



Himachal Pradesh Technical University
(A State Government University)
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Tender No.: HPTU/ Purchase/Tender/05/2025-2417

Dated: 29/03/2025

TENDER
for

Comprehensive Annual Maintenance Contract (CAMC) with required technical manpower and repair of the Fire Fighting System and Fire Alarm System Installed in Administrative Block, Academic Block and Canteen Block of H.P. Technical University, Hamirpur at Daruhi, VPO Daruhi, Tehsil & Distt. Hamirpur (HP):-

Sr. No.	Tender No. Date:	Name/Nature of Job	Tender Fee	Earnest Money Deposit Rs.	Last date of receiving of bids in University office	Date and Time of Opening of Tender	
						Technical Bids	Financial bids of technically qualified bidders
1	No. HPTU/ Purchase/ Tender/05 /2025- Dated: 29/03/2025	Comprehensive Annual Maintenance Contract (CAMC) with required technical manpower and repair of Fire Fighting System and Fire Alarm System Installed in Administrative Block, Academic Block and Canteen Block of HP Technical University, Hamirpur at Daruhi,	₹ 1000/-	₹ 75,000/-	22/04/2025 Up to 2:00 PM	22/04/2025 at 03:00 PM	To be decided & informed after the technical evaluation.

The Tender Document can be downloaded from the official website of the University <https://www.himtu.ac.in>. For further clarification/reference or corrigendum, if any issued regarding this tender, please visit/check and download at this University's Website <https://www.himtu.ac.in>. The tenders shall be addressed to the 'Registrar, Himachal Pradesh Technical University, Hamirpur at Daruhi, VPO Daruhi, Tehsil & Distt. Hamirpur (HP)-177001. Tenders received after the stipulated date/time and without tender fee or EMD will be summarily rejected.


Registrar,
Himachal Pradesh Technical University,
Hamirpur, Distt. Hamirpur (HP)

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PART-I

Notice Inviting Tenders

1. Himachal Pradesh Technical University, Hamirpur (HPTU) invites sealed tenders for **“Comprehensive Annual Maintenance Contract (CAMC) with required technical manpower and repair of the “Fire Fighting System and Fire Alarm System Installed in Administrative Block, Academic Block and Canteen Block of HP Technical University, Hamirpur at Daruhi, VPO Daruhi, Tehsil & Distt. Hamirpur (HP).”** from the concerned firms/agencies initially for a period of one year, which can be extended further as per the terms & conditions of tender document. The Original Equipment Manufacturers (OEM) or its Registered Supplies Reseller (RSR), who fulfill the terms & conditions of tender may also participate in the tender.
2. Prices quoted should be F.O.R. destination at HP Technical University, Hamirpur at Daruhi, VPO Daruhi, Tehsil & Distt. Hamirpur (H.P.) 177001 and **inclusive of GST and all other taxes/levies.**
3. Bidders shall have to deposit the bid security (Earnest Money Deposit) of **Rs. 75,000/-** (Rupees Seventy Five thousand only) in the form of Demand Draft/ / FDR duly pledged in the name of the **“Finance Officer, HPTU, Hamirpur-(HP)”** issued from any nationalized or scheduled commercial bank.
4. The Tender document/form can be downloaded from the HPTU’s Website: www.himtu.ac.in. The Tender fee should be enclosed with Technical Bid in the form of a demand draft/ bankers’ cheque of Rs. 1000/- issued in favour of **“Finance Officer, HPTU, Hamirpur (HP)”** from any scheduled commercial bank & payable at Hamirpur(HP).
5. The Tenders complete in all respects, should be submitted in the prescribed tender form along with the supporting documents in a sealed envelope super scribed as **“Comprehensive Annual Maintenance Contract (CAMC) and repair of Fire Fighting & Fire Alarm System of HPTU’** addressed to the **Registrar, Himachal Pradesh Technical University, Hamirpur at Daruhi, VPO Daruhi, Tehsil & Distt. Hamirpur (HP)-177001 (H.P.)** and must reach on or before 22/04/2025 up to 2:00 PM. The tender will be opened on the same day at 3:00 P.M. before the Committee. The bidders, if interested, may attend the tender opening meeting.
6. Tenders received after the stipulated date/time and without tender fee or EMD will be summarily rejected.
7. The instructions to bidders, terms & conditions of tender and Annexure-I, II & III (Financial Bid) are enclosed herewith.
8. For further clarification/reference or corrigendum, if any issued regarding this tender, please visit/ check and download at the University’s Website <https://www.himtu.ac.in>.

Encls: As above.


Registrar,
H.P. Technical University,
Hamirpur, Distt. Hamirpur
(HP)-177001.

PART-II
Instructions to Bidders

1. Definitions

- (a) "The Purchaser" means the Himachal Pradesh Technical University, Hamirpur at Daruhi, Distt. Hamirpur (H.P) hereinafter referred/called as "HPTU"
- (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 work order/contract for proper performance of its contractual obligation as per payment terms.
- (e) The term "CAMC" and "AMC" used in the tender document stand for Comprehensive Annual Maintenance Contract.

2. Submission of Bids

The tender shall be submitted by the bidders in two bid system i.e. @ Technical bid and (b) Financial Bid.

- (a) **Technical Bid:-**The technical bid, complete in all respects, should be submitted along with the supporting documents in a sealed envelope super scribed as 'Technical Bid for CAMC & Repair work of Fire Fighting & Fire Alarm system of HPTU' addressed to the Registrar, Himachal Pradesh Technical University, Hamirpur at Daruhi, VPO Daruhi, Tehsil & Distt. Hamirpur (H.P.) -177001.
- (b) **Financial Bid:-** The Financial bid (Price Bid) should be submitted in a separate sealed envelope super scribed as "Financial Bid for CAMC & Repair work of Fire Fighting & Fire Alarm system of HPTU" addressed to the Registrar, Himachal Pradesh Technical University, Hamirpur at Daruhi, VPO Daruhi, Tehsil & Distt Hamirpur (H.P.)-177001.
- (c) Both the envelopes containing the 'Technical Bid alongwith documents' and 'Price Bid' should be put inside a third envelope which should be addressed to the **Registrar, Himachal Pradesh Technical University, Hamirpur at Daruhi, VPO Daruhi, Tehsil & Distt. Hamirpur (H.P.) -177001** and must reach on or before 22/04/2025 up to 2:00 PM.
- (d) The financial bids (Price Bid) will be opened after the technical bids evaluation of those bidders, who qualify in the Technical Bid.
- (e) Sealed Tenders should be submitted either by registered post/speed post or in person in the office. Tenders sent by telegram/fax/email/ whatsapp or any other mode will not be considered. The office shall not be responsible for postal delay or any other delay in submission of the tenders.

3. Eligibility Criteria and Documents required for Technical Bid:-

The bidders are required to submit the Tender Fee, Earnest Money Deposit and self attested photocopies of following documents/certificates with Technical Bid as qualification for Technical Bid:-

- i) Bidder/Firm's Details form (**Annexure-1**) is to be submitted duly filled in and complete in all respects along with the required documents.
- ii) Undertaking/Declaration of the firm/bidder on form (**Annexure-II**) duly signed with office seal.
- iii) Registration certificate (indicating the legal status of the bidder such as firm, company, partnership firm, proprietorship concern, etc.)
- iv) GST Registration Certificate.
- v) Permanent Account Number/ Card
- vi) Copy of income tax returns filed for the last three financial years (2021-22, 2022-23, 2023-24)
- vii) Experience of at least 2 years during the last 5 years in providing services of AMC of Fire Fighting system and Fire Alarm System to any Central/ State Govt. Deptt. / Autonomous Bodies / Public or Private enterprises/companies/firms. Submit copies of work orders/ work done certificates duly issued by the client departments/ enterprises/companies etc.



- viii) Earnest Money Deposit) of **Rs. 75,000/-** (Rupees Seventy Five thousand only) in the form of Demand Draft/ FDR duly pledged in the name of the "**Finance Officer, HPTU, Hamirpur (HP)**" issued from any nationalized or scheduled commercial bank.
- ix) Tender Fee Rs. 1000/- in the form of a demand draft/ bankers' cheque of Rs. 1000/- issued in favour of "Finance Officer, HPTU, Hamirpur (HP)" from any scheduled commercial bank & payable at Hamirpur(HP).
- x) Average Annual Turnover of Rs. 50 Lacs (Rupees fifty lacs) during the last 3 financial years (2021-22, 2022-23, 2023-24), duly certified by the CA.
- xi) Tender document alongwith supporting documents/certificates with each page of the tender form duly signed and embossed with official seal/stamp by the bidder or authorized person as acceptance of the terms & conditions of tender.

4. General Conditions regarding Technical Bid/Tender:-

- i) The Bidders are required to read thoroughly all the instructions, forms, annexure(s), terms and conditions, quantity of items/components/equipments and specifications of system given in the tender document. Failure to furnish any information or document required as per the tender document will be at the bidder's risk and may result in rejection of the bid.
- ii) The bidder shall bear all costs associated with the preparation/submission of the bid/tender including the travelling expenses etc. regarding tender and physical checking of the Fire Fighting & Fire Alarm system installed in the HP Technical University, Hamirpur (HP).
- iii) The Earnest Money Deposit of the unsuccessful bidders will be returned within 15 days of the opening of the financial bids without any interest and that of successful bidder will be retained till the deposit of the Performance Security amount and signing of contract agreement.
- iv) In the event, the successful bidder after issue of the letter of intent/award letter, fails to deposit the Performance Security deposit or to sign the contract agreement with the Registrar, HPTU, the EMD is liable to be forfeited. The earnest money is an undertaking by the bidder that the bidder will not back out from his offer or modify the terms and conditions thereof in the manner not acceptable to the H.P Technical University, Hamirpur. If the bidder fails to observe or comply with the said stipulation, the entire EMD amount is liable to be forfeited.
- v) The validity period of the bid will be **180 days** from the date of opening of tender documents.
- vi) Tenders received after the closing date and time shall not be accepted under any circumstances. The incomplete and conditional tenders will be rejected straightway.

5. Period of Contract :-

- i) The Comprehensive Annual Maintenance contract (with required technical manpower) will be awarded initially for a period of one year from the date of signing the contract agreement, which may be extended on year-to-year basis up to three (3) years (including the base year) upon satisfactory performance of the contract on the same rates and terms and conditions, upon mutual consent between both the parties.
- ii) HP Technical University, Hamirpur, may however, terminate the contract at any time by giving 30 days notice without assigning any reason.

6. Performance Security Deposit:-

- i) The successful bidder, who is issued the letter of intent/award letter, shall be required to deposit the Performance Security Deposit @5% of the Annual Maintenance Contract Price in the form of Fixed Deposit duly pledged in favour of "Finance Officer HPTU, Hamirpur (H.P.)" or Bank Guarantee issued from a scheduled commercial bank within 15 days (Fifteen days) from date of issue of letter of intent/award letter. If the bidder declines or fails to remit the Performance Security amount or to sign the contract agreement, the entire amount of Earnest money deposit will be forfeited. The Performance Security Deposit should be valid for at least 18 months from the date of issue.
- ii) The Performance Security Deposit will be forfeited partially or wholly as per the decision of the Vice Chancellor, HPTU for breach of the terms and conditions of agreement or unsatisfactory performance of contract.

- iii) The Performance Security Deposit will be refunded after six months from the expiry of contract without interest.
- iv) In case, the contract is extended further as per the terms & condition of tender, the contractor will be required to deposit the Performance Security Deposit @5% of the Annual Maintenance Contract Price (valid for next 18 months) prior to the date of expiry of earlier Performance Security deposit, failing which the extension of contract order will be cancelled immediately, without any notice to the contractor.

PART-III

SCOPE OF WORK

1. Detail of Items / Equipments of Fire Fighting & Fire Alarm System installed different blocks/buildings of HP Technical University, Hamirpur (HP):-

1. Administrative Block (HPTU)

Sr. No.	Description of Item	Make	Qty.(No)	
1.	Fire-Alarm System	Inside the Building		
		Main Fire Panel	Detnov	1
		Response Indicator	Agni	222
		Repeater panel	Detnov	1
		Heat Detector	Detnov	27
		Fault Isolator	Detnov	1
		Multi sensing Addressable detector	Detnov	456
		Water Sprinkler (Pendent type)	NewAge	604
		Manual Call Point	Detnov	10
		Low Intensity Hooter	Detnov	10
		8 loop Fire Alarm Control panel	Detnov	01
2	Fire-Fighting system	Fire Extinguishers (Compulsory filling to be done within a year)		
		Hydrant	NewAge	11
		Co ₂ (4.5 kg)	Lifeguard	22
		Co ₂ (22.5 kg)	Lifeguard	01
		ABC Powder (06 kg)	Lifeguard	23
		ABC Foam(45 Litre)	Lifeguard	01
		ABC Foam (09 litre)	Lifeguard	04
		ABC Powder (02 Kg)	Lifeguard	10
		WCo ₂ (09 litre)	Lifeguard	12

2. Academic Block (HPTU)

Sr. No.	Description of Item	Make	Qty. (No)	
1.	Fire-Alarm System	Inside the Building		
		Repeater panel	Detnov	1
		Response Indicator	Agni	248
		Fault Isolator	Detnov	29
		Multi sensing Addressable detector	Detnov	519
		Water Sprinkler (Pendent type)	NewAge	1450
		Manual Call Point	Detnov	19
		Low Intensity Hooter	Detnov	19
		Fire Alarm Main Control Panel	Detnov	01
2	Fire-Fighting system	Fire Extinguishers (Compulsory filling to be done within a year)		
		Hydrant	NewAge	17
		Co ₂ (4.5 kg)	Lifeguard	39
		ABC (5 kg)	Lifeguard	39

3. Canteen Block (HPTU)

Sr. No.	Description of Item	Make/Brand	Qty (No.)	
1.	Fire-Alarm system	Inside the Building		
		Multi Detector	Hochki ACC-E(HFP)	29
		Heat Detector	Hochki ATJ-E(HFP)	1
		MCP Glass	Hochki HCP-E(SCI)	2
		Horn	Hochki CHQ-WSB	2
		Control Module	Hochki CHQ-SOM	4
		Isolator	Hochki CHQ-SOM	2
		Fire-alarm Panel	Hochki Latitude HFP	1
		Exit signage	Hochki EL-2	10
Exit signage	Hochki EL-20	1		
2.	Fire-Fighting system	Landing Valve		6
		Fire box		3
		Hose Reel		3
		Short branch		3
		RRL hose pipe		3
		Air Vessel		1

4. Pump Room (HPTU)

Sr. No.	Name of The Equipment	Make	Qty (No.)
1.	Fire pump motor 55KW/75HP	Bharat Bijlee	2
	Fire Jockey pump motor 7.5KW/10HP	Kirloskar	2
	Diesel Pump 9KW/83HP	Kirloskar	1
	Water Pump 5.5KW/10HP	Kirloskar	2

5. Additional detail of Fire Fighting System:-

➤ Dedicated water storage: 1,50,000 Ltr.

2. **Installation of Fire Fighting System and Fire Alarm System in University:** The Fire Fighting and Fire Alarm System was installed in different blocks of HP Technical University, Hamirpur at Daruhi, VPO Daruhi, Tehsil & Distt. Hamirpur (HP) through the CPWD in the month /year as under:-

- a) Administrative Block – March, 2020
- b) Academic Block –August, 2022
- c) Canteen Block-March, 2024

3. **Repair work of Fire Fighting System & Fire Alarm System:** The bidder/contractor will be initially required to repair the repairable components/parts/equipments of the Fire Fighting System & Fire Alarm system installed in different blocks of University to make the system fully operational/functional/ready for comprehensive AMC. For all such required repair work, the bidders may quote their bid/rate under Item No.-1 “Repair of Fire Fighting & Fire Alarm System of different blocks of HPTU” in the financial bid (Annexure-III). The bidders are advised in their own interest to visit the site of the work/ HPTU and physically check the Fire Fighting & Fire Alarm system on any working days from 10 AM to 5 PM, prior to the submission of financial bid for the repair work and CAMC and also acquaint themselves with all local conditions, nature of work and checking the components/ parts/ equipments of system for the required necessary repairs to make the system properly operational/functional and to quote the bid accordingly. The bidders may contact in this regard the Estate Officer/Estate Branch of University for checking of the Fire Fighting & Fire Alarm system of University. It may be noted that no extra cost/price shall be payable to the successful bidder/contractor regarding non-awareness of the site/equipment condition/ repair work/nature of job and likewise constraints regarding the said system, later on.

4. **Comprehensive Annual Maintenance Contract of System alongwith compulsory filling of Fire Extinguishers/Firefighting system equipments within a year and providing of services of a Technician (Fireman-cum-Fire Pump Operator):-**

- i) The successful bidder/contractor will be required compulsorily to sign the comprehensive Annual Maintenance Contract agreement of the Fire Fighting & Fire Alarm System with the Registrar of University on the prescribed format on the terms & conditions of tender, after the completion of the repair work in satisfactory manner. The bidders are required to quote the rate/price for the Comprehensive Annual Maintenance Contract of system under Item No. 2 “CAMC of Fire Fighting & Fire Alarm System alongwith compulsory filling/re-filling of Fire Extinguishers & Fire fighting systems/equipments within a year and providing of services of a Technician (Fireman-cum-Fire Pump operator)” in the Financial Bid (Annexure-III).
- ii) The filling of the Fire Extinguishers & Fire fighting systems within a year will be compulsory for the contractor and proper written information/report regarding their filling will be given by the contractor from time to time to the Estate Officer of University. The filling/re-filling cost of all the fire extinguishers/fire fighting system equipments will be borne by the contractor during the period of AMC/contract, as & when so required including the cost of filling/re-filling for mock drills.
- iii) The contractor will compulsorily provide the technical services/ support of one resident technician i.e. Fireman-cum-Fire Pump operator (having the required qualification/knowledge/work skill) on full office time basis, who will attend the calls/complaints in HPTU during office timings. He may also be called in emergencies or on holidays. For that purpose no salary/remuneration/wages, any charges or TA/DA etc. will be claimed from the University by the contractor and all the expenses pertaining to the salary/wages/remuneration of the resident technician will be borne by the contractor. The Fireman-cum-Fire Pump operator shall work during the period of AMC under the supervision of the Estate Officer, HP Technical University, Hamirpur or officer/official authorized by the Registrar, HPTU. The contractor will provide substitute in case of absence/ leave of said technician. The cost/price of the technician (i.e. one



Fireman-cum-Fire Pump operator) will be included by the bidder under Item No. 2 "CAMC of Fire Fighting & Fire Alarm System alongwith compulsory filling/re-filling of Fire Extinguishers & Fire fighting systems/equipments within a year and providing of services of a Technician (Fireman-cum-Fire Pump operator" in the Financial Bid (**Annexure-III**).

6. Works under the Comprehensive AMC:-

a) Maintenance:-

- i) To ensure that complete Fire Alarm & Fire fighting system, sprinkler system, fire hydrant and fire pumps are always clean and in healthy working condition.
- ii) To perform all required checks of system/equipments/components from time to time and make service/repairs/maintenance of the system, replacement of equipments/components etc. from time to time to keep the system in proper functional condition.
- iii) To perform tasks subsequent to a real position/situation of all systems.
- iv) To keep all Fire extinguishers in working condition including compulsory filling within a year or earlier, if required.

b) Tasks to be performed within 30 days:-

- i) To familiarize the AMC staff/Technician and HPTU /USS staff with Fire Alarm and Fire Fighting system and keep updated with latest information from time to time.
- ii) To check/ inspect complete Fire fighting & Fire Alarm system regularly from time to time to ensure its proper working/functioning. Any shortcoming, as and when noticed should be recorded, brought to notice of the Estate Officer and Registrar of University and set right by the contractor.
- iii) To make/finalize and implement the Fire Alarm and Fire Fighting System cleaning and testing schedule.
- iv) To impart training to the AMC staff and HPTU personnel, so that they can operate Fire Extinguishers properly.
- v) To educate the HPTU personnel/staff by fire mock drills etc. and regarding immediate steps to be taken in case of break out of fire.

c) Maintenance Schedule to be followed:-

- i) Checking the working of Fire Alarm System, sprinkler system, fire hydrant/fire fighting system from control panel and fire pumps on monthly (three times) basis and ensure proper functioning of all systems during the contract period.
- ii) Checking the batteries for proper charging, water level etc.
- iii) The vendor should replace the set of batteries, whenever required for proper working during the CAMC period.
- iv) Fire Fighting Mock drill on quarterly basis to be organized by the contractor/vendor. Deficiencies, if noticed during demonstration shall be attended within a week's time.
- v) The contractor shall ensure that all the materials/items/ equipments/ components of Fire Fighting System & Fire Alarm System used for the initial repair work and replacement/ service/ maintenance during the CAMC period should be of genuine make and of approved quality standards/mark as per Govt. instructions/ guidelines.
- vi) The contractor shall ensure the regular checking and repair/service/maintenance of the Fire Fighting & Fire Alarm System alongwith proper training to be imparted from time to time to the AMC staff/Technician as well as Staff of the University/University School of Studies regarding preventive steps to be taken for extinguishing the fire and adherence of the safety protocols essential to maximize the effectiveness of the firefighting system/equipments.
- vii) The contractor shall ensure the professional inspections of the fire extinguishers and their maintenance annually with monthly inspections, so that all fire fighting system remain in proper working condition all the time and ready for immediate use in case of fire emergency.

PART-IV

TERMS & CONDITIONS/ SCHEDULE REGARDING CAMC WORK

- i) A logbook shall be maintained in which engineer/technician of the contractor shall record all the complaints made. He/she shall attend to all the complaints received immediately as follows:-
 - a) Attending to any number of breakdown calls during normal working hours.
 - b) Major faults within 72 hours.
 - c) The Contractor shall also be responsible for deployment of necessary technical staff as per the given scope of work for operation and service/maintenance of equipments. A register shall be maintained showing the inspection and maintenance of each equipment and shall be produced to the Estate Officer, HPTU for verification, after the job.
- ii) The schedule of preventive maintenance shall be as follows: -
 - a) Attend to any number of breakdown calls during normal working hours on all working days. Major breakdown calls within 72 hours.
 - b) Monthly (Three times) checking of entire fire fighting system as per the latest Govt. guidelines / Statuary Compliances/ as per industry standards.
 - c) Refill all types of fire extinguishers as required after carrying out hydraulic test as per BIS Standard.
- iii) The contractor will provide all-inclusive comprehensive maintenance Services and will carry out the repairs and service & maintenance of the entire Fire Fighting & Fire Alarm system/equipments installed in the different buildings/blocks of H. P Technical University, Hamirpur, including supplying, fixing, installing of spare parts/materials/consumable cabling, pipes, networking, and refilling/testing/replacement (as per fire standard norms) of all types of fire extinguishers 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.
- iv) All the routine service & maintenance, preventive maintenance, overhaul, breakdown maintenance, repair, replacements of equipments/parts etc are included in the scope of work. All spares/consumables etc. must be of standard make and confirming to ISI/BIS specifications.
- v) The contractor will carry out monthly (3 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.
- vi) Taking NOC/ NOC Renewal/Fitness Certificate from the Fire Department/Government (including completing all statutory compliances) shall be sole responsibility of the successful bidder/contractor. If the date of NOC of any building is already ended, the renewal of NOC will have to be obtained by the successful bidder/contractor after ensuring all the statutory compliances for the issuance of certificates(s).
- vii) Only genuine/ original parts shall be fitted/ replaced by the vendor/contractor for repair work and service/maintenance work during the CAMC period with the information to the Estate Officer, HPTU. If any of the spare part/equipment is not found of the required make/quality, the contractor on the call of the Estate Officer will replace such part/equipment immediately.
- viii) In case of equipment getting damaged due to negligence on part of contractor or his AMC staff/technician, the cost of equipment will be recovered from the contractor.
- viii) In case of any theft of items/parts related to Fire Fighting and Fire Alarm system in the University by the AMC staff/technician during the execution of the contract, the contractor shall be responsible and the cost of such part/items shall be recovered from the contractor. The contractor is therefore advised in his own interest to keep the parts prone to theft, robbery etc. under its own lock and key.

- viii) In case of replacement/ repair of any part as and when required, the replaceable /repairable part shall be the property of H.P. Technical University, Hamirpur (H.P). The contractor will deposit all such replaced/changed parts with the Estate Branch of University for further necessary action.

PART -V

FINANCIAL BID (Terms & Conditions)

Financial Bid:

a) The financial bid shall be submitted in Two parts:-

1. **Price Bid for Repair work: (i.e. Repair of Fire Fighting & Fire Alarm System** of different blocks of HP Technical University, Hamirpur as per Scope of work (to make the whole system properly operational/functional).
2. **Price Bid for Comprehensive Annual Maintenance Contract (CAMC) of Fire Fighting & Fire Alarm System alongwith compulsory filling/re-filling of Fire Extinguishers/ Fire fighting system/equipments within a year and providing services of one qualified technician (Fireman-cum-Fire Pump operator) as per terms & conditions of tender.**

- b) The rates should be quoted in **whole Indian Rupees** in words as well as in figures **inclusive of GST as applicable**. Rates/Bid quoted should be valid for at least 180 days.
- (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 (FOR) at the HPTU campus, and no transportation or other charges shall be payable by the University.
- (f) The rates should be filled in carefully after considering all aspects as described in the 'Terms & Conditions' and 'Scope of Work' of tender. No request for change or variation in rates or terms and conditions of the contract shall be entertained on the ground that the bidder had not understood the work envisaged by the terms & conditions of tender.
- (g) Any interlineations, overwriting, erasing, fluid pasting should be avoided and in case of a mistake/error in writing, the mistake/error should be clearly cut by drawing a straight line, and the correction should be made in legible writing and signed in full by the bidder or his authorized signatory.
- (h) The bidder will have to submit an analysis of the quoted rates, if called upon to do so by the University.
- (i) Evaluation and decision of Financial Bid: The financial bids of the technically qualified bidders will be evaluated as per the terms & conditions given herein. The tender will be awarded to the Lowest bidder (L-I) based on the following criteria/formula:-
(Price Bid for Comprehensive Annual Maintenance Contract of Fire Fighting & Fire Alarm System alongwith compulsory filling/refilling of Fire Extinguishers/ Fire fighting system/equipments within a year

and providing services of one qualified technician (Fireman-cum-Fire Pump operator))
***multiplied by 3 (+) Price Bid for Repair work.**

- (j) The Registrar, H.P. Technical University, Hamirpur reserves the right to negotiate the rates of Repair work and CAMC with the lowest bidder (L-1) declared on the above formula on the recommendation of the Tender Evaluation Committee of University.
- v) After satisfactory completion of the repair work of Fire fighting & Fire Alarm system, the Comprehensive Annual Maintenance Contract shall be awarded initially for a period of one year from the date of signing the contract agreement on the terms & conditions of tender on accepted rates (after approval of the competent authority of University) which may be extended on year-to-year basis up to three (3) years (including the base year) upon satisfactory performance of the contract on the same rates and terms and conditions, upon mutual consent between both the parties. Hence the bidders are required to quote the price bid accordingly.

PART-VI

Other Terms & Conditions of Tender

1. Purchaser's 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 relax/withdraw any of the terms and conditions mentioned in the bid document before awarding the work.
- c) HPTU reserves the right to cancel Tender without assigning any reasons.
- d) HPTU reserves the right to blacklist a bidder for a suitable period or for lifetime in case the bidder fails to honour its bids.
- e) If a firm after award of the contract violates any of the terms & conditions, it shall be liable to be blacklisted.
- f) All the tender documents submitted by the bidder shall become the property of the H.P. Technical University, Hamirpur and it shall have no obligation to return the same to the bidder.

2. **Signing of Contract Agreement:-** The successful bidder shall sign the contract agreement with the Registrar, HP Technical University, Hamirpur, Distt, Hamirpur (HP) on the terms & conditions of tender for the Comprehensive Annual Maintenance Contract of the Fire Fighting & Fire Alarm System of HP Technical University, Hamirpur within a period of 15 days from the date of issue of letter of intent/award letter after deposit of the Performance Security deposit under the terms & conditions of tender. If the successful bidder fails to sign the contract agreement, the Earnest Money Deposit shall be forfeited.

3. Guarantee/Warranty:-

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

4. Payment terms:-

- i) **Payment for the Repair work:-** The payment of repair work shall be released on successful/satisfactory completion of the repair work of Fire Fighting System and Fire Alarm System of

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University after making all the system operational/functional by the contractor on the report of satisfactory completion of work submitted and bill of contractor verified by the Estate Officer, HPTU.

ii) Payments for CAMC: -

The Payments for CAMC alongwith with Technical Manpower during the period of contract shall be released on quarterly basis on submission of invoice by the successful bidder/contractor after completion of each quarter, after deducting penalty, if any and after the bill is duly verified by the Estate Officer, HPTU, as per Schedule of payment as under:-

- (a) 25 % after 1st quarter
- (b) 25 % after 2nd quarter.
- (c) 25 % after 3rd quarter.
- (d) 25 % after 4th Quarter i.e. on completion of one year.

iii) The contractor shall raise the bills of CAMC on quarterly basis as per above given schedule alongwith the GST component shown separately in the invoice (payable by contractor)

iv) Taxes will be deducted as applicable from all bills/ invoices of contractor. Payment to the contractor will be made directly to his bank account through NEFT/RTGS.

5. 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 notice to the contractor.
- (d) The successful bidder/contractor will be bound by the details/ information/ documents/ certificates furnished to the HPTU with the tender document or at subsequent stage. In case, any of such information/documents furnished is found to be fictitious/false at any stage, it would be deemed to be the breach of terms and conditions of contract making the firm liable for rejection of tender and blacklisting/subsequent legal action.
- (c) All taxes and levies will be paid by the bidder/contractor only. No other charges such as Octroi, packing, forwarding, freight, insurance, loading and unloading, entry tax, transportation, etc. will be allowed. All these will be borne by the bidder/contractor only.
- (d) The firm shall ensure that it will supply and replace the repairable components/ equipments/ items of the Fire Fighting & Fire Alarm system by genuine/original/ high quality-products/parts.
- (f) HPTU shall not be responsible to any cause of accident/casualty happened to the operation staff/, AMC staff or technical staff of the contractor during the execution of the work/contract. All the mandatory safety standards and protocols have to be maintained by the contractor itself at own cost. The contractor is also advised to get a proper insurance policy for its deployed staff/manpower. The HPTU shall not be responsible for payment of any insurance claim or compensation for the staff/manpower of the contractor in any case.
- (g) The successful bidder/contractor shall also abide by the provisions of the Labour Laws and Minimum wages Act etc. so far as, they are applicable for the staff/manpower deployed by the contractor.
- (h) The staff/manpower deployed by the Contractor shall have no right to make claim of absorption or regularization of their services in HPTU. The relationship between the contractor and HPTU is purely a commercial relationship under the contract and not an employer-employee relationship for any purpose.

6. Right to Terminate the contract: -

- i) The Vice Chancellor, HPTU reserves the right to terminate the Annual Maintenance Contract at any time; by giving notice 30 days without assigning any reason. The Contractor will not be entitled to claim any compensation against such termination or loss to the contractor. 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 him as per the terms and conditions/approved rates of contract.
- ii) The contract may be terminated by giving one month notice, in case the contractor/ agency:-
 - (a) Assigns or sub-lets any service of contract
 - (b) Violation/contravention of any of the terms & conditions mentioned herein.
 - (c) Does not improve the performance of the services despite instructions.
 - (d) Any violation of terms & conditions of tender document or this agreement or instructions or suppression of facts.
 - (e) Contractor being declared insolvent by competent Court of Law.
- iii) On contractor being declared insolvent by competent Court of law during notice period for the termination of the contract, in the situation contemplated above, the contractor shall keep on discharging his duties as before till the expiry of the notice period.
- iv) On termination or on expiry of the contract, it shall be the responsibility of the contractor to remove its men and materials within three days or date specified by HPTU and ensure that no such person shall create any disruption/ hindrance/problem of any nature in HPTU either explicitly or implicitly.
- v) On termination of contract or expiry of contract, the contractor shall handover properly all the fire fighting & fire alarm system/equipments/ fire extinguishers etc. to the Estate Office, HPTU in proper manner
- vi) HPTU shall not indemnify any loss caused to the contractor /agency by such termination, whatsoever, it may be.
- vii) Notwithstanding anything contained hereinbefore to the contrary, the University shall have full power and authority to terminate this Agreement without assigning any reason by giving 30(thirty) days notice in writing.

7. Indemnification:

- a) The contractor shall keep the HPTU, Hamirpur indemnified against all claims whatsoever in respect of the AMC staff/ technical manpower deployed by the contractor. In case any employee of the contractor so deployed enters into dispute, litigation or Court matter of any nature whatsoever, it will be the primary responsibility of the contractor to contest the same at his own cost.
- b) The contractor shall further keep the HPTU, Hamirpur indemnified against loss to the HPTU and its assets/property by its staff/technical manpower. The HPTU, Hamirpur after investigation/inquiry shall have further right to adjust and/ or deduct any of the amount as aforesaid from the payments due to the contractor under this contract or from the performance security deposit.


8. **Penalty:** It will be the responsibility of the successful bidder/contractor to maintain/ repair the system/units/components/equipments of Fire Fighting & Fire Alarm System of University as soon as the call is received from the Technician/HPTU staff. If fault/repair is not resolved in stipulated period i.e. 72 hours from the call received, a penalty of Rs.500/- (Rupees Five Hundred) per day shall be recovered from bidder. Further, non attending the call for resolving the fault or repair/service/maintenance work up to 15 days, will lead to the termination of the contract by HPTU.

9. **Settlement of Disputes/ Arbitration** Any matter relating to the terms & conditions of tender and selection of vendor for entering into Repair work and Comprehensive Annual Maintenance contract for Fire Fighting System and Fire Alarm System installed in Himachal Pradesh Technical University, Hamirpur (HP) shall be decided by the Registrar, HPTU on the opinion/recommendation of the Tender Evaluation Committee, whose decision shall be final & binding on all bidders. In case of any dispute or difference arising regarding performance of contract, the same shall be settled by reference to arbitration by the sole Arbitrator to be appointed by the Vice Chancellor HPTU, whose decision shall be final and binding on both the parties. The place of arbitration proceedings shall be at Hamirpur, Distt. Hamirpur (HP)

10. **Court Jurisdiction:** The contract shall be governed by and construed according to the law in force in India. Only the Courts at Hamirpur Distt. Hamirpur (HP) shall have the jurisdiction for referring any matter pertaining to this Agreement and hear and decide the actions and proceedings arising out of this contract.

The Vice Chancellor, HP Technical University, Hamirpur reserves the right to accept or reject the tender or all the tenders and/or to add/ delete/ relax any of the conditions of tender and/or to postpone the date/time fixed for opening of tender, without assigning any reason.

Ref/Encls: Annexure(s) I to III


Registrar,
HP Technical University,
Hamirpur, Distt. Hamirpur (HP)

UNDERTAKING BY BIDDER/FIRM

I/wethe authorized signatory(s) of bidder/firm do hereby undertake & declare to accept all the terms & conditions of the tender/bid document.

Dated: _____ **Signature authorized Signatory.....**

Office seal/stamp:

Registered Office Address of firm/ bidder :.....

Bidder/Firm's Details

1. Name of Bidder/Firm/Agency: _____
2. Registered address: _____

3. Telephone No. (Mobile No.): _____ Landline No. _____
4. Email Address: _____
5. Name & Address of Branch/ Service Centre /Store,
if any, in Himachal Pradesh: _____

6. Type of Organization:
(Whether sole proprietorship/ partnership/ society/
Company Private Limited /Cooperative body etc.) _____
7. Registration No. _____
8. In case of a partnership firm, names of partners: _____
9. GST No. of Firm/ Bidder _____
10. PAN No. of Firm/Bidder _____
11. Detail of Tender Fee deposited _____
12. Detail of Earnest Money Deposited _____
13. Bank Account Details of Firm/Bidder:
Name of Account holder _____ Account No. _____
IFSC Code _____ Bank Name _____ Branch _____

Signature authorized Signatory.....

Dated:.....

Office seal/stamp:

Registered Address of firm/bidder:.....

UNDERTAKING /DECLARATION/

- (i) I son/ daughter/ wife of Shri Proprietor/ Partner/ Director/ Authorized Signatory ofdeclare that I am competent to sign this Declaration/Undertaking and execute this tender document.
- (ii) I have carefully read and understood all the terms and conditions of the tender and undertake to comply with them.
- (iii) The information/ documents/certificates furnished along with this application/tender are true and authentic to the best of my knowledge and belief and nothing has been concealed therein.
- (iv) I/We understand that in case any deviation, falseness or fraud is found in this statement or in any document/certificate at any stage, bidder/firm shall be blacklisted and shall not have any dealing with the University in future besides legal action in the matter.
- (v) I/we hereby undertake and declare the my/our firm/company has not been blacklisted or debarred by any Central/State Govt. Public Sector Undertaking/Corporation or Autonomous body with respect to any work/ activity/ tender/ contract of the firm/bidder during the last 10 years.
- (vi) I/we hereby undertake & declare that no criminal case is pending or contemplated with the Police/ Vigilance Department/Enforcement agency against my/our firm/company.
- (vii) I/we have signed (with seal embossed) all the pages of tender document and terms & conditions of tender as acceptance & commitment for compliance of the terms & conditions of tender, without any condition.
- (viii) I/we undertake & declare that our firm/company shall always use the genuine/original/high quality spare parts for the service/maintenance & upkeep of the Fire Fighting & Fire Alarm system of HP Technical University, Hamirpur (HP) during the period of Annual Maintenance Contract as per the terms & conditions of tender/contract agreement.
- (ix) I/we hereby undertake & declare that my/our firm has sufficient technical manpower to provide & perform the comprehensive Annual Maintenance Contract with technical services/ support of a qualified technician (i.e. Fireman-cum Fire Pump Operator) during the period of contract.
- (x) I/we have attached the true & valid documents/certificates in support of the eligibility criteria of the tender. I/ We are well aware of the fact that furnishing of any false information/ fabricated/false document/certificate would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law, forfeiture of Earnest money deposit & performance Security amount and blacklisting of the bidder/firm by the University.

Signature authorized Signatory.....

Dated :.....

Office seal/stamp:

Registered Address of firm/ bidder :.....





Himachal Pradesh Technical University

(A State Government University)

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

Phone :(01972) 226907, Fax: (01972) 226901,

E-mail ID: purchaseofficerhptu@gmail.com website: www.himtu.ac.in

Tender No. HPTU/ CAMC of Fire Fighting system/02/2024-

Dated:

FINANCIAL BID

Note:-

1. Please Read all the terms & conditions of Part-III "Scope of Work" and Part-V "Financial Bid" before submission of the Financial bid/price bid.
2. Financial bid should be quoted on this prescribed Performa.
3. Rates must be inclusive of GST/other taxes/ statutory levies/ duties etc. as it will not be paid extra.
4. Item -item wise rates should be quoted against the items/sub-items of (Sr. No. 1 & 2) of this bid Performa.
5. The Financial Bid duly signed and embossed with office seal by the bidder/firm should be sealed in separate envelope super-scribed as "Financial Bid for CAMC & Repair work of Fire Fighting & Fire Alarm system of HPTU"

Sr. No.	Description	Unit	Bid Amount in Rs.	
			In Figures	In words
1.	Price Bid for Repair work:			
	Repair of Fire Fighting & Fire Alarm System of different blocks of HP Technical University, Hamirpur as per Scope of work (to make the whole system properly operational/functional)	Initial repairs of system		
2.	Comprehensive Annual Maintenance Contract (CAMC) of Fire Fighting & Fire Alarm System alongwith compulsory filling/re-filling of Fire Extinguishers/ Fire fighting system/ equipments within a year and Providing services of one qualified technician (Fireman-cum-Fire Pump operator) as per terms & conditions of tender.	Annual price		

Dated:

Signature authorized signatory.....
Office seal/stamp:
Registered Address of firm/ bidder.....

Phone No.....
Email Id.....
