



भाकृअनुप-राष्ट्रीय पटसन एवं समवर्गी रेशा प्रौद्योगिकी अनुसंधान संस्थान
ICAR-NATIONAL INSTITUTE OF RESEARCH ON JUTE AND
ALLIED FIBRE TECHNOLOGY

भारतीय कृषि अनुसंधान परिषद

INDIAN COUNCIL OF AGRICULTURAL RESEARCH

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No 3(14)/(Adm.III)/ARC/Fire Extinguishers/17-18

Date : 28.04.2017

TENDER NOTICE INVITING APPLICATION FROM REPUTED FIRM/ AGENCY/ SUPPLIER/ SERVICE PROVIDER
FOR RATE CONTRACT FOR PERIOD OF TWO YEARS

Supply, Installation and Refilling/Serviceing of Fire Extinguisher

Sealed and typed tenders are hereby invited by the Director, NIRJAFT for Rate contract for period of two years for the above mentioned items of work and their sets of terms & conditions can be downloaded from our website-www.nirjaft.res.in/Central Public Procurement Portal www.eprocure.gov.in (e-publishing).

Tender Fees : Rs. 500.00

Last date of submission of tender : 29.05.2017 at 12.00 Noon

Date and Time of opening of tender : 29.05. 2017 at 3.00 PM

In-Charge, Administration

Terms and Conditions for Tender

Part A: Supply, Installation and Refilling/Serviceing of Fire Extinguisher

1. The firm must have :

- a) Experience in this field preferably in Govt. organization / Departments / PSU / Bank / University / College / Govt. Registered Institutions / Registered Cooperative Housing society.
- b) ISI certification in case of manufacturer or valid dealership certificate or Trade License for product sale / service related to fire fighting.
- c) Its own office/ service centre in Kolkata
- d) Experience Certificate, Tax Registration details (PAN, CST, VAT, ST etc. as applicable), Firm Registration details, IT Returns etc.
- e) If any exemption is sought then necessary certificate/document/proof may be attached.

2. Scope of Work :

The job of Fire Extinguisher refilling/serviceing shall include the following:

- i) Pressure testing should be done as per BIS specification and pressure test certificate should be enclosed.
- ii) The pressure test has to be carried out by the firm at their own cost & risk and the Institute will not be liable for any untoward incident.
- iii) The charges for pressure testing may be included in the refilling/serviceing rates.
- iv) All fire extinguishers failing the pressure test are also to be handed over to the Institute.
- v) Fire extinguishers clearing the pressure test, duly serviced/refilled have to be installed from the location from where they were removed or as per direction of Institute representative/Institute Security & Fire Prevention Committee.
- vi) Site cleaning after refilling/serviceing etc. has to be done by the firm.

3. Payment for servicing/refilling will be made on the basis of quoted rates only for those fire extinguishers which have cleared the pressure test.
4. Party/Firm/Agency is responsible for safety and health of their staff while working at the Institute.
5. Agencies are to visit the places of work for assessing the nature and volume of work realistically before quoting the rates.
6. The refilling/serviceing exercises are to be undertaken as per Frequency Chart given.

7. Frequency Chart :

Sl. No.	Description	Frequency
01	Servicing/Refilling	As per requirement
02	Extinguisher checking	Quarterly

8. The quoted rates should be all inclusive and should include the cost of refilling/serviceing, checking and related labour and transportation charges and taxes etc. No other charges will be entertained.
9. List of some customers along with information regarding the name of at least one contact person/firm with address and phone /fax number may be given for reference.
10. Application may be dropped in the **Tender Box** kept in Adm.III Section at this office not later than 12.00 hours on the last date of receipt. Application can also be sent by Registered post / Speed post but ICAR-NIRJAFT shall not be held liable for late receipt of application due to postal delay or any other reason.

11. The tenders will be opened on 29/05/2017 at 3.00 P.M. in the presence of the tenderers or their authorized representatives.
12. The Tender fees of Rs 500/-(Rupees Five Hundred only) must be enclosed in the form of demand draft only drawn in favour of "ICAR-NIRJAFT" and payable at any Nationalized Bank in Kolkata (**Preferably SBI**). The tender fees is non-refundable and should be deposited in a separate demand draft other than EMD and put it in the envelope containing EMD.
13. EMD of Rs. 5000/- must be enclosed in the form of Demand Draft only. Drawn in favour of 'ICAR-NIRJAFT' and payable at any Nationalized Bank in Kolkata (**Preferably SBI**). EMD is refundable after completion of all process. It should be deposited in a separate Demand Draft other than Tender Fees and put in the envelope containing tender fees.
14. For any clarifications the office of AAO (Adm.-III)/DDM Section of this Institute may be contacted.
15. The duration of the rate contract will be for a period of two (02) years from the date of issue of office order.
16. Payment term : In two installments in a year i.e. after 6 months & 12 months on the basis of actuals, in case of servicing/refilling and extinguisher checking. In case of new supply and installation, payment will be remitted on satisfactory supply.
17. For work at Sl. No. I & II rates for both 'A' and 'B' columns must be quoted.
18. Rates are to be quoted only in the format given in tender document. Rates given for any work / item other than in the tender document will NOT be considered.

19. **Schedule of work :**

Work Schedule for quoting rate for supply & servicing/ refilling of Fire Extinguisher

Sl. No.	Pressure Type	Capacity	Fire Extinguisher Quantities	'A' Servicing / Refilling Rate per piece	Total amount for each type	'B' Supply of new Fire Extinguisher with installation per piece
I. Existing Fire Extinguishers in Institute						
01.	ABC	5 Kg	57			NA (as this model is not available)
02.	ABC	4 Kg	17			
03.	ABC	2 Kg	12			
04.	ABC	1 Kg	04			
05.	ABC Modular Type	5 Kg	05			
06.	Modular Type Cl. Agent	2 Kg	09			
07.	Cylinder Type Cl. Agent	2 Kg	12			
08.	BC/DCP	5 Kg	14			
09.	BC/DCP	2 Kg	12			NA (as this model is not available)
10.	BCE (CO ₂)	4.5 Kg	18			
11.	BCE (CO ₂)	6.5 Kg	03			
12.	AFFF/AB	9 Ltr.	06			
13.	W/ CO ₂	9 Ltr.	03			
		TOTAL	172			

II. New Fire Extinguisher (as per requirement)				
Sl. No.	Pressure Type	Capacity	'A' Servicing / Refilling Rate Per piece	'B' Supply of new Fire Extinguisher with installation per piece
14.	ABC	6 Kg		
15.	BC/DCP	4 Kg		
16.	BC/DCP	6 Kg		
17.	W/ CO ₂	50 Ltr.		
		Total		

20. CHECK LIST TO BE ATTACHED WITH TENDER (Supply, Installation and Refilling/Servicing of Fire Extinguisher)

Sl. No	Specification		Page number at which document is attached
1.	Tender fess of Rs. 500.00	Yes/ No	
2.	EMD of Rs. 5,000.00	Yes/ No	
3.	Whether Black listed	Yes/ No	
4.	PAN number of the firm	Yes/ No	
5.	Firm Registration Certificate copy	Yes/ No	
6.	Constitution of the firm, whether copy attach or not(Sole proprietorship or Partnership)	Yes/ No	
7.	Copy of Service Tax / VAT/ ST	Yes/ No	
8.	Experience certificate of the firm (attach proof i.e. copy of work order / work completion certificate etc.)	Yes/ No	
9.	Copy of ISI certification in case of manufacturer or valid dealership certificate or Trade License for product sale / service related to fire fighting.	Yes/ No	
10.	Exemption certificate if any	Yes/No	

Authorized Signatory

TENDERER TO FILL UP THIS PAGE (In the Letterhead of the Firm)

1 (a) Name of the Tenderer firm/ Organization/ Agency:

(b) Name of the Proprietor/ Partner:

2. Office Address of the Firm:

3. Telephone/ Mobile No. :

4. Fax No. :

5. E-mail Address:

6. Website address if any:

7. i) VAT Registration No:

ii) Trade License No:

iii) Service Tax No:

iv) PAN No:

8. i) Firm's Bank Account No and Type of Account:

ii) Name of Bank & Branch:

iii) IFSC Code No:

9. Name of Public Sector/Govt. organization to whom similar services have been provided by the firm during the last three years:

10. Name of authorized representative(s):

11. Whether proprietary or partnership Firm or Company:

12. List of Documents attached:

Signature of Authorized person of the Firm/Agency with stamp