



STRATEGIC ALLIANCE
Management Services Private Limited

B01-B03, Vardhman Diamond Plaza, Community Centre, D. B. Gupta Road, Paharganj, New Delhi – 110055, INDIA
Phone No.- 011-43580626 & 011-43580627; Mob: 8800257774; Email: procurement@samsconsult.com

LT No. SAMS-FIND-BSL3 Cuttack/RS-03/2016

Dated: 24/10/2016

LIMITED TENDER FOR REPAIR SERVICES IN BSL-3 LAB at IRL, CUTTACK

To,

Dear Sir,

The **Strategic Alliance Management Services Pvt. Ltd. (SAMS)** has been engaged by Foundation for Innovative New Diagnostics (FIND), India for providing procurement consultancy services for equipment, goods, works and services for use in TB Laboratories across India under GFATM Project. Accordingly, SAMS on behalf of FIND is pleased to invite quotation for repair services required in **BSL-3 lab at IRL, Cuttack.**

The SAMS hereby request you to submit your reasonable quotation for the repair services at the terms and conditions detailed herewith latest by **04/11/2016 till 04.00 P.M** on the basis of the detailed repair requirement provided in the document or may ask your engineer concerned to visit the lab if required and submit your final quotation accordingly. The details of lab requirement for repair / replacement works in BSL-3 lab given at **Annexure I.**

The quotations with at least 3 months of validity may be sent in double cover duly wax sealed and prominently subscribed "**RFQ No. SAMS-FIND-BSL3/RS-03/2016**" to be opened on **04/11/2016 at 04.30 PM.**

The quotations, which are not received duly sealed, mentioning this RFQ number and last date of receiving will not be accepted. **The firms must ensure that besides all these terms and conditions enclosed herewith, the following documents must be submitted in the chronological order (strict compliance) to show their credentials against required qualifications and to avoid rejection of tenders.**

- i. Forwarding letter clearly mentioning the authorized signatory, total number of pages, quotation validity undertaking of 3 months, which can be extended on mutual consent.
- ii. The instruments such as power of attorney or resolution of board or authorization letter on letter head, authorizing an officer of the bidder and verifying his signature, duly signed by the Authorized signatory of the company/firm. Only such authorized officer of the bidder should sign the tender documents.
- iii. Copy of the company incorporation / registration certificate issued by an appropriate authority
- iv. Technical compliance statement against required works with details of quoted items/materials (with proposed quantity, Make, Model and Warranty period, if any) /

service/ works details against required specifications of RFQ, as per format enclosed at **Annexure-II**.

- v. Technical Catalogue / brochure of item quoted as per proposed specifications, if any.
- vi. Copies of Purchase Orders/ Client's Certificates for satisfactory / timely completion of similar works issued to your firm, showing experience of at least two similar works/ service contracts executed by you.

It should be addressed and submitted to the "STRATEGIC ALLIANCE MANAGEMENT SERVICES PVT. LTD. (SAMS), B01-B03, Vardhman Diamond Plaza, Community Centre, D. B. Gupta Road, Paharganj, New Delhi – 110055, INDIA" and should reach this office **on or before 04/11/2016 till 04.00 PM**.

Yours sincerely,

For Strategic Alliance Management Services Pvt. Ltd.

(Jyoti Singh)
Senior Manager (Procurement)

TERMS & CONDITIONS AND INSTRUCTIONS TO THE BIDDER (RFQ)

1. Sealed tender superscribed "**Limited Tender for repair services in BSL-3 lab at IRL, Cuttack under FIND Project**" are invited for the detailed in the Schedule (attached herewith) to the "STRATEGIC ALLIANCE MANAGEMENT SERVICES PVT. LTD. (SAMS), B01-B03, Vardhman Diamond Plaza, Community Centre, D. B. Gupta Road, Paharganj, New Delhi – 110055, INDIA".
2. The bidder is expected to examine all instructions, forms, terms and specifications in the bidding documents. Failure to furnish all information required by the bidding documents or submission of a bid not substantially responsive to the bidding documents in every respect will be at the bidder's risk and may result in the rejection of its bid.
3. The tender is to be submitted along with duly signed Terms & Conditions & RFQ in a sealed cover which must be clearly marked with the "**Limited Tender for repair services in BSL-3 lab at IRL, Cuttack under FIND Project**" and the due date for its opening. The cover should be addressed to **STRATEGIC ALLIANCE MANAGEMENT SERVICES PVT. LTD. (SAMS), B01-B03, Vardhman Diamond Plaza, Community Centre, D. B. Gupta Road, Paharganj, New Delhi – 110055, INDIA.**
4. The bid shall contain no interlineations erasures or overwriting except as necessary to correct errors made by the bidder, in which case such corrections shall be initiated by the person or persons signing the bid.
5. Each bidder is entitled to submit only one tender wherein he can, if necessary indicate alternative quotation. In case where more than one tender in a specified group is submitted by him will be liable to rejection.
6. In the event of the space on the prescribed form being insufficient for the required purposes, additional page must be numbers of consecutively bear the tender number and be fully signed by the bidder. In such cases reference to the additional pages must be made in the tender form.
7. The tender must reach this office strictly not later than **04/11/2016 till 04.00 PM** & the bid must be received by the address specified & no later than the time and date specified in the invitation for bids. In the event of the specified date for the submission of bids being declared a holiday for the purchaser, the bids will be received up to the appointed time on the next working day.
8. It is the responsibility of the bidders to see that the complete bidding documents, whether sent by post or by courier or by person are received by the time and date stipulated for receipt failing which the bid would be considered late and rejected.
9. Any bid received after the deadline for submission of bids prescribed will be rejected and/or returned unopened to the bidder.
10. The bidder may modify or withdraw its bid after the bid's submission provided that written notice of the modification or withdrawal is received by the purchaser prior to the deadline prescribed for submission or bids.
11. No bid may be modified subsequent to the deadline for submission of bids.
12. The conditions of the bidder shall not be binding to the SAMS.
13. **Service Completion Schedule:** The above Services are to be completed as early as possible or **within four weeks of receipt of the final order.**

14. Service Location Address / Contact details :

IRL, Cuttack – Anti TB Demonstration & Training Centre, S.C.B. Medical College, Cuttack-753007, Orissa; Dr Paresh Nath Mohanty, Microbiologist, (+91-9238579352) or Dr Sanjit Patnaik, Director, (+91-9437029020)

15. BID PRICES:

- a. The bidder shall indicate on the appropriate Price Form attached to these, the unit prices and total Quotation/tender prices of goods/services it proposes under the contract. Price should be quoted only in INR in the specified format attached in **Annexure III**.
- b. Bidder must quote unit and total price for each and every lines items (goods) and services to complete the works. Total quoted price for complete work should be inclusive of all applicable taxes. You may indicate the applicable taxes separately.
- c. Conditional quotations shall be considered as non-responsive.

16. Bid currency

The prices should be quoted only in Indian National Rupees (INR).

17. Period of validity of bids:

- a. Bids shall remain valid for 3 months after the date of bid/Tender opening prescribed by the purchaser, A bid/tender valid for a shorter period shall be rejected by the purchaser as non-responsive.
- b. In exceptional circumstances, the purchaser may solicit the bidder's consent to an extension of the period of bid/tender validity. The request and the responses thereto shall be made in writing (or by cable or by telex).

18. Format and signing of bid

- a. The bidder shall prepare two copies of the bid, clearly making each "**Original Bid**" and "**Copy of Bid**" as appropriate. In the event of any discrepancy between them, the original shall govern.
- b. The original and all copies of the bid/tender shall be typed or written in indelible ink and shall be signed by the bidder or a person duly authorized to bind the bidder to the contract. All pages of the bid, except for unammended printed literature, shall be initialed by the person or person's signing the bid.
- c. The bid/tender shall contain no interlineation, erasures or overwriting except as necessary to correct errors made by the bidder, in which case such corrections shall be initialed by the person or persons signing the bid.

19. Preliminary examination

- a. The purchaser will examine the bids to determine whether they are complete, whether any computational errors have been made, whether the documents have been properly signed, whether the bid/ tender validity is as required and whether the bids are generally, in order.
- b. Arithmetical errors will be rectified on the following basis. If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantify, the unit price shall prevail and the total price shall be corrected. If the supplier does not accept the correction of the errors, its bid/ tender will be rejected. If there is a discrepancy between the words and figures, the amount in words shall prevail.
- c. Prior to the detailed evaluation purchaser will determine the substantial responsive-ness of each bid/tender to the bidding documents. For purpose of these clauses, a substantially responsive bid/tender is one which, conforms to all the terms and conditions of the bidding documents without material deviations. The purchaser's determination of a bid's

responsiveness is based on the contents of the bid/tender itself without recourse to extrinsic evidences.

- d. A bid/tender determined as not substantially responsive will be rejected by the purchaser and may not subsequently be made responsive by the bidder by correction of the non-conformity.
- e. The purchaser may waive any minor informality or non-conformity or irregularity in a bid, which does not constitute a material deviation, provided such waiver does not prejudice and affect the relative ranking of any bidder.

20. Evaluation and comparison of bid

- a. The purchaser will technically evaluate all bids that are determined to be responsive in preliminary examination as per the clause no. 19 and compare the bids.
- b. The Purchaser's evaluation of a bid will take into account the total unit cost of the item at the consignee's destination inclusive of all kind of taxes and other charges.
- c. The contract shall be awarded only to the bidder who are substantially responsive, offer competitive rates, and meet the qualification requirement stipulated in the bidding documents.
- d. Deviations in the Completion Schedule and Payment Schedule are not permitted.
- e. The Purchaser shall compare all substantially responsive bids to determine the lowest-evaluated bid, in accordance with evaluation criteria mentioned in this bidding document.

21. Award of Contract (Pre-qualification)

- a. Notwithstanding the 'Qualification Requirements' set out in terms & condition the purchaser will determine to the satisfaction whether the bidder selected as having submitted the lowest evaluated responsive bid/tender is qualified to satisfactorily perform the contract.
- b. The determination will take into account the bidder's financial and technical capabilities. It will be based upon the examination of the documentary evidence of the bidder's qualifications submitted by the bidder, as well as such other information as the purchaser deems necessary and appropriate.
- c. An affirmative determination will be a prerequisite for award of the contract to the bidder. A negative determination will result in rejection of the bidder's bid/tender in which event the purchaser will proceed to the next lowest evaluated bid/tender to make a similar determination of the bidder's capabilities to perform satisfactorily.

22. Award criteria

Subject to clause 21, the purchaser will award the contract to the successful bidder/ bidder whose bid/tender has been determined to be substantially responsive and has been determined as the lowest evaluated bid, provided further that the bidder is determined to be qualified to perform the contract satisfactorily.

23. Purchaser's right to accept any bid/tender and to reject any or all bids

The purchaser reserves the right to accept or reject any bid/tender and to annul the bidding process and reject any or all bids at any time prior to award of contract, without thereby incurring any liability to the affected bidder or bidders or any obligations to inform the affected bidder/bidders of the grounds for the purchaser's action.

24. Payments Terms: 100% Payment will be released after successful completion of the works, on submission of the invoice along with satisfactory service report/ completion certificate duly approved by the concerned lab In-charge along with other supporting documents, if any.

25. Liquidated damages- Subject to other clauses, if the supplier fails to deliver any or all of the goods or perform the services within the time period(s) specified in the contract, the purchaser shall, without prejudice to its other remedies under the contract, deduct from the contract price, as liquidated damages, a sum equivalent to 0.5 percent of the delivered price of the delayed goods unperformed services for each week of delay or part of thereof until actual delivery or performance up to a maximum deduction of 10% (ten) percent of the delayed goods or services contract price. However, the purchaser may consider termination of the contract or emergency purchases once the time specified is over.

26. VAT/PAN: Copy of number allotted should also be submitted.

For Strategic Alliance Management Services Pvt. Ltd.

**(Jyoti Singh)
Senior Manager (Procurement)**

Annexures:

- i. Technical Specifications- Requirement for repair / replacement works in BSL-3 lab.
- ii. Technical Compliance Statement
- iii. Price Form

Requirement for repair / replacement works in BSL-3 lab**Issue reported at TB Containment Lab at IRL Cuttack:**

1. The existing 3 HP AC VFD connected in the control panel is unable to control the function of Exhaust motor speed and as a result negative pressure is not maintained inside the BSL 3 Lab.
2. Existing one 5 H.P. Contactor connected through non-working 3 H. P. VFD is not in working condition
3. Overload relay which is connected in the control panel with 5 H.P. connections is non – functional.
4. Axial Fan with filter is not installed with existing AHU control and because of which the closed system of Control Panel gets overheated, and unable to dissipate the heat outside, affecting the functionality of various components of control panel and frequent breakdown.
5. **Control Panel Electrical wiring***: - The existing wiring of control panel is quite congested and the wiring needs to be properly aligned and arranged with proper labelling, some wiring may require replacement and some wiring may be reused
6. Frequent problem of reverse phase sequencing from existing generator
7. Electrical Sockets and Switches are not working inside BSL 3 Lab
8. Inter change over between one exhaust unit to other unit is not working
9. Negative pressure is not maintained, pressure drop to 50Pa and temperature is not maintained inside BSL 3 lab

Repair/Rectification Work Requirement

1. Replacement of existing one 3HP AC VFD with new one 5 HP AC VFD including drive programming to run for longer duration of time, and to maintain negative pressure to -30 Pa(Make of 5HP AC VFD : Delta/Allen Bradley or equivalent reputed manufacturer)
2. Replacement of existing 5 H P contactor with new one to run the 5 H.P. Exhaust motor.
3. Quantity: One number of 5 HP contactor (Make: Havells or equivalent reputed manufacturer)
4. Repair/Rectification required: Replacement of Overload relay for 5 H.P. Exhaust motor.
5. Quantity: One number of overload relay (Make: Havells or equivalent reputed manufacturer)
6. Supply and Installation of Axial Fan with Filter for AHU Control panel Quantity: 1 No.
7. New wiring of approximate 30 meter length of 2.5 sqmm and 4sqmm cable core(copper wires)(Make: Havells/Polycab or equivalent reputed manufacturer) including replacement of MCCB(if required).The wiring length may vary depending upon work at site**
8. Rectification of reverse phase sequencing-installation and commissioning of reverse phase corrector/changer.
9. Supply and installation 6/16Amp socket with switches including miscellaneous wiring (Make: Havells/Polycab or equivalent reputed manufacturer), Quantity: 20 numbers
10. Supply and installation of Timer and relay for 4 hour operation (Make: Reputed manufacturer)
11. Servicing and minor repair of BSL 3 Lab AHU unit such as filters, condensing unit, motor blower units etc.

Note: *for Sl.No.5 requirement of control panel electrical wiring, bidder should quote the unit rate of works required and payment shall be made as per actuals after works done at site upon verification from site Incharge.

TECHNICAL COMPLIANCE STATEMENT

Sl. No.	Description of required Works	Compliance Statement (Yes/ NO, details of any deviation) with details of proposed specification of works with Make/Model/ Warranty of items quoted
1	Replacement of existing one 3HP AC VFD with new one 5 HP AC VFD including drive programming to run for longer duration of time, and to maintain negative pressure to -30 Pa(Make of 5HP AC VFD: Delta/Allen Bradley or equivalent reputed manufacturer)	
2	Replacement of existing 5 H P contactor with new one to run the 5 H.P. Exhaust motor.	
3	Quantity: One number of 5 HP contactor (Make: Havells or equivalent reputed manufacturer)	
4	Repair/Rectification required: Replacement of Overload relay for 5 H.P. Exhaust motor.	
5	Quantity: One number of overload relay (Make: Havells or equivalent reputed manufacturer)	
6	Supply and Installation of Axial Fan with Filter for AHU Control panel	
7	New wiring of approximate 30 meter length of 2.5 sqmm and 4sqmm cable core(copper wires(Make: Havells/Polycab or equivalent reputed manufacturer) including replacement of MCCB(if required).The wiring length may vary depending upon work at site	
8	Rectification of reverse phase sequencing-installation and commissioning of reverse phase corrector/changer.	
9	Supply and installation 6/16Amp socket with switches including miscellaneous wiring (Make: Havells/Polycab or equivalent reputed manufacturer), Quantity: 20 numbers	
10	Supply and installation of Timer and relay for 4 hour operation (Make: Reputed manufacturer)	
11	Servicing and minor repair of BSL 3 Lab AHU unit such as filters, condensing unit, motor blower units etc.	
12	Replacement of existing one 3HP AC VFD with new one 5 HP AC VFD including drive programming to run for longer duration of time, and to maintain negative pressure to -30 Pa(Make of 5HP AC VFD : Delta/Allen Bradley or equivalent reputed manufacturer)	
13	Any other items/ services Proposed by the bidders as per given repair issues and requirement	

Price Form

[The Bidder shall fill in this Price Form in accordance with the instructions given below]

Sl. No.	BIDDER'S PRICES FOR REPAIR SERVICES IN BSL-3 LAB at IRL, CUTTACK (Price to be entered by Bidder):							
	Description of Major Works Item (Goods / Services)	Make of items (Goods) proposed / details of Services	UNIT	Total Quantity (nos.) (a)	INR			
UNIT PRICE (per piece), (b)					TOTAL PRICE, (c) = (a) x (b)	VAT /service tax, as applicable (d)	TOTAL PRICE, inclusive taxes (e)=(c) + (d)	
1								
2								
3								
4								
5								
6...								
Grand Total (INR)								

Note to bidders:

1. The Bidder must provide activity wise pricing with details of item proposed to be used for execution of works as per specifications in the Annexure-I.
2. The total works fee (total contract amount) should be inclusive of all the taxes including the service tax, expenditures on subcontracting, third party validation if needed, and expenditure on manpower such as daily allowances, travelling expenses etc.
3. The service tax element may be defined separately along with service tax registration no. (Copy to be enclosed).
4. Bidder to enclose copy of PAN Card also.