

# HIGH COURT OF UTTARAKHAND AT NAINITAL

## TENDER NOTICE

Dated: May 16<sup>th</sup>, 2013

This Court invites sealed tender from eligible vendors for **“Supply, installation & commissioning of Automatic Rescue Device (ARD), intercom system, emergency light and emergency alarm (total solution)”** in North Star make (01 No.) and Otis make (01 No.) functional Passenger Lifts installed High Court premises, Nainital. The intended bidders may see the details of tender on any working day during office hours from 16.05.2013 to 06.06.2013 at Nazarat Section of this High Court. The details are also available on our website <http://www.highcourtofuttarakhand.gov.in>.

The tender along with Earnest Money Deposit in sealed cover addressed to REGISTRAR GENERAL superscripting thereon **“Tender for Supply, installation & commissioning of safety features in Passenger Lifts”** must reach the office of Registrar General by 3.00 PM on or before 06.06.2013 and tenders will be opened at 3.30 P.M. on same day. The tender received beyond the scheduled time shall be summarily rejected.

By order of the Court

Sd/-  
Registrar General

# **HIGH COURT OF UTTARAKHAND AT NAINITAL**

## **NOTICE INVITING TENDER**

Dated: May 16<sup>th</sup>, 2013

**Subject:- Tender for "Supply, installation & commissioning of Automatic Rescue Device (ARD), intercom system, emergency light and emergency alarm (total solution)" in North Star make (01 No.) and Otis make (01 No.) Passenger Lifts installed High Court premises, Nainital.**

Sealed quotations are invited for the "Supply, installation & commissioning of Automatic Rescue Device (ARD), intercom system, emergency light and emergency alarm (total solution)" in North Star make (01 No.) and Otis make (01 No.) fully functional Passenger Lifts installed at High Court premises, Nainital from Manufacturing Companies (OEM), reputed vendors/dealers, registered, bonafide, reputed, experienced and eligible firms who have executed similar nature of work in Government Ministries/Departments, Semi-government organizations including Public Sector Undertakings and satisfying all other terms and conditions in this tender document.

### **1. Instructions to the tenderers:**

The tender along with Earnest Money Deposit & Tender Fee in sealed cover addressed to REGISTRAR GENERAL superscripting thereon "Tender for installation of safety measures in Passenger Lifts" must reach the office of Registrar General by 3.00 PM on or before 06.06.2013 and tenders will be opened at 3.30 P.M. on same day. The tender received beyond the scheduled time shall be summarily rejected.

### **2. Scope of Work:-**

- A. The place of performance will be High Court of Uttarakhand at Nainital.
- B. Supply, installation & commissioning of Automatic Rescue Device (ARD), intercom system, emergency light and emergency alarm (total solution).

### **3. Eligibility Criteria:-**

- A. The Agency applying should possess Income Tax PAN No. and Service Tax Account No. The Agency should have a minimum experience of 05 years in providing Maintenance of Lift in Central Government/State Government Departments/Public Sector Undertakings/Autonomous Bodies. Possession of valid ISO Certificate in the same field is required.
- B. The Tenderer must have an average annual turnover of at least ₹50 Lakhs from similar work as mentioned in this tender during the last three years. Copies of the following documents should be submitted along with the Bid.

- a. Audited Profit & Loss Account of last three financial years.
- b. Service Tax Certificate.
- c. Income Tax PAN No.
- d. Income Tax Return for the last three financial years.
- e. ISO Certification. (Optional)
- f. Latest Service Tax Return.
- g. Documents regarding Experience of 5 years in providing similar services in Central Government/State Government/Public Sector Undertakings/Autonomous Bodies.
- h. The Earnest Money Deposit (EMD) of ₹10,000/- (Rupees ten thousand only) through a Demand Draft/Fixed Deposit Receipt/unconditional Bank Guarantee.
- i. The Tender Fee of ₹500/- (Rupees five only) through a Demand Draft.
- j. Certificate of authorization as authorized Service Provider from Original Equipment Manufacturer (OEM). (Optional)

#### **4. Evaluation of Bids:-**

- A. The Techno-Commercial Bid and Price Bid will be evaluated as a package simultaneously. It must satisfy all the terms and conditions mentioned in this document and must be accompanied by all the requisite documents.
- B. Filling of all the columns in Techno-Commercial Bid and Price Bid is compulsory.

#### **5. Earnest Money Deposit & Tender Fee:-**

The Tenders should be accompanied by **Earnest Money Deposit (EMD)** of ₹10,000/- (Rupees ten thousand only) in the form of Account Payee Demand Draft/Fixed Deposit Receipt/unconditional Bank Guarantee & **Tender Fee** of ₹500/- (Rupees five hundred only) in the form of Account Payee Demand Draft (**separate**) from any of the nationalized/scheduled banks in an acceptable form drawn in favour of Registrar General, High Court of Uttarakhand, Nainital without which the tenders will not be considered. The earnest money will be returned to all the unsuccessful Tenderers after finalization of the work.

#### **6. Other terms and conditions:-**

- A. All the products must be of reputed companies.
- B. The products must have necessary & valid quality certifications.
- C. The products must conform to Energy Conservation standards.

- D. The bidders will have to provide complete solution with subject to Automatic Rescue Device (ARD) keeping in mind the size of lift.
- E. Battery must be sealed & maintenance free having life upto 04 years.
- F. Approved bidder to provide free support to ARD for 02 years from the date of expiry of period of warranty.
- G. Bidders may inspect the lifts on any working day.
- H. High Court reserves the right to have the demonstration on the quoted product.
- I. High Court reserves the right to get the products examined from experts.
- J. The work includes complete installation with high level of craftsmanship, accuracy and skill.
- K. Any complaint in any respect of the supplied, installed or commissioned product to be attended to and redressed within a period of 24 hours.
- L. The Registrar General, High Court of Uttarakhand, Nainital has the right of accepting or rejecting any or all tenders without specifying any reason(s) thereof. The Registrar General is under no obligation to accept the lowest tender.
- M. There is no obligation on the part of the Registrar General, High Court of Uttarakhand, Nainital to inform the unsuccessful Tenderer of the outcome of the Tender process and reasons for rejection of tender.
- N. Payment of contractual value shall be released after completion of whole work based on the performance and services of the firm. No advance payment shall be made for the work.
- O. Once the rates finally approved/accepted by the High Court of Uttarakhand, Nainital, no upward revision will be allowed under any circumstances whatsoever.
- P. The firm has to give **at least one-year warranty/guarantee** of all the devices to be installed.
- Q. The parts/components necessarily used for aforesaid safety features by the contractor will be of the same/equivalent or higher make and functional capability as originally available in the systems.
- R. Under no circumstances, shall the successful firm appoint any sub-contractor or sub-lease the contract. If it is found that the contractor has violated these conditions, the contract will be terminated forthwith without any notice, by the authority that has approved the award of the contract.
- S. The Registrar General High Court of Uttarakhand, Nainital can terminate the contract, at any time without assigning any reason. In this respect, the decision of the Registrar General, High Court of Uttarakhand, Nainital will be final and binding on the contractor. The Registrar General, High Court of Uttarakhand reserves the

right to accept or reject any bid in whole or in part without assigning any reasons thereof.

- T. The job carried out shall be to the satisfaction of the Registrar General, High Court of Uttarakhand, Nainital failing which deductions @ 10% of the total bill shall be made. Depending upon the severity of negligence, the Registrar General, High Court of Uttarakhand reserves the right to blacklist the agency for a suitable period or from further participation in any of the jobs to be done for the High Court of Uttarakhand, Nainital. The decision of the Registrar General of the High Court of Uttarakhand shall be final and binding on the firm/agency.
- U. Premature withdrawal of the Tender by the Tenderer shall make him liable for forfeiture of the earnest money.
- V. All the pages of the tender document should be serially numbered and duly stamped and signed by bidder.
- W. It will be duty of the Contractor to have the credentials of the Service Engineers verified and certified.
- X. The firm should have three years of experience in the work as mentioned in the tender in the Government Ministries/Departments/Semi-Government organizations including public sector undertaking.
- Y. The Registrar General, High Court of Uttarakhand, Nainital reserves the right to vary, amend or alter any terms and conditions of the Tender Document at the time of execution of the Annual Maintenance Contract.

Sd/-  
Registrar General  
High Court of Uttarakhand, Nainital

## Annexure-I

### Techno-Commercial Bid

TENDER FOR INSTALLATION OF SEFETY FEATURES SUCH AS AUTOMATIC RESCUE DEVICE, INTERCOM SYSTEM, EMERGENCY LIGHT AND EMERGENCY ALARM IN LIFTS INSTALLED IN THE PREMISES OF HON'BLE HIGH COURT OF UTTARAKHAND

S. N.	Description	Indicate also page number where attached			
1.	Name, address & telephone number of the agency/firm				
2.	Name, designation, address & telephone number of authorized person				
3.	Please Specify as to whether tenderer is sole proprietor/partnership firm/private or limited company.				
4.	Name, address & telephone number of Directors/Partners, Fax No., e-mail address				
5.	Copy of PAN Card issued by income Tax Department and copy of previous 3 Financial Year's Income Tax Return.				
6.	Valid ISO Certificate in this field (Please attach copy)				
7.	Service Tax Registration No. (Please attach)				
8.	Latest Service Tax Return (Please attach).				
9.	Annual Turnover From AMC during last 3 years: 2009-10 _____ 2010-11 _____ 2011-12 _____ (Please attach proof in the form of Profit & Loss Account)				
10.	Experience Certificates of 3 years in providing services in Central Government/State Government/Public Sector Undertakings/Autonomous Bodies.				
11.	Details of Bid Security/Earnest Money Deposit/Tender Fee: a) Amount: b) Demand Draft/Fixed Deposit Receipt/ unconditional Bank Guarantee: c) Date of issue: d) Name of issuing Bank:				
12.	List of clients with name, complete address and contact person with telephone number where the company is currently maintaining Lifts. Copies of Three such work order or any other documentary evidence from Govt. Departments/Public Sector Undertakings clearly showing that how many lifts are being maintained at a single location should be attached.				
S N	Name of the Organization/Govt. dept/PSU with Contact person with tel. No.	Details of make of Lift & Number of Lifts	No. of resident engineers provided	Period of contract	Contract value (Rs. In lakhs)

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**Declaration by the Bidder:-**

This is to certify that I/We before signing this tender have read and fully understood all the terms and conditions contained in the tender document and undertake myself/ourselves to strictly abide by them.

**Signature of the Tenderer with Seal**

Note: Please indicate the page numbers where documents are attached. The entire Tender documents should be serially page numbered including enclosures.

**Previous experience(s) of the services provided by the Agency to the Govt./Semi-Government Department and reputed/Ltd. Companies (minimum five years experience is essential)**

S. N.	Name	Billing Amount (in ₹)	Period	Status

It is certified that the particulars given above are true to the best of my/our knowledge/belief and I/We have read terms/conditions and duties/responsibilities of the Technical Staff to be deputed for the purpose and have also understood the same and to hereby undertake to abide by the same without any reservations on any grounds whatsoever. In case of any breach of the said conditions, I/We shall be responsible for the consequences arising out of such situation(s).

Name & Signature of the  
Authorized Signatory of the Agency  
(with Seal of the Agency affixed)

Date: .....

Place: .....

**Annexure-II**

**Price Bid**

A. The amount of Price Bid is:-

S. N.	Description	North Star make Passenger Lift (₹)	Otis make Passenger Lift (₹)
1.	Automatic Rescue Device		
2.	Intercom System		
3.	Emergency Light		
4.	Emergency Alarm		
5.	Any other charges		
TOTAL			
<b>GRAND TOTAL</b>			

B. All types of Duties/Taxes (clearly mentioned):

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All the terms and conditions of the tender for "Supply, installation & commissioning of Automatic Rescue Device (ARD), intercom system, emergency light and emergency alarm (total solution)" in North Star make (01 No.) and Otis make (01 No.) functional Passenger Lifts installed High Court premises, Nainital are acceptable to me.

Signature of Contractor with Seal

## CERTIFICATES

### **WE CERTIFY THAT:**

1. We will not LEAK/DISCLOSE any information of the High Court of Uttarakhand to any other institutions/organizations.
2. The rate of TAXES /DUTIES mentioned in the tender is in accordance with the provisions of the rules in all respects and the same is payable to the Authorities.
3. The information furnished by us in the tender are true and correct to the best of our knowledge and belief.
4. We have read and understood the rules, regulations, terms and conditions of tender as applicable from time to time and agree to abide by them.
5. We shall not disclose any information/Data of the High Court to any other third party.

Authorized Signatory  
(Seal of the Company)