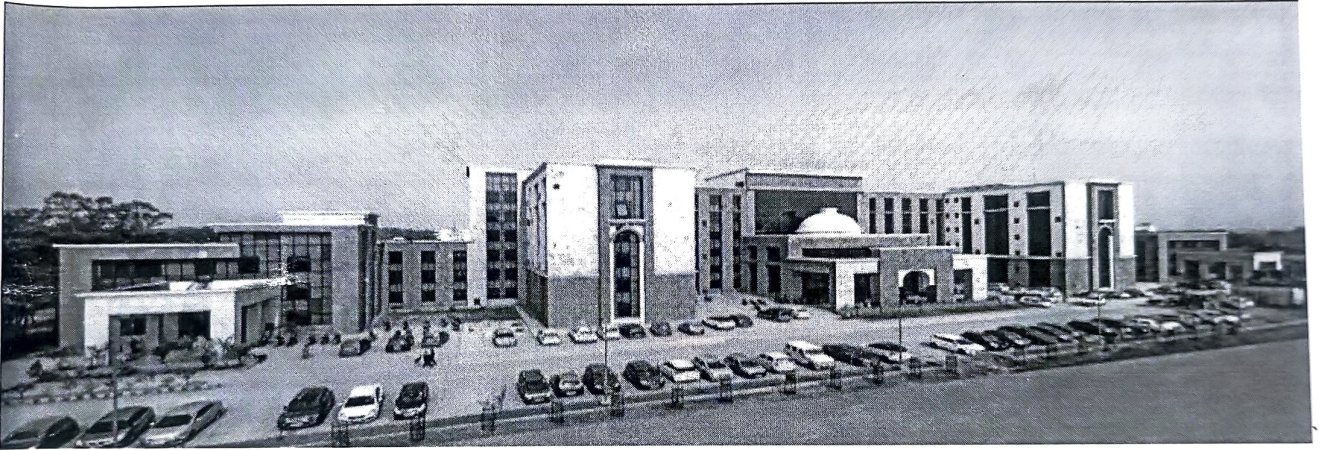


Tender for Rectification and Annual Comprehensive maintenance of lift installed in Annexe block at IGIMS , Patna-14.



Short Urgent Tender Notice No: IGIMS / EC/ EW / 04 / 2023-24

Last Date of submission: 20/07/2023 up to 3:00 P.M.



INDIRA GANDHI INSTITUTE OF MEDICAL SCIENCES

SHEIKHPURA, PATNA – 800 014 (Bihar, India)

Tel.: 0612 – 2297631, 2297099; Fax: 0612 – 2297225; Website: www.igims.org;

E-Mail: director@igims.org



Office of the Director

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(Short Urgent Tender Notice No: IGIMS / EC/ EW / / 2023-24)

Memo No. 312 / EC/EW/2023

Date 07/07/23

TENDER NOTIFICATION

Percentage rate for Schedule items and rates of non-schedule items in two bid systems (Technical and Price Bid) are invited from eligible and experienced firms registered under, CPWD, BCD, Energy Department, Railway, Autonomous Bodies, PSUs or in any government organization under which similar nature of works are carried out.

Date & Time for obtaining BOQ (Only from Institute website: - (www.igims.org))	08 / 07 / 2023 to 19 / 07 / 2023 up to 03:00 PM			
Date & Time of Pre-bid meeting for any Queries	11 / 07 / 2023 at 3:00 PM in Conference Hall, IGIMS, Patna			
Reply of Pre-bid Queries (Only on Institute website: (www.igims.org))	Till 11 / 07 / 2023			
Last Date & Time for submission of complete tender Document Hard copy at Director's Office IGIMS through Regd. /speed post/courier.	20 / 07 / 2023 up to 3:00 PM			
Date & Place of opening of Tender (Technical Bid)	21 / 07 / 2023 at 3:00 PM in Conference Hall, IGIMS, Patna			
Date & Place of Opening of Tender (Price bid)	Date of opening of Price bid of Technically viable tender shall be intimated only through Institute web site www.igims.org			
Sl No.	Name of work	Cost of blank tender /BOQ ₹	Earnest Money Deposit ₹	Completion period of the work
1	Rectification and Annual Comprehensive maintenance of lift installed in Annexe block at IGIMS , Patna-14	Rs.2500.00	Rs.30,000.00	12 months

Details of the tender can be seen and downloaded from Institute website: www.igims.org. Undersigned reserve the right to accept/reject any or all tenders without assigning any reason. Prospective bidders are advised to regularly visit www.igims.org for Corrigendum/Amendments etc. if any will be notified on this portal only and no separate advertisement will be made.

Terms & Conditions:

1. Tender paper shall be down loaded from Institute Website www.igims.org. by the eligible experienced contractors / firms registered under, CPWD, BCD, Energy Department, PESU, Railway or in any government organization under which similar nature of work has been carried having PAN NO., GST NO., Character certificate, and experience certificate of work done not less than 80% value of single work or two work of 50% value or three work of 40% value of estimated amount and IT Return in the last three years.
2. Tenderers are required to deposit Cost of BOQ & Earnest Money for the said work as mentioned above in the shape of Demand Draft, in favour of the Director, IGIMS, Patna along with the required documents in technical bid failing which tender will be rejected.
3. No material shall be supplied by the Institute to the contractor for above noted work.
4. One of the authorized representatives of the tenderer may participate at the time of opening of Tender.
5. The Director, IGIMS, Patna – 14 reserves right to cancel any or all tender without assigning any reason thereof.
6. All documents mentioned in clause (2) should be submitted along with terms & conditions specified of tender duly signed ,self attested and notarized by tenderer in technical bid.
7. Tenderers participating in this tender must fulfill the clause (2) (3) & (7) of terms & condition failing which tender will be rejected.
8. The Bidder should submit original Notarized certificate on Rs.1000.00 non-judicial stamp that it has not been blacklisted, debarred, declared non-performer or expelled by Union Govt./State Govt. / PSU's during the last 5 years, and in case any ambiguity is noticed in the documents submitted at any stage, we shall be entirely responsible and liable for any action as deemed fit under the law" shall be submitted by the Firm/Agency with Technical. the absence of Certificate, the Bid is liable to be rejected.
9. (11) Note= Contractors are requested to quote their rates % above / % below / at estimated rate for Schedule Items and Item wise rate for non-schedule item.

The Details can be viewed on Institute web site. www.igims.org. Prospective bidders are advised to regularly scan through, as corrigendum / amendments etc. if any will be notified on this web site. www.igims.org only and separate advertisement will not be made.

INSTRUCTION TO TENDERER

1. Cost of B.O.Q (nonrefundable) and Earnest Money Deposit (Refundable) shall be acceptable in the form of Demand Draft of any nationalized bank in favour of Director IGIMS Patna payable at Patna, of any nationalized bank having branch at Patna, with hard copy of technical bid being submitted in the office of the Director IGIMS Patna-14.
2. Bidders also has to submit hard copy of tender in sealed envelopes containing all related documents (hard copy) of Technical bid super scribed as "Technical Bid" and Price bid super scribed as "Price Bid" in two separate envelopes , both containing in third envelope super scribed as "Bid for **Short Tender Notice No: IGIMS/EC / EW 104/2023-24**". This must reach to the office of the undersigned through Registered post/ Speed post/Courier Services only on or before the last submission day and time of tender as mentioned in Tender Notice . IGIMS takes no responsibility for the delay or loss in transit of any document related to this Tender.
3. IGIMS reserves the right to accept or reject any application without assigning any reason or incurring any liability whatsoever.
4. Bidders are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their tenders on his own cost, to acquaint themselves from the nature of the work and nature of the ground and sub-soil, the form and nature of the site, the means of access to the site, the volume of work involved, the accommodation they may require and in general shall themselves obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect their work tender. The bidder shall be deemed to have full knowledge of the site, nature of work etc, whether he inspects it or not. It is to note that and no extra charges for complete work either in civil electrical or mechanical work, etc will be paid to the contractor. Any misunderstanding or otherwise shall be allowed.
5. The work to be awarded by this tender shall be treated as indivisible works contract.
6. IGIMS reserves the right to inspect the works intimated to have been completed by the applicant and reject any prospective application without assigning any reason.
7. The tender for the works shall remain open for acceptance for a period of 120 days from the date of opening of tenders.
8. **Completion period**
The completion period indicated in the tender documents is for the entire work of planning, designing, supplying, installation, testing, commission and handing over of the entire job to the satisfaction of the Engineer - in - charge or his authorized representative.
9. **Warranty**
Twelve months Onsite Comprehensive Warranty, commencing from the date of satisfactory repairing of Lift. The after sales service support / warranty services have to be provided at IGIMS, Patna. **Further two year Annual Comprehensive Maintenance and servicing Contract inclusive of all kinds of Routine Preventive & Breakdown Maintenance of Bed cum Passenger Lift at Annexe Block, IGIMS, Patna will be inclusive of all materials, consumables, spares, Labour, taxes, Testing, Commissioning, Transportation, insurance, contractor profit etc.**
10. The bidder should submit along with the technical bid, the detailed plan for providing installation and warranty services at site. Prompt and efficient after sales service must be free within the warranty period.
11. The bidders must have name, signature , date & seal should appear on each page of the Tender Document which is required to be submitted with technical bid in the form of hard copy.
12. The bidder shall be responsible for the delivery of the spare/material/ equipment to site and shall include in his bid all the necessary arrangements for transport, loading and off-loading (including cranes, lifting tackles, wire rope, winches, slings, etc.

All the necessary arrangement along with material for installation, testing and commissioning to complete the work will be contractor's responsibility. IGIMS will not accept any claims for additional costs in this regard.

13. If the contractor or his workmen or employees shall break, deface, injure, or destroy any part of a building, road kerb, fence, enclosure, water pipes, cables, drains, electric or telephone posts, wires, etc. The contractor shall make the same good at his own expenses. IGIMS may cause the same to be made good by other workmen and deduct the expenses of which IGIMS decision is final.

14. Safety

The successful bidder shall follow the Safety Code and Model Rules for the Protection of health and sanitary arrangement for Workers.

15. The quality of all the materials to be utilized by the successful bidder must be get approved by the Executive Engineer Electrical before utilizing it.
16. The successful bidder has to submit daily progress report of the work to the Executive Engineer Electrical or his authorized representative while execution of the work.

17. Eligibility Criteria:

- a. Bidder should be having all the necessary documents like eligible experienced contractors / firms registered under , CPWD , BCD, Energy Department, PESU, Railway or in any government organization under which similar nature of work has been carried .GST, PAN, Registration, experience etc. He must enclose the Self attested photocopies with notarized of these documents.
- b. Notarized copy of Valid Electrical License in the name of the bidder or its associate, issued from the competent government licensing authority.

18. This Notice Inviting Tender (NIT) shall form a part of the contract document. The successful bidder/contractor, on acceptance of his tender by the Accepting Authority, shall, sign the contract agreement within 15 days from the stipulated date of start of the work.
19. The contractor shall submit the program for execution of work, get it approved from the Electrical Executive Engineer and strictly adhere the same for the timely completion of the maintenance work before start of the work.
20. The rate for all items of work shall include the cost of all labour, materials and all other inputs involved in the execution of the complete work and nothing extra on any account will be paid to the agency other than his quoted rates.
21. While installing or commissioning the contractor or his authorized representative should always be available at the site of work to take instructions from department officers and ensure proper execution of work.
22. The contractor shall maintain in good condition all work executed till the completion of entire work allotted to the contractor. No payment will be made to the contractor for damages caused by rains, floods or any other natural calamity, whatsoever during the execution of the work. The contractor shall be fully responsible for any damage to the Owners property and to the work for which the payment has been advanced to him under the contract during the execution of the works.
23. The malba /garbage, removed from the site shall be disposed off by the contractor at any suitable place as directed by the Engineer-In-Charge.
24. Material must be properly packed against any damage and insured up to the destination. The material should be directly dispatched to the installation site at IGIMS, Patna -14.
25. All the expenses involved in delivering, unloading etc. the equipment at our site, shall be borne by the Bidder. All aspects of safe delivery shall be the exclusive responsibility of the Bidder. IGIMS will have the right to reject the component/equipment supplied, if it does not comply with the specifications at any point of installation, inspection and testing, EMD is liable to be forfeited and bid is liable to be rejected, if the bidder withdraws or amends impairs or derogates from the tender in any respect within the validity period of the tender.
26. If any equipment/material or part thereof is lost or rendered defective during transit, the supplier shall immediately arrange for the replacement of damaged equipment or part thereof, as the case may be, at no extra cost.
27. Rates should be quoted towards Supply at site, Unloading, Erection, Commissioning, Testing and Maintenance of Supplies / Materials given under BOQ, accordingly by giving the basic price, GST, Service Tax, etc. wherever applicable.
28. Along with standard deduction, 1% labour cess will be deducted of the completed work as per prevailing Bihar state government rules.
29. IGIMS shall have the sole right to assess the performance of the tendered equipment(s) /components, primary / intermediate and or final, and reject the same without assigning any reason / explanation to the bidder if the performance is found to be unsatisfactory. The decision of IGIMS will be final and binding on the contractor.
30. Price basis should be FOR IGIMS Patna only. The quoted price will be considered firm and no price escalation will be permitted.

31. SECURITY DEPOSIT

The amount of Security Money shall be 10% (Ten Percent) of the work order Value- and deduction/deposit shall be made in following manner.

Earnest money deposit and Initial Security Deposit of (Five Percent) of the accepted/agreed value, which has to be deposited by the contractor through D. D. payable to Director IGIMS Patna and remain with IGIMS till expiry of warranty period.

- a) Balance 5% (Five Percent) Security Money shall be deducted from each running account bill of work done under this work order.
32. Security deposit for Repair/Rectification of the lift shall be refunded after expiry of one year compressive warranty period (12 months from the date on submission of "Certificate of Test Examination of Lift" issued by certified Engineer under section 28 of Factories ACT-1948 & 56 A of Bihar Factories rules-1950 and satisfactory performance provided there are no defects in work and removed all surplus material, rubbish and scrap from site. The Security deposit shall be totally non-interest bearing and the bank guarantee, if furnished, shall also not entail any liability towards bank interest, money or bank charges etc. on IGIMS. Security deposit for CAMC for each year will be released after expiry of one year compressive maintenance period (12 months).

33. Payment

The payment for Repair/Rectification of the lift will be released after successful repair and commissioning and on submission of "Certificate of Test Examination of Lift" issued by certified Engineer under section 28 of Factories ACT-1948 & 56 A of Bihar Factories rules-1950 after the satisfactory report to operate the lift with standard deduction on payment, this work also include one year comprehensive warranty from the date of successful repair and commissioning.

The payment for CAMC will be released on quarterly basis after submitting the logbook with three months schedule maintenance works mentioned in Annexure-1 and rectification of all the compliance satisfactorily as per agreement through Measurement book. All the payment shall be made on actual measurement basis.

34. Compensation for Delayed Services-

Uptime Guarantee 350 days working of Lift, Penalty is one day equal to one week extension of Comprehensive maintenance period.

35. The contractor shall clear the site thoroughly of all scaffolding materials, rubbish and scrap etc. left out of his work and dress the site around the building to the satisfaction of the Engineer before the work is considered as complete.
36. The quoted rate shall be complete in all respects including the cost of all materials, labour, tools & plants, machinery etc. IGIMS shall not be supplying any material, labour, plant etc.
37. The contractor has to ensure co-ordination with Institute authorities to maintain the smooth functioning / operation of existing Institute timing without disruption during the execution of work. This may require working rescheduling the normal working hours, working in restricted period etc. Nothing extra shall be payable on this account.
38. Stacking of materials and excavated earth including its disposal shall be done as per the directions of the Electrical Executive Engineer. Double handling of materials or excavated earth if required shall have to be done by the contractor at his own cost.
39. In the case of any tender where unit rate of any item/ items appear unrealistic, such tender will be considered as unbalanced and in case the bidder is unable to provide satisfactory explanation such a tender is liable to be disqualified and rejected.
40. On account of security consideration, some restrictions may be imposed by the security staff on the working and movement of men and materials etc. The contractor shall be bound to follow all such restrictions/ instructions and he shall organize his work accordingly. No claim on this account, whatsoever, shall be payable.
41. The contractor shall be responsible for completing the work and for satisfying all terms and conditions of the Contract without any extra payment over his quoted rates unless otherwise specified. The contractor shall quote his rates for various items of work accordingly and no claim whatsoever shall be entertained for any incidental or extra work involved in the execution of the work as per nomenclature of the item and the specifications indicated in the tender documents.

42. Technical Bid shall contain:

- a) Non-Refundable cost of B.O.Q. amounting to the respective Column and work of this NIT in the form of crossed DD drawn on any nationalized bank in favor of "Director IGIMS" payable at Patna.
- b) Refundable Earnest Money Deposit (EMD) amounting to the respective Column and work of this NIT in the form of crossed DD drawn on any Nationalized bank in favor of "Director IGIMS" payable at Patna. Tenders without cost of BOQ & EMD shall be rejected without any notice. In addition to above the following documents are to be uploaded and hard copy should be submitted in the Technical bid.
 - (a) Forwarding letter clearly indicating the documents attached therein submitted in the first cover
 - (b) (i) Notarize copy of experienced contractors / firms registered under, CPWD, BCD, Energy Department, PESU, Railway or in any government organization under which similar nature of work has been carried.
(ii) Notarize copy of Registered Partnership deed if the tenderer is a partnership firm and power of attorney.
 - (c) Notarize copy Permanent Account Number
 - (d) Notarized copy of Annual Turnover certificate issued from the registered Chartered Accountant for last three financial Years.
 - (e) Notarize copy of valid GST Certificate with updated challan.
 - (f) Notarize copy of Valid Electrical Contractor License/ supervisor licence of the suitable class in the name of the bidder or its associate, issued from the competent government licensing authority, for electrical work. In case of bidder's associate holds the licence, the contractor has to submit a separate notarize certificate that all the electrical work will be carried out under supervision of electrical license holder.
 - (g) Notarize copy of experience certificate/s of similar nature and magnitude of work carried out by the Contractor in Last 5 Years in any government department or with TDS certificate if experience of Non-Government organization is submitted.
 - (h) Notarize copy Details of technical personnel available with contractor.
 - (i) Notarize copy of List of Tools, Plant and Machinery Immediately available with the Tenderer for use on the respective work for which prospective bidder is submitting the tender.
 - (j) Notarize copy of Character certificate issued from Govt. department.
 - (k) Notarized copy of P.F and E.S.I registration Certificate with updated challan.
 - (l) The Bidder should submit original Notarized certificate on Rs.1000.00 non-judicial stamp that it has not been blacklisted, debarred, declared non-performer or expelled by Union Govt/State Govt / PSU's during the last 5 years, and in case any ambiguity is noticed in the documents submitted at any stage, we shall be entirely responsible and liable for any action as deemed fit under the law" shall be submitted by the Firm/Agency with Technical bid. The absence of Certificate, the Bid is liable to be rejected.

Note:

- 1) For the work namely "Rectification and Annual Comprehensive maintenance of lifts installed at Annexe Block, IGIMS , Patna-14" agency must have maintenance or SITC experience in any government/non-government organization and a site visit will be done before opening the technical bid. Quoted rate by the agency must include all complete works including supply and installation of spare parts , taxes ,freight, contractor profit etc all inclusive. The interested agency is advised to visit the site at IGIMS, Patna before quoting their rate, so that to understood the scope of work at site. Accommodations for technician and helper will be the responsibility of contractor and Institute will not provide these facilities. A storage facility will be provided for storing tools, equipment and spares.
- 2) Details of Scope of work are enclosed at Annexure -1 and Price Bid at Annex-2.
- 3) Similar nature of work means "Comprehensive maintenance or SITC of concerned works".

• **Special terms and condition**

- a) FR wiring shall be used everywhere inside/outside all panels/equipment/building.
- b) Copper material (strip, plate, etc.) shall have conductivity greater than 95% in all applications.
- c) Each Earth conductor (for earthing) shall not left bare it will be through ISI mark PVC pipes to avoid corrosion & mechanical injuries.
- d) Failure on the part of the client to inspect or to reject after inspection any work, which later proves to be defective, shall not relieve the Contractor from warranties, commitments and obligations, which he undertakes under this contract. The Contractor is solely responsible for the accuracy, quality and completeness of his work and supply.
- e) The Contractor shall include and provide for securely protecting and packing the equipment in accordance with the best established practices so as to protect the contents from damage during transit, storage, exposure to heat, moisture or rain.
Notwithstanding the above, the Contractor shall be entirely responsible for loss, damage or deterioration to the materials occasioned by faulty, defective or insecure packing.
- f) If required obtaining approvals from Electrical Inspector, Local Electricity Supply Authority and all other statutory authorities for the complete scope of work is contractor's responsibility. It is not the intent to specify completely here in all aspects of design constructional and maintenance features of equipment and details of the work to be carried out nevertheless, the equipment and work shall conform in all respects to high standards of engineering, design and workmanship and shall be capable of performing and continuous commercial operation in a manner acceptable to the owner who are interpret the meaning of the specifications and drawing and shall have right to reject or accept any work or material which in his assessment is not complete to meetings requirement of these specifications and or applicable codes and standards mentioned elsewhere in these specifications.
- g) All sundry fittings, accessories, hardware items, foundation bolts, termination lugs for electrical connections as required, and all other sundry items is included in the quoted price. The materials/spares parts, tools and equipment required during the work are not in the BOQ that will have to be provided by the agency
- h) The Contractor shall arrange all the materials and labour required for inspection of equipment or for any testing to be carried out at his works or at site/Factory. Notice for such inspection/presence for testing shall be given to the Electrical Executive Engineer by the Contractor at least fifteen (15) days in advance.
- i) Notwithstanding approval of tests or equipment by the Electrical Executive Engineer the contractor shall be required to perform site tests and prove the correctness of ratings and performance of equipment/machinery and materials supplied and installed by the contractor as per the contract specifications and conditions. Engineer-in-Charge shall reserve the right to reject any equipment/machinery/material should it, on tests after erection, be found not to comply with contract specifications. Engineer-in-Charge shall have full power to order the material or work to be tested by an independent agency at the electrical Contractor's expense in order to prove soundness & adequacy.
- j) All quantities indicated in BOQ are tentative which may vary as per site conditions. Contractor has to verify quantities before procuring the material.
- k) All materials and equipment shall be brand new. On arrival of the materials at site they shall be inspected and tested by the Electrical Executive Engineer and his representative shall at all reasonable time have free access to the site of assembly. They shall have full powers to examine the materials and workmanship of the equipment at the contractor works or at any other place from where the material or equipment is obtained. The contractor shall give every facility to the engineer-in-charge and his representatives and necessary help for inspection, examination & testing of the materials. Original test certificates of the manufacturer's shall be submitted by the Contractor for all major equipment before they are accepted by the Engineer-in-Charge. Acceptance of any

material or equipment shall in no way relieve the Contractor of his responsibility for meeting the requirements of the contract.

- l) Electrical work done under this contract shall be executed by licensed men under the supervision of licensed electrical supervisor as per the Indian Electricity act.
- m) Contractor shall obtain the approval of all electrical installation done under this contract from the appropriate competent authority before the installation and commissioning if required as per rules.
- n) All tools and tackles required for handling of equipment and materials at site of works as well as for their assembly, erection, commissioning and also necessary test instruments shall be the responsibility of the contractor.
- o) The Contractor shall provide for the tendered equipment comprehensive warranty for parts as well as labour for a period of 12 months from the date of successful installation & commissioning of the equipment at Purchaser's site at no extra charges against any manufacturing defect/faulty workmanship. In case any defect arises during warranty period, the Contractor should replace/rectify the same at its own cost at site/works.
- p) Bidder will quote and upload their lowest for schedule items in percentage and lowest item rate for non-schedule items in the format of BOQ attached rate in the separate envelope of Price bid.

Annexure-1

Rectification with one year comprehensive warranty and further two year Annual Comprehensive Maintenance Contract including all kinds of Routine Preventive & Breakdown Maintenance of Passenger Lift at Annexe Block , IGIMS, Patna

Scope of Work:

Scope of work include Repair/Rectification of the lift with one year comprehensive warranty from the date of successful repair and commissioning and on submission of "Certificate of Test Examination of Lift" issued by certified Engineer under section 28 of Factories ACT-1948 & 56 A of Bihar Factories rules-1950 and further two year Annual Comprehensive Maintenance and servicing Contract inclusive of all kinds of Routine Preventive & Breakdown Maintenance of Bed cum Passenger Lift at Annexe Block, IGIMS, Patna will be inclusive of all materials, consumables, spares, Labour, taxes, Testing, Commissioning, Transportation, insurance, contractor profit etc.

The scope of work also include preparation of Lift for "Certificate of Test Examination of Lift" issued by certified Engineer under section 28 of Factories ACT-1948 & 56 A of Bihar Factories rules-1950 as per schedule of every six months. The cost of this shall be bear by the contractor.

The contractor shall bear all expenditures to be incurred for all kind of statutory approvals/ obtaining lift licenses/ renewal of lift licenses and "Certificate of Test Examination of Lift" issued by certified Engineer under section 28 of Factories ACT-1948 & 56 A of Bihar Factories rules-1950 as per schedule of every six months.

Contractor will keep sufficient Nos. of spares required for replacement during day to day maintenance and Breakdown Maintenance to avoid delay.

The repairing and successful commissioning of lift with one year comprehensive warranty after the satisfactory report issued by the certified Engineer under section 28 of Factories ACT-1948 & 56 A of Bihar Factories rules-1950 (in the scope of contractor) is to quoted separately in Price Bid (at Annexure-2) and further two years Annual Comprehensive Maintenance and servicing Contract for one year each are to be quoted separate in Price Bid (at Annexure-2). Only on satisfactory performance the CAMC period may be extended.

Schedule of Maintenance

- (a) Preventive Maintenance-Per Month (12 visits) The preventive Maintenance is to be carried out in such a manner that overall functioning & reliability of the lifts are not affected during the period of contract.
- (b) Breakdown Maintenance-(Unlimited) The Breakdown Maintenance is to be carried out during 24x7 and 365 days of a year. It covers all type of major breakdown which include repair and replacement of assemblies, components etc.
- (c) Response time - Minimum 2 hours and Maximum 4 hours

Maintenance during CAMC Period

All defects shall be remedied either when observed on a service call or complain given by any email , telephone or via any medium immediately. Service shall include all work necessary to maintain the entire Lift in good working order at all times.

The Contractor shall maintain adequate quantity of consumable and spare parts in his custody in order to minimize the shut down time due to repairs and maintenance. All parts which are defective shall be replaced. The list of these consumable and contingent spares should be submitted for Approval at the same time before use.

The Contractor shall dispatch competent to rectify defects at any time during the day or night when being called on by the Engineer-In-charge immediately. Repairs shall be carried out on a 24x7 and 365 days of year. The Contractor shall carry out periodic testing and examination of equipment safety devices as may be required.

The Contractor shall provide Monthly, Quarterly, Half-yearly and Yearly reports in an agreed format. Such reports shall include event logs and performance data and number of breakdowns. A report in duplicate shall be sent to the Engineer-in-charge immediately for every breakdown, indicating the time of breakdown, cause, remedial action taken and the time that the service was restored.

Reports on routine visits are required and necessary to draw attention to minor/major nature defects which could not be rectified during the routine visit. Records of each routine visit and breakdown visit together with details of the work done or action taken, shall be entered on a log book which shall be provided by the Contractor.

All the Lifts shall be maintained in such a manner that it achieves highest level of Reliability & Safety. The Lifts shall work in a safe manner keeping in view the nature of Premises & safety of persons/visitors which is to be given highest priority. Safety of persons/visitors shall not be affected in any manner. All safeties shall be kept intact and functional at all time.

It is desirable that no Passenger ever get trapped inside the Lift. All persons connected with the operation & monitoring of Lift shall be given necessary training in Lift operation & Emergency Rescue operation.

Maintenance Strategy The Contractor, upon noticing any defects, deficiency in quality and quantity of spares and materials shall without delay, arrange for alternative.

Maintenance Requirement during CAMC

During the CAMC period, the contractor shall carry out all type of preventive and breakdown maintenance with required all spares and consumables. The preventive maintenance would be done during Non Operational hours where as breakdown maintenance would be done whenever breakdown occurs.

Testing and Re-commissioning of System and Equipment

In the event of a failure the Contractor shall undertake any testing and re-commissioning required. Any such action shall be submitted for review to the Engineer-in-charge.

Maintenance logbook :

The Contractor shall produce a maintenance logbook for the lifts that shall comprise two constituent parts routine/preventative and breakdown maintenance. Breakdown maintenance shall be available 24 hours per day, able to respond in all Circumstances. All preventative maintenance shall be carried out and completed during non- operational hours. The Contractor shall conduct failure investigations.

MAINTENANCE SERVICES

ROUTINE AND PREVENTIVE MAINTENANCE FOR DAILY WORKS

This shall include the following but not limited to:

- To check all bearing oils, oil rings, oil chains, etc. All machines should be carefully checked and repaired for abnormal temperature rise.
- To check and repair all relays and contacts as wells as their movements and repairs necessary .
- To clean traction machines, relays panels, control panel, starter panels, selectors, governors, car top, car gates, sills and pits.
- To check brake action and adjust if necessary
- To check and repair movement of door switches, gate switches and emergency stopswitches
- To check and repair indicator lamps and indicator
- To check and repair annunciator lights, buzzer and car lights
- To check and adjust leveling differences, brake slippage, acceleration, deceleration and riding comfort.
- To check and repair movements of car control buttons, switches and the like.
- To check and repair operation of weighting devices.

MONTHLY (IN ADDITIONAL TO ALL DAILY WORKS)

This shall include the following but not limited to:

- To turn grease cups for speed governors and compensating pulleys
- To check and oil selectors
- To top up rail lubricators
- To clean ropes oil if necessary
- To clean traction motor brushes, brush holders and internal frame. Adjust slip rings if necessary. Check commutators.
- To oil electric brake pins
- To oil all pins of door operation and door opening mechanisms
- To clean hoist way, beams slow down cams, outside cages, rails and counterweigh trails.
- To clean, oil and adjust door closer and levers
- To clean main sheave, secondary sheaves and rope sheaves on car top and counterweigh top .
- To clean and repair brake wheels and shoes
- To oil compensating rope tensioning pulleys.

EVERY TWO MONTHS (IN ADDITIONAL TO ALL MONTHLY CHECKS):

This shall include the following but not limited to:

- To clean and oil door hangers, door rails, interior of hanger case. If necessary adjust a centric rollers, car door hangers, door connecting ropes and chains.
- To check and repair door shoe
- To clean and oil safety fears
- To clean and oil car and counterweight guide shoes. Adjust if necessary
- To clean and oil interior of terminal limit switches and position switches. Check rubber rollers of terminal limit switches.
- To check oil clean and repair interior of door switches, gate switches. Replace wormparts if necessary
- To check and repair flexible cable
- To check and repair movement of limit switches
- To clean and oil interior of car control switches.
- To clean and check push buttons of care control panels
- To check, clean and repair the sleeve and plungers of the electromagnetic brakes.

QUARTERLY (IN ADDITIONAL TO ALL TWO MONTHLY CHECKS):

This shall include the following but not limited to:

- To check and repair the operation of terminal limit switches and final limit switches.
- To check and repair the governor switches.
- To clean the brush holders and commutators of the door motors.
- To check and repair the traction ropes for broken wire, wear elongation and eventension. Adjust if necessary.
- To remove the dust inside the traction machines and controls panels using electricblower
- To clean and repair the indicator lamps
- To check the voltage of rectifiers and thyristors.

HALF YEARLY (IN ADDITIONAL TO ALL QUARTERLY CHECKS):

This shall include the following but not limited to:

- To check and repair the operation of safety gears
- To check oil for oil buffers
- To check and clean the hall buttons and contacts
- To check and repair the compensating chains or ropes
- To check and oil the bearing of door motors
- To grease the secondary sheaves, car top sheaves and counterweights.
- To check the wear of guide shoes of cars and counter weights.

ANNUAL (IN ADDITIONAL TO ALL HALF YEARLY CHECKS) :

This shall include the following but not limited to: -

- To clean the wire connection box of every landing and car cages. Tighten all screws and check the conditions of cables at conduit inlets and outlets
- To check and repair the conditions of worm gear and thrust bearing of the gearboxes
- To check and tighten screws of control panels, starters panels and relay panels .
- To remove the dust inside the landing indicator switches by electric blower.
- To test all safety devices
- To dismantle, clean and adjust the electromagnetic brake of gearless machines
- To charge gear oil and motor oil
- To check and tighten screws and foundation bolts of traction machine, secondary sheaves, exterior of lift frame, guide rail, guide rail clamps and bracket etc.
- To test the over current relays
- To provide all labor, materials, tools and transport to carry out annual inspection and load test according to the requirement of the employer .
- All the scheduled maintenance services described above shall be properly programmed and agreed with the Engineer-in-charge in order not to affect operation of the lift systems.

BREAK DOWN MAINTENANCE:

The Contractor shall also undertake to provide a comprehensive breakdown service whereby qualified Technical Personnel shall attend to each breakdown as soon as practicable after a breakdown is reported and carry out immediate remedial work at a reasonable speed according to the nature of the breakdown. Any faulty equipment or components shall be quickly replaced. The contractor has to ensure that emergency light, fire extinguisher, alarm bell & phone to be installed in the lift, cost of these will have to be borne by the contractor.

The Contractor shall keep sufficient Spare parts and Consumables during the maintenance period to ensure that replacement work for defect can be carried out immediately.

A competent engineer shall be provided to investigate the fundamental cause of a fault & remedial actions are taken accordingly. Temporary quick fix solution will not be accepted.

The employer shall at his discretion, take action to recover all losses incurred arising from the failure of the Contractor to perform the duties either wholly or in part as detailed in this section.

Annexure-2

Price Bid

Percentage rate for Schedule items and rates of non-schedule items in two bid systems (Technical and Price Bid) are invited from eligible and experienced firms registered under, CPWD, BCD, Energy Department, Railway, Autonomous Bodies, and PSUs or in any government organization under which similar nature of works are carried out.

Date & Time for obtaining BOQ (Only from Institute website: - www.igims.org)		08 / 07 / 2023 to 19 / 07 / 2023 up to 03:00 PM			
Last Date & Time for submission of complete tender Document Hard copy at Director's Office IGIMS through Regd. /speed post/courier.		20 / 07 / 2023 up to 3:00 PM			
Date & Place of opening of Tender (Technical Bid)		21 / 07 / 2023 at 3:00 PM in Conference Hall, IGIMS, Patna			
Date & Place of Opening of Tender (Price bid)		— / — / 2023 at 3.00 PM in Conference Hall, IGIMS, Patna			
SI No:	Item Descriptions	Unit	Qty	Rate/Unit	Amount
1)	Repairing with one year comprehensive warranty from the date of successful commissioning inclusive of all materials, consumables, spares etc. as required of lift installed in Annexe block at IGIMS , Patna-14	Each	1.00		
Quoted rate for repairing with one year comprehensive warranty					
2)	First Year Comprehensive Maintenance inclusive of all materials, consumables, spares etc. as required of lift installed in Annexe block at IGIMS , Patna-14	Each	1.00		
Quoted Rate For CAMC (First Year)					
3)	Second year comprehensive Maintenance inclusive of all materials, consumables, spares etc. as required of lift installed in Annexe block at IGIMS , Patna-14	Each	1.00		
Quoted Rate For CAMC (Second Year)					
Grand Total					


Note: Quoted rate by the agency must include all complete works including supply and installation of spare parts, taxes, freight, contractor profit etc all inclusive. The interested agency is advised to visit the site at IGIMS, Patna before quoting their rate, so that to understood the scope of work at site. Accommodations for technician and helper will be the responsibility of contractor and Institute will not provide these facilities. A storage facility will be provided for storing tools, equipment and spares.

Name and Address of the Firm:

Signature of authorized agency:

Seal of the Firm:

(Short Urgent Tender Notice No: IGIMS / EC/ EW / 04 / 2023-24)


Director,
I.G.I.M.S. – Patna