



TATA MEMORIAL CENTRE
Advanced Centre For Treatment, Research And Education In Cancer. (ACTREC)
Kharghar Node, Navi Mumbai – 410210
A GRANT-IN-AID INSTITUTE UNDER DEPARTMENT OF ATOMIC ENERGY, GOVERNMENT OF INDIA

NAME OF WORK:

Item Rate Running Contract for Annual Electrical Works and Supply of Electrical Items for the year 2021-22 at ACTREC

E-TENDER NOTICE

No. : TMC/ACTREC/ENGG/KRS/ET-34/ELE - ARC/2021

NAME OF THE AGENCY

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Engineering services, Second Floor, Khanolkar Shodhika, Phone: 022 6873/2740 5000 , Ext 5710, 022 6873/2740 5111, 022 6873/2740 5067 , Fax : 6873/2740 5012
E-Mail : ksuthar@actrec.gov.in, vkhair@actrec.gov.in, hkelkar@actrec.gov.in, engineering@actrec.gov.in



TATA MEMORIAL CENTRE

Advanced Centre For Treatment, Research and Education In Cancer (ACTREC)

A GRANT-IN-AID INSTITUTE UNDER DEPARTMENT OF ATOMIC ENERGY, GOVERNMENT OF INDIA

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Item Rate Running Contract for Annual Electrical Works and Supply of Electrical Items for the year 2021-22 at ACTREC

Tender No:	TMC/ACTREC/ENGG/KRS/ET-34/ELE - ARC/2021
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LIST OF DOCUMENTS

NAME OF THE AGENCY		
Sr. No.	List of Documents	Page No.
Technical Bid. (Hard copy also to be Submitted).		
1	E.M.D. for Rs.70000 /-	
2	Facia Page	1
3	List of Documents	2
4	Notice Inviting Tender	3
5	General Instruction	5
6	Acceptance form	8
7	Check List	9
8	Vender Details	11
9	Scope of work	13
10	List of Make	17
11	NEFT Details	18
12	Special Conditions of Contract.	19
13	Compliance form-1	24
14	Form B1	25
15	Declaration Form	26
16	Annexure Q	27
17	Book containing Conditions of Contract	70Pages
Financial Bid : To be filled ONLINE ONLY		
18	Schedule of Quantity	

Note:	
1	Hard copy of Technical Bid is to be submited and endorsed at security main gate before last date of submission and must be signed with stamp/seal on all pages.
2	It may please be noted that both hard copy and soft copy of techncial bid are required i.e uploaded version in Tenderwizard and Hard copy submission before due date and time. If agency unable to
3	There is no need to submit hard copy of financial bid if the same is found with technical bid documents than agency will be disqualified.
4	EMD in original is to be submitted in envelop along with hard copy of technical bid. EMD is not subbmited along with bid will be disqualified.



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A GRANT-IN-AID INSTITUTE UNDER DEPARTMENT OF ATOMIC ENERGY, GOVERNMENT OF INDIA

E-TENDER NOTICE.

NAME OF THE AGENCY		
1	NIT No.	TMC/ACTREC/ENGG/KRS/ET-34/ELE - ARC/2021
2	Name of work	Item Rate Running Contract for Annual Electrical Works and Supply of Electrical Items for the year 2021-22 at ACTREC
3	Estimated cost put to tender (Inclusive of GST)	Rs.3500000.00/-
4	Earnest Money Deposit (EMD)	<p>EMD of Rs.70000.00/- to be submitted in the form of cash Receipt/Fixed Deposit Receipt/ DD issued by a Scheduled bank in favour of Accounts Officer, TMC-ACTREC, Payable at Navi Mumbai</p> <p>However the bidders may submit the EMD as follows:</p> <p>i) Rs.35000.00/- in the form of cash receipt/ FDR/DD as prescribed above.</p> <p>or</p> <p>ii) a) 50% of EMD Amount i.e, Rs.17500.00/- in the form of cash Receipt/Demand Draft/ Bankers Cheque or Fixed Deposit Receipt as prescribed above and</p> <p>b) Balance amount 50% of EMD Amount i.e, of Rs. 17500.00/- in the form of Bank Guarantee (BG) issued by a Scheduled Bank drawn in favour of 'Accounts Officer, ACTREC</p> <p>Note: 1) Bank Guarantee should strictly in accordance with the prescribed format otherwise it shall not be accepted.</p> <p>2) EMD in the form of cheque will not be accepted.</p> <p>3) EMD – As per circular Dt:12th November 2020 from Ministry of Finance and Rule 170 of General Financial Rules (GFR's) 2017, Micro and Small Enterprises (MSE's) and the firms registered with concerned Ministries / Departments are exempted from submission of EMD provided the submission of Declaration Form by the Vendor along with tender.</p>
5	Completion period	12 Months and will be extendable for the further period of One year in the same rate and condition of contract.
6	i) Performance Guarantee	3% of Tender Value (The successful bidder is to submit the Performance guarantee within prescribed timeline and will be returned without interest on settlement of contractor's final bill and issuance of completion certificate)
	ii) Security Deposit.	2.50% of Tender Value (will be deducted from each running bill and will be returned without interest on successful completion of DLP)
7	Tender Processing Fee	Rs xxx/- in the form of online payment.
8	Warranty and After Sales Service	Works should have 1 years Warranty after completion of project.
9	Dates of availability of Tender Documents for view and download	<p>From ,31/03/2021 time 17:00 Hrs. to 16/04/2021 up to 17:00 Hrs on website www.tenderwizard.com/DAE.</p> <p>Detailed NIT is also available on website www.actrec.gov.in for view only.</p>
10	Site visit	<p>Bidder should visit the site to ascertain scope of work before putting up the Bid in working hours with prior intimation. For any queries regarding the same Bidders can contact Engineering Dept, ACTREC. Agency can on Board Line 022-2740/6873 5000 , Ext 5710 Direct line 022 2740/6873 - 5111/5067</p>

11	Pre Bid Meeting	<p>A. Pre-Bid query: Till 06/04/2021 on ksuthar@actrec.gov.in, vkhair@actrec.gov.in ,hkelkar@actrec.gov.in.</p> <p>B. Pre Bid Meeting will be held on 08/04/2021 (11:00 hrs to 13:00 Hrs). at engineering Dept ACTREC</p> <p>C. Post pre-bid query : Till 09/04/2021 , hkelkar@actrec.gov.in , vkhair@actrec.gov.in , ksuthar@actrec.gov.in.</p>
12	Dead Line for submission of Original DD etc. towards Tender EMD. And technical bid hard copy.	On or before 20/04/2021 (15:00 Hrs.) in the Office of Engineering Services ,KS203 , 2nd floor, Khanolkar Shodhika, ACTREC, Navi Mumbai 410210
13	Last date and time of closing of online submission of tenders:	On 20/04/2021 (15:00 Hrs.)
14	Date and time of online opening of Technical Bid.	On 20/04/2021. (15:30 Hrs.)
15	Date of opening of Financial Bids of qualified bidders.	Will be notified at a later date.

Note: 1. Director-ACTREC reserves the right to accept or reject the tender(s) in full or in part, without assigning any reason thereof. Tenders with any condition including conditional rebate shall be rejected forthwith.



TATA MEMORIAL CENTRE
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 A GRANT-IN-AID INSTITUTE UNDER DEPARTMENT OF ATOMIC ENERGY, GOVERNMENT OF INDIA

Tender No:	TMC/ACTREC/ENGG/KRS/ET-34/ELE - ARC/2021
Tender Name:	Item Rate Running Contract for Annual Electrical Works and Supply of Electrical Items for the year 2021-22 at ACTREC

GENERAL INSTRUCTIONS TO TENDERER

NAME OF THE AGENCY	
Important	THE LOCATION OF WORK TO BE EXECUTED IS CANCER PATIENTS AREA. EXTRA CARE SHALL BE TAKEN WHILE EXECUTING THE WORK. IT IS REQUESTED TO VISIT THE PLACE OF WORK BEFORE SUBMITTING THE TENDER.
1	Tender Documents can be viewed on our web site www.actrec.gov.in
2	Conditions of Contract may be downloaded from our website www.actrec.gov.in (in case of difficulty please contact on 022 2740/6873 5111 , 022 2740/6873 5000 Ext 5710 or you can collect hard copy from Engineering services.
3	Registered contractors can only purchase /download & upload tenders documents.
4	Interested agencies may visit www.tendervizard.com/DAE for registration.
5	Contact for assistance/ clarifications/registration on 09969395522/ 022-25487363 (Shri. Rudresh), e-mail: rudresh.tendervizard@gmail.com
6	Bidders who fulfill the following requirements shall ONLY be eligible to apply. (Joint ventures are not accepted).
7	For further information, please contact on 022 2740/6873 5000 , Ext 5710 during office hours. The existing "SECTION – 1: NOTICE INVITING TENDERS" OF "CONDITIONS AND CLAUSES OF CONTRACT – 2008" (P.5 & 6) in use for 2/3 bid TENDERING has been modified as per the requirement of e-Tendering. The modified VERSION OF THE SAME" is enclosed as CS-13 (Correction Slip – 13 to Conditions and Clauses of Contract -2008).
8	Proof of registration/associations with Government / Semi Government / Corporate Hospitals & having experience in execution of similar nature and magnitude of works.
9	Should have satisfactorily completed the works as mentioned below during the last seven years ending 31.03.2020 and on going works till the date.
10	Three similar works each costing not less than Rs.14 Lakh each, or (40% of Estimation Cost)
11	Two similar works each costing not less than Rs. 21 Lakh each, or (60% of Estimation Cost)
12	One similar work costing not less than Rs.28 Lakh (80% of Estimation Cost)
13	Similar works shall mean "Item Rate Running Contract for Annual Electrical Works, Supply of Electrical Items and other allied electrical works" carried out for private, corporate bodies & commercial organization, Government organization etc. during last seven years with name of the parties and cost of work executed with proof of work done and work orders along with performance certificate.
Note: A	The value of executed works shall be brought to the current costing level by enhancing the actual value of work at a simple rate of 7% per annum; calculated from the date of completion to the last date of receipt of tender.
B	Annual turnover as per ITCC or profit & loss statement for the last 5 years (Average annual turn over for the last 3 financial years should be at least Rs. 17.5 Lakh (50% of tender Amount) not having incurred any loss in more than 2 years during last 5 years ending 31/03/2020 (last Financial year).
C	The bidding capacity shall be equal to or more than the above respective estimated cost. The bidding capacity shall be worked out by following formula Bidding capacity = (A x N x 2) - B Where A = Maximum value of works executed in any one year during the last five years taking into account the completed as well as works in progress. N-Number of years prescribed for completion of work for which bids has been invited. B- Value of existing commitments and on going works to be completed during the period of completion of work for which bids have been invited
D	Should not have incurred any loss in more than two years during the last five years ending 31st March, 2019.
E	Networth certificate: Networth certificate of minimum 15% of the estimated cost put to tender issued by certified Chartered Accountants (on the format prescribed in form B-1)
F	List of similar works in hand & similar works carried out by them for last 3 years indicating i) Agency for whom executed, ii) Value of work, iii) Completion time as stipulated and actual, or present position of the work.
G	List of construction plant, machinery, equipments, accessories & infrastructure facilities possessed by the agency to complete the work in time. Agency to provide their organization chart/ establishment details.

H	List of Technical staff they possess.
I	CERTIFICATES: (Scanned copy of original certificates to be uploaded). Registration, Certifications etc.
1	Performance Certificates and work completion certificate
2	Shop and establishment/ Company registration/ other certification proving the legal entity
3	TIN Registration
4	PAN (Permanent Account Number) Registration
5	GST registration number
6	Valid Electrical Contractor Licence issued from PWD
7	CA certificate for annual turn over, profit loss during last 3 years.
8	Declaration form as attached in tender documents
9	ITR for last three years ending 31/03/2020
J	UNDERTAKING as under:- On the letterhead of the bidder
1	I/We undertake and confirm that eligible similar works(s) has/have not been got executed through another contractor on back to back basis. Further that, if such a violation comes to the notice of Department, then I/we shall be debarred for bidding in DAE in future forever. Also, if such a violation comes to the notice of Department before date of start of work, the Engineer-in-Charge shall be free to forfeit the entire amount of Earnest Money Deposit/Performance Guarantee.
	(Scanned copy to be uploaded at the time of submission of bid).
2	The intending bidder must read the terms and conditions as per "SECTION - 1: NOTICE INVITING TENDERS" OF "CONDITIONS AND CLAUSES OF CONTRACT -" carefully. He should only submit his bid if he considers himself eligible and he is in possession of all the documents required. Department reserves the right of Non-consideration of Tender documents of the agencies who are not fulfilling the NIT stipulations and / or having adverse report on the works carried out by them in the past. Agency to ensure that he is eligible to provide desired services.
3	Information and Instructions for tenderers posted on website shall form of tender document.
4	Hard copy of Technical Bid shall be submitted in ACTREC before due date and time. Hard copy should have all the documents as uploaded on line. It may be noted that both the versions of technical bid submission is necessary before due date and time.
5	<p>OBTAINING OF STANDARD DOCUMENTS: In addition to the above, the prospective agencies shall be required to possess following documents with them separately, which shall form part of Tender Documents for this work. These documents can be downloaded from the ACTREC's website (tender section on www.actrec.gov.in) or can be purchased separately on payment of prices indicated. In case the agencies already possess these standard documents with them, the same need not be downloaded / purchased again. Printed books are available at the Engineering Services, TMC-ACTREC, Kharghar, Navi Mumbai- 400 210. Payment for the same can be made in cash or in the form of DD drawn in favor of Accounts Officer, ACTREC, payable at Navi Mumbai as indicated below:</p> <p>NAME OF DOCUMENT</p> <p>Conditions and Clauses of Contract - 2008. Available for FREE OF COST in Engineering Services office, 2nd Floor, Khanolkar Shodhika, ACTREC.</p> <p>OR</p> <p>This document can also be downloaded from our website www.actrec.gov.in. After taking a print out, it should be duly signed, stamped and enclosed in Technical bid envelope.</p>
6	The bid can only be submitted after uploading the mandatory scanned documents such as Demand Draft or Pay order or Banker's Cheque or Deposit at call Receipt or Fixed Deposit Receipts and Bank Guarantee of any Scheduled Bank towards cost of tender document and EMD in favor of "ACCOUNTS OFFICER, ACTREC" and Processing Fee in favor of "ITI LIMITED, NEW DELHI" and other documents as specified.
7	Those contractors not registered on the website mentioned above, are required to get registered. If needed, they can be imparted training for online bidding process as per details available on the website.
8	The intending bidder must have valid class-III digital signature to submit the bid.
9	On opening date, the contractor can login and see the bid opening process.
10	Certificate of Financial Turn Over: At the time of submission of bid, contractor may upload Undertaking / Certificate from CA mentioning Financial Turnover of last 3 years or including profit & loss statements and further details if required may be asked from the contractor after opening of technical bids. There is no need to upload entire voluminous balance sheet. This should be certified by CA.
11	Contractor must ensure to quote rate of each item. The column meant for quoting rate in figures appears in YELLOW colour and the moment rate is entered, it turns SKY BLUE . In addition to this, while selecting any of the cells a warning appears that if any cell is left blank the same shall be treated as "0" . Therefore, if any cell is left blank and no rate is quoted by the bidder, rate of such item shall be treated as "0" (ZERO). In the schedule of quantities, if rates are not quoted for items or if a firm quotes "NIL/N.A./Not applicable/---/ Leaving blank space etc." charges, the bid shall be treated as unresponsive and will not be considered. DO NOT use vague terms. Insert required information with clear meaning in technical bid & financial bid.
12	In the case of bids in three stage system and if it is desired to submit revised financial bid then it shall be mandatory to submit revised financial bid. If not submitted then the bid submitted earlier shall become invalid.
13	The Department reserves the right to accept / reject any prospective application without assigning any reason thereof.
14	Short listing of the agencies shall be subject to thorough verification of their credentials and inspection of works carried out by them, through a Technical Evaluation Committee of experts, constituted by ACTREC

15	IF ANY INFORMATION FURNISHED by the applicant is found to be incorrect at a later stage, they shall be liable to be debarred from tendering / taking up works in TMC.
16	PROSPECTIVE AGENCIES SHALL SATISFY THEMSELVES OF FULFILLING ALL THE NIT CRITERIA BEFORE SUBMISSION OF TENDER. Department reserves the right of non consideration of tender of the agencies not fulfilling the stipulated criteria.
17	Any Additional work needs to be executed for completion of work, CPWD latest rates will be considered.
18	TMC-ACTREC does not guarantee opening of the tender immediately after the closing date and time due to reasons beyond its control and hence tenders can be opened after the due date and time also. It will however will be ensured that no offers are submitted after tender closing date and time. Vendors cannot submit/modify any offer or attach any file to it after closing date and time as stipulated in the tender notice. System does not permit any alternation, modification, deletion of any entry or condition, offered by the tenderer in the e-tender, after closure of the virtual date and time.
19	ACTREC will not be responsible for any kind of technical problem at Vendor's end in case of difficulty in up loading of tender. Agencies are advice to finish the uploading of tender well before time. No tender will be accepted by ACTREC at later stage that could not be uploaded because of unforeseen technical problems.
20	Bidders who have successfully up loaded the tender documents and forwarded physical (hard) copies of the Technical Bid before due date and time will only be considered. Please note that bidder will have to finish both the activities to proceed further. Otherwise bidders will be disqualified.
21	All papers submitted with the tender should bear the signature and stemp of the tenderer on every page.
22	All information in this tender shall be in English only.
23	Rate quoted should be in Indian currency only.
24	Tender containing clerical errors, typographical error/ arithmetical mistake may be libel to be rejected.
25	All the rates quoted with basic cost and GST as applicable
26	Only one rate shall be offered for the Item. Multiple rates against one item shall be rejected.
27	The tenderers shall quote rates which shall remain valid for acceptance by ACTREC for a period of 12 months or stipulated time limit as mentioned in the tender documents.
28	only lowest offer may be considered for financial negotiations.
29	Performance Gaurantee: Performance Gaurantee will have to be submitted at the rate of 3% of the contract value valid for 2 Months after completion of work to be submitted within 15 days of issue of Letter of Intent.
30	Security Deposit will be deducted @ 2.5% of work order value from the running bills and will be refunded after completion of defect liability period of one Year. Submission of more than one Tender by a particular Tenderer under different names is strictly prohibited. In case it is detected later that this condition has been violated all the tenders submitted by Tenderer would be rejected or cancelled and earnest money or security deposit will be forfeited in addition to such legal action as may be deemed fit and proper.
31	Canvassing in connection with tender/quotation is strictly prohibited.
32	Director-ACTREC reserves right to reject any or all the quotations or allot part of the work to different agencies without assigning any reason.
33	Mode of measurement will be as per the guidelines laid in the Departmental conditions of contract & technical specifications.
34	Awarding work order will be strictly as per departmental norms/policies as decided by Competent Authority of TMC-ACTREC.
35	In case holiday falls on the date of opening on the technical bid & due to any other Inappropriate reasons, tender could not be opened shall be opened on next working day.
36	Lowest bidder will be identified on composite offer on the basis of rates quoted in financial bid those who have already qualified in technical bid.

I have read the Above instructions carefully and understood in right perspective.

Date:

Seal and Signature.



TATA MEMORIAL CENTRE
Advanced Centre For Treatment, Research and Education In Cancer (ACTREC)

A GRANT-IN-AID INSTITUTE UNDER DEPARTMENT OF ATOMIC ENERGY, GOVERNMENT OF INDIA

Tender No:	TMC/ACTREC/ENGG/KRS/ET-34/ELE - ARC/2021
Tender Name:	Item Rate Running Contract for Annual Electrical Works and Supply of Electrical Items for the year 2021-22 at ACTREC

ACCEPTANCE FORM (To be printed & executed on Letter head of the bidder)

NAME OF THE AGENCY	
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To,
The Director,
Advanced Centre for Treatment, Research & Education in Cancer (ACTREC),
Tata Memorial Centre,
Kharghar, Navi Mumbai- 410208.

Tender Ref: TMC/ACTREC/ENGG/KRS/ET-34/ELE - ARC/2021

Name of Work: Item Rate Running Contract for Annual Electrical Works and Supply of Electrical Items for the year 2021-22 at ACTREC.

I/We read the various conditions to tender including general conditions and hereby agree to abide by the said conditions. I/we also agree to keep this tender open for acceptance for a period of 120 (One hundred Twenty) days from the date fixed for opening the same and in default thereof. I/we will be liable for forfeiture of my/our "Security Deposit" to Tata Memorial Centre, ACTREC. I/We will execute the work as per the quoted rates and hereby bind myself/ourselves to execute the work in all respects during the period of contract from the date of issue of letter of acceptance of the tender. I/we also hereby agree to abide DAE general conditions of the contract as amended from time to time and to carry out the work according to the drawings, specifications and special conditions of the contract laid down by ACTREC.

A sum of _____ - is hereby forwarded as Earnest Money in the form of D.D/ Bank's P.O. through receipt No. _____ dated _____ for Rs. _____ The full value of Earnest Money shall stand forfeited without prejudice to any other rights to remedies if:-

A) I/we do not execute the contract documents immediately after getting information form ACTREC.

B) I/we do not commence the work within 15 days after issue of the letter including work order to that effect. Until a formal agreement is prepared and executed, acceptance of this tender shall constitute a binding contract between us subject to modifications, as may be mutually agreed between us indicated in the letter of acceptance of my/our offer for this work.

Date:

Seal and Signature.



**TATA MEMORIAL CENTRE
ADVANCED CENTRE FOR TREATMENT RESEARCH AND EDUCATION IN CANCER
(ACTREC).**

A GRANT-IN-AID INSTITUTE UNDER DEPARTMENT OF ATOMIC ENERGY, GOVERNMENT OF INDIA

CHECK LIST FOR LIST OF DOCUMENTS SUBMITTED

NIT No.	TMC/ACTREC/ENGG/KRS/ET-34/ELE - ARC/2021		
NAME OF WORK:	Item Rate Running Contract for Annual Electrical Works and Supply of Electrical Items for the year 2021-22 at ACTREC		
Name of Agency:			
Sr. No	PARTICULARS	REMARKS	
1	Name of the Bidder		
2	Postal address		
3	Contact with STD code		
4	Fax with STD code		
5	Name of Contact person		
6	Mobile No.		
7	e-mail ID		
8	BELOW GIVEN DOCUMENTS TO BE SCANNED AND UPLOAD IN THE WEBSITE www.tenderwizard.com/DAE WITHIN THE PERIOD OF SUBMISSION	SCAN COPIED ATTACHED (say scanned copy attached or not)	"YES" OR "NO"
8.1	Financial Turn Over Certified by CA		
	2017-18		
	2018-19		
	2019-20		
8.2	Profit & Loss Statement Certified by CA and ITR		
	2017-18		
	2018-19		
	2019-20		
8.3	Networth certificate: Networth certificate of minimum 15% of the estimated cost put to tender issued by certified Chartered Accountants (on the format prescribed in form B-1)		
8.4	List of Similar Works carried out in last 7 years i) Agency for whom executed ii) Value of Work	ATTACH SCANNED COPY SEPARATELY	
8.5	List of similar works indicating: i) Agency ii) Value of Work iii) Stipulated time of completion/ present position	ATTACH SCANNED COPY SEPARATELY	
8.6	List of Construction Plants and Machinery:	ATTACH SCANNED COPY SEPARATELY	
8.7	List of Technical Staff	ATTACH SCANNED COPY SEPARATELY	
9	Certificates:		
	i) Registration Certificate if Any,	ATTACH SCANNED COPY SEPARATELY	
	ii) Certificates of Work Experience /Performance certificates	ATTACH SCANNED COPY SEPARATELY	
	iii) Certificates of Registration for Sales Tax/ VAT/ WCT and Service Tax/ GST	ATTACH SCANNED COPY SEPARATELY	

	iv) TIN Registration Certificates	ATTACH SCANNED COPY SEPARATELY	
	v) PAN (Permanent Account Number) Registration	ATTACH SCANNED COPY SEPARATELY	
	Undertaking that the eligible similar work(s) have not been executed through another contractor on back to back basis:	ATTACH SCANNED COPY SEPARATELY ON AGENCY'S LETTER HEAD	
10	Demand Draft , NEFT , Pay Order , of any scheduled Bank towards Cost of Tender Processing Fee	ATTACH SCANNED COPY SEPARATELY	
11	Demand Draft of any scheduled Nationalised Bank towards EMD payable at Kharghar, Navi Mumbai.	ATTACH SCANNED COPY SEPARATELY	
13	Bank Guarantee of any Scheduled Bank against EMD	ATTACH SCANNED COPY SEPARATELY	
14	Conditions of the Contract Book : To be down loaded from www.tenderwizzard.com/dae/help/documents/tatamemorialcentre/conditionsof contract	SUBMITT SIGNED COPY ALONG WITH TECHNICAL BID	
15	I/WE NOTED TECHNICAL BID SALIENT GOVERNING FEATURES OF THE TENDER / WORK		
16	Validity of Offer- Min. 120 days		
17	Completion Period: 12 Months and will be extended for the period of One year in the same rate and condition of contract.		
18	I/WE certified that our TECHNICAL BID is compliant with tender document.		

Note: 1. All the fields where information is asked needs to be filled up. Please don't keep any field blank.

Date

Seal and Signature.



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Vendor Details

NIT No.	TMC/ACTREC/ENGG/KRS/ET-34/ELE - ARC/2021
NAME OF WORK:	Item Rate Running Contract for Annual Electrical Works and Supply of Electrical Items for the year 2021-22 at ACTREC

Name of Agency:		
Sr No	List of Documents to be scanned & uploaded within the period of bid submission:	Details (to be given mandatorily)
1	Name / Title of the Bidder/ Type of Establishment	
2	We have quoted for all the items in Financial bid in the prescribed format of the Tender documents (say 'Yes/No') (Partial/Incomplete offers are liable for rejection)	
3	Full Address	
4	Name of the person authorized to deal/undertake business for and on behalf of the Bidder	
5	Telephone & Mobile Number	
6	Fax. No.	
7	Email Address	
8	Legal entity of Bidder whether Firm/Society/Company/SSI unit	
9	Establishment Registration Number	
10	Authority with whom Registered	
11	Valid Electrical Contractor Licence issued from PWD	
12	Main Business of the Bidder	
13	Authorized area of Operation in India	
14	Name & Address of Bankers	
15	PAN No. / TAN No.	
16	Registration No. Granted by Govt. body for GST	
17	GST	
18	Networth certificate: Networth Certificate of minimum 15% of the tender value issued by certified chartered Accountant (on the formate Prescribe in Form B-1)	
19	No. of Man power employed by Bidder	
	1) Technical	
	2) Administrative	
	3) Financial	
20	Experience of the Bidder in dealing with the tendered item/works	
20.1	Performance Certificate / Work Completion Certificate.	
21	QUALIFYING EXPERIENCE	
	a) THREE Works costing 40% of 'Tendered Value' i.e., Rs.14.00 Lakh each. Or	
	b) TWO Works costing 60% of 'Tendered Value' i.e., Rs. 21.00 Lakh each. Or	
	c) ONE Works costing 80% of 'Tendered Value' i.e., Rs.28.00 Lakh each.	

22	Turn over in the last 3 years ending on 31.03.2020	
	2016-17	
	2017-18	
	2018-19	
23	Average Turn Over for Last 3 Years, certified by CA.	
24	Details of work orders in the last 7 years, amount, Name of Authority, Completion Period etc. (separate sheet)	
25	List of plant & machinery of bidder (attach separate sheet)	
26	Demand Draft/Cash Receipt Number for EMD, Amount, Date, Bank, etc.	
27	P.F. Registration No.	
28	E.S.I.C. Registration No.	
29	There are deviations of specification/type etc in any of the items of Financial Bid. (Deviations, if any, shall be mentioned in Technical Bid. The agency has to quote separately for the those items and enclose with Financial Bid)	

Certified that the above information is correct & true to the best of my knowledge and belief. Nothing has been concealed

Signature

Name of authorized person for bidder with seal



TATA MEMORIAL CENTRE
Advanced Centre For Treatment, Research and Education In Cancer (ACTREC)
Kharghar, Navi Mumbai – 410210.

NIT No:	TMC/ACTREC/ENGG/KRS/ET-34/ELE - ARC/2021
Name of Work:	Item Rate Running Contract for Annual Electrical Works and Supply of Electrical Items for the year 2021-22 at ACTREC
Name of Agency:	

- 1 **SCOPE OF WORK:** The contract involves 'Item Rate Running Contract for Annual Electrical Works and Supply of Electrical Items for the year 2021-22 at ACTREC, Kharghar, Navi Mumbai'.
This contract includes supply, installation of electrical items as and when required
- 2 **DEPARTURE FROM SPECIFICATIONS:** The tenderer should clearly indicate departure if any, from the specifications with reasons for the same. The tenderer should incorporate no additions/alterations in the specification. However, any deviation should be brought out separately along with their offer.
- 3 Any work, fittings, accessories or apparatus which may not have been mentioned in the specifications but which are necessary in the equipment/unit for the efficient and satisfactory working of the plant/unit/system should be included in the offer by the tenderer. All the plants, units and systems which are included in the schedule of quantities should be in satisfactory working condition, throughout the period of contract, after the same are serviced/repared by the contractor.
- 4 Contractor intends to carry out certain changes in the existing circuits or layouts, they will be permitted to do so, for which the contractor is required to submit the merits of their circuit layout along with four copies of drawings and will carry out the changes only after getting the approval in writing from the Competent Authority nominated for the purpose.
- 5 **MATERIALS:**
All materials, spares used for the maintenance and repairs of the equipments shall be new and of the best quality, confirming to the relevant ISI specifications. They must be the product of reliable manufacturers of many years of standing. All like parts of materials shall be interchangeable. The name of the manufacturers of various materials shall be furnished. Samples of materials shall, wherever required, be submitted and got approved by the Competent Authority before use in the installations. All materials shall be rust/weather proof or rendered rust/weather proof by application of suitable covers be complete with accessories, fittings and mountings, as may be required for their proper performance.
- 6 **WORKMANSHIP:**
 - 6.1 Good workmanship and neat finish/appearance are the pre-requisites for complying with the specifications. The contractor shall employ qualified staff for carrying out servicing and repairs to the equipments listed in the schedule of quantities. The service and repair work should be done under the supervision of competent and qualified experienced person with requisite educational qualifications and considerable experience.
 - 6.2 Sub-standard workmanship will not be accepted and shall be rectified at contractor's own cost and risk to the satisfaction of Competent Authority.
 - 6.3 The tenderer shall furnish the name of technicians and members of staff who will be engaged in the work details of their working experience.
- 7 **CHARACTER AND CONDUCT OF STAFF EMPLOYED:**
The contractor should note that the staff recruited/appointed for the purpose of work should be of Indian Origin/domicile of this country only. The person recruited/appointed for the purpose of contract should have good moral character and must not be in the wanted list of criminals of any country.
- 8 **PAINTINGS AND NAME PLATES:**
 - 8.1 Wherever equipments like motors etc. are required to be painted, specifications as mentioned in this document should be followed strictly.
 - 8.2 Wherever any equipment/unit/installations bear nameplates, the preservation of the same on its place will be the responsibility of the contractor.
- 9 **INSURANCE:**
 - 9.1 The tenderer shall insure in his own cost, all the materials, tools, jigs, spares, during transit from his factory/office to site as well as during storage at site till the contract is in force.
- 10 **SECURITY:**
 - 10.1 No security will be provided by the Department for the equipments, tools jigs, spares etc. brought at site by the contractor or issued to the contractor and the contractor will be required to make his own arrangements for the security of such materials, spares, equipments etc.
 - 10.2 The equipments covered under this contract belonging to this Department taken by the contractor to the site workshop/repair shop unless installed back in position will be under the custody of the contractor for security. Any damages etc. of whatsoever nature will be the contractor's responsibility.

- 10.3 The staff required to work in the workshop/field , to manage material requirements , inventory is to be recruited/appointed by the contractor and the staff will be on the pay roll of the contractor. The security and safe working of the staff will be the contractor's responsibility. The staff employed will be purely the risk & responsibility of the contractor and the Department will not pay any compensation whatsoever to the contractor or to their employees in case the said staff meeting with any unfortunate incidents which may cause damage of any kind. And it will be of contractor's responsibility and the Department will pay to the contractor or to their staff no compensation of whatsoever kind.
- 10.4 During the period of contract, the contractors and their staff will have to follow Departmental Security Rules and in the event of dispute, the decision of the Department will be final and binding.
- 10.5 Any equipment/unit if lost, while in the custody of tenderer/contractor or damaged for any reasons, the contractor will be liable to pay the full cost of the equipment at current market rates, prevailing at that time.
- 11 **TRANSPORTATION OF WORKMEN AND MATERIALS:**
No transport facilities will be provided for transportation of men and/or materials at any location of installation. The contractor should make the transport arrangement for the staff as well as for the material and equipment/components needed to carry out servicing/repair including those required for dismantling/shifting of unit from user's location to service station and back.
- 12 **HANDLING OF EQUIPMENT:**
- 12.1 The contractor shall be entirely responsible for handling of the equipment while dismantling and reinstalling the same including any damage or loss of the components or equipments as a whole during the repair work. Any damage or less is to be replaced by the contractor without additional cost to the Department.
- 12.2 Wherever equipments covered under the contract are installed at higher heights, it will be the contractor's responsibility to provide safety arrangements for his staff for carrying out servicing/attending to repair to the equipment etc.
- 12.3 Wherever equipments covered under this contract are installed at higher heights, the contractor should make arrangements so as to ensure that the member of his staff will not damage or cause loss to ACTREC property in any way. In case any such damages are made, the contractor will be required to make up the losses in full.
- 13 **RECORD OF WORK:**
- 13.1 The contractor shall attend immediately to all intimations on telephone/by letter/or by person received from the users/in respect of unsatisfactory working condition of the equipment without any extra charge and the same shall be attended within 24 hours of the date and time of receiving the call from the users.
- 13.2 The contractor will be required to maintain suitable service card record of the works, which has been carried out in each equipment and must produce it to concerned Engineer or their representative as and when asked for.
- 13.3 The details of such service card are to be formulated by the contractor and to be got approved from the Competent Authority of the Department.
- 14 **DURATION OF REPAIR:**
- 14.1 Whenever any equipment/unit covered by this contract is taken up for repairs to workshop for necessary repairs, a replacement unit of equipment capacity be provided/installed in its place, by the contractor considering the importance of the machine in operation.
- 14.2 Unit/equipment taken up for repairs to work shops must be brought back and commissioned in its place within Fifteen Days from the date it has been removed from its place.
- 15 **GUARANTEE:**
- 15.1 All the spare parts along with its installation and commissioning will be guaranteed for a period of one year from the date of commissioning of the equipment. This includes the refrigerant charging etc., if any required for the commissioning of the equipment.
- 15.2 The equipment/unit covered in this contract are installed/located in the various offices/Dispensaries/Guest Houses of various divisions of ACTREC. The contractor after issue of work order will contact Engineer-in-charge, as and when required by them for service/repair of these units.
- The detailed list of Units/equipments with their locations will be given to the successful tenderer.
- 16 **PENALTY CLAUSE:**
- The contractor shall complete assigned work in stipulated time period mentioned in the work order. The contractor has to pay 0.5% penalty per day of the total work order value immediately after the last date of completion of the work mentioned in work order. The amount will be deduced directly from Final bill without any prior intimation. In this regard the final decision of Engineer-in-Charge will be binding upon the contractor.

TECHNICAL TERMS AND CONDITIONS

- 1 The annual item rate running maintenance contracts of the unit/component/equipment of the system at ACTREC.
- 1.1 Routine Maintenance/ operation of substations, pumps etc.
- 1.2 Servicing
- 1.3 Break-down maintenance
- 1.4 Repairs and replacement of parts
- 2 Technical specifications for operation and item rate running contract.
- 2.1 **ROUTINE MAINTENANCE:**

The agency shall regularly examine the operation of equipments, motors etc. They shall carry out planned maintenance in a systematic and controlled manner using manufacturer's techniques, spares and expertise and as recommended by original manufacturers. A minimum schedule of routine maintenance may be furnished and got approved by the competent authority of the department in advance. The routine maintenance carried out shall be cross checked by Supervisor/Engineer-in-charge and duly signed.

The necessary spares for routine maintenance shall be supplied by the agency at extra payment. Any extra manpower required for timely completion of routine maintenance shall be arranged by the agency at no extra payment.

SERVICING:

Servicing of equipments and their associated components shall be carried out using manufacturer's techniques, spares and expertise as recommended by original manufacturer. The frequency of servicing shall be as recommended by the manufacturer. A minimum schedule of servicing is required to finalize/submit as per recommendation by manufacturer. Any additional servicing necessary to achieve better performance and availability of system shall also be carried out.

The necessary spares required for servicing shall be supplied by agency at no extra payment.

- 2.2 The following shall also be included in servicing for smooth and safe functioning of system:
- Providing lubricants/greases etc., for rotating parts/equipments as per manufacturer's standards.
 - Checking/testing safety devices for proper functioning and as intended.
 - Systematically examining, servicing, and cleaning following components: bearing, rotating elements, breakers, starters, contactors, panels etc.
 - Servicing of all other equipments components added during maintenance contract period and pertaining to system.

Any extra manpower required to complete servicing in time shall be arranged by the agency at no extra payment.

BREAK-DOWN MAINTENANCE:

Whenever there is any fault noticed with the system by the agency or any complaint is given to agency to rectify the same shall be responded in shortest possible time. The maximum period required for rectifying any break-down shall be as follows:

Minor breakdown: Within 24 hours or as required by Supervisor/Engineer-in-charge whichever is early. Extension of period at the sole discretion of Engineer-in-charge with valid reason.

Major breakdown: The contractor should start the work immediately & to procure the materials & spares required for attending breakdown service. Extension of time at the sole discretion of Engineer –in-charge with valid reason.

Necessary spares shall be supplied by the agency as per rate running contract for keeping necessary spares within the premises at ACTREC for immediate use. Following approved make spares shall be made available in the premises to attend any emergency work. However, the material stored by the agency shall be used as and when required by giving proper requisition and at the end of contract period the contractor will take away all the remaining material.

- 2.3 LED Tubelights, normal tubelights, Chokes, Ceiling fan, wall fan, Exhaust fan metal body(450mm , 300mm , 225mm) , PVC body exhaust fan (150mm, 200mm)
- 5/15A switch sockets Normal, Modular
 - 9w,11w,18w, 36w PL lamps
 - Lamps for street lights/ floodlight
 - PVC conduit, casing capping , 5/15 combine board
 - MCB 16A, 20A,25A,32A,63A DP/4P
 - PVC boards 4x4,4x7,6x8,8x10,10x12 size
 - 5/15A plug top, AC enclosure box , angle holder,
 - ELCB single phase/ three phase – 30/ 60 Amps.
 - Flexible wire 1.5/2.5/4 sqmm
 - 3/6/7/9/12 Watts LED lamps
 - ring , Pin type lugs 10,16,25,35sqmm
 - Flexible cable 2core/3core - 1.5sqmm, 2.5sqmm,4sqmm any other spares as suggested by OIC-ES

The agency may increase the number or types of spares as deemed fit by them on intimation to Engineer-in-charge. For timely completion of break-down repairs extra man power shall be arranged by the agency.

REPAIRS AND REPLACEMENTS OF PARTS:

- 2.4 During routine maintenance daily, monthly, quarterly, half yearly and annual servicing and other break-down maintenance, the agency shall replace/repair any component/equipment/instrument or any part thereof pertaining to system required for smooth and safe functioning of the system and as directed by the Engineer-in-charge of this Department at no extra cost.

PENALTY FOR NON COMPLIANCE WITH TERMS AND CONDITIONS OF THE CONTRACT:

- 3 The agency shall complete the minor as well as major breakdowns in the stated hours or the duration (No. Of hours) fixed by Engineer-in-charge. If the number of hours exceeds the permitted number of hours for the said breakdown, a penalty as decided by the competent authority shall be imposed and recovery from bills shall be made accordingly. Penalty is liable to be levied to the agency and necessary recovery will be made from the running bills as decided by the competent authority, in case the routine maintenance, servicing and breakdowns maintenance are not carried out as per tender specifications in the month.
- 4 **OTHER CONDITIONS:** The following shall also be included in the scope of the terms and conditions of the contract.
- 4.1 The agency shall ensure smooth functioning of the system. Shut-down of any of the equipment/component of the system without any valid and genuine reason and without the approval of Supervisor/Engineer-in-charge shall not be permitted. All motors and other allied accessories shall also be subject to necessary preventive maintenance checks by the agency along with all mechanical equipments/components.
- 4.2 Offer shall include the operation and comprehensive maintenance of all the machineries/equipments/components both electrical as well as mechanical of the system as mentioned in the schedule of quantities.
- 4.3 While undertaking preventive maintenance or outage for major overhauling, it shall be ensured that minimum required numbers of units/components/equipments are available for operation. However decision will be at the sole discretion of Supervisor/Engineer-in-charge.
- 4.4 Before effecting regular servicing and maintenance of any units/equipments/component advance information shall be given to the concerned Engineer-in-charge/Supervisor, Servicing and routine maintenance done without information shall be treated as null and void and charges towards same shall not be paid.
- 4.5 The agency must maintain sufficient inventory of the spares of preferably all types at site under intimation to the Engineer-in-charge. Necessary space shall be provided by the Department for keeping spare parts. However the agency shall be solely responsible for the security of his materials and equipments etc.
- 4.6 All the scraps/dismantled unusable parts of the units/equipment/components generated during any maintenance work shall be kept at Scrap yards by the agency under supervision of departmental person or E-I-C.
- 4.7 The rate running maintenance contract shall be for 12 months and further extended for one more year in the same rate and condition of contract.
- 4.8 Rates quoted for the works shall remain firm during the said period and no escalations whatsoever shall be permitted.
- 4.9 One month notice shall be given from either side in writing before effecting the termination of this contract.
- 4.10 The bills for the works done by the agency shall be paid on monthly basis (every month) after satisfactory completion of all the schedules and works, which shall be certified by the Engineer-in-charge. You shall depute your representative to take joint measurement for all works executed after previous measurement and submit your bills for the same on or before 3rd of every month.
- 4.11 Security deposit as per tender conditions shall be deducted from the bills of the contractor.
- 4.12 Agency may visit the place (ACTREC) with prior permission of Engineer-in Charge before quoting, if they so desire.



<u>General conditions</u>	
Transportation of related materials from the factory/ coustomes (if imported) to ACTREC installation site respectively, unloading, keeping the same at site appropriately for execution and installation thereafter in th scope of agency.	
All areas must be cleared from debris/ dismantled materials before completion certificate is issued for settlement of final payment. Bill will be settled as per the joint measurement for actual work done.	
Agency should submit all the necessary test reports, certificates, undertakings etc. as required before settling of payment.	
Once the order is issued, agency to contact respective engineer-in-charge for administrative activities, challans, gate pass, submission of bills, any other site related activities etc.	
Agency has to arrange its own material storage with locking arrangements at space provided by ACTREC	
All the features/functionalities must be shown and tested before completion certificate is issued for settlement of final payment. Bill will be settled as per actual measurement.	
Agency should submit all the necessary catalogues, Brochures , as laid drawings/schematic, test reports, certificates, undertakings etc. as required before settling of payment.	
Agency should provide training to Engineering for operation & maintenance. Operational training to ACTREC staff is to be given in ACTEC itself.	
The agency is requested to visit the site to know actual scope of work before quoting.	



TATA MEMORIAL CENTRE
Advanced Centre For Treatment, Research and Education In Cancer (ACTREC)
Kharghar, Navi Mumbai – 410210

NIT No :	TMC/ACTREC/ENGG/KRS/ET-34/ELE - ARC/2021
Name of Work :	Item Rate Running Contract for Annual Electrical Works and Supply of Electrical Items for the year 2021-22 at ACTREC
Name of Agency:	

Make of Component

- 1 SFU- L&T/ GE/ ABB/Schneider/ Siemens
- 2 Contactors - L & T / Siemens/ ABB
- 3 Capacitors- Khatou Junker/ Unistar/Prabodhan/ EPCOS/ Franko
- 4 MCB- Siemens/ MDS/ ABB/ Schneider/Indo Kopp
- 5 APFC Relay - Rudrashakti / Franko/ EPCOS/ Ducati
- 6 Indicating lamps- Essen/ Technic/L & T
- 7 Push Buttons - L & T / Siemens/Teknic
- 8 MCCB - GEC/ L & T / Siemens
- 9 LT/Telephone cables- Polycab/ Finolex/ CCI/Delton
- 10 Cable glands- Dowells/ Comet/ Jainson
- 11 Wires- Polycab/ Finolex
- 12 Fuses- Siemens/ L & T/Schnieder
- 13 CT/PT - AE / MECO/ RECO/ECS/Pragati/Happen
- 14 Timers - GEC/ Siemens/ L & T/Legrand/Siemens
- 15 Termination strip/block - Connect well/ Elmex
- 16 Lighjtng fixture- Philips/Crompton/Gemini-Global/Wipro/Syska/Orient Electric/Luker
- 17 FA system- Appollo/Bosch , Notifier
- 18 Panels-Arrow Engineers/ Square Automation/ Siemens/ ABAK Electrofab/Switch Build
- 19 Over load relays- Cutler hammer/ L & T / Siemes/ schnieder
- 20 Bimetal overload relays- Siemens/L & T / GEC-Alsthom
- 21 Battery & charger - Standred/AMCO, Amar raja
- 22 IP telephone Matrix, Alcatel
- 23 PVC conduits/Casing capping - Precision/ VIMCO/BEC/Presto/Polycab
- 24 Modular accessories - MDS/ MK/ North-West/Roma/Legrand
- 25 Metal clad sockets - Crompton/ cutler hammer/MDS/ North-West
- 26 Load manager - Enercon/NEMO/Schneider
- 27 CT/PT - RECO/AE/Pragati/Hupen
- 28 CAT-6 cable - Dlink/ AT & T / Molex/Delton/Systimax
- 29 GI Pipe - ZENITH/TATA/Jindal
- 30 Ceiling fan: Crompton/Orient/USHA/Bajaj/Polycab
- 31 Wall fan / Pedastal fan - Crompton / Bajaj / Usha / Almonardo
- 32 Switches/regulators: Anchor/Precision/Roma/Legrand/CPL
- 33 Bearings: SKF/Tata
- 34 DBs-Legrand/MDS/IndoAsian/Siemens
- 35 Battery - Exide/Cummins/Rocket/Amco/Quanta
- 36 LIU - comscope , Commscope , Netconnect , Alcatel lucent
- 37 Fiber optic armoured cablePolycab, commscope, finolex , netconnect
- 38 OS2 fully loaded fiber tray (LIU) which includes adaptors, pigtails,splice protectors,etcCommscope , Netconnect , Alcatel lucent
- 39 Fiber optic cable Termination accessoriesCommscope , Netconnect , Alcatel Lucent.
- 40 LIU switchCISCO / Alcatel Lucent / Netconnect
- 41 Patch cord LC - SC -PC typePolycab, commscope, finolex , netconnect
- 42 12-fiber LC-style, Singlemode adapter platePolycab, commscope, finolex , netconnect
- 43 DWC PipePreceision / Balco / Clipsal
- 44 Cable TrayProfab / legrand / RC engineering / Sadhana

Sample shall be got approved before use. For item not lised here may be proccurred as per Item specification.Substitution in make shall also be got approved before use. Above list of make is for selected itmes. Engineer-in-charge shall take final decision on make of material under any circumstances.

For other makes item supply agency has to take prior approval from EIC, OIC- ES

I hereby declare that i will use above mentioned makes/brands only, marked against the material description during work execution. Agency has to take prior approval from EIC, OIC befor providing different makes.

Signature of the tenderer with stamp



TATA MEMORIAL CENTRE
Advanced Centre For Treatment, Research and Education In Cancer (ACTREC)
A GRANT-IN-AID INSTITUTE UNDER DEPARTMENT OF ATOMIC ENERGY, GOVERNMENT OF INDIA

NEFT FORM

APPLICATION FORM FOR DEPOSITING PAYMENT AGAINST BILLS IN BANK ACCOUNT BY ELECTRONIC CLEARING		
1	Name of the Bidder	
2	Bidder Address & Other Particulars	
3	PAN NO.	
4	GST NO.	
5	Mobile No.	
6	Email ID	
7	Account Holder's Name (Title of the Account)	
8	Bank Account No.	
9	Bank Name, Branch & Address	
10	9-Digit MICR code of the bank	
11	Account type (SB/CURRENT)	
12	IFSC Code (attach xerox copy of cheque)	

Certified that the particulars furnished above are correct as per our records.

Signature of the authorised official from the bank.

Bank stamp :

Date :

Note : Xerox copy of cheque may be attached, without which the form will not be accepted.



TATA MEMORIAL CENTRE
ADVANCED CENTRE FOR TREATMENT RESEARCH AND EDUCATION IN CANCER (ACTREC).

A GRANT-IN-AID INSTITUTE UNDER DEPARTMENT OF ATOMIC ENERGY, GOVERNMENT OF INDIA

Tender No:	TMC/ACTREC/ENGG/KRS/ET-34/ELE - ARC/2021
Tender Name:	Item Rate Running Contract for Annual Electrical Works and Supply of Electrical Items for the year 2021-22 at ACTREC

NAME OF THE AGENCY	
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Special Terms and conditions of contract

	<u>ELIGIBILITY CRITERIA:</u>
1	The Bidder should be a Manufacturer / Indian Subsidiary of OEM / an authorized agent of OEM for minimum three years with a legal status in India. It must be noted that the tenderer should not have been blacklisted by any Government Agency/Institutions of local self Government / Public Sector in India under any contractual relation with them or facing process of penal action as such on complaints of quality. Director, ACTREC reserves the right for insisting upon submission of Satisfactory Performance Certificate issued by any such agency.
2	There shall be a screening committee appointed by Director ACTREC to examine the list of documents desirable as per terms & conditions attached to the Tender and to report in details on the eligibility of tenderers for further examination to the competent authority. The Tenderers are required to produce the original documents for verification if required for the screening committee.
3	Similar works shall mean "Item Rate Running Contract for Annual Electrical Works, Supply of Electrical Items and other allied electrical works" carried out for private, corporate bodies & commercial organization, Government organization etc. during last seven years with name of the parties and cost of work executed with proof of work done and work orders along with performance certificate.
4	Lowest bidder will be identified on composite offer on the basis of rates quoted in financial bid those who have already qualified in technical bid.
5	Bidders should have their office / technical support team in the vicinity of Navi Mumbai/Mumbai area.(MMRD)
6	Agency will have to quote for <u>one brand only</u> . List of make is provided for reference. Third party components needs to be disclosed in Compliance form for technical evaluation and acceptance. Do not right LOCAL make.
7	Competent Authority reserves right to accept or reject the offer in whole or in part and award the work in whole or in part, as per norms/policies accepted by the centre.
8	Transportation of materials from the factory to ACTREC installation site respectively, unloading, keeping the same at site appropriately and placing as per the instructions of Engineer-in-charge.
9	Agency to submit all relevant documents, test reports/certificates, post installation servicing if any.
10	Agency is responsible to any hazards or damage occurs to the ACTREC infrastructure buildings and insurance of this comes in their account during work execution.
11	Once the order is issued, agency has to contact respective engineer-in-charge for administrative activities, challans, gate pass, submission of bills, any other site related activities etc.
12	ACTREC requires that the successful agency will enter in to an agreement for on above Subjected work mutually agreed terms and conditions on placement of order.
13	The tenderer/Bidder should be competent enough to deal with the business of the tendered item technically and financially and should have adequate man-power having prescribed qualification (Skilled & Technical) required for managing the business.
	<u>Inspection & Test:</u>
1	The Purchaser shall have the right to inspect and/or test the equipment for conformity to the Contract Specifications
2	In case any inspected or tested equipments fail to conform to the specifications, the Purchaser may reject them and the supplier shall either replace the rejected equipments or make all alterations necessary to meet specification requirements free of cost to the Purchaser. The purchaser is open to charge any penalty in this regard.
3	Supplier shall provide installation and standard tests for the individual equipment before the delivery of the system at site.
4	The supplier shall test each individual equipment and the complete system after installation at site and prepare a test report. This shall be compared with the factory test report to ensure that there is no deterioration in the equipment parameters during storage, transportation and installation.
5	Leaflets, equipment manuals (hard copy, Compact Disk, DVD etc) and literature should be attached for ready references alongwith complete documentation of all the measurements conducted during installation period which shall be submitted by the supplier for future reference.
6	The technical problems faced during installation, testing and commissioning period and their solutions shall be submitted by the supplier at the time of handing over the completed works.

7	For the purpose of taking over the equipment/system supplied pursuant to this contract, an acceptance test shall be carried out at the Purchaser/Consignees destination site. The equipment which meets the acceptance test shall only be accepted by the Purchaser.
8	(a) Acceptance Test at site shall be conducted of individual equipment and complete system to ensure that individual equipment and complete system meets the technical specifications and other operational and technical requirements of tender
9	(b) The Purchaser shall have the right to reject any individual equipment or complete system, if in its opinion the same does not meet technical specifications, operational or technical requirements. The decision of the purchaser in this regard shall be final
10	(c) The delivery, installation or commissioning shall not be deemed to have been completed unless all the equipments and systems are accepted by the purchaser
11	Before the equipment is taken over by the Purchaser/Consignee, the Supplier shall provide manuals of the equipment/systems. This shall include the following: i) System Interface Drawings, Wiring diagrams ii) System Interconnection and Block diagrams iii) User Operation Manuals iv) Equipment Maintenance Manuals
	<u>PRICE BID</u>
1	The tenderer should quote the price exclusive of GST and levies of the each items on the Schedule of Quantity enclosed with the tender documents and signature & stamp thereon each page, in separate sealed cover, super scribing name of work indicating 'PRICE BID'. (Price bid submitted other than above form will be rejected). Partial/incomplete offers are liable for rejection as the entire work is considered as one work and Lowest bidder will be identified on the basis of basic cost only quoted in financial bid those who have already qualified in technical bid. GST will be extra as applicable. If the tenderer does not qualify himself in the technical bid, the price bid offered will not be entertained. In case of unsuccessful bidders in the technical bid, price bid will not be opened and would be returned (if required).
2	in the schedule of quantities, if rates are not quoted for items or if a firm quotes " NIL/N.A./Not applicable/----/ Leaving blank space etc." charges, the bid shall be treated as unresponsive and will not be considered.
3	Validity of rates: 120 Days from the opening of the tender.
4	Defect Liability Period: 1 Year
5	Stipulated time for completion of work : 12 Months and will be extendable for further period of one year in same rate & conditions of contract..
6	Variation in rates will not be allowed and will not be payable.
	<u>LIQUIDATED DAMAGE</u>
1	Successful tenderer will have to commence/execute the work as per the order placed by email/soft copy/LOI/Work order within the stipulated time period mentioned in the order. In failure to do so, the performance security submitted by the firm will be forfeited. In the event of the contractor fail to comply with conditions of this contract, he shall be liable to pay a compensation for non commitment of work as per order or for the delay an amount equal to 1% per month delay to be computed on per day basis, provided that the entire amount of compensation to be paid shall not exceed 10% of the estimated cost of the work. If the work is not completed within the stipulated time period as mentioned in the work order or inferior nature of work, the engineer in-charge has the right to terminate the whole work or part and get the work done from other agency at the risk and cost of tenderer and access money will be recovered from any dues. Liquidated damage can be recovered from EMD, Performance Security, Security Deposit or running bills of the Tenderer. Extension in delivery of work will not be given except in exceptional circumstances. The defaulting tenderer will be debarred from participant of any tender of TMC.

	<u>ARBITRATION</u>
1	In the event of any dispute arising between ACTREC and the contractor in any matter covered by this contract or arising directly or indirectly there from or connected or concerned with the said contract in any manner of the implementation of any terms and conditions of the said contract, the matter shall be referred to the Director, ACTREC who may himself act as sole arbitrator or may name as sole arbitrator an officer of ACTREC/TMH notwithstanding the fact that such officer has been directly or indirectly associated with this contract and the provisions of the Indian Arbitration Conciliation Act, 1996 shall apply to such arbitration. The contractor expressly agrees that the arbitration proceedings shall be held at MUMBAI/NAVI MUMBAI.

	<u>DIRECTOR-ACTREC/THE TENDER COMMITTEE / TENDERING AUTHORITY / UNDERSIGNED RESERVE THE RIGHT:</u>
1	To reject any / or all the Tenders at any stage without assigning any reason there of and not accept the lowest Tenders.
2	To invite fresh offers from the open market or negotiate with other tenderers quoting higher rate to come down to the lowest rate of the item offered by the competitors in the tenders.
3	To procure any item of the tender directly from State / Central govt. Undertaking at government rate even if a tender of other parties for the same item has been offered / accepted / approved.
4	To reject abnormally low price of an item quoted by the tenderer in the Tender with some malafide intention.
5	Officer authorised on behalf of the Director-ACTREC does not bind himself/herdelf to accept the lowest or any other offer & reserve the right to cancel, reduce or split the contract on more than one source without assinging any reason for such action.
6	DIRECTOR-TMC/ACTREC reserves right to accept the tender in full or part with out assigning any reason.
	<u>RISK PURCHASE</u>
1	In the event of failure to execute the contract to the satisfaction of the engineer in-charge he has the reserves the right:
2	To reject any part of the contract executed and withhold payment for such portion of the contract till such time the defects are rectified to the satisfaction of the Engineer In-charge.
3	To terminate the contract by giving one month notice in writing without assigning any reason and to get the contract executed by other agency at the risk and cost of the contractor.
	<u>GENERAL LIEN</u>
1	Whenever under this contract any sum of money is recoverable from and payable by the contractor, ACTREC shall be entitled to recover such sum by appropriating in part or in whole the security deposit of the contractor, if a security is taken from the contractor. In the event of the security being insufficient or if no security has been taken from the contractor, the balance or the sum recoverable, as may be shall be deducted from any sum duo to the contractor or which at any time thereafter may become due to the contractor under this or any other contract with the ACTREC. Should this sum be not sufficient to cover the full amount recoverable, the contractor shall pay to the ACTREC on demand the remaining balance due.

	<u>RECTIFICATION OF WORK/REPLACEMENT OF DEFECTIVE SUPPLY</u>
1	In any supply item or any part of work is found defective or fails to meet the requirements of the contract before it is accepted, the ACTREC shall give the contractor a notice setting forth details of such defects or failures and the contractor shall forthwith arrange to set right the defective work or replace the defective supply by the good one to make it comply with the requirements of the contract. This in any case shall be completed within a period not exceeding one month from the date of the initial report pointing out the defects. The replacement or rectification shall be made at site by the contractor at free of cost. Should the contractor fail to do the needful within this stipulated time frame, ACTREC reserves the right to reject the work/equipment in full or in part and get it replaced at the cost of the contractor. The cost of any such replacement made by the ACTREC shall be deducted from the amount payable to the contractor against this work order.

	<u>TERMINATION FOR DEFAULT</u>
1	ACTREC, may without prejudice to any other remedy for breach of contract, by written notice of default, sent to the contractor, for termination of this contract in whole or in part;
2	If the contractor fails to deliver any or all the work within the time period (s) specified in the contract, or any extension thereof granted by ACTREC.
3	If the contractor fails to perform any other obligation(s) under the contract.
4	If the contractor in either of the above circumstances, does not remedy his failure within a period of 15 days (or such longer period as ACTREC may authorize in writing) after receipt of the default notice from ACTREC on a notice period of 30 days.
5	In the event of ACTREC terminate the contract in whole or in part pursuant to above para the ACTREC may execute the work upon such term and in such manner as it deems appropriate work similar to those undelivered and contractor shall be liable to ACTREC for any excess cost for such similar work. However, the contractor shall continue the performance of the contract to the extent not terminated.

	<u>ADDITIONAL OR EXTRA WORK</u>
1	ACTREC reserve the right to place extra items other than schedule quantity for completion of given work order. In such cases the Engineer In-charge calculate the expenditure for supply and execution of such work by taking quotation from local agency and adding applicable levies, labor charges, incidental expenditure, profit etc. as per the normal procedure to arrive suitable rate. He may also obtain the expenditure of the extra item either from CPWD manual or from the work order executed for government organization for similar work in the recent past. If the quantity of work is exceeding more than 10%, Engineer-in-Charge should be informed the same and execution should be done only after prior approval.
2	ACTREC also has the reserve to modify the quantity of items in work order to add/reduce/cancel as per the site requirements. Such additional quantity will be settled at the same rate and terms & conditions of the order on completion of work after taking final joint measurement.
3	Agency to inform in advance before executing additional/substitute quantity. Prior approval for the same should be obtained from ACTREC before execution.

	<u>PAYMENT TERMS</u>
1	Payment terms of ACTREC are given below.
2	60% against delivery (the contractor has to forward their bill enclosing the challans duly endorsed at security gate with receiver signature).
3	20% against installation testing and commissioning
4	20% against completion of work. (After all the parameters & functionalities has been checked and shown & confirmed with Dept.)
5	Payment will be done as per actual measurement.
6	Payment term other than above mention will not be accepted.
	<u>FAIR WAGES</u>
1	The contractor shall pay the monthly wages to the labors employed by him as per the minimum wages enforced by Labor Enforcement Authority of India on time to time in front of an ACTREC official, together with ESIC, Provident Fund, and Bonus etc. as applicable. The contractor will forward his bills for the work executed by him by attaching copies of salary slip signed by the worker for the current/previous month for early settlement of his bills.

	<u>SAFETY</u>
1	All the contractors personnel working shall be complete with approved safety Sevice wherever a potential hazard to personnel exists and with provision for safe access of personnel to and around equipment for operational and maintenance functions.It shall be the responsibility of the contractor that all necessary safety measures and precautions are invariably ensured while performance of the contract work and CLIENT shall not be responsible for any injuries / accidents suffered by contract labour. The workers are required to follow the safety rules while working. The sufficient no.of safety gadgets such as, safety shoes, gumboots, earplugs, helmets, safety belts & HT/LT hand gloves etc.as and when required are to be made available to them. The agency is required toprovide First Aid Box with all accessories at suitable location during contract period.
	<u>FORCE MAJEURE</u>
1	Neither the Contractor nor shall be considered in default in performance of their contract, as long as such performance is prevented or delayed because of legal strikes, war, hostilities revolution, civil commotion, epidemics, accidents, fire, cyclone, flood, or because of any Law & Order proclamation, regulation or ordinance of Government or sub-division thereof or because of any Act of God, provided it shall promptly in any case not later than 14 days of happening of the event, notify the other, the details of the Force Majeure and influence on its activities under the contract. The proof of existence of force majeure shall be provided by the party claiming it, to the satisfaction of the other party.
	<u>Note</u>
1	Agency to assess the nature of work by visiting the site well before tender is submitted. Agency may attend pre-bid meeting for clarifications.
2	Agency may attend pre-bid meetings.
3	Deviations/suggestions may be put on separate page in order to attain higher quality performance. Competent authority reserves full right to accept or reject any kind of changes.
4	Agency also have to submit compliance form-1 and make which is commitment against Tender/work requirements.

5	Technical strength, expertise in after sales service and application support of the tenderer/bidder will be the one of the most important criteria for technical suitability.
6	Literature/Certificate containing the information of the life of the equipment should be submitted. This criteria is very important and to be noted as a special condition for the tender acceptance
	<u>Other Special conditions (This conditions overrule other condition specified anywhere in contract as applicable)</u>
1	The work to be carried out as per the instruction of Engineer-incharge
2	Material delivery challans duly endorsed at security gate at the time of material delivery to be submitted along with running and final bills
3	Deployed workers must have company I cards and should follow all safety as per the labour laws.
4	Material to be used of approved make with ISI mark as mentioned in schedule of rate and as per the instruction of Engineer-incharge.
5	Space for storage of material during execution of work will be provided if available in the ACTREC Premises to the contractor. But risk of theft/damage is the contractor's risk and TMH/ACTREC is not responsible for any theft/damage/fire.
6	During execution of works, contractor has to take adequate care of ongoing patients care services.
7	No mobilisation or secured advance will be paid to contractor.
8	The Contractor should depute Supervisor/Engineer at site during execution of works on each and every day and night as per the instructions given by Engineer - in charge.
9	If the contractor fails to clear the debris from premises then fine of Rs 10,000/truck will be charged and recovered.
10	Agency to bring his manpower to execute the works irrespective of quantity of work allotted.



TATA MEMORIAL CENTRE
ADVANCED CENTRE FOR TREATMENT RESEARCH AND EDUCATION IN CANCER
 A GRANT-IN-AID INSTITUTE UNDER DEPARTMENT OF ATOMIC ENERGY, GOVERNMENT OF INDIA

Compliance form-1

Tender No:	TMC/ACTREC/ENGG/KRS/ET-34/ELE - ARC/2021
Tender Name:	Item Rate Running Contract for Annual Electrical Works and Supply of Electrical Items for the year 2021-22 at ACTREC

Name of the Vendor	
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Item No	Description of Item	Compliances from Licencee/Agency (YES/NO)
1	We have understood technical requirements and understood the same in right perspective.	
2	We have read Technical bid and financial Bid Tender document/Technical specifications/Scope of work/special conditions/General conditions etc. carefully and understood the same in right perspective.	
3	We have quoted for all the items in Financial Bid in the prescribed format of the tender documents.	
4	We have read the financial bid thoroughly before filling it and understood the same in right perspective	
5	We understood that partial/incomplete/vague offers are liable for rejection.	
6	We have understood the eligibility criteria as well as criteria for identifying lowest bidder.	
7	There are deviations from our (agency) side.	
8	Deviations have been mentioned on separate page and attached with technical bid in detail. Deviation is supported with necessary documents, catalogues etc.	
9	We have noted that accepting or rejecting the deviation and consequently rights to qualify and disqualify the agency remains with competent authority of ACTREC.	
10	We understood that bill will be settled as per the actual work done and excess quantity if any will be taken back by us.	
11	We have understood and accepted that accepting the tender & issuing order in full or in part will be decided by the ACTREC competent authority as per policy of the center.	
12	We have confirm that in case of any problem arise with make mentioned by us in the technical bid, if not available in the market at the time of execution we shall provide other equivalent mentioned in the tender without any additional cost.	
13	We will provide 1 year warranty for electrical items supplied at ACTREC.	



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FORM-B1

Tender No:	TMC/ACTREC/ENGG/KRS/ET-34/ELE - ARC/2021
Tender Name:	Item Rate Running Contract for Annual Electrical Works and Supply of Electrical Items for the year 2021-22 at ACTREC
Name of the Vendor	
To be printed & executed on Letter head of the CA	
FORM FOR CERTIFICATE OF NET WORTH FROM CHARTERED ACCOUNTANT.	
<p>" it is to certify tha as per the audited balance sheet and profit & Loss account during the financial year _____, the Net Worth of M/s _____(Name & registered Address of individual/firm/company), as on _____ (the relavant date) is _____ RS.</p> <p>_____ after considring all liabilities. It is further certified that the Net Worth of the company has not eroded by more than 30 % in the last three years ending on _____. (the relavant date)."</p> <p style="text-align: right;">Signature of Chartered Accountant.</p> <p style="text-align: right;">_____</p> <p style="text-align: right;">Name of Chartered Accountant.</p> <p style="text-align: right;">_____</p> <p style="text-align: right;">Membership No. of ICAI</p> <p style="text-align: right;">Date and Seal.</p>	



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Tender No:	TMC/ACTREC/ENGG/KRS/ET-34/ELE - ARC/2021
Tender Name:	Item Rate Running Contract for Annual Electrical Works and Supply of Electrical Items for the year 2021-22 at ACTREC
Name of the Vendor	

DECLARATION FORM (To be printed & executed on Letter head of the bidder)

Tender No. _____
Contractor's Bid No. _____ Date _____

from

M/s. _____

To,
The Director, ACTREC.
Tata Memorial Centre.

Dear Sir,

I/We have gone through the tendering conditions pertaining to the Tender and General Conditions of Contract, Special Conditions of Contract and Additional Conditions of Contract, if any.

1. I/We hereby agree to execute the contract in accordance with the tender Specifications incorporated in General Instruction of tenderer of the tender document and also agree to abide by General Conditions of Contract, Special terms and Conditions of Contract of the Tender document and Additional Conditions of Contract, if any.

2. Purchaser will be at liberty to accept any one or more of the items/materials offered by us and I/We shall be bound to supply the items / materials as may be specified in work order/contract.

3. I/We hereby agree to keep our above mentioned bid valid for the period mentioned in the NIT.

4. Deviation to technical specifications / general instructions / special conditions and additional condition of contract contained in tender documents if any to be indicated in compliance form no 2 and if required separate sheet to be attached.

5. Prices applicable are indicated in the price bid format of the tender.

6. I/We are also uploading herewith all the leaflets/catalogue, etc. pertaining to the work offered.

7. If I/We withdraw or modify the bid during the period of validity or if I/We are Awarded the contract and I/We fail to submit a Performance security deposit bank guarantee (PSDBG) before the deadline Mentioned in the contract, I/We shall be suspended for a period of one year from being eligible to submit bids for contracts with procurement agencies under Tata Memorial Centre.

Yours faithfully
Bidder
(Digitally Signed)



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Tender No:	TMC/ACTREC/ENGG/KRS/ET-34/ELE - ARC/2021
Tender Name:	Item Rate Running Contract for Annual Electrical Works and Supply of Electrical Items for the year 2021-22 at ACTREC
Name of the Vendor	

Annexure Q

To be printed & executed on Letter head of the bidder

To,
The Director, ACTREC.
Tata Memorial Centre.

Dear Sir,

"I have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India; I certify that this bidder is not from such a country or, if from such a country, has been registered with the Competent Authority. I hereby certify that this bidder fulfills all requirements in this regard and is eligible to be considered. [Where applicable, evidence of valid registration by the Competent Authority shall be attached.]"

Yours faithfully
Bidder
Sign and stamp