

GENERAL INSTRUCTIONS & BID DOCUMENT

FOR

**THE PROCUREMENT & INSTALLATION OF
FIRE EQUIPMENTS**

FOR

GOVT POLYTECHNIC FOR WOMEN KANDAGHAT

DUE ON 16.03.2018 AT 3.00 P.M.

2018-19

PRICE

Rs. 500/-

**GOVT POLYTECHNIC FOR WOMEN
KANDAGHAT, DISTT. SOLAN
HIMACHAL PRADESH**

**GOVT POLYTECHNIC FOR WOMEN
KANDAGHAT, DISTT. SOLAN
HIMACHAL PRADESH**

Telephone No. :01792-256179

Fax: 01792-256179

TENDER FOR THE SUPPLY & INSTALLATION OF FIRE EQUIPMENTS

BID REFERENCE:

GPWK/GOVT./SWF-2018-02

**LAST DATE AND TIME FOR
RECEIPT OF BIDS:**

16th March, 2018 at 1:00 PM

**TIME AND DATE OF OPENING
OF BIDS:**

16th March, 2018 at 3:00 PM

PLACE OF OPENING OF BIDS:

**Conference Hall,
Govt. Polytechnic for Women,
Kandaghat, Distt. Solan, HP
Pin-173215.**

ADDRESS FOR COMMUNICATION:

**Principal,
Govt. Polytechnic for Women,
Kandaghat, Distt. Solan, HP
Pin-173215.**

SECTION –A

1	Name of the Firm/Organization :	
2	Registration Number	
3	Complete Postal Address	
4	Mob. Number/Phone Number with STD Code	
5	E-mail Address (if any)	
6	Whether Manufacturer/Dealer/Supplier	
7	Total Amount of items Quoted (Excluding taxes) in words	
8	Detail of Earnest Money (Accounts Payees Bank Draft or duly pledged Fixed Deposit Receipts)	No. Dated..... Amount Bank:.....

(Signature of the bidder with stamp)

SECTION – B

SCHEDULE OF REQUIREMENT

SCHEDULE :

Sr. No.	Description of Item(s)	Tentative Qty Required
1	Portable Fire Extinguisher Water CO ₂ :	24 Nos.
2	Portable Fire Extinguisher CO ₂	31 Nos.
3	Portable Fire Extinguisher DCP	02 No.
4	Hose Reel	07No.
5	Water Pump	02 No.
6	Ball Valve	04 No.
7	Air Release Valve:	02 No.
8	Pressure Gauge	02 No.
9	M.S. Pipe (50 mm)	300 mtrs.
10	M.S. Pipe (25 mm)	24 mtrs
11	Water Tank	04 Nos.
12	Installation (fire safety equipments)	

Sd/-
Principal,
Govt. Polytechnic For Women,
Kandaghat, Distt. Solan
H.P.-173215

SECTION – C

**DETAIL SPECIFICATIONS OF ITEMS MENTIONED
IN THE SCHEDULE OF REQUIREMENT**

SCHEDULE :

Sr. No.	Description of Item(s)
1.	Portable Fire Extinguisher Water CO2: Capacity: 9KG, IS: 15683:2006 Compliant. Complete with hose horn, squeeze grip release valve, locking arrangement, operation manual, bracket with two screw and sleeve.
2.	Portable Fire Extinguisher CO₂ : Capacity: 4.5KG, IS: 15683:2006 Compliant. Complete with hose horn, squeeze grip release valve, locking arrangement, operation manual, bracket with two screw and sleeve.
3.	Portable Fire Extinguisher DCP: Capacity: 9KG, IS-15683 Compliant. Complete with hose horn, squeeze grip release valve, locking arrangement, operation manual, bracket with two screw and sleeve.
4.	Hose Reel: IS-884, Inlet: 20mm, Pipe: rubber pipe of 30 mtrs length and 20mm diameter with stainless steel nozzle, Hub Sides & Wall Brackets, Swivel Joint, Pipe with Fittings, Branch pipe with Nozzle, Hydraulic Rubber Hose, 21 kgf/cm ³ , 24 lpm
5.	Water Pump: 2.2 kW, 3HP, Single Phase, Releasing Pressure @300/LPM, Head 10-26m along with DOL starter and other fitting.
6.	Ball Valve: Stainless Steel 50mm diameter, IS-9890 Compliant.
7.	Air Release Valve: Metallic 25mm diameter ISI marked.
8.	Pressure Gauge
9.	M.S. Pipe: C-Class(Heavy) 50mm Diameter, IS-513 Compliant for connecting Hose Reel to tank.
10.	M.S. Pipe: C-Class(Heavy) 25mm Diameter, IS-513 Compliant.
11.	Water Tank: 5,000 Ltrs, Triple Layer, IS- Compliant, made of virgin plastic
12.	Installation: Installation of fire safety equipments, electric fitting, water pipe laying, including all additional material required like elbow, joints, electric wires, sockets, switches etc. complaint with IS-3844 with paint red oxide.

Note: Explosive certificates must be provided for the fire extinguisher where ever it is applicable.

Dated:

Signature of Bidder with Seal

Place:

Name & Address_____

SECTION – D
PRICE SCHEDULE

SCHEDULE :

Sr. No.	Description of Item(s)	Qty	Unit Price (In Rs.)	Total Price (In Rs.) (Qty *Unit Price)	Tax(es) If any (in Rs.)	Total amount (Total Price + Taxes)	Remarks
1	Portable Fire Extinguisher Water CO2:	24 Nos.					
2	Portable Fire Extinguisher CO ₂	31 Nos.					
3	Portable Fire Extinguisher DCP	02 Nos.					
4	Hose Reel	07 Nos.					
5	Water Pump	02 Nos.					
6	Ball Valve	04 Nos.					
7	Air Release Valve:	02 Nos.					
8	Pressure Gauge	02 Nos.					
9	M.S. Pipe (50 mm)	300 mtrs					
10	M.S. Pipe (25 mm)	25 mtrs					
11	Water Tank	04 Nos.					
12	Installation (fire safety equipments) and electric fitting etc.						

Total Bid Price (Excluding taxes in Rs.):

(In words) :

Date:

Signature of Bidder with Seal

Place:

Name & Address

TERMS & CONDITIONS

1. Bidders are required to submit the attested copy of Registration (latest) clearly mentioning the period of validity. Any firm failing to submit the same will not be entertained.
2. **The bidder firm/ company may preferably have Dump / Depot in Himachal.**
3. The bidder shall submit the latest *Income Tax Return statement*. This will help in assessing the its capability of the bidder to supply the items mentioned in the schedule of the bid document.
4. The bidder shall also submit the proof that it is *Sales Tax* payee. The attested photocopy of the same is required to be submitted along with the bid document.
5. The rates quoted should be **F.O.R. destination at Govt. Polytechnic for Women Kandaghat , Distt Solan (H.P.) 173215**
6. The Sales Tax/ VAT/GST, if any, shall be applicable as per government rules.
7. The duly constituted Institute Committee shall inspect the material to satisfy itself for verifying specifications as mentioned in bid document.
8. The supplier shall be required to complete the delivery and installation at institute (Including inspection) with stipulated days as mentioned in the supply order.
9. ***70% payment will be released within 15 days against physical delivery of all items and installation of the system after proper demonstration to the satisfaction of the internal institute committee, constituted for this purpose. Remaining 30% payment may only be released after NOC is obtained from the fire department and vender/supplier has to facilitate the institute during inspection of Fire department for issuing NOC.***
10. Earnest Money @2% shall be required to be paid by the bidder along with the tender/quotation document through Demand Draft in favour of the Principal, Govt. Polytechnic for Women, Kandaghat Distt. Solan payable at Kandaghat OR duly pledged Fixed Deposit Receipts.
11. **Performance Security** shall be obtained from the successful contractor amounting to @ 5% on the award of the contract in the form of an Account Payee Demand Draft or duly pledged Fixed Deposit Receipt or Bank Guarantee from a commercial bank.
12. Performance Security shall remain valid for a period of sixty days from the date of completion of contract including warranty and guarantee period to the best of satisfaction of Procuring Department.
13. Refund of amount of earnest money deposited by the firms, whose quotation is approved , will be made after the date of satisfactory completion of the given supply orders as per our supply order.
14. Earnest money of bidder whose tender/quotation has not been approved/ qualify would be returned after proper scrutiny.
15. The tenders/ quotation not confirming to the descriptions mentioned in bid schedule will be summarily rejected.
16. If the date of accepting/ opening the tender / quotation happens to be holiday, the tenders/quotations will be opened on the next day at the same time.
17. Telegraphic, Fax, conditional and tenders/quotations without earnest money shall not be accepted.
18. ***Principal, Govt. Polytechnic for Women, Kandaghat Distt. Solan (H.P.) 173215 reserved the right to accept or reject any or all tenders/ quotations without assigning any reason.***
19. The bidders shall keep their offer open for **6 months** from the date of opening the tenders /quotations.
20. The Principal may also appoint a "Negotiation Committee" if required.
21. The bidder will be responsible for damage or loss in transit and replace goods broken within 10 days from the date of notice thereof.
22. Sales Tax/ VAT/ Excise Duty/GST and other taxes shall be indicated separately otherwise rates will be deemed to be inclusive of such levies and taxes and no future increase in Duty/ Taxes/ VAT will be allowed.
23. The tender/quotation form along with the Earnest Money and forwarding letter on letter head pad of the firm should be sent through Regd. Post/ Speed Post/ By Hand well in advance so as to reach to the Principal, Govt. Polytechnic for Women, Kandaghat, Distt. Solan H.P.-173215 on or before the date of closing of the offer i.e. **16.03.2018 at 1.00 PM** and shall be opened on the same date at **3.00 PM**.
24. The bidders shall seal the bid in an envelope, duly marking the envelope. The envelope should be addressed to the purchaser at the following address: **Principal, Govt. Polytechnic for**

Women, Kandaghat, Distt. Solan,H.P. -173215 and must be superscripted as 'The Supply and Installation of Fire Equipments "DO NOT OPEN BEFORE 16.03.2018 AT 3.00PM"

The envelope should indicate the name and address of the bidder to enable the bid to be returned unopened in case it is received late. If the envelope is not sealed and marked as required the purchaser will assume no responsibility for the bid's misplacement of pre-mature opening.

25. All the bidders are required to sign each paper of the bid document along with the stamp of their respective organization. Without signature and stamp the tenders/quotations submitted by them are liable for rejection.
26. The bidder has to attach the supporting documents/ catalogues for all the items.
27. The bidder has to deposit **Rs. 500/- (Non –Refundable) as tender cost** in form of bank draft make in favour of Principal Govt. Polytechnic for women, Kandaghat Distt. Solan payable at SBP/ UCO Bank branch Kandaghat.
28. **The Bank Draft for Tender Cost and EMD should be separate.**
29. The items/equipments shall remain under **Guarantee/Warranty for a period of One Year** supplied by the supplier.
30. **Entry Tax, of the goods , if any , shall be borne by the Supplier.**
31. The guarantee/warranty shall be effective from the actual date of installation in case of items of machinery and equipment.
32. In case where it has not been specifically indicated in the schedule that only manufactures can participate in tender/quotations in such cases the bidder other than manufacturers should attach authorization letter from such principle manufacturer along with the tender/quotation.
33. All disputes shall be settled within the jurisdiction of Kandaghat H.P only.

Special Conditions

1. All the items mentioned in the respective schedule may be preferred from the single vender/Supplier.
2. The bidder shall be a manufacturer or in supplying business as authorized distributor / stockiest for at least three years.

I/We herewith enclose a sum of Rs. _____ as earnest money in form of demand draft or equivalent and should I/We fail to execute an agreement embodying the above-mentioned terms and conditions agree that the above sum as EMD shall be forfeited to the Principal, Govt .Polytechnic for Women Kandaghat, Distt Solan (H.P.).

All the above conditions are acceptable to us.

For (Authorized Signatory)
Name of the Firm/Supplier:-
Complete Address:
Seal/Stamp