

NOTICE INVITING TENDER

SCOPE Minar/MMO/15-16/264

31.08.2015

SUB. : ANNUAL MAINTENANCE CONTRACT FOR 4 NOS OF TRACTEL TRIFOR (I) PVT.LTD. MAKE FAÇADE CLEANING ROOF TROLLEYS INSTALLED AT SCOPE MINAR Laxmi nagar, Delhi-110092

1. Sealed item rate tenders are invited by Dy. Chief Engineer SCOPE on **behalf of Constituents of SCOPE Minar**, Laxmi Nagar Delhi- 110092 for the subject work as per the details given below.

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|------------|--|----------|--|
| 1.1 | Name of the work | : | AMC of 4 nos TTIPL make Façade cleaning Roof Trolleys at SCOPE minar. |
| 1.2 | Estimated Cost | : | Rs.652572 .00 per annum |
| 1.3 | Earnest Money | : | Rs.13100.00 |
| 1.4 | Duration of Contract | : | Two years from the date of LOI |
| 1.5 | Cost of Tender | : | Rs. 500.00 |
| 1.6 | Last date of submission of Tenders | : | 13.10.2015 upto 2.30 P.M. |
| 1.7 | Place of submission of Sealed Tenders | : | Office of Dy. Chief Engineer, SCOPE, Core-2, UL Floor, SCOPE Minar, Laxmi Nagar. Delhi - 92 |
| 1.8 | Date & Time opening of Tenders | : | 13.10.2015 at 3.00 P.M. |
| 1.9 | Place of opening of Tenders | : | As mentioned above. |

2. Tender documents consisting of Technical specifications, schedule of quantities, **contract** conditions, can be had from the office of Dy.Chief Engineer SCOPE Minar, Core-2, UL Floor, SCOPE Minar, Laxmi Nagar. Delhi - 92 on payment of **Rs.500/-** in Draft in favour of “**MMO SCOPE Minar**” (Non-refundable) on any working day

from **30.09.2015 to 12.10.2015** during working hours from 10.00 A.M. to 3.00 P.M. However Bid shall be submitted on purchased documents only.

3. Tender document shall be issued only to specialized Contractors / Manufactures working with CPWD/PWD/MES/Railway/PSUs/Autonomous Bodies who fulfill following pre-qualification criteria:

- 3.1 Experience of having successfully completed works during the last 5 years Ending last day of the month previous to the one in which applications are invited:

Three similar completed works, each costing not less than the amount equal to 40% of estimated cost put to tender.

OR

Two similar completed works, each costing not less than the amount equal to 60% of the estimated cost put to tender.

OR

One similar completed work of aggregate cost not less than the amount equal to 80% of the estimated cost.

- 3.2 Proof of registration with ESI, PF, Service Tax/VAT clearance certificate, PAN No.
- 3.3 Average annual financial turn over on similar work works should be at least 50% of the estimated cost during the immediate last 3 consecutive financial year.
- 3.4 Balance sheet for previous three years.
4. **Submission of Tender:** The Earnest Money Deposit shall be submitted in one envelope and the duly filled tender shall be submitted in the other envelope. These two envelopes shall be submitted under one sealed envelope super scribing the NIT no. and the name of work. The tenders without EMD shall not be opened
5. Tenders are invited to submit their offers strictly based on the terms & conditions and specifications given in the tender document.
6. Earnest Money mentioned above should be paid by crossed Demand Draft / Pay order from any Nationalized / Scheduled Bank in favour of "MMO SCOPE Minar". Tenders without Earnest Money Deposit will be summarily rejected and the representative of such tenderers will not be allowed to attend tender opening.
7. The SCOPE may conduct Pre Bid meetings with prospective bidders to clarify any aspect of its bid that require clarification. During this meeting, the SCOPE may bring attention of the Bidders to any matters, technical or otherwise, where for whatever reason, it requires clarification / details about the bid.

- 8 Tenders are invited to submit their offers strictly based on the terms & conditions and specifications given in the tender document.
- 9 SCOPE reserves the right to reject any or all tenders without assigning any reasons.
- 10 Conditional tenders shall be summarily rejected.

Dy. Chief Engineer (C)

SCOPE OF WORK

SCOPE Minar a twin tower building at Laxmi Nagar District Centre has a curtain wall façade surrounding the building. There are four numbers of Tractel Trifor (I) pvt. Ltd. make Façade Cleaning Roof Trolleys two each located in the terrace level of the North & South Tower.

The following shall be the responsibility of the agency :

1. **The contractor shall appoint full time supervisor & technician with 5 years experience and depute them at site of work . All work shall be done under direct supervision of this supervisor. He will ensure safety of the trolleys & safety of the workers during operation**
2. Regular visits of Expert Engineers , carrying out the maintenance including repairs, overhauling so as to keep the trolleys healthy and fit for safe operation all the time.
3. Any statutory clearance with respect to the safety of the trolleys shall be arranged by the contractor/ bidder, and nothing shall be paid extra on this account. Entire safety of the equipment , manpower and other workers / working on trolleys is the exclusive responsibility of the agency, irrespective of the status of the trolleys cleaning season etc. No compensation of whatsoever shall be entertained on this account.
4.
 - (a) Lubricants and gaskets/ oil seals, rag waste etc. required for servicing / overhauling of the equipment's as and when necessary to ensure trouble free operation of the trolleys , to be provided free of cost.
 - (a) Push button , indicating lights, servicing of mechanical and electrical parts as and when required is included in the contract.
 - (c)To charge or top up oil as when required.
 - (d) To change the oil as per the recommendation of the Original Equipment Manufactures.
 - (e) Maintaining of due log books, records etc. to substantiate the progress of regular maintenance of the trolleys
 - (f) Ensuring smooth and safe running of the equipments.
5. Carrying out modifications suggested by supervising or statutory bodies.
6. Maintenance of daily log book of events, spares consumption register/ file etc.
7. Advising for procurement of spares in time so that maintenance / operation is not held up for want of spares.

8. The cost of materials / spares which is not covered above shall be supplied by the agency and shall be paid extra with 10% transportation & handling charges based on actual price list minus discount if any.
9. The agency has to carry out preventive maintenance schedule to minimize breakdown of the equipment's.