



**ASSAM UNIVERSITY: SILCHAR**

(A Central University Constituted under Act. XXIII of 1989)

**E-TENDER DOCUMENT**

**Name of work:**E-tender for Annual repair & maintenance of motor-pump set at Assam University Silchar for year (2024-2025).

- Application/Form Fee :Rs 1,000.00
- Estimated Amount : Rs 6,26,384.00
- Time of Completion : 365 days
- Earnest Money : Rs 12,550.00
- Last date of submission (LDS) : 09-05-2024up to 11.00 A.M.  
online of tender
- Date and Time of online  
Technical Bid Opening :10-05-2024to 11.00 A.M.
- Date and Time of opening Price  
Bid To be announced during  
opening of Technical Bid

**TENDER QUALIFICATION CRITERIA**

Following Self-attested Certificates along with self-attested copy of tender document must be scanned and uploaded:

**Check List:**

Sl No	Description	Submitted	Remarks (if any)
1	Valid registration certificate of CPWD/ APWD/MES [Performa 2(a)]	(Yes/No)	
2	Earnest Money Deposit (EMD)	(Yes/No)	EMD is mandatory for all bidders, Hard copy in original to be submitted before LDS.
3	Valid Electrical License issued by Electrical Licensing Board for appropriate voltage level suitable for working at 220/440V	(Yes/No)	
4	Cost of tender document	(Yes/No)	Hard copy in original to be submitted before LDS.
5	Experience certificate: Experience of executing similar nature of works during the last seven years with the record of completion [Performa 3(a)] i) Three works costing not less than the amount equal to 40 % of estimated cost. <b>or</b> ii) Two works costing not less than the amount equal to 60 % of estimated cost. <b>or</b> iii) One work costing not less than the amount equal to 80 % of estimated cost [Within seven years from date of publication of NIT]	(Yes/No)	
6	Bank solvency certificate from nationalized/ scheduled Bank as per prescribed Format (Annexure A) for value least 40% of the Estimated Cost has to be mentioned in the certificate.	(Yes/No)	
7	GSTIN	(Yes/No)	
8	ESIC Registration and latest Challan (Payment of wage month	(Yes/No)	

	must be within two months from last date of submission of bid)		
9	EPF registration certificate with latest deposit challan copy (Payment of wage month must be within two months from last date of submission of bid)	(Yes/No)	
10	Certificate and undertaking from the Engineer employed (Annexure-B)	(Yes/No)	
11	Site survey report as per Performa 3(C )	(Yes/No)	
12	Self-attested Income Tax Return of the last financial year	(Yes/No)	
13	Self-attested copy of tender document	(Yes/No)	

**Note:**

- a. The Bidders are required to submit the print copy of the above uploaded documents duly self-certified along with the proof towards payment of tender document cost and EMD submitted. However, in case of any discrepancy found, the documents submitted through online mode will only be considered. Submission of tender cost & EMD in original, through offline mode before LDS is mandatory, failing which the bid will be disqualified.
- b. Works completion Certificate should be issued by officer not below the rank of Executive Engineer or equivalent/ Head of any Institution. Work order shall not be considered as proof for works completion.
- c. Self certified copies of Works orders as well as completion certificates should be submitted along with technical bid documents failing which the bid will not be considered.
- d. The above self-attested documents should reach **Engineering Section as prescribed at clause no 04 of tender condition latest by 3:00 PM on 09-05-2024**

**Signature of Agency /  
Contractor**

**ASSAM UNIVERSITY: SILCHAR**

**(A Central University Constituted under Act. XXIII of 1989)**

Name of Work: E-tender for Annual repair & maintenance of motor-pump set at Assam University Silchar for year (2024-2025).

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**SECTION I - NOTICE INVITING E-TENDER**

**ASSAM UNIVERSITY, SILCHAR**

File No. Au/Engg/Maint/Elect-04/2024

Date: 01-05-2024

**NOTICE INVITING E-TENDER**

Online tenders in two bid systems valid for 90 days are invited from Registered Electrical Contractors having valid registration of CPWD/MES/APWD of appropriate class and category for the following work at Assam University, Silchar.

Name of Work	Estimated Cost	Time of Completion	EMD	Application / Form Fee	Last date of submission of e-tender	Date and Time of online Technical Bid Opening	Date and Time of online Price Bid Opening
E-tender for Annual repair & maintenance of motor-pump set at Assam University Silchar for year (2024-2025).	Rs 6,26,384.00	365 days	Rs 12,550.00	Rs 1,000.00	09-05-2024 up to 11.00 A.M	10-05-2024 at 11.00 A.M	To be announced after completion of technical bid evaluation

The eligible contractors who are financially sound and proficient in the similar nature of works are to quote their **rate in Item Rate Basis**. Rate should be inclusive of all taxes & incidental charges.

The tender documents and other details can be obtained from the websites [www.aus.ac.in](http://www.aus.ac.in) or <https://eprocure.gov.in/eprocure/app> for which nonrefundable tender fees of Rs 1,000.00 - per tender payable in DD (Drawn in favor of Assam University, Silchar) / Cash Counter Assam University Silchar to be enclosed as application fees along with tender document. The University does not bind itself to accept lowest tender and reserves the right to reject any or all the tenders received by recording clear, logical reasons.

**Sd/-  
Executive Engineer**

### TENDER CONDITIONS :

1. The Tenderer shall quote his rate as per NIT & the Terms and Conditions enclosed in the Tender document.
2. Tender Documents can be downloaded from [www.aus.ac.in](http://www.aus.ac.in) or <https://eprocure.gov.in/eprocure/app>. Mandatory Tender application/Form fee of Rs 1,000.00 /- in the form of demand draft drawn(DD) in favor of Assam University, Silchar, payable at Silchar from a scheduled /nationalized bank only, failing which the tender will not be accepted.
3. Tenderers are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their tenders as to the nature of the ground and sub-soil (so far as is practicable), the form and nature of the site, the means of access to the site, the accommodation they may require and in general shall themselves obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect their tender. A tenderer shall be deemed to have full knowledge of the site whether he inspects it or not and no extra charges consequent on any misunderstanding or otherwise shall be allowed. The tenderer shall be responsible for arranging and maintaining at his own cost all materials, tools & plants, water, electricity access, facilities for workers and all other services required for executing the work unless otherwise specifically provided for in the contract documents and has made himself aware of the scope and specifications of the work to be done and of conditions and rates at which stores, tools and plant, etc. will be issued to him by the University and local conditions and other factors having bearing on the execution of the work.
4. **The Earnest Money Deposit (EMD) of Rs 12,550.00** mentioned above is absolutely mandatory. EMD may be submitted in the form of **Bank Draft/ FDR /Call Deposit drawn in favor of the Assam University, Silchar** from a scheduled /nationalized bank only, failing which the tender will not be accepted. Soft copy of such EMD be uploaded while submitting the tender and hard copy of the EMD has to be submitted to Engineering Section, AUS on or before the Day of tender opening.
  - a. EMD to be sealed in Envelop No-1
  - b. Envelop No-2 should contain following documents: -
    - i. Self-attested registration certificate,
    - ii. Self-attested PAN Card,
    - iii. Self-attested GST Registration,

- iv. Self-attested EPF registration, copy of latest challan,
- v. Self-attested ESIC registration, copy of latest challan,
- vi. Self-attested work experience certificate for similar nature of work,
- vii. Self-attested bank solvency certificate,
- viii. Self-attested Certificate and undertaking in original from the Engineer employed,
- ix. Self-attested copy of tender document.
- x. Self-attested copy of Income tax return of the last financial year.

c. Envelop No-1 & 2 to be inserted in a single Envelop No-3 properly sealed with wax and super scribing Name of Work, Closing Date & Name of Agency/Contractor on the cover of the Envelop No-3.

NB: - If any Bidder is found to submit any misleading information regarding their credentials, during or afterwards, of tendering procedure and execution of work, then disciplinary action will be taken against those bidders as per GOI rules.

5. Tenders should be valid for 90 days from the date of opening of the tenders and may have to be extended further if considered necessary by the University. No reasons will be assigned for extension and no withdrawal shall be allowed. If any tenderer withdraws his tender before the said period or issue of letter of acceptance, which-ever is earlier, or makes any modifications in the terms and conditions of the tender which are not acceptable to the University, then the University shall, without prejudice to any other right or remedy, be at liberty to forfeit the said Earnest Money Deposit.

6. **The time allowed for completing the work will be 365 days from the issue of work order.**

7. No Telex/ Tele fax/ Telegram/ E-mail of the Techno-Commercial and Price bids will be accepted. The University is not responsible for Postal/ Courier delays. The parties have to ensure the receipt of bids well in time.

8. If the date of tender submission and opening happens to be unforeseen holiday, the same will be postponed to the next working day without any further intimation.

9. The University does not bind itself to accept lowest tender and reserves the right to reject any or all the tenders received without assigning of any reason thereof. All tenders in which any of the prescribed condition is not fulfilled or any condition put forth by the tenderer, shall be summarily rejected.
10. Canvassing whether directly or indirectly, in connection with tenders is strictly prohibited and the tender submitted by the contractors who resort to canvassing will be summarily rejected.
11. The University does not bind itself to accept lowest tender and reserves the right to reject any or all the tenders received by recording clear, logical reasons.
12. This Notice Inviting Tender shall form a part of the contract document.
13. The successful tenderer/ contractor, on acceptance of his tender by the University, shall within 15 days from the stipulated date of start of the work sign the contract agreement in standard form consisting of the notice inviting tender, all the documents including additional conditions, specifications and drawings, if any, forming the tender as issued at the time of invitation of tender and acceptance thereof together with any correspondence leading thereto.
14. No materials will be supplied by the University.
15. In case of delay in completion of the work within the stipulated time due to reasons attributable to the contractor, Standard Liquidated Damage @ 0.1% of the final bill value shall be recovered for each day of delay from the final bill or the part there of subject to a maximum of 10%.
16. The contractor shall obtain a valid license under the contract labour (R&A) Act, 1970, and the contract labour central rules 1971, during the commencement of the work, and continue to have a valid license until the completion of the work. The contractor shall also abide by the provisions of the Child Labour (Prohibition and Regulation) Act, 1986 and other labour laws. Any failure to fulfill this requirement shall attract the penal provisions of this contract arising out of the resultant no execution of the work. No labour below the age of fourteen years shall be employed on the work.
17. EPF& ESIC registration is mandatory which is to be submitted along with the latest challan receipt during submission of tender document. The latest challan copy means payment receipt of wage month within two months of last date of submission of the bid.
18. During Opening of tender only representative duly authorized by the agency / contractor will be allowed to be present.



19. All relevant documents submitted with the tender should be self-attested (by the agency/ contractor) and on demand original copy must be produced failing which tender will not be considered.
20. Authenticity of signatory (contractor) of tender document will be verified before finalization of tender document.
21. Tax at higher of prescribed rate or 20% will be deducted on all transactions liable to TDS, where the permanent Account Number (PAN) of the deductee is not available.
22. The successful tenderer, shall deposit an amount equal to 5.00% of the tendered and accepted value of the work as performance guarantee in one of the following forms: Deposit at Call Receipt/Banker's Cheque /Demand Draft/Pay Order of a Scheduled Bank. /Fixed Deposit Receipt (FDR) of a Scheduled Bank. /An irrevocable bank guarantee bond of any scheduled bank or the State Bank of India.
23. 05% security money will be retained by the University from the bill value which shall be released after 01(one) year of satisfactory completion of work along with 05% of Performance Guarantee.
24. EMD of unsuccessful bidder shall be released within 02 (two) months after issue of work order to the successful bidders.
25. If the work is found not as per specification or abandoned by the executing contractor/agency, same will be cancelled and remaining work will be done through other contractor/agency at their cost & risk.
26. Opportunity to unemployed engineers and architects: Unemployed engineers in any stream of engineering/architecture from recognized institution or University can apply for works with estimated cost less than or equal to 5.00 lakhs for civil works and 2.00 lakhs for electrical works. The works experience criterion and financial soundness shall not be applicable for them.
27. **An Graduate Engineer/Diploma with minimum five years' experience in the required field must be engaged by the contractor** for all Electrical works of value greater than or equal to 5.00 Lakhs .The Degree/Diploma certificate duly signed by Engineer mentioning full name and date , the signature date should be within two months from last date of submission of bid and without any overwriting.The Engineers undertaking as per prescribed format at AnnexureBshould be accompanied by Engineers PAN Card/Driving License/Equivalent Document Issued by GOI for signature verification.TheSiteEngineer engaged must be familiar with all the works specified in the contract & must be acquainted

- with CPWD specification and should hold a valid electrical supervisory certificate of appropriate voltage level issued by the Electrical Licensing Board, Govt. of Assam. The engagement of engineer is not mandatory for Contractor possessing equivalent technical qualification in the required field.. During execution of the site works if site supervisor Engineer with adequate knowledge and qualification is not found, the contractor shall be liable for penalty payment @ 1% of the tender accepted value for each day of such noncompliance on record. Subject to a maximum of 10% of tender acceptance value.
28. Electrical works are prone to short circuit and fire hazards and poor workmanship may cause damage to life and property of the University, therefore successful bidder shall depute only trained and certified workmen during site execution of the works. The laborers engaged during the works execution at site should have valid wireman certificate of appropriate voltage level issued by Electrical Licensing Board, Govt. of Assam. During execution of the site works if workmen with adequate knowledge and qualification is not found, the contractor shall be liable for penalty payment @ 1% of the tender accepted value for each day of such noncompliance on record. Subject to a maximum of 10% of tender acceptance value.
29. Detailed computerized measurement entry in the measurement sheet (location wise) has to be made by the contractor and to be submitted to Engineering Section (AUS) for joint verification by the University Engineers and the Contractor. The joint verification has to be arranged by the Contractor.
30. The successful bidder shall be required to maintain site order book at each site as per CPWD format .The site order book for the concerned works and the labour acquaintance records must be submitted along with each RA Bill accounts /first & final bill claims by the contractor.
31. The bidder shall be required to sign the all the hardcopy bid documents with full signature and with seal and date. The bid should be accompanied by bidders PAN Card/Driving License/Equivalent Document Issued by GOI for signature verification.
32. The work experience certificate/credential must be of similar nature unless otherwise specifically mentioned in the NIT. Ambiguous Work experience credential where the nature and value of relevant/similar nature of works cannot be ascertained may lead the technical disqualification of the bid.
33. Before procuring any major items like Air conditioner/Stabilizers/cu-wires/AB Cables/UG cable/MCCBs/UPS/Lifts/Flood lights or as directed etc., the Contractor

must take prior written approval of the EE/AE/JE and submit test report as per the direction of Engineering Section. For approved brand please ref to APDCL memo no: CGM (PP&D)/APDCL/Vendor approval (Main)/2017-18/144 dated 08.03.2022 up to the latest amendment.

34. Bank solvency as per prescribed format (Annexure-A) issued during the financial year as per prescribed format (Annexure-A) for value at least 40% of the estimated cost has to be submitted in original/duplicate for works with estimated cost of below 5 lakhs. And for works with estimated cost of 5 lakhs and above, Bank solvency as per prescribed format (Annexure-A) for value atleast 40% of the estimated cost has to be submitted in original - failing which the Bid will be rejected.
35. The Contractor has to arrange water supply/electricity at his own cost for his site office as well as for all construction works to be executed by him. As the University has acute water crisis problem, so University will not be able to supply water.
36. Bank solvency certificate as per our enclosed format is to be issued by any schedule/ nationalized bank which
37. Arbitration: In case of dispute or difference between the parties in the contract or its execution thereof, the same will be sorted out amicably, mutually. In the event that an amicable settlement cannot be reached, any dispute arising out of or relating to this Agreement shall be settled by a sole Arbitrator appointed by mutual agreement, the place of Arbitration shall be Assam University Silchar and in case of failure to settle the matter through arbitration the provisions of Arbitration and Conciliation Act, 1996 will be applicable and subject to jurisdiction of court of Silchar at the request of either party. This Agreement shall be guided by relevant applicable Laws of land.
38. At any time prior to the deadline for submission of bids, the University may, if necessary, modify the tender document by a written amendment. All prospective Tenders will be notified of the amendment which will be binding to all the bidders. The amendments will be notified on the websites, <https://eprocure.gov.in/eprocure/app> or [www.aus.ac.in](http://www.aus.ac.in).
39. The bidders are advised to get themselves registered on the e-Procurement portal at least a week before the scheduled date and time of bid submission. This will help the new bidders/vendors to get familiar with the e-Procurement portal. The bidders must arrange computers/laptop, high speed internet and other

equipment etc. required for bid submission. For more details visit <https://eprocure.gov.in/eprocure/app>

40. Those bidders, who accept the above terms and conditions, may submit their tender along with all relevant documents and a copy of above terms and conditions of the tender duly signed.

41. The bidders are directed to complete the works strictly within the stipulated time, failing which Assam University may not be in a position to make payment after the fund validity is over.

**Sd/-**

**Executive Engineer**

**SECTION - II: PROFORMA FOR SUBMISSION OF TENDER**

To,  
**Executive Engineer**  
**Assam University, Silchar - 788 011**

**Subject: E-tender for Annual repair & maintenance of motor-pump set at Assam University Silchar for year (2024-2025).**

Sir,

Having carefully examined and read the Notice Inviting e-Tender, Tender documents and all other documents attached regarding **Tender NoAu/Engg/Maint/Elect-04/2024**, I/We hereby tender for the execution of the work specified for Assam University, Silchar in the documents as per the conditions mentioned therein.

I/We enclose herewith Earnest Money Deposit of Rs 12,550.00 in the form .....from.....(name of bank) in favour of Assam University, Silchar.

I/We certify that we have carefully read each and every condition and technical specifications given in this Tender Documents and understood the same, and I/ We conform our acceptance of the same.

I/We agree to abide by this tender initially for a period of **90 days** from the last day fixed for opening of Tender by the University and it shall remain binding on me/us and order may be accepted at any time before the expiry of that period.

I/We hereby undertake not to withdraw from this Tender, during this period of **90 days**. However, if I/ We withdraw it, the University shall have right to invoke the Earnest Money without reference to me/us.

Should this Tender be accepted by the University I/we hereby agree to abide by and fulfill all terms and conditions of Tender Documents and in default thereof.

I/We hereby declare that I/We shall treat the tender documents drawings and other records connected with the work as secret/ confidential documents and shall not communicate information derived there from to any person other than a person to whom I/We am/are authorized to communicate the same or use the information in any manner prejudicial to the safety of the University.

**Signature of tenderer:**

## TENDER

I/We have read and examined the notice inviting tender ,physically verified the site working conditions, schedule, specifications applicable, General Rules and Directions, Conditions of contract and special conditions, schedule of rate and other documents and Rules referred to in the conditions of contract and all other contents in the tender document for the work.

I/We hereby tender for the execution of the work specified for AU,Silchar within the time specified and in accordance in all respects with the specification, designs drawings and instructions in writing referred to in General Rule and Directions and in the conditions of contract and with such materials as are approved by the University Authority, and in respects in accordance with, such conditions so far as applicable.

I/We agree to keep the tender open for 90 days from the due date of submission thereof and not make any modifications in its terms and conditions.

A sum of **Rs 12,550.00** is hereby forwarded in FDR/ Call deposit in favour of Assam University, Silchar of scheduled Bank as earnest money. If I/We, fall to commence the work specified I/We agree that the A.U., Silchar or his authorizes officer successors in office shall without prejudice to any other right or remedy, be at liberty to forfeit the said earnest money absolutely otherwise the said earnest money shall be retained by him towards security deposit to execute all the works referred to therein and to carry out such deviations as may or orders, up to maximum of the percentage mentioned in the conditions of contract and those in excess of limit at the rates to be determined in accordance with the provision mentioned in the tender form.

I/We agree that should I/We fall to commence the work specified in the above memorandum, an amount equal to the amount of the earnest money mentioned in the form of the invitation of tenders shall absolutely be forfeited and the same may be the option of the competent authority on behalf of the A.U. Silchar be recovered without prejudice to any other right or remedy available in law out of the deposit in so far as the same may extend in terms of the said bond and in the event of deficiency out of any other money due to me/ us under this contract or otherwise.

Date

Signature of Contractor

Postal Address & Tele No.

## **SECTION-III**

### **GENERAL RULES AND DIRECTIONS**

#### **1. SUBMISSION OF TENDER**

- a) The General Conditions of Contract for Central PWD /APWD Works shall be the guiding principles for this work. Tenderer are advised to procure the same and familiarize themselves with the provisions of the above-mentioned Conditions of Contract.
- b) The University reserves the right to alter, modify any Tender Conditions, technical specifications etc., before tender opening and may seek fresh quotation depending upon necessity, and may even withdraw/ cancel the tender, without assigning any reason.
- c) All amendments/ revisions to tender documents issued by the University, if any, must be signed and submitted along with the tender. The tenderer are advised to submit the tender based strictly on the terms and conditions and specifications contained in the tender documents, and not to stipulate any deviations.
- d) Tenders shall be prepared and submitted in soft copies of their bids electronically on the e-bid Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the e-Procurement Portal <https://eprocure.gov.in/eprocure/app>, prepare their bids in accordance with the requirements and submitting their bids online on the e- Procurement Portal
- e) Insertion, postscript, addition and alteration are allowed till before the time of the closing of tender. In the event of the tender being submitted by a firm, any of the partners may upload and submit the tender

#### **2. TENDERER TO INFORM HIMSELF FULLY**

The tenderer is required to carefully examine the technical specifications and other details relating to the work given in the Tender documents and fully inform himself as to all conditions and matters that may affect the work or the cost thereof. The tenderer shall be deemed to have independently obtained all necessary information for the purpose of submitting the tender and his tender as accepted shall be deemed to have taken into account all contingencies as may arise due to such information or lack of the same.

Validity of tender: Tender shall remain valid for acceptance for a period of not less than **90 days**

#### **3. CLARIFICATIONS**

The Tender Document issued is complete in all respect and no further clarifications are elaborated. However, in so far Technical Clarifications if any are concerned even though not binding on university can be ascertained from the University.

#### 4. QUOTATION OF PRICE / RATES

This being item rate tender, the tenderer shall state at what rate he will be willing to undertake the work. Rate should be quoted **in Item Rate Basis**.

#### 5. COMPLETION TIME

The completion time is the essence of the contract. The Tenderer shall complete the work within the period indicated in the Notice Inviting e-Tender.

#### 6. TRANSFER OF TENDER DOCUMENTS/ TENDERS

Transfer of tender documents purchased by one tenderer to another is not permissible. Similarly transfer of tenders submitted by one tenderer to another is not permissible under any circumstances. The alteration of essence of tender once submitted is also not permissible.

#### 7. LANGUAGE

The Tender shall be submitted in English language only.

#### 8. EARNEST MONEY DEPOSIT

The tender must be accompanied by the Earnest Money Deposit pledged in favour of **Assam University, Silchar**, in the form of Demand Draft / FDR/Call Deposit as indicated in the Notice Inviting Tender. If the tenderer after submitting online his tender release from his offer or modify the Terms and Conditions thereof in a manner not acceptable to the University, the Earnest Money will be forfeited. Tenders not accompanied by the earnest money deposit will not be considered and will be summarily rejected.

- a) On Non-acceptance of tender, but in any case, not earlier than the expiry date of the period for which the tender is kept open, the Earnest Money shall be discharged.
- b) Should the Tender in question be withdrawn or cancelled by the University, which the University shall have the right to do at any time, Earnest Money will be discharged.
- c) Should the successful tenderer fail or refuse to duly sign the contract within the period fixed by the University or fail/refuse to commence the work within the stipulated time, the Earnest Money shall be forfeited without prejudice to his being liable for any further loss or damage incurred in consequence by the University.
- d) The L-1 Tenderer has to submit 5% performance guarantee of the tendered amount for all works with estimated cost of 5.00 lakhs and above, within 15 days of issuing letter of acceptance as per CPWD General Conditions of Contract which must be valid till the finalization of the work and release of SD money. After submission of 5% performance guarantee, the 2% EMD submitted by the bidder during tendering will be released.

#### 9. NO CLAIM FOR COMPENSATION FOR SUBMISSION OF TENDER

The Tenderer whose tender is not accepted shall not be entitled to claim any costs, charges and expenses of any incidental to or incurred by him thorough or in connection with his submission of tender, even though the University may modify/ withdraw the Tender.



10. **LOWEST TENDER NOT NECESSARILY TO BE ACCEPTED**

The University does not bind itself to accept lowest tender and reserves the right to reject any or all the tenders received by recording clear, logical reasons.

11. **TENDER EVALUATION**

The Tenders received and accepted will be evaluated to ascertain the best and lowest workable tender in the interest of the University, for the complete work covered under the technical specifications and documents.

## SECTION - IV:

### SCOPE & TERMS AND CONDITIONS OF ANNUAL REPAIR & MAINTENANCE OF MOTOR-PUMP SET AT ASSAM UNIVERSITY SILCHAR.

Assam University Silchar intendeds award the works for repair and maintenance of the motor-pump set at Assam University Silchar campus.

**Scope:** The scope of work involved in overhaul / maintenance for pumps and motors a) alignment of pump set will be checked & in case in required rectification should be carried out. & readings should be recorded. b) Coupling brushes, pins, rubber parts will be checked & should be replaced if required. c) Gland packing should be checked & should be replaced if it is worn - out. d) Oil levels, & grease in bearing will be checked & replenished if necessary. e) Current, voltage, speed, pressure, should be measured & recorded. f) Discharge should be determined based on performance curve of the pump. g) Noise, vibration & temperature levels should be checked. Overhaul should be done as per the OEM's recommendations as per operating manual. h) Dismantling of pumps should be done only with approval from Engineering section. k) Total tool, tackles, chain pulley, try pad lifting materials, assisting manpower and complete job is under the contractors scope as per the BOQ and at no extra cost.

- 1) **Weekly Schedule** :Routine weekly maintenance services shall include at least the following services:
  - a) Pump set operation at pump house/and other location as per Annexure-A should be checked for coupling bearings rubber brushes starters (DOL & star delta) glands, lugs, cables to ensure smooth and trouble free working to get or pump the water to designated place as designed.
  - b) Carry out preventive maintenance as per the check - list, Equipment manuals.
- 2) **Monthly Schedule** :Routine monthly maintenance services shall include at least the following services:
  - a) Checking of MCCB/Panel switch gears/Starters/Equipments at specified points and takes corrective actions in case of abnormality
  - b) Monthly performance review report comprising - Records of PM done on rotary and static equipments, breakdowns occurred and subsequent root cause analysis, corrective and preventive measures. Safety initiatives and report.
  - c) Taking up preventive maintenance of items as per O.E.M recommendation and Engineering sections directed maintenance schedule.
- 3) **Quarterly, Half Yearly and Yearly Schedule**: Routine Quarterly, Half Yearly and Yearly maintenance services shall include at least the following services:
  - a) Electrical: Periodical cleaning, maintenance and checking of LT Panel Boards, Sub - Panel DBS, Switch Boards, Light fitting, Fans.
  - b) Preventive maintenance of equipment of Pump House are to be carried out as per approved schedule. All the maintenance service sheets are to be submitted.
  - c) Implementation of Zero Accident Plant at site. Safety Trainings for employees, documentation and periodic safety

- d) Earth resistance should be measured for earth pits of pump house and watering the earth pits and submit report for the same. Periodical checking and cleaning of all pumps, motors and control panels.
- e) Taking up preventive maintenance of items as per O.E.M recommendation and Engineering sections directed maintenance schedule.

**TOOLS & TACKLES:** The contractor should keep the following minimum tools, tackles and calibrated instruments at site for carrying - out the, operation maintenance and other jobs as required.

- a. Pipe wrenches to handle GI pipe sizes of 12mm to 100mm
- b. Pipe wrenches to handle GI pipe sizes for above 100mm
- c. Thread die set for above GI pipe sizes
- d. Ring spanner set, Cutting plier, Nose plier, Screw drivers, Adjustable spanners set.
- e. Multimeter, Tong tester
- f. 1000volts megger
- g. Ln key set, Bearing puller.
- h. Sprit level indicator
- i. Electrical Crimping tool - 185sqmm
- j. Drill machine
- k. Tester, Electrical hand gloves
- l. Any other tools and tackles required for smooth operation of AMC contract from time to time provided items should be in working condition & latest calibrated

For details installed pump-motor set pl refer **Pump List**.

**TERMS AND CONDITIONS:**

1. AMC will be for a period of twelve month commencing from the date of the Agreement comes into force. This can be cancelled unilaterally by the Competent Authority of Assam university, Silchar (AUS), whenever the service is not found to be satisfactory or up to the mark. This institution also reserve the right to shift and reinstall any of the motor pump set and it will continue to be covered under AMC by the AMC provider. The contract may be renewed for further one year /less at a time at the discretion of the AUS authority based on satisfactory service provided by the agency.
2. The bidders may visit all the motor pump set units detailed at Annexure-A on the specified dates and verify the units condition before quoting the rates. They should submit a survey report as per format enclosed along with their bids.
3. AUS shall not entertain any excuse for the non performance of the motor pump set considered under the contract, failing which the penalty clause shall be applicable. The decision of the competent authority shall be final in this case.
4. The successful bidder shall be required to take additional motor pump set under the AMC contract as directed by the department and quoted rates of the successful bidders shall be applicable for all necessary repairing works and AMC services for the additional units considered under the AMC services.

5. The rates accepted will remain firm and fixed during the period of the contract and AUS will not entertain any claim for the upward revision/increase of these rates or for payment of any additional charges on any ground whatsoever.
6. The motor-pump sets will be kept in working condition at all times during the period of the contract. The successful bidder is required to maintain records of preventive and corrective maintenance works and provide the same to the Engineering section on monthly basis.
7. In the case of repair/replacement of parts in the pump-motors, Starters, only genuine OEM spare parts, conforming to the relevant Indian Standards (ISI marked) or as approved by the department, will be used. The firm will keep sufficient stock of essential spare parts at site for replacement of defective/worn out parts expeditiously.
8. Only experience engineers/technicians/mechanics helpers, whose character and antecedents have already been verified, will be deputed to attend the work.
9. The firm shall be solely responsible for any negligent acts of their personnel and shall indemnify AUS against any loss or damage to its property or injury to its employees due to such acts.
10. AUS shall not be a party to any dispute between the firm and the personnel deployed by them.
11. In the case of delay in attending to the complaints, penalty at the following rates will be levied :-
  - (a) Delay of upto 24 hours - Rs.500 per unit/day
  - (b) Delay in excess of 24 hours and upto 72 hours - Rs.1000 per unit/day
  - (c) Delay in excess of 72 hours - Rs. 1500 per unit/day

The period will be reckoned from the time of lodging the complaint by telephone/fax/letter, etc.

12. Merely submission of Quotation does not entitle the firm to forward its claim for awarding the AMC even if it has quoted the lowest rates. The AMC will be awarded to the eligible firm only after all the formalities as per the terms and conditions are complied with and valid documents are produced to the satisfaction of this office.
13. The bidder must ensure that the conditions laid down for submission of offers detailed below are correctly and completely fulfilled. The quotations found to be deficient in any respect shall be summarily rejected. Similarly, conditional offer and offers with terms and conditions inconsistent with those contained in this document shall be rejected.
14. The firm is required to depute technically and professionally competent personnel to provide the requisite performance service as and when required.
15. Any failure on the part of the AMC service provider to maintain the motor-pump sets satisfactorily and delay on the part of the firm to repair the defects / replace defective parts for any reason including non availability of the genuine spares /parts shall be deemed as a breach of terms and condition of this AMC and shall entail deduction of such amount of penalty as maintenance charge as may be decided by the competent authority.
16. The maintenance service agency shall provide maintenance services through experienced staff (Engineers / Technicians ). Names of at least 2 experienced technician with details of qualification and having more than 5 years of experience in the relevant field may be provided.

17. Agency is required to provide all defective / damage components to the Engineering Section after the replacement. The new parts / components / sub-assemblies used for repair / replacement by the contractor should be same and original make / equivalent or higher make & version and functional capability as originally available in the systems.
18. The contractor is also obliged to provide land line / mobile phones number to book the fault to call the Engineers.
19. The contractor should indemnify the department, consequent on this works contract. The successful tenderers shall be liable, in accordance with the Indian Law and Regulation for any accident occurring due to any cause and the contractor shall be responsible for any accident or damage incurred or claim arising there from on the department during the period of execution of the works and also due to ancillary equipments under the supervision of the successful tenderers in so far as the later is responsible.
20. The bidders should have local office and servicing facilities.
21. Any item executed for repairing works beyond the items in the spare item list shall be paid on the basis of valid price list bill etc as decided by the deptt.
22. **Instruction for Price/Financial Bids:**
  - I. The bidder is required to quote item rates for annual repair & maintenance of motor-pump set at Assam University Silchar.
  - II. The actual number of motor-pump sets considered may either increase or decrease at the discretion of the Assam University authority.

## Pump List

### Pump Database of Assam University Silchar

S1 no	Pump Location	Pump type	HP rating	Ph	Quantity	Remarks
1	PHE Treatment plant, AUS	Centrifugal	15	3	4	
2	PHE Treatment plant, AUS	Centrifugal	10	3	2	
3	IPS, AUS	Centrifugal	15	3	1	
4	IPS, AUS	Centrifugal	10	3	1	
5	Intake point, Dakbanglow	Centrifugal	15	3	2	
6	Intake point, Dakbanglow	Centrifugal	10	3	1	
7	Intake point Lake, AUS	Centrifugal	15	3	3	
8	Ladies Hostel 3	Centrifugal	3	1	2	
9	Ladies Hostel 2	Centrifugal	2	1	1	
10	Ladies Hostel 1	Centrifugal	3	3	2	
11	Ladies hostel 5	Centrifugal	3	3	1	
12	Ladies hostel 5	Submersible	5	3	1	
13	Ladies Hostel 6	Open well submersible	3	3	2	
14	Ladies Hostel 6	Submersible	3	3	1	
15	Boys hostel 1	Centrifugal	3	3	1	
16	Boys hostel 1	Submersible	5	3	1	
17	Boys hostel 2	Centrifugal	1	1	1	
18	Boys hostel 3	Centrifugal	3	3	1	
19	Boys hostel 3	Submersible	2	1	1	
20	Boys Hostel 5	Open well submersible	3	3	2	

21	Boys Hostel 5	Submersible	3	3	1	
22	Old Guest House	Centrifugal	1	1	1	
23	VC Bungalow	Submersible	1	1	1	
24	VC Bungalow	Centrifugal	1	1	1	
25	Non teaching	Submersible	5	3	1	
26	Non teaching	Centrifugal	3	3	1	
27	Teaching Quarters (Lecturer )	Submersible	5	3	1	
28	Teaching Quarters (Lecturer )	Centrifugal	3	3	1	
29	Teaching Quarters (Associat e Prf)	Submersible	5	3	1	
30	Teaching Quarters (Associat e Prf)	Centrifugal	3	3	1	
31	KV Building	Submersible	3	3	1	
32	KV Building	Open well submersible	3	3	2	
		<b>Total No</b>			<b>44</b>	

**ANNEXURE-B**

**PUMP TROUBLE SHOOTING CHART**

- A.** Pump delivers insufficient / less capacity.
- B.** Pump does not deliver water
- C.** Pump loses priming after starting / performance deteriorates.
- D.** Insufficient pressure developed.
- E.** Pump requires excessive power.
- F.** Pump delivers too much.
- G.** Motor gets hot and burns out.
- H.** Stuffing box leaks heavily.
- I.** Unsteady running of pump / delivery is interrupted.
- J.** Pump is noisy or vibrates excessively.
- K.** Gland packing's have short life.
- L.** Motor does not start or is difficult to start or is jammed.
- M.** Bearings have short life.
- N.** Pump and / or bearing overheats or seizes.

S.No	Symptoms / Causes`	Troubles						
1.	Suction pipe / foot valve choked, defective or too small.	A	B	C	D			
2.	Suction pipe-not sufficiently submerged; has many bends, clearance around suction not sufficient.	A	B	C	D			
3.	Improper position of shut off valve, incorrect layout of Suction line (Formation of air pockets)	A	B		D			
4.	Suction valve not open fully, joints in suction not leak proof, air leaking in Suction and stuffing box.	A	B	C	D			
5.	Suction lift too high, suction head too low, (NPSH not sufficient).	A	B	C	D			
6.	Liquid contains too much gas or air or is too viscous.	A	B		D			
7.	Number of revolutions too high or incorrect direction of rotation		B		D	E	F	G
8.	Number of revolution too low.	A	B		D			
9.	Impeller clogged / damaged / not of correct dia and type.	A	B		D	E		
10.	Casing ring and / or shaft sleeve under st. box worn out.	A	B	C	D			
11.	Cavitation in suction side.	A	B	C	D			
12.	Sealing liquid omitted / insufficient / contaminated.	A			D			
13.	Lantern ring not in correct position	A			D			



	(below sealing inlet)							
14.	Gland packing incorrectly fitted / or tightened too much / slanted / packing not suitable for operating conditions.				D	E		
15.	Bearing worn out / specified lubricant quality & quantity not maintained					E		G
16.	Shaft sleeve worn out in stuffing box region.	A				E		
17.	Ball bearings not of correct size / or incorrectly fitted / or have axial thrust.					E		G
18.	Bearing dirty / rust (corroded)					E		G
19.	Insufficient cooling water to st. box cooling / sediment formation in stuffing box chamber.				D			
20.	Loose coupling / or faulty alignment of coupling / worn out rubber bushes.					E		
21.	Pump casing and / or pipe line under stress / vibration of pipe work.					E		
22.	Shaft runs untrue / shaft bent / or rotating parts not balanced properly or touching the casing.					E		G
23.	Non return valve choked / or obstruction in delivery line.	A			D			
24.	Delivery flow too much / Low head.					E	F	G
25.	Pump choice & type unsuitable for existing condition / or pump unsuitable for parallel & series operation.	A			D	E	F	G
26.	Voltage too low / power supply overloaded / or supply frequency not correct.					E		G
27.	Short circuit in motor or in starter.					E		G
28.	Setting of starter too high or incorrect.					E		G
29.	Temperature of delivery liquid too high.							G
30.	Excessive total head on pump.	A	B					
31.	Suction pipe - not sufficiently submerged / has many bends, clearance around suction not sufficient.		I					
32.	Suction pipe / foot valve choked, defective or too small.		I					
33.	Suction valve not open fully, joints in suction not leak proof air leaking in suction and stuffing box.		I					

34.	Improper position of shut off valve, incorrect layout of suction line (formation of air pocket).		I					
35.	Suction lift too high, Suction head too Low (NPSH) not sufficient)		I					
36.	Number of revolutions too high	H	I	J	K		M	N
37.	Number of revolutions too high or incorrect direction of rotation.		I					
38.	Liquid contains too much gas or air, or is too viscous.	H	I		K			
39.	Casing ring and / or shaft sleeve under st. box worn out or damaged.		I		K			
40.	Sealing liquid omitted / insufficient / contaminated.		I	J				
41.	Impeller clogged / damaged / not of correct dia and type.		I					
42.	Cavitation in suction lines / suction - side of impeller.	H		J	K			
43.	Gland packing incorrectly fitted / or tightened too much/ slanted / packing not suitable for operating conditions.	H	I	J	K		M	
44.	Shaft sleeve worn out in stuffing box region.	H			K		M	
45.	Lantern ring not in correct position (below sealing inlet).			J			M	N
46.	Ball bearings not of correct size / or incorrectly fitted / have axial thrust.			J			M	N
47.	Bearing worn out / specified / lubricant quality & quantity not maintained.				K		M	N
48.	Insufficient cooling water to st. box cooling / sediment formation in stuffing box chamber.				K		M	N
49.	Pump casing and or pipe line under stress / vibration of pipe work.			J			M	N
50.	Bearings dirty / rusty (corroded) or jammed.			J		L	M	N
51.	Delivery flow too much.			J			M	N
52.	Loose coupling / or faulty alignment of coupling / worn out rubber bushes.			J		L	M	N
53.	Pump choice & type unsuitable for existing condition / or pump unsuitable for parallel operation.		I			L		N

54.	Voltage too low / Power supply overloaded / or supply frequency not correct.					L		
55.	Shaft runs untrue / shaft bent / or rotating parts not blanced properly, or touching the casing.	H		J	K	L	M	N
56.	Short circuit in motor or in starter.					L		
57.	Non return valve choked / or obstruction in delivery line.		I	J				
58.	Temperature of liquid too high.						M	
59.	Setting of starter too high or incorrect.					L		
60.	Excessive total head on pump.	H			K		M	

## SECTION - V:

### TERMS AND CONDITIONS GOVERNING THE TENDER AND EXECUTION OF CONTRACT THEREOF

#### 1. DEFINITIONS

A. Unless otherwise required by the subject or context the terms herein below shall have the following meanings.

- a) The **Contract** means the documents forming the tender and acceptance thereof and the formal agreement executed between the competent authority on behalf of Assam University and the Contractor, together with the documents referred to therein including these conditions, the specifications, designs, drawings and instructions issued from time to time by the Executive Engineer, Assam University and all the these documents taken together, shall be deemed to form one contract and shall be complementary to one another.
- b) **Client** means Assam University acting through the Registrar, Assam University, Silchar.
- c) The **Contractor** shall mean the individual, firm or company, whether incorporated or not, undertaking the works and shall include the legal personal representative of such individual or the persons composing such firm or company, or the successors of such firm or company and the permitted assigns of such individual, firm or company.
- d) The expression **works** or **work** shall, unless there be something either in the subject or context repugnant to such construction, be construed and taken to mean the works by or by virtue of the contract contracted to be executed whether temporary or permanent, and whether original, altered, substituted or additional.
- e) The **site** shall mean the land/ or other places, on, into or through which work is to be executed under the contract or any adjacent land, path or street which may be allotted or used for the purpose of carrying out the contract.
- f) **Tender Value** means the value of the entire work as stipulated in the letter of award.
- g) Where the context so requires, words imparting the singular only also include the plural and vice versa. Any reference to masculine gender shall whenever required include feminine gender and vice versa.
- h) As stated in Section III, Clause 1.1, the General Conditions of Contract for Central PWD Works shall be the guiding principles for this tender. The Clauses of Contract mentioned therein shall also be applicable herein and only those Clauses that need addition, emphasis and modification in context of this tender are enumerated below. Contractors are once again advised to familiarize themselves with the General Conditions of Contract for Central PWD Works.

#### 2. SIGNING OF CONTRACT AGREEMENT

- a) On the tender being accepted by the Client, a formal contract may be signed and executed by and between the Client and the successful tenderer within a time to be fixed by the Client, which shall anyhow be within 15 days from the stipulated date of start of the work.
- b) The contractor shall be furnished, free of cost one certified copy of the contract documents except standard specifications, Schedule of Rates and such other printed and published documents, together with

all drawings as may be forming part of the tender papers. None of these documents shall be used for any purpose other than that of this contract.

### 3. SCOPE OF WORK

- i. The work to be carried out under the Contract shall, except as otherwise provided in these conditions, include all labour, materials, tools, plants, equipment and transport which may be required in preparation of and for and in the full and entire execution and completion of the works. The descriptions given in the Schedule of Quantities shall, unless otherwise stated, be held to include wastage on materials, carriage and cartage, carrying and return of empties, hoisting, setting, fitting and fixing in position and all other labours necessary in and for the full and entire execution and completion of the work as aforesaid in accordance with good practice and recognized principles.
- ii. The contractor shall be deemed to have satisfied himself before tendering as to the correctness and sufficiency of his tender for the works and of the rates and prices quoted in price bid which rates and prices shall, except as otherwise provided, cover all his obligations under the Contract and all matters and things necessary for the proper completion and maintenance of the works

### 4. DISCREPANCIES AND ADJUSTMENT OF ERRORS

- i. The several documents forming the Contract are to be taken as mutually explanatory of one another, detailed drawings being followed in preference to small scale, drawing and figured dimensions in preference to scale and special conditions in preference to General Conditions.
- ii. If there are varying or conflicting provisions made in any one document forming part of the contract, the Executive Engineer, Assam University shall be the deciding authority with regard to the intention/ interpretation of the document and his decision shall be final and binding on the contractor.
- iii. Any error in description, quantity or rate in Schedule of Quantities or any omission therefrom shall not vitiate the contract or release the Contractor from the execution of the whole or any part of the works comprised therein according to drawings and specifications or from any of his obligations under the contracts

### 5. TERMS OF PAYMENT

Subject to any deduction, which the client may be entitled to make under the Contract, all payments to contractor for the work will be made on completion of the work as per approved specifications through digital mode by direct credit to the bank account of the contractor on satisfactory completion report and signing of the computerized Measurement Book & bill by Site (i/c) of the proposed work and Executive Engineer without which payment will not be released. The Computerized measurement sheet must be submitted by the concerned contractor of the work for verification by the site i/c and Executive Engineer before finalization of payment of bill. Along with submission of bill in computerized measurement sheet, the bidder should submit labour acquaintance sheet.

### 6. SECURITY DEPOSIT & PERFORMANCE GUARANTEE

05% Security Deposit will be retained by the University from the bill value, which shall be released along with 05% performance guarantee after 01 (One) year from the date of completion of the work. During this defect liability period, any defect(s) in the work done shall be rectified by the Contractor at his/her own cost and expenses, failing which recovery shall be done from the security deposit and performance guarantee in part or full as the case may be.

**7. RELEASE OF SECURITY DEPOSIT& PERFORMANCE GUARANTEE**

Release of the 05% security deposit and 05% performance guarantee will be done after 12 months of final acceptance of the work by the Assam University, Silchar.

**8. SUB CONTRACTING OF THE WORK**

The Contractor is not permitted to assign or transfer his/ their obligation or benefit under the contract either in full or in part to other individuals/ firms / agencies. However, under extreme circumstances where sub-contracting of part of the work is unavoidable, prior written permission of Client shall be taken by the Contractor.

\*\*\*\*\*

PROFORMA-3 (c)

Site Survey Report:-

S1 no	Pump Location	Pump type	HP rating	Ph	Quantity	Remarks
1	PHE Treatment plant, AUS	Centrifugal	15	3	4	Checked and found OK
2	PHE Treatment plant, AUS	Centrifugal	10	3	2	Checked and found OK
3	IPS, AUS	Centrifugal	15	3	1	Checked and found OK
4	IPS, AUS	Centrifugal	10	3	1	Checked and found OK
5	Intake point, Dakbanglow	Centrifugal	15	3	2	Checked and found OK
6	Intake point, Dakbanglow	Centrifugal	10	3	1	Checked and found OK
7	Intake point Lake, AUS	Centrifugal	15	3	3	Checked and found OK
8	Ladies Hostel 3	Centrifugal	3	1	2	Checked and found OK
9	Ladies Hostel 2	Centrifugal	2	1	1	Checked and found OK
10	Ladies Hostel 1	Centrifugal	3	3	2	Checked and found OK
11	Ladies hostel 5	Centrifugal	3	3	1	Checked and found OK
12	Ladies hostel 5	Submersible	5	3	1	Checked and found OK
13	Ladies Hostel 6	Open well submersible	3	3	2	Checked and found OK
14	Ladies Hostel 6	Submersible	3	3	1	Checked and found OK
15	Boys hostel 1	Centrifugal	3	3	1	Checked and found OK
16	Boys hostel 1	Submersible	5	3	1	Checked and found OK
17	Boys hostel 2	Centrifugal	1	1	1	Checked and found OK
18	Boys hostel 3	Centrifugal	3	3	1	Checked and found OK
19	Boys hostel 3	Submersible	2	1	1	Checked and found OK

20	Boys Hostel 5	Open well submersible	3	3	2	Checked and found OK
21	Boys Hostel 5	Submersible	3	3	1	Checked and found OK
22	Old Guest House	Centrifugal	1	1	1	Checked and found OK
23	VC Bunglow	Submersible	1	1	1	Checked and found OK
24	VC Bunglow	Centrifugal	1	1	1	Checked and found OK
25	Non teaching	Submersible	5	3	1	Checked and found OK
26	Non teaching	Centrifugal	3	3	1	Checked and found OK
27	Teaching Quarters (Lecturer)	Submersible	5	3	1	Checked and found OK
28	Teaching Quarters (Lecturer)	Centrifugal	3	3	1	Checked and found OK
29	Teaching Quarters (Associate Prf)	Submersible	5	3	1	Checked and found OK
30	Teaching Quarters (Associate Prf)	Centrifugal	3	3	1	Checked and found OK
31	KV Building	Submersible	3	3	1	Checked and found OK
32	KV Building	Open well submersible	3	3	2	Checked and found OK
		<b>Total</b>			<b>44</b>	

I have visited the site and personally checked and verified the working condition of the motor pump set and associated items and submit my tender to undertake the aforesaid works.

Seal & Signature of the  
company/Contractor



## **SECTION -V: SPECIAL INSTRUCTION FOR ONLINE BID SUBMISSION**

### **Special Instructions for Online Bid Submission.**

The bidders are required to submit soft copies of their bids electronically on the e-bid

Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the e-Procurement Portal <https://eprocure.gov.in/eprocure/app>, prepare their bids in accordance with the requirements and submitting their bids online on the e- Procurement Portal.

#### **REGISTRATION**

1. Bidders are required to enrol on the e-Procurement Portal (<https://eprocure.gov.in/eprocure/app>) by clicking on the link "Online bidder Registration" on the e-bid Portal.

2. As part of the enrolment process, the bidders will be required to choose a unique user name and assign a password for their accounts.

3. Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication with the bidder.

4. Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Only Class III Certificates with signing + encryption key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / TCS / nCode / eMudhra etc.), with their profile.

5. Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSCs to others which may lead to misuse.

6. Bidder then logs in to the site through the secured log-in by entering their user ID/password and the password of the DSC / e-Token.

7. The scanned copies of all original documents should be uploaded on portal.

**8. For any Query contact to Mr. Anil Kumar -07903810198.**

#### **SEARCHING FOR BIDDING DOCUMENTS**

9. There are various search options built in the e-bid Portal, to facilitate bidders to search active bids by several parameters. These parameters could include Bid ID, Item/work id, Last date of submission, etc.

#### **PREPARATION OF BIDS**

10. Bidder should take into account any addendum and corrigendum published on the bid document before submitting their bids.

11. Please go through the bid advertisement and the bid document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.

12. Bidder, in advance, should get ready the bid documents to be submitted as indicated in the bid document / schedule and generally, they can be in PDF /JPEG formats. Bid Original documents may be scanned with 100 dpi with Colored option which helps in reducing size of the scanned document.

#### **SUBMISSION OF BIDS**

13. Bidder should log into the website well in advance for the submission of the bid so that it gets uploaded well in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.

14. The bidder has to digitally sign and upload the required bid documents one by one as indicated in the bidding document.

15. **\*Bidders** are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BOQ format with the bid document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BOQ file, open it and complete (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BOQ file is found to be modified by the bidder, the bid will be rejected.

16. The server time (which is displayed on the bidder's dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.

17. All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid opener public keys. Overall, the uploaded bid documents become readable only after the bid opening by the authorized bid openers.

18. The uploaded bid documents become readable only after the bid opening by the authorized bid openers.

19. Upon the successful and timely submission of bid click "Complete "(i.e., after Clicking "Submit" in the portal), the portal will give a successful Bid submission acknowledgement & a bid summary will be displayed with the unique id and date & time of submission of the bid with all other relevant details.

20. The bid summary has to be printed and kept as an acknowledgement of bid submission.

21. **PRICE SCHEDULE:**

**a) PRICE fills online only.**

**b) The rate of items shall be filled online only. Scanned copy of this document is not to be attached along with other enclosures.**

Site Compatibility:

a) Browser used	undefined
f) Full version	119
g) Your OS	Windows Latest Version
h) Cookies Enabled	Yes
i) Your Screen Resolution	1536 x 864
j) Java Enabled	No

**Note: The portal is compatible for the following browser version**

Firefox	42 to 49
Firefox ESR	52
Edge	Kindly follow the Configuration instructions given in the download section at eprocurement website <a href="https://eprocure.gov.in/eprocure/app">https://eprocure.gov.in/eprocure/app</a> .
Microsoft Office	Microsoft Office Latest Version

You are using a web browser not supported by this website. This means that some functionality may not work as intended. The Browser is not Java enabled. Please enable Java For Best results the Screen resolution should be set to 1024 x 768

**Annexure A**

**BANK SOLVENCY CERTIFICATE**

To

Date

The Executive Engineer  
Assam University Silchar  
Pin-788011

This is to state that to the best of our knowledge and information M/s. -----  
-----, is a customer of  
our bank, is respectable and can be treated as good for a sum of up to Rs, ----  
----- Lakhs/Crores.

It is clarified that this information is furnished without any risk and  
responsibility on our part in any respect, whatsoever more particularly either  
as guarantor or otherwise. This certificate is issued at the specific request  
of the customer.

Signature of Branch Manager  
Date  
Seal

**Note: Bank solvency certificate in original to submitted with each tender with  
estimated cost 5 lakhs and above.**

**Annexure B**

**Undertaking of Site Supervisor Engineer**

To  
The Executive Engineer  
Assam University Silchar  
Pin-788011



Ref:  
Name of Work:E-tender for Annual repair & maintenance of motor-pump set at Assam University Silchar for year (2024-2025).

NIT No: Au/Engg/Maint/Elect-04/2024

I \_\_\_\_\_ hereby certify that I possess a Electrical Degree/Diploma certificate to act as a Site Supervisor Engineer. I also certify that I am appointed as the Site Engineer under the firm/Contractor \_\_\_\_\_ to supervise the Electrical works at site. I am fully conversant of my duties and responsibilities under the applicable Electrical Safety Regulation /Bye-laws/Electricity Acts/Technical specification as applicable and assure that I shall fulfill them in all respect.

I also certify that, I am not employed in any Government/Semi Government/Private organizations as an Engineer or staff.

It is also certified that I shall be present at site during the execution of the works to take regular technical instruction from the department Engineers as required. And I shall be responsible for any technical fault at site during execution of works and any noncompliance of site orders by concerned Engineer may result to my future disqualification to works as site supervisor for Electrical works at Assam University as deemed fit by appropriate authority.

I also certify that the information given therein is factually correct to the best of my knowledge and understanding.

Signature of the Contractor with date and seal.

.....  
Full Name in Block letters:

Address: .....

Signature of the Site Engineer with date.

.....  
Full Name in Block letters:

Address: .....

**SECTION VI**

**PRICE BID/BOQ DETAILS**

- **Name of works:**E-tender for Annual repair & maintenance of motor-pump set at Assam University Silchar for year (2024-2025).
- Estimated Amount :Rs 6,26,384.00
- Time of Completion :365 days

NOTE: Rates shall be inclusive of taxes and duties.

Sl No	Description	UOM	Unit Rate	Quantity	Amount
1	Re - winding the field coil with necessary D.C enameled soldering all joints including varnishing with best quality varnish, heating, testing etc. complete as directed (For all types of motor				
1.1	1 Phase, 240 V 900/960/1440 R.P.M				
1.1.1	1.00 H.P.	Each		3	
1.1.2	2.00 H.P.	Each		2	
1.2	3 Phase, 440 V , 900/960/1440 R.P.M.				
1.2.1	3 H.P.	Each		3	
1.2.2	5 H.P.	Each		1	
1.2.3	10 H.P/15 H.P.	Each		6	
2	Over-hauling the pump including greasing replacing gland packing, gasket etc. complete as directed following capacity motor pump set.				
2.1	1 H.P.	Each		5	
2.2	2 H.P.	Each		2	
2.3	3 H.P.	Each		4	
2.4	5 H.P.	Each		1	

2.5	10 H.P/15 H.P.	Each		10	
3	Supplying including fixing ball bearing or roller bearing for all types of motor pump set				
3.1	1 H.P.	Each		5	
3.2	2 H.P.	Each		2	
3.3	3 H.P.	Each		4	
3.4	5 H.P.	Each		1	
3.5	10 H.P/15 H.P.	Each		10	
4	Supplying including fitting fixing of Bushing, Thrust plate for submersible motor pump set as required complete.				
4.1	Bushing.	Each		10	
4.2	Thrust Plate.	Each		3	
5	Supplying including fitting fixing of Impeller for all kinds of pump set				
5.1	Centrifugal Pump Set.	Each		5	
5.2	Mono Block 1.0 H.P. to 2.0 H.P.	Each		5	
5.3	Mono Block 3 H.P. to 15 H.P.	Each		3	
5.4	Submersible Pump Set.	Each		3	
6	Supplying including fitting fixing of Coupling for following motor pump set as required complete				
6.1	Centrifugal Pump Set.	Each		5	
6.2	Submersible Pump Set.	Each		3	
7	Supplying including fitting fixing of Shaft for following motor pump set as required complete				
7.1	Mono Block Pump Set.	Each		5	
7.2	Submersible Pump Set.	Each		3	

8	Supplying including fitting fixing of Bearing for following motor pump set				
8.1	Centrifugal Pump Set.	Each		5	
8.2	Mono Block Pump Set.	Each		5	
9	Supplying including fitting fixing of Shaft Seal, Gland Packing, Gland Nuts, etc. as required complete for the following motor pump set				
9.1	Centrifugal Pump Set.	Each		10	
9.2	Mono Block Pump Set.	Each		10	
10	Repairing of submersible motor of the following capacities. Re - winding the field coil with necessary approved materials as directed (For all types of motor )				
10.1	A: Single phase				
10.2	1 H.P.	Each		1	
10.3	2 H.P.	Each		1	
10.4	B. Three Phase.				
10.5	5 H.P.	Each		1	
11	Lifting and Sinking of submersible motor pump (all capacities) assembly etc. as required complete				
11.1	Lifting.	Each		2	
11.2	Sinking.	Each		2	
12	Repairing of Star delta Starter with required replace of contactors, capacitors etc as required and complete ( Crompton Greaves/ Control & Switch Gear/ BCH/ L& T / Siemens make) for 17.4 - 24 A 25 HP motor.	Each		1	

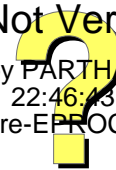


13	Repairing of Submersible motor pump set control panel including required replace of contactors, capacitors etc as required and complete ( Crompton Greaves/ Control & Switch Gear/ BCH/ L&T / Siemens make) 3/5 HP	Each		1	
14	Wiring for circuit/ sub main wiring along with earth wire with the following sizes of FRLS PVC insulated copper conductor, single core cable in surface/ recessed medium class PVC conduit as required.				
14.1	2 X 6 sq. mm + 1 X 6 sq. mm earth wire	Metre		50	
14.2	2 X 10 sq. mm + 1 X 10 sq. mm earth wire	Metre		50	
14.3	4 X 10 sq. mm + 2 X 10 sq. mm earth wire	Metre		120	
14.4	2 X 1.5 sq. mm + 1 X 1.5 sq. mm earth wire	Metre		100	
14.5	4 pole power contactor with AC/DC coil with power poles.	Each		10	
15	SITC of following size motor pump set(Make Kirloskar/Crompton/CRI)				
15.1	3-Ph ,Mono block 65X50 (Suc/del) , 3.0 HP,RPM 3000, Head 30-35 metre as per site condition and as directed.	Each		1	
15.2	3-Ph ,Mono block 80X65 (Suc/del) , 15.0 HP,RPM 3000, Head 70-75 metre. as per site condition and as directed.	Each		1	
15.3	V4 SUBMERSIBLE PUMPS (WATER FILLED MOTOR) Stage-50, outlet size-32 mm, HP-5, 3-ph, Head 100-200 mtr as per site condition and as directed.	Each		1	
15.4	3-Ph ,HORIZONTAL OPENWELL SUBMERSIBLE PUMPS 50X40 (Suc/del) , 3.0 HP,RPM 3000, Head 10-30 mtr as per site condition and as directed.	Each		1	

16	Accessories				
16.1	SITC of 65 mm cast iron FLD wheel valve with brass/G.M valve complete	Each		2	
16.2	SITC of 50 mm cast iron FLD wheel valve with brass/G.M valve complete	Each		2	
16.3	SITC of 100 mm cast iron FLD wheel valve with brass/G.M valve complete	Each		2	
16.4	SITC 100 mm Cast Iron Non Return Valve Flanged	Each		2	
16.5	65x50 mm GI Reducer Socket	Each		5	
16.6	HEX NIPPLE RED 65 X 50MM (2 1/2" X 2")	Each		5	
16.7	Threaded 2 inch Reducing Hex Nipple	Each		5	
16.8	Any other SOR/Market rate item	LS		RS 20000	
		<b>Total</b>			

**Signature Not Verified**

Digitally signed by PARTHA PRATIM DEY  
Date: 2024.05.01 22:46:43 IST  
Location: eProcure-EPROC





**Basic Details**

<b>Organisation Chain</b>	Assam University Silchar  Cachar - AUS  Engineering Section - Silchar		
<b>Tender Reference Number</b>	Au/Engg/Maint/Elect-04/2024		
<b>Tender ID</b>	2024_AUS_805721_1	<b>Withdrawal Allowed</b>	Yes
<b>Tender Type</b>	Open Tender	<b>Form of contract</b>	Works
<b>Tender Category</b>	Works	<b>No. of Covers</b>	2
<b>General Technical Evaluation Allowed</b>	No	<b>ItemWise Technical Evaluation Allowed</b>	No
<b>Payment Mode</b>	Offline	<b>Is Multi Currency Allowed For BOQ</b>	No
<b>Is Multi Currency Allowed For Fee</b>	No	<b>Allow Two Stage Bidding</b>	No

**Payment Instruments**

Offline	S.No	Instrument Type
	1	Demand Draft
	2	FDR

**Cover Details, No. Of Covers - 2**

Cover No	Cover	Document Type	Description
1	Fee/PreQual/Technical	.pdf	SEAL AND SIGNED TENDER COST, EMD AND TECHNICAL BID DOCUMENTS AS PER NIT
		.pdf	SEAL AND SIGNED NIT
2	Finance	.xls	BOQ

**Tender Fee Details, [Total Fee in ₹ \* - 1,000]**

<b>Tender Fee in ₹</b>	1,000	<b>Fee Payable To</b>	Assam University Silchar	<b>Fee Payable At</b>	Assam University Silchar
<b>Tender Fee Exemption Allowed</b>	No				

**EMD Fee Details**

<b>EMD Amount in ₹</b>	12,550	<b>EMD Exemption Allowed</b>	No
<b>EMD Fee Type</b>	fixed	<b>EMD Percentage</b>	NA
<b>EMD Payable To</b>	Assam University Silchar	<b>EMD Payable At</b>	Assam University Silchar

**Work / Item(s)**

<b>Title</b>	E-tender for Annual repair and maintenance of motor-pump set at Assam University Silchar for year 2024-2025.				
<b>Work Description</b>	E-tender for Annual repair and maintenance of motor-pump set at Assam University Silchar for year 2024-2025.				
<b>Pre Qualification Details</b>	Please refer Tender documents.				
<b>Independent External Monitor/Remarks</b>	NA				
<b>Tender Value in ₹</b>	6,26,384	<b>Product Category</b>	Electrical Works	<b>Sub category</b>	NA
<b>Contract Type</b>	Tender	<b>Bid Validity(Days)</b>	90	<b>Period Of Work(Days)</b>	365
<b>Location</b>	ASSAM UNIVERSITY SILCHAR	<b>Pincode</b>	788011	<b>Pre Bid Meeting Place</b>	NA
<b>Pre Bid Meeting Address</b>	NA	<b>Pre Bid Meeting Date</b>	NA	<b>Bid Opening Place</b>	ENGINEERING SECTION, ASSAM UNIVERSITY SILCHAR
<b>Should Allow NDA Tender</b>	No	<b>Allow Preferential Bidder</b>	No		

**Critical Dates**

<b>Publish Date</b>	02-May-2024 09:00 AM	<b>Bid Opening Date</b>	10-May-2024 11:00 AM
<b>Document Download / Sale Start Date</b>	02-May-2024 09:15 AM	<b>Document Download / Sale End Date</b>	09-May-2024 11:00 AM
<b>Clarification Start Date</b>	NA	<b>Clarification End Date</b>	NA
<b>Bid Submission Start Date</b>	02-May-2024 09:30 AM	<b>Bid Submission End Date</b>	09-May-2024 11:00 AM

### **Tender Documents**

<b>NIT Document</b>	<b>S.No</b>	<b>Document Name</b>	<b>Description</b>	<b>Document Size (in KB)</b>
	1	Tendernotice_1.pdf	TENDER DOCS	585.96

<b>Work Item Documents</b>	<b>S.No</b>	<b>Document Type</b>	<b>Document Name</b>	<b>Description</b>	<b>Document Size (in KB)</b>
	1	BOQ	BOQ_846876.xls	BOQ	344.50

### **Tender Inviting Authority**

<b>Name</b>	EXECUTIVE ENGINEER
<b>Address</b>	ENGINEERING SECTION, ASSAM UNIVERSITY SILCHAR