

# Quality Council of India (Board-NABL)

## Plot No.45, Sector-44, Gurgaon-122003, HARYANA

No. QCI/NABL/INV/2020-21

Dated 11/03/2021

To

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Quotations are invited by Quality Council of India (Board-NABL) having its office at Plot No.45, Sector-44, Gurgaon-122003 towards "Supply, Installation, Testing & Commissioning (STIC) of inverter for emergency light in this office". The details & format for submission of quotation are as follows:-

| S. No. | Particulars   | Quantity                      | Rate               | Amount |
|--------|---|-------------------------------|--------------------|--------|
| 1      | <b>Branded 2kVA Inverter</b><br><u>Specifications:-</u><br>Pure sine wave technology, High over-load handling capacity, action required:<br>Automatic start 2kva/24v capacity.<br>Battery Input voltage 24 Volts & Single Phase<br>220 Volt output, Up-to 21 amp charging current, Maximum bulb load - 1600 watt<br>backup time 500 w: 2 hrs 10 min, 400 w: 2 hrs 50 min, 300 w: 4 hrs, 200 w: 6 hrs 40 min, 100 w: 15 hrs 30 min | 1 Unit                        |                    |        |
| 2      | Supply & Installation of Branded Sealed Maintenance Free (SMF 150) AH Tubular Batteries compatible with above inverter along-with suitable storage stand.   | 2 Units                       |                    |        |
| 3      | Supply & Installation Branded 20W LED (Tube Light)  | 31 Units                      |                    |        |
| 4      | Supply & Installation Branded 9W LED lamp with Good quality PVC Flower base holders.  | 31 Units                      |                    |        |
| 5      | Connecting the inverter to emergency light circuit consisting of LED lamps & tube lights covering the whole indoor office complex using Branded 1.5 Sq mm Copper Fire Retardant cable in Fire Resistant PVC Flexible Conduit on all three floors.   | In Running Mtrs/ per Mtr cost |                    |        |
| 6      | Supply & Installation of one 63 amp DP for connecting the Input to inverter & three individual 20 Amp MCB inside existing distribution box on each floor (3) for inverter.  | Lumpsum                       |                    |        |
| 7      | Supply & Installation of 63Amp RCCB (3) inside existing distribution box on three floors  | Lumpsum                       |                    |        |
| 8      | Providing earthing connections in existing three Battery Storage Racks including supply of suitable cable, & lugs etc.  | Lumpsum                       |                    |        |
|        |   |                               | Total              |        |
|        |   | GST                           | As applicable      |        |
|        |   |                               | <b>Grand Total</b> |        |

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## Terms & Conditions For Supply, Installation & Commissioning of Inverter in NABL.

1. The quotation is to be submitted in a sealed envelope superscripted “**Quotation for Inverter**” addressed to “**Deputy Director, (HR & A)**, Quality Council of India (Board NABL), Plot No.45, Sector-44, Gurgaon-122003, Haryana” or Online through email address:- [hr-admn@nabl.qcin.org](mailto:hr-admn@nabl.qcin.org) **The bids complete in all respect must reach NABL on or before 26/03/2021 (3.30 pm) along with EMD and the signed copy/ written acceptance of the terms and conditions given hereunder.**
2. **EMD of Rs. 5,000 (Rs. Five Thousand only) in the form of Account payee Demand Draft in favoring “Quality Council of India” payable at Gurgaon. Any bid without EMD shall be rejected. The exemptions towards submission of EMD are given hereunder.**
3. **EMD/BID SECURITY** Amounting to **Rs. 5,000 (Rs. Five Thousand only)** submitted will be returned within 30 days of opening of the tender to all the unsuccessful bidders. No interest will be paid on this amount. EMD of successful bidder will be retained & adjusted against Performance Security as mentioned below.
4. A **Performance Security** to the tune of **10%** of the value of the contract will be retained by QCI/NABL on award of the contract. It can be released on submission of A Bank Guarantee (BG) of equivalent amount, valid for a period of 60 days beyond the completion of all contractual obligations (including warranty of inverter) of the applicant.
5. Performance Security shall be forfeited and credited to QCI/ NABL account in the event of breach of contractual obligation by the applicant.
6. **Exemptions are as under:-**
  - (a) Micro and Small Enterprises if registered with any government bodies specified by Ministry of Micro, Small & Medium Enterprises (MoMSME) with valid certificate duly issued by GOI are exempted from submitting the earnest money deposit (EMD).
  - (b) Other Firms, registered with MSME / NSIC with valid certificate duly issued by GOI are also exempted from submitting EMD. No other type of certificate is acceptable.
  - (c) The exemption and relaxation in EMD is subject to the validity & acceptance of their registration certificate on the date of opening of tender.

### **A) Procedure for submission of bids On-Line;**

The On-Line quotation is to be submitted through email at [hr-admn@nabl.qcin.org](mailto:hr-admn@nabl.qcin.org) .The bids **complete in all respects** must reach NABL on or before last date **26/03/2021 (3.30 pm)** along with the scanned copies of all required documents duly signed copy/ written acceptance of the terms and conditions given hereunder. The EMD may be deposited using Payment Gateway Link:

<https://smarthubgovernment.hdfcbank.com/SmartHubGovt/NABLMainPage.jsp> selecting the first option.

- A.1. Late bids & bids without EMD will not be considered. It shall be responsibility of the bidder to ensure that the bid has been received on time and at proper place before the deadline. Bids submitted through fax and e-mails will not be considered.
- A.2. Due to Covid19 Pandemic the process of opening the bids received will be completed internally hence no representative of bidders need to be present physically. The successful bidder will be notified by QCI/NABL.
- A.3. QCI/ NABL reserves the right to alter / modify the scope of work mentioned in this document at any stage of the bidding process and contract.
- A.4. For evaluation and comparison of tenders, QCI/ NABL may ask bidders individually for clarification of their bid documents, including break-up of rate. The request for clarification and the response shall be in writing, but no change in the price or text/content of the tender shall be sought, offered or permitted except as required to confirm the correction of arithmetical errors discovered by QCI/NABL during the evaluation of the tenders.

### **B) Eligibility Criteria**

- The bidder should have valid trade license to carry out activities mentioned above.
- The bidders which are Class “A” Electrical Contractor as per The Office of Chief Electrical Inspector to Govt. of having proper experience, infrastructure, manpower, equipments required for job will be preferred.

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- The bidders which are technically sound and having proper experience, infrastructure, manpower, equipments required for similar job may also participate.
- Copy of satisfactory Work Completion Certificate/Satisfied Clients list/Letters/Proof must be provided with quotation for evaluation by NABL.
- The bidder must be registered with GST. Copy of Registration is required.
- The bidder should not have been barred or black-listed by any of the central govt. departments / organizations / central PSUs in the past.
- Bidder is expected to examine all instructions, forms, terms, specifications, and other information in the bidding documents. Failure to furnish all information required by the bidding document or to submit a bid not substantially responsive to the bidding documents in every respect will be at bidder's risk and may result in the rejection of Bid.

### 7. **Scope of Work:-**

Scope of work involves supply, Installation, testing at site and commissioning the specified inverter of specified Configuration along with battery bank and its allied works like battery inter connections, associated electrical Work and co-ordination with electrical contractors as directed by the officer-in-charge etc., which are described in the technical specification above. The main objective is to design an emergency lights system for entire office which should be functional in the event of fire emergency so that evacuation of the persons trapped inside building may be conducted quickly in an efficient & safe manner. The system must provide power supply backup of at least 2 Hrs.

8. **The rates must be quoted clearly indicating all Govt. Levies, GST rates and amount applicable etc. Otherwise it will be assumed that rates are inclusive of all taxes and no amount shall be payable by QCI/NABL towards and Tax/Govt. levies etc.**
9. The job includes supply of material, Installation and commissioning the entire electrical circuitry for proper functioning. It may also includes various jobs pertaining to Civil, Mechanical, Electrical nature etc. As per requirements, the main objective is to attain the desired levels functioning of the entire installed system. Any material requiring replacement shall be of same or equivalent quality / manufacturer and specifications. The dismantled part/material shall be the property of QCI/NABL.
10. The contractor or his representative should not remove, disturb, and dislocate the existing equipment and its parts from its positions until and unless it is authorized by NABL to do so. The entire installation should be intact at any time of inspection as handed over to him at the time of initial taking over of its repair and operation. Care shall also be taken not to damage installation by improper handling.
11. **Payment & Financial Terms**
  - a. **90%** payment amount will be released to successful bidder after successful execution of all the jobs, on presentation of Proper Bill/Invoice enclosing therewith "Satisfactory Completion Report" signed by the nodal officer of Quality Council of India (Board NABL).
  - b. **10%** of the value of the contract will be retained by QCI/NABL as **Performance Security** on award of the contract. It can be released on submission of A Bank Guarantee (BG) of equivalent amount, valid for a period of 60 days beyond the completion of all contractual obligations (including warranty of inverter) of the applicant.
  - c. Balance 10% amount along with BG/DD will be released on the successful & satisfactory performance of vendor (duly certified by the Nodal officer of NABL) after completion of '60 days' of all contractual obligations (including warranty of inverter).
12. **Site visit to understand the scope of work is mandatory for all the vendors.** Tenderer are advised to inspect and examine the site and its surroundings and satisfy them before submitting the tenders as to the nature of the site and dimensions, the means of access to the site, and obtain all necessary information's as to risks, contingencies and other circumstances which may influence or affect their tender. tenderer shall be deemed to have full knowledge of the site whether he inspects it or not and no extra charges consequent on any misunderstanding or otherwise shall be allowed. Submission of a tender by a tenderer implies that he has read this notice and all other contract documents and has made himself aware of the scope and specifications of the work to be done and local conditions and other factors bearing on the execution of the work.
13. **The requisites are to be performed at site of NABL and for any additional work, if required; the contractor shall obtain approval from NABL office separately.**

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14. From the commencement to the completion of the works, contractor shall take full responsibility for the care of works thereof and of all temporary works and in case any damage, loss or injury happens to the works or any part thereof or to any temporary works due to lack of precaution or negligence on the part of contractor, it shall be made good at its own cost.
15. QCI/NABL and its officials shall not be responsible for any loss and damage. However, without limiting its obligations and responsibilities as above, contractor shall insure directly in the joint names of QCI/NABL and Contractor against:-
  - i. All loss or damage from whatever cause during the period of execution of work.
  - ii. All loss and damage arising from a cause occurring prior to the commencement of the period of maintenance and repairs.
  - iii. For any loss or damage occasioned by contractor in the course of any operation carried out for the purpose of complying with its obligations of maintenance as follows:
  - iv. The work and the temporary works to the full values of such works executed from time to time.
  - v. The materials, constructional plant, machinery etc. and other things brought on to the site by Contractor to the full value of such materials, constructional plant and other things.
  - vi. Sufficient insurance cover for the workers and personnel at site provided that such insurance shall be affected with any Nationalized Insurance company and contractor shall, whenever required produce to QCI/NABL client policy on the policies of insurance and the receipts for payments of the current premia thereof.
16. During the job if any damage/shortcoming or additional job is noticed by the staff or contractor it should be brought to the notice of nodal officer for doing the needful at his part.
17. **The penalty will be as follow:**
  - i) Any damage to the building or to any equipment which might result during the repair shall be repaired by the Contractor/ Service Provider.
  - ii) If the job is not completed within the stipulated time penalty amount @ Rs. 1,000/- Per day will be applicable on the contractor.
  - iii) CEO NABL will be the arbitrator in this contract and his decision will be final and binding on both parties.
18. **Return of EMD:**
  - The earnest money deposit of unsuccessful bidders will be returned without any interest within 30 days after awarding the contract.
  - The earnest money deposit of successful bidder will be retained by NABL as mentioned above.
19. Tender expenses and documents: All costs incurred by the bidder in the preparation of the tender shall be at the entire expense of the bidder.
20. All tender documents sent through **Registered mail/Speed Post/Courier/email etc.** received after the specified date & time shall not be considered.
21. **Validity:** The bid shall be valid for acceptance up to a period of 180 Days. The bidder should be ready to extend the validity, if required without any additional financial implications.
21. Bidder should go through the tender terms, conditions & specifications etc. carefully and should ensure that all the required documents are furnished along with the bid.
22. **All rights towards above terms & conditions are reserved by Quality Council of India (Board NABL).**

Thanking you,  
Yours faithfully,  
Signed/-  
Vikas Kumar Jaiswal  
Dy. Dir. (H.R.& A.)

**Declaration by the bidder:-**

The above mentioned terms & conditions are accepted by us.

Bidders Signature & Seal