Deposit (EMD) of Rs.**50,000/-** (Rupees Fifty Thousand only), refundable (without interest), should be necessarily accompanied with the technical Bid of the service provider in the form of demand draft/Cheque drawn in favour of the **Finance Officer, HPTU, Hamirpur 177 001 (H.P.)**, failing which the tender shall be rejected summarily. In the event, the successful bidder fails to sign the agreement with HPTU for provision of services as sought in the tender, subsequent to bid being accepted, the EMD is liable to be forfeited. The earnest money is an undertaking by the tenderer that the tenderer will not back out from his offer or modify the terms and conditions thereof in the manner not acceptable to the Purchase Officer, H.P Technical University, Hamirpur. Should the tenderer fail to observe or comply with the said stipulation, the entire amount is liable to be forfeited. The EMD of unsuccessful bidders will be returned within 15 days of opening of tenders without any interest and that of successful bidder will be retained till the deposit of security deposit as per clause 7 below.

7. SECURITY DEPOSIT: -

The successful bidder who is awarded the contract shall be required to deposit a security deposit **of 10 % of the** contract price in the form of demand draft/Bankers Cheque from any scheduled commercial bank drawnor FDR fully pledged in the favour of “**Finance Officer HPTU, Hamirpur-177001 (H.P.)**” within 3 days (Three days) from date of communication of award of contract of tender. If he declines or fails to remit the amount towards security deposit, the entire amount of earnest money deposit will be forfeited. The security deposit will be forfeited for breach of terms and conditions of agreement or unsatisfactory performance.

8. PAYMENT TERMS: -

For Repair :-

(a) 80 % of the payment shall be released on successful completion and commissioning of work and balance payment after one month thereafter. Taxes will be deducted as applicable. Payment will be made direct to the supplier account through NEFT/Cheque. No request for other mode of payment will be entertained.

For AMC: -

(b) Payment 15% shall be released after the date of signing “Annual Maintenance contract” and remaining 85 % payment shall be released on quarterly basis on submission of invoice by successful bidder on completion of each quarter after deducting penalty, if any. Taxes will be deducted as applicable. Payment will be made direct to the supplier account through NEFT/Cheque. No request for other mode of payment will be entertained.

Schedule of Payment :-

- (e) 15 % after signing of the AMC contract after making all units operational.
- (f) 30 % after 2nd quarter.
- (g) 30 % after 3rd quarter.
- (h) 25 % after 4th Quarter on completion of one year.

9. RIGHT TO TERMINATE: -

Purchase Officer reserves the right to terminate the Repair and Annual Maintenance Contract at any time; after giving due notice of 1 month without assigning any reason. The Contractor will not be entitled to claim any compensation against such termination. However, while terminating the contract, if any payment is due to the contractor for maintenance services already performed in terms of contract, that would be paid to them as per the terms and conditions of the contract.

10. THE AGREEMENT:-

1. This document with Schedule 1 hereto signed by both the parties shall constitute the entire agreement binding on both the parties.
2. This agreement has been executed in the English language in two originals and each party has retained one original.

In witness whereof each of the parties hereto has caused this agreement to be executed as on the day, month and the year first above written.

First Party

Name:

Designation:

(Rubber Seal)

(In presence of)

Witness - I

Witness - II

Second Party

Name:

Designation:

(Rubber Seal)

(In presence of)

Witness – I

Witness - II

UNDERTAKING

1. I HAVE GONE THROUGH AND UNDERSTOOD THE TERMS AND CONDITIONS OF THE TENDER DOCUMENTS AND I ACCEPT THE SAME.
2. MY FIRM HAS NOT BEEN BLACKLISTED BY CENTRE/STATE GOVT./PSU/UNIVERSITY FOR THIS JOB.

Signature of Tenderer

Note: - The term AMC and CAMC in the tender document stands for one thing and their literal meaning is same i.e., **Comprehensive Annual Maintenance Contract.**