

राष्ट्रीय प्रतिरक्षाविज्ञान संस्थान  
**NATIONAL INSTITUTE OF  
IMMUNOLOGY**

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

**TENDER DOCUMENT  
FOR  
Replacement of cooling coil of  
AHUs in different  
laboratories/Office at NII,  
New Delhi.**

राष्ट्रीय प्रतिरक्षाविज्ञान संस्थान

**NATIONAL INSTITUTE OF IMMUNOLOGY**

Aruna Asaf Ali Marg, New Delhi 110067

NII/EE/Elect/227/NIT/16-17/68

Date 07.03.17

**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 “**Replacement of cooling coil of AHUs in different laboratories/Office at NII, New Delhi**” from **experienced and specialized companies**, as per the schedule of work and General Terms & Conditions available in the Institute office and on the Institute’s website **www.nii.res.in** and **CPPP web site**.

**Executive Engineer, NII**

# राष्ट्रीय प्रतिरक्षाविज्ञान संस्थान

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Sealed tenders are hereby invited in Two Parts, (I-Technical Bid and II- Price Bid) on behalf of the Director, NATIONAL INSTITUTE OF IMMUNOLOGY, Aruna Asaf Ali Marg, JNU Campus, New Delhi-110067 for the work “**Replacement of cooling coil of AHUs in different laboratories/Office at NII, New Delhi**” from **experienced and specialized companies**, as per the schedule of work and General Terms & Conditions available in the Institute office and on the Institute’s website [www.nii.res.in](http://www.nii.res.in) and **CPPP web site.**

1. Name of Work : “**Replacement of cooling coil of AHUs in different laboratories/Office at NII, New Delhi**”
2. Estimated Cost : - Rs 3,94,750/-
3. Earnest Money : - Rs 10,000/-
4. Last Date of sale of tender : - 29.03.17
5. Last date of receipt of tender : - 30.03.17 (upto 3.00 PM)  
(Both Technical & Price Bids)
6. Date of opening of tender : - 30.03.17 (at 3.30 PM)  
(Technical Bid only)
7. Time of completion of job : - 45 Days
8. Cost of tender : - **Rs. 500/- (Non-refundable)**
9. **Prequalification criteria:**
  - a) The company should have successfully completed independently at least Three similar works each costing not less than of **Rs. 1.58** lakh or Two similar works each costing not less than of **Rs. 1.97** lakh or One similar work costing not less than of **Rs 3.16** lakh of estimated value [the similar works means providing and fixing of chilled water cooling coil of AHUs etc (other works like P & F of air-conditioning units, central chillers, piping works, DX system/units or coils (coils of DX system/unit) will not consider in any case] in any Central Govt./State Govt./PSU/Autonomous Bodies/and other Govt. Department etc. during last **Seven financial years**. This may be inspected (at the risk and cost of participating company) by the competent authority of NII, if required. Tenders shall be submitted with all supporting documents i.e Completion certificate issued by concerned authority; with schedule of work/Bill of Quantity etc.
  - b) The company should have competent personnel stationed in the office/service center in Delhi/NCR. The office/service center in Delhi must also be stocking spares for providing prompt services during contract period or defect

liability/guarantee period and after that if required by the Institute. A proof to the effect must be furnished.

- c) The company should be registered with Small Scale Industries/MSME/CPWD/ PWD/ MTNL/ BSNL/ MES/ Railway or other Central/State Govt., Semi Govt., Central Autonomous Bodies etc in 'Electrical/Mechanical/HVAC/AC category or under company act or registered with Small Scale Industries/MSME for SITC of Electrical/Mechanical/HVAC/AC items.
- d) The company shall attached copy of **ITCC of last 3 years or ITR of last 3 years (assessment year 2014-15, 2015-16, 2016-17)**
- e) **An affidavit in a e-stamp paper of Rs. 50/- (duly notarized) to the effect that the company undertakes that :**
  - (i) **The information/documents submitted by the company 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.**
  - (ii) **The company will not withdraw his/their Tender after opening of Technical Bid and if done so; his/their EMD may be forfeited.**
  - (iii) **The company will not sublet or subcontract the work (if awarded to them) and if done so; the penalty shall be payable by him to NII as may be decided by the Institute.**
  - (iv) **The company has not been blacklisted during last three years by any of the Govt. Depts./Govt. Institutions etc.**

**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, tender will summarily be rejected and no queries will be entertained in this regards. Decision of the NII authority shall be final in this regards.**

**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, NII**

# **GENERAL TERMS AND CONDITIONS**

**Name of Work: - Replacement of cooling coil of AHUs in different laboratories/Office at NII, New Delhi.**

1. The work shall be done as per the instruction and prior approval of Engineer-in-charge of National Institute of Immunology (Hereinafter referred to NII).
2. The companies may visit/examine the site and its surrounding from 08.03.17 to 28.03.17 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 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 as per Annexure-II.
3. The cost of tender document is **Rs 500/- (Non-refundable in any case)**. In case the tender document is down loaded from the web site [www.nii.res.in](http://www.nii.res.in) and [web site of CPPP](#), the above mentioned cost of the tender document will have to be paid through a separate 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.
4. An Earnest Money Deposit (EMD) of **Rs 10,000/- (Rupees Ten 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.
5. The rates mentioned in the financial bid shall be inclusive of all WCT, Excise Duty, VAT, Service Tax, Duties, 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 and any other taxes as applicable. Any variation in the above said taxes till the completion of the work will also be in the company’s account.
6. **The company shall attach copy of PAN card which should be in the name of Firm/Company and copy of ITR for last 3 years (Assessment year 2014-15, 2015-16 & 2016-17).**
7. **The Company/Firm shall attach copy of TIN & Service tax registration number.**
8. 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.**
9. The conditional bids shall not be considered under any circumstances and rejected without any notice.
10. All bids shall be the property of NII, and company/contractors will lay no claim whatsoever on the same.
11. 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.

**12. Payment terms as follow: -**

**a) No advance payment will be made.**

**b) Payment shall be made after successful completion of work.**

13. Income Tax and surcharge will be deducted as per Govt. of India rules.

14. No Tools & Plants shall be supplied by the NII.

15. (i) Successful company shall deposit an amount equal to 5% of the tendered and accepted value of the work as performance guarantee in the form of DD or FDR/BG etc from any schedule bank within 10 days of issue of letter of award/acceptance. **The performance guarantee shall be valid upto the completion of defect liability period.**

(ii) Security shall be deducted @ 5 % of value of work done (Total amount of PG & security shall not be more than 10% of work done value) and total amount of security & performance guarantee shall be released after expiry of the defect liability period of one year effective from date of completion.

16. Earnest Money Deposited by the successful company shall be converted in to security deposit & is adjustable against the actual amount to be deducted under clause 15 (ii) above.

17. Time allowed for completion of work shall be **45 days** which shall be reckoned from tenth day from the date of award letter or letter of intent.

18. 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.

19. Time allowed for the work shall be strictly followed otherwise the company shall be liable to pay compensation at the rate of **1.5%** of the tendered value of the work for per week of delay on the part of the company subject to a maximum of **10%** of the total tendered value of work. The decision of competent authority of NII or the Director, NII on the delay shall be final and binding.

However, for any reason beyond the control of the company the extension of time may be granted upon application by the company in prescribed format. No claim for any compensation during the extended period shall be entertained and the NII's decision in this regard shall be final.

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 besides of that suitable action shall be taken against the company. All the decisions of the Competent Authority of NII shall be final and binding on the company.**
23. **The company should take extra precaution to ensure that there is absolutely no damage to the facility/laboratories/equipments of NII and if so done; suitable action shall be taken against the company and all decisions of the Competent Authority of NII shall be final and binding on the company.**
24. The company shall supply materials at site with manufacturers test certificate and challan as desired by the Engineer-in-charge.
25. **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. The material of only approved make shall be brought at site.**
26. 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.
27. The work done beyond **100%** deviation limit or an extra item, the rate shall be worked out based on prevailing market rate of the area. Also during the execution of work, the company may be required to execute certain additional/extra items in order to complete the job/works beyond the BOQ for which no rates are available. As far as possible, the rates shall be derived from nearest acceptable tender rates. The rate of extra/substitute items shall be as per a rate analysis to be prepared by the company, based on prevailing market rates (1) cost of material (2) cost of direct labour (3) company over head & profit 10%, duly approved by NII before execution of work.
28. No escalation in any form either of cost/materials/labours or any taxes 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 each personnel employed/deputed by the successful bidder at NII should have company Identity Card. The personnel without ID card will not be allowed to inter in NII campus and if work will delay due to this; company shall be responsible for it or company shall get the approval of their list of employees deputed at NII.**
31. 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.
32. 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.

33. 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.
34. 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.
35. 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.
36. The work shall be guaranteed for at least one year from the date of actual completion of the work for both material as well as workmanship.
37. The company shall ensure compliance of 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.
38. 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, NII**



# **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 super-scribing name of work, due date for opening, agency 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 / corrigenda 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](#). Agencies 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 agency.

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

In this bid, the agency 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-I, Declaration by Company/Firm 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 of Rs 10,000/- (Rupees Ten Thousand Only) through DD/Pay order.**
- (ii) Entire NIT (except Price bid) duly signed & stamped by the Company.**
- (iii) All document as asked in the prequalification criteria [Item No. 9 (a) to (e)] NIT.**
- (iv) Copy of company PAN card in the name of company/firm alongwith ITR for last 3 years (Assessment year 2014-15, 2015-16 & 2016-17).**
- (v) Cost of tender document i.e. Rs. 500/- (Rupees Five Hundred Only, Non-refundable in any case) shall be paid through demand draft/ pay order, if tender is down loaded from website.**
- (vi) Copy of Firm/Company; TIN & Service Tax Registration Number.**
- (vii) Company/Firm required to submit a certificate/under taking as given in Annexure-II on their letter pad.**
- (viii) Company/Firm 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 (see Annexure III (a) & III (b)).**
- (ix) The company/firm should submit updated RTGS details (i.e company/firm's name, account number, name of bank and IFSC code etc) on their letter head and copy of cancelled cheque.**

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

In this bid the company is required to quote his items rates/prices for the “**Replacement of cooling coil of AHUs in different laboratories/Office at NII, New Delhi**” in the Price Bid (Part-II) schedule of work attached. The scope of work & technical specifications are provided for your reference. The quoted prices shall be including all the taxes levied by statutory Govt. bodies. **It is mandatory on company to quote the rate of all items as asked for in** the Price Bid (BOQ/ Schedule of work). Failure to adhere to this condition may lead to rejection of tender. The company should quote unconditional rates, neatly written without any overwriting and duly signed & stamped in all pages.

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

An earnest money of **Rs 10,000/- (Rupees Ten Thousand Only)** has to be enclosed along with the **Technical Bid (Part-I)**. The EMD shall be only in the form of Bank Draft in favour of “**Director, NII**”, payable at **New Delhi**. No Cheque / Cash shall be accepted as EMD. EMD of technically disqualified agency will be returned within 15 days from the date of evaluation of the technical bids. The refund of EMD to the lowest 4<sup>th</sup> agency onwards shall be made within 15 days from the date of opening of Price Bid. The refund of EMD of the 2nd & 3rd lowest agencies shall be made after award of work and site mobilization by the successful agency. The EMD of the successful agency (**L1**) shall be held back as security deposit.

#### **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, NII**

**Declaration by the Company/Firm**

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 Company/Firm 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.**

**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. We will be able to complete the work within stipulated time and to execute the works suit the site condition.
- b) I undertake that I / we have visited the place for “**Replacement of cooling coil of AHUs in different laboratories/Office at NII, New Delhi**”, and noted the entry door / approach sizes/quantities, floor space, existing electrical connections etc.. Materials supplied by us will be suitable for installation in the existing location / condition with sufficient space all around. No extra cost will be claimed by me later for any difficulties/modifications involved for total installation of all the systems as mentioned in the tender. I also understand that the work is related with **already operating/functional laboratory**, so we are ready to work in day / night hour subject to availability of site/space.

**(Signature of Company/Firm) :**

**(NAME):**

**(SEAL):**

**Note: Above certificate/ undertaking is to be given on the Letter Pad of company.**

**Scope of Work:**

This is a **retrofit** kind of job. The existing tailor made chilled water cooling coils are installed within the air handling units with associated electro-mechanical works are located within the working laboratories/offices and in a limited space. The new chilled water cooling coil will not be a standard product of any company, but have to be **tailor** made to suit/fit (& similar to existing) in the available AHUs space. The following works with materials should also be including alongwith the replacement of cooling coil of AHUs: -

- Complete welding, cutting, grinding works etc as per site requirement.
- Suitable vibration isolation pads will be provided by the contractor and arranged in such a way that no vibration is transmitted to the floor/any structure (after replacement of cooling coil & re-installation of AHUs).
- All dismantling & removing work i.e false ceiling, ducting, doors, panels, cable, BMS control wiring, AHU, chilled water line/valve with other accessories etc should be done as required for the proper installation of new cooling coil with other accessories.
- Re-installation of dismantled items i.e AHUs, grills, Connection cable, pipe lines, valves, strainers, VRV, flanges etc.
- P&F of suitable size (similar to existing) of insulation on re-installed items i.e pipe lines, valves, strainers, VRV, flanges etc
- P & F of canvas connection as per site requirements.
- Replacement of drain pan with SS drain pan i/s sealing with sealing compounds etc.
- The drain pan shall be fabricated from 16 gauge stainless steel sheet with all corner welded.
- **No complete shutdown of the laboratories/electricity/chilled water line shall be permitted in any case.**
- As a part of the work under this contract, the contractor shall restore the territory embraced within the site of his operations to at least as good order and condition as at the beginning of the work under this contract.
- The work should be carried out in such a way that laboratory works may not hamper/suffer.
- P&F of suitable size of GI sheet at all side of coil (to avoid by-passing of air).

**Technical Specifications**

Chilled water Cooling Coil	: 4 Row deep cooling coil
Size of Coil	: <b>app. size 1016mm x 540mm, 4Row deep</b>
Thickness of copper tube	: 0.4mm thick
Dia. Of copper tube	: ½" dia. (Hair Pin Bend Copper Tubes) copper tube
Fins	: aluminium Fins, 37gauge
Number of Fins	: 11-13 fins per inch,
Header	: MS coil header,
Casing	: Galvanized coil casing,
Drain Pan	: 16 gauge stainless steel sheet
Ceiling compound	: Silicon
Pressure testing	: 300 PSI.

**PRICE BID (Pat-II)**  
**Schedule of Work**

**Name of Work: Replacement of cooling coil of AHUs in different laboratories/Office at NII, New Delhi.**

<b>S.No</b>	<b>Description of Items</b>	<b>Qty.</b>	<b>Unit</b>	<b>Rate</b>	<b>Amount</b>
1	Supply, installation, testing and commissioning of 4 Row deep cooling coil made of 0.4mm thick & ½” dia. (Hair Pin Bend Copper Tubes) copper tube, aluminium Fins, 37gauge & 11-13 fins per inch, MS coil header, Galvanized coil casing, suitable size of SS drain pan, ceiling compound etc complete in all respect including providing of canvas connection, insulation, cutting-welding works etc & similar to existing (app. size 1016mm x 540mm, 4Row deep) including leak testing and pressure testing at 300 PSI. I/C removal of damaged cooling coil from AHU, cutting-welding, insulation, canvas connections etc. and complete as per site requirement. The cooling coil should be similar to installed in existing AHUs of institute's or certified by AHRI or ASHRAE. AHUs/Coil Makes: - ZECO, WAVES,VKE, EDGETECH	9	Job		
2	Repairing of AHU drain system i/c replacement of defective drain pan with new 16G SS drain pan & other accessories. Work also include welding work, dismantling of cooling coil (or AHU as per site condition etc), insulation, canvas connection, repairing of drain and then re-fixing of coil with other system i.e ducting, pipe etc as per site requirement.	1	job		
<b>Total amount (S.No. 1 to 2)</b>					
<b>Less discount, if any</b>					
Total Net amount [after discount (in figure & word)]					

*Rates quoted shall be inclusive of all taxes, duties & cartage etc. as mentioned under Item - 5 of General T. & C. of tender document.*

**Bidder's Signature**

Name of Company: -

Address: -

Seal

: -

**Executive Engineer, NII**