

F.No. 12-5/10-11/ST

16th January 2021**DATE EXTENSION CORRIGENDUM****Sub: Limited tender for Annual Maintenance Contract for EPABX at ICAR-CIBA****Ref: This office Tender F.No. 12-5/10-11/ST dated 31.12.2020**

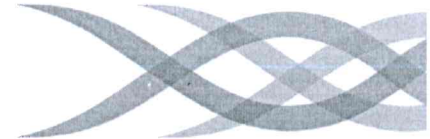
Sir,

With reference to the above, the last date for submission of quotation for the **Annual Maintenance contract for EPABX at ICAR-CIBA, Chennai- 600028** has been extended up to **19.01.2021 (05.00 PM)**. The other terms and conditions remain unaltered. Therefore **you are hereby requested to submit your quotation hardcopy To the Director, ICAR – Central Institute of Brackishwater Aquaculture, 75, Santhome High Road, R.A. Puram, Chennai - 600028** before the due date. It is requested that the firms which have responded to the above referred enquiry need not reply again.

CRITICAL DATE SHEET :

Corrigendum Published Date	16.01.2021 (05.00 PM)
Bid Submission End Date	19.01.2021 (04.30 PM)
Bid Opening Date	20.01.2021 (03.30 PM)
Bid Opening Place	ICAR – Central Institute of Brackish water Aquaculture, 75, Santhome High Road, R.A. Puram. Chennai - 600028

Yours faithfully,

 16/1/2021**Assistant Administrative Officer (Stores)**

F.No : 12-5/10-11/ST**Date : 31.12.2020****LIMITED TENDER ENQUIRY**

Sub: Limited tender for **Annual Maintenance Contract for EPABX at ICAR-CIBA, Chennai-600028** - Reg.

Please furnish your quotation in the enclosed schedule for the work of **Annual Maintenance Contract for EPABX at ICAR-CIBA, Chennai-600028**, as per the specification. Furnishing of the quotation is governed by the following terms and conditions.

1. The quotation should be submitted in a sealed cover and should reach this office on or before **08.01.2021- 16.00 hrs** addressed to the **Director, Central Institute of Brackish water Aquaculture, No.75 Santhome High road, Raja Annamalai Puram, Chennai-600 028**. The quotation received after the scheduled time will not be considered at all.
2. The envelope consisting the quotation should be superscripted as **Annual Maintenance Contract for EPABX at ICAR-CIBA, Chennai-600028**. The quotation without superscription is liable to be rejected.
3. The right to accept the rates and bidding the work based on the quality and reputation of the firms rests with the DIRECTOR, CIBA and it cannot be challenged. The DIRECTOR, CIBA reserves right to accept or reject any one or all the quotation without any reason.
4. Quotation may be furnished for **Annual Maintenance Contract for EPABX at ICAR-CIBA, Chennai-600028**, as per the Annexure I,II,III, IV & V.

**The Director,
ICAR - Central Institute of
Brackishwater Aquaculture,
No.75.Santhome High Road,
R.A.Puram,
Chennai – 600 028.**

ANNEXURE - I

TENDER ACCEPTANCE LETTER

(To be given on Company Letter Head)

To,
The Director,
Central Institute of Brakishwater Aquaculture,
No.75. Santhome High Road,
R.A.Puram,
Chennai – 600 028.

Subject : Acceptance of Terms & Conditions of Tender ó Reg

CIBA Ref.No. : F.No : 12-5/10-11/ST.

Tender ID : _____

Name of Tender / Work: Annual Maintenance Contract for EPABX at ICAR-CIBA,
Chennai-600028.

Dear Sir,

1. I / We hereby certify that I / we have read the entire terms and conditions of the tender documents from **Page No. 1 to 11** (including the Technical Bid, Price Bid, documents like annexure(s), schedule(s), etc.), which form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein.

2. The corrigendum(s) issued from time to time by your department/ organization too has also been taken into consideration, while submitting this acceptance letter.

3. I / We hereby unconditionally accept the tender conditions of above mentioned tender document(s) / corrigendum(s) in its totality / entirety and also unconditionally accept that CIBA, Chennai has the right to accept the whole or any part of the Tender or portion of the quantity offered or reject it in full without assigning any reason.

4. I / We accept that being L1 alone will not confer the award of the contract by the CIBA. The Award of the contract will be communicated by CIBA, Chennai through Post/ Fax / electronic form of communication, which is final and I / we shall abide by the terms / conditions / clauses contained therein.

5. I / We do hereby declare that our Firm has not been blacklisted/ debarred by any Govt. Department/Public sector undertaking.

6. I / We certify that all information furnished by the our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/ organization shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours Faithfully,

(Signature of the Bidder, with Official Seal)

ANNEXURE - II
PRICE BID UNDERTAKING

(To be given on Company Letter Head)

From: (Full name and address of the Bidder)

To,

The Director,
Central Institute of Brakishwater Aquaculture,
75, Santhome High Road,
R.A. Puram,
Chennai ó 600 028

Dear Sir/Madam,

Sub : Price Bid Undertaking – Reg

CIBA Ref.No. : F.No:12-5/10-11/ST.

I submit the Price Bid for the **Annual Maintenance Contract for EPABX at ICAR-CIBA, Chennai-600028**” as envisaged in the Bid document.

2. I have thoroughly examined and understood all the terms and conditions as contained in the Bid document, and agree to abide by them.

3. I offer to supply at the rates as indicated in the price Bid of this tender.

Place :

Yours faithfully,

Date :

Signature of authorized Representative

ANNEXURE - III

TECHNICAL BID

(Please provide the information on the following giving all relevant details, without which the quotations will not be considered. In case sufficient space is not available use separate sheets & also enclose documentary Proof)

Last date of receipt of Tender : 08/01/2021 by 16.00 hours.

1.	Company Name & Address	
2.	Contact Person	
3.	Contact Number	
4.	Email Id	
5.	GST No.(attach copy)	
6.	Income tax PAN No. .(attach copy)	
7.	Total Income tax paid in the year 2019-20	
8.	Company status (Prop./ Pvt. Ltd./ Ltd.)	
9.	Total turn over in the year 2019- 20	
10.	Registration details in State/ Central Government	
11.	No. of Engineers & Technical personnel employed in the firm with their qualifications & experience	
12.	Present total number of systems being serviced	
13.	Are you authorized service provider of a reputed company(If yes, please give details and enclose copy of authorization)	

14.	Is your firm certified with ISO for service support (Yes/ No) (If yes, please enclose a copy of certification)	
15.	Attached list of End users (in the below format) (Yes / No)	

No.	Model & Make of EPABX	Year of supply	Address of the Institution/firm

Certified that the above information is correct and the firm is willing to accept all the terms and conditions of the tender document.

Signature

Name

Address

Phone no.

Fax no.

Seal

ANNEXURE – IV

PRICE BID

Last date of receipt of Tender : **08/01/2021 by 16.00 hours.**

Date & Time of opening of Tender : **TO BE DECIDED**

Name and Address of the Firm :

Sl. No	Particulars	Total Lumpsum in Rs.
1	Comprehensive Annual Maintenance Contract for Coral DX PLUS EPABX Configures for 4 Digital, 4 PNT lines, 152 Analog Extensions	
	GST	
	Grand Total	
in words (Rupees _____ only)		

ANNEXURE - V

TERMS & CONDITIONS

Contractor will maintain the equipment as per terms & conditions herein mentioned below:-

1. Maintenance Services shall consist of preventive and corrective maintenance of the system. The System, being taken under contract will be inspected by contractor representative in the presence of Customers representative to ensure that the SYSTEM is fully functional without problem. Preventive Maintenance shall be done as and when required (at least thrice in a Month). Dead call shall be attended as early as possible (within 4 hrs).
2. CIBA will keep record of a machine failure including nature of failure, date and time of booking complaint when the system was made up and total downtime. This record will be signed by CIBA Representative.
3. After completion of the contract period, equipment and other systems will be handed over back to CIBA in good working condition.
4. Contractor will send only properly trained and competent service personnel for maintenance.
5. Firm have to maintain uptime of 95% on half yearly basis. Failure of which respective penalty clauses in the contract will apply.
6. **Penalty will be as follows beyond permissible downtime limits, i.e.,**
 - Rs.500/-per day for the Exchange.
 - Rs.10/- per day for the faulty instruments.
7. The penalty will be charged if cumulative down time is more than 5% over quarterly, however the penalty for each time for any quarterly cannot exceed AMC value of that time. Payment will be settled on quarterly basis at the end of the quarter after deducting penalty amount.
8. For Quoting the amount of One Time repair charges the tenderer is advised to inspect the system in presence of CIBA representative with prior permission.

9. No payment will be made if the work is left incomplete and unsatisfactory.
10. The complaint as well as preventive maintenance service has to be down only during the office working hours i.e.9.30 AM to 4.30 PM on working days.
11. **Any kind of error / problem found, which may damage the EPABX and intercoms should be informed to the I/c Engineering Cell.**
12. The firm will be responsible for the repairs of any damages or physical loss caused to the EPABX and intercom during maintenance. While executing the work, the executing agency is fully responsible for any damage to Institute materials and the same may be replaced (including materials & labour charges for the replacement) by the supplier/Contractor at his own cost.
13. **Maintenance charges will be payable on half yearly basis. No part payment or advance payment will be made.**
14. In case of any part is required to be taken away from the EPABX and intercom, the same should be replaced by similar part in working conditions so that institute's work should not suffer.
15. **There shall not be any upward revision in AMC charges during the contractual period on account of increase in wages, spare parts etc. and rates shall remain firm during the period of contract.**
16. The contract can be terminated by either party by giving two months notice in writing, however, in case of non compliance of terms and conditions the contract will be terminated by the Director, CIBA, Chennai without any notice.
17. The labourers provided by the contractor under this contract will not be the employees of the CIBA, Chennai and there will be no employer-employee relationship between the CIBA, Chennai and labourers so provided.
18. The Director, CIBA, Chennai shall have the right to impose any penalty by way of deduction from the bill for non satisfactory performance of the work by the personnel employed by the contractor. In case of any dispute arising out of this contract, the decision of the Director, CIBA, Chennai shall be final and binding on the contractor.

19. All the documents including details of payment made by the contractor to the personnel employed by it shall be open for inspection by the Director CIBA, Chennai.
20. Any compensation for disengagement on account of death, disability of any personnel provided for deployment in the CIBA, Chennai during the contract period will be the responsibility and liability of the contractor even if such disability, manifests after the termination of assignment.
21. The Director CIBA, Chennai is having the right to add or delete any provision of the terms and conditions of the contract and the contractor is binding by the same.
22. Firm would follow standards of maintenance and operations strictly.
23. The servicing may be carried out in the Institute as far as possible.
24. The old spare-parts may be handed over to Engineering Cell.
25. The contract will be for a period of one year from the date of entering into contract for AMC.
26. The service provider shall execute Maintenance Contract in the Form prescribed by this office. The service provider shall, at the end of the service period/termination of contract hand over EPABX include all the intercom lines the UPS and batteries units in working condition to the successor service provider.
27. The final payment shall be made to the selected service provider only after completion of handing over of EPABX and intercom lines. etc in working condition to the successor ó service provider.
28. Successful Tenderer will have to enter into a detailed contract agreement with ICAR on non-judicial stamp paper of Rs.100/- (Rs. One Hundred only).
29. The successful bidder will have to submit the Performance security deposit of 3% of the contract value. This performance security deposit will be forfeited in case of the breach of contract. After successful completion of the contract, the performance security deposit will be refunded within 60 days after adjusting dues if any to the CIBA from the Contractor.
30. The materials supplied should be of required quality and to the satisfaction of the authority concerned.
31. The bidder/contractor has to visit the site and get acquainted with the place and accordingly the items/units has to be quoted.

32. The rates are to be quoted as per the Specifications , no change in rates will be accepted after submission of the quotations. The rates quoted are valid for one year from the date of issue of supply/contract order from this office.
33. For queries : Phone No:044-24610565 may please be contacted between 10.00 hrs to 16.00 hrs on all working days.
34. Experience / work completed certificates or work orders
35. Inspection Period : Any working day between 10.00 a.m to 4.00 p.m
36. Last date for submission of quotations : 08th January 2021.
37. Opening date of quotations : To be decided.

केन्द्रीय खारा जलजीव पालन अनुसंधान संस्थान (भारतीय कृषि अनुसंधान परिषद)
#75, संथोम हाई रोड, राजा अण्णामलैपुरम, चेन्नई - 600028, तमिलनाडु, भारत



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