

छत्रपति शाहू जी महाराज विश्वविद्यालय, कानपुर

Ref. No.: C.S.J.M.U./ Engg.(Elec.)/ 309 /2014

Date : 07.07.2014

प्रकाशनार्थ

**छत्रपति शाहू जी महाराज विश्वविद्यालय, कानपुर**
सी.एस.जे.एम.यू./ इजी(विद्युत)/ 309 /2014
दिनांक: 07.07.2014

अल्पकालिक निविदा सूचना
विश्वविद्यालय के ए.सी., वाटर कूलर, ए.सी. प्लान्ट, विद्युत सब-स्टेशन के अनुक्षण/परिचालन एवं विद्युत सामग्री क्रय हेतु राक्षम फर्मों से अलग-अलग मुहरबन्द निविदा दिनांक: 14.07.2014 को अपराह्न 2.00 बजे तक सम्पत्ति अधिकारी, सी.एस.जे.एम. विश्वविद्यालय, कानपुर के कक्ष में रखे टेण्डर बॉक्स में आमंत्रित की जाती हैं। निविदा प्रपत्र एवं विस्तृत विवरण वि0वि0 की वेबसाइट www.kanpuruniversity.org पर उपलब्ध हैं।
(सय्यद बकार हुसैन)
कुलसचिव

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कुलसचिव

CHATRAPATI SHAHU JI MAHARAJ UNIVERSITY, KANPURTender No - C.S.J.M.U./Engg (Elec)/309/2014Date:- 07.07.14**Instruction to the tender:-**

1. **Name of work-** Operation & Annual Maintenance of 240 Ton (3X80 Ton) & 50 Ton Capacity Chiller AC Plant at auditorium & Adm. Bldg. in CSJM University, Kanpur.
2. **Earnest money to be submitted-** The Bidder shall deposit the Earnest money amount Rs.25,000.00 in the shape of FDR /demand draft/Banker chq, in favor of "**Finance Officer, CSJM University**" payable at Kanpur.
3. **List of documents (Self attested Xerox copy) to be submitted necessarily with tender :-**
 - Valid 'A' class electrical contractor license.
 - Certificate of enlistment with PWD/CPWD or any other Government/Semi-Government organization.
 - The firm must provide evidences of adequate work experience of 240 Ton or above capacity AC Plant Maintenance in Government / Semi-Government organization.
 - Service tax number of the firm.
 - Tin number of the firm.
 - Pan card number of the owner/proprietor.
 - EPF number of the firm.
4. **Tender Cost:-** Tender forms along with terms and conditions can be obtained from cash counter of university Up to 14.07.14 on payment Rs.250.00. Receipt of tender cost must be enclosed with the Technical Bid. Alternatively forms can be downloaded from university website: www.kanpuruniversity.org. Downloaded forms must be submitted with a Demand draft of Rs.250.00 in favor of "Finance Officer, C.S.J.M University, Kanpur" payable at Kanpur.
5. Tenderers are advised to go through the instructions carefully and furnish complete information along with their tender offer, failing which their offer may not be considered at all. Tenders shall be received in two separate parts each shall be in separate sealed covers as hereunder:-
 - **TENDER BID PART I :-** Part I shall contain the earnest money Rs25,000.00 in the shape of Bank draft/Banker chq./ FDR & Self attested copies of items listed in 3&4 above. The sealed cover containing this part of the tender bid shall be superscribed:- **Tender bid part-I (Technical)**
 - **TENDER BID PART II:-** Part II shall contain tender schedule rates only. The sealed cover containing this part of the tender bid shall be superscribed:- **Tender bid part-II (Commercial)**
6. **TENDER BIDS PART I&II :-** Part I & II shall be put in one big envelope duly sealed and marked as "Tender for Operation & Annual Maintenance of 240 Ton (3X80Ton) & 50 Ton Capacity Chiller AC Plant."
7. The tenders shall be received up to 02:00 PM on 14.07.14 in the office of Estate officer, CSJM University, Kanpur. The tenders will be publicly opened in meeting hall of administrative building at 03:00 PM presence/absence the tenderer, on the same day.
8. If the scheduled date of tender opening is holiday due to any reason the tenders shall be received and opened on next working day at the same time and place.
9. The rates should be quoted in the form of schedule of quantities of tender document.
10. Work and site can be seen in the CSJM University campus on any working day.





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TERMS & CONDICTIONS

1. The successful tenderer will have to execute an agreement with the university.
2. The university does not pledge to accept the lowest or any other tender and reserves the right not to accept the whole or any portion of any tender as it may think fit without assigning any reason for non- acceptance or selection or reject all tenders without assigning reason thereof.
3. The tender document once submitted will not be returned back.
4. Conditional offers shall not be entertained in any case.
5. The contract shall cover all AC Plant work including T&P and labour etc. Materials shall include in the scope of work. The contractor shall be fully responsible for timely execution of all the activities under above contractor so that the work is completed.
6. All required spare parts for AC Plant maintenance shall be of approved/same make & capacity & will be provided by the contractor at his own cost as per the direction of engineer/In-charge.
7. The contractor will make his own arrangements for electricity / water required for maintenance of AC Plant. Nothing shall be paid on this account by the University.
8. The contractor will arrange for temporary stores at the site of work at his own cost.
9. Regular Testing of maintenance material as per standard practice or direction of Engineer-in-Charge shall be carried by contractor at his own cost from standard laboratory.
10. The rates quoted should be inclusive of all taxes. University will not pay any taxes separately. The TDS as per norms of U.P. State Government / Government of India shall be deducted from the bills of the contractors at the prescribed rates.
11. Payment will be on quarterly basis after satisfactory job work.
12. AC Plant maintenance work under comprehensive. AMC will be for one year from the date of start of AMC. This period may be extended with mutual consent of both the parties for further next two years on yearly basis.
13. Complaints shall be attended preferably on the same day but necessarily on the next working day. If any complaint remains pending for more than two days, penalty shall be recovered on the basis of logbook record at the rate of Rs.1000.00 per day per complaint/default. The amount of penalty shall be recovered from contractor bill. Contractor shall be required to keep material of approved brand and other spare parts in ready stock for immediate replacement.
14. In case any program is disrupted due to break down of plant, a penalty of 5% of total AMC value may be recovered from contractor bill.
15. A penalty of Rs150.00 per man shift shall be liable in case there is a shortage of manpower and this penalty shall increase to Rs.300.00 per man shifts if the shortage is more than 10 man shifts a month.
16. The AC Plant shall be maintained for preventive maintenance and also shall be attended on "as and when required basis". Replacement of all AC Plant spare parts including compressor, blower, condenser, cooling tower, electrical motor, electrical switchgears, existing panel/starter, printed circuit board, chilled water refrigerant and all relative approve materials included in the scope of work. The work is therefore for comprehensive maintenance including service and components.
17. In case replacement of compressor, blower, condenser, cooling tower, electrical motor, electrical switchgears, existing panel/starter, printed circuit board, chilled water refrigerant and all relative equivalent make and rating should be provided by the firm. Guarantee/ warranty card with due seal of the dealer/supplier must be deposited with the university. The defective non- repairable materials can be taken by the firm. No extra payment will be made for the replaced materials.


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18. Contractor will have to do routine check of AC Plant once every fortnight. It will be the contractor's responsibility to ensure that the AC Plants are clean at all times.
19. However if any one of AC Plant break down or services are disrupted for two consecutive days, the contract may be rescinded without any notice and the security deposit may be absolutely forfeited.
20. Subletting the work is strictly prohibited and also the operating staff shall maintain discipline and works ethics. However the university shall have the right to ask any of maintenance staff to leave the premises if in the opinion of the university the conduct of such an employees is not in the interest of the university.
21. The contractor shall have to pay the wages to workers as per the norms of U.P. Govt/ Government of India.
22. A list of all complaints and its day to day status shall be recorded in a log book and this record shall be put up to the Engineer in charge on regular basis.
23. The qualification and experience of the staff shall be as under :-
 - (a) :- Mechanic/operator - Skilled in the similar field
 - (b) :- Helper - Literate, preferably High School Pass.
24. Any referral dispute shall be referred to Vice Chancellor whose decision will be final.
25. 10% Security Amount of the tender value of AMC will be deposited by the successful bidder in the form of FDR in favor of Finance Officer, CSJM University, Kanpur.
26. The AC Plant will be handed over to contractor on "AS IS WHERE IS" condition.
27. During the maintenance/service/overhauling of relative works within the contract period, if any accident occurs connecting to equipment/persons of contractor, it will be responsibility of the contractor. The contractor shall be bound to follow all working safety norms both mechanical and electrical.
28. The C.S.J.M University authority may short close / cancel the contract at any time in case of unsatisfactory performance or defect on the part of contractor or due to any administrative and unforeseen reason.
29. The contract cannot be short closed / cancelled by the contractor without permission of the University authority. Minimum 3 month advance intimation shall be given by the contractor for short closing / cancellation of the contract.


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SCOPE OF THE WORK

1. The under mentioned equipment are covered in the scope of operation and maintenance contract.
 - 03nos.Chiller compressor 240 {3x80} Ton capacity, complete with motor, condenser, chiller with micro processor controller, power & control cabling, pipe line valve etc.
 - 03 nos. Condenser pumps of 9.3 KW and complete pipe line & valve etc.
 - 03 nos. chilled water pumps 9.3 KW and chilled water pipe & valve etc. with in the plant room.
 - 02nos.cooling tower complete with fan, pipes, strainer, etc.
 - Main electrical panel for incoming supply and outgoing feeders to all drivers in the plant room, star-delta starter for compressors etc. all repairs on electrical items are included.
 - 05 nos. AHU complete with motor.
 - 01 no. Chiller compressor 50 Ton capacity, complete with motor, condenser, chiller, AHU complete with motor & power control system, cabling, pipe line, valve, cooling tower complete etc.
2. Repair of all condenser, chilled water refrigerant pipes and valves etc. is included in the scope of the work. The Re-insulation and cement plaster over the insulation and panting etc. Within the plant room are also included. However replacement of pipe lines/valve required shall be arranged by the contractor.
3. Preventive maintenance of the AC plant will be done periodically by the contractor:-
 - Leak test of refrigerant system - weekly
 - Check and adjust belt tension - weekly
 - To drain flush and clean water tank – 15 days
 - To check oil level of compressor and fill up if required – weekly
 - To check and clean contact point of starter – monthly
 - Cleaning of water tubes of condenser and cooling coils- Twice in contract period.
 - Check, repair /replace oil strainer of comp {if required}-Twice in contract period.
 - To clean AHU fins of cooling coil-Twice in contract period.
 - To clean stand pipe and spray headers in air washer / CT- Twice in contract period.
 - Compressor oil after repairing of compressor, de-scaling of condenser- Twice in contract period.
 - Painting of water supply and return pipe line with blue oil paint- once in year.
 - Checking-suction pressure Discharge pressure and oil pressure of the compressor.
 - Checking-Temperature of the Auditorium {air conditional area}.
 - Checking-humidity of the Auditorium (air conditioned area.)
 - Over Hauling once in contract period.
4. A list of components and consumable items replaced shall be maintained along with other records of plant maintenance and operation. Proper log sheets of running the plant and record for preventative maintenance of plant shall be maintained. These records shall be put up to the Engineer-in- Charge on regular basis.
5. The operating staff shall maintain discipline and works ethics.
6. Contractor will provide one skilled mechanic/operator and helper for smooth function of AC Plant.



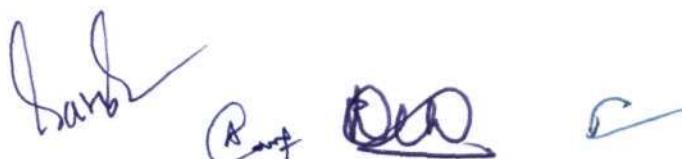




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7. The following works are included in scope of operation and maintenance contract of AC plant
 - Descaling of condensers from time to maintain the efficiency of the plant as per direction of engineer-in-charge.
 - Any topping up periodically replacement of refrigerant and lubricating oil shall be covered in the scope of work and shall be provided by the contractor.
 - Cleaning, repairing and routine maintenance of all the machine are included in the scope of the work. Including rewinding of electrical motors and major overhauling of compressors and other AC plant equipment etc.
 - The spare parts if required for replacement of damaged and defective parts will be supplied by the contractor free of cost as and when required. The parts shall be fixed by contractor.
8. The contractor shall have to maintain proper log book on the prescribed format.
9. Contractor must ensure that the AC plant is to be maintaining in good running condition.
10. Contractor must insure that some essential mechanical spares are to be kept ready on site for immediate replacement.
11. Time of operation:- As required by the CSJM University Kanpur.
12. Breakdown of AC plant should be attended on priority. No AC plant shall remain out of service for more than 24 hrs.
13. Maintaining the AC Plant neat & clean at all times.
14. A proper painting of all the equipment of AC plant & electrical panel, and code sign writing shall be done within three months time after placement of the order.
15. Protecting the sub-station against theft and trespass.
16. Maintaining close liaison with the controlling officer and the for receiving instruction and deploying manpower as per the requirements.


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CHHATRPATI SHAHU JE MAHARAJ UNIVERSITY, KANPUR

Technical Bid

Name And Address Of Firm.....

.....Telephone No.....

Electric License No.

Enlistment Details.....

Experience details.....

Service Tax Number:-.....Vat/ Tin No:-.....

EPF No..... Pan No.....

Details of Earnest Money Deposit:-

EMD Amount Rs.....Name & branch of Bank.....

Bankers Cheq./ D.D/FDR No.....Date.....

Details of Tender cost Deposit:-

Tender Cost Rs.....University Receipt / D.D No.....

Name & branch of Bank..... Date.....

I have read all the terms and condition and I pledge to abide by them.

Date & Signature of Tenderer (With Seal):-.....

Enclosures:-


Registrar
C.S.J.M. University, Kanpur

Note:- The tenderer are required to enclosed all documents listed in point no. 3&4 of instructions list.









FINANCIAL BID
SCHEDULE OF QUANTITY

Name of Work: - Operation & AMC of 240 Ton (3X80 Ton) & 50 Ton Capacity Chiller AC Plant at Auditorium & Adm. Bldg. in CSJM University Kanpur.

| S.No. | DESCRIPTION | QTY | UNIT | RATE | AMOUNT |
|-----------------------|---------------------------|--------------|---------|-----------------|--------|
| 1 | AMC of 3x80 ton A.C plant | 12 months | monthly | | |
| 2 | AMC of 1x50 ton AC plant | 12 months | monthly | | |
| 3 | Operation of A.C Plant | as required. | per day | | |
| (Rs. In words:-.....) | | | | Total Rs:-..... | |


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C.S.J.M. University, Kanpur

