

Government of India
Bhabha Atomic Research Centre
Nuclear Recycle Board
NRB Complex, Near HBNI,
Anushaktinagar, Mumbai – 400 094.

Notice Inviting Tender

TENDER No. BARC/NRB/2017/AMC/01

Date: 21st August 2017.

- 1.0 Sealed tenders are invited on behalf of the President of India by the Chief Executive, Nuclear Recycle Board, Bhabha Atomic research Centre, Anushaktinagar, BARC, Mumbai-400094, for the following services from Contractors having requisite experience in similar services.

Description of the Services	: Annual Maintenance Contract (AMC) of Video Conferencing System (VCS) at three sites: Mumbai, Tarapur and Kalpakkam.
Estimated cost	: Rs. 12,50,000/- (Rupees Twelve Lakhs Fifty Thousand Only).
Period of Contract	: Two Years (24 months).
Cost of tender document	: Nil
Place of issue and submission of Tender Document.	: Shri. K K M Haneef, GM, INRPWMD, Nuclear Recycle Board, NRB Complex, Near HBNI, Anushaktinagar, Mumbai - 400094. Tel. No. : 022-25597918 Fax: 022-25509839.
Issue of Tender	: 13/10/2017 to 23/10/2017 upto 16:00 hours
Last date for submission of Tender	: 27/10/2017 upto 14:30 hours
Opening of tender in the presence of attending bidders at NRB Complex, Anushaktinagar, Mumbai-400094	: 27/10/2017 at 15:00 hours

Note: In case the last date of sale and/or the date of receipt and opening of tender are declared as a holiday, the respective date shall be treated as postponed to the next working day.

2.0 Scope of Work:

Comprehensive Annual Maintenance Contract will cover the VCS equipment, LED TVs and Network Laser Printers. Scope includes Quarterly Preventive maintenance visits and Breakdown maintenance including repair and replacement of defective parts.

Details of equipment covered under Comprehensive AMC are given in Annexure II.

The scope of work is as follows:

- Registration of the system for AMC with the OEM as applicable.
- The firm needs to ensure that an engineer would reach the site within Twenty Four hours from the time of call (applicable to all sites).
- In case hardware is found faulty, vendor will have to provide a standby / alternative arrangement within Seventy Two Hours (3 working days) from the time of call (applicable to all sites).
- Thorough cleaning, lubrication, testing, re-adjusting, replacement of parts needed for proper operation.
- To repair/replace defects during the currency of the contract.
- To keep the equipment in up to date condition (upgrading software/firmware as applicable) during the currency of the contract.

3.0 Terms & Conditions:

3.1 Nature of AMC: Comprehensive.

3.2 Duration of Work (period): TWO YEARS. (Extendable up to one more year at the same terms and conditions)

3.3 Emergency Call: Emergency/Breakdown call from the user department should be attended immediately but not longer than 24 hours at no extra cost.

3.4 Mandatory visit: One visit to all sites is Mandatory within a quarter (billing period).

3.5 Cost of Repair/Replacement of parts: No extra cost of Repairs/Replacement of parts or up gradation of Software/Hardware will be paid under any circumstances during the currency of the contract.

3.6 Payment:

- **Quarterly, at the end of each quarter (Three Months) during the AMC period. No advance payments will be granted.**
- Invoice should be sent in triplicate indicating the service contract number & date along with bank details and advance stamped receipt, for arranging payment.
- The invoice should be sent along with service report / satisfactory report from user department.
- **Payment of GST** will be made only if the firm is registered under GST and the invoice raised by registered supplier along with other details includes GSTN, PAN and Location of supply. Tax Component is to be separately indicated in the invoice.

3.7 Deductions: Income Tax and any other Tax as applicable will be deducted from the bills.

3.8 Liquidated damages on non-performance of the contract:

In the event of non-satisfactory performance of the contract w.r.t the services listed in scope of the work, the government shall be entitled to recover at its discretion from the

contractor, agreed liquidated damages at 0.5% per week of the total value of the work, subject to a ceiling of 10% of the total value of the contract.

4.0 Eligibility for issue of Tender Document:

- 4.1 Bidders must be Certified / Authorized service provider / System Integrator of Tandberg / Polycom System (copy of Certificate should be provided).
- 4.2 Should have presence at/near the three sites Mumbai, Tarapur and Kalpakkam.
- 4.3 Bidders should have minimum five Nos. of trained manpower certified by OEM.
- 4.4 Tenderers who have satisfactorily executed three similar works each of value 40% of estimated cost or two works each of 60% cost or one work of 80% cost in last seven years are eligible for issue of tender. Also the average annual turnover of the Tenderer should be at least 100% of estimated cost during the preceding three years ending 31st March of previous financial year.

5.0 Instructions to Tenderers.

- 5.1 For obtaining Tender Documents, the application in the official letterhead of the Tenderer containing authorisation of his representative to collect the Tender Documents. Documentary proof of the following shall be submitted in person to

Shri. K K M Haneef,
GM, INRPWMD,
Nuclear Recycle Board,
NRB Complex, Near HBNI,
Anushaktinagar, Mumbai - 400094.

- (a) Past experience/list of similar work completed/in progress with their costs during last five years
- (b) Latest Income Tax Clearance Certificate.
- (c) List of qualified staff available with the Tenderer for executing the services.
- (d) Profit and Loss Account and Balance Sheet of last 3 years.
- (e) Latest Bank Solvency Certificate of value not less than 40% of the estimated cost issued not earlier than one year from date of starting of sale of tender.
- (f) TDS certificate for proof of value of work executed for various clients.
- (g) GST Registration Certificate.

Note: The Contractors shall submit a list of works which are in hand (in progress) in the following form:

Sr. No	Name of the work	Name & particulars of Division where the work is being executed	Amount	Position of the work in progress	Remarks
1	2	3	4	5	6

Tender Documents will be issued only on examining the above documents and satisfying that the intended Tenderer fulfills the eligibility criteria.

- 5.2 The person deputed for purchase of Tender Documents shall carry a photo identification like Identity Card issued by the Firm, Passport, Voter's Identity Card, Driving License, PAN Card etc. in addition to the documents listed at para 5.1. Companies should send only such persons who are familiar with the nature of services

to be rendered for discussions regarding company's capability to execute the work, in case called for.

**Note: (1) The tenders will not be sent by post.
(2) Original documents shall be produced for verification as and when called for.**

5.3 It will be obligatory on all tenderers not submitting the offer to return the Tender Documents to

Shri. K K M Haneef,
GM, INRPWMD,
Nuclear Recycle Board,
NRB Complex, Near HBNI,
Anushaktinagar, Mumbai-400094.

5.4 Tender documents are not transferable.

5.5 Chief Executive, NRB reserves the right to reject any or all tenders or to award part(s) of work to different agencies without assigning any reasons thereof.

5.6 Tenders should be submitted only in the prescribed format (**Annexure – I**) to the Tender Document. Tenderers shall quote the rates clearly in Annexure – I of the Tender Document. All tenders, in which, any of the prescribed conditions are not fulfilled or are incomplete in any respect or tenders not in the prescribed format are liable to be rejected.

5.7 Tenders are to be submitted in sealed envelopes with the name of work and tender notice number written on it and submitted to the tender inviting authority at the following address:

Shri. K K M Haneef,
GM, INRPWMD,
Nuclear Recycle Board,
NRB Complex, Near HBNI,
Anushaktinagar, Mumbai-400094

5.8 It will be obligatory on the part of the Tenderer to sign on all the pages of the tender document for all the components/parts of the Tender and affix his/his Company's rubber stamp on every page of the Tender.

5.9 Tenderers should quote the rates in figures as well as in words. All corrections shall be attested by dated initials of the Tenderer. Special care should be taken to write the rates in figures as well as in words in such a way that no other interpretation is possible. The total amount should also be written both in figures and words.

5.10 If the amount of an item is not worked out by the Tenderer or if it does not correspond with the rates written either in figures or in words then the rates quoted by the Tenderer will be taken as correct, not the amount. If there exist any discrepancy between the rates written in figures and words, then the rates which correspond to the amount worked out by the tenderer will be taken as correct.

5.11 Partnership firms and joint venture firms will be considered only if:

- (a) Partnership Deed/Joint Venture Agreement has been entered into before the purchase of Tender Documents and copy thereof is enclosed with the Tender.
- (b) The Tender Document is purchased in the name of Partnership Company or the Joint Venture firm.
- (c) Such Partnership or Joint Venture is legally in order.

- 5.12 The Chief Executive, NRB does not bind himself to accept the lowest tender or any tender and reserves to himself the right to accepting the whole or any part of the tender and the tenderer shall be bound to perform the services at the rates quoted and as accepted in the Work Order/Agreement.
- 5.13 Tenders with any condition including conditional rebate shall be rejected. However, tenders with unconditional rebate will be accepted.
- 5.14 Before submitting the tenders, Tenderers are advised to visit the work site viz. NRB Office Complex, Near Homi Bhabha National Institute, Anushaktinagar, Mumbai – 400094, for full understanding of the scope of work.
- 5.15 **The Quotation shall have a minimum validity of 90 days from date of opening of tender.**
- 5.16 CANVASSING IN ANY FORM IN CONNECTION WITH THE TENDER IS STRICTLY PROHIBITED AND SHALL DISQUALIFY THE TENDERER. THE TENDERS SUBMITTED BY TENDERER WHO RESORT TO CANVASSING ARE LIABLE TO BE REJECTED.
- 5.17 For any clarifications, please contact Shri. Daniel Babu P., SO/G, INRPWMD, NRB, NRB Complex, Near HBNI, Anushaktinagar, Mumbai-400094 (Phone No. 022-25597917).

Confidentiality Clause:

- I. Confidentiality: No party shall disclose any information to any third party concerning the matters under this contract generally. In particular, any information identified as “Proprietary” in nature by the disclosing party shall be kept strictly confidential by the receiving party and shall not be disclosed to any third party without the prior written consent of the original disclosing party.

This clause shall apply to the sub-contractors, adviser or the employees by a party with equal force.

- II. “Restricted information” categories under section -19 of the Atomic Energy Act, 1962 and “Official Secrets” under Section-5 of the Official Secrets Act, 1923: Any contravention of the above-mentioned provision by any contractor, sub-contractor, consultant, adviser or the employees of a contracted will invite penal consequences under the aforesaid legislation.
- III. Prohibition against the use of NRB’s / BARC’s name without permission for publicity purposes:
The contractor, sub-contractor, consultant, adviser or the employees engaged by the contractor shall not use NRB’s / BARC’s name for any publicity purpose through any public media like press, Radio, TV or internet without the prior written approval of NRB / BARC.

Sd/-
Chief Executive
NRB, BARC, Mumbai
For and on behalf of the President of India