

Invitation for Appointment of Agency for Round the Clock Electrical Operations (incl. MEP Services), CCTV and CAMC for Water Coolers at Gandhinagar Capital Railway Station.



Office of Industrial Extension Bureau (iNDEXTb)
ComputerCentre,BlockNo.15/1
UdhyogBhavan,Sector11,Gandhinagar - 382 010
Gujarat

[Email:garud.gandhinagar@gmail.com](mailto:garud.gandhinagar@gmail.com)

INDEX

S. No.	Particulars	Page No.
1.	Letter of Invitation	4
2.	Part-I (Forwarding letter)	5
3.	LOI Notification	8-10
4.	Terms & Conditions	11-14
5.	Financial/ Price bid	15-16



On behalf of Gandhinagar Railway and Urban Development Corporation (GARUD), the Joint Managing Director (Corresponding address - Computer Center, Industrial Extension Bureau (iNDEXTb), Block No. 15/1, Udhog Bhavan, Sector 11 Gandhinagar 382 010) invites Quotation for **Appointment Of Agency for Round the Clock Electrical Operations (incl. MEP Services), CCTV and CAMC of Water Coolers at Gandhinagar Capital Railway Station.**

LOI No. GARUD/GNC/Electrical/534-B

GANDHINAGAR RAILWAY URBAN DEVELOPMENT CORPORATION LIMITED, GANDHINAGAR

LOI NO: GARUD/GNC/Electrical/534-B

21 June 2023

Letter of invitation of bid for Appointment of Agency for Round the Clock Electrical Operations (incl. MEP Services), CCTVs and CAMC of Water Coolers at Gandhinagar Capital Railway Station.

Sealed bids are invited for Appointment of Agency for Appointment of Agency for **Round the Clock Electrical Operations (incl. MEP Services), CCTVs and CAMC of Water Coolers at Gandhinagar Capital Railway Station.** LOI documents will be issued from 21 June 2023.

The Pre-bid meeting will be held on 26 June 2023 @ 1130 hrs at, Office of Industrial Extension Bureau (iNDEXTb) Computer Centre, Block No. 15/1 Udhyog Bhavan, Sector 11, Gandhinagar, Gujarat.

The last date of receipt of bid is **4 July 2023 up to 1400 hrs.** and the technical bid will be opened on **4 July 2023 at 1500 hrs.** The Financial bid of successful responsive bidder will be opened thereafter as per the terms and conditions of this document.

GARUD reserves the right to accept or reject any bid received without assigning any reason whatsoever.

Joint Managing Director, GARUD

LOI No. GARUD/GNC/Electrical/534-B

Redeveloped Gandhinagar Capital Railway Station

PART – I Forwarding Letter

LETTER OF INVITATION OF BID FOR Appointment of Agency for Round the Clock Electrical Operations (incl. MEP Services), CCTVs and CAMC of Water Coolers at Gandhinagar Capital Railway Station.

The Joint Managing Director
Block No: 15/1, Udhyog Bhavan
Gandhinagar – 382010 Gujarat

Sir,

In response to the LOI Notification No. GARUD/GNC/Electrical/534-B dated 21 June 2023 issued on behalf of the Gandhinagar Railway & Urban Development Corporation Limited, Gandhinagar hereinafter mentioned as the GARUD for Round the clock Electrical Operations (incl. MEP Services), CCTVs and CAMC of Water Coolers and in conformity with the terms and conditions, laid down herein.

I/We do hereby submit my/our Bid duly signed by me/us for the above for Appointment of Agency for Round the Clock Electrical Operations (incl. MEP Services), CCTVs and CAMC of Water Coolers at Gandhinagar Capital Railway Station.

- 1) I/We undertake to provide **Round the Clock Electrical Operations (incl. MEP Services), CCTVs and CAMC of Water Coolers at Gandhinagar Capital Railway Station**, Gandhinagar in all respects on receipt of the order from GARUD.
- 2) In the event of the whole Comprehensive Maintenance Contract as Bid by me/us is not given to me/us, I/we do agree to accept and carryout such portions of the Comprehensive Maintenance Contract included in my/our Bid or may be allocated to me/us.
- 3) We are enclosing herewith following documents as desired.

Signature of the Bidder

1. **Tender Fee Rs. 900/- (Rupees Nine Hundred only) in form of Demand Draft in favour of Gandhinagar Railway and Urban Development Corporation Ltd. Payable at Gandhinagar**
2. **EMD of Rs. 20,000/- (Rupees Twenty Thousand only) in form bank guarantee or Demand Draft or FDR in favour of Gandhinagar Railway and Urban Development Corporation Ltd. Payable at Gandhinagar**
3. Registration certificate of firm/Partnership Deed/ Shop & Establishment Certificate.
4. Previous experience in the same trade with: supporting copies of documents.
5. Last 3 years IT returns: certificate (enclosed Photocopy) 2021-22, 2020-21 & 2019-20 F.Y

Signature, Name &

Check List for Contractor

1	Tender Fee	Rs 900/- (Non Refundable)	To be submitted in form of DD in Favor of Gandhinagar Railway & Urban Development Corporation Limited
2	Earnest Money Deposited	Rs 20,000/- (Refundable)	
3	Experience Certificate/Similar nature of works	of last 7 Year	
4	CA Certified Turnover Certificate	of last 3 Years	
5	Details of personnel's to be deployed at Site	Including Supervisor	
6	Financial Bid	Price bid	As per Annexure I & II on nprocure.com

(1)	Name of Work :	Appointment of Agency for Round the Clock Electrical Operations (incl. MEP Services), CCTVs and CAMC of Water Coolers at Gandhinagar Capital Railway Station.				
(2)	Tender Dates :					
A	Bid Document Floating Date	Dt.	21/06/2023	&	15.00	Hrs.
B	Bid Document Submission End Date (online)	Dt.	04/07/2023	&	14.00	Hrs.
C	Last Date & Time of physical submission	Dt.	04/07/2023	&	14.00	Hrs.
D	Last Date & Time of tender opening	Dt.	04/07/2023	&	15.00	Hrs.

MEMORANDUM OF WORKS IN BRIEF

(1)	Estimate Cost of work		Rs. 20,00,000/-
(2)	Earnest Money		Rs. 20,000/ (Refundable after acceptance of LOA by L1 bidder)
	Tender Fee		Rs. 900/-
(3)	Validity period of tender offered		180 days from the end date of downloading Bids.
(4)	Security Deposit		
	(i) Performance Bank Guarantee of Schedule Bank	5.0%	LOA Amount
	(ii) To be deducted from bills	2.5%	Per bill
	(iii) In the form of small savings or FDR (of minimum one-year time limit)	2.5%	LOA Amount
(5)	Time period for AMC		365 days
(6)	Other details		
	(i) Mode of quoting rates in Schedule of items to be carried out		In figures as well as in works.
	(ii) Tender Inviting Authority		Joint Managing Director
	(iii) Tender Opening Authority		Joint Managing Director

LOI NOTIFICATION

It is proposed to arrange for Appointment of Agency for Round the Clock Electrical Operations (incl. MEP Services), CCTVs and CAMC of Water Coolers at Gandhinagar Capital Railway Station.

1. A competitive bid is hereby invited from reputed & experienced agencies for providing Round the Clock Electrical Operations (incl. MEP Services), CCTVs and CAMC of Water Coolers at Gandhinagar Capital Railway Station.
2. Eligibility Criteria:

2.1 Technical Qualification:

Bidders should meet the below-specified criteria for technical proposal consideration.

The bidders are supposed to provide the supporting documents and compliances as mentioned below. Any deviation from the same will lead to the disqualification.

Sr. No	Qualification Points	Minimum Criteria	Supporting Docs. to be sent in the technical proposal
1	Number of clients currently working with	Minimum 3 working sites in Gujarat	Attach the copy of work orders.
2	Years in Business	More than 7 years	Attach Company registration / incorporation certificate
3	Experience	The bidder should have the experience of working with Railway Station/Airports/Hospital/ Telecom/ Reputed Institutes such as IIM, IIT, GNLU etc. or similar institution.	Attach the related work order or completion certificate
4	Annual Business Turnover	The bidder must have an Average annual turnover of more than Rs. 50 Lakh of the last 3 financial year	Attached the balance sheet of the company of the FY 2019-20, 2020-21 & 2021-22 duly signed by Chartered Accountant

2.2 Financial Qualification:

The bidder must possess below stated registrations & certificates regarding labor laws & other compliances to apply for the technical bid.

Sr. No	Description	Qualification Requirement	Supporting Docs. to be sent in the technical proposal
1	PAN Registration	The bidder must possess the PAN from the tax authorities	Attach the PAN Certificate of the company
2	Shop and Commercial Establishment Registration	The bidder must be registered with Shop and Commercial Establishment Acts 1958.	Attached the copy of Registration Certificate
3	GST Compliance	The bidder must possess the GST Number from the tax authorities	Attach the GST Certificate of the company
4	Office Establishment	Should have a registered branch/office in Gujarat.	Attach Government License/ Any tax registration Certificate or similar evidence

3. The bid should be submitted intact in the prescribed Bid forms in sealed covers in two cover bid systems. The main cover should be superscribed with the name **Appointment of Agency for Round the Clock Electrical Operations (incl. MEP Services), CCTVs and CAMC of Water Coolers at Gandhinagar Capital Railway Station**. So as to reach it to the office of Joint Managing Director of GARUD hereinafter mentioned as the Joint Managing Director before 1400 hrs. of 04.07.2023.
4. **First cover** Superscribed with name of **technical bid**:
 - a) Work order/work completion certificate for similar nature of works.
 - b) EMD
 - c) GST Certificate
 - d) Copy of PAN card
 - e) Last 3 years CA Certified Turnover details (2019-20, 2020-2021 & 2021-22) In given format
 - f) Name of personnel to be deployed on site.
 - g) Evident proof having details of experience of similar nature of works.
5. Financial Bids must be uploaded on nprocure.com.
6. GARUD reserves the right to refuse to issue the bid documents to any person or firm without assigning any reasons for it.
7. **Bidders must visit site (i.e. Gandhinagar Railway Station,) before bidding for the tender.**

8. Bid will be considered firm for acceptance for a period of three months from the last date of receipt of Bid. Bidders are not free to withdraw or modify the Bid during this firm period. **The Bidder must sign each and every page of Bid form.**
9. The accepted Bid form of the Bid notification, terms & conditions of this contract, specifications, samples, correspondence and general conditions shall form part of the agreement.
10. The Bid should be free from errors and corrections, if any should be made neatly and attested by the Bidder. The number of corrections in each page of Bid schedule should be noted in words at the bottom of each page.
11. The Bid rates should be net rates inclusive of all taxes, insurance, packing, forwarding, freight charges, printing charges, Site Visits, manpower, labor, spares and all other incidental charges if any (excl. GST). The rates should be given both in figures and words. Alternative proposals/rates are or conditional bids liable to be rejected.
12. Nothing will be paid extra except additional work assigned by GARUD. GARUD may extend the scope of work with mutual agreed terms and conditions.
13. The Technical bid will be open on 04 July 2023 at 1500 hrs onwards. The financial bid of the technically qualified bidders will be only opened at later stage and will be intimated to technically qualified bidders.
14. Bidders have to provide Round the Clock Electrical Operations (incl. MEP Services), CCTVs and CAMC of Water Coolers at Gandhinagar Capital Railway Station.
15. The acceptance of quoted rate should be approved by the competent authority of GARUD.
16. Any further information regarding this Bid, can be obtained from the Office of GARUD at Block No 15/1, Udhog Bhavan, Office of iNDEXTb Gandhinagar during working hours on any day prior to the last date fixed for receipt of the Bid.
17. Joint Managing Director will have full authority to award the contract for the Bidding items on part or full and the number of units to which the annual maintenance is to be affected.
18. The successful Bidder should provide a Bank Guarantee or FDR or DD in favour of GARUD valid at least for 12 months for a value of 7.5% (as security deposit) of the work order amount as to ensure quality and continuance of Providing Appointment of Agency for providing maintenance of landscape work at Gandhinagar Railway Station, along-with acceptance letter of offer as may be issued by GARUD. Further, GARUD will deduct 2.5% amount of the Running bills & Final bill and the 5% (SD amount) will be refunded back to the bidder after 90 days of the Final bill payment made at the end of contract agreement.
19. If there are any additional requirements the same should be executed only after approval from the competent authority of GARUD within the time frame as finalized by the project committee/Authority.

JOINT MANAGING DIRECTOR

LOI No. GARUD/GNC/Electrical/534-B

Having made myself/ourselves thoroughly acquainted with the clauses of the above Bid notification and understanding the terms thereof. I/We agree to confirm there to in all points.

Name of the Bidder in full:

Address of the Bidder:

Station:

Date:

SIGNATURE OF THE Bidder

TERMS AND CONDITIONS

Gandhinagar Railway Station:

1) Scope of Work:

Round the clock operation & routine maintenance of following MEPF Electro mechanical services at Gandhinagar Capital Railway Station by engaging 5nos. Engineer/Technicians on shift basis in a day etc. as directed.

- 1) 11/0.433 KV, 1000 Kva Transformer Substation
- 2) 500 KVA DG set with Synchronization panel
- 3) HT/LT Panels including Main boards & Sub-main Boards
- 4) HVAC & Ventilation System
- 5) Facade Lighting
- 6) Area Lighting Indoor/outdoor
- 7) Sump pumps
- 8) Fire Fighting & Fire Detection System
- 9) ELV Systems i/c CCTV etc
- 10) Plumbing services
- 11) Passenger Lift (only cleaning & Passenger rescue) NOTE- AMC & Spares are not included in the service.
- 12) CCTV (98Nos.) Maintenance of CCTVs including hardware/software, cables, socketing and any other works.
- 13) Water Coolers (5 Nos.) – CAMC of water coolers with monthly service.
- 14) Proposer signage/stickers are to be maintained around the railway station.

2) AMC period:

The AMC period has been agreed as 24 months from the date of issuance of this Letter of Award of Contract. This can be extended further upon mutual consent of both the parties. However, if facility manager is appointed then the AMC may be terminate by giving one month notice and agency will not be entitled for any damages, loss of profit etc. and charges for remaining period.

3) Compliance to the Labor Laws

You as the Contractor shall have to comply with all the prevailing labor laws including the Minimum Wages Act, Employees' Provident Fund, Workmen Compensation, Labor Welfare and all other related laws and the rules made there under without fail and shall indemnify GARUD against any claims that may crop up arising out of non-compliance of these laws and rules. You shall also obtain labor license from the Labor Commissioner and also necessary insurance as per the rules.

4) Compliance to Safety Norms & Regulations:

The Agency shall comply all the requirements and safety norms & regulations applicable to and at the site during execution of all work. Please ensure that you have obtained necessary Agency License or with your sub-Agency which shall in turn be produced before GARUD without fail. Structural stability of all temporary structures shall be ensured from competent Structural Engineer. It is the basic requirement of the contract. Safety is the essence of this contract.

5) Coordination:

You as the Contractor shall work under the close coordination and under day to day monitoring of the GARUD and Concerned Authority, at the site and maintain the record book, measurement book which delineates the preciseness of the times to be verified at the site from time to time our Engineer/s and or representative/s will also make visit and access to anywhere at the place of work.

6) Compliance of the instructions given by GARUD/Concerned Authority:

All the instructions given by GARUD/Concerned Authority shall be incorporated shall be strictly observed while executing the work. The quality and time are the essence of the work, which shall be noted.

7) Work Specifications:

You as the Contractor shall have to all the work instructed by GARUD/Railway Authority.

8) Contract Agreement:

This Letter of Award by itself shall constitute a legally binding and valid concluded Contract Agreement between you as the Contractor and GARUD as the Employer. The Agreement shall remain valid and effective from the date of issuance of this Letter of Award up to the date of issuance of satisfactory Work Completion Certificate to be issued by GARUD as the Employer. A formal Contract Agreement stating that the parties have agreed to the Terms and Conditions set out in the Letter of Award which has been made a part of Contract shall be signed and entered into immediately on payment of the Security Deposit by the Contractor.

9) Variations:

Variations in the work in the form of extra items shall not be executed by the Contractor unless a specific, valid and binding "Variation Order" is issued by the Competent Authority of GARUD. Any extra item / variations executed by the Contractor without such valid "Variation Order" shall be outright rejected and the Contractor shall not be entitled to claim any payment towards such variations.

10) Payment:

Payment of the Contract Price, towards satisfactory completion of the work by you as the Contractor and its acceptance by GARUD shall be made in the form of "Running Account Bill" to be raised by you and certified by the Competent Authority of GARUD/ Railway Authority. Payment on such certification shall be released within a period of 30 days from the date of certification. No interest claim against any delay of payment shall be payable by GARUD.

11) Termination:

GARUD shall have exclusive and undisputed authority to terminate the Contract on the grounds of poor performance of Contract or nonperformance of the Contract or compromise in quality of works by issuing a Notice of Termination. On such termination, the rights arising out of this Letter of Award shall cease.

12) Liquidated Damages:

The AMC Contract period is 12 months. If work is not completed as per specification and as per time schedule, liquidated damages will be levied for the work delayed / non-performance of the work will be imposed at the 1% of rate of quoted price of such item for a work. Maximum up to 10% of the contract value. If any manpower remains absent during his/her shift the rate quoted shall be deducted per day.

13) Loss and Damages:

Any loss or damages or deterioration of the material in transits shall be at the cost of the bidders. It shall be at the discretion of the GARUD to reject, damaged or spoiled material, if so

noticed. During the work, if any property of client damaged than book value/ repair cost + 20 % of same should be recovered from bidder.

14) Jurisdiction of Courts:

The Courts at Gandhinagar / Ahmedabad shall have exclusive jurisdiction in all matters relating to this Letter of Award cum Contract Agreement.

15) Dispute Resolution:

Any dispute arising out of this Letter of Award cum Contract Agreement shall be first resolved through amicable settlement between the Contractor and the Employer (GARUD). In case if the process of amicable settlement fails, the dispute shall be referred to a Sole Arbitrator for adjudication as per the Indian Arbitration and Conciliation Act 1996 read along with its amendment in 2015 & 2019. Costs of Arbitration shall be equally shared by the Contractor and GARUD. The Arbitration Proceedings shall be carried out at Gandhinagar.

16) Force Majeure:

- a. Neither party shall be liable to the other for any loss or damage occasioned /caused by or arising out of act of God and in particular, Unprecedented floods”, volcanic eruption, earthquake or other convulsion of nature and other acts, such as but not restricted to invasion, the act of foreign countries, hostilities or war like operations before or after declaration of war rebellion military or usurped power (but excluding strikes and lockouts) which prevent performance of the contract and which could not have been foreseen or avoided by a prudent person.

Note: Unprecedented flood; means the flood crossing the highest observed flood level which is on the available record.

- b. If any loss or damage happens to the works, or any part thereof, or materials or plant for incorporation therein, during the period for which the contractor is responsible for the care thereof, from any cause whatsoever, other than the risk defined in the clause 16 (a) as above, the Contractor shall at his own cost, rectify such loss or damage so that the permanent works conform in every respect with the provisions of the contract to the satisfaction of the GARUD/Railway Authority.

17) You are required to sign & seal the second copy of this Letter of Award, in token of confirmation and acceptance of the Terms and Conditions set forth herein above within a period of 10 days from the date of issuance of this Letter of Award. If you fail to send the signed copy within the period of 10 days as stated herein above, this Letter of Award shall be deemed to be cancelled without any specific notice to be issued by GARUD.

Signature of the Bidder

Financial Bid: To be submitted online on nprocure.com

Annexure - I : Manpower for ARM of Round the Clock Electrical Operations (incl. MEP Services), CCTVs and CAMC of Water Coolers at Gandhinagar Railway Station.						
Sr. No.	Post	Category	Expected Deployment	Man-days	Amount per Month	Amount per year
1	Supervisor	Super-Skilled	Monthly	30		
2	ITI Electrician/ Wireman	Skilled	Monthly	90		
3	Pump Operator/ Plumber Cum Fitter	Skilled	Monthly	30		
4	CCTVS (98 Nos.)	AMC	-	-		
5	Water Coolers (5 Nos.)	CAMC	-	-		
Total (Excl. GST)						
6	Helper / Reliever (To be deputed as & when required, on instructions & during events)	Semi-Skilled	Monthly	30		
Annexure -II :- Spares Required for Annual Repairs and maintenance of Electrical (A.R.M.) works at Gandhinagar Capital Railway Station.						
Sr.No.	Scope of Work	Qty.	Unit	Material Rate	Amt. in Rs.	
1	1.5Sq.mm Single Core ISI Copper Wire.	4	Coil			
2	2.5Sq.mm Single Core ISI Copper Wire.	2	Coil			
3	4Sq.mm Single Core ISI Copper Wire.	2	Coil			
4	Cable 1.5 Sq.mm X 3C Flex.Copper ISI.	200	Mtr			
5	Cable 2.5 Sq.mm X 3C Flex.Copper ISI.	100	Mtr			
6	20mm Flexible Pipe ISI.	60	Mtr			
7	20/25 mm PVC Pipe With Bend & Coupler ISI.	200	Mtr			
8	Press fit FR-PVC Electrical Insu. Tape	50	Nos			
9	Capri Wooden Screw 35*8mm.(100 Pcs)	20	Pkt			
10	Diamond Wall Plug (Grip) 35*8mm.	25	Pkt			
11	6 Amp Modular Switch ISI.	20	Nos			
12	6 Amp Modular 5Pin Socket ISI.	10	Nos			
13	Modular Regulator ISI.	10	Nos			

LOI No. GARUD/GNC/Electrical/534-B

14	Angle Holder	10	Nos		
15	5/15 Amp 3 Pin Plug	20	Nos		
16	Modular Plate	10	Nos		
17	2 Pole MCB	10	Nos		
18	4 Pole MCB	5	Nos		
19	20 Watt LED Tube Light.	20	Nos		
20	18 Watt LED bulb .	10	Nos		
21	2.5MFD Fan Capacitor.	50	Nos		
22	Ceiling Fan 1200mm.	2	Nos		
23	8 SWG Galvanised Earth Wire.	100	Mtr		
24	Engine Oil 20W/40	20	Ltr		
25	Grease	10	Kgs		
26	Cotton Waste	50	Kgs		
27	Battery Water	50	Ltr		
28	Oil Paint	10	Ltr		
29	Emergency Visit (Transformer, DG Set, HT Panel)	2	Visit		
30	4/6 Amp HRC Fuse	10	Nos		
31	32/63 Amp HRC Fuse	5	Nos		
32	Water Tap	10	Nos		
33	20/25MM Hafturm Valve	5	Nos		
34	63 mm Hydrant Rubber Washer	25	Nos		
35	63 mm Hydrant Lug	5	Nos		
36	63 mm Hydrant Valve	1	Nos		
37	Panel Indicating Lamp	20	Nos		
38	20/40 Upvc Pipe ISI	25	Mtr		
39	Upvc Pipe Solution	100	Gram		
40	Taflon Tape	10	Nos		
Total Amt.					

Signature of the Bidder