



- : GOVERNMENT OF ASSAM : -
OFFICE OF THE PRINCIPAL CUM CHIEF SUPERINTENDENT
DHUBRI MEDICAL COLLEGE & HOSPITAL, DHUBRI, ASSAM, PIN - 783325
eMail : dhubrimch@gmail.com

No. DMCH/AC/Annual Maintenance/2024/00148

Dated: 14/02/2024

**Tender for Operation and Maintenance Central AC System, Gas Pipelines, Hospital Lifts, UPS,
CCTV of Dhubri Medical College & Hospital**

Sealed tenders affixing court fee of Rs.8.25(Rupees Eight and Paise Twenty Five) under two bids system are invited by the Principal cum Chief Superintendent of Dhubri Medical College & Hospital (DMC&H), Dhubri for Operation and Maintenance of Maintenance Central AC System, Oxygen Pipelines, Hospital Lifts, UPS, CCTV of Dhubri Medical College & Hospital, on annual contract basis.

The proposal duly signed on Technical and Price Bid should be addressed to Principal cum Chief Superintendent, DMC&H, Dhubri, R.K. Mission Road, Jhagarpar, Dhubri, and Pin: 783325 to reach on or before 03:00 PM on 27/02/2024. Interested bidders or their authorized representatives may present at the time of opening of bids (both technical and financial) to witness the proceedings to be conducted therein. The technical & financial bid shall be opened at 27/02/2024 from 4:00 PM onwards.

**The Tender document may be downloaded from the website: www.dhubrimedicalcollege.in.
Estimated work value is Rs.30,00,000/- (Rupees Thirty Lakhs per annum).**

SCOPE OF WORK

The scope of works includes round the clock Operation and Maintenance and daily functioning of Central AC System Chillar(CF/ILLA 116TR)- 9 Nos (Hospital Building 6 Nos & College Building 3 Nos), Gas Pipelines -Oxygen, Air, Carbon dioxide, Hospital Lifts -23 Nos(Hospital Building 20 Nos & College Building 3 Nos), UPS, CCTV- 365 Nos (Hospital Building -302 Nos & College Building-63 Nos) of Dhubri Medical College & Hospital. The cost of equipment/spares to maintain the system

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will be provided by the owner as per the rates prevailing in the market or floating quotations following all the rules.

The functioning and maintenance of the services will be 24x7 throughout the year with sufficient numbers of certified technicians for all the services. **The Certificate of all the technicians are to be submitted with the bid document.**

The successful bidder will engage adequate man power to maintain the system as referred above.

INSTRUCTIONS TO BIDDERS AND GENERAL TERMS & CONDITIONS

(1) Eligibility criteria

- (i) The bidder/Company/Firm/Agency should be registered with the appropriate registration authority required for the business being involved in this tender.
- (ii) The bidder/Company/Firm/Agency should have valid PAN No.
- (iii) The bidder/Company/Firm/Agency should have valid EPF Registration No. (If applicable)

Documentary proof for the above shall be produced along with the offer, failure of which the offer may be disqualified.

(1) **Tender Fee** (Non-refundable) of Rs. 5000/- (Rupees Five thousand only) in the form of demand draft only, payable to "HMS of Dhubri Medical College & Hospital" and payable at Dhubri shall be required to be submitted by the bidders without which the tender will be regarded as non-responsive.

(2) **Earnest Money Deposit** (EMD) of Rs. 50,000/- (Rupees fifty thousand only) in the form of a Demand Draft valid for three month issued in favor of "HMS of Dhubri Medical College & Hospital" and payable at Dhubri shall be required to be tendered by the bidder. The tender, if not, accompanied by Earnest money will be liable to be summarily rejected. The EMD of the unsuccessful bidders would be returned within 30 days after finalization of tender.

(3) **Performance Security Deposit:** The successful bidder should deposit a Performance Security Deposit of Rs.1,00,000/- in form of TDR/FD which shall be forfeited in the event of the contract being terminated for breach of contractual obligation.



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(4) The firm shall assign all the tools, plants, manpower separately for each service and other logistics component, required for effective maintenance & operation of Central AC System, Oxygen Pipelines, Hospital Lifts, UPS, CCTV of Dhubri Medical College & Hospital. DMC&H shall not supply any of the same except the materials for the replacement.

(5) Every tenderer is expected to inspect the site of the proposed work before quoting.

(6) The initial period of contract shall be for a period of one year. The contract may be renewed for further one year depending on satisfactory performance basis. The contract with the successful bidder will be terminated in the event the performance is not up to mark as per the observation of the monitoring committee constituted for assessment of performance of the contractor.

(7) DMC&H will not be responsible for any loss or damage to the men, tools and plants engaged by the firm for the work. The safety of the manpower in the role responsibility of the company/firm.

(8) The responsibility of operation and maintaining the system shall rest solely with the contractor.

(9) The payments will be made on monthly basis after providing satisfactory service during the period of maintenance. Payment shall be subject to availability of fund & budget under the applicable head of the Govt. and allocation of budget by the Govt. though every effort will be made by the DMCH authority to get the budget & fund on regular basis. The successful bidder cannot stop the service of operation and maintenance of Central AC System, Gas Pipelines, Hospital Lifts, UPS, CCTV of Dhubri Medical College & Hospital in case of delay in payment due to non-availability of fund/sanction during the entire contract period. If so, in that case it will be treated as a breach of contract and the performance security deposit will be forfeited along with termination of contract.

(10) The compliance with Provident Fund for Employees and payment of GST as per extent rules shall be the sole responsibility of the contractor. **Payment towards these will be made on production of documentary proof for having paid to the same for the previous quarter.**



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(11) The contractor shall depute staff to ensure round-the-clock maintenance of services on all days of the Month.

(12) Successful Bidder will have to enter into an agreement with DMC&H. The format of the agreement shall be drafted based on the Terms & Conditions / Clauses mentioned in this NIT document. However, DMC&H reserves the right to add / delete any other Clauses in this Agreement.

(13) The Contractor has to arrange at their own cost all necessary approval from Government or any other statutory body, if required, for effective execution of the contract.

(14) Any damage or loss due to failure to carry out prescheduled maintenance work shall be at the risk and cost of the contractor.

(15) The workmanship and services provided by the contractor will be checked periodically by DMC&H. In case of unsatisfactory performance. DMC&H reserves the right to terminate the contract by giving one month notice.

(16) In the event of contractor showing lack of attendance, negligence to work or under-performance in the opinion of DMC&H, then the contract may be terminated at any stage, without prejudice to the other rights available with the DMC&H under any other relevant clauses of the contract.

(17) Spares required for maintenance of equipment shall be supplied /borne by DMC&H.

(18) All major faults and problems shall be reported to the concerned official immediately of occurrence through a memo. After inspection by the concerned official, procedures for rectification must be sent for approval by the DMC&H authority.

(19) All necessary components required for the maintenance of all equipment shall be arranged by the contractor at the market rate after obtaining approval from DMC&H and same shall be reimbursed by DMC&H as stated above, along with acknowledgement of having done the work from the concerned official.



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(20) Vendors exempted from the submission of EMD, etc as per Govt. directives are required to furnish the copy of the certificate issued by Govt. for such exemption in lieu of EMD. The EMD Deposited by the tenderer shall not bear any interest to the contractor.

(21) Two Bids System:

- (a) Interested bidders shall be required to submit "Technical Bid" & "Financial Bid" separately in sealed envelopes by superscribing one envelope as "**Technical Bid**" for "Operation and Maintenance Central AC System, Gas Pipelines, Hospital Lifts, UPS, CCTV of Dhubri Medical College & Hospital." and the other envelope as "**Financial Bid**" for "Operation and Maintenance Central AC System, Gas Pipelines, Hospital Lifts, UPS, CCTV of Dhubri Medical College & Hospital"
- (b) Both these proposals should be sealed in a Master Envelope superscribing "Operation and Maintenance Central AC System, Gas Pipelines, Hospital Lifts, UPS, CCTV of Dhubri Medical College & Hospital" and also indicating thereon :
 - (i) Reference No. of the NIT.
 - (ii) Due date for submission of the NIT.
 - (iii) Name of the firm with address, Phone & Fax, e-mail.
- (c) "Technical Bid" envelope should contain the copies of the relevant documents establishing bidder's eligibility to perform the work being tendered, the entire tender notice in token of acceptance by the contractor of all terms & conditions, demand drafts towards Tender Fee & Earnest Money Deposit in original and other documents as may be considered essential under terms & condition and instructions of this NIT.
- (d) "Financial Bid": The "Financial Bid" shall contain only the rates offered by the bidders. Format of offering rates against the service is given below:



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Description of Work	Amount per month (With GST)
Operation and Maintenance Central AC System, Gas Pipelines, Hospital Lifts, UPS, CCTV of Dhubri Medical College & Hospital	

Notes :-

(i) Tenders submitted without following two bid systems as mentioned above will be summarily rejected.

(ii) The envelopes containing Technical Bids shall be opened first and then Financial Bids of technically qualified bidders meeting all the requisite criteria shall be opened.

(iii) Tenderer should not indicate the pricing information in the "Technical Bid".

(22) The Central AC System, Gas Pipelines, Hospital Lifts, UPS, CCTV of Dhubri Medical College & Hospital shall be handed over to contractor for maintenance on "as is where is basis" and the contractor shall be required to do the pending work (if any), without any extra financial benefit. In regard to the pending works (as per scope of work) contractor shall not give excuse such as so and so work should have been done or is not within their scope.

(23) The personnel engaged by the contractor for the service will not be an employee of the DMC&H and there will be no employer-employee relationship between the DMC&H and the personnel so engaged by the contractor.

(24) Any dispute unless resolved amicably shall be settled by a court of law having jurisdiction over the State of Assam.

Sd/-

Principal cum Chief Superintendent
Dhubri Medical College & Hospital
Dhubri (Assam)



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