

No 14/04/2017-OIDB

02.06.2017

**Operation and annual maintenance contract (AMC) for the Fire Fighting System at
OIDB Bhawan, Sector-73, Noida**

- 1 OIDB invites bids for the 'Operation' and 'Annual Maintenance (AMC)' of Fire Fighting System at its facilities at Sector -73, Noida.

a	Period of issue of tender document	03.06.2017 to 21.06.2017
B	Last date and time of submission of bid	22.06.2017, 02.00PM
C	Date and time of opening of bid	22.06.2017, 03.00PM
d	Earnest Money Deposit (EMD)	Rs. 30,000
e	Place of submission of bid	OIDB, 3 rd floor, DCF & AO(GD) Sector-73, Noida (U.P)
f	Place & venue of opening of bids	Do
g	Pre-bid meeting period	09.06.2017 ; 03.00PM
h	Contact person	GC Doval, DCF & AO

2 BID QUALIFICATION CRITERIA (BQC)/ ELIGIBILITY CONDITONS

- The bidder should have an experience of at least 3 years or more in the field of Fire Fighting System in high rise/multi-storey building. The bidder should submit work orders/performance certificate, from any Govt. Department, PSU or reputed Ltd. /Pvt. Ltd company.
- Bidder will submit copy of VAT/Sales Tax/PAN/TIN/GST/Service Tax Registration Certificates.
- Bidder should have an average annual turnover of more Rs 50 lakh for the preceding 3 years from the date of submission of bids.
- Bidder should have completed one O&M contract of Fire Fighting System of value greater than Rs.15 lakh
- Bidder will submit EMD by way of demand draft/pay order drawn in favour of "Oil industry Development Board", payable at "New Delhi".
- Bidder to enclose check format (**Annexure-3**) duly filled up

The bids received without above requisite documents shall be rejected.

3 Offers will be submitted in two parts

Part -1 Techno-commercial

Envelope -1 (to be super-scribed as EMD)

- It should contain EMD only

Envelope-2 (to be super-scribed on the face as Techno-commercial part-1)

प्रधान कार्यालय :-
ओ.आई.डी.बी. भवन, सी' ब्लॉक, तीसरी मंजिल,
प्लॉट नं. 2, सेक्टर - 73, नोएडा-201301, उत्तर प्रदेश.
फोन : 91-120-2594602, 603, 604 फैक्स : 91-120-2594630
वेबसाईट : www.oidb.gov.in

पंजीकृत कार्यालय :-
301, वर्ल्ड ट्रेड सेन्टर, तीसरी मंजिल, बाबर रोड, नई दिल्ली - 110 001
फोन : 91-11-23413540

Main Office :-
OIDB Bhawan, 'C' Block, 3rd Floor
Plot No. 2, Sector - 73, Noida-201301, Uttar Pradesh
Phone : 91-120-2594602, 603, 604 Fax : 91-120-2594630
Website : www.oidb.gov.in

Registered Office:-
301, World Trade Centre, 3rd Floor, Babar Road, New Delhi - 110 001
Phone : 91-11-23413540

- It should contain the B.Q.C. and the techno –commercial part

Part-2 Commercial/price part

Envelope-3 (to be super-scribed as commercial/price part) Part-2

- It should contain quoted price

All the envelopes (03) must be properly sealed and put in a separate envelope (which too shall be sealed) so that complete bid is submitted in one envelope.

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- OADB reserves the right to annul the process of tendering without assigning any reason and at any time of the process. OADB will be under no obligation for any compensation on this account.
- Bidder must acquaint himself/herself of the site and the conditions of the existing firefighting system at OADB, Noida. No compensation will be entertained on this account later to the submission and acceptance of bids.
- Bid shall remain valid for 90 days from the date of opening of bids.
- Bids without EMD shall not be considered **except for those who are registered with Central Purchase Organisation, National Small Industry Corporation(NSIC) or the concerned ministry or department or MSME and submit the necessary document toward the same.**
- Prices will be quoted in line with the format enclosed and named as Schedule of rates (SOR), enclosed as Annexure-5, with the bid. No other format will be used for the purpose. No over-writing should be made. Any remark on the priced format will not be taken note of. In those events, OADB may consider the bid as invalid.



GC Dorval
Dy Chief Finance & Accounts Officer
Ph. No. 0120-2594607

Enclosures

Annexure-1	Introduction
Annexure-2A	Scope of work
Annexure-2B	Scope of work-item wise
Annexure-3	Check format for bidder
Annexure- 4	Conditions of contract
Annexure-5	Schedule of quantity
Appendix-1	Draft of Contract Agreement

Annexure-1INTRODUCTIONFIRE FIGHTING SYSTEM AT OI DB BHAWAN, SECTOR-73, NOIDA

- i. OI DB has an office complex, situated at Plot No. 2, Sec-73, and Noida. Building with a built up area of 4, 25,000 sq. ft. is constructed on a plot of 16,000 sq. mtr. There are 4 blocks in the building. 3 blocks are with G+3 floor construction, while the 4th block is with G+9 floor construction. In addition to this there are two level basements, lower & upper. The basement is housing the utilities meant for building like DG sets, HVAC, lift, UPS, fire water pumps, electrical switch room, IBMS, sewage treatment plant, storage, in addition to parking facilities. Building has 8 lift of capacity 1000/1300 kgs.
- ii. Building has been provided with fire hydrants at all the floor, with firefighting pumps (2 Nos.) supported by a Diesel Engine Driven fire water pump (1 no.) and jockey pumps (2 nos.). Inside of office complex has been provided with water sprinklers, covering whole of the building. In addition to this portable fire extinguishers of CO₂, water, DCP/ ABC types have been provided. Adequate no. of those reels, branch pipe with nozzles, valves etc. have been provided. All these mentioned collectively is called, referred and meant as ' Firefighting" system. The exact layout of lines, hydrant, hose reels and other facilities can be seen at site for a better understanding.
- iii. OI DB would like to seek the services of an agency to take care of the whole firefighting system for its upkeep, routine check, comprehensive maintenance, repair, replacement as may be required, mock drills, survey reports, inspections check by statutory body, **obtaining NOC from fire safety deptt. Govt. of U.P. / Noida Authority** for the facilities as per the schedule prescribed.
- iv. The details of the facilities is given at Annexure-A.
- v. Bidders are requested to quote the rate as per the Schedule of Rates (SOR) placed at Annexure-5.
- vi. Monthly running account payment shall be made by OI DB on production of invoices.
- vii. Quoted price shall be inclusive of all taxes and duties.

Annexure-2ASCOPE OF WORK

Major areas of works are

A Operation

1. Firefighting pumps (Main pumps, Diesel engine driven pump, jockey pumps)
2. Plumbing pumps (water body pumps)
3. Sprinkler system
4. O&M of fire hydrant system
5. Upkeep and re-filling of fire extinguisher
6. Upkeep of gas flooding system
7. Upkeep of portable hose reel, valves, testing of system, hose reel cabinets, NRVs, submersible pumps, sewage pumps etc.
8. Compliances of statutory requirements
9. Operation of Service water pumps and water softening plant(small and large)
10. Maintaining all the firefighting facilities in good condition on 24x7 format basis.
11. Attending all water leakages on its noticing
12. Deluge system shall be checked and kept in healthy state.
13. Check record of each and every equipment shall be maintained.
14. Refilling of portable fire extinguishers
15. **Obtaining NOC from fire safety dept Govt. of U.P. / Noida Authority for the facilities as per the schedule prescribed.**
16. Mock drills, survey reports, inspections check by statutory bodies like UP fire department and training to the occupant of the building...
17. Repair work on top floor water holding tank, fire water line connections etc.
18. Record keeping of installation, its testing, mock drill etc.
19. Checking and maintenance of portable fire extinguishers and their refilling a per the applicable codes.
20. Topping up of overhead and underground water storage tanks regularly.
21. Checking, cleaning and testing of water sprinklers
22. Hydro testing of fire water/hydrant network.
23. Monthly/quarterly/yearly check of fire-fighting, jockey pumps and other allied facilities.

24. Operator for fire-fighting system shall be qualified and shall have minimum 3 years of experience on the operation of firefighting system.

B Maintenance

1. Servicing of Diesel engine driven Fire water pump.
2. Repair or replacement of leaky fire water/sprinkler water lines (6"/4"/2" /1"), including cutting, welding, fabrication and installation, patching etc.
3. All jobs shall be carried out as per ISS and the prevalent codes and practices as applicable.
4. Carriage and re-fixing of equipment/machines
5. Checking, testing, repair and supply of required spares/parts of all the plant equipment/machines.
6. Maintenance record of each and every equipment shall be maintained
7. Maintenance of all sump, plumbing and sewage pumps
8. Maintaining all fire-fighting facilities in good condition on 24x7 format basis.
9. All maintenance jobs shall be carried out with safety measures in place and with express permission of O&DB.
10. Preparation of layout drawings, sketches and their display at conspicuous location. Display board shall be prepared and installed by the contractor.
11. Emergency evacuation plan shall be developed and displayed at all floors/basements and the occupants of building shall be apprised of the same.
12. Repair or replacement of mechanical seal of pump.
13. Repair/ Rewinding of motors.
14. Development of onsite and offsite emergency plan/disaster management plan and its display at conspicuous places.
15. Replacement of part shall be identical and shall confirm to IS.

Fire Extinguishers	IS -15683
Hydrant spare	IS 5290 and 903
Hose reel, drums etc.	IS 513 and 444
RRL hose	IS 636
CP hoses	IS-8423
Fireman axe	IS-929

Others

- 1 For the operation of plant operators/technicians/supervisor shall be deployed on 7 days x 24 hrs. a week basis. Operators/technicians/supervisor shall be qualified and experienced in the field of operation of fire hydrant/sprinkler network and operation of diesel engine drive and motor driven pumps etc.
- 2 Maintenance of plant shall be carried out by experienced technicians in the field.
- 3 Services of OEM engineers/technicians shall be engaged for attending to the equipment or on the specific call of OIBD.
- 4 In addition to firefighting system you will operate Water softening plant, small and large, of Ion Exchange make. Details of plant are given elsewhere.
- 5 You will operate Service water pumps (3nos) Grundfos make.

Plant inventory

Sr	Item	Nos
1	Fire hydrants	47
2	Hose reel	43
3	Fabric line hose reel 15 m	156
4	Branch pipe with nozzle	53
5	Rubber pipe 35M with nozzle	43
6	Ball valve brass 25mm	48
7	Butterfly valve 100 mm	18
8	Sprinkler	4990
9	Fire extinguisher	
9.1	4.5kg CO2	Lot
9.2	9Kg Water Co2	Lot
9.3	5Kg ABC	Lot
9.4	10Kg ABC	Lot
10	Test assembly	15
11	Flow switch	20

12	Fireman's axe	52	
13	Pressure gauges	3	
14	Air release valve	3	
15	Hose cabinet 1500x 900mm	6	
16	Hose cabinet 750x600x300	12	
17	NRVs	Lot	
17.1	80mm	4	
17.2	65mm	10	
17.3	200mm	4	
17.4	100mm	2	
18	Service water pump	3	Grundfos make
19	Water softening plant (Large)	1	Ion Exchange make
20	Water Softening plant (small)	1	Ion Exchange make
21	Air vessel	4	
22	Diesel Engine pump 2280LPM	1	Kirloskar make
23	Fire water pump (motor) 2280LPM	2	Kirloskar make
24	Plumbing pumps	9	Kirloskar make
25	Jockey pump 280PLM	2	Kirloskar make
26	Electrical panel	1	
27	Hydro pneumatic system	1	
28	Softening plant pump	2	Grundfos make
29	Discharge pump	2	Kirloskar
30	Fire water tank Underground	2x 1,00,000 LT	
31	Fire water tank overhead	1x 20,000 LT	

Note

Inventory as mentioned above is indicative. It may vary on actual check of the system.

ANNEXURE-2B**SCOPE OF WORK –ITEM WISE**

THIS DOCUMENT MAY BE READ IN CONJUNCTION WITH THE SCHEDULE OF RATES (SOR) TO BE QUOTED, for a better understanding of scope of each items listed in SOR

<u>SOR Sr</u>	<u>ITEM</u>
1	<p><u>Carbon Di-Oxide Type Fire Extinguisher, 4.5 kg</u></p> <p>It's Refilling and Maintenance, including dis-mantling of parts of the fire extinguisher & re-assembling the same after replacing the defective parts. Scope will includes all material, labour etc.</p> <p>a Hydraulic testing, as per ISS, furnishing Certificate of testing by CCE (PESO) recognized and approved agency.</p> <p>b Refilling the cylinder with CO² gas, conforming to IS specifications.</p> <p>c Replacement of Horn, confirming to ISS</p> <p>d Replacement of hose pipe with horn, confirming to ISS</p> <p>e Replacement of gun metal safety valve, confirming to ISS</p>
2	<p><u>Dry Chemical Powder type 5/10 Kg, ABC type Fire Extinguisher</u></p> <p>It's refilling & maintenance, including dis-mantling of the parts of fire extinguisher and re-assembling the same after replacing the defective parts. Scope will includes all materials, labour etc.</p> <p>a Hydraulic testing of DCP Type-5/10 Kg Capacity, Fire Extinguisher, confirming to ISS specs, furnishing certificate of testing by CCE (PESO) recognized and approved agency.</p> <p>b Refilling DCP type -5 Kg capacity, fire extinguisher with dry chemical powder, conforming to IS specifications.</p> <p>c Replacement of brass union cap, confirming to ISS specs</p> <p>d Replacement of CO₂ gas cartridge, confirming to ISS specs.</p> <p>e Replacement of hose pipe, with horn, conforming to ISS specs.</p> <p>f Hydraulic testing of ABC Type-5/10 Kg. Capacity, fire extinguisher, confirming to ISS specs.</p> <p>g Refilling of water type -9 Lts. capacity fire extinguisher, conforming to ISS specifications.</p> <p>h Refilling of ABC Type - 10 Kg capacity fire extinguisher, conforming to ISS specifications.</p>
3	<p><u>Painting of Fire extinguishers</u></p> <p>Re-painting of fire extinguisher -CO² type-2/4.5 Kg, DCP type-5KG Or ABC type (5/10 Kg), as per ISS specs. And fixing of label will be carried out.</p>
4	<p><u>Transportation of fire extinguishers</u></p> <p>Transportation of fire extinguisher (for carrying out refilling, hydraulic testing/repair etc.) will be carried out from OI DB office to workshop and back to OI DB office, for a lot consisting up to 10 fire extinguishers.</p>

- 5 **Polishing of brass parts**
Polishing of brass parts of dry chemical powder type and carbon dioxide type fire extinguishers by using polishing material/buffing etc. as per requirement. Scope will include material, labour etc. will be carried out.
- a Dry chemical powder (5 Kg. Cap.) & ABC (5/10Kg.) Type. Quarterly Polishing service for 23 extinguishers will be done as a lot.
- b CO², 2/4.5 Kg cap. Quarterly polishing service for 104 extinguishers will be provided as a lot.
- 6 Supply & fixing of lugs of single/double hydrant's landing valves, IS marked, reputed approved make.
- 7 Supply & fixing of rubber washer for female coupling, IS marked, reputed approved make.
- 8 Supply & fixing of rubber washer for landing valve, IS marked, reputed approved make.
- 9 Supply & fixing of male & female coupling, 63 mm dia (gun metal), IS marked, reputed approved make.
- 10 Supply of branch pipe of hose pipe (63 mm dia), IS marked, reputed approved make.
- 11 Supply of adopters (gun metal), IS marked, reputed approved make.
- a 63mm dia – male, IS marked, reputed approved make.
- b 63mm dia – female, IS marked, reputed approved make.
- 12 Supply and fixing of required glass (5 mm thick) and rubber beading
- 13 Supply and fixing of 1/4" or 1/2" mm dia brass valve, IS marked , reputed approved make.
- 14 Supply & fixing of RRL hose pipe of 63mm dia (15m long), IS marked, reputed approved make.
- 15 Supply & fixing of male blank cap, IS marked, reputed approved make.
- 16 Supply & fixing of clamp for hose reel, IS marked, reputed approved make.
- 17 Supply & fixing of hose reel drum, IS marked, reputed approved make.
- 18 Supply & fixing of shut off nozzle (gun metal) for hose reel, IS marked, reputed approved make.
- 19 Supply & fixing of sprinkler head - pendent type/TYCO make, IS marked.
- 20 Hose binding with copper wire, reputed approved make.

- 21 Supply & fixing of pressure gauge (make: Guru or approved equipment) with syphon pipe & cock valve, IS marked.
- 22 Supply & fixing of pressure-switch - make Indfos or as approved, IS marked.
- 23 Supply & fixing of 25 mm dia gate valve, IS marked, reputed approved make.
- 24 Supply & fixing of 25mm dia butter fly valve, IS marked, reputed approved make.
- 25 Supply & fixing of air release valve, IS marked, reputed approved make.
- 26 Supply and fixing of C.I. body butterfly valve 150NB with SS flaps and accessories, IS marked, reputed approved make.
- 27 Supply and fixing of C.I. body butterfly valve 100NB with SS flaps and accessories, IS marked, reputed approved make.
- 28 Supply and fixing of C.I. body butterfly valve 80NB with SS flaps and accessories, IS marked, reputed approved make.
- 29 Supply and fixing of C.I. body butterfly valve 65NB with SS flaps and accessories, IS marked, reputed approved make.
- 30 Supply and fixing of NRV 65mm with SS flaps and accessories, IS marked, reputed approved make.
- 31 Supply. Fixing, welding, painting of sprinkler pipeline MS 25NB along with fittings, as per direction of Officer-in-charge.
- 32 Supply, fixing, welling, painting of Fire hydrant or other pipeline up to 150NB along with fittings and accessories, reputed approved make.
- 33 Supply & fixing of Fire hose box (standard size) for external hydrant, IS marked, reputed approved make.
- 34 Supply and fixing of 15/25 mm dia ball valve, Confirming to IS and of approved reputed make
- 35 supply and fixing of 50mm dia CI butterfly valve ,SS flaps, Confirming to IS and of approved reputed make
- 36 supply and fixing of 200mm dia CI butterfly valve, SS Flap, Confirming to IS and of approved reputed make
- 37 Supply and fixing of 150/200mm dia NRV wafer type, SS Flaps, Confirming to IS and of approved reputed make
- 38 Supply and fixing of 80/100mm dia NRV wafer type, SS Flaps, Confirming to IS and of approved reputed make

- 39 Supply and fixing of 100mm dia Strainer, Confirming to IS and of approved reputed make
- 40 Supply and fixing of 150mm dia Strainer, Confirming to IS and of approved reputed make
- 41 Supply and fixing of 12V ,180AH battery , exide make
- 42 Supply and fixing of 40mm & 50mm water hose pipe for diesel engine, Confirming to IS and of approved reputed make
- 43 Supply and fixing of vibration control rubber bellow of 200mm dia, Confirming to IS and of approved reputed make
- 44 Supply and fixing of vibration control rubber bellow of 100mm dia, Confirming to IS and of approved reputed make
- 45 Supply and fixing of 20mm dia rubber hose reel 30Mtr, Confirming to IS and of approved reputed make
- 46 Supply and fixing of Hose reel accessories,
 - a Socket
 - b Elbow
 - c Nipple
 - d Union
- 47 Supply and fixing of Single way landing valve ,gun metal, Confirming to IS and of approved reputed make
- 48 Supply of Landing valve accessories of wheel plus nut plus bush , Confirming to IS and of approved reputed make
- 49 Supply and fixing of drum washer set of big and small, Confirming to IS and of approved reputed make
- 50 Supply of Mounting clamp for fire extinguisher
- 51 Supply of Hydrant door L drop
- 52 Supply of Hydrant door master key
- 53 Supply of Fluorescent jacket for firemen, Confirming to IS and of approved reputed make
- 54 Supply of Safety helmet, Confirming to IS and of approved reputed make

- 55 Supply of Manual loudspeaker
- 56 Flow switch water line 150mm dia, Confirming to IS and of approved reputed make
- 57 Supply and fixing of Complete Fire extinguisher CO2, type BC, 4.5 kg, Confirming to IS and of approved reputed make
- 58 Supply and fixing of Complete fire extinguisher DCP, Type ABC, 5 kg, Confirming to IS and of approved reputed make
- 59 Supply and fixing of Complete fire extinguisher DCP, Type ABC, 10 kg, Confirming to IS and of approved reputed make
- 60 Supply and fixing of Complete fire extinguisher Water, Type A, 9 kg, Confirming to IS and of approved reputed make

61 **OPERATION AND MAINTENANCE OF PLANT SYSTEM**

- a **Operation** of the complete firefighting system/network, including automatic sprinkler system, fire hydrant network and all the fire pumps/equipment's installed at Fire Pump House, Service water pump system, Water softening plants (small and large) by deputing skilled/qualified fire pump operator(s) technician(s), semi-skilled/experienced helper(s) for seven days a week (round-the-clock) basis, apart from a skilled/qualified/experienced/competent supervisor, on 6 days a week basis, as directed by officer-in-charge.

Deputation of staff

- Operator - 1 No per shift
on three shift basis per day and seven days a week
- Helper - 1 no per shift
on three shift basis per day and seven days a week
- Supervisor - 1 no per shift
on one shift basis per day (day shift only) and six days a week

- b **Day-to-Day Maintenance:** checking, testing and day-to-day repairing of all fire pumps, wet-riser system, pipeline non-return valves, sprinkler valves, gate-valves, hydrants, hose-pipes, hose-reels, branch-pipes, shut-off nozzles, hose-boxes including other accessories/associated piping-fitting/glass etc., Service water pump system, Water softening plants (small and large), cleaning, gland packing and greasing of pumps, hose-reel-drums and hydrant-valves etc. with supply of nut/bolts and other minor consumables/materials, electrical etc. , all complete, with labour, as per the direction of officer-in-charge.

If required additional manpower will be deputed for maintenance works , without any additional cost to OIBB

- c **Hydro-testing** of hose-pipes (including labour), periodically, complete, as directed by officer-in-charge.

- d Conducting Quarterly **Mock-fire-drills**, with the help of qualified/experienced personnel.
- e **Monthly inspecting/servicing/routine maintenance of fire extinguisher** (total approx. 130 nos. CO²/DCP/ABC/water type) including checking of Weight of the fire extinguisher, as cartridge (dry chemical powder, CO² gas & ABC type & checking of striking horns/gas cartridge/gun pipe etc. to ensure due routine maintenance/servicing of fire extinguisher, including maintenance of equipment-wise record of inspection/service/routine maintenance, in the prescribed format at site. All the jobs (including checking/cleaning) are to be done in such a way, so as to ensure that equipment is maintained, as per relevant IS specification. The weighing machine shall be arranged by the contractor and shall be kept at site, at its own cost. The defective/worn-out parts shall be replaced as & when required. All the works are required to be done as instructed by Officer-in-Charge.

62 **MOTOR DRIVEN PUMPS MAINTENANCE**

Annual maintenance/servicing, including checking, replacement of spares the alignment and cleaning with cotton cloth, of fire pump motor set and checking the sealing connections for leakage, checking and pressure gauge readings, bearing temperature, leakage, terminal box, noise vibration, measuring instruments, servicing greasing/gland dory/seal of pump, mechanical seal, repair or replacement of pump body, with checking of internal wiring/connections in control panel and checking the loose connections, abnormal heating of switches, contractors, relay, motor control wiring and also checking the indication lamps, sounders, measuring meters, selector switches, pressure switches, level switches etc. The job shall be carried out by or under supervision of concerned authorized agency / manufacturer(s) and the reports there-of shall be submitted separately for motor and pump

- **Fire water pump**
Type-100-36/125-40/150-46, 90KW , 171M³/hr , Kirloskar/ABB make
- 2 nos
- **Jockey water pump**
Pump Type – CPHM-32/36, 10.8 M³/hr, 15KW, Kirloskar/ABB make
- 2 nos
- **Service water pump**
Type CRCM, 420 LPM, 7.5KW , vertical pump, Grundfos make
- 3 nos
- **Water softening pump**
2.2KW , 240LPM, monoblock pump, Kirloskar make
- 2 nos

Water softening plant

4 KW verical pump CRCM type , Grundfos make
2 nos

- **Plumbing water pump**
Range varying between 2.2 Kw to 15 KW of Kirloskar make
- 9 nos
- **Dosing pump**
V-series Milton Roy make 0.25KW
1 no

All consumables required for service will be to the account of bidder. Spares required during service will be paid as extra on the basis of bill from Kirloskar/Grundfos/ their authorised service centre.

63 DIESEL ENGINE DRIVEN PUMP MAINTENANCE

Annual maintenance/servicing of diesel engine driven fire pump set (engine +pump) compete with all labour and material for servicing (i.e. filters and packings etc.) as required, including the supply of lube oil from time to time, as per direction of officer-in-charge. The job shall be carried out under supervision of concerned authorised agency or manufacturer and the reports thereof shall be submitted separately for engine and pump.

(one No. engine-pump set)
Kirloskar oil engine make type R1040/R1080

All consumables required for service will be to the account of bidder. Spares required during service will be paid as extra on the basis of bill from Kirloskar/ their authorised service centre.

64 FIRE DEPARTMENT NOC

Making application, follow-up, obtaining fire clearance from the concerned authority on behalf of OIDD (statutory fee shall be paid separately as extra), annually.

Annexure-3**OIL INDUSTRY DEVELOPMENT BOARD**
SECTOR-73, NOIDA**CHECK FORMAT FOR BIDDING**

Sr	Description/ Details	Data/details			
1	Name of work	O&M of Fire Fighting System at OI DB Bhawan, Sector-73, Noida			
2	Bid no.	14/04/2017-OIDB			
3	Name of bidder				
4	Bidder's Office address				
5	Telephone no	Land Line no			
		Cell no			
6	EPF Registration no				
7	ESIC registration no				
8	PAN no				
9	Service tax registration no				
10	GST registration no				
11	VAT registration no				
12	Experience				
	Year	Name of organisation	Contract cost	Capacity of plant	Period(from-to)
	2016-17				
	2015-16				
	2014-15				
13	Present assignment				
	(i)				
	(ii)				
	(iii)				
14	Expert /skilled Manpower details				
15	EMD (earnest Money Deposit) details				
16	Confirm you are not on negative list of OI DB/GoI/ PSUs	Yes / No			
17	Confirm that you agree to terms & condition of NIT	Yes / No			
18	Confirm you have signed & stamped NIT for its return to OI DB				
19	Confirm that you have visited the plant and have seen the condition of plant.				
20	Details of supporting documents for the bid qualification.				

NOTE : Supporting documents/certificates will be enclosed

Signature of Bidder
Address, Tel. No, Date and Seal

CONDITIONS OF THE CONTRACT**1 BID QUALIFICATION CRITERIA (BQC)/ ELIGIBILITY CONDCTIONS**

- a) The bidder should have an experience of at least 3 years or more in the field of Fire Fighting System in high rise/multi-story building. The bidder should submit work orders/performance certificate, from any Govt. Departments, PSUs or reputed Ltd./Pvt. Ltd companies
- b) Bidder will submit copy of VAT/Sales Tax/PAN/TIN/GST/Service Tax Registration Certificates.
- c) Bidder should have an average annual turnover of more Rs 50 lakh for the preceding 3 years from the date of submission of bids.
- d) Bidder should have completed one O&M contract of Fire Fighting System of value greater than Rs.15 lakh
- e) Bidder will submit EMD by way of demand draft/pay order drawn in favour of "Oil industry Development Board", payable at "New Delhi".
- f) Bidder to enclose check format (**Annexure-3**) duly filled up

The bids received without above requisite documents shall be rejected.

2 PERIOD OF THE CONTRACT:

The period of contract shall be **two years** from the date of start of contract. However, the contract may be extended for a further period of one year on satisfactory performance and at the sole discretion of O&M.

3 SUBMISSION OF TENDERS:

- a) Late/delayed tenders due to any reason, whatsoever, will not be accepted/considered, under any circumstances.

4 RATE QUOTED BY BIDDER:

- i). the rates should be mentioned in figures as well as in words inclusive of all taxes and levies.
- ii) Quoted rates will be firm and fixed for two years. In case of extension for one years under clause 2 of Condition of contract, only the compensation to the extent of minimum wages of workmen engaged by the contractor may be considered on mutually agreed rates. All other rates will remain unchanged.

5 **PAYMENT TERMS:**

- Payment for the operation and AMC (Item Sr no of SOR) will be made on monthly basis on submission of bills and maintenance schedule Book for the services rendered in the particular month. TDS and any other Government levies applicable shall be deducted on bill amount as per Government of India rules issued from time to time.
- Payment for all other items will be restricted to actual no. of items supplied and fixed or the services rendered.
- Quantities mentioned in SOR are indicative only. These may vary to any extent (plus or minus) without any ceiling.

6 **SECURITY CUM PERFORMANCE GUARANTEE:**

- i). The successful bidder shall be required to deposit an amount equal to 5% of the contract value within 15 days of issue of letter of intent, as Performance Security. EMD submitted earlier can be adjusted for this purpose to the extent of its value.
- ii). Security cum Performance guarantee shall be submitted in the form of Demand draft/pay order drawn in favour of "Oil Industry Development Board" payable at New Delhi.
- iii). Security cum Performance guarantee will be discharged after completion of contractor's performance/warranty obligations under the contract (3 months on completion of contract).
- iv). If the contractor fails or neglects any of his obligations under the contract, OIIB reserve the right to forfeit either whole or any part of Security cum Performance guarantee furnished by the bidder as penalty for such failure.

7 **SUB-LETTING AND SPLIT OF WORK**

- Subletting of contract is not allowed.
- Splitting of work is not envisaged.

8 **SITE VISIT**

Bidder must acquaint himself/herself of the site and the conditions prevalent and the system of Fire Fighting System. No compensation will be entertained on this account later to the submission and acceptance of bids.

9 **VALIDITY OF BID**

Bid shall remain valid for 90 days from the date of opening of bids.

- 10 Bids received after the due date and time will not be considered. Unopened bids will be returned to the bidders
- 11 Price part of the bids shall be indicated in figures and words. Where there is any discrepancy in figure and words of the quoted rates, the quoted rate in words shall be adopted and amount thus shall be worked out.

12 **SAFETY OF PERSONS**

- Bidder shall ensure the safety of the persons deployed by them and bidder himself will be responsible for the same. Bidder will indemnify OADB for any mishap, injury, accident to the persons deployed by the bidder for the job at OADB, Fire Fighting System.
- Persons deployed by the bidder at OADB site shall be provided with two sets of uniform for summer and two sets for winter. Persons shall be provided with one pair of safety shoes and one pair of gum boots.

13 **TERMINATION/CANCELLATION OF CONTRACT**

- OADB, in addition to other right, can terminate the contract at its sole and absolute discretion at any time by giving a notice of 2 weeks to the contractor. This will be without prejudice to the rights of the parties that have accrued on or before the date of termination of contract.
- In the event of non-performance by the contractor OADB reserves the right to cancel the contract at any point of time and engage the services of any other agency for the job at the risk and cost of the contractor.

14 **DISCOUNT**

Discount @ 5% of the monthly billed amount shall be claimed by OADB from the contractor for not operating maintaining the plant in accordance with the scope defined elsewhere. For repeated default contract can be terminated by OADB.

15 **TAXES AND DUTIES**

Quoted rates shall be inclusive of all the taxes and duties.

- 16 All payments will be released electronically either through ECS or RTGS. Contractor will give his necessary bank details in this respect.

17 **FORCE MAJEURE**

Neither party will be responsible for any failure to perform its obligation under the contract, if it is prevented or delayed in performing those obligations by an event of force majeure viz. war, flood, strike, or any act of God.

18 **JURISDICTION OF COURT**

Contract shall be governed by the law of the country and court of Delhi shall have the jurisdiction over all disputes arising under this contract.

19 **DISPUTE RESOLUTION/ARBITRATION**

All disputes shall be resolved by both the parties among themselves within 2 weeks of serving of notice by either party. In case of no resolution case will be referred to the arbitrator. The arbitration will be conducted as per the arbitration act. The arbitral tribunal shall comprise of a sole arbitrator appointed by the owner and contractor shall waive the requirement of the outside Arbitrator.

20 **COMPLIANCE TO PF/ESI RULES**

This will be the responsibility of the bidder to comply with the statutory requirements related with the contract including the provident Fund (PF) and Employee State Insurance (ESI) for the persons engaged by the contractor for the job. Bidder shall adhere to all laws, rules and regulations that may be in force from time to time concerning the employment or service conditions of its employees. Bidder will submit license and registration details, PF A/C no., PAN no, Service tax registration no. with the supporting documents.

21 **RECORD KEEPING**

Contractor will maintain the complete record of the wages, PF deductions, ESI, gate passes, health check, safety equipment, tools etc. of persons employed for the job.

22 Bidder should not be running on holiday list/black list by OIDB or any of Govt. of India deptt. /PSU.

23 Offer of the Bidder under liquidation and/or net worth of agency going negative will not be considered.

24 All the pages of tender document will be signed & stamped and returned as having accepted the provisions, conditions, scope of work etc.

25 Pre-bidding meeting has been assigned a time period for seeking any clarification, deviation, anomaly, contradiction to the NIT.

26 Amendment to the NIT, if required, upon submission and scrutiny of bids will be issued to the bidder. Any change due to this in the price part will be allowed to the extent of 'add on price/deletion price' as part of the price bid submitted with the main bid.

27 **PAYMENT OF WAGES**

- o The contractor shall ensure that payment of wages to the employees of bidder has been made in accordance with the minimum wages act.

- **OIDB is a Central Govt. Deptt. located at Noida. Therefore, Central Sphere wages for "Industrial Worker" shall be paid by the bidder to its employees deputed at OIDB site. Any increase, during the currency of contract, in the minimum wages shall be paid by the bidder to its employees deputed to OIDB without any additional cost to OIDB.**
- **Statutory provisions as applicable w.r.t. minimum wages, ESIC, EPF etc. shall strictly be adhered to.**
- **If at any time it is noticed or it comes to the knowledge that the payment to the persons employed by the bidder is not made in accordance with the minimum wages act, OIDB shall reserve the right to take remedial action to regulate the payment.**
- **Payment to the persons employed by bidder/contractor shall be made on the 7th of the month following and in the presence of representative of OIDB, irrespective payment receivable/received from OIDB.**

28 INCOME TAX

OIDB shall be entitled to deduct Income Tax and surcharge thereon at source at the rates prevailing from all due payments. In addition to the above OIDB shall be entitled to deduct all statutory taxes and duties as applicable.

29 DEFECT LIABILITY PERIOD

For the services/supplies extended by the bidder and the quality of work performed, it will be guaranteed/warranted that the equipment/machine will perform satisfactorily and for this purpose after replacement of part it will remain under guaranteed/warranted for 3 month from the date of installation/replacement.

30 PLANT TAKE OVER

While bidding, an overall survey will be carried out by the bidders. All the plant requirements as listed above will have to be complied with.

31 HANDOVER AND TAKEOVER

Plant will be handed over to the successful bidder in good condition. On completion/termination of the contract plant will be taken over by OIDB/incoming contractor in good condition and all the equipment in working order. Cost for any deficiency will be booked the outgoing contractor.

ANNEXURE-5

SCHEDULE OF RATE (SOR)

Sr	ITEM	UNIT	QTY.	RATE	AMOUNT
1	Refilling of Carbon Di-Oxide Type Fire Extinguisher, 4.5 kg				
a	Hydraulic testing	Each	40		
b	Refilling of cylinder with CO2 gas	Each	40		
c	Replacement of Horn	Each	10		
d	Replacement of hose pipe with horn	Each	10		
e	Replacement of gun metal safety valve	Each	10		
f	Replacement of safety pin	Each	2		
g	Replacement of handle	Each	2		
2	Refilling of Dry Chemical Powder type 5/10 Kg, ABC type Fire Extinguisher.				
a	Hydraulic testing of DCP Type-5/10 Kg. Fire Extinguisher	Each	70		
b	Refilling DCP type -5 Kg. fire extinguisher with dry chemical powder.	Each	45		
c	Replacement of brass union cap	Each	10		
d	Replacement of CO2 gas cartridge	Each	10		
e	Replacement of hose pipe, with horn	Each	5		
f	Hydraulic testing of ABC Type-5/10 Kg. Capacity, fire extinguisher	Each	2		
g	Refilling of water type -9 Lts. capacity fire extinguisher,	Each	31		
h	Refilling of ABC Type - 10 Kg. capacity fire extinguisher,	Each	37		
i	Replacement of Belt	Each	2		
j	Replacement of Safety pin	Each	2		
k	Replacement of pressure gauge	Each	5		
3	Re-painting of fire extinguisher (CO2 type-2/4.5 Kg.), DCP type-5KG ABC type (5/10 Kg), Water type 9 kg, and fixing of labels.	Each	158		
4	Transportation of fire extinguisher for a lot consisting up to 10 fire extinguishers.	Lot	20		
5	Dry chemical powder (5 Kg. Cap.) & ABC (5/10Kg.) Type (Quarterly Polishing service for 23 extinguisher)	Lot	4		
a	CO2, 2/4.5 Kg cap. (quarterly polishing service for 104 extinguisher)	Lot	4		
b	Supply & fixing of lugs of single/double hydrant's landing valves.	Each	5		

7	Supply & fixing of rubber washer for female coupling	Each	10
8	Supply & fixing of rubber washer for landing valve	Each	10
9	Supply & fixing of male & female coupling, 63 mm dia (gun metal)	Each	5
10	Supply of branch pipe of hose pipe (63 mm dia)	Each	10
11	Supply of adapters (gun metal)		
	a 63mm dia - male	Each	5
	b 63mm dia - female	Each	5
12	Supply and fixing of Fire Hydrant box glass and rubber beading	Each	5
13	Supply and fixing of 1/4" or 1/2" mm dia brass valve	Each	5
14	Supply & fixing of RRL hose pipe of 63mm dia (15m long)	Each	2
15	Supply & fixing of male blank cap	Each	2
16	Supply & fixing of clamp for hose reel	Each	2
17	Supply & fixing of hose reel drum	Each	5
18	Supply & fixing of shut off nozzle (gun metal) for hose reel	Each	5
19	Supply & fixing of sprinkler head - pendent type/TYCO make	Each	2
20	Hose binding with copper wire	Lot	30
21	Supply & fixing of pressure gauge (make: Guru or approved equipment) with syphon pipe & cock valve	Each	5
22	Supply & fixing of pressure-switch (make Indfos or approved equipment)	Each	2
23	Supply & fixing of 25 mm dia gate valve (ISI mark)	Each	2
24	Supply & fixing of 25mm: dia butler fly valve	Each	1
25	Supply & fixing of air release valve	Each	2
26	Supply and fixing of butterfly valve 150NB	Each	1
27	Supply and fixing of butterfly valve 100NB	Each	1
28	Supply and fixing of butterfly valve 80NB	Each	1
29	Supply and fixing of butterfly valve 65NB	Each	1
30	Supply and fixing of NRV 65mm	Each	1
31	Supply and Fixing, welding, painting of sprinler pipeline 25NB along with fittings	MR	30
32	Supply, fixing, welding, painting of Fire hydrant or other pipeline upto 150NB along with fittings	MR	30
33	Supply & fixing of Fire hose box (standard size) for external hydrant	Each	2
34	Supply and fixing of 15/25mm dia ball valve	Each	1

35	supply and fixing of 50mm dia CI butterfly valve, SS flaps	Each	1
36	supply and fixing of 200mm dia CI butterfly valve, SS Flap	Each	1
37	Supply and fixing of 150/200mm dia NRV wafer type, SS Flaps	Each	1
38	Supply and fixing of 80/100mm dia NRV wafer type, SS Flaps	Each	1
39	Supply and fixing of 100mm dia Strainer	Each	1
40	Supply and fixing of 150mm dia Strainer	Each	1
41	Supply and fixing of 12V, 180AH battery, exide make	Each	2
42	Supply and fixing of 40mm & 50mm water hose pipe for diesel engine	set	1
43	Supply and fixing of vibration control rubber bellow of 200mm dia	Each	1
44	Supply and fixing of vibration control rubber bellow of 100mm dia	Each	1
45	Supply and fixing of 20mm dia rubber hose reel 30Mtr	Set	1
46	Supply and fixing of Hose reel accessories		
a		Socket	1
b		Elbow	1
c		Nipple	1
d		Union	1
47	Supply and fixing of Single way landing valve, gun metal,	Each	2
48	Supply of Landing valve accessories of wheel plus nut plus bush	Each	2
49	Supply and fixing of drum washer set of big and small	Each	2
50	Supply of Mounting clamp for fire extinguisher	Each	10
51	Supply of Hydrant door L drop	Each	5
52	Supply of Hydrant door master key	Each	10
53	Supply of Fluorescent jacket for firemen	Each	6
54	Supply of Safety helmet	Each	10
55	Supply of Manual loudspeaker	Each	2
56	Flow switch water line 150mm dia	Each	2
57	Supply and fixing of Complete Fire extinguisher CO2, type BC, 4.5 kg	Each	10
58	Supply and fixing of Complete fire extinguisher DCP, Type ABC, 5 kg,	Each	10
59	Supply and fixing of Complete fire extinguisher DCP, Type ABC, 10 kg,	Each	10
60	Supply and fixing of Complete fire extinguisher Water, Type A, 9 kg,	Each	10

61	Operation of plant as per scope defined. Deputation of staff			
	• Operator - 1 No per shift on three shift basis per day and seven days a week			
	• Helper - 1 no per shift on three shift basis per day and seven days a week			
	• Supervisor - 1 no per shift on one shift basis per day (day shift only) and six days a week		Monthly	12
62	Annual maintenance/service of pumps ,as per scope			
a		Fire water pumps	Each	2
b		Jockey pump	Each	2
c		Service water pump	Each	3
d		Water softening plant pump	Each	2
e		Water softening plant pump	Each	2
f		Plumbing pump	each	9
e		Dosing pump	Each	1
63	Annual maintenance/service of diesel engine driven pumps (1 nos.),as per scope defined		Each	1
64	Obtaining fire dept NOC		Lumpsum	1

Note

1. Quoted rate shall be inclusive of all taxes and duties and incidentals for the operation contract and supply/service items
2. Quoted price shall be without any conditions. Any offer with conditions shall be liable to be rejected.
3. Rates and amount shall be quoted in figures and words.
4. No column of SOR should be left blank. For evaluation purposes highest price of other bidder for that item shall be taken.
- 5 This document may be read in conjunction with the scope of work Annexure -2B for a better understanding about details of scope of each items

- 6 Payment for the operation and AMC (Item Sr no 34 of SOR) will be paid on monthly basis on submission of bills and maintenance schedule Book for the services rendered in the particular month. TDS and any other Government levies applicable shall be deducted on bill amount as per Government of India rules issued from time to time.
- 7 Payment for all other items will be restricted to actual no. of items supplied and fixed or the services rendered.
- 8 Quantities mentioned in SOR are indicative only. These may vary to any extent (plus or minus)

APPENDIX- I

CONTRACT AGREEMENT FORM

CONTRACT AGREEMENT NO.....

DATED-----

THIS AGREEMENT is made on Between Secretary, Oil Industry Development Board (hereinafter referred to as "Client" which expression unless excluded or repugnant to the context be deemed to include his successors and assigns), and whose principal place of office is at OIDB Bhawan, Sector 73, NOIDA of the One Part,

AND

M/S.....having its registered office at (Hereinafter referred to as "the Contractor") which expression shall unless excluded by or repugnant to the context be deemed to include his successors, heirs, executors, administrators, representatives and assigns) of the other part for providing housekeeping services to Client.

NOW THIS AGREEMENT WITNESSTH as follows:

- I. WHEREAS the Client invited bids through open tender, vide Notice Inviting Tender datedfor "availing housekeeping services at its office under Tender No.//
- II. AND WHEREAS the Contractor submitted his bid vide..... in accordance with the procedure mentioned along with the bid documents and represented therein that it fulfills all the requirements and has resources and competence to provide the requisite services to the Client
- III. AND WHEREAS the Client has selected M/s.....as the successful bidder ("the Contractor") pursuant to the bidding process and negotiation of contract prices, awarded the Letter of Award (Load) No., to the Contractor on for a total sum of [Rupees Only].
- IV. AND WHEREAS the Client desires that the housekeeping services (as defined in the Bidding Document) be provided, performed, executed and completed by the Contractor, and wishes to appoint the Contractor for carrying out such services.

V.

AND WHEREAS the Contractor acknowledges that the Client shall enter into contracts with other contractors / parties for the housekeeping services of its premises in cases the Contractor falls into breach of the terms and conditions as stipulated in the Tender Document and shall waive its claim whatsoever in this regard.

VI. AND WHEREAS the terms and conditions of this Contract have been fully Negotiated between
The Client and the Contractor as parties of competent capacity and equal standing.

VII. AND WHEREAS the Contractor has fully read, understood and shall abide by all the
terms and conditions as stipulated in the Tender Documents for providing housekeeping services in the Client's premises, failing which the Contract is liable to be terminated at any time, without assigning any reasons by the Client.

VIII. AND WHEREAS the Contractor shall be responsible for payment of Service Tax with
Central Excise and Taxation Department. The documentary proof of the same must be submitted within one month of payment of particular bill for the amount of Service Tax Charged in the said bill

VIII. AND WHEREAS the Client and the Contractor agree as follows:

1. In this Agreement (including the recitals) capitalized words and expressions
Shall have the same meanings as are respectively assigned to them in the Contract documents referred to.
2. The following documents shall be deemed to form and be read and construed
As part of this
 - a. Agreement. This Agreement shall prevail over all other Contract documents.
 - a) The Letter of Award (LOA) issued by the Client.
 - b) Notice to Proceed (NTP) issued by the Client
 - c) The complete Bid, as submitted by the Contractor. (d) The Addenda, if any, issued by the Client.
 - d) Any other documents forming part of this Contract Agreement till date. (Performance Bank Guarantee, Bank Guarantee)
 - e) Charges – Schedule annexed to this Article of Agreement

f) Supplementary Agreements executed from time to time.

- 3 Any changes/modifications/amendments required to be incorporated in the Contract Agreement at a later stage shall be discussed and mutually agreed by both the parties and such supplementary agreements shall be binding on both the parties and shall form the part of this contract agreement.
- 4 All disputes shall be resolved by both the parties among themselves within 2 weeks of serving of notice by either party. In case of no resolution case will be referred to the arbitrator. The arbitration will be conducted as per the arbitration act. The arbitral tribunal shall comprise of a sole arbitrator appointed by the owner. Contractor willfully waives the requirement of the outside Arbitrator and consents that Arbitrator may be a person appointed by OIDB which may include any officer of OIDB.
5. This Contract shall be governed by and construed in accordance with the laws of India. Each Party hereby submits to the jurisdiction as set out in the Dispute Resolution Procedure in the Conditions of Contract.

VII. IN WITNESS WHEREOF the parties hereto have caused this Agreement to be executed in accordance with the laws of India on the day, month and year indicated above.

Signed on behalf of
The Contractor

Signed on Behalf of
Oil Industry Development Board

(Authorized Signatory)

(Authorized Signatory)