

यू. टी. प्रशासन दादरा एवं नगर हवेली और दमन एवं दीव  
U.T. Administration of Dadra & Nagar Haveli and Daman & Diu  
स्वास्थ्य और परिवार कल्याण विभाग, डीएनएच और डीडी  
Department of Health and Family Welfare, DNH & DD  
केंद्रीय खरीद शाखा का कार्यालय  
Office of the Central Procurement Branch  
दमन / Daman

E-mail: cpbdaman106@gmail

Tender ID:2024\_DAMAN\_ 3906 \_1 Dated:18.12.2024 for Conducting Electrical Audit of CHC, PHC and AAM under the Department of Health and Family Welfare, DNH&DD 2024-25

**No. CPB/DNH&DD/Electric. Audit/24-25/280**

**Date: 18.12.2024**

**e-tender (Online) Invitation Notice**

The Department of Health & Family Welfare, DNH & DD, on behalf of the President of India, invites online tenders on <https://ddtenders.gov.in/nicgep/app> from Authorized Agencies for Conducting Electrical Audit of CHC, PHC and AAM, Daman under Department of Health & Family Welfare, Dadra & Nagar Haveli & Daman & Diu.

<b>Sr. No</b>	<b>Particulars</b>	<b>(E.M.D.) Earnest Money Deposit</b>	<b>Tender Fees (Non-Refundable)</b>
<b>1.</b>	<b>Tender for Conducting Electrical Audit of CHC, PHC and AAM, Daman under the Dept. of Health &amp; Family Welfare, DNH&amp;DD.</b>	<b>Rs.12,000/-</b>	<b>Rs.500/-</b>

**Bid document downloading Start Date: 18/12/2024**

**Bid document downloading End Date : 08/01/2025, 13:00 Hrs.**

**Last Date & Time for receipt of Bid : 08/01/2025, 14.00 Hrs.**

**Preliminary Stage Bid Opening Date : 08/01/2025, 15.00 Hrs.**

**Technical Stage Bid Opening Date : 08/01/2024, 15.30 Hrs.**

Bidders are required to submit both the Technical Bid and Price Bid electronically, exclusively through the <https://ddtenders.gov.in/nicgep/app> website, before the specified deadline. Submissions in physical format for either the Technical Bid or Price Bid will not be accepted under any circumstances.

The submission of bids, along with the Tender Fee and EMD in original, should be made via R.P.A.D./Speed Post/courier or deposited in the tender box located in the office of the undersigned. However, the Tender Inviting Authority shall not be held responsible for any postal delays. Tenders can be downloaded from <https://ddtenders.gov.in/nicgep/app> [www.daman.nic.in](http://www.daman.nic.in)

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1. The EMD and Tender Fees must not be submitted in cash.
2. The Tender Fees will only be accepted in the form of a Demand Draft/Banker's Cheque from any Nationalized or Scheduled Bank of India, payable in Daman.
3. The EMD can be submitted in the form of a Demand Draft/Fixed Deposit Receipt/Banker's Cheque-Bank Guarantee/Insurance Surety Bonds.
4. The Sealed Tender should be appropriately covered, with the name of the items and tender ID and date clearly indicated on the envelope.
5. Offers received without obtaining tender documents or without EMD and tender fees shall not be entertained.

The tender inviting authority reserves the right to accept or reject any or all tenders received, without providing any reasons thereof. Should bidders require clarification regarding the bidding process or seek further details, they may correspond via email at [cppp-nic\[at\]nic\[dot\]in](mailto:cppp-nic[at]nic[dot]in), or contact Mobile No: +91-7878007972 and +91-7878007973, Tel No. 180030702232. Additionally, information is available on the website: [www.ddtenders.gov.in](http://www.ddtenders.gov.in)."

*Sd/-*

**In-charge,**

Central Procurement Branch, DNH & DD

E-mail Id: [cpbdaman106@gmail.com](mailto:cpbdaman106@gmail.com)

Copy to :

- 1) I.T. Department, DNH & DD, Daman with a request to publish in Website.
- 2) Accounts Section, DMHS, Daman for information.

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**Instructions to Bidders :**

- 1) Tender Documents are available for free download from the website <https://ddtenders.gov.in/nicgep/app>."
- 2) All bids must be submitted online via the website <https://ddtenders.gov.in/nicgep/app>."
- 3) Instructions for online participation can be obtained from the website <https://ddtenders.gov.in/nicgep/app>."
- 4) Suppliers should register on the website using the 'New Supplier' link provided on the homepage. Please note that registration on the site does not imply registration, empanelment, or any other form of association with the tendering authority."
- 5) Applications for training and issuance of digital signature certificates must be submitted at least 72 hours before the due date and time of tender submission."
- 6) For any queries regarding tender specifications or other clauses included in the tender document, please contact the personnel at the tendering office address provided below:

***Central Procurement Branch, Daman  
Fort Area, CHC Building. 2<sup>nd</sup> floor  
Moti Daman - 396220  
UT of DNH & DD  
Email ID: [cpbdaman106@gmail.com](mailto:cpbdaman106@gmail.com)***

- 7) All scanned or attached documents must be clear and legible. A hard copy of the same may be submitted, which will be used by the department if necessary. It is essential to upload the required documents on <https://ddtenders.gov.in/nicgep/app>.
- 8) The Bidder must provide compliance for each quoted product. Any false or misleading statement found in the compliance at any stage during the procurement process will result in the outright rejection of the bid, and the Earnest Money Deposit (EMD) shall be forfeited.

***Key dates:***

**Bid document downloading Start Date: 18/12/2024**

**Bid document downloading End Date : 08/01/2025, 12:00 Hrs.**

**Last Date & Time for receipt of Bid : 08/01/2025, 14.00 Hrs.**

**Preliminary Stage Bid Opening Date : 08/01/2025, 15.00 Hrs.**

**Technical Stage Bid Opening Date : 08/01/2024, 15.30 Hrs.**

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The Tenders shall be submitted in two-bid system, wherein the Technical bid and Financial Bid is to be filled online on <https://ddtenders.gov.in/nicgep/app> and the EMD and Tender Fee has to be submitted in Tender Box along with a covering letter. The envelope should be super scribing on the sealed cover as “**e-Tender – for Conducting Electrical Audit of CHC, PHC and AAM, Daman under Department of Health & Family Welfare, DNH&DD.**”. **The EMD and Tender Fees should be enclosed with BID only.**

**a. Tender Fees (Non Refundable) Rs.500/- :**

1. Tender Fees must not be submitted in cash.
2. The Tender Fees (Non-Refundable) will only be accepted in the form of a Demand Draft/Banker's Cheque favoring *The Directorate of Medical and Health Services, Daman* drawn from any Nationalized or Scheduled Bank of India and payable in Daman.
3. All tenders must be accompanied by the specified Tender fees as outlined in the schedule; otherwise, the tender will be rejected.

**b. Earnest Money Deposit Rs. 12000/-**

1. All tenders must be accompanied by the Earnest Money Deposit (EMD) as specified in the schedule; otherwise, the tender will be rejected.
2. As per Rule 170 of GFR – *Micro and Small Enterprises* (MSEs) as defined in MSE procurement policy issued by Department of Micro, Small and Medium Enterprises (MSME) are exempt from submission of EMD. Bidders claiming exemption of EMD under this Rule (170 of GFR) are however required to submit a signed bid securing declaration accepting that if they withdraw or modify their bids during the period of validity, or if they are awarded the contract and the fail to sign the contract, or to submit a performance security before the deadline defined in the request for the Bids documents, they will be suspended for a period 12 Months from being eligible to submit the bids for contract with the Department of Health & Family Welfare, Dadra & Nagar Haveli & Daman & Diu.
3. Under MSE Category, Only MANUFACTURERS for goods (**of the required/offered product**) and SERVICE PROVIDERS for services (**of the required/offered product**) are eligible for exemption from EMD. TRADERS are excluded from the purview of this policy. Bidder seeking EMD exemption must submit the valid supporting documents for the relevant category.
4. Bidders who choose to opt for exemption from submitting Earnest Money Deposit (EMD) are required to provide a bid security declaration in the specified format outlined in Annexure C.
5. EMD can be paid in either of the form of following:
  - i. Insurance Surety Bonds
  - ii. Account Payee Demand Draft
  - iii. Fixed Deposit Receipts

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- iv. Bankers' cheque or Bank Guarantee  
In favor of *The Directorate of Medical and Health Services, Daman* from any Scheduled Commercialized Bank authorized by Reserve Bank of India.
- 6. The Earnest Money Deposit (EMD) should remain valid for a duration of twelve months from the date of its issuance.**
7. EMD in any other forms will not be accepted.
8. EMD/Security Deposit shall be liable to be forfeited under the following circumstances:
- (i) The tender is rejected due to failure to supply the requisite documents in the proper format or providing any misleading statements, false affidavits, or fabricated documents.
- (ii). If the contractor fails to execute the supply order within the stipulated time, the EMD of the contractor will be forfeited by the Government, and the contract for the supply shall be terminated with no further liabilities on either party to the contract.
9. The refund of the Security Deposit/Earnest Money will only occur upon satisfactory completion of the supply order and payment of all bills by the contractor, as admitted for payment. The refund will be processed after the expiry of the guarantee/warranty period or any mutually agreed-upon date/period.
10. The Earnest Money paid by the tender(s) earlier against any tender(s) or supply order(s) is not adjustable with the Earnest Money required by these conditions

❖ **Security Deposit: (SD)**

1. The successful tenderer must remit an amount equal to 3% of the total order value as the security deposit within 10 days from the date of issue of the work order.
2. The Security Deposit (SD) may be furnished in the form of Insurance Surety Bonds/ A/c Payee Demand Draft / Fixed Deposit Receipt / Bank Guarantee in favor of *The Directorate of Medical and Health Services, Daman*.
3. Failure to receive the Security Deposit within the stipulated time will result in automatic cancellation of the supply order without any prior intimation.
4. However, if any articles are received without the corresponding Security Deposit being deposited, the full Security Deposit due from the contractor will be recovered from the bill(s) for such articles.
5. Security Deposits paid by the tender(s) earlier against any tender(s) or supply order(s) are not adjustable with the Security Deposit required by these conditions.
6. In the event of failure to replace the accepted and rejected articles from the supplies made as per the conditions, any losses incurred by the Government will be recovered from the contractor's Security Deposit or payment due for any bill(s) to the extent required.

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7. The tender inviting officer may consider extensions of time for remitting the Security Deposit upon request. However, if such extensions are denied, the contractor is obliged to adhere to the given time limit and is liable to compensate for any losses incurred by the Government due to the failure to meet the deadline.

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❖ **Conditions of Contract :**

**1. ACCEPTANCE OF TENDER:**

- a. The tender is liable for rejection due to any of the reasons mentioned below:
  - i. Non-Submission of tender within stipulated time online.
  - ii. Submission of tender physically in the Office but not submitted online on <https://ddtenders.gov.in/nicgep/app>
  - iii. Tender is unsigned or not initialed on each page or with unauthenticated corrections.
  - iv. Non-payment of Earnest Money Deposit (if not exempted)
  - v. Non-Submission of required documents as mentioned in schedule
  - vi. Conditional/ Vague offers.
  - vii. Unsatisfactory past performance of the tenderer.
  - viii. Submission of misleading/contradictory/false statement or information and fabricated/ invalid documents.
  - ix. Tenders not filled up properly.
  - x. The documents attached by the bidder online if found not readable will not be considered for bid evaluation.
- b. Any discount which the bidder wants to give has to be considered and total final bid amount has to be mentioned clearly in the price bid form on <https://ddtenders.gov.in/nicgep/app>
- c. Discount offered after price bid opening will not be considered.
- d. The consolidated rates entered in the online website will be taken into account for preparing price statements. However the tender which is found technically acceptable as well as lowest in terms of evaluated rates only shall be considered for placing the order.
- e. The I/c, Central Procurement Branch may seek any clarifications/explanation/ documentary evidence related to offer at any stage from tenderers if required.
- f. The rate quoted should be inclusive of all taxes and no extra charges will be

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- paid and should be valid up to One Year from the date of 1<sup>st</sup> supply order.
- g. All/Taxes/Duties/Royalties Charges payable on the sales/transport etc. within and/or outside the state shall be payable by the supplier.
- h. The decision of the Tender Inviting Officer for acceptance/rejection of any articles supplied including the decision for equivalent specifications, standard and quality etc. of articles shall be final.
- i. The right to accept or reject without assigning any reasons of all tenders in part or whole is reserved with the Tender Inviting Officer and his decision(s) on all matters relating to acceptance or rejection of the tenders as a whole or in part will be final and binding to all.
- j. Bidder / its sister concerns / companies where its Promoters / Directors either directly or indirectly are involved, should not have ever been blacklisted in tender / supplies by any state/Central Govt. Bidder should submit an affidavit on judicial stamp paper of Rs.50/- stamp paper in this regard. The bidder should provide accurate information of litigation or arbitration resulting from contracts completed or under execution by him over the last ten years. False affidavit would lead to blacklisting and termination of the contract at any stage. In such cases all the losses that will arise out of this issue will be recovered from the Tenderer / Contractor and he will not have any defense for the same. In case of bidder / principal is involved / penalized under any investigation of CVC or any State/Central Govt. Commission in relation to the similar work project issue; the bid will be out rightly rejected.

## 2. TERMS AND CONDITIONS:

- a. **The contract will be valid for a period of one year, extendable for two additional years subject to departmental requirements and based on Performance evaluation and mutual agreement at the same approved rates.**
- b. The financial bid must include GST.
- c. No advance payment will be provided; payment will be made upon successful completion of the audit and submission of the final report.
- d. The quoted price must encompass all costs, including engineers, manpower, instruments, and any additional expenses.



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- e. TDS will be ducted as per income Tax Rule.
- f. The agency is responsible for arranging all required instruments.
- g. The audit must cover all power consumption equipment and devices.
- h. The auditing agency must be certified by the Bureau of Energy Efficiency (BEE). Supervision will be conducted by a government-approved supervisor and electrical contractors.
- i. The agency is responsible for arranging any required temporary accommodation or guest house for its personnel during the audit period.
- j. A detailed audit report must be provided, outlining findings, recommendations, and any identified issues with the hospital's electrical systems.
- k. The report should be submitted within 15 days of the audit's completion.
- l. The audit must be conducted in accordance with national and international electrical safety standards and hospital-specific requirements.
- m. The agency must adhere to all hospital health and safety regulations while conducting the audit.
- n. Appropriate safety gear and precautions must be observed.
- o. The Competent authority reserves the right to terminate the contract if the audit is not conducted as per the agreed terms.
- p. Penalties may be imposed for non-compliance with terms and conditions, including delays or failure to meet quality standards.
- q. The terms and conditions outlined here are subject to change based on mutual agreement and applicable legal requirements.

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**3. Bid Evaluation Methodology :**

**A. Preliminary & Technical Evaluation:**

1. Tender fee is mandatory documents.
2. Scrutiny of technical specifications and other relevant documents as asked by the department with the quoted specification.
3. Scrutiny of Compliance Statement given by the bidder.

**B. Financial Evaluation:** Lowest quoted offered by Technically Qualified Bidders.

**4. PAYMENT TERMS :**

- a. 100% of the invoice amount will be paid only after completion of work successfully and submission of Security deposit i.e. 3% of the tender value.
- b. Price escalation clause will not be entertained under any circumstances.
- c. All bills should be in **TRIPLICATE** and should invariably mention the number and date of work order.
- d. All bills for amount above Rs.5,000/- should be pre-receipted on a Revenue Stamp of proper value. Bills for amount exceeding Rs.5,000/- not pre-receipted on Revenue Stamp of proper value will not be accepted for payment.
- e. Each bill in which GST is charged must contain the following certificates on the body of the bill: **“CERTIFIED”** that the service on which GST has been charged have not been exempted under the Central GST or the Rules made there under and the amount charged on account of GST on this service is not more than what is payable under the provisions of relevant Act or Rules made there under”.
- f. No extra charge for packing, forwarding and insurance etc. will be paid on the rates quoted.
- g. The rates should be quoted only for the work specified in the list of requirements.

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Signature of Agency  
With Rubber Stamp

**-sd-**  
In-charge,  
Central Procurement Branch

Email id : cpbdaman106@gmail.com

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**ANNEXURE – A**  
**SCHEDULE OF DOCUMENTS ATTACHED**

Sr. No.	Document/Certificate	Uploaded & Enclosed	
		Yes	No
01.	Scan copy of Terms and Conditions of the tender documents duly stamped and signed on each page.	Yes	No
02	Scan copy of Scope of Work correctly filled and duly Stamped and signed on each page.	Yes	No
03	Experience/ performance certificate	Yes	No
04	Earnest Money Deposit Rs.12,000/-	Yes	No
05	The auditing agency must be certified by the Bureau of Energy Efficiency (BEE). Enclose certificate	Yes	No
06	GST Certificate	Yes	No

It is verified that all the certificates/permissions/documents are valid and current as on date and have not been withdrawn/cancelled by the issuing authority. It is further verified that the declaration part are as per the format prescribed by the Administration. And it is clearly and distinctly understood by me/us that the tender is liable to be rejected if on scrutiny and of these certificates is found to be not as per the prescribed format of Administration.

I/We further undertake to produce on demand the original certificate/ permission/ document for verification at any stage during the processing of the tender.

Date:

Place:

Sign & Stamp of tenderer.

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U.T. Administration of Dadra & Nagar Haveli and Daman & Diu  
स्वास्थ्य और परिवार कल्याण विभाग, डीएनएच और डीडी  
Department of Health and Family Welfare, DNH & DD  
केंद्रीय खरीद शाखा का कार्यालय  
Office of the Central Procurement Branch  
दमन / Daman

E-mail: cpbdaman106@gmail

*Tender ID:2024\_DAMAN\_ \_1 Dated:30.08.2024 for Conducting Electrical Audit of CHC, PHC and AAM under the Department of Health and Family Welfare, DNH&DD 2024-25*

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**Annexure C**

**Proforma for Earnest Money Deposit Declaration  
(To be submitted on bidder's letterhead)**

Whereas, I/We (name of agency) ----- have submitted bids for -----(name of goods/works/services) for tender no. -----dated: ----

I/We hereby submit following declaration in lieu of submitting Earnest Money Deposit.

1. If after the opening of tender, I/ We withdraw and /or modify my/our bid during the period of validity of tender ( including extended validity of tender) as specified in the tender documents,

OR

2. If after the award of work, I/We fail to sign the contract or to submit the performance guarantee or supply the (goods/ works/services) before the deadline defined in the tender documents.

I/We shall be suspended for one year and shall not be eligible to bid for any tenders published in UT of DNH & DD from the date of issue of suspension/ black list order.

Date:

Signature with Seal of the bidder(s)  
Full Company address with contact details

Place:

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**SCOPE OF WORK:**

**Table: A Detail Energy & Electrical Safety Audit:**

Sr.No	Particulars		Comply/Not Comply
1	Electricity Billing Analysis	Energy, fuel bills of the past 12 months will be analyzed for fuel Energy consumption, Demand analysis, Power Factor analysis. Review of any penalty or any missing incentives.	
2	Energy Balance of the facility & power Distribution panels safety and power losses	Map the energy consumption according to major loads to make pie chart of energy usages (all electrical and thermal) Fuses, Circuit Breakers, Cables Termination, Joints health's checkups, incorporation of RCBs.	
3	Specific Energy Consumption	Establishing the baseline and SEC per unit of outcome of the facility – if applicable in Hospital	
4	Transformers: Efficiency and safety standards- KVA x11KVx433 V	Analysis of percentage loading & Losses, efficiency of transformer based on transformer Test Certificates and current studies.	
5	Detailed safety and Energy audit of all wards equipment's	-----	
6	HVAC (Refrigeration System)	Study of HVAC system type measure major cooling tonnage with instruments, power analysis of running HVAC/Refrigeration system and measurement of instantaneous performance (kW/TR) with ECM suggestions.	
7	AHU Operation Study	Type, operation practice, Power Consumption, Control study with observation and ECM suggestion.	
8	Electric Motor & Pumps	Motor Loading, Motor Efficiency (intrinsic losses-Fixed and variables), Motor Selection study as per applicable	
9	OT/CSSD/ICU/NICU power consumption and saving	Power consumption patterns study and saving potentials identification with all safety measures standard setting.	
10	Lighting	All the Common area lighting fixtures shall be inspected for following: LUX level as per area and operational requirement with applicable improvement suggestions.	
11	DG-Efficiency & Safety standard compliance, KVA study and bench marking	Performance Evaluation, specific Fuel consumption, loading, No-loading, Part loading and full Load	
12	Operational study of particular job activity	Operational usages study of appliances, operation time, Idle time, loading-unloading power and energy analysis.	
13	Renewable energy feasibility-solar kw sizing	For performance analysis if already installed-renewable energy site feasibility shall be studied and incorporate in the main energy audit report or performance Ratio Evaluation with suggestion of improvement	
14	Any other findings	Apart from above scope if any additional ECMs found, that shall incorporate in the main report.	

Signature & Rubber Stamp  
of the Agency

**Sd/-**

In-charge

Central Procurement Branch, DNH & DD  
E-mail Id: cpbdaman106@gmail.com

**Table B: List of Facilities**

Sr.No	Name of Facility
1	CHC, Moti Daman
2	AAM Antiyawad, Dabhel
3	AAM Bhimpore
4	AAM Devka
5	HWC Dunetha
6	AAM Ghelwad faliya
7	AAM Somnath
8	PHC Bhimpore
9	PHC Dabhel
10	PHC Kachigam
11	AAM Dori Kadaiya
12	AAM Jumprim
13	AAM Kadaiya
14	AAM Pariyari
15	AAM Patlara
16	AAM Red cross, Nani Daman
17	AAM Varkund
18	AAM Kachigam Faliya
19	AAM Kachigam
20	AAM Kathiria
21	AAM Magarwada
22	AAM Zari

Signature & Rubber Stamp  
of the Agency

**Sd/-**  
In-charge  
Central Procurement Branch, DNH & DD  
E-mail Id: cpbdaman106@gmail.com