

CSIR- NATIONAL PHYSICAL LABORATORY
(COUNCIL OF SCIENTIFIC & INDUSTRIAL RESEARCH)
DR. K S KRISHNAN MARG, NEW DELHI-110012

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Last date of Tender submission: **20 Oct, 2014 up to 2:30 pm**

Date & Timing of Tender opening: **20 Oct, 2014 up to 3:00 pm**

Notice Inviting Tender (02/2014/ Fire)

SERVICING & REFILLING / REPLACEMENT OF FIRE EXTINGUISHERS

Sealed quotations are invited from recognized & registered parties for “Servicing & Refilling / Replacement of Portable Fire Extinguishers (171 nos. approx) at CSIR-National Physical Laboratory at New Delhi.

The detailed terms & conditions and specifications etc. are available & can be downloaded from Institute’s website: <http://www.nplindia.org>

CSIR-National Physical Laboratory reserves the right to accept the offer in full or in part or reject any or all the offers without assigning any reason whatsoever.

NPL: Tender/ 02/2014/ Fire

Director

CSIR- NATIONAL PHYSICAL LABORATORY
(COUNCIL OF SCIENTIFIC & INDUSTRIAL RESEARCH)
DR. K S KRISHNAN MARG, NEW DELHI-110012

Tender Notice for Servicing & Refilling / Replacement of Portable Fire Extinguishers at CSIR-NPL, New Delhi

1. Sealed Tenders are invited from recognized & registered parties for Servicing & Refilling / Replacement of portable Fire Extinguishers (171 nos. approx). The details may be seen at **Annexure -I** of NIT. The bid should be submitted in sealed cover & addressed to ‘Director, CSIR- National Physical Laboratory’, Dr. K S Krishnan Marg, New Delhi-12 latest by **2:30 pm on or before 20 Oct 2014 (Monday)**. In case, the above date being declared holiday / closed day, the tenders will be received / opened on the next working day of this office at the appointed time.
2. The tender documents complete in all respect can be dropped in the tender box kept in the office or sent by registered post so as to reach this institute before due date & time .

Two Bid Systems

3. The bids should be submitted in 02 (two) sealed covers in two parts duly superscribed as ‘Bids for **Servicing & Refilling / Replacement of Portable Fire Extinguishers** as under:-

Envelope No-I

- (a) One sealed cover containing “Technical Bid” (**Annexure II, III, IV & V**) and the Technical bids will be **opened on 20 Oct 2014 (Wednesday) at 3:00 pm** in presence of the tenderers in Conference Room (2nd floor) by the committee appointed for the purpose.

Envelope No -II

- (b) Another sealed cover containing “Financial Bid” (**Annexure-VI**) and the financial bids of only those bidders shall be opened whose technical bids are approved by the competent authority .The date & time of the opening of the financial bids will be intimate to the concerned bidders at the appropriate date & time.

Eligibility Criteria

4. The Annual Turnover of the Firm should be more than Rs.20 lakhs. The self-attested copies of the followings documents are to be attached along with the technical bid.
 - (a) Annual turnover of the Firm indicating inter alia their net profit / loss during last 03 (Three) FY duly certified by their Chartered Accountant.

- (b) Copy of Sales / Service Tax Registration Certificate of the firm.
- (c) Copy of Income Tax PAN/ TAN number of the Firm.
- (d) Copy of the Income Tax Returns of firm of last 03 (Three) financial years.
- (e) Tenderers must have provided such services (experience) in Govt. Ministries / Dept or large PSUs in last 03 (three) financial years consisting of 01(one) work of 90% value of the tender amount or 02 (two) works of 60% value of the tender amount or 03 (three) works of 40% value of tender amount.
- (f) Copy of Trade Licence issued by competent authority, if any,
- (g) Submission of certificate as per **Annexure- V**
- (h) Demand Drafts towards the cost of tender document (non-refundable) of Rs. 500/- (Rupees Five Hundred only) and EMD of Rs.20, 000/- (Rupees Twenty Thousand only) drawn in favour of Director, National Physical Laboratory , payable at New Delhi.

General terms & conditions

5. Incomplete/ conditional offer or without tender document cost and EMD will be rejected out rightly.
6. Rates should be quoted F.O.R (Freight on Receipt) at NPL, New Delhi-12 and should be inclusive of all prevalent Taxes & charges.
7. The rates quoted should be valid for a period of 03 months from the date of opening of quotations & no revision of rates will be allowed.
8. The quantities of items given in the list are tentative and can vary upon actual requirement.
9. Firms who have been blacklisted by Central / State Govt /UT Govt /any Govt. authority are not eligible to quote.
10. All disputes will be subject to Delhi jurisdiction and will be interpreted under Indian Law.
11. Firms will be entirely responsible for any damage or loss done to the Fire Extinguishers while refilling or in the transit except HP Testing failures.
12. Form D will not be issued.
13. The Firm quoting the items should have permanent local office preferably in Delhi / NCR.
14. Interested Tenderers may visit CSIR – NPL to see the Fire Extinguishers physically on any working day before quoting the rates if desired so between 07 Oct to 18 Oct 2014 , timings 2:30 pm to 4:30 pm only

Performance Security

15. The successful bidder shall have to deposit Performance Security/ Security Deposit for an amount of 10% of the total value of contract in form of an A/C payee Demand Draft/Fixed Deposit Receipt/ Bank Guarantee from a commercial Bank in favour of “**Director, National Physical Laboratory,” payable at New Delhi**

Penalty Clause

16. Penalty clauses shall be as under:-

(a) If it is found that Fire Extinguishers have not been serviced, refilled / replaced as per specifications of BIS of weight & performance, the same will be returned at the cost and risk of the Firm & deduction @ 10% of the total bill shall be made depending upon the severity of the deficiency in service, DNPL reserve the right to blacklist the agency and forfeit its performance security.

(b) The refilling of Fire Extinguishers should be completed within 04 weeks of the issue of job order failing which penalty @ 0.5% per week subject to maximum 10% of the order value will be imposed upon the firm.

Risk Clause:

17. If the Bidder after submission of tender and due acceptance of the same i.e. after the placement of order fails to abide by the terms and conditions of these tender documents, or fails to provide services / supply the material as per work / delivery schedule given or at any time repudiates the contract, the DNPL will have the right to forfeit the EMD or invoke the Performance Security deposited by the Bidder and procure the stores from other agencies at the risk and consequence of the supplier. The cost difference between the alternative arrangement and Bidder's tender value will be recovered from the Bidder along with other incidental charges including custom duties, taxes, freight and insurance etc. In case, NPL is forced to procure the Services / material through alternative sources and if procurement price is lower, no benefit on this account would be passed on to Bidder.

Delivery & Installation

18. Installation of Fire Extinguishers (duly serviced , refilled/ replaced & affixing with proper marking stickers having details such as date of refilling & date of expiry etc) at different locations of the NPL premises shall be carried out by the vendor as per the instructions of the Fire & Safety Committee of the lab.

Acceptance of the terms and conditions

The terms and conditions of this tender document are acceptable to me/us.

Date:

Signature of Tenderer

ANNEXURE-I**CSIR- NATIONAL PHYSICAL LABORATORY****Dr. K S KRISHNAN MARG, NEW DELHI-110012**

The details of portable Fire Extinguishers for Servicing & Refilling / Replacement are

as under:-

Ser No	Description	capacity	Qty
(a)	Fire Extinguishers CO ₂	22.5 kg	05
(b)	Fire Extinguishers CO ₂	9 kg	19
(c)	Fire Extinguishers CO ₂	6.5 kg	23
(d)	Fire Extinguishers CO ₂ old pattern re-filling capacity 4.5 kg	6.5 kg	23
(e)	Fire Extinguishers CO ₂	4.5 kg	35
(f)	Fire Extinguishers ABC (Stored Pressure Type)	10 kg	12
(g)	Fire Extinguishers ABC (Stored Pressure Type)	5 kg	15
(h)	Replacement of DCP 05 kg Fire Extinguishers (withdrawn from IS) with new ABC (Stored Pressure Type)	5 kg	36
(i)	Replacement of DCP 10 kg Fire Extinguishers (withdrawn from IS) with new ABC (Stored Pressure Type)	10 kg	03
(j)	Replacement of Hose & Discharge Horn of Fire Extinguisher CO ₂ capacity 22.5 kg	No	05
(k)	Replacement of Trolley of Fire Extinguisher CO ₂ capacity 22.5 kg with new Trolley	No	03
(l)	Replacement of Hose & Discharge Horn of Fire Extinguisher CO ₂ 9 kg capacity	No	19
(m)	Replacement of Trolley of Fire Extinguisher CO ₂ 9 kg capacity with new Trolley	No	19
(n)	Replacement of Hose & Discharge Horn of Fire Extinguisher CO ₂ 6.5 kg capacity	No	23
(o)	Replacement of Hose & Discharge Horn of Fire Extinguisher CO ₂ 4.5 kg capacity	No	46
(p)	Replacement of discharge valve (wheel type) of Fire Extinguishers CO ₂	All cap	24
(q)	Replacement of squeeze grip of Fire Extinguishers ABC (Stored Pressure Type)	All cap	12

**CSIR- NATIONAL PHYSICAL LABORATORY
DR. K S KRISHNAN MARG, NEW DELHI-110012**

TECHNICAL BID FORM

Certified that I/we have gone through the contents of the Tender form point wise and thereby convey our acceptance to abide by all the terms & conditions towards Servicing & Refilling / Replacement of Portable Fire extinguishers at CSIR-NPL New Delhi.

Signature with seal.....

Name (in block letter).....

Designation.....

Name of the firm.....

Address.....

Tele No.....

E mail id.....

Date.....

PAN.....

**CSIR- NATIONAL PHYSICAL LABORATORY
DR. K S KRISHNAN MARG, NEW DELHI-110012**

TECHNICAL BID FORM

The details of EMD & Cost of Tender forms for Servicing & Refilling / Replacement of Portable Fire Extinguishers at CSIR-NPL, New Delhi-12.

1. NAME OF AGENCY: - _____
2. PERIOD OF SALE OF TENDER DOCUMENT: - _____
3. LAST DATE & TIME FOR RECEIPT OF TENDER:- _____
4. TIME & DATE OF OPENING OF TENDER: - _____
5. PLACE OF OPENING OF BID: - _____
6. DETAILS OF EMD: - _____
 - (a) AMOUNT: - _____
 - (b) NAME OF BANK: - _____
 - (c) PAY ORDER / BANK DRAFT No. & DATE: - _____

(SIGNATURE OF BIDDER OR HIS AUTHOIRSED SIGNATORY AGENCY
ALONGWITH SEAL)

Those who are down loading the Tender Form from our website, the details of Demand Draft /Pay order towards cost of Tender form may be furnished as

Follows;

- (a) Name of Agency / Tenderer:- _____
- (b) Amount: - _____
- (c) Name of Bank: - _____
- (d) Pay order / Demand Draft No. & Date:- _____

**CSIR- NATIONAL PHYSICAL LABORATORY
DR. K S KRISHNAN MARG, NEW DELHI-110012
TECHNICAL BID FORM**

Technical bid document for Servicing & Refilling / Replacement of portable Fire Extinguishers of CSIR- NPL at New Delhi-12

Bids document letter reference No:-_____

1. NAME OF BIDDER:-_____

2. ADDRESS OF BIDDER:-_____

3. DETAILS OF DOCUMENT TO BE SUBMITTED:

(a) Annual turnover of the Firm indicating inter alia their net profit / loss during last 03 (Three) FY duly certified by their Chartered Accountant.

(b) Copy of Sales/ Service Tax Registration Certificate of the firm

(c) Copy of Income Tax PAN/ TAN number of the Firm.

(d) Copy of the Income Tax Returns of firm of last 03 (Three) financial years.

(e) Tenderers must have provided such services (experience) in Govt. Ministries / Dept or large PSUs in last 03 (three) financial years consisting of 01(one) work of 90% value of the tender amount or 02 (two) works of 60% value of the tender amount or 03 (three) works of 40% value of tender amount.

(f) Copy of Trade Licence issued by competent authority, if any, as proof that the bidder is authorised to carry such services.

(g) Demand Drafts towards the cost of tender document (non-refundable) of Rs. 500/- (Rupees Five Hundred only) and EMD of Rs.20, 000/- (Rupees Twenty Thousand only) drawn in favour of Director, National Physical Laboratory , payable at New Delhi.

(SIGNATURE OF BIDDER OR HIS AUTHORISED SIGNATORY ALONGWITH SEAL)

Telephone:

E-mail

Fax No.

Website:

CSIR- NATIONAL PHYSICAL LABORATORY
DR. K S KRISHNAN MARG, NEW DELHI-110012
TECHNICAL BID FORM

CHECK LIST

(Forms a part of Technical Bid)

Name & address of the firm _____

Telephone/ Mob. Nos. _____

Name of the authorized
Signatory _____

Sl. No	Particulars of check list	Tick appropriately
1	Whether EMD Enclosed	Yes/No
2	Whether cost of Tender documents Enclosed	Yes/No
3	Copy of Trade Licence / Registration Certificate issued by Competent Authority enclosed.	Yes/No
4	Whether Annual Turnover of the firm indicating inter-alia their net profit/loss during the last three Financial years viz 2011-2012, 2012-2013 and 2013-2014 duly certified by their Chartered Accountant enclosed.	Yes/No
5	Whether copy of Sale / Service Tax Registration Certificate attached.	Yes/No
6	Whether Income Tax PAN/ TAN No enclosed.	Yes/No
7	Whether Income Tax Return for the last three Financial Year's viz. 2011-2012, 2012-2013 & 2013-2014 enclosed.	Yes/No
9	Whether documents regarding experience in providing similar services of last three financial years enclosed.	Yes/No
10	Whether the Certificate in Annexure II to the tender document signed and furnished	Yes/No
11	Have your Firm ever been blacklisted by Central / State Govt /UT Govt /any Govt authority in the past?	Yes/No

(Authorised Signatory)

Name & Address of the firm/bidder
With rubber seal

CSIR- NATIONAL PHYSICAL LABORATORY, DR. K S KRISHNAN MARG, NEW DELHI-12
FINANCIAL BID FORM

Rates for Servicing & Refilling / Replacement of Portable of Fire Extinguishers at CSIR- NPL at New Delhi -12

Ser No	Description of Items (With Technical Specifications)	Capacity	Qty	HP Testing IS2190:2010 (Rate in Rs.)	Painting IS2932:1974 (Rate in Rs.)	Re-filling IS15222 (Rate in Rs.)	Amount	Total (d) x (h)
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(j)
1.	Fire Extinguishers CO ₂	22.5 kg	05					
2.	Fire Extinguishers CO ₂	9 kg	19					
3.	Fire Extinguishers CO ₂	6.5 kg	23					
4.	Fire Extinguishers CO ₂ old pattern re-filling capacity 4.5 kg	6.5 kg	23					
5.	Fire Extinguishers CO ₂	4.5 kg	35					
6.	Fire Extinguishers ABC (Stored Pressure Type) IS15683:2006 & IS14609:2006	10 kg	12					
7.	Fire Extinguishers ABC (Stored Pressure Type) IS15683:2006 & IS14609:2006	5 kg	15					
8.	Replacement of DCP 05 kg Fire Extinguishers (withdrawn from IS) with new 5kg ABC (Stored Pressure Type) IS15683:2006 & IS14609:2006 (Under buy back scheme)	5 kg	36	NA	NA	NA		
9.	Replacement of DCP 10 kg Fire Extinguishers (withdrawn from IS) with new 10 kg ABC (Stored Pressure Type) IS15683:2006 & IS14609:2006 (Under buy back scheme)	10 kg	03	NA	NA	NA		

Ser No	Description of Items (With Technical Specifications)	Capacity	Qty	HP Testing IS2190:2010 (Rate in Rs.)	Painting IS2932:1974 (Rate in Rs.)	Re-filling IS15222 (Rate in Rs.)	Amount	Total (d) x (h)
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(j)
10.	Replacement of Hose & Discharge Horn of Fire Extinguisher CO ₂ capacity 22.5 kg Specification as per Table 2 of IS 2878:2004	No	5	NA	NA	NA		
11	Replacement of Trolley of Fire Extinguisher CO ₂ capacity 22.5 kg with new Trolley as Para 6.4 of IS 2878:2004	No	03	NA	NA	NA		
12.	Replacement of Hose & Discharge Horn of Fire Extinguisher CO ₂ capacity 9 kg Specification as per Table 2 of IS 2878:2004	No	19	NA	NA	NA		
13	Replacement of Trolley of Fire Extinguisher CO ₂ capacity 9 kg with new Trolley as Para 6.4 of IS 2878:2004	No	19	NA	NA	NA		
14	Replacement of Hose & Discharge Horn of Fire Extinguisher CO ₂ capacity 6.5 kg Specification as per Table 2 of IS 2878:2004	No	23	NA	NA	NA		
15	Replacement of Hose & Discharge Horn of Fire Extinguisher CO ₂ capacity 6.5 kg Specification as per Table 2 of IS 2878:2004	No	46					
16	Replacement of discharge valve(wheel type) of Fire Extinguishers CO ₂ IS3124	All capacities	24	NA	NA	NA		
17	Replacement of squeeze grip of Fire Extinguishers ABC (Stored Pressure Type) IS15683:2006	5/ 10 kg	12	NA	NA	NA		
						Grand Total		

Note:- Rates should be inclusive of all prevalent Taxes & charges.

(SIGNATURE OF BIDDER OR HIS AUTHORISED SIGNATORY ALONGWITH SEAL)

