

ICAR – NATIONAL ACADEMY OF AGRICULTURAL RESEARCH MANAGEMENT
RAJENDRANAGAR, HYDERABAD – 500030

F.No 5-492/2020-21/AMCofAirCircuitBreakers/A.III
6th February 2021

NOTICE INVITING TENDER FOR

AMC (Non-Comprehensive) OF ACB (AIR CIRCUIT BREAKERS), VCB (VACUUM CIRCUIT BREAKERS) & POWER CONTACTORS AT ICAR-NAARM HYDERABAD

ICAR-NAARM is a premier publicly funded Training and Research Management Organization under ICAR, DARE, Ministry of Agriculture & Farmers Welfare, and Government of India. The Director, ICAR-NAARM invites Bids from the reputed and Registered Agencies/Contractors who are having relevant experience for **Annual Maintenance Contract (non-comprehensive) of ACB (Air Circuit Breakers), VCB (Vacuum Circuit Breakers) & Power Contactors installed at ICAR-NAARM, Rajendranagar, Hyderabad.** The bidders are requested to submit the Tenders online on CPP Portal.

Important Dates:

Sl. No.	Description	Date	Time
1.	Tender Publishing Date	06-02-2021	1400 hrs
2.	Document Download start date	06-02-2021	1500 hrs
3.	Seek Clarification Start Date	06-02-2021	1600 hrs
4.	Seek Clarification End Date	17-02-2021	1500 hrs
5.	Bid Submission Start Date	06-02-2021	1700 hrs
6.	Bid Submission Closing Date	27-02-2021	1400 hrs
7.	Bid Opening Date	01-03-2021	1100 hrs

Eligibility Conditions:

1. The firm should be registered/incorporated with state government having its office at Hyderabad/Secunderabad.
2. The firm should have executed at least two works related to Maintenance of ACB (Air Circuit Breakers), VCB (Vacuum Circuit Breakers) & Power Contactors in Government/Public/Private Sector Undertakings of value Rs 1 lakh or above during the last 2 financial year.

The details of number and specifications of items to be kept under annual maintenance along with the Scope of Work are provided in the Schedule – A.

GENERAL TERMS AND CONDITIONS:

1. **Cost of Tender document:** The cost of Tender document is free. The terms and conditions for maintenance of Digital Online Courses and information format can be downloaded from NAARM Website (<http://www.naarm.org.in/>) or the Government of India, Central Public Procurement Portal (<http://eprocure.gov.in/cppp/>). Director, ICAR-NAARM reserves the right to accept or reject any tender(s) or in full without assigning any reason thereof.
2. **Earnest Money Deposit:** An earnest money deposit of (EMD) Rs. 5,000/- (**Rupees Five Thousand** only) must be deposited in the form of Demand Draft in favour of NAARM MAIN ACCOUNT and payable at Hyderabad.

Scanned copy of the EMD is to be uploaded while submitting the Tender online and the hard copy of the same should be submitted to the Stores and Purchase Officer before closing date of the Tender. If NSIC/MSME Certificate etc for exemption is available the submission of EMD is exempted but the certificate is to be uploaded on CPPP.
3. The unsuccessful bidders EMD will be returned soon after the finalization of Tender, whereas the successful bidders **EMD** will be returned subject to furnishing the required **Performance Security/Security Deposit**.
4. All communications must be addressed to the Director, ICAR-NAARM, Rajendranagar, Hyderabad.
5. **Payment:** No advance payments will be done. The payment will be done quarterly (3 months). The vendor has to submit pre-receipted bill in triplicate in the name of Director, ICAR-NAARM, Hyderabad alongwith the joint inspection report for every month of quarter. On certification by end user regarding satisfactory services during the quarter the same will be processed for payment. The quarterly payment amount will be 25% of the annual rates quoted in the tender.
6. **Security Deposit:** The successful bidder has to furnish an amount equivalent to ten **(10) per cent** of the order value as **Performance Security Deposit** which will be refunded / returned only after satisfactory completion of the contractual obligations including warranty. The Security Deposit should be in the form of Demand Draft, Fixed Deposit Receipt or Bank Guarantee from any commercial bank and on which no interest will be paid.
7. **Bank details for e-payment:** The bank details may be furnished along with tender for making e-payment to the successful bidder.
8. **Period of Validity:** The rates quoted shall be valid for a minimum period of **90 days** beyond the date of opening of tenders.
9. **Rates:** Rates should be quoted in the prescribed Price Schedule in Indian Rupees only.
10. **Taxes / Duties:** If taxes, duties, or any other charges over and above the rates quoted are payable by the Academy, actual / percentage of such taxes / duties / charges should be clearly indicated.
11. **Duration:** The awarded work should be for one year from the **date of signing the agreement**. During this period, items as per the SCOPE OF WORK are to be done every month.

12. **Liquidated damage:** In case, the firm fails to maintain components and any such discrepancy leads to a down time a sum equivalent to 0.5% of the contract price per 6 hours shall be deducted from the Bill up to a maximum of 10% of the contract price. Once the maximum is reached, we may consider termination of the contract.
13. **Enquiry's on tender:** Any enquiry's regarding the tenders will not be entertained once the tenders are opened.
14. **Acceptance of tender:** Director, ICAR-NAARM reserves the right to accept or reject any of the tenders either in part or in full without assigning any reason thereof.
15. **Decision:** The Decision of the Director, ICAR-NAARM on any dispute in the matter will be final and legally binding.
16. **Jurisdiction:** All disputes including court proceedings shall be settled within the Hyderabad jurisdiction only.
17. **Rejection of tenders:** Tenders not complying with the above conditions are liable to be rejected.
18. **Evaluation:** Both Technical Bids and Financial Bids are evaluated by the Committees of the institute before awarding the contract.
19. **The tenders without EMD amount or without valid exemption certificate will not be considered.**
20. In the event of the date & time specified for tender receipt being declared as a closed holiday for purchaser's office, the due date for submission of tenders will be the following working day at the specified timings.
21. Director, ICAR-NAARM reserves the right to accept or reject any or all the tenders. Decision of the Director will be final and legally binding. All disputes will be subject to Hyderabad Jurisdiction only.
22. The rates are net and inclusive of all taxes, transport, royalty, octroi etc. and nothing extra will be paid on any account.

STORES & PURCHASE OFFICER

ICAR-NAARM, HYDERABAD

Items to be kept Under AMC (Non – Comprehensive)

S.no	Description of item	Quantity Installed
1	Air Circuit Breaker (630-1250A), L&T Make	07
2	Power Contactors	02
3.	Air Circuit Breaker (2000-2500A), Legrand Make	02
4	Vacuum Circuit Breaker (11KV 630A), Schneider Make	02

SCOPE OF WORK

1. The ACB/VCB to be taken for servicing shall be jointly inspected for IR Value, main/arcng contacts condition, missing components if any before servicing ACB/VCB. The AC/VCB shall be racking out from the panel and shifted to convenient place.
2. Removal of ACB/VCB from the cradle and dismantling of components.
3. Cleaning of dust, spider web, foreign particles etc. and electrical contacts.
4. Removal of old grease from various parts of ACB/VCB.
5. Cleaning of all parts with cleaning agent such as CRC2 26.
6. Checking of arcing contact gap, releases and make it correct.
7. Check the tightness of hardware and also presence of missing hardware (to be supplied by customer)
8. Fixing spares which needs replacement.
9. Re grease as recommended in service manual.
10. After cleaning lubricating parts, the ACB will be assembled back and carried out all checks as per checklist. To ensure it freeness and proper operation.
11. Check the ON and OFF operation, tripping operation through various releases, lockable trip push button.
12. Check the IR Values.
13. After completion of all the above works putting breaker back in service position.
14. Set the over load, short circuit, earth fault settings as per customer requirement.

All the above activities have to be performed by the Contractor every month and the joint inspection report for every month should be submitted alongwith quarterly bill.

SAMPLE FINANCIAL BID

NUMBER #	TEXT #	NUMBER #	TEXT #	NUMBER #	NUMBER	NUMBER #	NUMBER #
Sl. No.	Item Description	Quantity	Units	BASIC RATE per unit In Figures To be entered by the Bidder in Rs. P	GST Rate in Percentage (%)	TOTAL AMOUNT Without Taxes in Rs. P	TOTAL AMOUNT With Taxes
1	2	4	5	13	14	53	54
1	AMC Components						
1.01	AMC Service Charges for Services & Testing of Air Circuit Breaker (630-1250A), L&T Make	7	Nos			0.00	0.00
1.02	AMC Service Charges for Services & Testing of Power Contactors	2	Nos			0.00	0.00
1.03	AMC Service Charges for Services & Testing of Air Circuit Breaker (2000-2500A), Legrand Make	2	Nos			0.00	0.00
1.04	AMC Service Charges for Services & Testing of Vacuum Circuit Breaker (11KV 630A), Schneider Make	2	Nos			0.00	0.00
Total in Figures						0.00	0.00
Quoted Rate in Words		INR Zero Only					

This is sample of Financial Bid only. The Financial bid is to be uploaded on CPPP only in BoQ format

ANNEXURE-A

CHECKLIST (To be uploaded with Technical Bid)

S.no	Document to be uploaded in Technical bid on CPPP	Whether Uploaded (Yes/No)
1.	Filled Annexure - A	
2.	Filled Details as per Annexure-B along with Complete tender document duly sealed and signed	
3.	Undertaking as per Annexure - C	
4.	Proof of two works related AMC of ACB, VCB, Power Contactors or works of similar nature at Government/Public/Private Sector Undertakings during the last financial year along with duly filled Annexure-D	
5.	Tender Form as per Annexure - E	
6.	Scanned copy of EMD Document/ Exemption Certificate for same (Whichever is valid)	
7.	Scanned copy of Registration Certificate of Firm	
8.	Scanned copy PAN & GSTIN Registration. (all scanned and combined in one pdf)	
9.	The firm should enclose copies of income tax returns for the last 3 years (Financial Year 2017-18, 2018-19, 2019-20)	

COMMERCIAL DETAILS

(To be submitted on Firm's Letter head)

1.	Name and Address of Bidder	
2.	Telephone No. / Mobile No. / FAX No.	
3.	Email ID	
4.	Month and Year of Establishment	
5.	PAN and GSTIN Number	
6.	EMD Details	
7.	Local Office Address in Hyderabad/Secundrabad	

SIGNATURE OF THE BIDDER & STAMP

Date:

Place:

UNDERTAKING

(To be submitted on Firm's Letter head)

I/We have read and understood General Terms and Conditions contained in the ICAR-NAARM's Tender. I/We do hereby declare that all the details provided in this tender bid are true to the best of my/our knowledge and belief and any misrepresentation of facts will render me/us liable to any action as may be deemed fit by ICAR-NAARM, Hyderabad.

I/We do hereby also accept ICAR-NAARM have the right to accept or reject this application and not to issue invitation to Tender to me/us.

I/We undertake to communicate promptly to ICAR-NAARM any changes in the condition or working of the firm. It is also certified that we have not been blacklisted by any organization of Government of India including Central Vigilance commission (CVC) in the last three years. The undersigned is fully authorized to sign and submit this application form on behalf of the organization, he/she represent. We authorize ICAR-NAARM to approach individuals, employees, firms and corporations to verify our competence and general reputation.

I/We do hereby also certify that we have all the required expertise in the field for which bids are being invited by ICATr-NAARM.

**AUTHORISED SIGNATORY OF THE FIRM WITH
SEAL**

Place:

Dated:

RELEVANT WORK EXPERIENCE DETAILS

(To be submitted on Firm's Letter head)

Sr. No.	Name of the Deptt. Organization where work was done	Period	
		From	To
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			

**AUTHORISED SIGNATORY OF THE FIRM WITH
SEAL**

Place:

Dated:

Note: While uploading this annexure in CPPP bidder should make sure that work experience certificates are also uploaded along with this in one single pdf

TENDER FORM

(To be printed on company letter head)

Tenderer's Ref.No. _____

Date: _____

To

The Director

ICAR-NAARM, Rajendranagar,

HYDERABAD – 500 030

Ref: Your Tender Notice Advt. No. _____ dated-----.

Dear Sir,

I/We hereby offer for your requirements detailed in the schedule hereto or such portion thereof as you may specify in the Acceptance of Tender at the rates given in the said schedule and agree to hold this offer for 90 days for acceptance. I/We shall be bound by a communication of Acceptance dispatched within the prescribed time and also execute agreement required in this regard.

2. I/We have understood the Instructions to Tenderers and General Conditions of Contract governing such contracts placed by Indian Council of Agricultural Research and its Research Institutes and the Special Conditions of Contract, and have thoroughly examined the details indicated in the Schedule to Tender thereof and am/are fully aware of the goods and/or services required and my/our offer to work/supply/provide the goods and/or services strictly is in accordance with the requirements.

3. D.D.No. _____ Dt. _____ for Rs. _____ (in words) Rupees _____ only) drawn on (Bank) _____ is enclosed towards Earnest Money Deposit.

Yours faithfully,

Signature: _____

Name: _____

Address: _____

(Company's seal)