

**Request of Proposal for
"All-in-All" Comprehensive Annual Maintenance Contract of Fire Alarm & Fire Protection System, at INCOIS,
Hyderabad for a period of 3 Years.**

Dear Sirs,

On behalf of Director, INCOIS tenders are invited in "Two Bid System" (Techno Commercial Bid and Price Bid) from Contractors with appropriate registration having adequate resources and setup and dealing with similar works for "All-in-All" Comprehensive Annual Maintenance Contract of Fire Protection System ". The offers, in the prescribed format, shall be submitted online at <http://eprocure.gov.in/eprocure/app> as per the tender document. No tender will be accepted in hard copy, fax, e-mail or any other such means. The intending, bidders must be registered with Public Procurement <http://eprocure.gov.in/eprocure/app>.

1.	Name of the work	:	"All-in-All" Comprehensive Annual Maintenance Contract of Fire Alarm & Fire Protection System, at INCOIS, Hyderabad for a period of 3 Years
2.	Submission of Bid	:	Please note that the subject tender has to be submitted online via our e-tender portal http://eprocure.gov.in/eprocure/app
3.	Type of Bid	:	Two Bid Cover I - Techno-Commercial Bid , EMD of Rs 46,000/- Cover II - Price Bid in the prescribed format.
4.	Last date for seeking the clarifications	:	On or before 15 00Hrs of August 06, 2019
5.	Bid submission due date online	:	On or before 1500 Hrs of August 19, 2019
6.	Bid opening date	:	After 16 00 Hrs. of August 20, 2019
7.	Bid validity	:	90 days from the date of opening of tender
8.	Contract Period	:	Within 03 years from the date of issue of order

Being an e-tender the bid has to be submitted online through the e-tender portal i.e., <https://eprocure.gov.in/eprocure/app>. Kindly refer **Appendix** for the detailed procedure. For any assistance, please contact help line of e-Tender portal or the following persons also may be contacted: Mr. Devendra Kumar /Mr. R V Giridhar, Phone No. 040-2388 6055/2388 6074, email: devendra.kumar@incois.gov.in / rvgiridhar@incois.gov.in

INCOIS may, at its discretion, extend the deadline for submission of bids by issuing an Amendment, in which case all rights and obligations of the Owner and the bidders previously subject to the original deadline will thereafter be subject to the deadline as extended.

Postal Address	Location Address
Indian National Centre for Ocean Information Services (INCOIS), Ministry of Earth Sciences, Govt. of India, "Ocean Valley", Pragathi Nagar (BO), Nizampet (SO), Hyderabad - 500 090.	Indian National Centre for Ocean Information Services (INCOIS), Ministry of Earth Sciences, Govt. of India, "Ocean Valley", Survey No.342/3, Beside ALEAP, Near Pragathi Nagar, Opp. JNTU- Kukatpally, Hyderabad-500 090 Ph.No.040-2388 6000 ; Fax No.040-23892910

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1) Introduction:-

- 1.1. Indian National Centre for Ocean Information Services (INCOIS), a unit of Ministry of Earth Sciences, Govt. of India is a premier scientific Institute of the country, functioning on 24X7 basis to provide Ocean data, information and advisory services to society, industry, Government and Scientific community through sustained ocean observation and constant improvement through systematic and focused researching information and Ocean modeling.
- 1.2. INCOIS is located at approximate 3km from Pragathi Nagar at Ocean valley, Pragathi Nagar PO, Nizampet SO, Hyderabad - 500090, near besides ALEAP in 60 acre premises. It had started functioning at its premises w.e.f 2004 after construction of various buildings along with related services were completed and occupied in year 2004.
- 1.3. The requirement is for CAMC of Fire Alarm and Fire Protection systems for a period of 3 years installed at various buildings of INCOIS viz., Main Building, Amenity Building, Substation Building, Oceansat-2 Building, ITCO Ocean Buildings, Guest House & MP Hall (Academic Block).

2) Scope of work :-

2.1 Scope of Work under Vendor for Fire Alarm System:

- 2.1.1 The details of the fire alarm/fire protection systems along with the inventory have been described at Sl No.3. The systems as described above will be under the scope of vendor. It includes routine monthly servicing/preventive maintenance, attending to complaints and breakdown calls, replacement of worn out or defective components, including supply of all spares and consumables which also includes batteries, wires/cables etc except the supply of FM 200 gas. The supply of the FM 200 Gas is not under the scope of Vendor. However Vendor in their offer has to indicate the unit rate of the FM200 gas (per Kg cost of FM 200 Gas). However if become necessary and if desired by INCOIS, vendor will supply/refill the gas as per the quoted rate.
- 2.1.2 Vendor should carry out servicing/preventive maintenance of all the above systems including accessories at least once in a month and should demonstrate the performance of the same to INCOIS representatives and provide necessary training to the maintenance & security staff about its operation etc. Any malfunctioning noticed during the demonstration should be attended by the vendor immediately. Preventive maintenance/servicing and demonstration of the system will be mutually recorded. Vendor during the preventive maintenance schedule should also ensure that all the fire Alarm interlocks like Auto switch off of

the AHU's, closing of return air dampers inside the AHU rooms in case fire etc are working in satisfactory condition. All the interlocks also to be recorded in the service reports of every month.

- 2.1.3 Vendor will be responsible at all times, during the entire period of contract for satisfactory performance of entire system (including accessories) with no down time. During emergency or breakdown nature of work, vendor's representative should be available immediately even though it may be beyond normal working hours or on public holidays till the system is restored back into normal satisfactory condition. The satisfactory performance of the above is to be monitored and maintained on 24x7 basis.
- 2.1.4 INCOIS will ensure the power supply up to the power points provided adjacent to Control panels. From there onwards, the entire internal power circuitry for charging the batteries, providing power supply to the Photo electric detectors, Heat detectors, Manual call points and loop sounders etc. will be under the responsibility of the vendor. All the interconnections between the Main control panel to the detectors and the repeater panel will be under the scope of the vendor. The wiring/cabbling work from the power points onwards and up to end points will be the responsibility of vendor and defect/malfunctioning if any is to be rectified by vendor without any additional charges.
- 2.1.5 In case of mains power supply failure, power supply to the panels is to be maintained by battery backup. The vendor will ensure that batteries are always in charged and in satisfactory working condition. If the batteries are not working properly, vendor has to immediately change the batteries. Supply and changing of batteries without any additional charges is also under the scope the vendor (The power points for fire alarm panels are provided with DG set backup so that in case of the regular supply failure at INCOIS premises, the power is available through the DG set).
- 2.1.6 Defective/worn out components should be replaced only by genuine and original parts. OEM or its authorized dealer's invoice should be submitted as proof of using genuine parts. In case OEM's does not exist by any chance or production of components have been stopped by OEM; then only use of components of other reputed make will be permitted with prior approval of concerned engineer of INCOIS.
- 2.1.7 For the purpose of servicing/preventive maintenance and demonstration of the system, all the tools and testing instruments etc. will be the arranged by the vendor including the instrument for generating the smoke.
- 2.1.8 For the inventory list installed at ITCO Ocean Buildings these items are covered under warranty upto 31.03.2020. After the warranty period the entire system shall become under the scope of the Vendor. So during the warranty period general checking of the systems only needed to be done by the vendor and if any malfunction in the system same is to be reported to INCOIS engineer immediately.

2.2 Scope of work from vendor's side for Fire Hydrant System:

- 2.2.1 Details of Fire Hydrant System along with Inventory are indicated at Sl No. 3. Maintenance of all the equipments / accessories is under the scope of vendor (except for Electrical power supply & earthing up to each motor terminal, supply of Diesel and availability of water in Fire Water reservoir, which will be the responsibility of INCOIS.)
- 2.2.2 Maintenance work under the scope of vendor includes - preventive maintenance / servicing, attending complaints, replacement of worn-out or defective components including supply of all spares/consumables.
- 2.2.3 Servicing / Preventive maintenance / repairing of Diesel Engine, Pump Motors, etc should be done by vendor only through OEM or their authorized service dealers.
- 2.2.4 Defective / worn out components (like pressure gauge, valve, hydrant valve, hydrant nozzle, etc) should be replaced only by genuine and original parts. In case by any chance, any component / accessory is not available in market, then only use of component / accessory of other equivalent reputed make will be permitted by INCOIS, with prior approval.
- 2.2.5 Major servicing & Overhauling of equipment like Engines, pumps motors, etc should be done by vendors once in a year or as per the guidelines of OEMs. All the valves installed in pump house will be serviced and manually checked by vendor for proper functioning. If after checking / servicing, it remains defective, same will be replaced by valves of same make / size / specs by the vendor. All the automatic control &

- measuring components like pressure switches, pressure gauges, etc. are to be checked and in case of unrepairable / unserviceable to be replaced by new ones of same make / specs.
- 2.2.6 Painting of all equipments including base frames and accessories like piping, etc should be done as and when required to avoid rusting due to corrosion and also to maintain proper aesthetic.
- 2.2.7 Normally repairs / servicing works should be done by Vendor at site up to maximum possible extent. However, in case any equipment or component is essentially required to be taken by vendor out of INCOIS premises for repairing / servicing, all the necessary arrangement including to and fro transportation will be the responsibility of vendor. Vendor will also inform concerned engineer of INCOIS for doing procedural formalities (like issue of gate pass, etc) prior to taking out the materials out of INCOIS premises.
- 2.2.8 Vendor will carry out checking of entire fire hydrant system (including accessories) once in a month including successful demonstration of fire hydrant system (mock drill) in presence of INCOIS representatives and will submit service report duly counter signed by INCOIS representative. The entire should perform satisfactorily in Auto /Manual mode.
- 2.2.9 For the inventory list installed at ITCO Ocean Buildings these items are covered under warranty upto 31.03.2020. After the warranty period the entire system shall become under the scope of the Vendor. So during the warranty period general checking of the systems only needed to be done by the vendor and if any malfunction in the system same is to be reported to INCOIS engineer immediately.

3. Inventory Details for Fire Alarm and Fire Protection System:

3.1 Details of Fire Alarm System at Main Building, INCOIS:

3.1.1 The Fire Alarm systems installed at INCOIS are done in three stages. During Phase-I i.e. in 2004, Fire Alarm Systems for GF's of Main Building & Amenity Building, Substation Building. In 2007 for Tsunami lab area Dedicated Siemens make Fire Alarm system was installed and in 2015 Fire Alarm system for FF of Main Building & Amenity Building and extensions to Substation was done.

3.1.2 The addressable fire alarm, system covers the following areas:-

- All the rooms and labs of main building except server room (glass room) of information block and only the front hall of Tsunami Early Warning Centre, all the utility areas of main building like electrical panel room, UPS room, BMS room, AHU rooms etc. are covered by fire alarm system.
- Substation building containing electrical panel rooms, DG rooms and AC plant.
- Amenity building containing Canteen rooms, guest rooms, corridors etc.
- Oceansat-2 building.

3.1.3 Inventory list of Fire Alarm System installed at Main Building, Amenity Building, Oceansat-2 Building & Substation Building:

Addressable Fire Alarm system basically comprises of the following components and accessories:-

S. No	Description of Item	Location	Qty	Make
1	5-Loop Main Fire Alarm Control Panel with input power supply of 230V AC single phase along with 2 No's of 12V, 7Ah SMF Batteries.	Main Building-G/F Reception Area	1	Apollo
		Amenity Building-Near canteen entrance	1	Apollo
		Main Building-F/F BMS	1	VES
2	5-Loop Repeater Fire Alarm Panel with input power supply of 230V AC single phase.	Main Building-G/F Reception Area	1	VES
3	Analogue Addressable Photo Electric Smoke Detector	Main Building G/F, Amenity Building, Substation Building.	258	Apollo
4	Multisens XP95A optical smoke detector	Main Building F/F	294	Apollo
5	Analogue Addressable Heat	Main Building G/F, Amenity	6	Apollo

	Detector	Building, Substation Building.		
		Main Building F/F	4	Apollo
6	Addressable Manual Call Points	Main Building G/F, Amenity Building, Substation Building.	10	Apollo
		Main Building F/F	20	Apollo
7	Loop Powered Sounders	Main Building G/F, Amenity Building, Substation Building.	14	Apollo
8	Sounder cum strobe.	Main Building F/F	32	Orin song
9	Bell Relay Module.	Main Building F/F	15	Apollo
10	Input Module.	Main Building F/F	5	Apollo
11	2C x 1.5 Sq mm PVC Insulated Copper cable.	Main Building G/F, Main Building F/F Amenity Building, Substation Building.	Lot	-

3.1.4 The main control panel is of the following specifications:-

- It is of wall mounting type, modular in construction and fully solid state with printed plug- in type loop cards with audio and visual alarms. The indication on the panel is by way of LED's and LCD display.
- Make: Apollo, VES
- Input Power supply: 230V AC Single phase.
- It has an in-built power supply circuit for its electronic circuitry and for charging the standby batteries and provides supply to the detectors in the loop.
- 5 Nos. Control loop modules. All the loop modules are interchangeable and are of pull out type.
- 2 Nos. 12V, 7 Ah SMF batteries.

3.1.5 A repeater panel which operates on 230 V single phase AC supply is located at main gate Security room. This panel receives its input signal from the main control panel and has all the visual and audio alarms and indications same as the main panel.

3.1.6 The Photo electric smoke detectors, Manual call points, fault isolator, loop sounders are located throughout the buildings except glass room of the Information block and Tsunami early warning centre, and they are connected to the control panel from where all the signals are received and transmitted. The detectors, manual call points are connected by way of 2C x 1.5 sq.mm PVC insulated Copper cables laid inside the concealed conduits; generally above false ceiling.

3.2 Fire Alarm System for Data Centre (glass room) in Information block of Main building:

3.2.1 This system is NAFSIII Fire protection system and is exclusively meant for Data Centre (circular glass room) in information block of main building. It is provided with smoke detectors for automatic actuation of cylinders. The smoke detectors are connected to Zone-I & II on cross zoning principle. The cross zoning is used for the flooding systems to avoid accidental release of extinguishing agent due to false alarm. In the event of fire/smoke, the smoke detector detects the smoke and initiates an audio visual alarm in the control panel indicating the fire condition. The external audible alarm is operated on receipt of the signal from the control panel. If the smoke still persists due to spread of fire, the detectors in the stage -II cross zone activates and sends the signal to the panel indicating that the second cross zone is also under fire condition. After a time delay of 60 seconds (maximum) the extinguishing module in the panel sends the signal to the cylinder, which operates and release the NAFSIII Gas to the protected area through the discharge nozzles.

3.2.2 NAFSIII Fire Protection system basically comprises of the following components:-

- One no. 2 Zone Gas Release Panel with battery backup (Apollo make), located in the Information block of main building near to the Server room (glass room) operating on 230V single phase AC supply.
- 12 Nos. Conventional smoke detectors of Apollo make.

- 1 No. manual inhibit unit.
- 1 No. Manual gas release unit.
- 1 No. Electronic Hooter.
- 2 No's 12V,1.3Ah batteries in the control panel for back up.
- 2 C x 1.5 Sq.mm PVC insulated copper cables a lot.
- 3 Nos. Seamless cylinders of 80 liters capacity each with gas (FM 200).
- 1 No. LPG 170 Master discharge valve with 42 bar Mija gauge.
- 1 No. 13W/24V Solenoid valve.
- 1 No. Manual hand lever.
- 4 No's Discharge nozzles.
- M.S. Seamless pipes with necessary fittings --- lot.
- All the smoke detectors are located in the server room (glass room) on and above the suspended ceilings and beneath the raised floors, and they are connected to the control panel from where all the signals are received and transmitted. The smoke detectors are connected by way of 2C X 1.5 Sqmm PVC insulated copper cables laid inside concealed conduits generally above false ceilings.
- The area covered by the above system houses various servers/racks of High Performance Computing (HPC) System. This area is extremely critical and therefore the fire protection system is to be totally reliable at all times.

The above indicated Fire Alarm System for general areas and fire protection system for data centre in Information block of main building was installed and commissioned in September 2004. At present although the system is generally in working condition, there are few troubles displayed in the Fire Alarm Panel, which needs to be addressed.

3.3 Details of the Fire Alarm Systems installed in Tsunami Centre:

3.3.1 The Fire Alarm and Fire Protection systems for TEWC cover the following areas:-

- Data Centre room (Server room).
- UPS and PAC room.
- BMS room.
- Tsunami Control room.
- Conference room
- Data Centre room is protected by a separate Fire Protection Gas release system and aspirating smoke detection system (VESDA system). All other areas are covered by conventional addressable fire alarm system.

3.3.2 For monitoring the signals from detectors and for further actions, three control panels has been installed in the BMS room as per the following:-

- Main Fire Alarm System Control panel.
- FM200, Fire protection system with Gas release panel.
- VESDA aspirating smoke detection panel.
- Rodent repellent system
- Water leakage detection system
- CCTV System.

3.3.3 In case of any fire/smoke in any of the area, the signal is received by main Fire Alarm System control panel which actuates the necessary components as per the nature of fire/smoke, e.g. smoke detectors installed in data centre room will sense and send the signal to the main fire alarm system control panel which will give audio visual alarm. In case the fire/smoke persists, the signal is retransmitted by main fire control panel to Fire protection Gas release panel, which in turn give the actuating signal for release of the gas from gas cylinders through nozzles.

3.3.4 Data Centre room is also protected by VESDA aspirating smoke detection system which provides absolute smoke detection by detecting smoke at the earliest possible stage. This system work by continuously drawing air into the pipe network by a highly efficient aspirator. A sample of this air is then passed through a dual stage filter. The first stage removes dust and dirt from the air sample before it allows the sample to enter the laser detection chamber for smoke. The second ultra fine stage has the unique feature of providing an additional clean air supply to keep the optimum surfaces within the detector clear from

contamination and to ensure the stable calibration and long life of the detector. From the filter, the air sample is passed through to the calibrated detection chamber where it is exposed to a stable controlled laser light source. When smoke is present, light is scattered within the detection chamber and is instantly identified by the highly sensitive receiver system. The signal is then processed and presented on VESDA panel via alarm threshold indicators. The VESDA detectors are then able to communicate this information to Fire Protection Gas release panel via a high level interface.

3.3.5 The system comprises of the following components and accessories.

S No.	Description	Qty	Unit	Make
1	Addressable Fire Detection Panel	1	No's	Siemens
2	Fire Protection Gas Release Panel with release Module Timer Circuits etc.	1	No.	Safeway
3	VESDA Aspirating smoke detection panel (Air Sampling system panel).	1	No.	Siemens
4	60 Litres seamless Cylinder CCOE Approved complete with valve assembly, Siphon tube, Pressure gauge, HFC 227 Ga etc.	2	No's	Siemens
5	Electric Actuator	1	No's	Siemens
6	Manual Actuator	1	No's	Siemens
7	Pneumatic Actuator	2	No's	Siemens
8	Flexible discharge Hose	2	No's	Siemens
9	Flexible Actuation hose	2	No's	Siemens
10	Manifold Check Valve	1	No's	Siemens
11	Discharge nozzles	6	No's	Siemens
12	Piping with fittings & supports	1	Lot	Jindal
13	2 Way manifold	1	No.	Jindal
14	Manual Abort station	1	No	Siemens
15	Manual Release Station	1	No.	Siemens
16	Manifold Discharge Pressure Switch	1	No.	Siemens
17	Low pressure Supervisory Switch	2	No's	Siemens
18	Addressable Smoke Detectors along with its detector base.	21	No's	Siemens
19	Addressable Monitor Module	1	No's	Siemens
20	Addressable Control Module	1	No's	Siemens
22	2-Core 1.5 sq.mm shielded armored cable.	100	M	
23	Addressable hooters.	1	No's	Siemens
24	Manual call points.	2	No's	Siemens
25	PVC pipe	50	M	Precision
26	Fittings and Supports	1	Lot	
27	24V DC Power Supply Unit	1	No	

28	CCTV system which basically consists of 1/3" color dome camera with 3.6mm fixed lens with power supply unit, 4 Channel DVR with 200GB hard disk, Monitor and other related accessories	1	No	Siemens
29	Water leak Detection System comprising of panel with battery, module, sensor, hooter, cable etc	1	No	Siemens
30	Ultrasonic Rodent Repellant System with a peak frequency response of above 20KHZ with 6 satellites and Master Console along with power supply unit, cable etc	1	No	Siemens

Fire protection system for Tsunami early warning centre was installed and commissioned in September 2007 (after modifying the earlier system), at the time of creation of Tsunami early warning system.

3.4. Details of Fire Alarm System at ITCO Ocean Building:

3.4.1 Addressable Fire Alarm System for ITCO Ocean Building:

- The Fire Alarm system installed at ITCO Ocean Building comprises for the following areas of G/F & F/F of Academic Building, Substation Building.
- The addressable Fire Alarm system covers the following areas:-

For G/F of Academic Block:

- It consists of Tea & Snacks Room of G/F, Science centre, Green Room-1&2, Store Room, Electric panel Room-1&2, AHU Room(65.0 TR), Balancing Area AHU Room, Multipurpose Hall, Data Center Room, Reception Area, Lounge Room, Registrar Room, Anti Room, Admin Support Room, Dean Admin Room, Board Room-1&2, Network (EPABX Room), Dean Office Room, Entrance Lobby(From Back Side), Student Activity Room, Ladies Room, waiting area, near all stair cases & including corridor areas, etc of G/F.

For F/F of Academic Block:

- It consists of Tea & Snacks Room of G/F & F/F, Exhibition Hall, Electric panel Room-1&2, AHU Room, Balancing Area AHU Room(48.0 TR), Demo Lab, Computer Lab, Theory Type Lecture Hall, Junior Level Faculty Rooms(07 No's), Class Rooms(04 No's), Visiting Faculty Rooms(02 No's) & it's toilet rooms, near stair cases, including corridor areas, etc of F/F.

For Substation Building:

- It consists of Substation Panel Room, Transformer Room-1&2, Store Room.

3.5 Details of Inventory for Fire Alarm System at ITCO Ocean Building:

3.5.1) Addressable Fire basically comprises of the following components and accessories:-

S No	Description of Item	Location	Qty	Make
1	5-Loop Main Fire Alarm Control Panel with input power supply of 230V AC single phase along with 2 No's of 12V, 7Ah SMF Batteries.	Electrical Panel Room G/F	1	Morley IAS
		Electrical Panel Room F/F	1	Morley IAS
2	5-Loop Repeater Fire Alarm Panel with input power supply of 230V AC single phase.	Reception Area	1	Morley IAS
		Substation panel Room	1	Morley IAS
3	Analogue Addressable Photo Electric smoke detectors	Academic Block G/F	150	Morley IAS
		Academic Block F/F	160	Morley IAS
		Substation panel Room	12	Morley IAS
4	Loop powered sounders	Academic Block G/F	6	Morley IAS
		Academic Block F/F	6	Morley IAS
5	Isolated Modules	Academic Block G/F	11	Morley IAS
		Academic Block F/F	10	Morley IAS
		Substation panel Room	1	Morley IAS
6	Relay Modules	Academic Block G/F	4	Morley IAS
		Academic Block F/F	4	Morley IAS

7	Manual Call Points	Academic Block G/F	6	Morley IAS
		Academic Block F/F	6	Morley IAS
8	Response Indicators	Academic Block G/F	66	Morley IAS
		Academic Block F/F	68	Morley IAS
9	2C x 1.5 Sq mm Armored Copper cable	Academic Block, Substation panel Room.	Lot	-

3.5.2) The main control panel is of the following specifications:-

- It is of wall mounting type, modular in construction and fully solid state with printed plug-in type loop cards with audio and visual alarms. The indication on the panel is by way of LED's and LCD display.
- Make: Morley IAS.
- Input Power Supply: 230V AC Single Phase.
- It has an in-built power supply circuit for its electronic circuitry and for charging the stand by batteries and provides supply to the detectors in the loop.
- 5 No's control loop modules. All the loop modules are inter changeable and are of pull out type.
- 2 No's of 12V, 7 Ah SMF Batteries.

3.5.3) The Repeater panel which operates on 230V single phase AC supply is located at Reception Area, Substation Room. This panel receives its input signal from the main control panel and the visual and audio alarms and indications same as the main panel.

3.5.6) The Photo electric smoke detectors, Manual call points are connected by way of 2C x 1.5 Sq.mm Armored copper cables generally above false ceiling.

NB;- All the above systems installed under ITCO Ocean buildings are covered under warranty till 31.03.2020. After the completion of the warranty period the CAMC of these systems shall start.

3.6 Details of Fire Hydrant System at Main Building:

3.6.1) The Fire Hydrant System was supplied and installed by "M/s Dekars Techno Engineering, Hyderabad", in August 2004, as a sub agency of main contractor "M/s Nagarjuna Construction Co Ltd, Hyderabad ", under the work of "Construction of Buildings and Infrastructure for INCOIS (composite contract inclusive of Civil, PH, FPS, Electrical, HVAC, etc.)". For recently constructed buildings under Phase-II, the Wet riser / Down Comer and Hose reel system was supplied and installed by M/s Unity Infra projects India Ltd, Mumbai.

3.6.2) Two Fire Water Pump Sets are installed in pump house (adjoining to Fire Water reservoir). Both are of 96 cum / hr capacity at 70 mwc. One pump (main) is motor driven and another (standby) is Diesel Engine driven. Both these pumps work under positive (flooded) suction.

3.6.3) One Jockey Pump Set of 7.5 cum/hr capacity at 70mwc is installed in pump house, adjoining of Fire Pump sets, in order to maintain the system under pressure.

3.6.4) Piping Network:

All the pump sets are connected to Fire water reservoir through a common suction header pipe line. The output is connected to a common delivery header pipeline, from where water is delivered upto Hydrant units through pipe lines laid underground. Necessary valves, pressure gauges, Diesel fuel tank, etc are installed in pump house.

3.6.5) Hydrant Unit:

19 Nos. Hydrant units are installed outdoor at various locations around the buildings. These single headed hydrants are connected to underground piping system. Near to each hydrant, separate MS hose cabinet is provided containing 2 sets of CP hoses.

3.6.6) Main pump sets get started automatically by using loss of pressure during discharge of hydrants, with manual stop facility. pressure gauges / pressures switches, etc are installed in the pump house to monitor the water pressure in the pipeline and auto starting of pump etc.

3.6.7) Wet riser / Down comer and Hose reel system for Guest house / hostel bldg, M.P. Hall, F.F of main & amenity buildings comprises two no's of 54 Cum/hr electrically driven horizontal centrifugal end suction type terrace pumps (each located on terrace of Guest house & M.P hall buildings), 10no.s of hose reel with 19mm bore, 30 m long rubber hose, two no's of two way fire brigade inlet etc.

3.6.8 Details of Inventory:

Fire Hydrant System basically comprises of the following components and accessories:-

- Motor Driven Fire Water Pump set (one set)
- (i) Pump: Kirloskar make, type DSM 80/36, pump no 17222040 112, size 80x100 mm (delivery 80mm, suction 100mm).
- (ii) Motor : Kirloskar make, 3 phase induction motor, output 45kw, 1475 rpm, 50Hz, 415+ 10% V, delta connection, current 75.0A, Enclosure IP55. Frame SL225M, Insulation class F.
- Engine Driven Fire Water Pump set (one set)
- (i) Diesel Engine: Kirloskar make, type 4R1040T, Engine No.4H.2432.10 / 0300003, water cooled, 53 kw / 72(HP), 1500 rpm, 4 cylinder, 4 stroke diesel cycle, starting by 12V, Electrical System.
- (ii) Pump: Kirloskar make, type DSN 80/36, pump no. 1722204038, size 80/100 mm (delivery 80mm, suction 100mm), total head 70m, discharge 96 m³/hr, pump input – 26.9 kw, 1500 rpm, impeller mat / dia:- BR / 32.8 mm
- (iii) Diesel fuel tank (420mm dia X 1.52m length), fuel / cooling / exhaust piping, etc.
- (iv) 2X12V, 180 AH Batteries
- Jockey pump set (one set)
- (i) Pump: Kirloskar make, type OPHM 25/A, Pump No.1789203071, size 25x50 mm (delivery 25mm, suction 50mm), total head 70m, discharge 7.5 m³/hr, power input 5.7 kw, speed 2900 rpm)
- (ii) Motor: Kirloskar make, 3 phase induction motor, 7.5 kw, 2860 rpm, 50Hz, 415+ 10% V, delta connection, current 14.0 A, insulation class F.
- Electrical driven horizontal centrifugal, end suction type Terrace pump for Wet riser / Down comer and hose reel system
- (i) At Guest house building
Kirloskar make, 3 phase induction motor, Pump No. 16211092427, Total head 56m, Discharge 54 etc
- (ii) At M.P. Hall
Kirloskar make, 3 phase induction motor, Pump No. 16211052026, Total head 56m , Discharge 54 etc
- Piping & Accessories

S No	Description of Item	UOM	Qty
1	350mm / 250mm / 200 m / 150mm dia M.S. pipe (in pump house)	M	30 (approx.)
2	25mm dia M.S. Pipe (Vent Pipe)	M	13 (approx.)
3	200mm nb butterfly valve	No's	3
4	150 / 100 mm nb N.R. valve	No's	5
5	150 / 100 mm nb sluice valve	No's	7
6	25 nb gate valve / globe valve	No's	6
7	Pressure gauge / switch with damper	set	3
8	Basket Strainer	No's	3
9	19mm dia hose reel 30 M long	No's	10
10	150 mm D.I. water pipe (underground)	M	1000

- Fire Hydrant (19 Nos.)

Fire Hydrants are installed outdoor at various locations within INCOIS premises. Each fire hydrant consists of single headed gun metal hydrant valve oblique type, 63mm dia, flanged inlet, cap & chain, branch pipe with nozzle, pipe from underground piping work upto hydrant valve, etc.

Two way Fire Brigade inlet (2 no's) each at Guest house & M.P Hall buildings

- Hose Cabinet (19 Nos.)

Near to each fire hydrant, hose cabinet is installed. Each hose cabinet is made out of 18g MS sheet, of 800x600x250mm with glass fronted door, painted red color outside and complete with MS support / stand.

Each hose cabinet contains 2 No's of controlled pre coating hose of 63mm dia and 15 m long with male and female couplings.

Note:-

Power supply to the pump sets is fed from the Electrical panels located in the pump house, through suitable size of cables, etc. Electrical panels and cabling / earthing up to the motor terminals is not

covered under the scope of this tender and hence not indicated. Power supply including earthing up to the Electrical motors terminals will be the responsibility of INCOIS.

3.7 Details of Fire Hydrant System at ITCO Ocean Building:

3.7.1 Details of Inventory:

The Fire Hydrant system installed at ITCO Ocean Building comprises for the following areas of G/F & F/F of Academic Building.

The Fire Hydrant System (Fire Fighting System) comprises of the following major components.

- Two Fire Water Pump Sets are installed in pump house (on the top of the Fire Water reservoir). Both are of 137 m³ / hr capacity with 56m head. One pump (main) is motor driven and another (standby) is Diesel Engine driven. Both these pumps work under negative (flooded) suction. So, 1 No of priming tank of 1000 L capacity is provided.
- One Jockey Pump Set of 10.8 m³/hr capacity with 56m head is installed in pump house, on top of Fire Pump sets, in order to maintain the system under pressure. Moreover, all pumps are connected in automation system.
- Piping Network:
All the pump sets are connected to Fire water reservoir through a separate suction header pipe line. The output is connected to a common delivery header pipeline, from where water is delivered up to Hydrant units through pipe lines laid underground. Necessary valves, pressure gauges, Diesel fuel tank, etc are installed in pump house.
- Hydrant Unit:
21 No's (Indoor-6 No's & Outdoor-15No's) Hydrant units are installed at various location of the Academic building. These single headed hydrants are connected to underground piping system. Near to each hydrant, separate MS hose cabinet is provided containing 2 sets of RRL hose.
- Main pump sets get started automatically by using loss of pressure during discharge of hydrants, with manual stop facility. pressure gauges / pressures switches, etc are installed in the pump house to monitor the water pressure in the pipeline and auto starting of pump etc.
- Wet riser (sprinkler line) / Down comer (hydrant line) and Hose reel system for G/F & F/F at Academic Building of 6 No's corridor each at near stair cases - 2,4,6 both at G/F & F/F and Booster pump of 900 LPM capacity of 12.5 HP electrically driven horizontal centrifugal end suction type terrace pump (Located on the Academic building), 1No of four way headed fire brigade inlet etc.

3.8 Inventory of Fire Hydrant System:

- Motor Driven Fire Water Pump set (one set)
 - (i) Make: Kirloskar water pump with bronze impeller, Discharge :137 m³/hr, 56 m head, Model No: DB 80/20 coupled with 37 KC2 TEFC motor in frame RC200I ,3000SRPM mounted on common base frame with F bolts.
- Engine Driven Fire Water Pump set (one set)
 - (i) Make: Kirloskar water handling pump, Discharge :137 m³/hr, 56 m head, Model No: GK 50/32 BF with bronze impeller gland packing required to Kirloskar Diesel Engine 3R 1040T,2150 rpm with common base frame & foundation bolts.
 - (ii) Diesel fuel tank of 100 Liter capacity, fuel / cooling / exhaust piping, etc.
 - (iii) 1X12V, 100 AH Battery.
- Jockey pump set (one set)
 - (i) Make: Kirloskar water pump with bronze impeller, Discharge :10.8 m³/hr, 56 m head, Model No: DB 32/20 coupled with 7.5 KC2 TEFC motor in frame RC132S ,3000SRPM mounted on common base frame with F bolts.
- Electrical driven horizontal centrifugal, end suction type Terrace pump for Wet riser / Down comer and hose reel system
 - (i) At Academic building
Kirloskar make, 3 phase induction motor, Motor capacity-12.5 HP, Discharge- 900 LPM.
- Piping & Accessories

S No	Description of item	Location	Make	Qty
1	Pendant sprinklers	Academic Block	Newage	572

2	Flexible Drops	Academic Block	Newage	572
3	Rosette plates	Academic Block	Newage	572
4	50 mm Drain valves	Academic Block corridor	zoloto	6
5	Hydrant valves	Academic Block corridor	Newage	6
6	Hose Reel Drum	Inside & Outside of Academic Block	Newage	21
7	Hose Box(750x600x250 mm)	Inside & Outside of Academic Block	New age	21
8	RRL Hose pipe(15 M)	Inside & Outside of Academic Block	New age	21
9	Branch pipe	Inside & Outside of Academic Block	New age	21
10	Flow switch	Academic Block corridor	Honeywell	6
11	12 zone annunciation panel	Reception Area	vertex	1
12	250 mm dia butterfly valve	Pump House	audco	1
13	150 mm dia butterfly valve	Pump House	audco	2
14	100 mm dia butterfly valve	Academic Block corridor & Pump House	audco	7
15	100 mm dia butterfly valve	Pump House	audco	1
16	Diesel Engine & 12 V 100 Ah battery	Pump House	Kirloskar,Exide	1
17	Hydrant pump	Pump House	Kirloskar	1
18	Jockey pump	Pump House	Kirloskar	1
19	Pumps control panel	Pump House	Indus power system	1
20	150 mm dia Non return valve	Pump House	Kirloskar	2
21	100 mm dia Non return valve	Pump House	Kirloskar	1
22	200 mm dia foot valve	Pump House	Kirloskar	2
23	100 mm dia foot valve	Pump House	Kirloskar	1
24	50 mm dia gate valve	Pump House	zoloto	1
25	Priming Tank(1000 L)	Pump House	syntex	1
26	250 mm dia air cushion tank	Pump House	Fabricated	1
27	pressure gauge	Pump House	H-Guru	1
28	pressure switch	Pump House	Danfoss	3
29	Air release valve	Pump House	Mahaveer	7
30	Sluice Valve	Outside Academic Block	Kirloskar	10
31	Booster Pump	Terrace of Academic Block	Kirloskar	1

- Fire Hydrant (21 Nos.)

Fire Hydrants are installed at various locations within ITCOO premises. Each fire hydrant consists of single headed gun metal hydrant valve oblique type, 63mm dia, flanged inlet, cap & chain, branch pipe with nozzle, pipe from underground piping work upto hydrant valve, etc.

Four way Fire Brigade inlet (1 no) at entrance to the Academic building.

- Hose Cabinet (19 Nos.)

Near to each fire hydrant, hose cabinet is installed. Each hose cabinet is made out of 16 gauge MS sheet, of 750x600x250mm with glass fronted door, painted red color outside and complete with MS support / stand.

Each hose cabinet contains 2 No. of controlled pre coating hose of 63mm dia and 15 m long with male and female couplings.

Note:-

Power supply to the pump sets is fed from the Electrical panels located in the pump house, through suitable size of cables, etc. Electrical panels and cabling / earthing up to the motor terminals is not covered under the scope of this tender and hence not indicated. Power supply including earthing up to the Electrical motors terminals will be the responsibility of INCOIS.

NB :- All the above systems installed under ITCO Ocean buildings are covered under warranty till 31.03.2020. After the completion of the warranty period the CAMC of these systems shall start.

4. Eligibility criteria:-

Only those bidders fulfilling the following criteria should respond to the tender.

- a. The bidder must be a Company registered under Indian Company Act 1956 or a registered firm. (Proofs for Registration of company, PAN and GST certificates to be submitted).
- b. Quotation should be submitted by the original manufacturer / supplier or its sole authorized distributor / dealer / Indian agent. In case of bid by authorized dealer / distributor / Indian agent, the manufactures authorization should be attached with the technical bid
- c. Vendor should have well established service / support centre in Hyderabad. The details of location of service / support centre are to be submitted (Bidder should provide profile of their company including its infrastructure, technical manpower and their expertise).
- d. Vendor should have competence and adequate experience in "All-in-All" Comprehensive Annual Maintenance Contract of Fire Protection System and should submit the documentary evidence for the same along with details of past experience.
- e. The bidder should have an average annual financial turnover of Rs. 3.07 lakhs or more during the last three years ending March 31, 2018. The bidding companies should be earning profit at least during two (02) years in the last three (03) years. Proof of turnover and Proof of annual profit certificate issued by the chartered accountant to be submitted.
- f. Tenderer (OEM/SI) should have past experience in similar nature of works in last seven years ending previous day of last date of submission of the online Bid. Out of which per annum one work should be minimum Rs. 6.14 lakhs per annum or two works each of value minimum Rs. 4.60lakhs per annum or three works each of value minimum Rs. 3.07 lakhs per annum. Client certificates/Work Completion Certificate/ Experience certificate/ on-going along with the P.O no. as a reference to be enclosed in this regard.
- g. The value of the executed works shall be brought to current costing level by enhancing the actual value of work at simple rate of 7% p.a calculated from the date of completion to last date of receipt of application of bids. Client certificates / PO to be enclosed in this regard. (Copies of POs, Work Completion Certificate / Experience certificate / letter stating that project is on-going specifying the status of work along with the P.O Number to be attached as proof).
- h. Earnest Money Deposit (EMD) as per section 9 point no.8.

NOTE:

- a. Offers of bidders who do not fulfill the eligibility criteria or who fail to submit documentary proof for all the points under eligibility criteria will not be considered for further evaluation.
- b. No further communication in this regard will be entertained.

5. Contents of Proposal:-

(i) Technical Bid: Technical bid should contain all the information as listed below without which the offer will not be considered further.

NOTE:

- Technical bid should contain filled-in Table-1 and Table-2 along with legible documentary proof, without which the offer will not be considered further.
- Part/conditional/incomplete quotations will not be accepted.

Table 1: Technical - cum - Eligibility

S No	Description	Complied (Yes/No)	Documentary Proof Attached (Yes/No)	Remarks, if any
1.	The bidder must be a Company registered under Indian Company Act 1956 or a registered firm. (Proofs for Registration of company, PAN and GST certificates to be submitted.)			
2.	Quotation should be submitted by the original manufacturer / supplier or its sole authorized distributor / dealer / Indian agent. In case of bid by authorized dealer / distributor / Indian agent, the manufactures authorization should be attached with the technical bid			
3.	Vendor should have well established service / support centre in Hyderabad. The details of location of service / support centre are to be submitted (Bidder should provide profile of their company including its infrastructure, technical manpower and their expertise).			
4.	The bidder should have an average annual financial turnover of Rs. 3.07 lakhs or more during the last three years ending March 31 2018. The bidding companies should be earning profit at least during two (02) years in the last three (03) years. Proof of turnover and Proof of annual profit certificate issued by the chartered accountant to be submitted.			
5.	Tenderer (OEM/SI) should have past experience in similar nature of works in last seven years ending previous day of last date of submission of the online Bid. Out of which per annum one work should be minimum Rs. 6.14 lakhs per annum or two works each of value minimum Rs. 4.60 lakhs per annum or three works each of value minimum Rs. 3.07 lakhs per annum. Client certificates/Work Completion Certificate/ Experience certificate/ on-going along with the P.O no. as a reference to be enclosed in this regard.			
6.	Earnest Money Deposit (EMD) as per section 9 point no.8.			
7.	Signature on all the pages of the tender document, including addendum, if any, issued by INCOIS.			
8.	Compliance to the "Scope of the Work" mentioned in Section 3 and "General Terms and Conditions" mentioned in Section 8.			
9.	Compliance to the detailed of Inventory given at Section 2.			
10.	Client side contact details of completed / on-going Work orders of similar nature.			
11.	Escalation matrix with full contact details, for the resolution of reported issues during contract period.			

Table-2: Compliance Statement - 2 (un-priced bid)**NOTE:**

- Technical bid should contain filled-in Table-1 and Table-2 along with legible documentary proof, without which the offer will not be considered further.
- Part/conditional/incomplete quotations will not be accepted.
- Bidder has to quote for all the components given in the Price bid. Hence, please indicate as Yes or No in the table given below.

S No.	Item Description	Quantity	Units	Please confirm whether prices are Quoted in commercial bid or not. (Yes / No) Please do not mention prices here.
<u>Fire Alarm System Installation at Main Building:</u>				
1	"All in All" Comprehensive Maintenance of Addressable Fire Alarm System installed at Main Building, Amenity Building, Substation Building & Oceansat-2 Building areas comprising of routine servicing/preventive maintenance, attending to complaints and breakdown calls, replacement of worn out or defective components including supply of all spares and all consumables etc at INCOIS as per the details under Tender Document	36	Month	
2.	"All in All" Comprehensive Maintenance of FM 200 based Fire Suppression System for Glass Room Data centre in Information block of main building comprising of routine servicing/preventive maintenance, attending to complaints and breakdown calls, replacement of worn out or defective components including supply of all spares and all consumables etc installed at Main Building, INCOIS as per the details under Tender Document.	36	Month	
3.	"All in All" Comprehensive Maintenance for Siemens make Fire Alarm, Fire Protection System (Fire Alarm systems, VESDA, Fire Suppression System), Rodent Repellant System, Water Leakage detection system, CCTV system installed in Tsunami Early Warning Centre, at INCOIS, comprising of routine servicing/preventive maintenance, attending to complaints and breakdown calls, replacement of worn out or defective components including supply of all spares and all consumables etc as per the details under Tender Document.	36	Month	
4.	Refilling charges for FM200 based fire suppression system on rate contract basis. (As and when required basis)	1	Kg	

Fire Alarm System Installation at ITCOO Building:				
5	"All in All" Comprehensive Maintenance of Addressable Fire Alarm System installed at Academic Block of ITCOO Building, INCOIS comprising of routine servicing/preventive maintenance attending to complaints and breakdown calls, replacement of worn out or defective components including supply of all spares and all consumables etc installed at Academic Block, Substation of ITCOO Building, INCOIS as per the details under Tender Document.	24	Month	
Fire Hydrant System Installation at Main Building:				
6	"All -in -All " comprehensive annual maintenance contract for Fire Hydrant System including preventive maintenance/servicing, attending complaints, replacement of worn out/defective components, supply of all the spare consumables, checking of entire hydrant system including successful demonstration of fire hydrant system (mock drill) on monthly basis complete as per the details under Tender Document.	36	Month	
Fire Hydrant System Installation at ITCOO Building:				
7	"All -in -All " comprehensive annual maintenance contract for Fire Hydrant System including preventive maintenance/servicing, attending complaints, replacement of worn out/defective components, supply of all the spare consumables, checking of entire hydrant system including successful demonstration of fire hydrant system (mock drill) on monthly basis complete as per the details under Tender Document.	24	Month	

6. Quality of Service:-

- The purpose of two bid system (technical and commercial) is to evaluate all the firms on technical basis with reference to the tendered specifications, performance of similar service rendered elsewhere and obtaining users views with reference to the earlier services. This will enable the technical committee to arrive at a fair recommendation in the interest of the organization.
- In the event of seeking any clarification from various bidders by INCOIS, the bidders are required to furnish only technical clarifications that are asked for. No amendment to commercial bid will be entertained at that stage. In case, if a bidder fails to quote for a particular item, it amounts to non-compliance and such bid will not be considered for further evaluation. Further, during this process, if any bidder indicates the price during the clarification, such bids also will not be considered for further evaluation.
- Technical bids will be opened on due date.
- The bids submitted will be examined vis-a-vis the tendered specifications and evaluation is made accordingly.
- Bids complete in all respects will qualify for further evaluation.
- After completion of technical evaluation, the commercial bid of the technically qualified bidders will be opened through e-Portal.

Penalty Clauses

S No.	Type of Break Down	Period to be attended	Penalty in case of Delay-Day wise
1.	Any Break Down in the Fire Alarm & Fire Hydrant System	Up to 24 hours	Nil
2.		After 24 hours	Rs.1,000 /- per day shall be imposed on contractor for each location separately and will be deducted from the Contract amount.

			Note: If the contractor is NOT able to locate and rectify the fault and the reasons attributable to unsatisfactory performance is continued for more than two days as felt by Engineer- in-charge and Contract is liable to be terminated and final decision for this shall rest with the Director, INCOIS.
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- If contractor is not able to rectify the fault then the same may be got done through some other agency at the risk and cost of contractor and the same amount will be deducted from Running Bill and penalty as stipulated above will also be imposed. However, the decision of the Director, INCOIS in this regard shall be final and binding.

7. Technical Evaluation Criteria

The following elements will be the primary considerations in evaluating all submitted proposals and in the selection of a vendor or vendors:

- Completeness of the Proposal
 - Financial Status of the Firm
 - Project Management Strategies
 - Track Record of similar projects executed
 - Technical Compliance of the Products Quoted
 - Price & Acceptance to Payment Terms
- The purpose of two bid systems (technical and commercial) is to evaluate all the firms on technical basis with reference to the tendered specifications, performance of similar service rendered elsewhere and obtaining users views with reference to the earlier services. This will enable the technical committee to arrive at a fair recommendation in the interest of the organization.
 - In the event of seeking any clarification from various bidders by INCOIS, the bidders are required to furnish only technical clarifications that are asked for. No amendment to commercial bid will be entertained at that stage. In case, if a bidder fails to quote for a particular item, it amounts to non-compliance and such bid will not be considered for further evaluation. Further, during this process, if any bidder indicates the price during the clarification, such bids also will not be considered for further evaluation.
 - Technical bids will be opened on due date.
 - The bids submitted will be examined vis-a-vis the tendered specifications and evaluation is made accordingly.
 - Bids complete in all respects will qualify for further evaluation.
 - After initial technical evaluation based on the bids submitted, all technically qualified vendor/s bids will only be considered as the technically qualified bids.
 - After completion of technical evaluation, the commercial bid of the technically qualified bidders will be opened through e-Portal.
 - Preference will be given to the eligible Make in India offered products for this scientific requirement.

8. Commercial Evaluation Criteria

- Generally the contract is awarded to the technically qualified eligible bidder whose bid has been determined as the lowest evaluated commercial bid.
- Notwithstanding anything stated above, INCOIS reserves the right to assess Bidder's capability and capacity to perform the contract. Should circumstances warrant such an assessment in the overall interest of the organisation, INCOIS reserves the right to reject any or all tenders/ bids at any time prior to award of contract, without assigning reasons thereof, and without thereby incurring any liability to the affected Bidder or Bidders..

9. Terms and Conditions:-

SNo.	Details
1.	Quotation: Quotation have to submitted online in the e-tender portal i.e., http://eprocure.gov.in/eprocure/app only.

2.	A two bid system will be followed in selecting the vendor
3.	Validity Period: Bids/Offers shall have the validity period of 90 days from the tender closing date.
4.	CAMC Period: 3 years from the date of receipt of order. Any defects noticed in the items/components during the CAMC period shall be rectified by the vendor immediately without any additional charges. In addition to above, vendor should do monthly servicing and should submit Joint log Report, service reports during the CAMC period.
5.	Bidders are requested to visit INCOIS for better understanding of Infrastructure installations and to understand the scope of the work more clearly before they submit their offers.
6.	<p>Payment Terms:</p> <p>Payment will be released on quarterly basis at the end of each quarter, against submission of the invoice in triplicate (Original, Duplicate and Triplicate) and subject to satisfactory performance.</p> <p>The following documents are to be accompanied while submitting the quarterly invoice:-</p> <ol style="list-style-type: none"> Service Report for the quarter, Tax payment copies as applicable <p><i>Net payment will be released after statutory deductions. No advance payment will be allowed and no other payment terms will be considered.</i></p>
7.	Tenders not in complete shape or not conforming to technical specifications or not conforming to terms and conditions are liable for rejection.
8.	<p>Earnest Money Deposit (EMD) : An amount of Rs. 46,000/- has to be submitted by way of Demand Draft from any Nationalized Bank in favour of "Director, INCOIS payable at Hyderabad". The Scanned copy of the Demand Draft is to be uploaded to the CPP Portal while submitting the offer.</p> <p><i>The original DDs should reach to INCOIS on or before 1430Hrs of August 19, 2019. Offers received without EMD will be rejected.</i></p> <p><i>If a bidder wishes to provide the EMD through BG , the BG (with validity of 90 days from the date of opening of tender + 60 days claim period) has to be sent /forwarded directly by the issuing bank to INCOIS and must reach INCOIS on or before 14 30Hrs of August 19, 2019.</i></p> <p>Contractors registered with Ministry of Micro Small and Medium Enterprises (MSME) /National Small Scale Industries Corporation (NSIC) are exempted from payment of EMD only <u>if the Contractor is manufacturing/providing/supplying the tendered products/services for this particular tender.</u> A copy of valid registration certificate should be submitted along with the technical bid.</p> <p>This deposit will be free of interest. The EMD submitted by the unsuccessful bidder shall be returned to the respective bidder .</p>
9.	<p>Tender Document Cost: Tender document can be downloaded from tender portal or our website on Free of Cost. However, if the bidder wishes to collect the tender document personally from our office (INCOIS, Hyderabad), needs to submit a written request letter along with a demand draft for an amount of Rs. 500/- issued by any Nationalized Bank in favour of "Director, INCOIS payable at Hyderabad".</p> <p>Vendors registered with Ministry of Micro Small and Medium Enterprises (MSME) /National Small Scale Industries Corporation (NSIC) are exempted from payment of Tender fee only if the vendor is manufacturing /supplying/providing the servicing for the tendered products for this particular tender. A copy of valid registration certificate should be submitted along with the technical bid.</p> <p>Tender fee/Tender document cost/DD received towards the tender is non refundable.</p>
10.	If any bidder withdraws his tender after price bid is opened, with in the validity period or makes any modifications in the terms and conditions of tender, which are not acceptable to the INCOIS, then INCOIS shall without prejudice to any other right or remedy available to it, be at liberty to forfeit the entire or part of Earnest Money Deposit.
11.	GST: The bidder should specifically/particularly state GST if any applicable as extra and the rate at which the same are chargeable, failing which, the prices quoted, will be deemed to be

	inclusive of such levies. If a particular bidder is not registered under the GST Act, the prices quoted by him will be treated as net and inclusive of all taxes and statutory levies and that any future claims made by him for reimbursement of those levies on account of retrospective registration under the GST Act will in no circumstances be entertained by the INCOIS and that liability for payment of these levies will be wholly and exclusively that of the bidder quoting against our tender.
12.	Performance Deposit: Successful bidder has to submit 05% of the Order value within 15 days from the date of receipt/dispatch of order towards Performance Deposit by means of Demand Draft drawn in favor of Director, INCOIS payable at Hyderabad or Bank Guarantee from any Nationalized Bank valid for a period of 3 years + 60 days months. The EMD submitted by the successful tenderer shall be converted as Performance Deposit and the balance amount required for 05% of order value to be submitted in the form of Demand Draft / Bank Guarantee for the purpose of fulfillment of the contract. This deposit will be free of interest and is refundable after the satisfactory execution of the contract and complete fulfillment of contractual obligations.
13.	PBG is liable to forfeiture in the event of : a. Withdrawal of order during validity period of the contract b. If the service of the successful bidder is found to be unsatisfactory and fails to adhere to our tender terms and conditions. c. Any unilateral revision made by the successful bidder during the validity period of the contract.
14.	Please note that any falsification/suppression of information could lead to the disqualification from the tender.
15.	The successful bidder should commence the services immediately upon receipt/dispatch of the award of contract or from the date as decided by INCOIS and this will be binding on the bidder.
16.	If any loss or damage is caused to our property by your workmen, the cost of the same will be recovered from the agency/contractor
17.	A formal Agreement is to be entered within 15 days after receipt of the Work Order and successful bidder should attend this office along with India Non Judicial Stamp paper of Rs.200/-.
18.	The authorized person who signs the tender should indicate his/her e- mail ID and Telephone No. for prompt communication, if required.
19.	Force Majeure Clause: If the execution of the contract order is delayed beyond the period stipulated in the contract as a result on out-break of hostilities, declaration of an embargo's or blockage or fire flood, acts of nature or any other contingency beyond the supplier's control, Director, INCOIS may allow such additional time by extending the delivery period as he considers to be justified by the circumstances of the case and his decision shall be final, conclusive and binding. If and when additional time is granted by the INCOIS, the contract/supply shall be read and understood as if it had contained from its inception the delivery date as extended.
20.	Bidder shall carryout the work directly themselves till the completion of work and not through power of attorney.
21.	The bidder shall sign and upload the Bids with the exact name and address of the firm, for which is submitted. The Only signed and stamped bids shall be uploaded by authorized officer of the firm.
22.	The acceptance of tender will solely rest with Director, INCOIS who does not bind himself to accept the lowest or any other tender. No reasons will be furnished for acceptance or rejection of any tender.
23.	Canvassing in connection with tender is strictly prohibited and any canvassing will render the bid of bidder ineligible.
24.	Director, INCOIS reserves the right to cancel the tender at any stage due to any technical /administrative reasons. The bidder shall not have any claim under what so ever reasons.
25.	INCOIS reserves the right to alter the scope/or reduce quantum of work, before issue of work order/currency of order and bidder shall not have any claim whatsoever on this account. INCOIS also reserves the right to spilt the tender and award to separate bidder(s) if necessary and bidder shall not have any claim whatsoever on this account.
26.	Termination Clause: Director, INCOIS reserves the right to terminate the contract either whole or part of contract with one month notice.
27.	In case of any un resolved dispute or differences arising at any time between this Institute and the firm holding the contract, these shall be resolved in terms of the Arbitration and Conciliation Act 1996 and held at Hyderabad, Telangana only. Further, this contract is subject to laws of India alone.

10. Technical Clarifications:- INCOIS has made every effort to bring out the requirements to facilitate the Firms to make their proposals. However, keeping in view that Firms may require clarifications on certain points in this Document before submitting their Proposal, such queries or clarifications on tender document, if any, may be submitted by the firms (via e-mail) on or before 1500 Hrs of 06.08.2019. Note: Firms may submit a consolidated query only once. e-mail: bvs@incois.gov.in & vijay@incois.gov.in; E-mail subject should be mentioned as "*Queries on tender for "All-in-All" Comprehensive Annual Maintenance Contract of Fire Alarm & Fire Protection System,, at INCOIS, Hyderabad for a period of 3 Years*". All the clarifications will be consolidated and clarified to the bidders and corrigendum/addendum will be uploaded in the tender portal and added in the tender column at INCOIS Web site (if required only).

11. Contact / Delivery Address:-

1) Head-CWG

Indian National Centre for Ocean Information Services (INCOIS) Ministry of Earth Sciences, Govt. of India, "Ocean Valley", Pragathi Nagar (BO), Nizampet (SO)
Hyderabad - 500 090, T.S., India
Phone No.:040-2389 5005 / 2388 6005, Fax No.: 040-2389 5001 / 2389 2910
e-mail: bvs@incois.gov.in/vijay@incois.gov.in

2)Director

Indian National Centre for Ocean Information Services (INCOIS), Ministry of Earth Sciences, Govt. of India "Ocean Valley", Pragathi Nagar (BO), Nizampet (SO)
Hyderabad - 500 090, T.S., India, Fax: 040 2389 5001 / 2389 2910
e-mail: director@incois.gov.in

We have read and understood the above terms and conditions in detail and the same are accepted by us.

Signature of the Bidder/ Authorized Signatory & date

Name

OFFICE SEAL,

Address

Note: The bidder has to sign & stamp on all pages of tender document and upload the same.

Instructions for Online Bid Submission

As per the directives of Department of Expenditure, this tender document has been published on the Central Public Procurement Portal (URL: <http://eprocure.gov.in>). The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates.

The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal. More information useful for submitting online bids on the CPP Portal may be obtained at:
<https://eprocure.gov.in/eprocure/app>.

REGISTRATION

1. Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link “Click **here to Enroll**” on the CPP Portal is free of charge.
2. As part of the enrolment process, the bidders will be required to choose a unique username 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 from the CPP Portal.
4. Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing 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 DSC's 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.

SEARCHING FOR TENDER DOCUMENTS

1. There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, organization name, location, date, value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as organization name, form of contract, location, date, other keywords etc. to search for a tender published on the CPP Portal.
2. Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective ‘My Tenders’ folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
3. The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

PREPARATION OF BIDS

1. Bidder should take into account any corrigendum published on the tender document before submitting their bids.
2. Please go through the tender advertisement and the tender 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.
3. Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF formats. Bid documents may be scanned with 100 dpi with black and white option. To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents(e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders.

4. Bidders can use “My Space” area available to them to upload such documents. These documents may be directly submitted from the “My Space” area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

SUBMISSION OF BIDS

1. Bidder should log into the site well in advance for bid submission so that he/she upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
2. The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
3. Bidder has to select the payment option as “offline” to pay the tender fee / EMD as applicable and enter details of the instrument.
4. Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be posted/couriered/given in person to the Tender Processing Section, latest by the last date of bid submission or as specified in the tender documents. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.
5. 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 tender 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 the white coloured (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.
6. The server time (which is displayed on the bidders’ 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.
7. 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. The confidentiality of the bids is maintained using the secured. Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done.
8. The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
9. Upon the successful and timely submission of bids, the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
10. The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

ASSISTANCE TO BIDDERS

1. Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
2. Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk. The contact number for the helpdesk is 1800-3070-2232.