

(on website)

F.No.11-23/2017-NCW(A) – Tender - Electrical
National Commission For Women
Plot No.21 Jasola Institutional Area
New Delhi-110025.

Sub: Tender for Electrical Maintenance Services

The National Commission for Women was constituted as per the National Commission for Women Act, 1990 and has been functioning as per the mandates bestowed on it by the NCW Act, 1990 under the aegis of Ministry of Women and Child Development.

The Commission (NCW) intends to hire an agency for providing Electrical Maintenance Service in its office. The electrical maintenance service include deployment of one skilled electrician on monthly charge basis and provision/supply of electrical items for maintenance/repair/replacement on requirement basis.

Sealed composite Bid are invited in the format given superscribed with “**Tender for Electrical Maintenance Services – 2017**” at the following address:

The Deputy Secretary
National Commission for Women
Plot No. 21 Jasola Institutional Area
New Delhi 110025.

IMPORTANT DATES

- | | |
|-----------------------------------|-----------------------|
| 1. Date of Pre-Bid meeting | :24.04.2017 (3.00 pm) |
| 2. Last date of Tender Submission | :28.04.2017 (3.00 pm) |
| 3. Date of Tender Opening | :28.04.2017 (4.30 pm) |


(V.V.B. Raju) 17/4/2017
Deputy Secretary

ELIGIBILITY CONDITIONS:

1. The firm should be registered in Delhi and should have an office in Delhi/NCR.
2. The electrician should possess Competency Class-II (Electrician) certificate issued by Chief Electrical Inspectorate of Govt. of Delhi.
3. The agency firm should have experience of at least 3 years in the relevant field and enclose proof of having worked with reputed organizations/Department of Govt. of India/PSU/Statutory Bodies/or other commercial organization. A proof of date of incorporation of the firm shall be enclosed with the bid.
4. The Agency/Firm should be registered under Service Tax Registration/TIN/VAT Registration (Copy to be attached).
5. The details of inputs/information required to be submitted by the agency/firm are listed in the format.
6. Details of current and previous clients are to be submitted by the Agency/Firm.
7. **Earnest Money Deposit (EMD):** The bidder shall furnish an amount of Rs.10,000/- (Rupees ten thousand only) by way of Demand Draft drawn in favor of “PAO, National Commission for Women payable at Delhi/New Delhi” or FDR or Bank Guarantee from a Commercial Bank with validity of 45 days beyond from date of final bid.
8. **Performance Security:** The selected Agency will have to deposit a Performance Security 10% (Ten percent) of the contract value within 15 days of the receipt of the formal order/signing of agreement. The performance security will be furnished in the form of the Account Payee Demand Draft drawn in favour of “PAO, National Commission for Women” or Fixed Deposit Receipt (FDR) from a Commercial Bank made in the name of Service Provider Company but hypothecated to the National Commission for Women or Bank Guarantee from a Commercial Bank. The performance security should remain valid for a period of 60 days beyond the date of completion of all the contractual obligations of the agency.
9. The contract will be awarded for a period of one year initially. However, on the basis of performance of the agency it can be renewed for further period of one or more years solely at the discretion of NCW on mutually agreeable terms. The contractor either in full or in part shall not be subletted or assigned under any circumstances.
10. The contract may be terminated at one month's notice by the NCW if any of the stipulated conditions agreed upon by the selected agency is not met to the satisfaction of NCW or even without assigning any reason thereof by the NCW. In case of termination/withdrawal of service within the contract period by the agency, three months prior notice must be given by the agency.
11. The electricians deployed will report to duty on all working days to the office of the Commission at 8.30 AM in NCW Office and to the officer assigned for the purpose and will remain in the office till 6.00 P.M or as instructed by Officer assigned. The electricians may also be required to attend office on holidays, in case such need arises.
12. In case of deployed electrician is unable to attend duty, equally qualified/substitute is to be provided by the agency. In case of non-deployment of Electricians, a penalty of Rs.500/- per electrician per day will be imposed for each day of absence in addition to proportionate deduction

from the monthly charges (to be calculated @ monthly charges /26 or 27 days).

13. The electricians deployed in NCW Office will be required to visit all the floors of their respective offices for inspection regularly, for ensuring effective maintenance. **Necessary tools and equipments required for repair/maintenance work will be provided to the electrician by the agency.**
14. The agency/firm shall take necessary safety measures and it will be solely responsible for the safety of electrician engaged by it. NCW will not be responsible for any loss of life/injury to the electricians or any third person caused during performance of the duty by the electricians. Compensation/expenditure on treatment on such loss of life/injury will be the sole responsibility of the agency.
15. The items provided/supplied should be of ISI/BSI certified products and meeting prescribed energy efficiency. The rates shall not be subject to any variation in price during the period of contract, except in case of taxes.
16. Payment Schedule: Payment to the agency will be made on monthly basis. The agency/firm has to submit two separate monthly bills, one for hiring charges for electrician and other for materials used. A list containing details of material used/work done, duly verified by the respective officers users should be attached with the bills.

Penalty Clause

17. Any deviation in the material quality & quantity quoted will invoke penalty as decided by the competent authority. For proper maintenance, suitable material which are environment friendly, not harmful to human and government property should be used.

Settlement of dispute

18. Any dispute arising in the matter shall be resolved through an arbitrator to be nominated by the competent authority in NCW.
19. Jurisdiction for legal disputes, if any, arising during the period of the contract will be in Delhi Court only.
20. NCW reserves the right to amend any of the terms and conditions contained in the Tender Documents or reject any or all applications (offers) without giving any notice or assigning any reason thereof. The decision of the competent authority in this regard will be final and binding.

Responsibility of the Agency/Firm:

- i. Tenders should be filled with neat, legible and correct entries both in figure as well as in words. Alteration, erasers and indistinct figures should be avoided. Any correction in the quoted words by the Tenderer shall be made in ink only and shall be signed by the tendered/authorized person.

- ii. The submission of tender by a tenderer implies that he had read this notice and the Terms and Conditions of the contract and has made himself/herself aware of the scope and specifications of the work to be done and of the local conditions of the work place.
- iii. Tender must be submitted on the Tender documents downloaded from the website of NCW. Intimation of tender by FAX Mail is not acceptable

Submission of Tender:

- I. The technical bid as per the format prescribed and Financial Bid in the format as prescribed must be submitted in separate covers. The cover containing financial bid must be sealed.
- II. Both the covers of financial bid and technical bid alongwith EMD are to be put in a single big envelop super scribed with “Tender for Electrical Maintenance Service’ and must be deposited in the office of the Commission by **28th April 2017 by 3.00 pm.**
- III. A pre-bid meeting will be held on **24th April 2017 at 3.00pm** by Deputy Secretary. The interested bidders may attend the pre-bid meeting in the office of the Commission.
- IV. Financial bids of only those bidders whose technical bids are acceptable/qualified will be opened.
- V. Late/delayed submitted tenders due to any reason whatsoever will not be accepted/considered at all under any circumstances.
- VI. The tender shall remain open for acceptance for a period of 90 (Ninety) days from the last date of submission of tenders.
- VII. NCW does not bind itself to accept the lower-bid or to give any reasons for its decisions. The NCW reserves the right to reject any or all of the tenders received without assigning any reason thereof.
- VIII. In case of any dispute, NCW shall have the right to appoint an Arbitrator whose decision shall be final & binding on both the parties.
- IX. NCW reserves the right to cancel/withdraw the present tender at any stage without assigning any reason thereof.

Read and understood the terms &
conditions above:

(Signature of the authorized person)
With complete address and seal

DETAILS OF REQUIREMENT

1. Skilled Electrician 01 No.: Should possess Competency Class-II (Electrician) certificate issued by Chief Electrical Inspectorate, Government of NCT of Delhi.

2. Details of Electrical items (To be provided/supplied on requirement basis):

S. No	Name of the item	S. No	Name of the item
1.	Tube light 36w 4ft.	24.	Modular Switch 16 amp –R
2.	Tube light 18w 2ft	25.	Modular Socket 16 amp –R
3.	TS 20w Tube	26.	Modular Socket 16 amp C
4.	TS 20w Fixture	27.	Modular switch 16 amp C
5.	Electronic Tube Fixture with Tube 36w	28.	Modular Socket 10 amp 5 pin
6.	CFL Tube 15w	29.	Modular Pate T-6 mounted horizontal
7.	CFL Tube E 27 15w	30.	Modular Pate T-3 mounted horizontal
8.	Starter s10 40w	31.	PVC box 8 Modular horizontal
9.	Starter s2 18w 110v	32.	PVC box 6 Modular horizontal
10.	Choke 40w copper	33.	PVC box 3 Modular
11.	Choke Electronic 40w 34	34.	PVC Channel 1
12.	Choke 18w copper	35.	Wireless Remote Bell
13.	Choke 11w copper	36.	Bell Indicator with Box.
14.	Electronic Choke for 2x PLC 18w	37.	2 Core parallel wire PVC copper 23'76
15.	Electronic Choke for 2x PLL 18w	38.	3 Core wire round flexible PVC copper 40/76 or 1.5 mm
16.	Electronic choke for 2x18w TLD	39.	3 Core wire round flexible PVC copper 70/76 2.5 mm
17.	P1-c 18w 2 pin / 4 pin	40.	Single Pace MCP 16 amp/32amp
18.	P1-s 9w and 11 w	41.	Double Pace MCB 32 amp
19.	P11 36w 4 pin	42.	Double Pace MCB 63 amp

20.	P11 18w 4 pin	43.	Double Pace MCB 4 pole 63 amp
21.	Modular Switch 10 amp		
22.	Modular Switch 20 amp and 6 amp		
23.	Modular Socket 20 amp 6 pin		

(Signature of the Tenderer)
 With complete address and seal

Tel. No.....
 Mobile No:.....

Place
 Date

DETAILS OF THE FIRMS SUBMITTING TENDER

Last date & time of submission:

Name of work: Limited Tenders for Electrical Maintenance Servicer

Sl. No.	Particulars	Information/document submitted by the bidder
1.	Name of the Agency with Registration No. (with documentary proof to be attached)	
2.	Office/Company Address and Tel. No.	
3.	Name(s) of the Proprietor/Partners	
4.	Details of Certificates of Competency Class-II issued by Chief Electrical inspectorate, Govt. of Delhi For electricians (Copies to be attached)	
5.	Service Tax/TIN/VAT/PAN No. (with documentary proof to be attached)	
6.	Past Experience of Electrical Maintenance Work in Govt. Departments/ PSUs/Autonomous Bodies/ Reputed Private Firms.	
7.	Certificate regarding non- blacklisting of the firm by any Gov. Department/PSUs/Autonomous Organization etc. (To be furnished on the letter head of the bidding organization)	
8.	Particulars of Demand Drafts annexed as Earnest Money	Amount:..... DD No.: issuing Bank with date of issue:

(Signature of the Tenderer)

With complete address and seal

Tel. No.....

Mobile No:.....

Place

Date

Electrical Maintenance Work in NCW
Performa for Financial Bid

Last date & time of submission:

Name of the Firm.....

- 1. Electrician (01) -** Rs, _____ Per Month
2. Electrical Items: (To be provided/supplied on requirement basis):

Sl. No	Name of the item	Rate per unit in figure	in words
1.	Tube light 36w 4ft.		
2.	Tubelight18w2ft.		
3.	TS 20w Tube		
4.	TS 20w Fixture		
5.	Electronic Tube Fixture with Tube 36w		
6.	CFLTuhel5w		
7.	CFL Tube E 2715w		
8.	Starter s10 40w Starter		
9.	s2 18w 110v		
10.	Choke 40w copper		
11.	Choke Electronic 40w		
12.	Choke 18w copper		
13.	Choke 11w copper		
14.	Electronic Choke for 2x PLC 18w		
15.	Electronic Choke for 2x PLL 18w		
16.	Electronic choke for 2x18w TLD		
17.	Pl-cl8w2pin/4pifl		
18.	P1-s 9w and 11 w		
19.	P11 36w 4in		
20.	P11 18w 4 pin		
21.	Modular Switch 20 amp and 6 amp		
22.	Modular Switch 20 amp 6 pin		
23.	Modular Switch 10 amp		
24.	Modular Switch 16 amp – R		
25.	Modular Switch 16 amp- R		
26.	Modular Switch 16 amp C		
27.	Modular Switch 16 amp C		
28.	Modular Switch 16 amp		
29.	Modular Pate T-6 mounted horizontal		
30.	Modular Pate T-3 mounted horizontal		
31.	PVC box 8 Modular horizontal		
32.	PVC box 6 Modular horizontal		
33.	PVC box 3 Modular		
34.	PVC Channel 1”		

35.	Wireless Remote Bell		
36.	Bell Indicator with Box.		
37.	2 Core parallel wire PVC copper 23'76		
38.	3 Core wire round flexible PVC copper 40/76 or 1.5 mm		
39.	3 Core wire round flexible PVC copper 70/76 2.5 mm		
40.	Single Pace MCP 16 amp/32amp		
41.	Double Pace MCB 32 amp		
42.	Double Pace MCB 63 amp		
43.	Double Pace MCB 4 pole 63 amp		
Total			
Discount, if any			
Net Total			

(Signature of the Tenderer)
With complete address and seal

Tel. No.....

Mobile No:.....

Place

Date

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**INVENTORY OF ELECTRICAL EQUIPMENT FOR NATIONAL
COMMISSION FOR WOMEN AT JASOLA, NEW DELHI.**

AIR CONDITIONING WORKS

1.5 TR SPLIT A.C	=	14 Nos
2.0 TR SPLIT A.C	=	1 Nos
3.0 TR DUCTABLE SPLIT A.C	=	15 Nos
5.5 TR DUCTABLE SPLIT A.C	=	5 Nos
8.5 TR DUCTABLE SPLIT A.C	=	10 Nos
11.0 TR DUCTABLE SPLIT A.C	=	3 Nos

AUDITORIUM WORKS

STAGE LIGHTING	=	7 Nos
PROJECTOR	=	1 Nos
MAIN CURTAIN	=	1 Nos
REAR CURTAIN	=	1 Nos
STAGE WINGS	=	4 Nos
DIMMER PANEL	=	1 Nos
CONTROL PANEL	=	1 Nos
PATCH PANEL	=	1 Nos

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**INVENTORY OF ELECTRICAL EQUIPMENT FOR NATIONAL
COMMISSION FOR WOMEN AT JASOLA, NEW DELHI.**

ELECTRICAL EQUIPMENT

1. 1010 KV DG Set	=	1 Nos
2. 1000 KV PSS	=	1 Nos
3. AMS PANEL	=	1 Nos
4. MAIN L.T PANEL	=	1 Nos
5. FLOOR PANEL (G+F+S+T+F)	=	5 Nos
6. FIRE FIGHTING PANEL	=	2 Nos
7. STATAR PANEL	=	1 Nos
8. VENTILATION PANEL	=	5 Nos
9. MAIN FIRE PUMP	=	2 Nos
10. JOCKEY FIRE PUMP	=	2 Nos
11. FIRE DIESEL PUMP	=	1 Nos
12. WATER PUMP	=	2 Nos
13. 16 PASSENGER LIFT	=	2 Nos
14. EXTRNAL LIGHT PANEL	=	1 Nos
15. 300 KVAR CAPACITOR PANEL	=	1 Nos
16. LIFT PANEL	=	1 Nos
17. SUMP PUMP	=	4 Nos
18. TARRCE FIRE PUMP	=	1 Nos
19. FIRE ALARM PANEL	=	1 Nos
20. 1500 CFM VENTILATION FAN	=	2 Nos
21. 2500 CFM VENTILATION FAN	=	7 Nos
22. 3000 CFM VENTILATION FAN	=	7 Nos
23. 3500 CFM VENTILATIONFAN	=	7 Nos
24. 4500 CFM VENTILATION FAN	=	3 Nos
25. 6000 CFM VENTILATION FAN	=	3 Nos
26. 15000 CFM VENTILATION FAN	=	2 Nos
27. 18000 CFM VENTILATION FAN	=	2 Nos
28. 28000 CFM VENTILATION FAN	=	2 Nos