



TENDER DOCUMENT
FOR
INSTALLATION, COMMISSIONING & TESTING
OF
MAINTENANCE FREE CHEMICAL EARTHING PITS
(Ref. No. -NTSC (O)/ELECTRICAL MAINT. /L.T. PANEL/07)

NSIC- Technical Services Centre

(A Government of India Enterprise)

Okhla Industrial Estate, Phase III

New Delhi-110020

Tel No. 011-26826796, 26826801,

Fax: - 011-26826783

(Authorized signature & stamp)

INDEX

| S. No. | Description | Page Nos. |
|--------|--|-----------|
| 1 | Tender inviting Notice | 3 |
| 2 | Details for Tender/offer | 4-5 |
| 3 | Instructions to the Tenderer | 6 to 7 |
| 4 | Commercial and General Terms & Conditions | 8 to 12 |
| 5 | Technical Bid format | 13 |
| 6 | Declaration form | 14 |
| 7 | Financial Bid Format (Annexure – A) | 15 |

(Authorized signature & stamp)

Tender Inviting Notice

|  | <p>NSIC- Technical Services Centre (A Government of India Enterprise) Okhla Industrial Estate, Phase III New Delhi-110020 Tel No. 011-26826796, 26826801, Fax: - 011-26826783</p> | | |
|--|---|---|----------------------------------|
| NTSC (O)/ELECTRICAL MAINT. /L.T. PANEL/07 | | | |
| date:16.10.2015 | | | |
| Tender is invited for Installation, Commissioning & Testing of two Chemical Earthing Pits in their office at Okhla Industrial Estate, Phase III, New Delhi-110020. | | | |
| S.No | Description of Tender | Last date for submission of tender | Date of opening of Technical Bid |
| 01 | Installation, Commissioning & Testing of Maintenance free Chemical Earthing Pits-02 Nos | 30.10.2015 up to 4.00 PM | 30.10.2015 at 4.30 PM |
| Tender document can be downloaded from the website www.nsic.co.in | | | |
| | | General Manager. Tender inviting authority | |

(Authorized signature & stamp)

NSIC-Technical Services Centre,
Okhla Industrial Estate,
New Delhi – 110020

Details for Tender /offer

NSIC Technical Services Centre invites sealed offers from the reputed and experienced agencies dealing in Electrical works, for the Installation, Commissioning & Testing of Maintenance free **Chemical Earthing Pits** : Two Nos, in their office at Okhla Industrial Estate, Phase III, New Delhi-110020

Tender shall be submitted in a bigger sealed envelope super scribed as “Tender for Renovation of classrooms”. This bigger sealed envelope shall contain two sealed envelopes super scribed as detailed under: -

- (I) Technical Bid.(Page no 1 to14)
- (II) Financial/Price Bid (Page no 15).

The Tenderer should sign each page of this tender document.

The details are summarized below:-

Installation, commissioning & testing of two “Maintenance free chemical earthing pits” at NTSC, Okhla Industrial Estate Phase-III, New Delhi -110020.

The tenderer shall have experience in installation; commissioning & testing of earthing pits. Please attach copy of work order executed (of earthing pits) during last five years.

The complete and duly filled tender from page no 1 to 14 for technical bid & page no 15, i.e. annexure “A” for financial bid, shall be received by **30th October 2015 till 4.00 PM** at the office of General Manager, NSIC-Technical Services Centre, Okhla Industrial Estate, Phase III, New Delhi-110020

Technical part of the tender will be opened on **30th October 2015 at 4.30 PM** at the office of General Manager, NSIC-Technical Services Centre, Okhla Industrial Estate, Phase III, New Delhi. You may visit the site before submitting your offer.

The instructions for filling the format along with terms & conditions are enclosed, and need to be submitted along with the Tender after signing with stamp on each

(Authorized signature & stamp)

page. Kindly go through all these instructions as well as terms & conditions before filling the prescribed format.

In case of any further details, you may contact undersigned through phone or in person.

(Chief Manager, Electrical Maintenance)
Contact No. :011- 26826796,9891800789

(Authorized signature & stamp)

NSIC-Technical Services Centre
Okhla Industrial Estate, New Delhi-110020

INSTRUCTIONS TO TENDERER

1. The duly filled in prescribed format Technical bid (page no 1 to 14) and financial bid (Annexure "A"), should be **signed with date by the Authorized Signatory of agency with agency stamp on all the pages**. This should be addressed to the General Manager, NSIC-Technical Services Centre, Okhla Industrial Estate, Phase III, New Delhi. The envelope should be super-scribed as "*Tender for Maintenance Free Earthing Pits*" with inquiry no. and its due date.
2. The Tender should reach the office of General Manager, NSIC-Technical Services Centre, Okhla Industrial Estate, Phase III, New Delhi by **30.10.2015 till 4.00 PM**
3. The material shall be in compliance to the specifications mentioned in prescribed format in Annexure- A of the inquiry and shall be of best quality and high standards. The successful Tenderer has to submit a test report regarding purity of Copper to be used during preparation of earthing pits. The testing charges shall be born by the party. The purity of Cu shall be not less than 99.9%.The earth resistance shall be measured as per para 37 of IS 3043.
4. The selection of specifications is purely discretion of General Manager of NTSC, Okhla and no representation in this regard from any unit would be entertained.
5. All the columns of the prescribed format shall be duly and properly filled in. Any cutting/over writing etc. must be signed by the person who is signing the Tender. The rates shall be mentioned in figures as well as in words and shall not be overwritten.
6. No extra payment shall be paid on account of any discrepancy in nomenclature of items.
7. General Manager, NSIC-Technical Service Centre reserves the right to reject any offer without assigning any reason thereof.

(Authorized signature & stamp)

8. The Tenderer shall take into account all costs including loading, cartage, unloading etc. of material at site i.e. NSIC-Technical Services centre, Okhla Industrial Estate, Phase III, New Delhi for execution of work, before quoting the rates. In this regard no claim what so ever shall be entertained.
9. While applying for the tender document, the intending tenderer shall furnish proof of experience certificates, works completed/awarded, valid PAN, TIN & service tax as applicable.
10. All the communication with respect to the inquiry shall be addressed to:-

**Chief Manager (Electrical Maintenance),
NSIC- Technical Services Centre,
Okhla Industrial Estate, Phase III,
New Delhi-110020**

We confirm with our acceptance to the instructions (S.No-1 to 10- above) as given above.

**AUTHORISED SIGNATORY
NAME & SIGNATURE WITH SEAL**

The documents relating to the Instructions to Tenderer must be signed with seal and be submitted along with the Tender.

(Authorized signature & stamp)

NSIC-Technical Services Centre,
Okhla Industrial Estate,P-III
New Delhi-110020

COMMERCIAL AND GENERAL TERMS & CONDITIONS

Nature of work: Installation, Commissioning & Testing of two Maintenance free Chemical Earthing Pits with specifications mentioned in Annexure- A

1. Scope of work:

- a) The Tenders shall be submitted as per the specifications in Annexure-A.
- b) The Agency may inspect the installation site in the premises of NSIC-Technical Services Centre, Okhla Industrial Estate, Phase III, New Delhi before submitting the quotes.
- c) Submission of the quote implies that these conditions of inquiry have been read by the tenderer and is aware of the scope of the work and the quality of the material to be supplied. The final acceptance of the offer rests with the General Manager of NSIC-Technical Services Centre, who reserves the right to accept or reject any or all Tenders without assigning any reason therefore.

2. Submission of Tender:

- a. If the bidder submits only one envelop / cover containing all the bids or combined bids e.g. technical as well as commercial bid together, the bid is liable for rejection.
- b. **Three sealed envelopes (I) Technical bid (II) Price bid (III) EMD of tender shall be placed in a bigger envelope.**
 - a) The Tender received within the stipulated date and time will be opened at the office of General Manager, NSIC-Technical Services Centre, Okhla Industrial Estate, Phase III, New Delhi, on the date and time mentioned in the Tender inviting Notice.
 - b) Tenders received in open covers / letters / fax / telegram / email will not be considered.

(Authorized signature & stamp)

- c) The Tenders received after the stipulated date and time or Tenders received with conditions will not be accepted. Tenders not submitted in the prescribed format will be rejected. Tenders which propose any alternations in the conditions specified will be rejected.

3. Earnest Money Deposit:

- a) The units registered with Central Purchase Organization (DGS&D), National Small Industries Corporation (NSIC) shall be exempted from the payment of Earnest Money as defined under Rule 157 of General Financial Rules (GFR), 2005.

In such case, copy of the certificate showing registration with the above mentioned institutions to be enclosed in the envelope of EMD.

- b) In case, the unit is not covered under clause 3 (a) above, it should submit the offer along with Earnest Money Deposit (EMD) for Rs. 2,500/- (Rupees Two Thousand Five Hundred only) by way of Demand Draft (DD) drawn in favour of "NSIC Ltd. A/C NTSC" payable at New Delhi. No cash / cheque towards EMD shall be accepted. The offers without EMD shall be rejected.
- c) The EMD of unsuccessful bidder shall be refunded within 30 days from the award of supply order.
- d) No interest will be allowed for earnest money deposited with the Company.
- e) The EMD shall be forfeited:
 - 1. If the bidder withdraws the bid during the period of bid validity specified in the tender.
 - 2. If the successful bidder fails to furnish the acceptance in writing, within 10 days of award of supply order.

4. Bid opening and evaluation of Bids:

- a. The technical bid shall be opened on 30th October 2015 at 4.30 P.M.

(Authorized signature & stamp)

- b. Bidder, whose technical bid is qualified as per terms & condition specified in this tender document, will be considered for financial bid evaluation. The date and time of opening of the financial bid will be informed separately to such bidders.
 - c. NSIC Technical Services Centre will open financial bids of only the technically qualified, in the presence of the bidders or their authorised representative who choose to attend the bid opening.
 - d. The bidder's authorised representative who attends the bid opening shall sign an attendance register as a proof of having attended the bid opening.
5. The Tenderer shall submit the Copies of valid PAN, TIN & Service tax as applicable
6. **Award of work order**
- a. The financial bids of the technically qualified bidders shall be opened by the constituted committee. Thereafter the committee shall prepare the comparative statement (CST) based on the price offered at NSIC Technical Services Centre, Okhla Ind. Estate P-III, New Delhi-110020. This will facilitate to shortlist the bidder quoting the lowest price.
 - b. NSIC Technical Services Centre shall award the work order to the eligible bidder whose financial bid has been accepted and determined as the lowest evaluated financial bid.
 - c. If more than one bidder happens to quote the same lowest price, NSIC Technical Services Centre reserves the right to award the contract to any one bidder. No representation in this regard shall be entertained for any reason.
7. **Validity of Tender:**
The Tender shall be valid for a period of 30 days from the date of opening of the Tenders. The rates quoted shall be treated as firm during this period.
8. **Guarantee of Quality and Warranty of goods supplied :**
- a) The material to be used while executing the work shall be of good quality and a warranty certificate in the form of indemnity bond shall be submitted offering minimum five years warranty towards the successful working of both Chemical earthing pits, from their date of commissioning. The successful working of the earthing pits implies that the Voltage between Neutral & Earth will be 0 Volts. An indemnity bond is required for stating the warrantee for the earthing pits.

(Authorized signature & stamp)

- b) The executing agency has the right to offer warranty for more than five years from the date of commissioning for the two chemical earthing.
- c) IR value shall be less than 1 ohms.
- d) The successful Tenderer has to submit a test report regarding purity of Copper to be used during preparation of earthing pits. The testing charges shall be born by the party. The purity of Cu shall be not less than 99.9%

9. Price:

- a) The price shall be firm and shall include all applicable taxes. Any variation in the taxes duties, levies etc. during the period of contract shall be to the account of service provider. The rates quoted shall be all inclusive. The Corporation will not issue Forms C and/ or D. The tenderer should note this while quoting the rates. The price shall be quoted both in figures and words.
- b) No representation for the enhancement of the prices of the accepted offer or alteration of the terms and conditions will be entertained till the work is completed.

10. Completion of Work:

- a) The successful Tenderer shall complete installation, commissioning & testing of two Maintenance Free Chemical Earthing Pits at NSIC-Technical Services Centre, Okhla Industrial Estate, Phase III, New Delhi, within ten days of receiving the work order.
- b) The complete instructions shall be issued for the maintenance of earthing voltage of 0 Volts.
- c) Should the tenderer for any reason whatever, withdraws the Tender after it is accepted or become unable or fails to execute the orders within stipulated period, NTSC shall be at liberty to cancel the order forthwith.

11. Payment:

The 100% payment will be made by the Corporation by crossed account payee cheque for which the successful Tenderer shall send bills in duplicate (original + copy) giving the reference number of the work order and submit original challan duly stamped by the security officer of NSIC Technical

(Authorized signature & stamp)

Services Centre for the material brought in the campus of NSIC Technical Services Centre. The successful Tenderer shall also submit the documents which shall clearly indicate that the Proper Installation, Commissioning & Successful Testing of earthing is done and the said document shall be duly acknowledged by the Chief Manager (Electrical Maintenance) of NTSC.

12. Claims:

If the material used are found to be sub-standard or different than those in the accepted offer and are of specifications lower than those stipulated in the accepted offer, NTSC shall have right to totally reject the material. The tenderer shall be responsible for rearranging the new material and removing the rejected material at his cost from NTSC premises.

We confirm with our acceptance to the Commercial & General Terms & Conditions (S.No-1 to 12) as given above.

**AUTHORISED SIGNATORY
NAME & SIGNATURE WITH SEAL**

The documents relating to the terms & conditions must be signed with seal and be submitted along with the Tender.

(Authorized signature & stamp)

Format for Technical Bid

FORMAT WITH SPECIFICATIONS FOR CHEMICAL EARTHING PITS (Two Nos.) (FOR ELECTRONICS LAB IN NTSC OKHLA)

Note: Please Write Yes/No for compliance of specifications. Only “Yes” compliance would be considered to qualify for financial bid.

| S.N | DESCRIPTION | Unit | Qty. (tentative) | Compliance (Yes/No) |
|-----|---|-------|---------------------|------------------------|
| 1. | Maintenance free Chemical Earthing using Electrode of size 80 mm dia, 03 meter long connected with 50X6 mm Copper internal strip complete with excavation, civil works, cast iron cover with back fill compound. The voltage between Neutral & Earth not to exceed 0 volts & IR value less than 1 ohm. The earth resistance shall be as per IS 3043 | No. | 02 Nos (one set) | |
| 2 | Copper strip of size 32 mm X 5 mm including installation (Cu purity not less than 99.9%) | meter | 20 | |
| 3. | Backfill earthing Compound | kg | 40 | |
| 4. | Labor Charges for completing the process of two earthing pits – 4-a) Earth excavation, providing earthing and refilling (for 2 earthing pits) 4-b) Placing & installing Copper strip upto panel of Electronics Lab. (The labour charges amount shall attract TDS deduction as per applicable rules) | | | |

Documents to be attached:-

1. Copy of work order executed (of earthing pits) during last five years with address/contact numbers of the party.
2. Copies of valid PAN, TIN & Service tax as applicable.

(Authorized signature & stamp)

Declaration Form

I/We Mr represented by Its
proprietor/Managing Parter/Agency having its registered office
at.....do hereby declare
that I have carefully read all the conditions of tender ref no
NTSC(O)/ELECRTICAL MAINT./L.T. PANEL/07,date:14-10-2015
for Installation, Commissioning & Testing of Two Chemical
Earthing Pits at NSIC Technical Services Centre, Okhla Industrial
Estate, Phase III,New Delhi-110020

Terms & conditions mentioned in the tender are accepted.

Signature.....

Name.....

Designation

Stamp.....

Date.....

(Authorized signature & stamp)

Annexure 'A'

**FORMAT WITH SPECIFICATIONS FOR CHEMICAL EARTHING PITS (Two Nos.)
(FOR ELECTRONICS LAB IN NTSC OKHLA)**

| S.N. | DESCRIPTION | Unit | Qty. (tentative) | Amount including taxes/duties (in Rs.) | |
|------------------------------------|--|-------|---------------------|---|------------|
| | | | | in figure | (in words) |
| 1. | Chemical Earthing using Electrode of size 80 mm dia, 03 meter long connected with 50X6 mm Copper internal strip complete with excavation, civil works, cast iron cover with back fill compound. The voltage between Neutral & Earth not to exceed 0 volts & IR value less than 1 ohm. The earth resistance shall be as per IS 3043 | No. | 02 Nos (one set) | | |
| 2 | Copper strip of size 32 mm X 5 mm including installation (Cu purity not less than 99.9%) | meter | 20 | | |
| 3. | Backfill earthing Compound | kg | 40 | | |
| 4. | Labor Charges for completing the process of two earthing pits – 4-a) Earth excavation, providing earthing and refilling (for 2 earthing pits) 4-b) Placing & installing Copper strip upto panel of Electronics Lab. (The labour charges amount shall attract TDS deduction as per applicable rules) | | | | |
| Total amount in figures: | | | | | |
| Total Amount in words:..... | | | | | |

- Warranty Period for Chemical Earthing (Copper) from the date of commissioning is five years (Warranty implies the voltage between the earth & neutral will not exceed 0 volts for both the Earthing pits.)
- Payment shall be made on the basis of actual work done, i.e. after measuring the quantity of items used during preparation of Earthing pits.

. (Authorized signature & stamp)