

C O N T E N T S

I N D E X

SUB : E-Tender for Annual Operation & Maintenance Contract for existing Fire Fighting & Fire Detection system installed at Jeevan Pragati Building, Laxmi Nagar, Delhi-110092. TENDER NO - LIC/DO/2/AMC/ Firefighting/05

SR. NO.	CONTENTS	FROM PAGE NO.	TO PAGE NO.
1.	Letter to contractor from Sr. Divisional Manager	2	3
2.	Letter from contractor to Sr. Divisional Manager	4	5
3.	Instructions in regard to submission of tender	6	7
4.	General Condition of contract	8	12
5.	Appendix to condition of contract	13	14
6.	Schedule of Maintenance Fire alarm & Fire Fighting System	15	16
7	Terms and Conditions of Maintenance Contract	17	20
14	Certified	21	21
15	Schedule of Quantities	22	22

CONTRACTOR

SR.DIVISIONAL MANAGER

LETTER TO CONTRACTOR FROM SR. DIVISIONAL MANAGER

Ref : LIC/OS/Delhi-DO-2/05

Date :

To

SUB : E-Tender for Annual Operation & Maintenance Contract for existing Fire Fighting & Fire Detection system installed at Jeevan Pragati Building, Laxmi Nagar Delhi TENDER NO - LIC/DO/2/AMC/Firefighting/05

Online bids are hereby invited for the works mentioned below through online e-tendering system portal www.tenderwizard.com/LIC from the empanelled vendors of LIC OF INDIA.

Sr.No.	Name of work	Estimated Cost	Earnest Money Deposit (EMD)	Tender document fee
1	As mentioned above	Rs 983424.00	Rs. 4900/- .	Rs.590/- (Inclusive GST)
Note: Agencies seeking exemption of EMD / Tender Fee shall have to produce relevant and valid MSME certification stating the exemptions.				

1. Possession of Digital Signature Certificate (DSC) & registration of the contractors on the portal i.e. <http://www.tenderwizard.com/LIC> is a prerequisite for e-tendering.
2. For Digital Certificate issuance you please contact our Service Provider Antares System Limited , 24, Sudha Complex , III Stage , IV Block , Basaveshwara Nagar, Bangalore – 560079, Ph 40482113
3. Last Dates of various activities by bidder:-

Key Dates

S.No.	Department Stage	Start Date and Time	Expiry Date and Time
1	Release of Tender document	12.02.2026 10.00 Hrs	23.02.2026. 17.00 Hrs
2	Downloading of Tender Document	12.02.2026 17.00 Hrs	23.02.2026 15.00 Hrs
3	Deposit of Tender fee & EMD		

a	In case of Demand draft (in sealed envelope)	12.02.2026 15.00 Hrs	23.02.2026 15.00 Hrs
b	Online submission of tender	12.02.2026 17.00 Hrs	23.02.2026 15.00 Hrs
4	Opening of EMD envelope and opening of Price Bid	24.02.2026 15.30 Hrs	

For Registration and for further details on e-tendering, please visit website above mentioned portal (website) or below mentioned Helpdesk details.

Office Address:- E-Tender helpdesk, # 24, Sudha Complex, 03rd Stage, 04th block, Basaveshwaranagara, Bangalore-560079

Help Desk Contact Details: -

1) Mr. Lokesh, (E-mail: lokesh.hr@antaressystems.com)

Ph: 09686115304 & 08040482140

2) Mr. Rajesh kumar , (E-mail: rajeshkumar1023@etenderwizard.com Ph:

9870393814

4) Contractor has to submit the tender as under:-

- 1) **BID I** : Big sealed envelope consisting of two separated sealed envelope as per following:-
 - a) **Tender Fee of Rs. 590/- (i.e. Rs. 500/+18% GST)** (non refundable) in the form of Demand Draft/Pay order in favour of “ Life Insurance Corporation of India” payable at New Delhi
 - b) **Earnest Money Deposit of Rs. 4900/- (Rupees forty four thousands nine hundred only)** in the form of Demand Draft/Pay order/Banker’s cheque in favour of “**Life Insurance Corporation of India** “ payable at New Delhi .
 - c) Online payment towards Tender Fee and EMD through IMPS will not be considered and tender will be rejected.
- 2) **BID II**: Schedule of Rates (**Page no. 22**) and summary (**page no. 22**). The Tenderer shall download the documents, fill in their relevant information, sign & stamp and upload in the portal. The percentage rate in words & figure shall be quoted in the template provided. No other documents, conditions shall be uploaded along with documents of financial bid.

Note: - (a) The selected agency should only quote the tender.

- (b) The Sr. Divisional Manager reserve the right to not to open Financial bid of tender of Any/all the applicants at his sole discretion without assigning any reason whatsoever.

The Life Insurance Corporation of India does not bind itself to accept the lowest or any tender.

Sr. Divisional Manager

LETTER TO SR.DIVISIONAL MANAGER FROM CONTRACTOR
TO BE SUBMITTED ONLINE ON OR BEFORE AS PER THE KEY DATES

Date:

To,

The Sr. Divisional Manager ,
Life Insurance Corporation of India
SCOPE MINAR, 9TH floor,
"CORE-II" , LAXMI NAGAR ,
New Delhi i – 110092.

Dear Sir,

E-Tender for Annual Operation & Maintenance Contract for existing Fire Fighting & Fire Detection system installed at Jeevan Pragati Building, Laxmi Nagar Delhi-110092 TENDER NO - LIC/DO/2/AMC/Firefighting/05

1. Having examined and understood the Specifications, Conditions of Contract and General Instructions and Schedule of Quantities relating to the above work and the drawings and other related terms and conditions, amendments etc. and having visited and examined the site of the proposed works and having acquired the requisite information relating thereto as affecting the tender invited by you on behalf of the Life Insurance Corporation of India, I/We, the undersigned hereby offer to construct, execute, complete and maintain the proposed works on **Percentage rate basis** in strict accordance with the Contract Conditions and Specifications for the sum of Rs._____-/- (Rupees_____only) or such other sums as may be ascertained in accordance with the said Conditions.
2. I/We, undertake to complete and deliver the whole of the works within a period as specified in the Conditions of Contract from the date of issue of intimation from you that the tender has been accepted and upon receiving possession of the site. I/We shall be under the obligation to pay the sum as stated in the Conditions of Contract for every day that the works shall remain incomplete, damages as compensation subject to the Conditions of Contract relating to extension of time.
3. I/We, enclose herewith my/our tender along with **Earnest Money Remittance** of Rs._____(Rupees _____ only) in the form of Crossed Demand Draft Payable at _____. I/We, hereby agree that this sum shall be forfeited by us to the 'Life Insurance Corporation of India' in the event of my/our tender being accepted and I/We fail to execute the Contract when called upon to do so. I/We, note that Earnest Money Remittance In Form Other than crossed Demand Draft on a Nationalized Bank at _____ shall not be accepted.



4. *The Earnest Money Deposit of Rs. _____/-
(Rupees _____ only) is enclosed in the
form of Demand Draft/ Banker Cheque drawn on _____ and payable at Delhi or NEFT /RTGS
only (No payment through IMPS will be accepted).

OR

*The EMD of Rs. _____ has been deposited in cash in the Accounts Dept. of _____
and M. R. No. _____ dt. _____ is enclosed ♠

5. In the event of the tender being accepted:

* I/We, agree to the retention of my/our EMD as a part of Security Deposit.

Yours faithfully,

(SIGNATURE OF THE CONTRACTOR)

Name and Seal

NAME OF THE PARTNER OF THE FIRM

OR

NAME OF THE PERSON HAVING POWER OF ATTORNEY TO SIGN THE CONTRACT

(CERTIFIED TRUE COPY OF THE POWEROF ATTORNEY SHOULD BE ATTACHED)

***Strike out whichever is not applicable**

INSTRUCTIONS IN REGARD TO ONLINE SUBMISSION OF TENDERS TENDER NO - LIC/DO/2/AMC/ Firefighting/05

NOTE: Contractors are requested to note that non-compliance of the following instructions is liable to render their tenders non-bonafide.

1. Address to which Demand Draft EMD and Tender fee in a sealed envelope marked EMD & Tender fee for E-Tender for Annual Operation & Maintenance Contract for existing Fire Fighting & Fire Detection system installed at Jeevan Pragati Building, Laxmi Nagar Delhi-110092

To, The Sr. Divisional Manager, LIC of India, 9th Floor, Core-II, Laxmi Nagar, New Delhi -110092.

A scan copy of the Demand Draft is to be uploaded in the portal. In case of NEFT payment the Receipt of NEFT is to be uploaded. The payment of EMD and Tender fee can be made together through NEFT.

The enrolment processing fees can be submitted by D.D or through online as per following details.

Details of LIC Bank Account for remittance of Enrolment Processing Fee through online/ NEFT/RTGS.

Name of Account Holder	LIFE INSURANCE CORPORATION OF INDIA
Name of Bank	UNION BANK OF INDIA
15 Digit Account No	510101002947780
IFSC Code	UBIN0530786

Name of Account Holder	Life Insurance Corporation of India
Name of Bank	UNION BANK OF INDIA
16 Digit Account No.	510341000687313
IFSC code	UBIN0905062

Note: No online payment through IMPS will be accepted

2. Last date for submission of on-line tender: **15.00 hours on 23.02.2026.**

3. Tenderers should ensure that their tenders are submitted electronically before in the date and time specified above.
4. Tenderer should fill in all the relevant information in prescribed templates/forms and put his Digital signature on the relevant places as required in the e-tendering System.
5. The percentage rates should be filled in as per the format given in the online e-Tender.
6. Contractors should quote their Percentage rates in figure in the portal
7. No alterations or additions are to be made by the contractors of the text of the Schedule of these tender papers. Violation of this instruction entails rejections of the tender at the discretion of the Sr.Divisional Manager.
8. Any tender who proposes any alterations to any of the condition/s laid down or which proposes any other conditions of any description whatsoever is liable to be rejected at the discretion of the Sr.Divisional Manager.
9. Contractors are warned that Cash, or Encashable Cheque, or Bank or Insurance Guarantee, or Fixed Deposit receipt in lieu of the aforementioned form of Earnest Money remittance will not be accepted
10. Tenders containing errors are liable to be considered non-bonafide at the discretion of the Sr.Divisional Manager
11. Tenderer should note that tender should remain open for consideration for a minimum period of **Three Month** from the date fixed for the receipt of tenders.
12. The Contractor is required to check the numbers of the pages and should any page be found missing or in duplicate, or the figure or writing in district, be must inform the Sr.Divisional Manager at once and have the same rectified. Should the Contractor be in doubt about the precise meaning of any item or figure, for any reason may be decided upon before the date for the submission.

No liability whatsoever will be admitted nor claim allowed in respect of errors in the submitted tender due to missing / duplicate pages , indistinct writing or any other error in the tender document , which should have been rectified in the manner described above.

CONTRACTOR

SR.DIVISIONAL MANAGER

GENERAL TERMS AND CONDITIONS OF CONTRACT

1. The quoted tender rates are valid for three (03) months from the date of submission of tender for acceptance of tender.
2. Quoted Rates shall be inclusive of all taxes but excluding GST.
3. The contractor shall be responsible to pay all statutory Levies imposed by the State and Central Government. GST on work contract shall be paid by the Corporation during the contract period.
4. Deduction at source of Income Tax , Labour Cess etc shall be made by LIC of India as per the provision prevailing from time to time from Running Accounts or Final Bills and remitted to concerned authorities on behalf of the contractor .
5. Labour cess will be deducted from contractor's bills as applicable.
6. Liabilities towards Swachh Bharat cess for contractors and Employer shall be in accordance with relevant provisions of Finance Act 2012 or any amendment issued by concerned authorities from time to time. Contractor shall also be responsible to seek permission from local authorities/ Administration before starting of work and during progress of work for unloading/ stacking materials
7. LIC of India reserves right to foreclose / terminate contract without any notice at any time.
8. In case of any discrepancy / dispute on any of the matter related to this contract, the decision of the Sr. Divisional Manager is final.
9. The Security Deposit / Earnest Money Deposit in part / full will be forfeited in case of non-accepting the tender after quoting and / or in case of non- fulfilling the contract in letter and spirit and / or non-completion of works and / or non- attending works in time.
10. If any agency fails to remit GST amount claimed from L.I.C. of India to concerned authorities in time, L.I.C. of India reserves the right to disqualify from the list of approved panel of vendor.
11. Contractors & their authorised supervisors shall have a valid mobile number for contact purpose. The contractors to note that, these numbers would be circulated among occupants also.
12. L.I.C. of India reserves the right to extend the contract for a further period of 01 (One) year or for any other period on mutual consent & actual requirement basis, subject to assessing & reviewing the overall performance of the contractor. The decision of the Sr.Divisional Manager in this regard shall be final & binding on the contractor and no claim whatsoever shall be entertained on this account.
13. Work shall comply with the latest local Municipal Regulations and carried out to our entire satisfaction. If due to violation of local Regulations by the Contractor, LIC has to incur any expenses (e.g. to meet any claims etc.) the same will be deducted from the Contractor's bill.
14. Contractors should visit the site / buildings before quoting rates for the works.
15. The rates quoted by the tenderer in the tender must hold good throughout the currency of the contract. .

16. The Competent Authority may due to adequate reason as he thinks fit from time to time, terminate the Contract by giving One month notice. The Contractor should then leave the buildings in a decent and workable condition, failing which LIC reserves the right to take any action as deemed fit against the Contractor.
17. **MINIMUM WAGES ACT** : The Contractor shall pay rates of wages and observe hours of work and conditions of employment according to the existing rules under Minimum Wages Act. Further it shall be Contractors responsibility to ensure that he pays his workmen wages which are not lower than the minimum prescribed by the **Union Government and State Govt.**
18. **CONTRACT LABOUR ACT** : The Contractor shall be responsible to register themselves under the Contract Labour (Regulation and Abolition) Act, 1970 and Building & Other Construction Workers (Regulation of Employment & Condition of Services) Act, 1996 and rules there under and must comply with and carry out all the provisions and obligations under the said Act and Rules and furnish all information to Employer as may be required by it and shall also indemnify the Employer against any penalties claims etc, arising from any default on their art.
19. **TAXES, DUTIES, LEVIES & DEDUCTION AT SOURCE** : The Contractor shall be responsible to pay all statutory levies imposed by the State Government and Central Government from time to time . It is deemed that the rates quoted by the contractor for each item of works includes all applicable taxes except GST on work contract which shall be reimbursed by LIC as applicable from time to time as per notification of Govt. of India . The contractor shall ensure that they are registered with GST authorities. They shall also submit the certified copy of the registration certificate issued to them under the said ACT .

The invoices submitted by the contractors should have their GST No clearly printed on it. The Tax amount should be clearly shown in the invoices. The contractors should also mention LIC's GSTN number on the invoices uploaded on GST Portal.

The contractors need to display the invoices on the GST Portal and remit the tax to Government within specified period.

Deduction at source of Income Tax shall be made by LIC of India as per the provisions prevailing from time to time from the Running Account or Final Bill and remitted to the concerned Taxation Authorities on behalf of the contractor

20. DURATION OF CONTRACT

One year from date of commencement of work. However contract can be extended further on the mutual consent & at sole discretion of LIC of India . After completion of the AMC contract period, contractor will have to hand over entire premises / utilities /equipments in good working condition to the next contractor. Any pending defect shall be got rectified on the risk & cost of the existing contractor and cost incurred in removing the defects will be recovered from the pending bill & Security deposit lying with LIC.

21. ACCOMMODATION

The contractor will have to make their own arrangement for the accommodation of staff, storage of tools etc.

22. TERMS OF PAYMENT

No advance payment will be made for AMC. The AMC charges will be paid at the end of every **month** on submission of a satisfactory PM Service report / breakdown service report / log book along with the attendance of providing personnel for shift duty and routine maintenance.

23. SUBMISSION OF BILLS

The vendor shall submit invoices by 10th of next month along with the certified copies of original routine service reports and original break down call reports of various installations, along with attendance of engaged personal for shift duty, a log sheet of complaint calls, and routine service maintenance schedule attended to as set out in scope. Payment will be released through NEFT.

24. ESCALATION

The Quoted rates shall be firm and no escalation would be paid on approved AMC rates.

25. STATUTORY COMPLIANCE BY THE CONTRACTOR:

The firm shall ensure payment of minimum wages to the workmen employed by them through NEFT to their bank account/s and shall maintain a register of wages and shall issue a wage slip to every workman employed by they/them and obtain their signature or thumb impression on the wage slips. In addition, they have to provide essential amenities like drinking water, first aid facility etc. to their employees as per Contract Labour Act 1970. Salary of the employees shall be disbursed through NEFT only to their bank account and a copy of the NEFT payment shall be produced with the bill to be submitted to LIC for record.

The firm has to give undertaking on Non Judicial Stamp Paper of applicable amount that he undertakes to actually pay wages to all the labourer of all descriptions to be engaged by him for completion of that particular job/work at the rate which is not less than the one prescribed under minimum wages under CLRA Act and also keep the Principal Employer indemnified against all the actions that may be initiated against the Principal Employer by the Statutory Authorities for his failure to pay such wages and provide the essential amenities.

The firm shall indemnify and keep indemnified LIC against all losses and claims, damages or compensation for breach of any provisions of the Payment of Wages Act, 1936, Minimum Wages Act, 1948, Contract Labour (Regulation and Abolition) Act, 1970 or any other labour law/statute in force in this regard. The firm only shall be responsible for liabilities, if any, in this regard.

The Bidder shall not deploy any person below the age of 18 years.

26. MAINTENANCE

The contractor shall be responsible for ensuring the defects or complaints lodged are attended, to the entire satisfaction of LIC and keep the system in satisfactory working condition.

27. TERMINATION OF CONTRACT

The Corporation reserves the right to terminate / cancel the whole or part of the agreement at their sole discretion after giving one month's notice to the service provider. If the contract is terminated by the service provider, it would be liable for penalty which would be equivalent to 10% of the contractual amount of the unexpired period of maintenance contract.

28. Rates mentioned in the Schedule of quantity are subject to the General condition of AMC contract and Terms & Conditions of contract for Annual Maintenance of contract.

29. This tender is invited on %age rate basis annual contract and proportionate monthly payment will be released against submission of monthly bills on 1st of every month for successful services rendered on previous month along with necessary certificate.

30. The contractor has to make available trained fire men at above building round the clock. In addition to above staff if some more staff is required, same shall be provided by you without any extra charges. The contractor has to provide name and mobile phone number of each fire man & the same shall be displayed properly on prominent places as instructed.

31. You will have to pay wages to you workers as per minimum wages act as applicable in Delhi state. Proper attendance register of each operator shall be maintained & certified copy of the same is to be provided with monthly bills.

32. You will have to furnish name and address with telephone number of your representative who can be contacted in case of emergency.

35. The contractor must inspect the site and quote their rates after getting proper acquaintance

36. The Sr. Divisional Manager reserves the right to accept any tender or to accept the tender in part reject any quotation without giving any reason thereof

37. All material use in work shall be as per our specifications or as per quality specified in tenders and approved by competent authority.

38. Insurance Cover policies :The contractor has to take workmen compensation & Contractor's All Risk Policy inclusive of third Party Liability in joint name of LIC of India and himself. The contractor shall fully indemnify LIC of India about any claim /damages to their men, material and property and LIC shall not be bound to defend any claim if arises on this account.

39. Any item if replaced shall be settled on the basis of cash memo for the purchase of material .Contractor shall be allowed 15% over the above to cover transportation, supervision and profit. If any item is available in the GTR /any earlier approve rates for fire related works ,then payment of such items shall be paid as per GTR rate minus 10% towards labour component. Whenever applicable analysis of rates shall be on the pattern of CPWD analysis of rates .



40. The contractor is to fully indemnify LIC of India against any type of loss/accident caused due to negligence of contractor and he should take all precautions for smooth execution of work .

41. All works are to be carried out as per local by laws with respect to stocking of material, employing of labour etc. The electrician carrying out the work shall be licensed.

42. No interest shall be payable over the security deposit (Earnest Money , Initial security deposit , retention money) lying in deposit with LIC of India .

43. You have to make an alternate arrangement in case of absence of any fireman otherwise a penalty of Rs 1000 / - shall be recovered from monthly bill .

44. All disputes arising out of this contract shall be referred to arbitration. Notice for such arbitration in writing must be given by the party seeking the same specifying all the points in dispute for arbitration. Preferable there will be a sole arbitrator agreed by both parties out of panel of five selected by the LIC of India, failing which each party shall choose its own arbitrators out of this panel. The arbitrator shall before proceeding with the arbitrations nominate an umpire. The arbitrators will be governed by the Indian Arbitration act. However, no arbitration shall be started until after completion of work unless the contractor undertake to continue to working the usual way in the meantime.

CONTRACTOR

SR.DIVISIONAL MANAGER

Appendix to the condition of contract. TENDER NO - LIC/DO/2/AMC/ Firefighting/05

Name of Work : - E-Tender for Annual Operation & Maintenance Contract for existing Fire Fighting & Fire Detection system installed at Jeevan Pragati Building, Laxmi Nagar Delhi

Estimated Cost = Rs 983424.00 EMD . = Rs.4900.00

Sr No	Particulars	Remark
1	Date of commencement	1. Either 07 (Seven) days from the date of acceptance letter issued to the contractor OR 2. The day on which contractor is instructed to take possession of site whichever is earlier
2	Duration of Contract	One year from the date of commencement extendable further on yearly basis subject to satisfactory performance & mutual consent & on approval of the competent authority.
3	EMD	Rs 4900/-
4	Security Deposit	3% of accepted tender amount
5	Recovery of Security Deposit	EMD shall be retained as part of Security Deposit and balance shall be further be deposited within seven days from the date of acceptance letter.
5	Period of honoring interim certificate	30 days
6	Period of honoring Final Certificate	90 days
7	Penalty	As per detail given in the terms & condition of this tender.
8	Contractor's All Risk Policy (CAR)	CAR policy shall be for full amount of Contract value
	Third Party Liability Insurance Policy	7.5% of Contract Value (Third Party Liability Policy can be stand alone or can be along with CAR policy for specified Value
9	Workmen's Compensation Policy	For minimum number of workers required to execute contract or As per Mutual agreement
10	GST , Taxes and duties	Rates quoted shall be inclusive of tall axes like Income tax , labour cess etc but excluding GST . GST will be applicable on work contract as per the Act. All statutory deduction shall be made from the bills. Income Tax and GST shall be dealt with

		<p>as per notified by the Govt of India from time to time. Any Statutory taxes promulgated by State/ Central legislatures that may be introduced subsequently after the submission of tender and issuance of acceptance shall be examined as per Law . Similarly financial impact due to any variation in Tax or Tax structure shall be examined as per Law. All deductions / penalties buy back etc will attract GST as per Law. . GST will be paid separately along with bill payments as per applicable rate of GST at the time of Bill.</p>
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CONTRACTOR

Sr. Divisional Manager

MAINTENANCE SCHEDULE

FIRE ALARM SYSTEMS

A. Daily Check

1. Watching of main control panel 24 Hours and rectifying of faults.

B. Monthly Check

1. A.C supply on indicators.
2. Checking of battery charging indicators.
3. Checking of individual Zone fire indicators.
4. Checking of individual Zone fault indicators.
5. Checking of external alarm/hooters.
6. Checking of visual detectors.
7. Checking of manual test of P.A. Systems.
8. Checking of batteries and operation on standby power.

C. Quarterly Check

1. Checking of manual Call Point
2. Checking of response indicator
3. Checking of exit sign boards.
4. Actuation of one smoke detector in each floor/Zone.
5. Cleaning of smoke and heat detectors.

D. Half Year Check

2. Actuation test of heat detectors.
3. Complete overhauling of the control panel.

CONTRACTOR

SR.DIVISIONAL MANAGER

FIRE FIGHTING SYSTEM

1. Daily Checks –

- i. Each Pump should be tested for at least 60 second every day. Discharge of water should be from Hydrant or through a test line. Unnecessary sound and vibration should be noted and corrected.
- ii. Pump automation should be checked.
- i. Check the power supply

2. Monthly Check

- i. Hydrant externally and terrace shall be tested with hose and branch pipe. The jet shall be operated for at least 2 minutes. Hose shall be dried before rolling.
- i. Greasing of pumps and motors to be carried out as per manufacturers recommendation or whenever necessary.
- ii. First Aid Hose Reel shall be extended to full length and water discharged for 120 seconds. The pipe shall be rolled back uniformly, line by line.
- ii. Internal Hose Cabinet shutters (including glass) shall be cleaned. Dust and dirt within cabinet shall be removed. Apart from above routine check following Repair & Maintenance work shall also be carried out.
 - i. Any line rupture affecting hydrants should be brought to knowledge of concerned engineer immediately and action is to be taken immediately as per his instruction
 - ii. Replacing of gland packing / seals in various pumps and valves on as and when required to ensure that there is no leakage.
 - iii. Checking of electrical terminals, contact points of the starters/contractors, and relays installed in various control panels.
 - iv. The contractor shall not dismantle and remove any items without the knowledge of the Security officer. Dismantled items shall be the property of the LIC.
 - v. Arranging all major components requiring repair / replacement / refill with prior consent and approval of LIC (*Only cost of the components + 15% in account of overhead, profit, C&F charges will be paid in addition to the cost of material / repair supported with the original bill shall be reimbursed*) . *The effort involved in procurement and replacement charges shall be deemed to have been included in the contracted amount of this contract*). Any item if replaced shall be settled on the basis of cash memo for the purchase of material . As mentioned above, Contractor shall be allowed 15% over the above to cover transportation, supervision and profit. If any item is available in the GTR /any earlier approve rates for fire related works , then payment of such items shall be paid as per GTR rate minus 10% towards labour component. Whenever applicable analysis of rates shall be on the pattern of CPWD analysis of rates
 - vi. The service provider / bidder shall attend any breakdown and emergency call immediately.
 - vii. LIC reserve the right to get the replacement of parts done through any agency as per its procedure .

CONTRACTOR

SR.DIVISIONAL MANAGER

**TERMS AND CONDITIONS OF MAINTENANCE CONTRACT TENDER NO - LIC/DO/2/AMC/
Firefighting/05**

1. General

- A) This contract is with a view to keeps the entire fire fighting equipments like wet riser, sprinklers, fire pumps, fire detection panels in good serviceable condition to ensure their proper and effective functioning. The contract includes the manning of installation round the clock, so that the persons on duty keep a constant watch on fore panels and shall also operate the fire fighting appliances.

The contractor for the above work should be preferably qualified in fire fighting equipments & he /she should have the past experience to handle the fire appliances.

B) Details of Contract

- a) 1) Contract period : One year. The contract shall be valid for a period of one **year** at initial instance. It can be extended further on mutually agreed rates and terms & conditions subject to maximum tenure of three years.

2) Termination of Contract: Contract can be terminated by either party by giving one calendar months' notice in writing.

C) Maintenance Regulations:

The contractor shall ensure that maintenance of installation is done as per the rules and regulations of Chief Fire Officer, Delhi. The contract shall strictly follow the instructions from time to time given by Sr. Divisional Manager or his representative.

The contractor should be available as and when required to take instructions on fire extinguisher and fire fighting matters, regarding maintenance and operation.

D) Firefighting Systems

- a) Providing trained and qualified staff for maintenance of Firefighting System provided in our offices round the clock.
- b) Maintenance & operation of :
- i) Wet riser
 - ii) Sprinkler System

- iii) Operation of hose pipe and hose reel.
- iv) Maintenance and operation of fire pumps.
- v) Operation of fire pump panel.
- vi) Providing of gland packing and washers .
- vii) Maintenance of fire boxes.
- viii) Oiling of valve
- ix) Diesel Engine pump set (Payment for procurement of diesel & lubricants shall be made by LIC on production of diesel bill as per requirement)

E) Following additional duties are also to be performed:

- a) Training of firefighting and maintenance of firefighting systems to security personnel of the buildings.
- b) Operating the portable fire extinguishers in case of fire.

F) FIRE PERSONNEL:

The number of fire personnel to be employed by the contractor are as under :

Fire men having knowledge pump operation: 3 nos. (1No in each shift) + 1 General Shift fireman. Reliever to be deployed by the contractor at their quoted rates and nothing extra shall be paid.

- b) Each person on duty to have mobile phone & it should be displaced on board in each building.
- c) The contract shall be valid for a period of one **year** at initial instance. It can be extended further on mutually agreed rates and terms & conditions:

2. Termination of Contract: The contract can be terminated by either party by giving advance notice for one calendars months in writing.

3. Acquaintance with installation: The tenderers are advised to visit the building and get themselves acquainted with the installations. Even if the tenderer do not visit the site, it will be presumed that they have quoted the rates after visiting the sites and having acquainted themselves with various equipments.

4. Local regulations: The contractor shall ensure that maintenance of installation is done as per the rules and regulations of Chief Fire Officer, Delhi fire service. The contractor shall also abide by the requirements of our office and shall strictly follow the instruction from time to time.

5. Log Book :The contractor shall maintain a logbook wherein entries like general conditions. Fortnightly/periodical duties/maintenance carried out and results achieved shall be recorded. The specimen of logbook shall be got approved..

6. In case of any actuation of fire detector for testing/actual fire/false alarm, the contractor shall inform the Engineer in charge . The contractor shall also inform the Chief Engineer in case of any abnormalcy/malfunctioning in any system and make necessary entries in the logbook.

7. Tools and Plants: The contractor shall provide necessary tools and plants required for carrying out the maintenance work.

8. Local regulations : The contractor shall be responsible for maintaining the installations conforming to local authority regulations and to the entire satisfaction of LIC.

10. Payment Terms: Payment shall be made on monthly basis after making deduction of Income tax/any other tax as per Govt. rules on submission of bill along with monthly/quarterly/half yearly check report.

11. Other terms & Conditions: LIC's general terms and conditions shall apply in a situation where the conditions incorporated herein do not cover up the particular point/issue under dispute.

12. Rates Quoted shall include:

- a) Deploying trained worker and carrying out servicing as details in this contract.
- b) To provide all tools & plants required for carrying out maintenance/servicing as detailed in the contract.
- c) Any items if replaced for fire detection system shall be settled on the basis of cash memos for the purchase of material. Contractor shall be allowed 15 % over the above to cover transportation, supervision, overheads and profit. If any item is available in GTR for fire related works, then payment of such items shall be paid as per ARC/GTR rate minus 10 % towards labour component .Whenever applicable, analysis of rates shall be on the pattern of CPWD analysis rates. However LIC reserve the right get the replacement through any other agencies as per its procedure

13. Changes to the Installation: The contractor shall carry out changes/addition/alterations to the system as required from time to time for which LIC shall pay extra.

14. Spare Parts ; The contractor shall keep sufficient stock of spare parts (particular for main control panel) at site to enable him to attend the main control panel of fire alarm system and other installations.

15. Identification: All the equipments like fire hydrants, valves, hose reel , fire detector panel etc shall be serially numbered for proper/ easy identification.

16. Coordination With Other Agencies: The contractor shall extend all cooperation to other agencies engaged by LIC to work in the building for any purpose.

17. Penalties and Liquidated Damages

For rendering improper service or causing delay in carrying out repairs, the liquidated damages shall be recovered at the following rates:

A.	Fire Alarm System/PA System	
1.	If the main control panel is not set right within 24 hrs	Rs 500/- per day of each day's delay
2.	If any of the Zone remains out of order for more than 24 hrs	Rs 200/- per day of each day's delay
3	If the P.A System is out of order for more than 24 hrs	Rs 200/- per day of each day's delay
4.	If any fire detection for any floor circuit is out of order for more then 24 hrs	Rs 200/- per day of each day's delay.
5	The battery charging unit is out of order more than 24 hrs	Rs 200/- per day of each day's delay.
B	If main pump ,sprinkler pump ,jockey pump, diesel driven are not restored to working condition within 24 Hours	Rs 400/- per day of each day's delay
C	WET RISER	
	If the automatic panels are not attended within 24 Hours	Rs 250/- per day of each day's delay

Note: While imposing the liquidated charges as indicated above, due consideration shall be given to the time factor needed for carrying out the necessary repairs.

CONTRACTOR

SR.DIVISIONAL MANAGER

CERTIFIED:

1. **Certified that the rates are quoted after actually visiting site of work and acquainting with worked condition and.**
2. **Certified that we have carefully studied the conditions of contract and specifications for material and workmanship and will adhere to the same.**

SIGNATURE OF CONTRACTOR

PRICE BID

E-Tender for Annual Operation & Maintenance Contract for existing Fire Fighting & Fire Detection system installed at Jeevan Pragati Building, Laxmi Nagar Delhi TENDER NO - LIC/DO/2/AMC/Firefighting/05

SCHEDULE OF WORK

S.NO.	DESCRIPTION OF WORK	QUANTITY	RATE/Per Month	AMOUNT
1.	Round the clock 24 x 7 hours Annual operation & Non Comprehensive Maintenance Contract for complete Fire Fighting systems i.e. fire alarm systems ,wet riser system , exit signage, Diesel pump All fire fighting Pumps and their panel etc installed in Buildings as per tender specification & terms and conditions specified in tender through 3 fire man in 8 hours shift with weekly off and including cost of reliever for weekly off + 1 No. Fireman coordinating in General Shift for Basement + Ground Floor+6 Floors+ Lift Machine Room at 6 th Floor Terrace. (Total of 4 nos. of Fireman in the 24 Hours)	12 Months	983424.00 (@Rs.81952)	983424.00 (GST Extra)
			Total	<u>983424.00</u>

We confirm that the rates have been quoted by us after visiting the site and having acquainted our self with site/the terms and conditions and also confirm that the decision of L.I.C shall be final in case of any dispute .We also confirm that we shall maintain the installation as required under the by laws of Delhi fire service and local regulations of other local bodies.

Quote your percentage on estimated amount as below

1. %below
2. %above
3. %at par

CONTRACTOR

SR.DIVISIONAL MANAGER