

PRASAR BHARATI  
(India's Public Service Broadcaster)  
DOORDARSHAN KENDRA : MUMBAI  
(PANDURANG BUDHKAR MARG, WORLI, MUMBAI-400 030)

No. NIT 04 EXII (MW) 2(1)/DKM/2022-23

Date: 24/08/2022

**INVITATION TO BID THROUGH WWW.EPROCURE.GOV.IN**

**Notice Inviting e-Tender for "Annual maintenance contract for Fire Hydrant System for non-comprehensive type".**

|    |   |   |
|----|---|---|
| 1  | Tender No. :                                      | No. NIT 04 EXII(MW)2(1)/DKM/2022-23 Dated 24/08/2022  |
| 2  | Description of works items                        | <b>Annual maintenance contract for Fire Hydrant System non-comprehensive type. As per scope of Work.</b>    |
| 3  | <b>Tender to be submitted off-line only</b>       | Doordarshan Kendra, P. B. Marg, Worli, Mumbai-400 030   |
| 4  | Estimated cost.                                   | Rs. 65,000/- (Rupees Sixty five thousand only)  |
| 5  | Bid Validity up to:                               | 120 (One Hundred twenty) days from the date of opening of Bid.  |
| 6  | Performance Security Deposit                      | Required as per clause 3(b) of tender document.   |
|    | (i) Amount :                                      | 3 % of the order value in form of DD / Bank Guarantee. (As per 3(b))  |
|    | (ii) Validity :                                   | 12 months   |
| 7  | Correspondence Address:                           | Assistant Engineer(MW)<br>Doordarshan Kendra<br>P. B. Road, Worli, Mumbai<br>PIN- 400 030                   |
| 8  | Paying Authority :                                | Dy. Director General (Engg.), Doordarshan Kendra, Mumbai  |
| 9  | Last Date & time of submission of Tender off-line | 13-09-2022 at 12.00 hrs. (Technical Bid & Financial Bid documents should be submitted in separate envelop). |
| 10 | Date of Technical Bid Opening                     | 13.09.2022 at 12.00 hrs.  |
| 11 | Opening Date of financial bid                     | After Technical Evaluation  |

**PRASAR BHARATI**  
**(India's Public Service Broadcaster)**  
**DOORDARSHAN KENDRA,**  
**PANDURANG BUDHKAR MARG, WORLI,**  
**MUMBAI-400 030.**

No. NIT 04 EXII (MW) 2 (1) DKM/2022-23

Date: 24.08.2022

**Sub.: Annual maintenance contract for Fire Hydrant System non-comprehensive type.****Dear Sir,**

This office is interested in the following **works** as per specification given below/attached and invites your quotation.

1.

| Sr. No. | Description of works  | Unit | Approx. Quantity | Remarks |
|---------|---|------|------------------|---------|
| A.      | Annual maintenance contract for Fire Hydrant System non-comprehensive type for the <b>period of 12 months from the date of issue of work order.</b><br><br><b>Detailed Scope of works enclosed(Annexure-I) (Page-6 &amp; 7)</b> | Each | 1                |         |
| B.      | Quotation should mention separately monthly visit charges.  |      |                  |         |
| C.      | <b>Agency should possess valid license issued by Directorate of Maharashtra Fire Services, Govt. of Maharashtra or Equivalent offices and must submit photo copies of the same.</b>   |      |                  |         |

**Works to be carried out at: DDK Mumbai.**

2. The quotation should specifically mention **works to be carried out**, terms and condition of works. The prices given should be firm and as under.
  - (a) The AMC amount quoted shall remain fixed during the entire period of supply/contract and shall not be subject to variation on any account. A bid submitted with an adjustable price quotation is likely to be treated as non responsive and rejected.
  - (b) **The quotation should specifically mention rates for specified works & Taxes separately.**
3. The tender shall consist of namely:
  - (a) **SECURITY DEPOSIT:** The successful Tenderer shall furnish the Security Deposit within 2 weeks after placement of order at the rate of **3% of the Order Value, failing which the EMD will be forfeited automatically, to Prasar Bharati, without any notice.** The security deposit shall be furnished in the form of Demand Draft / Bank Guarantee drawn in favor of **India's Public Service Broadcaster, Doordarshan Kendra, Mumbai.** The Security Deposit will be returned in full on completion of successful AMC.
4. **TAXES:** GST if any will be paid only if the GST No. is mentioned in the quotations and bill.
5. Printed terms and conditions of tendering firms will not be considered as forming parts of their tender.
6. The contractor (AMC Agency) shall make his own arrangement for storage of all Equipments and Materials bought to site from time to time and their safe custody at site till they are taken over by the indenter/his representative.
7. The contractor shall make his/her own arrangements for procuring necessary labour, Skilled and unskilled. He should conform to all local government laws and regulations Covering labour and their employment.
8. The contractor and his employees shall comply with the regulation in force for controlled entry into premises where work is being carried out.
9. **Contractor liability for damage caused during AMC work and Imperfections noticed:**

If the contractor or his/her workmen or servants shall break, deface, injure or destroy any part of the building in which they may be working or building road kerb, fence, enclosure, water pipe, cable, drain, electric or telephone posts or wires, trees, grass or grasslands or any Technical Equipment in the premises on which the work or any part of it as being executed, or if any defect, shrinkage or other faults appear in the work the contractor shall make good at his/her own expense, or in default, the indenter may get the same rectified and deduct the expense from any amount that may be than due or at any time there after may become due to the contractor.

10. The contractor shall take insurance for his men while working at **DD, site**, against any Injury, accidents death etc. Similarly the equipment, instruments, tools etc, belonging to the contractor shall be insured against damage, loss, theft etc.
11. While engaging labour for carrying out obligations under the contract, the contractor Shall satisfy the conditions laid down under contract labour (Regulation and Audition Act 1970 and (Central)Rules 1971 as amended from time to time and Observe all formalities required as per said Act/Rules. The contractor shall also Observe the provision under Minimum Wages Act 1948 (Central)Rules 1950 amended from time to time while engaging labour.
12. The contractor shall indemnify and hold harmless the purchaser against all claims in respect of injury to any person howsoever arising out of the work in the course of such AMC. The contractor shall discharge his entire obligation under the Indian Workmen Compensation Act in as for as it affects workmen in his Employment.
14. **TERMS OF PAYMENT:** Payment will be released on quarterly basis, after submission of service reports. Service reports should be submitted on monthly basis to the section in charge without fail.
15. The quotation should be sent in a sealed cover addressed to the undersigned, by name, so as to reach on or before **13.09.2022, 12:00 P.M.** (Technical Bid & Financial Bid documents should be submitted in separate envelop with proper labeling of technical & financial bid) below mentioned address :  
**PRASAR BHARATI, (India's Public Service Broadcaster), DOORDARSHAN KENDRA, PANDURANG BUDHKAR MARG, WORLI, MUMBAI-400 030.**  
**THE COVER SHOULD BE SUPERSCRIBED WITH THE FOLLOWING:**
  - a. Works for which quotations are enclosed.
  - b. Reference to letter of enquiry.
  - c. Due date of opening quotation.
16. The **Technical bid** will be opened in this office on **13-09-2022 at 12.00 Hrs.** in the presence of tenderers or their agents such as they may choose to attend.
17. The **Financial bid** will be opened in this office after technical evaluation in the presence of tenderers or their agents such as they may choose to attend.
18. **QUOTATIONS NOT PROPERLY SUPERSCRIBED WILL NOT BE CONSIDERED.**
19. The quotations submitted shall remain open for acceptance for a period of **120 (One Hundred Eighty) days** from the date of opening of the Tender. If any Tenderer/ Suppliers withdraws his Tender/Quotation before the said period or makes any modifications in the Terms & Conditions on the Tender/Quotation which are not acceptable to the Department, then the Government shall, without prejudice to any other right or remedy, be at the liberty to forfeit 50% of the Earnest Money as aforesaid.
20. Both your **PAN - Permanent Income Tax Account Number** and Income Tax Circle & your **GST - Goods & Service tax number** and the Tax circle should be definitely indicated in your quotation.
21. **RIGHT OF ACCEPTANCE:** The undersigned reserves the right to reject the lowest tender or all the tenders without assigning any reasons whatsoever. Further, the undersigned reserves him self the right to increase or decrease up to 50% of the quantity of goods and services specified in the schedule of the requirement without any change in the unit price of the order quantities or other term conditions at the time of award of contract. All Quotations/Tenders in which any of the prescribed conditions are not fulfilled or are incomplete in any respect are liable to be rejected. The competent authority on behalf of Prasar Bharati reserve himself the right of accepting the whole or any part of the Tender shall be bound to perform the same at the rate quoted.
22. Canvassing whether directly or indirectly, in connection with Tender/quotation is strictly prohibited and the Tender/quotation submitted by the Contractors / suppliers who resort to canvassing will be liable to rejection.
23. **LANGUAGE / UNITS:** All information supplied by the Tenderer & all markings, notes, designation on the drawings & associated write-ups shall be in **"English/Hindi**

**language"** only. All dimensions, units on drawings, all references to weights, measures & quantities shall be in MKS.

**24.** In case this is second enquiry, your Quotation in response to the first enquiry should be presumed to be valid up to 120 days from the last date mentioned in Para 11 above unless we hear from you.

**25. Eligibility Criteria:** The tenderer should attach documentary proof of experience certificate for having successfully designed. Fabricated, installed and commissioned similar type of equipment/work and of similar scale should attach the relevant documents/certificate. The tenders without qualification certificate will be rejected on date of opening without further intimation. Tenderer should have valid License/ Registration issued by Directorate of Fire Services Govt. of Maharashtra or its Equivalent offices.

**26. ARBITRATION OF CONTRACTUAL DISPUTES:**

If a dispute arises out of or in connection with the contract, or in respect of any defined legal relationship associated therewith or derived there from, the parties agree to submit that dispute to arbitration under ICADR Arbitration Rules, 1996. The Authority to appoint the arbitrator(s) shall be the International Centre for Alternative dispute resolution. The International centre for Alternative Dispute Resolution will provide administrative services in accordance with the ICADR Arbitration Rules, 1996.

a) The number of arbitrator(s) shall be one who has legal as well as Technical Background.

b) The place of arbitration proceedings shall be **Mumbai only**.

**27. FORCE OF MAJEURE:**

a) If any time during the continuance of the contract the performance in whole or in part by the contractor shall be prevented or delayed by reason of any war, hostility acts of the public enemy. Civil commotion, sabotage, fires, floods, explosions, epidemics, Quarantine restrictions, strikes, lock-outs or acts of God (therein after restrictions refer to as events and provided notice of happenings of any such eventuality is given by the contractor within 21 days from the date of occurrence thereof, the purchaser shall by reason of such event, neither be entitled to cancel this order nor shall have any claim for damages against the contractor in respect of such non-performance or delay in performance and delivery shall be resumed as soon as practicable after such events have come to an end or ceased to exist.

a) Provided further that if the performance in whole or part or any obligation under this order is prevented or delayed by reasons of any such event for a period exceeding 120 days, the purchaser and the contractor shall meet to find a neutral agreement to any effect resulting the reform or the purchaser may at his option cancel order provided also if the order is cancelled under this clause, the purchaser shall be at liberty to take over from the contractor at order prices all unused, un-damaged and acceptable material bought out components and stores in course of manufacture in the possession of the supplier at the time of such cancellation or such portion thereof as the purchaser may deem fit accepting such material, bought out components and stores as the supplier may with the concurrence of the purchaser elect to retain.

**28. CANCELLATION:** The purchaser reserves the right to cancel the order in the event of non-performance/delay in execution of the work or unsatisfactory performance by the contractor and recover payment already made if any, along with losses/ damages incurred.

**29. GENERAL:-** All the pages of the tender document should be duly signed, stamped and serially numbered on submission, failing which the tender may not be considered as qualified tender.

**30. INSPECTION :-** If the firms who are interested in filling the quotations and If want to inspect the site. May visit the Doordarshan Kendra from Monday to Friday between 11.00 AM to 04.00 PM.

**Web Site: [www.eprocure.gov.in](http://www.eprocure.gov.in)**

**( S. S. RAJANE )**  
ASSISTANT ENGINEER(MW)  
FOR DDG (Engg.)  
Tele: 022 -24954527

## **CHECK LIST for Bid**

Please ensure to check the following before submitting in the bid, otherwise, quotation will be liable for rejection:

|   |                      |  |
|---|----------------------|--|
| 1 | Price                | Price should be quoted in the Financial bid.   |
| 2 | Validity of offer    | Four Months  |
| 3 | Eligibility Criteria | Documentary proof showing work experience of similar work should be submitted along with the Bid <b>(as per clause no. 25 page no.4)</b> |
| 4 | GST, PAN             | Registration copy of <b>GST, PAN</b> to be enclosed.   |

| Sl. No. | Checklist Point  | Compliance by Tenderer Yes/No. | Supporting Documentary Evidence | Remark |
|---------|--|--------------------------------|---------------------------------|--------|
| 1.      | Copy of PAN Card   |                                |                                 |        |
| 2.      | Copy of GST Number   |                                |                                 |        |
| 3.      | Eligibility Criteria, documentary proof.                               |                                |                                 |        |
| 4.      | Company Profile  |                                |                                 |        |
| 5.      | All the pages of Tender submitted signed, stamped & serially numbered. |                                |                                 |        |

## **CHECK LIST for Financial Bid/BOM**

**Please ensure to check the following before submitting quotation otherwise, quotation will be liable for rejection:**

|   |                                    |   |
|---|------------------------------------|---|
| 1 | Price                              | AMC amount quoted both in figures and words should be correct. However AMC amount quoted in words will prevail, if there is any difference.                                   |
| 2 | Validity of offer                  | Four Months   |
| 3 | Payment terms                      | Payment will be released on quarterly basis, after submission of service reports. Service reports should be submitted on monthly basis to the section in-charge without fail. |
| 4 | Payment of statutory levies/ Taxes | Levis/Taxes if any are to be clearly mentioned.   |

**SCOPE OF WORK FOR FIRE HYDRANT SYSTEM:**

|      |   |
|------|---|
| 1    | Performance Check of Main Electrical Panels which is used for Hydrant system. i.e. Starters, relays, switches, Ammeter, Voltmeter.  |
| 2    | Checking all indicator bulbs used for electrical panel.   |
| 3    | Checking of all Electric motor-driven fire pump set for fire Hydrant System. Testing of Jockey pump, Main pump and Diesel engine pump for 15 – 20 min. continuous operation with the precautions of operating by-pass valves. |
| 4    | Physically check up for non return valve, line valves, pressure valves, foot valves.  |
| 5    | Physically check up for strainer.   |
| 6    | Checking of fire brigade inlet points.  |
| 7    | Physically check up for hose boxes.   |
| 8    | Physically check up for canvas hoses.   |
| 9    | Physically check up for all supports made for pipe line.  |
| 10   | Checking of Hydrant installed at coat yard area.  |
| 11   | Checking of rubber hose reel 30 meters long.  |
| 12   | Checking of nozzles used for rubber hose reel at one place we will open the hose reel & nozzle then we will start the pump for 5 minutes for to check the pressure at the end of rubber hose reel.                            |
| 13   | Physically check up will be carried for all pressure gauges.  |
| 14   | Physically check up will be carried for all nut bolts.  |
| 15   | Lubrication of all motors, valves and other mechanical equipments.  |
| 16   | Checking of Siren, interlocking systems.  |
| 17   | Checking all auto system related to fire hydrant.   |
| 18   | Testing of sprinkler for its proper working.  |
| 19   | Checking for any damage/loss pertaining to fire hydrant system.   |
| 20   | Testing of all three fire hydrant lines separately for its functioning.   |
| 21   | Routine checkup, maintenance & testing of Diesel pump set. Checking of health of all batteries & its charging circuit.  |
| 22   | Routine checkup & maintenance of de-watering pump.  |
| 23   | Operation & maintenance of De-pressuring units mounted from Basement to Fifth floor in ASF building.  |
| 24   | While taking above all maintenance works necessary industrial, electrical safety measures mandatory to be followed by the AMC firm.   |
| 25   | The Schedule of visit shall be done in 30 days and when ever called by Doordarshan Kendra, Mumbai.  |
| 26   | Maintaining of a proper register and filling up relevant column in the register during every visit. Submission of service report for each visit is mandatory.   |
| 27   | Half yearly demonstration for fire hydrant system.  |
| 1)   | <b>Fire Hydrant System installed in ASF Building (11 Floors) consist of:</b>  |
| a)   | Total number of fire shafts -- 31 Nos.  |
| i)   | A Wing (Lift lobby) -- 12 Nos.  |
| ii)  | B Wing (Toilet lobby) -- 13 Nos.  |
| iii) | C Wing (Corridor of each floor) -- 06 Nos.  |
| b)   | Pipe line air release system.   |
| i)   | ASF Building roof top A & B Wing  |
| ii)  | 6 <sup>th</sup> Floor C Wing  |
| iii) | Pump house sprinkler system.  |
| c)   | Court yard boxes -- 07 Nos.   |
| d)   | Main fire pump 120 HP -- 01 No.   |
| e)   | Jockey pump 20 HP -- 01 No.   |

|   |  |
|---|--|
| f)  | Sprinkler pump 60 HP -- 01 No.                                       |
| g)  | Fire Diesel engineer pump -- 01 No                                   |
| h)  | Associated electrical switch gear                                    |
| i)  | Depressurizing unit, mounted from Basement to 5 <sup>th</sup> floor. |
| <p><b>Note:</b> The works mentioned above is a single job work &amp; the firm/agency must quote total cost. In addition the firm/agency must also mention item wise rates for consideration of the cost in case of any deviation in the quantity of works. <b>Total cost will be considered for deciding lowest bidder.</b></p> |  |

**(S. S. RAJANE)**  
 ASSISTANT DIRECTOR (E)  
 FOR DDG (E)

**A) GENERAL INSTRUCTIONS TO BIDDERS:**

- 1.** The scope of work for stores to be tendered are available in the complete bid documents which can be viewed/downloaded free of cost from e-tender portal of DD <http://eprocure.gov.in>
- 2.** The Technical Bid, Technical documents and Financial Bid will be submitted concurrently in separate envelop by off-line process.
- 3.** No claim shall be entertained on account of disruption of internet service being used by bidders. Bidders are advised to submit their bids well in advance to avoid last minute technical snags.
- 4.** All Corrigendum / Amendment/ Corrections, if any, will be published on the website <http://eprocure.gov.in>.
- 5.** All documents/papers submitted by the bidder must be legible.
- 6.** Page No. shall be given on each and every paper/documents serially submitted in the technical bid.
- 7.** The Earnest Money shall be in the form of Bank Draft/Bank Guarantee from an Indian Scheduled Commercial Bank in case of Indian supplier or Bank guarantee/Demand Draft.
- 8.** The successful tenderer will be required to furnish Security Deposit within 2 weeks of placement of contract at the rate of **3%** (Ten percent) for indigenous supplier and **3%** (Three percent).
- 9.** Tenderers may ask any clarification, if required, before the date stipulated in the details of tender items (AMC) for the purpose. After that no request will be entertained.
- 10.** Small Scale Units Registered with NSIC under Single Point Registration Scheme for the items required in NIT shall be exempted from payment in respect of cost of Tender/Earnest Money as per the Government instructions on the subject on submission of documentary evidence of valid Registration in the field of fire control only.
- 11.** Tenderers shall separately indicate the rate and amount of GST /Taxes etc., as applicable on the date of tendering in their offer failing which the offer will be summarily rejected.

**B) LIST OF MANDATORY DOCUMENTS**

- 1.** DD Tender Document complete along with all Annexure/Appendix, stamped and signed.
- 2.** Any other document asked for in this tender document.
- 3.** The tenderer should attach documentary proof of experience certificate for having successfully designed. Fabricated, installed and commissioned similar type of equipment/work and of similar scale should attach the relevant documents/certificate. The tenders without qualification certificate will be rejected on date of opening without further intimation. Tenderer should have valid License/Registration issued by Directorate of Fire Services Govt. of Maharashtra or its Equivalent offices.

(Public Body to delete this Form if a Bid Security is requested)

Appendix to Bid Submission Sheet

**BID SECURING DECLARATION**

By subscribing to the undertaking in Bid Submission Sheet:

I/We accept that I/We\* may be disqualified from bidding for any contract with any Public Body for the period of time that may determined by the Procurement Policy Office under Section 35 of the Public Procurement Act, if I am/we are\* in breach of any obligation under the bid conditions. Because I/We\*

- (a) have modified or withdrawn my/our\* Bid after the deadline for submission of bids during the period of bid validity specified by the Bidder in the Bid Submission Sheet :
- or
- (b) have refused to accept a correction of an error appearing on the face of the Bid: or
- (c) having been notified of the acceptance our Bid by the (insert name of public body) during the period of bid validity. (i) have failed or refused to execute the Contract if required. Or (ii) have failed or refused to furnish the Performance Security in accordance with the Instructions to Bidders.

I/We\* understand this Bid Securing Declaration shall cease to be valid (a) in case I/we am/are the successful bidder. upon our receipt of copies of the contract signed by you and the Performance Security issued to you by me/us : or (b) if I am/we are\* not the successful Bidder. upon the earlier of (i) the receipt of your notification of the name of the successful Bidder: or (ii) thirty days after the expiration of the validity of my/our\* Bid.

In case of a Joint Venture, all the partners of the Joint Venture shall be jointly and severally liable.

\* Delete as appropriate

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**Form of Bid-Securing Declaration**

The Bidder shall submit this Bid Securing Declaration with the Bid and by clicking on “I Agree” the bidder is signing the Bid Securing Declaration by using e-signature (password).

We, the undersigned, declare that:

We understand that according to your conditions, Bids must be supported by a Bid-Securing Declaration.

We accept that we are required to pay the bid security amount specified in the Term and Condition, failure to do so will automatically exclude us from being eligible for Bidding or submitting Bid in any contract with the Employer for the period of two years if we are in breach of our obligation(s) under the term and condition prescribe for ticketing vide invitation

letter no :

.....

- (a) have withdrawn our Bid during the period of Bid validity specified by the Bidder in the Form of Bid; or
- (b) having not accepted the correction of errors in accordance with the instructions of Bidders ITB 30.2; or
- (c) having been notified of the acceptance of our Bid by the Employer during the period of Bid validity (i) fail or refuse to furnish the performance security in accordance with the ITT, or (ii) fail or refuse to execute the Contract in accordance with the ITB 36.

We understand this Bid-Securing Declaration shall expire if we are not the successful Bidder, upon the earlier of (i) our receipt of your notification to us of the name of the successful Bidder; or (ii) thirty (30) days after the expiration our Bid.

Sign and Seal

Name of authorized Official

Legal Stamp

**ANNEXURE -IV**

**CERTIFICATE FROM THE VENDOR STATING THAT THE COMPANY HAS NOT BEEN BLACKLISTED BY ANY GOVERNMENT ORGANISATION.**

To,  
Dy. Director General (E),  
Doordarshan Kendra,  
Worli,  
Mumbai-400 030

Sir,

This is to certify that M/s. \_\_\_\_\_ has not been blacklisted by any Government Organization before submission of the tender document.

Yours faithfully,

Authorized Signatories  
(Name & Designation)

Date: For and on behalf of M/s \_\_\_\_\_.

.....