

# राष्ट्रीय प्रतिरक्षाविज्ञानसंस्थान

## राष्ट्रीय प्रतिरक्षाविज्ञानसंस्थान

जैवप्रौद्योगिकीविभाग, विज्ञानऔरप्रौद्योगिकीमंत्रालय, भारतसरकारकास्वायत्तअनुसंधानसंस्थान  
अरुणाआसफअलीमार्ग, नईदिल्ली-110067

## NATIONAL INSTITUTE OF IMMUNOLOGY

An Autonomous Research Institute of the Department of Biotechnology, Ministry of Science and Technology,  
Government of India

Aruna Asaf Ali Marg, New Delhi-110067  
(Ph. No. 011-26171121-45 & 26717010-19)

## TENDER DOCUMENT

## FOR

**“Comprehensive Operation and  
Maintenance Contract for Pre-fabricated  
BSL-3 facilities at NII, New Delhi”**

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NII/EE/Elect./238/NIT/18-19/28

Date 06.11.18

### निविदा आमंत्रण नोटिस/NOTICE INVITING TENDER

Sealed tenders are invited in two parts, (I -Technical Bid and II - Price Bid) on behalf of the Director, NII for the work “**Comprehensive Operation and Maintenance contract for Pre-fabricated BSL-3 facilities at NII, New Delhi**” from financially sound, well-versed, well-experienced, dedicated and professional service provider, as per schedule of work, specification and General Terms & Conditions available on the Institute’s website [www.nii.res.in](http://www.nii.res.in) & **CPPP**.

(कार्यपालकअभियंता)

# राष्ट्रीयप्रतिरक्षाविज्ञानसंस्थान

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- 1- **Name of work: - Comprehensive Operation and Maintenance contract for Pre-fabricated BSL-3 facilities at NII, New Delhi.**
- 2- Estimated Cost : - ₹ 31,65,000/- plus GST extra as applicable
- 3- Earnest Money : - ₹ 95,000/- (Rupees Ninety Five Thousand only & No exemption on EMD)
- 4- Last Date of sale of tender : - 26.11.18
- 5- Last date of receipt of tender : - 28.11.18 (upto 3.00 PM)  
(Both Technical & Price Bids)
- 6- Date of opening of tender : - 28.11.18 (at 3.30 PM)  
(Technical Bid only)
- 7- Time for completion of work : - One year
- 8- Cost of tender : - ₹ 1,000/- (Rupees One Thousand only), (Non- refundable). However, in order to promote wider participation and ease of bidding, no cost of tender document may be charged for the tender documents downloaded by the bidders)
- 9- **Prequalification criteria:**
  - a) The company must be in existence as a contracting firm for annual comprehensive operation & maintenance of BSL-3 facilities with all necessary statutory requirements during the year 2017-18 or 2018-19 (upto July 2018 and value of work not less than ₹ 25 Lakh/year without taxes).
  - b) At least Five Years working and practical experience of conducting BSL-3 lab operation, validation and documentation process.
  - c) The company shall have minimum of 5 (Five) years experience in **Comprehensive Operation and Maintenance contract for Pre-fabricated BSL-3** in support of which a list shall be

submitted along with the tender failing which the tender will summarily be rejected. The list shall give details like name and address of the client alongwith valid email, mobile & land line number, type of contract, period of comprehensive operation & maintenance and yearly cost of each contract.

- d) The company must have successfully completed at least Three similar works each costing not less than ₹ 12.66 lakh or Two similar works each costing not less than ₹15.83 lakh or One similar work costing not less than ₹25.32 lakh in any Central Govt./State Govt./PSU/Autonomous Bodies and other Govt. Department etc during last Seven financial years [similar work means Comprehensive Operation and Maintenance contract for Pre-fabricated BSL-3 facilities]. This may be inspected (to be arranged by company) by the Engineer-in-Charge (at any stage during finalization of tender) if required and in case work is not upto the standard, the tender will summarily be rejected & no queries will be entertained in this regard. Tender shall be submitted with all supporting documents i.e Completion certificate with award letter/LOI/schedule of work/Bill of quantity etc.

and

At least one live contract for CAMC of pre-fabricated BSL-3 facility in research laboratory of any Central Govt./State Govt./PSU/Autonomous bodies and other Govt. Departments.

List of *experience in* maintaining similar facilities indicating respective users in NCR DELHI must be submitted along with Technical Bid. Detailed experience & details of the proposed offer for operation and maintenance of similar facilities with respective member's bio-data and capability of handling the situation as per global guidelines for operation and maintenance of the BSL-3 and Animal BSL- 3 facilities according to WHO recommendations should be mentioned in separate annexure.

- e) **Joint Venture/ Consortium will not be permitted.**
- f) All company shall require to present a technical power point presentation (If required by NII/competent authority) on the proposal, work process and working experience, basis on which NII assess the suitability of the company for the required activity/work.
- g) The bidding Capacity of the company shall be calculated and company multiple bids will not be considered. In case company is unable to provide satisfactory competency proof of understanding and knowledge of criticality of such facilities during technical presentation, the decision of competent authority of NII, for opening of price bids will be final and binding without any prejudice.
- h) The company shall require to have competent personnel stationed in the office/service center in Delhi/NCR. The service center in Delhi must also be stocking spares for providing prompt services during contract period and after that if required by the Institute. A proof or undertaking to the effect must be furnished.
- i) Only companies who are competent to deliver/complete project in time and as per specified regulations need to apply.
- j) The company have PAN card with the name of company and shall attached copy of **ITR of last 3 financial years 2015-16, 2016-17 & 2017-18).**
- k) Average annual financial turn over should be at least ₹ 80.00 lakh during the immediate last three consecutive financial years. Copy of balance sheet (Duly attested by chartered accountant) should be enclosed with the Technical Bid.

- l) The company shall attach copy of GST registration number.
- m) The company shall attach copy of agency/company RTGS details.
- n) The agency shall visit/examine the site as per given time schedule or prior appointment and submit duly filled & signed Annexure-B counter signed by Ex. Engg or his representative. **[Non-submission of certificate (duly signed by Engg-in-charge or his representative) by bidder treated as unresponsive bid and disqualified automatically].**
- o) **An affidavit in a e-stamp paper of ₹ 50/- to the effect that bidder/company undertakes that :**
- (i) They have not been blacklisted during last Five financial years by any of the Govt. Depts./Govt. Institutions etc.
  - (ii) There is no complaint against company from any of the Govt. Depts. / Govt. Institutions etc. towards ‘delay of any project/non-attending of complaints during contract period etc., ‘non-submission of performance bank guarantee’ and/or ‘refusal of supply/service etc.’ during last five years.
  - (iii) The company should not have engaged in any form of legal conflict or litigation with any Govt. or Non-Govt. organizations and if done so; his/their tender proposal will be rejected and the EMD may be forfeited.
  - (iv) The documents submitted by the companies are genuine and undisputable and in the event of it coming to notice at a later date that the documents are not genuine, Company shall be liable for criminal action and such compensation payable to NII as may be decided by the Institute.
  - (v) The company will not withdraw his/their Tender after opening of Technical Bid and if done so; his/their EMD may be forfeited.
  - (vi) The company will not sublet the work (if awarded to his/their company) and if done so; the penalty shall be payable by his/their company to NII as may be decided by the Institute.
  - (vii) **The company is not defaulter for submission of statutory dues i.e GST etc since august 2017.**

**Copy of all documents of pre-qualification criteria and as asked for in the tender may please be attached with the Technical Bid ONLY. In case of short fall of any documents/cost of tender/EMD/fake documents etc. tender will summarily be rejected and no queries will be entertained in this regard. Decision of the NII authority shall be final in this regards. ALL DOCUMENTS PERTAINING TO THE REQUIREMENT OF THE PREQUALIFICATION CRITERION WILL BE FURNISHED IN THE TECHNICAL BID ENVELOPE ONLY.**

**The offer shall remain open for at least 120 days from the date of opening of Price Bids. The Cost of tender (if down loaded from web site) and Earnest Money shall be accepted only in the form of demand draft/Pay order drawn in favour of the Director, NII & payable at New Delhi, failing which the bid will summarily be rejected.**

**Executive Engineer**

## GENERAL TERMS AND CONDITIONS

**Name of Work: - Comprehensive Operation and Maintenance contract for Pre-fabricated BSL-3 facilities at NII, New Delhi**

1. The work shall be carried out strictly in accordance with specifications as given in the tender document and as directed by Engineer in Charge.
2. The companies/agencies may visit/examine the site and its surrounding from 08.11.18 to 26.11.18 on any working day between **3:00 PM to 04:00 PM** by prior appointment with the Engg-in-charge/laboratory In-charge to assess the accessibility and assess the scope of works before submitting their offer. No claims later on in regard to the site and its surrounding or any matter relating thereto shall be entertained. The companies/agencies shall arrange & maintain at his (their) own cost all materials, Tools & Plants, security (for their man/materials), storage for material and facilities to the workmen for executing the work. A certificate for the site inspection should be duly signed by Engg-in-charge or his representative as per Annexure-B. **Non-submission of this certificate duly signed by Engg-in-charge will be treated as un-responsive bid and disqualified automatically and will not be considered for further evaluation.**
3. The each company is permitted to give only one tender and is not permitted to change its tender.
4. The cost of tender document is **₹1,000/- (Non-refundable)**. The above mentioned cost of the tender document will have to be paid through a separate **Demand-Draft drawn in favor of "Director, NII" payable at New Delhi** along with the Technical Bid, failing which the bid will summarily be rejected.

**In order to promote wider participation and ease of bidding, no cost of tender document will be charged for the tender documents downloaded by the bidders.**

5. An Earnest Money Deposit [EMD, (No exemption on EMD)] of **₹95,000/- (Rupees Ninety Five Thousand Only)** has to be enclosed along with the Technical Bid (Part-I). The EMD shall be only in the form of **Demand Draft drawn in favour of "Director, NII"**, payable at New Delhi, along with the Technical Bid, failing which the bid will summarily be rejected. No Cheque / Cash shall be accepted as EMD. However, EMD exemption shall only be allowed (on submission of valid documents as per TN conditions) to the agency registered with the MSME/NSIC/GeM etc for providing services for BSL-3 facilities and also full fill pre-qualification criteria.
6. The company shall attach copy of PAN Card; which should be in the name of company.
7. The company shall attach copy of GST registration number.
8. The company shall attach copy of company RTGS details.
9. The rates mentioned in the financial bid shall be inclusive of all labour charges, Octroi, Packing, Forwarding, Cartage, Insurance, Loading-unloading, road permit/state entry permit and Delivery, Installation, Testing, Commissioning, etc at site including temporary constructional Storage, Risks, Overhead Charges, General Liabilities/ Obligations etc. Any variation in the above dues till the completion of the work will also be in the bidder's account. **The GST shall be extra as applicable. However, bidder should mention rate of applicable GST. In case applicable GST rate is not mentioned by the bidder in price bid; then it will be assumed that their quoted rates are INCLUSIVE of all GST**

10. Duly sealed tenders shall be dropped in the tender box placed at the reception counter of the Main NII building. Technical Bid MUST contain one Xerox copy of the unfilled bid document duly signed and stamped on each page as a token of acceptance of all terms and conditions /clauses of the tender enquiry.
11. The conditional bids shall not be considered under any circumstances and rejected without any notice.
12. All bids shall be the property of NII, and contractors will lay no claim whatsoever on the same.
13. **Director, NII reserves the right to reject any or all the tenders in full or in part without assigning any reasons whatsoever, and the decision of the NII in this regard will be binding on all the companies. Companies not complying with any of the provisions stated in this tender document are liable to be rejected. Director, NII reserves the right to accept or reject any tender without assigning any reason and does not bind himself to accept the lowest tender.**
14. **Payment terms as follow: -**
  - a) **No advance payment will be made.**
  - b) **The payment shall be made on quarterly basis after successful completion of each quarter.**
15. Income Tax and surcharge will be deducted as per Govt. of India rules.
16. No Tools & Plants shall be supplied by the NII.
17. (i) Successful company shall deposit an amount equal to 10% of the tendered and accepted value of the work as performance guarantee within 10 days of issue of letter of acceptance/award letter. **The performance guarantee shall be in the form of Demand Draft/BG/FD/and remain valid for a period of sixty days beyond the date of completion of contract period.** If successful agency fails to submit the P.G within the mentioned time period, the contract shall be cancelled & the amount of earnest money shall be forfeited besides blacklisting the agency for the period of three years.  
  
(ii) Earnest Money Deposit by the successful company shall release after submission of performance guarantee under above mentioned clause.
18. Time allowed for completion of work shall be **One Year** which shall be reckoned from tenth day from the date of award letter or letter of intent.
19. In case the successful company resiles from the offer within the validity of tender, the earnest money will be forfeited. Similarly if successful contractor fails to commence the work within 20 day from the date of issue of award letter, the amount of earnest money & performance guarantee will also be forfeited besides blacklisting the firm.
20. If company at any time makes default during currency of work or does not execute any part of the work with due diligence or Commits default in complying with any of the terms and conditions of the contract and does not initiate any remedy for it or takes effective steps for its remedy or Fails to complete the work(s) or items of work with individual dates of completion, on or before the date(s) so determined, and does not complete them within the period specified in the notice given in writing in their behalf by the Engineer-in-charge.

The Engineer- in-charge without prejudice to any other right or remedy against the company which have either accrued or accrue thereafter to the Government, by a notice in writing to take the part work / part incomplete work of any item(s) out of his hands and shall have powers to take possession of the site and any materials, constructional plant, implements, stores, etc., thereon; and/or Carry out the part work / part incomplete work of any item(s) by any means at the risk and cost of the company.

21. Director, NII reserves the right to terminate the contract without any reference or any notice period on account of poor workmanship, non-compliance of set norms/specifications for the works, delay in progress of work, violation of any contract provisions by the company, failure to start the work at NII, within 20 days from date of issue of Letter of Intent (L.O.I). The contract can also be terminated at the request of contractor within 10 days from the date of issue of LOI order. In such cases the company is liable to pay Liquidated damages @ 5% of tendered value besides forfeiting performance guaranty /security deposit/EMD.
22. NII shall be fully empowered to expel any of the company's staff in case of any indiscipline/misconduct/violence.
23. The company should take extra precaution to ensure that there is absolutely no damage to the facilities/laboratories/equipments of NII.

**The down time for attending the complaints not more than 4 hrs and for rectification of minor defects/complaint shall not exceed 12 hrs and for major complaints shall not exceed 72 hrs or as decided by concerned in-charge failing which a penalty of ₹6,000/- per complaint will be deducted from per billing cycle.**

24. Water & electricity required for the job shall be made available free of cost by the Institute. Further, necessary piping, valve, wiring, cabling, lamps, switches & sockets, main switches, halogen/tube light fitting and tapping from existing line/connection including labour have to be arranged by the company at their own risk & cost
25. The company shall supply materials at site with manufacturers test certificate and challan as desired by the Engineer-in-charge.
26. All materials brought at site shall be got approved by the Engineer-in-charge before being used. If rejected, the same shall be removed immediately.
27. The company shall depute their own security staff for watch and ward of their materials supplied/ installed at site till the final handing over of the complete work and temporary lockable shed/Almirah etc. shall be arranged by company at his own risk and cost. No accommodation/ staff/ lockable space will be provided by NII under any circumstances.
28. No escalation in any form either of cost/materials/labours etc shall be payable by the NII during the contract period.
29. The company shall be solely responsible for any accident/medical/health related liability/compensation for the personnel deployed by it at NII. The NII shall have no liability in this regard.
30. The personnel employed by the company will not claim any right to become the employees of NII and there will be no Employee and Employer relationship between the personnel engaged by the company and NII.



31. The company shall submit a list of staff employed by them showing their full name, local and permanent address, age, Father's name and Police station, Aadhaar number, PAN number, Bank account details (alongwith the other documents as required) and shall be fully responsible for the safety and security of their staffs deputed at NII. No compensation shall be payable by NII in case of any accident/death of any of them while operating/servicing the plants and equipments and any other reasons happened in or outside the NII.
32. The successful company shall carry out Police Verification (and any other statutory verification, if required at any point of time during the contract period) within the reasonable time (or as decided by NII authority) of each of their staff's deputed at NII, on their risk and cost. No additional cost shall be paid by NII at any point of time and deduction from staff salary shall not be allowed for police verification and any other verification
33. No tent or hut shall be allowed to be put up for workers to stay within the campus. The contractor is deemed to have inspected the site and thoroughly acquainted himself with the site conditions, availability of storage space for materials etc.
34. It may here be noted; that the entire staff and labour of the company will follow all the security instructions issued by the NII from time to time and these instructions may include the provisions to make suitable barricades or temporary wall fence to ensure that the labour confines itself to the area of the work ONLY. Serious action will be taken in case any of the company's workmen are found to be tampering with the Laboratory equipment and property of the NII. Suitable damages will be recovered from the company's bills if anyone is found to do so. All decisions of the Engineer-In Charge in respect of the same will be final and binding on the company.
35. On completion of all work, company shall remove all surplus materials & leave the site in a broom laboratory condition, failing which the same shall be done at company's risk & cost.
36. Company shall be responsible for disposing off the all old dismantled waste materials away from the campus. The disposal of such materials shall be done immediately after completion of work at own risk & cost.
37. The Engg-In-Charge, NII shall be fully empowered to depute any staff at anywhere in NII campus as per the site requirement or in-case of any emergency/urgent work related to the electro-metrical services and additional amount will not be paid in any case.
38. For maintenance/inspection/repairing/servicing of ACB's, panel's, relays, control wiring, checking of alignment of machine/pumps/motor replacement of compressor, servicing of air-conditioning system, R.O plant, autoclave, fire extinguisher (installed in three facilities) & other electro-mechanical items etc., highly technical manpower, if required, shall be arranged by the Contractor without any extra charge.
39. Since the contract is for operation on 24 hrs. basis, physical custody of all the plants and equipments covered under this contract, shall rest, on the contractor.
40. The Institute shall have the option to extend the terms of this contract for an additional period as mutually agreed, with the same terms and conditions of the contract.
41. Mandatory and prescribed tests have to be carried out periodically or as requested for by the Engineer-in-Charge.

42. Any violation of instruction/agreement or suppression of facts will attract cancellation of agreement without any reference or any notice period and in such case the amount of earnest money/P.G will be forfeited.
43. Decision of Director, NII in regard to interpretation of the terms and conditions and the Agreement shall be final and binding on the company.
44. **The rates quoted by bidders should be realistic and workable for each and every items/Job. Quoting unrealistic/unreasonably lower or higher price will be treated as non-responsive bid and will not be considered for further evaluation. The decision of NII shall be final in this regard.**
45. The company shall be responsible for all statutory laws & bye laws of the central Govt./ state Govt./Municipal authorities related to the employment of their staff and all obligations under Minimum Wage Act, Workman Compensation Act, Provident Fund & Miscellaneous Provision Act, Bonus Act & Contract Labour Act 1970 etc. NII will not be responsible for such purposes in anyway.
46. Any claim, dispute or difference arising out of or in connection with this agreement and which cannot be settled by mutual consultations, shall be referred to sole Arbitration or an Arbitrator to be appointed by Director, NII. The award of the Arbitrator shall be final and binding between the parties as per the terms and conditions of the Agreement to be executed on award of contract. The Arbitrator proceeding shall be governed by the Arbitration and Conciliation Act 1996 and shall be conducted in Delhi

The agreement is subject to the jurisdiction of the courts at Delhi.

**Executive Engineer**

## GENERAL CONDITIONS FOR SUBMISSION OF TENDER

### 1.0 Submission of Tender:

Tenders should be submitted in sealed envelopes in two parts separately, i.e. "Technical Bid" (Part-I) and "Price bid" (Part-II). Both the parts should be Further sealed in an envelope superscribing name of work, due date for opening, company name & address. The tender duly filled in should be sent to above mentioned address either by post or hand delivered in the tender box kept in the area of reception, NII after ensuring that due entries are made in the register kept at the counter. NII will not be responsible for tenders lost in postal transit or otherwise. It should not be handed over to any employee of the NII. Any clarifications / amendments / corrigendum etc., to NIT before last date of submission of bid will be available on our website [www.nii.res.in](http://www.nii.res.in) and [website of CPPP](#). Companies are therefore advised to keep visiting our website. No tender shall be accepted later than the time schedule specified above. Tender once submitted will remain with the NII and will not be returned to any of the company.

### 2.0 Technical Bid (Part-I) :

In this bid, the company should submit his company profile, organizational setup, credentials, list of plant, machinery & tools in his possession. The agencies are required **to attach entire NIT (except the price bid part) duly signed & stamped as a token of acceptance of NIT conditions with this bid. Annexure-A**, Declaration by Company may also be filled in and enclosed with Technical Bid. NII reserves the right to visit the working site mentioned by agencies to find out the quality of services rendered. The following documents are essentially to be submitted with technical bid for qualifying.

- (i) Earnest Money Deposit (No exemption on EMD) of ₹95,000/- (Rupees Ninety Five Thousand Only).
- (ii) Entire NIT (except Price bid) duly signed & stamped by the Company.
- (iii) All document as asked in the prequalification criteria.
- (iv) Copy of company PAN card.
- (v) The company shall attach copy of GST registration number.
- (vi) The company shall attach copy of company RTGS details.
- (vii) **Cost of tender document i.e. ₹ 1,000/-(Rupees One Thousand Only)** (Non- refundable. However, In order to promote wider participation and ease of bidding, no cost of tender document may be charged for the tender documents downloaded by the bidders).
- (viii) Company has to submit a declaration (on their letter pad) that “they will meet/fulfill all the items of scope of work & Technical specifications” of NIT.

### 3.0 Price Bid (Part-II):

In this bid, the company is required to quote his items rates/prices for the “**Comprehensive Operation and Maintenance contract for Pre-fabricated BSL-3 facilities at NII, New Delhi** in the schedule of work attached. The scope of work & technical specifications are provided for your reference. The quoted prices shall be **excluding the GST**. It is mandatory on company to quote all items rate as asked for in the **BOQ/ Schedule of work**. Failure to adhere to this condition may lead to rejection of tender. The companies should quote unconditional rates, neatly written without any overwriting and duly signed & stamped in all pages.

#### **4.0 Earnest Money :**

An earnest money of **₹95,000/- (Rupees Ninety Five Thousand Only)** has to be enclosed along with the Technical Bid (Part-I). The EMD shall be only in the form of Bank Demand Draft / Pay Order in favour of “Director, NII”, payable at New Delhi. No Cheques / Cash shall be accepted as EMD. EMD of the unsuccessful bidders shall be returned to them at the earliest after expiry of the final bid validity and latest on or before the 30th day after the award of the contract. The EMD of the successful company (L1) shall be held back as security deposit or shall be released after submission of PG..

#### **5.0 Validity of Tender:**

**Tender shall be valid for our acceptance without any change in rates and NIT conditions for a period of 120 days from the date of opening of Price Bid.**

**Executive Engineer**

**बोलीदाताद्वाराघोषणा/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 herein and undertake myself/ourselves to abide by them.

**Enclosures:**

1. **DD/Pay Order No.....**
2. **Terms & conditions (each page must be signed and stamped with the seal)**
3. **Financial Bid.**

**(Signature of Bidder with seal)**

**Name:**

**Address:**

**Date:**

**NOTE: Submission of all the documents mentioned above along with declaration, is mandatory. Non submission of any of the documents above will render the bid to be rejected. Also, Nonadhering of any of the conditions of LTN will render the bid to be rejected.**

**प्रमाणपत्र / अंडरटेकिंग**  
**Certificate/Undertaking**

- a) Certified that I / we have visited the site on ----- and assessed the nature and amount of work involved before submitting our offer. I/We will be able to complete the work within stipulated time and to execute the works suit the site condition.
- b) I/we undertake that I/we have visited the place for“**Comprehensive Operation and Maintenance contract for Pre-fabricated BSL-3 facilities at NII, New Delhi**”, including electro-mechanical works etc., and noted the entry work/ door / approach sizes/quantities, space, existing piping / electrical connections etc. This is confirmed that material supplied by us during the contract period will be similar to existing one or superior. No extra cost will be claimed by us later on for any difficulties/modifications involved for operation & maintenance of the facilities/systems as mentioned in the tender. I/we also understand that the work is related with already operational/functional Institute, so we are ready to work as per site requirement

**(Signature of Bidder ) :**

**(NAME):**

**(SEAL):**

(कार्यपालक अभियंता)

**Note : (i) A certificate for the site inspection should be duly signed by Engg-in-charge or his representative as per annexure-B. Non-submission of this certificate duly signed by Engg-in-charge will be treated as un-responsive bid and dis-qualified automatically and will not be considered for further evaluation.**

**(ii) Above certificate/ undertaking is to be given on the Letter Pad of the Bidder.**

## SCOPE OF WORK

**General Details:** - National Institute of Immunology, New Delhi invites sealed tenders from well-versed and well-experienced vendors for the Comprehensive Operation and Maintenance Contract of the Pre-fabricated BSL-3 facilities along with Animal holding facilities set ups on yearly basis (excluding the research related equipments, but except autoclave & pass box). There are three pre-fabricated BSL 3 with animal holding facilities. Two facilities having working area of app 60 sq.mt & other one having working area of app 75 sq.mt along with additional services like water purification / waste water system and utility area.

1. Comprehensive Operation and maintenance of all electric-mechanical items & some laboratories items as given below. Responsibilities would include but will not necessarily be limited to the following: -
  - a) 3 sets of Pre-fabricated standalone type BSL 3 lab set ups, supported by HVAC, Electrical, BMS and access control facilities, CCTV, Fire system, water supply system.
  - b) Lab inside clean rooms of class 100000 with walk able ceiling, double skin PUF insulated walling and vinyl flooring, airtight peripheral doors and PUF insulated double skin clean-room doors with door closures. All doors are operational with electro-magnetic door interlocking system.
  - c) 4 sets of 100% exhaust bio-safety cabinets connected to dedicated BSC exhaust centrifugal fans with circular SS ducting network, motorized damper, VFD etc
  - d) 6 sets of once thru AHUs (100% fresh air system)
  - e) 6 sets of dedicated Exhaust air units
  - f) 6 sets of specially designed HEPA safe change modules
  - g) 3 sets of double door vertical sliding door autoclaves with fittings and accessories like bio-seal and in-built steam generators
  - h) VFDs connected to DDC panels and dedicated BMS system
  - i) Plenum mounted HEPA sections with measuring auto control devices
  - j) 6 sets app. 22 TR air cooled chilling unit with scroll compressors and PLC connected with copper piping and fittings to AHUs.
  - k) Insulated copper piping with fittings and control valves
  - l) 3 sets of 3 phase, 32 KVA capacity UPS for emergency power supply.
  - m) 3 sets of CCTV system along with inside view 6 sets of IP CCTV camera located inside the core lab working space.
  - n) 3 Sets of static pass boxes with UV lights and Hours meter
  - o) Dedicated Building Automation System with complete set of PC, printer etc to monitor and maintain desired room conditions like pressure, Temp, and RH
  - p) Fire detection and monitoring system with alarm facilities along with provision for fire extinguishers and their maintenance (Gas filling).
  - q) 3 sets of access control system with card reader etc.
  - r) Electrical system consists of Main MCC, UPS panel, VFD panel, DBs and PDBs with necessary electrical cable/wiring works.

- s) Water supply system common for all facilities i.e R.O water system, pneumatics system, control panels& pipe lines etc.
  - t) 3 sets of autoclave units with hot water generator.
  - u) General look after of all laboratories equipments of each facilities.
2. **Special requirement (for all three laboratories): Supervisor and one helper in general shift (six days a week) and One skilled operator cum technician for each Shift; round the year on 24 hrs x 365 days.** Including supervision by Senior Engineer (E&M), BMS Engineer (working on 100% fresh air system & negative pressure system), senior manager and validation of facilities, leak testing, pressure testing etc.
  3. Maintenance & replacement of air-conditioning items/parts of each facilities: - Replacement Filters: Pre, Micro & HEPA, compressor, condensing coil, evaporating coil, motors etc. Spare Compressor Sets & Chiller Maintenance with parts, Gas Charging, Compressor Oil Replacement, De-scaling of Tubes etc. Repair/replacement of insulation & piping for Leaks etc. Belts, Motor, Valves & Miscellaneous items. Regular servicing of evaporator & condenser, coil of chiller's & AHU's etc with chemical, leak testing & repairing etc.
  4. Maintenance & replacement of Electrical items/parts of each facilities: - Replacement of lights, light fitting/fixture, switch & sockets, chock, tubes, lamp, wiring, cables, power cables (except main incoming cable of each facilities), DB, MCB, MCCB, VFD, change over switch, bus-bar, control system etc& other Miscellaneous items/part installed with the facilities.
  5. Maintenance & replacement of items of each facilities related to R.O Water System& pneumatic system comprising of ; NGMF-30, NGMA-30, CDS- 2 NOS & INDRO-403, membrane, motor, pump, dosing pump, pressure gauge etc& other items installed with the system.
  6. Maintenance, up-gradation (including replacement of existing hardware/software system/item with up-graded version/system/items etc, as per site requirement)& replacement of BMS items/parts of each facilities: - Including Provision for Controller, Temp. and Differential Pressure transmitter/sensor, software/software up-gradation, PC system/lightweight analytical platform total optimized power, printer etc and DPS with Fire Alarm Integration.
  7. Maintenance and/or replacement of complete fire alarm system with latest and upgraded version of Fire Alarm controller, Sensors, indicators & wiring etc and refilling & maintenance of fire extinguishers of each facilities.
  8. Maintenance and/or replacement of complete door access with latest and advance version of Door Access controller, software, sensor & Interlock etc of each facilities.
  9. Maintenance and/or replacement of existing CCTV with up-graded version of CCTV with etc software, hardware i.e Suitable size of DVR, SMPS, power supply kit, dedicated hard disk, 4 HD camera, dedicated PC/monitor/lightweight analytical platform total optimized power,wiring, , etc of each facilities.
  10. Maintenance & Yearly Facilities Validation through 3rd Party Particle Counting Test. Validation & Calibration once in a year. Validation reports should be documented with necessary regulations and kept in record for future record (of each facilities).



11. Maintenance & replacement of three phase on line UPS items/parts of each facilities including replacement of batteries (as per requirement), main card, SCR, relay, connector, fuse assembly & other partsetc of each facilities.
12. Maintenance & replacement of Autoclave & hot water items/parts of each facilities as per site requirement.
13. Cleaning of interiors including of BSL-3 facilities.
14. Maintenance of Bio-safety cabinets including replacement of Ulfa filters of each facilities.
15. All materials should be similar to the existing one and suitable for the system/facilities.
16. Maintaining necessary LOG book on every shift basis duly signed by operator in-charge. Maintenance of other Logbooks for various functions performed regularly.
17. Any minor welding works with materials required for laboratories.

**18. TAKING OVER AIR CONDITIONERS AND OTHER EQUIPMENTS FOR CAMC CONTRACT**

- a) The all equipments as given in tender shall be taken over for CAMC contract on “AS IS WHERE IS & WHAT EVER IS BASIS”.
  - b) Any repairs required on equipments as given in tender at the time of taking over for CAMC contract, shall be on account of successful company. Nothing extra shall be paid for any kind of repairing or replacement work or any items/parts.
  - c) The contractor shall ensure that all equipments are in proper working condition at the time of handing over& taking over.
19. The contractor should carry out routine, quarterly, half yearly & yearly maintenance as per the site requirement & as per the instruction of user scientist/Engineer-in-charge.
  20. The cost of visiting the Site and collecting information for the purpose of submission of the bid shall be on the company account.

**Executive Engineer**

# Price Bid

## SCHEDULE OF WORK

**Name of work: - Comprehensive Operation and Maintenance Contract for Pre-Fabricated BSL-3 facilities at NII, New Delhi**

S.No	Description of Items	Qty	Unit	Rate	Amount
	Operation & maintenance of all three Pre-fabricated BSL-3 facilities including providing skilled operator cum technicians in each shift (round the clock) including reliever and one helper & a supervisor in general shift, for operation and maintenance of all three Pre-fabricated BSL-3 facilities round the clock (7 days x 24hrs, 365 days/year) etc as per the site requirement to run the facilities without any breakdown. The scope of work, terms & condition and other details are as given in the tender.	12	Months		
<b>Total Amount (In Fig.)</b>					
<b>In words</b> .....					
.....					

**Note: -**

- Rates quoted shall be inclusive of all cartage etc. as mentioned under Item - 9 of General T. & C. of tender document.
- GST shall be extra as applicable. However, bidder should mention rate of applicable GST.
- In case applicable GST rate is not mentioned by the bidder in price bid; then it will be assumed that their quoted rates are INCLUSIVE of GST.

**Executive Engineer**

**Bidder's Signature** :

**Seal** :

**Date** :