

SUPREME COURT OF INDIA
ADMN. MATERIAL BRANCH

LAST DATE OF TENDER : 5th April, 2018

F.NO. 423/F.E./18/SCI(AM)
DATED: 15th March, 2018

NOTICE INVITING TENDER
FOR
COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT
FOR RE-FILLING OF FIRE EXTINGUISHERS

Sealed tenders are invited for undertaking the job of re-filling etc. of the following types of fire extinguishers :

Sl. Nos.	Type	Quantities
1	2 Kgs. CO ₂ Type	65
2	2 Kgs. ABC Type	214
3	4 Kgs. ABC Type	82
4	4.5 Kgs. CO ₂ Type	84
5	5 Kgs. Dry Chemical Powder Type	34
6	9 Ltr. Water Type	167
	Total	646

The abovementioned Fire Extinguishers are installed in the Supreme Court Premises as well as in the Old and New Lawyers' Chambers Blocks for a period of two years. The rates may be quoted as per description of the items mentioned in Annexure 'C' annexed hereto.

Interested parties, if they so desire, may contact Mrs. Anuradha Sharma, Branch Officer, Admn. Material (Maintenance) Branch (Tel. 23111483, 23112235) on any working day between 10.30 AM to 4.30 PM except on Saturday for any further information about the said equipment before quoting the rates.

A. TENDER

1. Two separate sealed envelopes should be used for submitting (i) Tender Document and (ii) Earnest Money. superscribing on the envelopes (a) "Tender for CAMC FOR RE-FILLING OF FIRE EXTINGUISHERS" and (b) "Earnest Money for CAMC FOR RE-FILLING OF FIRE EXTINGUISHERS" respectively.

2. The tender may be sent by post sufficiently early so as to reach the Registry within time, or may be delivered to the undersigned. If tender is sent through Messenger, an authority letter from the tenderer with proof of identity may also be given to the Messenger so that he could show the same along-with his own identity proof to the Reception Officer at Reception counter No. 37 for at the time of opening of Tender for issuance of Entry Pass.
3. The tenderers are expected to examine all the instructions, Proforma's terms & condition and specifications in the tender documents. Failing to furnish all information required by the tender document in any respect will be at the tenderer's risk and may result in the rejection of the tender.
4. The tender must be received not later than the date & time specified for submitting the same. In case, the date of submitting the tender will be declared as holiday by the Govt. of India then next working day will be treated as due date of tender.

B. TERMS AND CONDITIONS OF TENDER

5. The Tenderers are required to quote their lowest rates of the items mentioned in **Annexure 'C'** annexed hereto. The rates for re-filling of Fire Extinguishers should include their proper re-installation after re-filling etc. for a period of two years. The tenderer should disclose about their previous experience and the major clients.
6. The Tenderers are also required to furnish information as per Annexure 'A'.
7. The tenderers are required to send their rates alongwith Demand Draft of Rs.10,000/- (Rupees Ten Thousand only) drawn in favour of "The Registrar, Supreme Court of India, New Delhi" as the Earnest Money which will be refunded to the unsuccessful tenderer on their written request with respect thereto. Name of the firm, telephone no. and name of the job may be indicated on the reverse side of the Demand Draft.
8. The rates should be valid for a minimum period of 120 days.
9. Hypothetical or conditional Tender will not be entertained. Tender once submitted shall not be allowed to be withdrawn or altered. If the tender is withdrawn or altered by the concerned party at any time after it is submitted, appropriate action may be taken.
10. The Registry will deal with the tenderer directly and no middle-men/agents/commission agents etc., should be asked by the tenderer to represent their cause and they will not be entertained by the Registry.
11. Over-writing/over-typing or erasing of the figures which render it doubtful or ambiguous are not allowed and shall render the tender invalid.

12. The Registry reserves the right to make any change, at any time, in the terms and conditions of the Notice Inviting Tender and accept or reject any or all tenders wholly or partly without assigning any reason thereof.
13. The tenderer shall quote rates both in figures and words.
14. All the pages of quotations including the documents submitted therein must be duly signed and stamped failing which the offer shall be liable for rejection.
15. Each tenderer has to certify that all the terms and conditions are acceptable to him. The Earnest Money/Security deposit shall stand forfeited in case of breach of any of the conditions mentioned herein.
16. Each Tenderer has to fill in the undertaking as mentioned in **Annexure 'B'** stating that whether the firm has been blacklisted/ banned by any Government Department/ Public Sector undertaking/ Autonomous Body or not.

C. TERMS AND CONDITIONS FOR SUCCESSFUL TENDERER

17. The successful tenderer shall have to give performance security deposit amount of 10% of the total amount of work order after adjusting the amount of Rs.10,000/- of Earnest Money Deposit if already deposited alongwith the tender within one week from placing the order which will be refunded only after successfully and satisfactorily doing the said job of re-filling etc. or after completion of satisfactory guarantee period of performance, whichever is later.
18. The work will be carried out as per CPWD/Delhi Fire Service specifications and as per the directions of the Registrar, Supreme Court of India.
19. The number of Fire Extinguishers of different specifications to be refilled may vary as per the requirement.
20. The rates are valid initially for a period of one year from the date of awarding of the contract and the same may be extended for next one year on the same rates, terms and conditions subject to satisfactory performance of the Tenderer.
21. After completion of the work, one year guarantee of proper performance of equipments shall have to be given in writing.
22. After execution of work, the successful tenderer shall obtain a certificate from the Fire Officer that the work has been done satisfactorily. However, the decision of the Registrar, Supreme Court of India, in this regard shall be final and unassailable.
23. Payment of the bills is normally made within 15 days after receipt of the bill on satisfactory completion of the work by Admn. General Branch of the Registry.

24. Even after granting of AMC, the Registry reserves the right to terminate the services at any time, if the same are not found satisfactorily.
25. The successful tenderer shall engage his own labour for the purpose of refilling of fire extinguishers.
26. The successful tenderer will have to abide by the terms and conditions as may be fixed from time to time by the Registrar (Admn.), Supreme Court of India, New Delhi.
27. The successful tenderer shall ensure that the personnel so deployed should maintain due decorum as well as prohibit its personnel on duty from smoking or lighting fire within the premises where they are deployed and also restrain them from collaborating or mixing up with any outside element or with the workers/ staff of the Advocates, etc.
28. The successful tenderer shall undertake that the character and antecedents of each individual employee deployed by them have been got verified from the Competent authorities and record be maintained to this effect and the successful tenderer will further ensure that all personnel deployed by them in the premises of the Registry from time to time are duly verified by the Police authorities in so far as their character and antecedents are concerned and intimate the same to Admn. General Branch for their record.
29. The Registry shall have no liability, financial or otherwise, for any harm/damage/injury incurred by the manpower deployed by the successful tenderer in the course of performing of the work. Neither the successful tenderer nor his workers shall have any claim on this Registry for compensation or financial assistance on this account.
30. The firm shall be responsible for any injury or accident to the person deployed by them for performing the job.

D. PENALTIES

31. The work of re-filling of Fire Extinguishers etc. will be required to be completed within 30 days from the date of order and in case re-filling is not done within the stipulated period and if the Registry is forced to get the job done at higher rates, the tenderers will have to make payment of the loss caused to the Registry.
32. Irrespective of the fact as to whether or not the Registry got the work done from outside, the Registry may impose penalty of 1% of total cost per week for delayed work.

33. Even after awarding the said contract, the Registry reserves the right to terminate the same, if the services of the successful tenderer are not found satisfactory and to entrust the work to another, and to recover from the successful tenderer the loss if any, sustained to the Supreme Court.
34. In case of default of any conditions stated in regard to, by the successful tenderer during the period of their engagement, the security deposit shall stand forfeited without any further notice of opportunity.

E. INVITATION OF TENDER

Interested parties may send their sealed tenders in two separate sealed envelopes, one containing (i) The Tender Document and another containing the (ii) Earnest Money of Rs.10,000/-, superscribing on the envelopes (a) " Tender for CAMC FOR RE-FILLING OF FIRE EXTINGUISHERS" and (b) "Earnest Money in respect of Tender for CAMC FOR RE-FILLING OF FIRE EXTINGUISHERS" respectively addressed by name to the undersigned, or may be handed over personally to Registry's Reception Counter No. 37 near PRO officer on or before **5th April, 2018 upto 3:00 PM** which will be opened at 3:30 PM on the same day by a Committee of Officers constituted for the purpose before the tenderers or their authorised representatives who may wish to remain present. The tenders received after due date and/or time and without Earnest Money will not be entertained. In the first instance, envelopes containing Earnest Money, will be opened. If Earnest Money of the tenderers are found to be as per requirement, then only the Envelopes containing Tender Documents will be opened.

-sd/-

(BASU DEV SHARMA)
ADDITIONAL REGISTRAR (AM)
15 -03-2018

Encl : ANNEXURE 'A', 'B' & 'C'.

SUPREME COURT OF INDIA
ADMN. MATERIAL BRANCH

F.No. 423/F.E./18/SCI(AM)
Dated:- 15-03-2018

Due Date: 05-04-2018

NOTICE INVITING TENDER
FOR
COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT
FOR RE-FILLING OF FIRE EXTINGUISHERS

1. Name of the Firm :
- 1a. Contact Person/Authorised Signatory :
2. Address with Telephone No. :
- 3a. Trader Identification No. :
- 3b. GST Registration No. :
- 3c. PAN No. :
(copies to be enclosed)
4. Name of the Contact Person :
with Telephone/Mobile No./ E-mail ID/
Fax No.
5. Copies of Income Tax Return of last three
Financial Years :
6. Whether your firm has been blacklisted/
banned by any Government Department/
Public Sector undertaking/ Autonomous
Body: Yes/No (Fill in the undertaking :
as mentioned in **Annexure-'B'**)
7. Whether all the terms and conditions of NIT
are acceptable: Yes/No :

Place :
Date :

Signature
(Name of firm with stamp)

ANNEXURE – 'B'

UNDERTAKING

I/We undertake that (name of the company) has not been blacklisted/banned by any Government Department/Public Sector undertaking/Autonomous Body.

Signature of the authorised
signatory of the firm/ company/
organisation/ Official Stamp/Seal.

Date:

Place:

**RATES FOR COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT
FOR RE-FILLING OF FIRE EXTINGUISHERS**

S.No.	Description of Work	Rate (Rs.)	GST (%)
1.	Refilling of Water type Fire Extinguisher of 9 Ltrs. Capacity and sticking of instructions label etc.		
2.	Refilling of Carbon dioxide gas type Fire Extinguisher of 4.5 Kg Capacity and sticking of instructions label etc.		
3.	Refilling of Carbon dioxide gas type Fire Extinguisher of 2 Kg Capacity and sticking of instructions label etc.		
4.	Refilling of Dry Chemical Powder Type Fire Extinguisher of 5 Kg Capacity and sticking of instructions label etc.		
5.	Refilling of ABC Type of 4 Kg. Capacity Fire Extinguishers and sticking of instruction label etc.		
6.	Refilling of ABC Type of 2 Kg. Capacity Fire Extinguishers and sticking of instruction label etc.		
7.	Refilling of Mechanical Foam type Fire Extinguishers of 9 Ltrs. Capacity and sticking of instructions label etc.		
8.	Providing and fixing of brass Union Cap for Water Type Fire Extinguishers of 9 Ltrs. Capacity, Dry Chemical Powder Type 5 Kg. Capacity and Mechanical Foam Type 9 Ltrs. Capacity (ISI Mark)		
9.	Providing and fixing of brass valve for Co2 type Fire Extinguisher of 4.5 Kg. Capacity (ISI Mark)		
10.	Providing and fixing of brass valve for Co2 type Fire Extinguisher of 2 Kg. Capacity (ISI Mark)		
11.	Providing and fixing of Gas Cartridge for Water type Fire Extinguisher of 9 Ltrs. Capacity		
12.	Providing and fixing of Gas Cartridge for Dry Chemical Powder Type Fire Extinguisher of 5 Kg. Capacity		
13.	Providing and fixing Nozzle for Water Co2 type Fire Extinguishers of 9 Ltrs. Capacity		
14.	Providing and fixing of Gas Cartridge for Mechanical Foam type Fire Extinguisher of 9 Ltrs. Capacity		
15.	Providing and fixing of Gas Discharge Horn for Co2 type Fire Extinguisher of 4.5 Kg / 2.0 Kg. Capacity		
16.	Providing and fixing Hose pipe/Nozzle for Dry Chemical Powder Type Fire Extinguisher of 5 Kg. Capacity		

S.No.	Description of Work	Rate (Rs.)	GST (%)
17.	Providing and fixing Hose pipe/Nozzle for Mechanical type Fire Extinguisher of 9 Ltrs. Capacity		
18.	Repainting of Fire Extinguisher with red enamel with complete instruction label :-		
	(a) 9.0 Ltrs. Water type Capacity		
	(b) 4.5 Kg CO ₂ type Capacity		
	(c) 2.0 Kg. CO ₂ type Capacity		
	(d) 5 Kg Dry Chemical Powder Type Capacity		
	(e) ABC 4 Kg Capacity		
	(f) ABC 2 Kg Capacity		
19.	Providing and fixing of Rubber Washer for Water Co ₂ , 5 Kgs. Dry Chemical Powder Type and Mechanical Foam type.		
20.	Providing and fixing of new brackets for different types of Fire Extinguishers.		
21.	Providing of new brackets for different types of fire extinguishers.		
22.	Fixing of new brackets for different types of fire extinguishers.		
23.	Providing and fixing of Handles for above Fire Extinguishers		
24.	Providing of Safety Lock Pins for above Fire Extinguishers		
25.	Pressure/ Hydro Testing for all the types of Fire Extinguishers mentioned below :-		
	(a) 9.0 Ltrs. Water type Capacity		
	(b) 4.5 Kg CO ₂ type Capacity		
	(c) 2.0 Kg. CO ₂ type Capacity		
	(d) 5 Kg Dry Chemical Powder Type Capacity		
	(e) ABC 4 Kg Capacity		
	(f) ABC 2 Kg Capacity		
26.	Providing and fixing of Pressure Gauge for ABC type fire extinguisher 4 Kg. Capacity		
27.	Providing and fixing of Pressure Gauge for ABC type fire extinguisher 2 Kg. Capacity		
28.	Providing and fixing of Pressure Gauge for 9 Ltr. Foam type fire extinguisher		
29.	Providing and fixing of Controlled Squeeze Grip Valve for ABC type fire extinguisher 4 Kg. Capacity.		
30.	Providing and fixing of Controlled Squeeze Grip Valve for ABC type fire extinguisher 2 Kg. Capacity.		

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S.No.	Description of Work	Rate (Rs.)	GST (%)
31.	Providing and fixing of Controlled Squeeze Grip Valve for 9 Ltr. Foam type Fire Extinguisher		
32.	Providing and fixing of Hose Pipe with discharge nozzle for ABC type fire extinguisher 4 Kg. Capacity		
33.	Providing and fixing of Hose Pipe with discharge nozzle for 9 Ltr. Foam type fire extinguisher		
34.	Providing and fixing of Hose Pipe with discharge nozzle for 5 Kgs. Dry Chemical Powder type fire extinguisher		
35.	Providing and fixing of Hose Pipe of 1 meter length with discharge Horn for CO ₂ type fire extinguisher of 4.5 Kgs. Capacity		
36.	Providing and fixing discharge Nozzle for 2 Kgs ABC type Fire Extinguisher		
37.	Providing and fixing of Syphon Tube for ABC type fire extinguisher 4 Kg. Capacity.		
38.	Providing and fixing of Syphon Tube for ABC type fire extinguisher 2 Kg. Capacity.		
39.	Detail of Previous Experience and list of Major Clients.		

Date : _____

Signature
(Name of the firm with stamp)
(Mobile No.)