

Life Insurance Corporation of India

ZTC,JAMSHEDPUR



Name of work : TENDER FOR AMC OF FIRE HYDRANT
& FIRE FIGHTING SYSTEM
INSTALLED AT ZTC, JAMSHEDPUR

Issue of Tender : 27/06/2018 to 06/07/2018

Last date of Submission of Tender: 07-07-2018 up to 15.00 Hrs.

Date of Opening Tender : 07.07.2018 up to 15.30 Hrs

Cost of tender form : Rs100/-

EMD : Rs 700/-

Tender Issued to : M/s

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Date :

To
M/s _____

Dear Sir/Sirs,

Re. : AMC of Fire Hydrant/Fire Fighting & Smoke Detection System at ZTC at Jamshedpur.

We are pleased to inform that the only enlisted contractor in ECZO, Patna for participating in the tender for the above cited work as per following program. You are requested to obtained tender papers from Office of SR Divisional Manager ,LIC of India, Bistupur , Jamshedpur or Log-on to [http://www.licindia .co. in](http://www.licindia.co.in) and go to "Tender" and click on the link. E-mail Id is mandatory for the Contractor. The seal Tender with non-refundable fees off Rs. 100/- inform or cash/DD Deposited throw M.R. at the cash counter of LIC Seal tender will be submitted along with E.M.D. of Rs.700/- to the Office of LIC.

The Tender Program are as under:-

Sl. No.	ACTIVITY	Tender Program Date
01.	Downloading of Tender document	27.6.2018 to 06.07.2018 up to 15.00 Hrs
02	Last Date submission of the Tender	07.07.2018 Up to 15.00 Hrs.
03	Opening Date of Tender	07.07.2018 At 15:30 Hrs.

We are enclosing herewith the ITEM rate tender for the aforesaid work along with all terms & conditions. You are requested to quote your lowest Rate for above on the tender documents enclosed with this in a sealed envelope addressed to “

“

LIC reserves the right to accept or reject any or all tenders without assigning any reason thereof.

Yours faithfully,

Contractor Seal & Signature

Chief Engineer

GENERAL INSTRUCTIONS TO CONTRACTORS

Contractors are requested to note that non-compliance of the following instructions is liable to their tender non-bonafide.

1. That Contractor shall read carefully the tender papers and examine general instructions specification, schedule of quantities and etc. and shall visit the site of proposed work, and acquire the requisite information relating to the items of work etc. before filling in the tender papers and quoting his rates.
2. The contractors are required to check the numbers of the pages and should any be found missing or in duplicate, or the figure or writing indistinct, he must inform the Tender inviting Authority (TIA) in order that the correct meaning may be decided upon before the date for the submission of the tender.
3. The contractors shall fill in all the relevant blanks and put their signature on the relevant places as shown in the tender document.
4. The contractors shall quote his rates/percentage rate in figures as well as in words at below/above or at the rates given under the rate columns in Schedule of Quantities. Contractors should strike out the options not applicable and should also write the option in the space given in the bracket.
 - a) Contractors should quote the rate.
 - b) All corrections to be initialed
 - c) Each page of the schedule or quantities and the "General Summary" is to be signed by the Contractor.
5. Tender marked Original duly filled in and accompanied with earnest money as specified and sealed in the self addressed envelope provided for the purpose will be submitted to the LIC of India, on or before 15:00 hour on 07/07/2018 by the contractors or their accredited representatives who desire to attend.
6. Contractors are requested to put their firm's endorsement on each page of the tender document as token of perusal.

Contractor Seal & Signature

Chief Engineer

7. No alterations or additions are to be made by the contractors to the text of the schedule of these tender pages. Violation of this instruction entails rejections of the tender at the discretion of the Tender Inviting Authority (TIA).
8. Any tenderer which proposes any alternations 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 Tender Inviting Authority (TIA).
9. No liability whatsoever will be admitted nor claim allowed in respect of errors in the contractor's tender due to mistake in the Schedule of Quantities which should have been rectified in the manner described above.
10. Earnest Money accompanying of the Tender will be accepted only in the form of cash at our cash counter or Crossed Demand Draft of any of the nationalized banks in drawn in favour of the "Life Insurance Corporation of India" only and not in favour of any other authority.
11. Contractors are warned that En-cashable Cheque or Bank or Insurance Guarantee or Fixed Deposit Receipt in lieu of the aforementioned form of Earnest Money remittance will not be accepted.

Tenders containing errors are liable to be considered non-bonafide at the discretion of the Tender Inviting Authority (TIA)
12. Tenderers should note that their tenders should remain be open for consideration for a minimum period of THREE MONTHS from the date fixed for the receipt of tenders.
13. The Tender Inviting Authority reserves the right to accept any tender or to accept tenders in part or may split the tender/work and entrust the same to any number of agencies or to reject any or all tenders at his sole discretion without assigning reasons thereof. The Tender Inviting Authority does not bind to accept the lowest tender.

Contractor Seal & Signature

Chief Engineer

GENERAL TERMS AND CONDITIONS OF CONTRACT

1. Tenderers shall read the tender papers and examine general instructions, terms and conditions of contract specifications, schedule of quantities, etc. and shall visit the site of proposed work and acquire requisite information relating to the items of work before filling the tender papers and quoting their rates.

2. **Earnest Money Deposit :**

Earnest Money shall be deposited in the form of cash deposited with our accounts department and receipt produced or in the form of crossed demand draft in favour of "Life Insurance Corporation of India" payable on any of the nationalized banks at Jamshedpur shall be accompanied with the tender. This shall be refunded to the unsuccessful tenderers after the acceptance of successful tender.

3. **Security Deposits :**

The Security deposit shall be Rs 3500/- will be deposited within 15 days of acceptance of your tender
No interest is allowed on EMD/any part of S.D.

4. **Commencement of Work :**

Date of commencement will be taken (as detailed in work order), from the date of issue of acceptance letter or the date of handing over of the site whichever is later. In case of failure to start the work as within the specified period without any valid reason. The work order may be withdrawn by the Tender Inviting Authority whose decision will be final and binding on the contractor.

5. **Rate quoted :**

All the rates quoted shall be for the completed items and shall include for all materials and labour, tools and plants scaffolding, curing/taxes /Duties/levies, transportation, overheads & profits etc. and every thing necessary for carrying out the work as specified in the tender or as directed.

Contractor Seal & Signature

Chief Engineer

The rates quoted by the contractors for each item shall be FIRM throughout the currency of contract including extension of time. If any granted and shall not be subject to any fluctuation due to variation in cost material and labour etc.

Rates quoted by the contractor shall include for removing shifting reinstalling and restoring of the furniture and equipment's etc. of the premises to get the work done.

6. Taxes :

- (a) Income Tax other prevailing tax shall be deducted from each Bill as per rules enforced by the Govt. of the India time to time.
- (b) G.S.T. will be payable on gross amount of bill as per Govt. rule time to time.

7. **Quality of work & Schedule of Quantity**

Items of work shall be carried out by the skilled workers and standard of work shall be best obtainable. All the materials and workmanship shall confirm to the latest Indian Standard Specifications. The work involved calls for a high standard of workmanship combined with speed. The work in progress shall be approved and at each stage of work approval of the Tender Inviting Authority or his representative shall be obtained in writing. The work shall be carried out in strict accordance with latest I.S. specification and as directed by the Tender Inviting Authority or his representative.

The contract shall take every precaution to prevent any damage to the building and installations. The contractor shall be responsible for any injury to workers or the public. The contractor shall make good all the damages to the building or installations at his own cost.

The nature and extent of work has been shown in the enclosed schedule of quantities but the same are provisional and may change (increase or decrease) to any extent due to any reason whatsoever, the contractor shall be bound to them at the rates quoted in tender.

Contractor Seal & Signature

Chief Engineer

8. **Sample for Approval :**

The contractor shall furnish to the Tender Inviting Authority for approval, when requested for or if required by the specification adequate samples of all materials to be incorporated in the work. Such samples shall be submitted before the work is commenced and in sample time to permit tests and examinations thereof. All materials used/applied in actual work shall be fully equal to the approval sample.

9. **Extra /Deviated Items :**

All extra /deviated items rates will be settled accordance with labour and material coefficients as per the rate of C.P.W.D. where such coefficients are not available in C.P.W.D. Schedules, the actual labour/material involved are recorded in executing the item shall be considered.

No extra/ deviated items rates will be settled in absence of supporting bill/vouchers L.I.C. of India does not bind itself to accept the rates mentioned in the bills/vouchers and may settled the rates on the basis of prevailing market rates. While deciding the rates for extra / deviated items an amount @ 15% shall be allowed on the cost of material and labour to cover all the supervision, overheads and profits.

10. **Collection of Materials and Clearance of Site :**

The contractor is not to stock any of his materials recklessly so as to endanger the safety of public /property and cause any nuisance to the office/occupants and public. The contractor shall be responsible for watch and ward of his materials and protecting the work at his own cost.

The contractor shall completely remove all temporary /disposable materials used while executing the work at his own cost and initiative and dispose of the same as directed by the Tender Inviting Authority and handover the premises to the occupant/ officer-in-charge with clean and tidy floors doors and windows etc.

Contractor Seal & Signature

Chief Engineer

The contractor shall be required to execute the working such a place and condition where other agencies may also be engaged for the works of various nature. No claim shall be entertained due to work being executed in the above circumstances.

11. **Cement /Steel** : Cement/Steel not be supplied by LIC, contractor is to note that delay in procurement of cement for the proposed work should not be considered as criteria for obtaining sanction for extension of time for completing the work.

12. **Compliance of Labour Laws & Insurance**

The contractor shall at his expenses ensure due compliance with all applicable and governing labour laws, rules, regulations and bye-laws of contract and state/central governments regulations and other local authorities and further to defend, indemnify and keep the owner (Principal Employer) harmless for any liability or penalty which may be imposed by state/central Govts. and/ or other local authorities. Also from all claims, suits or proceedings that may be brought against the owner arising under, growing out of by any reason of the work provided for by this contract whether brought by an employee of the contractor, by third party, by state /central Govt. and/ or other local authorities. The contractor shall ensure due compliance with all provisions of following Acts and liabilities.

- (i) Minimum Wages Act.
- (ii) Payment of Wages Act.
- (iii) Contract Labour (Regulation & Abolition) Act
- (iv) Employee State Insurance, Workmen Compensation Policy and employees Liability Insurance any other insurance required under law or regulation or by owner.
- (v) Accidental injury to workmen and damage to property or to any person or third party.

The contractor shall indemnify and keep the owner/Principal employer harmless of all claims, damages or compensation payable by law in respect or in consequence of any accident or damage arising under or by reason of this agreement or execution of contract.

Contractor Seal & Signature

Chief Engineer

The work shall comply with the latest Local Authorities regulations and shall be carried out to the entire satisfaction of LIC of India. It shall be responsibility of the contractor to obtain prior approval of Local Authority / Bodies, if any at his cost.

In case of any dispute, decision of the Tender Inviting Authority shall be final and binding on the contractor.

13. **Printed Conditions** : Any printed condition on letter head or otherwise not be accepted and the contract shall be governed solely on the conditions stipulated herein.
14. **Accommodation** : The Contractor shall be required to make his own arrangement of accommodation for his workers;/staff and storage for materials.
15. If on checking there are differences between the rates given by the contractor in words and figures or in the amount worked by him, the following procedure shall be taken as correct.
 - (a) When there is difference between the rates in figures and in words, the rates which corresponds to the amounts worked out by the contractor, shall be taken as correct.
 - (b) When the amount of an item is not worked by the contractor or it does not correspond with the rate written either in figures or in words, then the rate quoted by the contractor in words shall be taken as correct.
 - (c) When the rate quoted by the contractor in figures and in words tallies but the amount is not worked out correctly, the rate quoted by the contractor shall be taken as correct and not the amount.
 - (d) Contractors have to issue necessary "IDENTITY CARDS" to his workmen to prove their identity before the Chief /Sr./ Branch Manager, if asked for.

Contractor Seal & Signature

Chief Engineer

APPENDIX TO THE CONDITION OF CONTRACT

Name of Work :- AMC of Fire Hydrant /Fire Fighting & Smoke Detection System at ZTC, Jamshedpur.

1.	Date of Commencement	:	The date of issue of acceptance letter / work order or the date of handling over of site whichever is later.
2	Duration of Contract	:	One year from the date of commencement of contract which is extendable for another 2 years on yearly basis.
3	EMD	:	Rs.700.00
4	Security Deposit	:	The security deposit shall be Rs. will be deposited within 15 days of acceptance of your tender.
5	Liquidated Damages	:	As per detail given in the special terms & condition of this tender.
6	Period of honoring interim certificate	:	30 days
7	Period of honoring Final Certificate	:	90 days
8	Defects Liabilities Period	:	12 Months

Note : The tendered rates should be inclusive of all taxes, transport etc. any such taxes and duties levied by the Government excluding G.S.T.

Contractor Seal & Signature

Chief Engineer

SPECIAL TERMS & CONDITION

Condition of contract for

AMC OF FIRE HYDRENT/FIRE FIGHTING, FIRE ALARM & FIRE DETECTION SYSTEM INSTALLED AT ZTC, JAMSHEDPUR

General

- a) This contract is with a view to keep the entire fire fighting installation like wet riser, fire pumps, fire panels, smoke detection system in good serviceable condition to ensure their proper & effective functioning.
- b) **The contractor for above work should be preferable qualified in fire safety and fire fighting equipment's from fire engineering college of Nagpur /any other Govt. of India recognized Fire engineering college or they should have the part experience of erecting/maintenance of various type firefighting installation.**
- c) **Maintenance Regulation**
The contractor shall ensure that operation & maintenance of installation is done as per the rules & regulation of Chief fire officer, JSR. The contractor shall strictly follow the instruction (either in writing or oral) time to time issues to them by the Chief Engineer of his authorized representative. The Contractor or his authorized representative should be available as & when required to take instruction on fire extinguishing and fire fighting matters regarding maintenance and operation.

THE SCOPE OF WORK & TERMS & CONDITIONS ARE AS UNDER :

1. Maintenance & operation of following :-

Wet Riser

- a) Riser pump including periodical maintenance as per recommendation of fire pump manufacture & rewinding of pump as & when required.

Contractor Seal & Signature

Chief Engineer

- b) Operation of each hydrant periodically (min. 2 hydrants per week) de rolling the hose reels drying the same & putting back in the yard hydrant box, polishing (brass) of GM hydrants valves, branch pipe nozzle etc. at least once in a month.
- c) Maintenance of fire pumps at least once in a month for min. 15 minutes (in manual /auto mode).
- d) Cleaning of all hydrants boxes etc.
- e) Providing gland packing & washers etc.

2. **Validity** :

The tenders shall be valid for acceptance for a period of three months from the last date of receipt of tenders. The quoted rates in the tender shall remain firm for one year.

3. **Printed Conditions :**

Any printed conditions on letterhead or otherwise will not be considered and contract will be governed solely on the conditions of contract stipulated herein.

4. **Taxes /Octroi & other duties :**

The rates quoted shall be deemed to be inclusive of all taxes, duties etc. and nothing extra on this account will be paid for. Income Tax. Any other govt. tax / any other govt. tax required to be deducted at source as per the rules G.S.T. will be payable on gross value of work.

5. **Extension of Contract :**

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, for another 2 years on yearly basis.

Contractor Seal & Signature

Chief Engineer

6. **Termination of Contract :**

The contract can be terminated by either party by giving advance notice for two calendars months in writing.

7. **Acquaintance with installations :**

The Tenderer are advised to visit the building and get themselves acquainted with the installations. Even if the tender do not visit the site, it will be presumed that they have quoted the rates after visiting the site and having acquainted themselves with various equipment.

8. **Experience :**

The tenderer should have adequate experience in maintaining & manning of these installations and submit a proof thereof along-with tender. In case their experience is found inadequate the L.I.C reserves the right to reject the tender(s).

9. **Local Regulations :**

The contractor shall ensure that operation and maintenance of installation is done as per the rules and regulations of Chief Fire Officer, Fire Service. The contractor shall also abide by the requirements of our office and shall strictly follow the instructions from time to time.

10. **Tools and Plants :**

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

11. **Behaviour of Staff**

The personnel deputed for maintenance work shall behave properly with LIC staff and public. They shall behave politely and shall maintain discipline.

Contractor Seal & Signature

Chief Engineer

12. **Arbitration :**

All disputes arising out of this contract shall be referred to Kanpur. 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 arbitrators shall before be proceeding with the arbitrations act however. No arbitration shall be started until after completion of work unless the contractors undertake to continue to working the usual way in the meantime.

13. **Payment Terms :**

Payment shall be made on monthly basis after making deduction of income tax /any other tax as per Govt. rules, subject to satisfactory services rendered by contractor as verification by the concerning office. All the services as per the tender condition. Contractor has to maintain log book on daily basis duly sign by the LIC Office.

14. **Other Terms & Conditions :**

LIC's general terms and conditions shall apply in a situation where the conditions incorporated here in do not cover up the particular point /issue under dispute.

15. **Rates Quoted shall Include :**

- (a) To provide all tools & plants required for carrying out maintenance/ servicing as detailed in the contract.
- (b) To provide materials like grease, gland packing (for pumps & valves), wires etc.
- (c) Complete & proper maintenance of main control panels, local control panels and minic panels of fire alarm system.

However replacement of batteries shall be done at LIC's cost when so needed.

Contractor Seal & Signature

Chief Engineer

- (d) The charges for replacement of parts and equipment's like detectors Horeseel (or their parts) hooters, canvas pipe, pumps, Motors, valves, parts in electrical panel etc. shall be paid extra. The charges for these items shall be paid on actual cost of parts (cash memo to be submitted) over which 15% for profits and overheads shall be allowed.

16. **Changes to the Installation :**

The contractor shall carry out charges/addition /alterations to the system as required from time to time for which LIC shall pay extra.

17. **Spare Parts**

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

18. **Identification :**

All the equipment's like fire hydrants, valves, horse reel, fire detector panel etc. shall be serially numbered for proper /easy identification.

19. **Co-Ordination with other agencies**

The Contractor shall extend all cooperation to the other agencies by LIC to work in the premises for any purpose.

20. **Penalties & LD :**

In case maintenance work has not been attended to/defect has not been set right the penalty shall be imposed as per following.

While imposing the above penalty /LD, due consideration shall be given to the time required for carrying out the necessary repairs.

Contractor Seal & Signature

Chief Engineer

21. Contractor will provide us the name & detail of their personal, looking after the maintenance of above installation. Contractor will have to obtain our approval for the workmen being deputed at above sites. Person who has not been authorized by us shall not be deputed on the job.
22. Contractor will inspect entire installation before quoting their rates. if any alteration to improve the system needs to be incorporated same shall be intimated in detail (item wise with complete specification) along with item wise estimated rates. This proposal shall be given on the letter head of contractor which shall be kept in separate envelope.
23. After expiry of the contract period, contractor shall hand over entire installation with all complete equipment's in good working condition as detailed in SOQ of this tender to the depts./ new contractor as instructed. Final bill (last two month) shall be settled only after handing over of above installation in good working/operational condition. If system is found in operational the cost for making the system operational shall be recovered from the pending dues to the contractor.

Contractor Seal & Signature

Chief Engineer

Manpower for Operation and main enhance for fire fighting system :

1. The contractor shall have to deploy additional manpower at no extra cost to the Corporation to meet any emergency and to effectively carry out the obligations under the scope of work.

SCOPE OF WORK

1. Operation and routine maintenance of pumps, motors, valves, electric control panels, delivery lines, wet risers, hydrants, hose reels, landing valves, release valves, N.R.V. etc. complete installed at ZTC Building as required to keep the system pressurized.
2. Mock Drill shall be conducted min. once in month during the presence of rep. of Branch Manager & Service Report shall be submitted before closing monthly payment.
3. The Diesel engine driven pump shall have to be serviced as & when required as per manufacture's recommendation, but this pump is to be run, & tested every month, Reimbursement shall be made towards the diesel required for testing by ZTC.

Contractor Seal & Signature

Chief Engineer

Maintenance and Operation Wet Riser, Fire Fighting System

A. Monthly Check

1. Testing of automatic working of fire hydrant system.
2. Testing of automatic working of sprinkler system.
3. Checking and cleaning of all starter contacts of electric panels.
4. Checking and testing of automatic pressure switches of pumps.
5. Conducting drill for the system.

B. Quarterly Check

1. Checking of performance of electric panels (Voltage & Current load)
2. Checking of wiring, cable termination, glands.
3. Checking of fuses and bulbs.
4. Checking of glands of sluice valves.
5. Checking of cooling water system of the engine.
6. Checking of batteries charging to be charged if required and checking of gravity of acid.

C. Half Yearly Check

1. Replacement of greases.
2. Changing of glands of pumps.
3. Checking of alignments and foundation bolts adjustment of pumps.
4. Checking of working of N.R.V. pressure plate.
5. Planting of all hydrant and sprinkler line.
6. To check, clean and adjust the relays, switches etc.
7. Oiling and greasing of all hydrants, sluice valve, N.R.V. etc.
8. Testing of fire hoses at required pressure.

Contractor Seal & Signature

Chief Engineer

9. Testing of fire hose reels and band pipes at required pressure.
10. Servicing of fire pump as per manufacture's manual through authorized dealer.
11. Monthly register showing service report rendered shall be maintained by contractor which shall be authenticated by authorized official.

Contractor Seal & Signature

Chief Engineer

SCHEDULE OF QUANTITIES

LIFE INSURANCE CORPORATION OF INDIA

**Name of Work :AMC OF FIRE HYDRENT / FIRE FIGHTING, FIRE
ALARM & FIRE DETECTION SYSTEM INSTALLED AT
ZTC, JAMSHEDPUR**

PLACE OF WORK : ZTC, JAMSHEDPUR

Sl. No.	Description of Works	Qty.	Unit	Unit Rate in figures and in words quoted by contractor
01	Operation and Maintenance of Fire Fighting, Fire Alarm & Fire System for 24 hours (round the clock) The quoted rates shall be include (i) to provide all tools & plants for carrying out maintenance/services as detailed in the contract (ii) to provide material like grease, gland packing (for pumps and values) wires etc. (iii) Complete & proper maintenance of main control panels of fire alarm system Including replacement of batteries. Whenever needed (iv) Contractor will ensure that all equipment including part are in fit condition with checking, testing ass per the condition of the contract for replacement of parts like- detectors, hose reel (or their parts) hooters, hydrants, canvas pipe/pump, motor, valves, parts in electrical panel etc.)	01	Per year	

Note: Contractor as to maintain log book on daily basis for round the clock services duly certified by concerning branch for satisfactory services. The contractor will raise the monthly payment along with log book.

Contractor Seal & Signature

Chief Engineer