



सत्यमेव जयते



Competition Commission of India

Hindustan Times House (3rd floor)

18-20, Kasturba Gandhi Marg,

New Delhi – 110001

Tel : 011-23473690 Fax : 011-23704686

F.No.D-31013/1/2011-CSD

Dated, the 28th July, 2011.

NOTICE INVITING TENDER FOR CARPENTRY AND PLUMBING WORK

Competition Commission of India invite sealed quotations from established, reputed and experienced firms to provide services of Carpenter and Plumber in the Office premises of CCI at 'Hindustan Times House', 18-20, Kasturba Gandhi Marg, New Delhi – 110 001 and at 'Hudco Vishala' 'B' Wing, 14, Bhikaji Cama Place, New Delhi – 110 066. Details of the services required and other terms and conditions relating to the award of Contract are given in the Annexure –I.

2. Tender Document is available on the website of the Commission i.e. www.cci.gov.in. The intending bidders may download the tender document containing the terms and conditions and submit the same along with requisite amount of Earnest Money in the form of crossed Demand Draft in favour of "Competition Commission of India (Competition Fund) Account" payable at New Delhi. Tenders received without the requisite EMD will be rejected.

3. All interested service providers are requested to submit their sealed quotations as per prescribed procedure to this office on or before **1500 Hrs. of 18th August, 2011.**

4. The "Technical Bid" will be opened on the same day i.e. **18th August, 2011 at 1600 Hrs.** in the presence of authorized representatives of bidders. The "Financial Bids" of only those firm(s) shall be opened who qualify the eligibility criteria of "Technical Bid" as stipulated in the tender document.

5. With a view to familiarize with the requirement of the Office and also to answer queries of the prospective bidders, a **Pre Bid Conference** will be held at **1600 Hrs. on 12th August, 2011** in R.No.375, (3rd Floor), HT House, K.G. Marg, New Delhi.

(Virendra Singh)
Deputy Director

TERMS & CONDITIONS

1. DATE AND TIME OF PRE-BID CONFERENCE : **12.08.2011**
1600 Hrs.
2. LAST DATE & TIME OF RECEIPT OF QUOTATIONS : **18.08.2011**
: **1500 Hrs.**
3. DATE & TIME OF OPENING OF TECHNICAL BID : **18.08.2011**
: **1600 Hrs.**
4. PLACE OF SUBMITTING QUOTATIONS : Reception of CCI (3rd Floor)
Hindustan Times House
18-20, Kasturba Gandhi Marg,
New Delhi – 110 001.
5. Area and No. of employees

S.No.	Location	Area (Sq.Ft.)	Staff Strength (approx.)
1.	Hindustan Times House 18-20, Kasturba Gandhi Marg New Delhi-110001 (3 rd , 4 th and 7 th Floor)	47250	250
2.	'Hudco Vishala' 'B' Wing 14, Bhikaji Cama Place, New Delhi-110066 (GF, 1 st , 2 nd and 3 rd Floor)	22393	50

6. SCOPE OF WORK :

The selected Agency/Firm shall be responsible to provide services of experienced/licensed Carpenter and Plumber on both the locations of CCI. The deputed/appointed carpenter and plumber are to visit both the premises periodically for routine inspection, repair and maintenance. The activities to be performed by the deputed/appointed carpenter/plumber will be as under :

- Periodical preventive maintenance
- All repairs to be carried out within the premises
- Items/spares will be installed/provided as per the approved rates
- In case, rates for a particular items are not in the approved list, prior approval is required to be taken before execution of the job

7. Validity of the contract: The contract for providing services for carpenter and plumber will be valid for a period of one year. The contract, however, can be extended further with the mutual consent of both the parties.

CCI, however, reserves the right to terminate the contract by giving 15 days notice and without assigning any reason thereof.

8. Eligibility conditions

- a) The agency/firm should have experience of at least 5 years in the relevant field and must have done such services for various reputed organizations/departments of Government of India/Public Sector Undertakings/statutory bodies/MNCs.
- b) The carpenter/plumber provided by the Agency/Firm must be technically qualified from a reputed institution.
- c) The agency/firm should be registered under Service Tax Registration/TIN/VAT Registration No. (copy to be attached)
- d) The agency/firm should have a minimum turnover of Rs.25 lakh per year during the last three years.
- e) The details of inputs/information required to be submitted by the agency are listed in the format for Technical Bid (Annexure II).
- f) The details of current and previous clients are to be submitted by the agency incorporating the following details :
 - i) Name of Office
 - ii) Contact Person (Tel.No./Email ID)
 - iii) Period and volume of work with the manpower deployed

9. Earnest Money Deposit (EMD) : The bidder shall furnish an amount of Earnest Money of Rs.2,500 (Rupees Two Thousand Five Hundred only) by way of Demand Draft drawn in favour of "Competition Commission of India (Competition Fund) Account" payable at New Delhi. The bid security of the unsuccessful bidder will be discharged/returned subsequent to the award of Contract.

10. Responsibilities of the Firm/Agency :

- i) The selected firm shall be responsible for providing services of trained, technically qualified Carpenter and Plumber on both the premises of CCI i.e. HT House, Kasturba Gandhi Marg and 'Hudco Vishala', Bhikaji Cama Place, New Delhi
- ii) The carpenter and plumber shall visit these premises for regular maintenance as per periodicity shown hereunder. They are required to mark their attendance in the Attendance Register kept at the Reception of both the offices :

Hindustan Times House	:	Thrice in a week
Bhikaji Cama Place	:	Twice in a week
Major Repairs to be undertaken	:	On each Saturday

(CCI reserves the right to ask for services of carpenter and plumber, **on any day/any time** to carry out the emergent repairs etc.)

- iii) The quoted amount (Annexure III) shall include the visit/labour charges and items of accessories required for repair work e.g. nail, thread and other petty items.
- iv) The rates of items (other than petty items) are required to be indicated in the Annexure IV. These rates will remain valid during the period of AMC;
- v) In case, any of the items (other than items listed in Annexure IV) having a value of Rs.500 or above is essentially required to be installed, the service provider will seek prior approval of this Office before execution/installation of the said item.

- vi) In case any item is not repairable on site, the same shall be carried to workshop at the expense of service provider.
- vii) The selected firm shall be responsible to provide all tools/gazettes to its carpenter/plumber to carry out the repairs.
- viii) The contractor/service provider and their carpenter/plumber must be available on their mobile phone, round the clock, for attending the emergency nature of job
- ix) The service provider/contractor shall be able to attend the job during odd hours also.

11. **PENALTY**

- a) In the event of non-attendance of Office by the carpenter/plumber on the desired/fixed day, the Office shall be free to impose penalty equivalent to the per day charges, to be calculated on pro rata basis.
- b) In case, the carpenter/plumber fails to rectify the fault, the Office shall be free to impose penalty, to be determined on the basis of gravity of complaint. In this regard, decision of Secretary, CCI shall be final and binding on the service provider.
- c) In case, the office is compelled to engage any other agency for rectification of fault, if any, the charges paid to the outside agency will be recoverable from the service provider.

12. **Submission of Tenders:**

- (i) The technical and financial bids must be submitted in separate sealed cover in the format as prescribed in Annexure-II, Annexure-III and Annexure – IV respectively.
- (ii) Both the technical and financial bids along with third envelope containing EMD are to be kept in a big sealed envelope.
- (iii) The envelope containing EMD should not be sealed and kept open.
- (iv) The big envelope containing the three envelopes must be superscribed "Tender for Carpentry/Plumbing".
- (v) The sealed envelope containing all bids must be dropped in the Tender Box kept at the Reception of CCI at Hindustan Times House (3rd Floor) by **1500 Hrs. of 18.08.2011**.
- (vi) Technical bids shall be opened on **18.08.2011 at 1600 Hrs.** in the presence of authorized representatives of bidders.
- (vii) Commercial/Financial bids of only those bidders whose technical bids are acceptable/qualified will be opened.
- (viii) Late/delayed tenders due to any reason, whatsoever, will not be accepted/considered, at all, under any circumstances.
- (ix) The tender will be awarded to the Firm/bidder who is adjudged Lowest Bidder on the basis of Monthly Quoted Charges for the services of Carpenter and Plumber
- (x) However, the rates for the items of accessories/spares will be determined with mutual consent of both the parties, in case the charges are found to be exorbitant. Decision of CCI will be final and binding on the selected firm.

- (xi) In case, the selected firm does not accept the charges/rates of items of accessories/spares determined by CCI on the basis of prevalent market price, CCI will be free to award the contract to the second/subsequent bidder.

13. Performance Security:

- a. The successful bidder shall be required to deposit an amount equal to 10% of the contract value within 30 days of issue of letter of intent, as Performance Security.
- b. Performance security shall be submitted in the form of Demand draft drawn in favour of "Competition Commission of India (Competition Fund) Account" and shall be valid for a period of 18 months.
- c. Performance Security will be discharged after completion of contractor's performance obligations including warranty obligations under the contract.
- d. If the contractor fails or neglects any of his obligations under the contract, CCI reserve the right to forfeit either whole or any part of Performance security furnished by the bidder as penalty for such failure.

14. **Payment :** Payment to the selected agency shall be released on monthly basis. The service provider shall submit two bills – one for monthly approved charges and another for the item of accessories supplied/installed during repair work.

15. **Validity of Tender:** Rates quoted by the Firm shall remain valid for a period of 90 days or more.

16. TDS and any other Government levies applicable shall be deducted on bill amount as per Government of India instructions issued from time to time.

17. CCI reserve the right to accept or reject any or all the Tenders.

18. CCI reserves the right to cancel the Contract any time without assigning any reason.

PROFORMA FOR TECHNICAL BID

S. No.	Items	Information/ Inputs to be filled by the tenderer (If required separate sheets may be enclosed)
1.	Name and Address of the firm/agency, telephone number, fax, mobile number, email address	
2.	Type of organization (Whether proprietorship, partnership, private limited, limited company)	
3.	Name and Address of the directors proprietor /partners	
4.	Year of formation of the company/ experience	
5.	Nature of business carried by the company	
6.	Annual Turnover	
	2007-08	
	2008-09	
	2009-10	
7.	Total number of employees of the firm	
8.	Qualification (including Technical Qualification) of the Carpenter/Plumber proposed to be provided to CCI	
9.	Contact number in case of emergency	
10.	Details of registration with statutory authorities like PF and ESIC, etc (attach copies)	
11.	(a) Service tax number/ Certificate (b) PAN number	
12.	Details of three prominent organizations served during the last three years with contact number of concerned officer	
13.	Details of Earnest Money	DD No. Date
14.	Whether carpenter/plumber to be provided by the Agency are technically qualified from any institute	
15.	Any other information	

Copies of relevant documents are to be enclosed in support of above information.

Undertaking

I hereby certify that all the information's furnished above are true to my knowledge. I have no objection to CCI verifying any or all the information furnished in this document with the concerned authorities, if necessary.

I also certify that , I have understood all the terms and conditions indicated in the tender document and hereby accept the same completely.

Signature of the authorized signatory of the agency
Official seal/ stamp

Date:
Place:

PROFORMA FOR FINANCIAL BID

1. Name, Address and Telephone Number :
Of the Organisation
2. Name of CEO/Proprietor with Tel.No. :
3. Rates offered

Annual Maintenance Contract

	Services	Rate/per month (Rs.)*
1	Carpenter	
2	Plumber	
	TOTAL	

*Taxes extra, as applicable

(Rupees.....per month)

.....
(Signature)

Place:

Name.....

Date :

Designation.....

Seal of the Company.....

LIST OF ACCESSORIES/ITEMS (CARPENTRY)

SI.NO	ITEM	RATE/ PER UNIT
1	Aluminium Channel/Curtain Rod (per meter)	
2	Base of Revolving Chair	
3	Chitkani (aluminium)	
4	Commercial Board 19 mm (per sq.ft.)	
5	Computer Key Board Stand	
6	Curtain Rod	
7	Door Closer	
8	Door Handle knob (Godrej)	
9	Door Handle knob (Brass)	
10	Door Lock(Godrej)	
11	Door Lock(Ord)	
12	Door Stoper (Ordinary)	
13	Drawer Channel - replacement	
14	Foot Rest	
15	Glas Pane per sq.ft.	
16	Hinges	
17	Hydraulic Cylinder	
18	Kinda Chapka	
19	Locking Bolt	
20	Multipurpose Lock	
21	Nova Pan Board 19 mm per sq.ft.	
22	Opening of Locked Door	
23	Pin Board (Board with cotton cloth) size from 1 sqf to 10 sqf	
24	Ply board 6 mm (per sq.ft.)	
25	Polish work (Furniture) @ per square feet	
26	Polish Work (Wall Partition) per sq.ft.	
27	Providing duplicate keys (per key)	
28	PVC Arms	
29	Repair of Hydraulic System	
30	Seat Bush	
31	Standing Bolt	
32	Steel Almirah Handle	
33	Steel Almirah Lock	
34	Steel Amirah Bush	
35	Sunmica per sq. ft.	
36	Supply of Hydraulic System	
37	Table Glass (5 mm) per sq.ft.	
38	Welding (Per Point)	
39	Wheel for Revolving Chairs(Godrej)	
40	Wheel for Revolving Chairs(Ordinary)	
41	Wheel of Revolving Chairs (full set)	
42	Wooden Almirah Lock	
43	Wooden Bidding per sq.ft.	

LIST OF ACCESSORES/ITEMS (PLUMBING)

	I t e m	Rate/ per unit
1	1/2" GI Ppipe	
2	1/2" T-18", 12", 9", 6"	
3	Angle Valve	
4	Bottle Trap Pipe	
5	Bib Cock	
6	Bib Cock Face	
7	Bottle Trap	
8	Caps	
9	Connecting Pipe (Copper)	
10	Connection Pipe (PVC)	
11	Doom Waste	
12	Elbow (1/2")	
13	Elbow (3/4")	
14	Elbow (1")	
15	Extension Nipple = Per Running (Inch.)	
16	Floor Mounted WC	
17	Flush system (Sy Fun – PVC)	
18	Flush Valve – Small 1/2"	
19	Flush Valve – Big 1-1/4"	
20	GI Pipe (1/2")	
21	GI Pipe (3/4")	
22	GI Pipe (1")	
23	Hand Shower	
24	Hand Shower Pipe	
25	Hexa Nipples	
26	Jali Steel	
27	Large Urinals	
28	Liquid Soap Dispenser	
29	Paper Holder	
30	Pedestal	
31	Pillar Cock	
32	Polishing of granite stone (Rate per sq.ft.)	
33	Seat Cover	
34	Soap Dish	
35	Spitter	
36	T (1/2")	
37	T (3/4")	
38	T (1")	
39	Towel Rod (Steel)	
40	Towel Rod Brackets	
41	Two in one bibcock	
42	Union (1/2")	
43	Union (3/4")	
44	Union (1")	
45	Valve Cock	
46	Wall Mounted WC	
47	Washbasin Rectangular	
48	Washbasin Round	
49	Washbasin Zali	
50	Waste Pipe (per unit)	