

अग्रिशमन कार्यों के लिए वार्षिक रखरखाव अनुबंध के लिए निविदा



निविदा जारी करने की तिथि	Date of Commencement of issue of tender	01 June 2021
प्री टेंडर मीटिंग	Pre tender Meeting	1500 hours on 07 June 21
निविदा की प्राप्ति के लिए अंतिम तिथि और समय	Last date and time for receipt of Bids	1700 hours on 10 June 21
निविदा खोलने की तिथि और समय	Date and time of opening of tender bids.	1100 hours on 11 June 21 for technical bid. For Price bid date and time will be advised separately to successful bidders.
निविदा जमा करने का पता	Address for submission of Bid	NABARD, Plot no. 1, Sector no. 24, Atal Nagar, Nava Raipur, Chhattisgarh-492018

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National Bank for Agriculture and Rural Development

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Part I

Technical Bid

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Ref. No. NB.CG/DPSP/FF/332/2021-22

dated 31.05.2021

Dear Sir

Invitation of Quotation for COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT FOR FIRE FIGHTING SYSTEM including sensors and providing of Firemen in three shifts at NABARD Raipur, Plot no. 1, Sector no. 24, Atal Nagar, Nava Raipur, Chhattisgarh 492018 for a period of two years from date of Agreement

Chhattisgarh Regional Office, Raipur, proposes for **COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT FOR FIRE FIGHTING SYSTEM including sensors and providing of Firemen in three shifts for a period of two years from date of Agreement.**

We invite competitive sealed quotations for the captioned work in a two-bid system and request you to forward your quotations as per the eligibility criteria, scope of work and terms and conditions and other particulars as per **Annexures**, latest by **1700 P.M. on 10 June 2021**. The offer should be submitted in two-bid system i.e. Technical Bid and Financial Bid in two separate sealed envelopes super-scribing **“COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT FOR FIRE FIGHTING SYSTEM at NABARD, CGRO, Raipur”** addressed to the Chief General Manager, NABARD, Chhattisgarh Regional Office, NABARD , Plot no. 1, Sector no. 24, Atal Nagar, Nava Raipur, Chhattisgarh-492018.

The technical bid will be opened at 1100.00 hrs on 11 June 2021. Opening of price bid will be communicated to the successful bidders separately.

Yours faithfully

Sd/- (P K Mishra)

Deputy General Manager

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1. Annexure I: General Instruction to the tenderer
2. Annexure II: Basic information
3. Annexure III: Scope of work
4. Annexure IV: General terms and conditions
5. Annexure V: format for agreement
6. Annexure VI: Instructions for filling the price bid
7. Annexure A: Price bid
8. Annexure VII: Maintenance Schedule

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Annexure I

General Instruction to the Tenderer

1. The Tenders may be submitted after visiting the site and conducting survey of the existing conditions so as to familiarize themselves with the nature of works to be carried out and get all clarifications as necessary from NABARD before quoting their rates.
2. The envelopes containing the Tender document complete in all respects, duly signed by the tenderer in each page and sealed as necessary, should be dropped in the Tender Box kept on the Ground floor **before 1700 hours on 10 June 2021**. No other mode of tender will be accepted.

Envelope 1 should contain:

1. Technical bid
2. NEFT Receipt for EMD
3. Experience certificates
4. Bank details
5. Balance sheet for the years 2017-18, 2018-19 and 2019-20
6. Any other documents

Envelope 2 should contain only the price bid. No other documents should be kept in the envelope no.2

Both the envelopes should be kept in a bigger envelope and the name of the tenderer, name of the work should be mentioned in that envelope.

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3 Opening of Bid

Envelope 1 and Envelope 2 will be opened on separate dates as mentioned earlier. Price bid (envelope 2) of bidders will be opened only if found eligible in technical bid.

4 Selection of Bidder

- Bidder has to qualify in Technical Bid (submitted in Envelope 1). Envelope 2 i.e. price bid of bidder will be opened only if found eligible in Technical Bid.
 - Selection will be based on Grand Total quoted at the price bid by the bidder.
 - If any bidder quoted less than the prescribed minimum wages or ESI/EPF rates, the rate will be equated to the minimum prescribed level to calculate the comparative statement for price bid analysis. The total amount thus calculated by NABARD will be final and binding to all bidders.
5. The bidder should have experience of Fire Fighting works during the last 5 years. The annual turnover of the bidder during each of the last 3 years should be at least 30% of the estimated cost of tender.
- The Contractor should have done at least:
- i) three similar works valuing not less than 40% of the estimated cost; or
 - ii) two similar works valuing not less than 50% of the estimated cost; or
 - iii) One similar work valuing not less than 80% of the estimated cost.

6. The tenderer shall deposit Earnest Money Deposit (EMD) **Calculated as: Rs.10,000/- plus ½% of the amount above Rs.5.00 lakh (subject to a maximum of Rs.50,000/-) by directly crediting the amount in our Current Account as per the details given below**, failing which, the Tender shall be rejected. No interest shall be paid on the EMD submitted by the bidders. EMD of unsuccessful bidders would be refunded

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after the award of work to the successful bidders. We request you to give us a copy of the acknowledgement regarding your crediting our Account along with tender document failing which the tender will not be considered for acceptance. MSME, NABARD empanelled vendors and other eligible organizations will be exempt from payment of EMD as per prevailing Govt. instructions upon submission of proof. EMD has to be deposited through NEFT to the following account:

Name of Account: National Bank for Agriculture and Rural Development

Bank: NABARD

Branch Name: Head Office, Mumbai

Account No (VAN): NABADMN39

IFSC Code: NBRD00000002

After depositing the EMD amount, the tenderer is advised to send an **email to dpsp.raipur@nabard.org** with the details of the transaction.

7. The EMD of the Contractor selected for award of the **Comprehensive Annual Maintenance Contract will be retained by NABARD as Retention Money Deposit (RMD) till expiry of the Contract and will not carry any interest. The successful bidder has to deposit an amount @5% of the yearly tender amount as RMD, in such case the EMD amount already deposited will be adjusted.**

8. NABARD reserves the right to divide and distribute the work to more than one Contractor at its sole discretion. The tenderers are advised to ensure strict observance of commercial aspect of this Tender and also the following points:

(a) The Contract period will be two years from the date of the contract subject to annual review and renewal on satisfactory performance each year.

(b) The contract period may be extended further depending upon the discretion of the Bank.

(c) However, the Bank reserves the right to terminate the services of the agency by giving one month notice if the services are found to be unsatisfactory.

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9. Validity of offer should be 90 days from the last date for receipt of quotation.
10. Tenders containing tenderer's own conditions are liable to be rejected.
11. Basic information is as indicated in the Annexure II
12. Scope of work is as indicated in Annexure III
13. General Terms & Conditions are indicated in Annexure IV.
14. Format of Form of Agreement & Indemnity Bond as indicated in Annexure V.
15. Instructions for filling the Price bid as indicated in Annexure VI
16. Maintenance Schedule is at Annexure VII.
17. The rates may be quoted in the Price BID.
18. The address of the premises where the AMC is to be carried out is NABARD, CGRO, Plot no. 1, Sector no. 24, Atal Nagar, Nava Raipur, Chhattisgarh 492018.

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Annexure II

Basic information

A. Technical Information		
1.	Name of the applicant organization/ vendor/ supplier/ service providers	
2.	Address for communication and contact details	
3.	Telephone number (landline) Telephone number (mobile)	
4.	E mail ID	
5.	Type of the organization (whether sole proprietorship, partnership, private limited or limited company or cooperative society, etc.)	
6.	Name of the proprietor/partners or directors in the organization	
7.	Details of Registration — (whether partnership Contractor/ company/ society, etc.) Registering Authority, Date, Registration No., etc., mentioning the business/activity of the Contractor (A copy to be enclosed)	
8.	Whether empaneled with Government/Semi Government/ Municipal Authorities or any PSU for Fire Fighting service if so, give the details of the same and nature of contract (copy to be enclosed)	
9.	Number of years of experience in the field/ trade. A list of important assignments may be indicated for	_____Years (as on

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	the same along with supporting documents (copy of proof of completion/work order) Minimum 5 years of experience as on 31/03/2021	31/03/2021
10.	Have you in the past carried out any works for NABARD? If yes, give details	
11.	Address of Raipur Office through which the proposed work will be handled. The name, designation and contact details of the officer in charge.	
B. Financial Information		
1.	Permanent Account Number (PAN) of the proprietor/ partnership Contractor/ private limited company/ limited company/ cooperative society (Copy of PAN to be attached)	
2.	GST No. (enclose copies of relevant documents)	
3.	Balance sheet and profit & loss statement for the previous three years, duly certified by a practicing Chartered Accountant in support of Average Annual Turnover OR Banker's Solvency Certificate in proof of having adequate financial standing.	
4.	Annual turnover during the last three years	2017-18 (Rs) 2018-19 (Rs) 2019-20 (Rs.)
5.	Indicate if involved in any litigation at present in similar type of contracts	
6.	Any civil suit arisen in the contracts of works executed, if any, please give brief details	
7.	Number of supplementary sheets attached	

Place:

Date:

Signature of the Applicant

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Details of the Bank's Account

1.	Name of the Vendor / Contractor/ Firm	
2.	Name of the Account Holder	
3.	Registered Address of the Vendor / Contractor/ Firm	
4.	Name of the Bank's branch and Address	
5.	Bank's Code and Branch's Code	
6.	IFSC Code of the Bank's Branch	
7.	Type of Account (Current / Saving/ Cash credit)	
8.	Account Number	
9.	PAN Number	
10.	Other details, if any	

Note: A copy of cancelled cheque in respect of the above account which is operated by the vendor must be enclosed

Place:

Date:

(Signature and Full Name of the authorized person with seal on behalf of Contractor/Agency/Contractor)

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Annexure III

Scope of work

Comprehensive Annual Maintenance Contract for Fire Fighting System

Scope of work / Terms and Conditions

1. WORK DETAILS

The tender is for Comprehensive Annual Maintenance Contract for Fire Fighting System of **NABARD CG RO** and providing three firemen with 8 hours duty, .i.e. one fire man in each shift of 8 hours for 24 hours duty in all days of the week for a period of 2 years.

The successful tenderer shall be looking after and providing services for the Comprehensive Annual Maintenance Contract of firefighting system at our Regional Office situated at NABARD, Plot no. 1, Sector no. 24, Atal Nagar, Nava Raipur, Chhattisgarh, 492018. In case of an emergency, the fire personnel will have to perform duties to extinguish fire and contain flooding until external help arrives from Fire fighters and also as per the existing / proposed fire evacuation plans.

There is no requirement of providing firemen in our staff quarters, but it is required to be visited by the contractors regularly to oversee the arrangement of fire extinguishers provided in the colony and maintain/ upkeep them, for which no extra payment will be made.

The contractor has to co-ordinate with local authority in the case of any need, for which no extra payment will be made.

2. Equipment's / systems covered under the scope of work

Complete firefighting, fire protection, Fire Suppression System, fire extinguishing Systems (Portable and Fixed) and fire alarm system (including all pumps,hydrants, hose reels involved in firefighting and supporting pumps in the system) are included in the scope of work. Any equipment/system (if added) subsequently will also be included in the same contract without extra cost.

The contractor is advised to inspect the system before quoting the rate for tender.

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3. BUILDING DETAILS

- (a) Plot Area : 01 acres (approx.)
(b) No. of Floors : 05 (including Basement)
(c) Fire Protection System : Hydrant system (including Pumps), Fire alarm system, Fire sensors, Portable and Fixed extinguishers including Fixed Co2 suppression system

4. MANPOWER DEPLOYMENT FOR THE PURPOSE OF THE CONTRACT

The successful tenderer shall deploy one qualified fire man with Fire Fighting qualification with 8 hours duty in three shifts for all days of the week. The manpower for the purpose of this contract shall be deployed on our duty without break in all days of the week.

4.1 The manpower deployed should be well conversant with firefighting, fire alarm system, fire extinguishing system, fire hydrant system and should have previous experience for such type of job. Further, the persons deployed by the contractor should have proper knowledge of the Fire Fighting system layout of water pumping, water flows, fire protection system, fire alarm system, fire extinguishing system, fire hydrant system. Contractor and his staff after taking charge of the system should immediately make themselves aware of the emergency escapes, formulate a fire evacuation plan, firefighting plans and understand the electrical distribution and other safeties for various equipments etc. Successful contractor should be able to monitor the system, detect and locate the faults in a logical way and rectify / repair the fault without loss of time.

4.2 **In case, bank feels that any or all the persons deployed at bank are not suitable for carrying out the job then the same is to be replaced immediately.** In case the person deployed is on leave, a suitable replacement shall be given without any extra cost. In case no suitable replacement is provided the deduction will be made from the payment to the successful tenderer as per details given in the payment terms mentioned in this scope of work / terms and conditions. In case of frequent absenteeism / change of manpower, the successful tenderer will be warned once and later on the contract will be liable for termination by giving one month's notice.

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4.3 The persons deployed shall be well aware of the hazards of fire, gases, water at pressure and he will have to take necessary precautions while on job. He has to be safety conscious all the time and shall not take any chance to work on LIVE LINE / CIRCUIT under any circumstances. The persons deployed must have sufficient knowledge about the first-aid requirements when somebody gets burns, electrical shock. He must know all steps of shock treatment. He must be well conversant with the means to fight all type of fire and should be able to use the firefighting extinguishers and other equipment's as and when required.

4.4 Contractor has to be extremely careful in carrying out any other work such as refilling of cylinders etc. Contractor has to coordinate and supervise the preventive / breakdown and any other work being carried out for fire-fighting system by any other agency and keep the record and follow-up for the same. In case of breakdown or malfunctioning of any of the system equipment, the matter is to be immediately conveyed to bank and corrective action / work has to be carried out as advised. The manpower deployed should follow the laid down procedure step by step for trouble free operation.

4.5 The manpower deployed should go around the system installations while-on duty, observe for any abnormality in the running / working of live as well as stand still equipment, note it and subsequently rectify the same. However in case of fire / smoke is visible from any equipment or any cable joint / termination, the person deployed shall first isolate the circuit and if required use appropriate fire extinguisher to stop / quench the fire and inform the officer-in charge of the bank.

4.6 The person deployed should follow the instructions given by the concerned officer-in-charge of bank. Contractor has to carry out any other work assigned by officer-in-charge of bank.

4.7 **The firemen engaged should have adequate training and certificate from State Fire Service Training Institute or any other such institute recognized by the government.** The vendor shall submit such certificate to the satisfaction of NABARD before engaging such fire man.

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4.8 **RECORDS:** Successful tenderer shall keep daily record of installed equipments, inventory / materials and housekeeping of items, equipment's and store. Successful tenderer shall ensure that daily log report of all the works/ jobs are carried out and the performance / inspection reports by the persons deployed for the purpose of this contract is maintained at office premises of the bank. This daily log report should be checked and countersigned by the successful tenderer on a monthly basis and produced before the officer-in-charge of the bank, whenever asked to do so. A monthly report of all the works / jobs carried out (preventive and breakdown maintenance jobs carried out) during the month should be submitted to the bank.

5.0 **TOOLS, EQUIPMENT'S AND UNIFORM**

Successful tenderer shall make available at site all necessary tools and tackles including safety equipments required to work with electricity, fire, refrigerant, gases under pressure, places at any height, depth, above false ceiling and in ducts and electrical safety equipments and safety belts, helmets, shoes, rain / water protection equipments etc. which may be required for the purpose of any job / emergency at no additional charge.

5.1 Bank will provide the following in respect of this contract:

- (a) Water and electricity for carrying out activities for this contract, however indiscriminate use of the same will not be allowed.
- (b) Bank will provide chair and table for the use by persons deployed under this contract any place inside the building / basement as deemed suitable. The same may be changed by bank as per their convenience.

5.2 Scope of work will also include the following:

- i. Supply of components & parts of electrical LT panels, motors and starters.
- ii. Pipe welding/ pipe replacement
- iii. Refilling of fire extinguishers for annual servicing or used during the demonstration of training.

The major components of heat and smoke detectors, response indicators, hooters, manual call points, cables, etc if required to be replaced shall be provided by the Contractor.

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Annexure IV

General Terms and Conditions

1. Bank will have no liability whatsoever concerning the persons deployed by the tenderer for the purpose. The successful tenderer shall keep the bank indemnified against all losses of damages or liability arising out of or imposed in the course of employment of persons(s) by him.
2. The successful tenderer shall make regular and full payment of wages, salaries, PF and any other payment due to his employee(s) and furnish necessary proof.
3. If applicable, the successful tenderer shall obtain the necessary labor license from the Licensing Authority under the Contract labor (R&A) Act and Contract Rules framed there under and produce the same to the authorized representative of bank whenever asked to do so.
4. The successful tenderer shall comply with all acts, laws under Contract Labor (R&A) Act 1970 and EPF & EIS act, payments of wages act, minimum wages act or any other statutory rules regulations with their related amendments, by-laws applicable or which might become applicable with regard to the performance of work included herein or touching this contract from time to time and take such necessary steps as may be deemed necessary in this regard. The successful tenderer shall keep the bank indemnified against all penalties, claims and liabilities of every kind for any violation of such acts, Laws or Regulations etc. by him / her, his / her agents or his / her staff.
5. If at any time during the period of the contract, it is observed by the bank or by its authorized representatives that the services rendered by the tenderer's personnel are not to the satisfaction of the bank or any terms of the contract are violated, the bank reserves the right to terminate the contract by giving one month notice.
6. It shall be entirely, the responsibility of the successful tenderer to ensure that no unlawful act is done by his person(s) while on duty.
7. In case of loss of the Bank's property due to the negligence or carelessness of the person(s) deployed by the successful tenderer he will be held responsible and shall make good the same.
8. The successful tenderer shall be solely responsible for settling / resolving any dispute/ claim of his / her personnel during the contract. No liability shall accrue to the bank under the circumstances during / after expiry of the contract.

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National Bank for Agriculture and Rural Development

छत्तीसगढ़ क्षेत्रीय कार्यालय

नाबार्ड प्लॉट क्रमांक 1 सैक्टर कर्मांक 1 नवा रायपुर (छ.ग.) - 492018. टेली:- • Tel.: 0771-6715556 • ईमेल: @ .

Chhattisgarh Regional Office

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9. The contractor shall indemnify bank against any payments to be made under and for observance of the above mentioned various laws and rules. In the event of there being any increase of workmen's compensation under any law or any additional payment or new liability under the labour laws being imposed on the contractor at any time, **the vendor shall bring it into the notice of NABARD immediately.**

10. **The contractor shall not subcontract the whole or any part of this contract to another person/ vendor.**

11. All works shall be carried out in accordance with the provision of the statutory acts and laws and bureau of Indian Standards regarding fire systems in India, electricity act, local laws and by-laws as amended up-to-date. Contractor shall be solely responsible for following and adhering to the proper fire and safety precautions while carrying out any job.

12. During the tenure of the contract, the contractor has to coordinate the work with other agencies working inside or outside. Also in case of emergency or major problems, the contractor has to provide complete support and assistance to any other agency or for jobs of electrical maintenance, lifts, LPG system, display sign boards, DG set, electrical substation, interior and exterior sanitary contracts, etc.

13. The Contractor shall pay the ESI & EPF contributions of all employees as per the prevailing Employees Insurance and Employees Provident Funds Acts under the contract. The contract value quoted by the Contractor is inclusive of Employer's share of ESI & EPF contributions and no separate charges shall be payable by us on this account. Monthly payment will be done on production of proof of payment towards ESI & EPF(counterfoils) & other documents such as registration number, photo card etc. As per requirements of Contract Labour (Regulation & Abolition) Act 1970, the payment of wages to the employees to be made by the contractor in presence of official of NABARD who will sign the payment register.

14. The staff deployed should be available 3 days prior to commencement of the contract to ensure smooth handing over / taking over from the existing contractor.

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15. The rate quoted for the said contract shall include the cost of manpower, cost of supervisor, cost of tools, parts and equipment's etc. as mentioned in the scope of work. The services should be provided on Sundays and holidays also, for which no extra payment will be made and the vendor should provide qualified substitutes during the period of weekly holidays of the firemen. Detail is given in the price bid and may be quoted accordingly.

16. Contractor has to comply with all relevant statutory regulations and labour laws.

17. Payment:

a) The Contractor should ensure payments to the workers as per latest minimum wages act and other statutory regulations on or before 7Th of every month irrespective of fact that previous monthly bill is paid or not by the NABARD.

b) The payment for deployment of manpower for up-keeping of the Firefighting equipment in the premise will be made on monthly basis and on submission of the bills for the same. The bill shall be certified by the Caretaker/Asstt. Caretaker and Protocol and Security Officer.

c) The Contractor may ensure payment of minimum wages as stipulated by Ministry of Labour, Govt. of India and all other statutory payments thereof. The proof for such payments/certificates shall be produced by the Contractor along with the monthly bills.

d) Bill shall be submitted by the Contractor in the first week of every month for the work carried out during the previous month.

e) The bill should be accompanied with documents/certificates indicating payment details like wages, PF, ESI etc. duly signed by the contractor. Payment to workers to be made through bank only and necessary documents like copy of e-passbooks are to be submitted by the contractors. Attendance sheet of workers shall be enclosed with the bill. Bills without these documents will not be accepted for payment and the contract may be liable to be terminated and EMD/RMD will be forfeited.

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f) Work slips will be issued for extra works and they are to be submitted on a consolidated basis as a single bill in a month for settlement.

18. The Contractor shall employ the required number of workers and keep the attendance record properly so that same can be inspected by the competent authority.

19. Mobile phone number of the supervisor deputed may be intimated to us. The Contractor should provide uniforms of approved color and quality to the employees deployed for the job at NABARD and also safety shoes, at own cost.

20. The Contractor shall observe all the necessary safety precautions for the safety of the labour and the employees of NABARD during execution of works. The Contractor would be responsible for the safety of persons employed by the Contractor as also the safety of employees of NABARD.

21. The Contractor shall take all precautions to avoid accident and causes of accident. The Contractor must be careful regarding safety during working of the Contractor worker in the premises/colony.

22. NABARD shall not bear any responsibility in case of any accident to the Contractor's worker in the premises due to no fault of NABARD's working but merely due to negligence of the worker or lack of safety provided to them by contractor.

23. Period and renewal of contract

a) The Contract period will be for a period of two years from the date of signing the agreement subject to annual review and renewal on satisfactory performance each year.

b) The contract period may be extended further depending upon the discretion of the Bank.

c) However, the Bank reserves the right to terminate the services of the agency by giving one month notice if the services are found to be unsatisfactory.

24. The contractor shall deploy his manpower three days in advance from the date of start of the contract to acquaint himself / his staff with the complete work / fire alarm system / fire hydrant system layout and schematics at no extra cost to bank and take charge of complete system and inventory.

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25. Contractors All Risk policy and work man compensation insurance policy for 1.25 times the contract value is to be taken by the agency for the workmen engaged and the same is to be submitted within 15 days of the work order.

26. The contractor shall deploy his manpower for three days after the date of expiry of the contract to enable the incoming contractor and his staff to acquaint themselves with the work and schematics of the Firefighting system at no extra cost to bank. Also the contractor will hand-over the items covered in scope of work in working order and the details of the inventory of bank's Firefighting system to the incoming contractor.

27. **Resolving Disputes**

For all disputes relating to this contract, Arbitration Conciliation Act will be applicable.

28. **Rates and Prices**

The rates will be Contractor and all-inclusive (taxes, duties, etc.) inclusive of service tax for the entire period of the contract. No additional charges on account of transportation of men and material, lunch, tea and conveyance etc. will be given. **In the case of any change of statutory charges, the vendor shall bring it into the notice of NABARD immediately.**

29. The bank will be deducting the mandatory deductions i.e. taxes etc., from the payments due to the contractor.

30. Attendance of workers as indicated in the scope shall be maintained in the premises and the same shall be verified before settlement of bills. In case of absence, proportionate value of contract pertaining to the days of absence shall be deducted from the monthly payment.

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31. Penalty Clause

- a. In case of absence of any person deployed for the purpose of this contract, if no suitable replacement is provided then deduction will be made from the payments to the successful tenderer.
- b. Non-attendance or non-rectification of the faults coming under the scope of work and terms and conditions of the contract will entitle the bank to get the job done from any other vendor at the risk and cost of the successful tenderer. The decision of the officer of the bank in this regard will be final and binding on the contractor.
- c. In case of noncompliance of contract obligations and also in case of any damages, breakage and loss or theft to the building fittings, assets and equipments attributable to staff or labour deployed by the contractor, the contractor will be responsible for repairing / replacing the same at his cost failing which the actual cost incurred towards repair/ replacement with suitable penalty shall be imposed on the contractor by the bank.
- d. In the event of any accident/ damage etc. caused due to negligence of staff deployed, the contractor has to make good the loss.
- e. All the workmen deployed under the contract should have valid Identity Card issued by the Agency and should be in proper uniform having Agency/Contractor/ Company's Name & Logo, embossed/embroidered on it.

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32. Arbitration

In the event of any difference or dispute in connection with the agreement over the right and obligations of the parties, the decision of Chief General Manager, NABARD, Chhattisgarh Regional Office, Plot no. 1, Sector no. 24, Atal Nagar, Nava Raipur, Chhattisgarh 492018, shall be final and binding upon the parties. The place of arbitration shall be Raipur. The relevant Indian laws shall be applicable to the arbitration.

Declaration by the Contractor

I have read and understood all the instructions/ conditions give above and I have taken into account the above instructions/ conditions while quoting the rates.

Date :

Signature:

Place :

Name & Address:

Seal of the Contractor:

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Annexure V

Agreement

This agreement made at Raipur this day of 2020 (in words) between the National Bank for Agriculture and Rural Development a body corporate incorporated under the National Bank for Agriculture and Rural Development Act, 1981 having its Regional Office at Plot no. 1, Sector no. 24, Atal Nagar, Nava Raipur, Chhattisgarh 492018–, herein after referred to as " NABARD" (which expression shall unless repugnant to the context or meaning thereof be deemed to include its successor and assignees) of the ONE PART and Shri..... son ofaged..... presently residing at..... and carrying on similar work under the name and style of M/s and having their place of business athereinafter referred to as ' the Contractor' (which expression shall unless Repugnant to the context or meaning be deemed to include the legal heirs, legal representatives, administrators and executors) of the OTHER PART.

WHEREAS the National Bank is desirous of outsourcing the work of COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT FOR Fire Fighting Work for Office Premises at NABARD, Chhattisgarh Regional Office, Plot no. 1, Sector no. 24, Atal Nagar, Nava Raipur, Chhattisgarh 492018. (Herein after referred to as the said premises)

AND WHEREAS the Contractor has offered to undertake the work as per the scope of work and details indicated in the special instructions

AND WHEREAS the National Bank in consideration of the conditions and covenants to be observed by the Contractor has agreed to permit the Contractor to carry out the Fire Fighting work hereinafter set out.

NOW, THIS AGREEMENT WITNESS THAT IT IS MUTUALLY AGREED BY AND BETWEEN THE PARTIES:-

NABARD hereby awards the work of COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT FOR FIRE FIGHTING WORK in its OFFICE PREMISES from.....to..... Subject to annual review and renewal on satisfactory performance each year for a period of two years. The contract period may be extended further depending upon the discretion of the Bank.

As compensation for the work, the Contractor shall be reimbursed an amount of (only) per month, Basic Rate plus taxes as applicable.

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2. The compensation shall be payable to the Contractor by NABARD within 02 weeks from the date of receipt of the bill for the month for which services have been rendered to the satisfaction of the Bank.

3. (a) The Contractor shall comply with the municipal and other laws, obtain license, permission as required under the contract labour laws and cover all the employees under his charge with all statutory requirements like minimum wages, PF, ESIC, etc. The Contractor shall indemnify and keep indemnified the Bank against any lapse on the Contractor's part in complying with these conditions or any other statutory requirements in connection with the firefighting work.

(b) The quality of maintenance work shall be of good standard subject to the satisfaction of the Chief General Manager of the Bank

(c) The Contractor shall keep, at a conspicuous place in the said premises a complaint/ suggestion register in which complaints and suggestions, if any, could be recorded by the concerned and the complaint/suggestion register shall be open to inspection by the Chief General Manager or any other officers of the Bank so deputed by him. The Contractor shall put up the complaint register once in a week on Monday mornings and if Monday were to be a public holiday or by any other reasons the National Bank remain closed on any Monday the same shall be submitted on the next working day immediately following that day. The Chief General Manager will take such action in respect of each complaint or suggestions as the case may be and the Contractor shall be obliged to take remedial / rectification measures as instructed by the Chief General Manager.

(d) The Contractor shall ensure that no loss or damage is caused by an act or default on his part or his employees and agents to the Bank's furniture, fixture and fittings and other articles.

(e) This agreement shall stand automatically terminated in the event of insolvency, death or mental disorder of the Contractor.

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- (f) If the Chief General Manager so considers that the situation so warrants then he shall be entitled to terminate this agreement without giving any prior notice and also without assigning any reason in writing and the Contractor shall not be entitled to any compensation in the event of such termination. **However, in normal course the agreement can be terminated by the Contractor by giving three months' notice and by the Bank by giving one month's notice.** On the expiry or earlier termination of this agreement the Contractor shall remove himself and his employees/servants and agents from the premises and all articles belonging to him or his employees or agent.
- (g) If any dispute arises on any matter concerning this agreement, then the decision of NABARD shall be final and binding in respect of such dispute.
- (h) The reference to the Chief General Manager in this agreement and the schedules hereto annexed shall mean the Chief General Manager holding, charge of General Administration Department for the Chhattisgarh Regional Office at Plot no. 1, Sector no. 24, Atal Nagar, Nava Raipur, Chhattisgarh 492018 and shall include, in respect of any powers exercisable by him or NABARD under this agreement, any officers of the Bank designated by him in that behalf from time to time.
- (i) Annexure I, II, III, IV of the tender document giving terms and conditions of the contract shall form part of this agreement.
- (j) This agreement shall be executed in duplicate. The Bank shall retain the original and Contractor the duplicate. Stamp duty on original and duplicate shall be borne by the Contractor.

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IN WITNESS WHEREOF the National Bank has set its hands to these presents and a duplicate hereof through its authorised official and the Contractor has set his hands to these presents and the duplicate on the day/month and year first hereinabove written. Signed and delivered by the within named National Bank by the hand of its authorised official.

(Name and Designation)

In the presence of

- (i) _____
(ii) _____

Signed and Delivered by Shri

In the presence of

- (i) _____
(ii) _____

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Signature of the authorized signatory of the contractor / Tenderer

Annexure I, II III, IV

INDEMNITY BOND

(On Rs. 100/- Stamp Paper)

KNOW all men by these presents that I, Shri
.....
of
M/sdo hereby
execute

Indemnity Bond in favour of National Bank for Agriculture and Rural
Development (NABARD), having their Registered Office at C-24, G Block,
Bandra-Kurla Complex, Bandra (E) Mumbai-400051 and Regional Office
at Plot no.1, Sector no. 24, Atal Nagar, Nava Raipur, Chhattisgarh 492018 and
M/s.....having their
office at on this day of 2020.

WHEREAS NABARD have appointed M/s.....as the
Contractor for their proposed work relating to **“Comprehensive Annual
Maintenance Contract for firefighting work for Office premises–
2020-22”**.

THIS DEED WITNESSETH AS FOLLOWS:-

I/We M/shereby do Indemnify, and same
harmless NABARD against and from:

1. any third Contractor claims, civil or criminal complaints liabilities, site mishaps and other accidents or disputes and/or damages occurring or arising out of any mishaps at the site due to faulty work, negligence, faulty construction and/or for violating any law, rules and regulations in force, for the time being while executing/executed works by me/us,

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2. any damages, loss or expenses due to or resulting from negligence or breach of duty on the part of me/us or any sub-contractor/s if any, servants or agents.any claim by an employee of mine/ours or of sub-contractor/s, if any, under the Workmen Compensation Act and Employers Liability Act, 1939 or any other law, rules and regulations in force for the time being and any Acts replacing and/or amend the same or any of the same as may be in force at the time and under any law in respect of injuries to persons or property arising out of and in the course of the execution of the contract work and/or arising out of and in the course of employment of any workmen/employee.
3. Any act or omission of mine/ours of sub-contractor/s if any, our/their servants or agents which may involve any loss, damage liability, civil or criminal action.

IN WITNESS WHEREOF THE M/shas set his/their hands

on thisday of 2020.

SIGNED AND DELIVERED BY THE AFORESAID M/s

IN THE PRESENCE OF WITNESS:

(1)

(2)

Signature of the authorized signatory of
the contractor / Tenderer

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Part II

PRICE BID

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Annexure A: Price BID

SCHEDULE OF QUANTITIES

Comprehensive Annual Maintenance Contract for 2020-23

Sr. no.	Particulars	Amount (RS.)	Remarks
A	Wages per VDA per fireman per day		
B	Fireman		Shouldn't be less than the minimum wages as per latest notification of Chief Labour Commissioner, GoI for B area
C	Requirement of fire man per day	--	3 nos.
D	Wages per VDA for all firemen (3 nos.) per month		Calculation: (2) X 3 X 30
E	Relieving Charges for firemen for a month		
F	Firemen 3nos. per month		Calculation: (2) X 3 X 4
G	Employer contribution to ESI for all firemen (present ESI = 3.25%)		
H	ESI for Fireman: 3 nos. per month		Calculation: 0.0325 X(D+F)
I	Employer Contribution to EPF for all firemen: EPF = (Monthly wage + VDA)X0.13		
J	EPF for Firemen 3 nos.		Calculation: 0.13 X(D+F)
K	Service Charges per month on D, F, H and J above		
L	Any other Charges		
M	Grand Total		D+F+H+J+K+L

Total Amount in Words :

राष्ट्रीय कृष और ग्रामीण विकास बैंक

National Bank for Agriculture and Rural Development

छत्तीसगढ़ क्षेत्रीय कार्यालय

नाबार्ड प्लॉट क्रमांक 1 सैक्टर कर्मांक 1 नवा रायपुर (छ.ग.) - 492018. टेली:- • Tel.: 0771-6715556 • ईमेल: @ .

Chhattisgarh Regional Office

NABARD Plot no. 1 Sector no. 24, Nava Raipur (C.G.) 492018 • Tel.: 0771-6715556 • E-mail: raipur@nabard.org

गाँव बढे >>तो देश बढे

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- GST (as applicable from time to time) will be charged extra on the rates quoted as above.
- Prices should be inclusive of all expenses incurred including pay, all taxes (other than GST), statutory charges or any other charges / tax levied by the state and Central govt.
- The Service Charges, contractors profit, other overheads, machineries, uniform, visit of supervisor, visit to any government authority, visit and inspection to staff colony etc. per month should be claimed in 'K' and it shall not be less than 1% of total payment against labour.
- If any bidder quoted less than the prescribed minimum wages or ESI/EPF rates, the rate will be equated to the minimum prescribed level to calculate the comparative statement for price bid analysis. The total amount thus calculated by NABARD will be final and binding to all bidders.
- Whenever there is a change of minimum wages, ESI, EPF rates, the contractors have to inform NABARD accordingly immediately.
- The vendor shall provide documentary proof on experience/ certificates to the satisfaction of NABARD for skilled labour employed

Place:

Date:

Signature of the authorized signatory
of the contractor / Tenderer
Name, address

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Annexure VII

Maintenance Schedule

Details of Existing Fire system

The bidders are advised to make site visit if they feel necessary and see for themselves the complete system. The full firefighting system shall be covered under the AMC which broadly consists of the following:

- (i) Fire Alarm system, smoke / heat detectors, microprocessor based main control panel, Zone panels, MCP, RI (Remote Indicators), Hooters, PA system, associated cabling and battery backup etc.
- (ii) Fire hydrant system consisting of main fire pump, MCC, LCC, Hydrants, hoses, nozzles, pipes, valves and chambers, Air vessel, Priming Tank, piping, instruments etc.
- (iii) Fire extinguishers of all types.

1. Round the clock maintenance of fire extinguishers equipment/systems as described in the scope of the work such as portable fire extinguishers, Wet Riser System, Hydrant Systems & Fire Fighting Equipment, etc. job includes servicing of equipment/systems, testing of firefighting pump sets, etc.

2. Fire Extinguishers:

- (a) Maintenance and refilling of around 50 nos. of various types of Fire Extinguishers owned by NABARD CG RO installed at various locations at different floors in NABARD. The number may increase/ decrease from time to time.
- (b) The contract shall include minimum one general service initially and subsequent quarterly checking & submission of report to NABARD, CGRO.

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(c) **Routine Services (Quarterly):**

- i. It includes general cleaning of fire extinguishers, Checking & replacement of pressure gauges, squeeze grip, Syphon tube, discharge nozzle, repair/ replacement of brass portion, repair/ replacement of valves/ lids, fixing/ positioning of fire extinguishers, refilling, repair/ replacement of grip handle/ PVC base/ trolley (as required) etc. and any other work to maintain the serviceability of the fire extinguishers and submit report accordingly.
- ii. The AMC shall include repair or replacement of hose clips, hose nozzles, etc. and exclude painting of the fire extinguishers, chassis repair, etc.
- iii. All Extinguishers shall be numbered and inventory maintained as per our format and materials requiring replacement on quarterly basis.
- iv. All extinguishers and boxes/ fire buckets shall be cleaned.
- v. All extinguishers shall be pressure tested as per standard norms of extinguisher and water type extinguishers shall be refilled with potable water (tube well water shall not be allowed). The Cartridge of extinguishers shall be weighed and refilled if required.
- vi. All extinguishers shall be replaced / refilled within 7 days.

3. Hydrant System:

- i. Each Pump should be tested for at least 60 seconds every week. 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.
- iii. Greasing of pumps and motors to be carried out as per manufacturers recommendation or whenever necessary.
- iv. Hydrant shall be tested with hose and branch pipe. The jet shall be operated for at least two minutes. Hose shall be dried before rolling.
- v. First Aid Hose Reels shall be tested by swinging it on its support and partly opening the hose and discharge of water for 60 seconds. Each Hose shall be tested. There shall be no leakage from MS piping or from clips holding rubber or even from rubber pipe. Hose pipe shall be rolled back uniformly, line by line.

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- vi. 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.
- vii. Internal Hose Cabinet shutters (including glass) shall be cleaned every visit. Dust and dirt within cabinet shall be removed in every visit.
- viii. Any line rupture affecting hydrants should be repaired within 12 hours. Others repairs should be carried out within 24 hours or reasonable time as per situation.
- ix. Replacing of gland packing/seals in various pumps and valves on as and when required to ensure that there is no leakage.
- x. Checking of electrical terminals, contact points of the starters/contractors, and relays installed in various control panels.
- xi. The contractor shall not dismantle and remove any items without the knowledge of NABARD, CGRO. Dismantled items shall be the property of the NABARD.
- xii. Contractor will visit the site as and when called by NABARD, CGRO. On his visit he should report about satisfactory working of all equipment's.
- xiii. The Contractor will be responsible not only for his own men and material but also for the security of the equipment/ materials of the NABARD. The cost of repair/replacement of equipment damage due to mishandling by the worker of the contractor will be deducted from the contractor's bill after loss assessment by NABARD, CG RO. The assessment will be final and binding on the contractors.

xiii. Daily Check:

- a) **Testing of the Jockey Pump:** Test the jockey pump daily by opening the delivery valve/hose reel very slightly to allow the pressure to drop up to the preset level. Note the timing taken by the jockey pump to restore the pressure automatically by cutoff switch.
- b) **Main Pump:** The main pump shall be tested daily at least for 5min. Release the system pressure by opening the hydrant valve partially. The jockey pump will come in operation. Open the valve fully when further drop in pressure which will allow the main pump to start automatically. Close the delivery outlet and allow the pump to run for 5 min every morning.

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c) Check the pump glands, packings, etc., and replace the damaged gland for packing whenever found damaged or worn out.

xiv. Weekly Check:

- a) Check bearings grease cut once a week and lubricate as needed.
- b) Cleaning of starter contacts every week.
- c) Check the insulation resistance of pump motor circuit every week.
- d) Check the engine fuel oil tank and ensure that this is of appropriate grade and quality.
- e) Check the quantity of fuel oil in the tank. This should be sufficient for 4 hr running without replenishment. Check the sludge and sediment trap as provided in the auxiliary equipment list. Check the inspection and cleaning hole, check the battery/batteries required for starting of the engine and ensure that these are in satisfactory condition. Also check the battery charging arrangement by trickier charger. For every cold areas, space heating is necessary to keep the engine in reasonably warm condition for immediate starting. If so, ensure that the room heating arrangement is working satisfactory.
- f) Starting diesel engine once every week and run it for 10 min. The starting should be tested by switching off the current and allowing system pressure to drop upto the pre-set level for diesel engine. Interlock arrangement with power supply should be restored.
- g) Check alignment of pump motors, nuts, bolts, couplings, coupling guard, etc, once every week after the pump has run for continuous 15 min.

xv. Monthly Check:

- a) The Contractor has to carry out monthly maintenance and submit detailed report as per NABARD format for all the equipment / installations mentioned above in the scope of work. It may please be noted that any major repairs or replacement of the equipment like smoke/heat detectors, Sprinklers, fire panels, telephone jacks, fire alarms etc. is included in the contract.

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b) Shifts Details:

(i) The Contractor (in consultation with Banks Fire & Safety Officer) shall depute its experienced (minimum 03 years), technically qualified firemen (Fire & safety diploma holder minimum 06 months), who will be available in the premises on daily basis in the following shifts on rotation:

Shift I	0600 hrs. to 1400 hrs.
Shift II	1400 hrs. to 2200 hrs.
Shift III	2200 hrs. to 0600 hrs.

(ii) Contractor shall keep the system in working condition all the time. All fringe items like, adhesive, jute, Teflon tape, grease, lubricants, dusters, polish, Insulation tape, screw, nut-bolts etc. and required tools and plants shall be provided by the Contractor.

(iii) The Contractor shall also depute experienced representative having relevant qualification, conversant with the above system, twice in a month to check all the firefighting system including checking, servicing, cleaning, nozzles, mechanism etc., advising for refilling of the fire extinguisher, checking of fire buckets, First-aid box, Instruction chart etc. in the premises and also submit report to Bank's officials, as well as on demand.

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