



## NATIONAL INSTITUTE OF TECHNOLOGY, AGARTALA

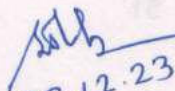
Barjala, Jirania, P.O- NIT Agartala, West Tripura, Pin: - 799046,  
Url :- [www.nita.ac.in](http://www.nita.ac.in)

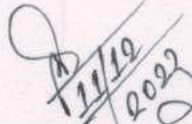
DNleT No.: 137/NITA/Estate Elect./2022-23

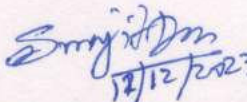
### Name of Work:

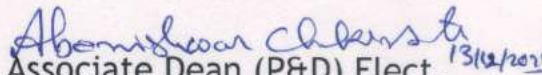
“Comprehensive Annual Maintenance Contract for 14 (Fourteen) numbers of Johnson make lifts installed at NIT Agartala campus.”

*Certified that this DNleT contains 51 (Fifty One) pages numbered from 1 to 51*

  
08.12.23  
J.E (Elect.)

  
11/12/2023  
A.E (Elect.)

  
12/12/2023  
Estate Engineer

  
13/12/2023  
Associate Dean (P&D) Elect.

**Draft Notice Inviting e-Tender containing 51 (Fifty One) pages is hereby APPROVED**

  
Dean (P&D)

Contractor

For and on behalf of NIT Agartala

## NATIONAL INSTITUTE OF TECHNOLOGY AGARTALA

## INDEX

SL. No.	Contents	Page No.
A	Notice Inviting e-Tender	3
B	Schedule of Important Events / Activities	4
C	Guidelines for e-Tendering	6
D	Other information and terms & conditions	8
E	Bidder Qualification Criteria	13
F	List of Documents to be scanned and uploaded	14
G	Safety Codes	14
H	Fire Safety	14
I	Form of Performance Security (Guarantee)	15
J	Integrity Pact	17
K	Agreement	25
L	General Condition of Contract	28
M	Scope of Work and Terms & Conditions of Contract	29
N	Formats for Different Forms/Certificates	36
O	Financial Bid	51

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For and on behalf of NIT Agartala



# राष्ट्रीय प्रौद्योगिकी संस्थान अगरतला

## National Institute of Technology Agartala

Agartala, Tripura, India, Pin-- 799046

### PRESS NOTICE INVITING e-TENDER

File No. F.NITA-23(272E)/Estate Elect/2024/1619-24

Date:- 19/06/2024

### Press Notice Inviting E-Tender (PNIE-T)

On behalf of NIT Agartala, the Registrar NIT Agartala invite Percentage rate e-tender from the eligible registered bidder for 03 (Three) nos. different types of Electrical work upto 05:00 PM on 16/07/2024. For details, please visit <http://www.nita.ac.in> & <https://eprocure.gov.in>. Date of opening of bid on 18/07/2024 at 11:00 AM.

Any subsequent corrigendum will be available in the website only.

Registrar, NIT Agartala

Sealed percentage rate tenders are invited for and on behalf of NIT Agartala from Central & State Public Sector Undertaking / Enterprise and eligible Contractors / Firms / Agencies of appropriate class registered with state PWDs / CPWD/ MES Railway / P & T or others registered firms as per following tables.

Sl. No	Name of Work	Earnest Money (Rs.)	Contract period	Cost of Tender Doc. (Rs.)	Last Date of Submission of bid/offers.	Date of Opening (If possible)
1.	Comprehensive Annual Maintenance Contract for 14 (Fourteen) numbers of Johnson make Lifts installed at NIT Agartala campus.	Rs. 93,000/-	Initially for a period of 3 (Three) Years	Rs. 1,500/-	16/07/2024 (Upto 5.00PM)	18/07/2024 (at 11.00AM)

Eligible bidders shall participate in bidding only in online through website <https://eprocure.gov.in>. Bidders are allowed to bid 24x7 until the time of Bid closing, with option for Re-Submission, wherein only their latest submitted Bid would be considered for evaluation. The e-Procurement website will not allow any Bidder to attempt bidding, after the scheduled date and time. **Submission of bids physically is not permitted.**

**Earnest Money (Refundable) and Bid Fee/tender cost (Non-Refundable) are to be paid /transferred separately to the Institute Account No.30936141729, IFSC CODE:SBIN0011491, MICR No:799002525, State Bank of India, NIT Agartala Branch, through Electronic Transfer/Online transfer system.**

Bid(s) shall be opened through online by respective Bid openers on behalf of the NIT Agartala and the same shall be accessible by intending Bidder through website <https://eprocure.gov.in>. However, intending bidders and other Bidders may like to be present at the Bid opening.

For any enquiry, please contact by e-mail to [estateelectrical.nita@gmail.com](mailto:estateelectrical.nita@gmail.com) & [estatesectioncivil@gmail.com](mailto:estatesectioncivil@gmail.com). **Any subsequent corrigendum will be available in the website only.**

Details are available in the Institute's website: <http://www.nita.ac.in> & <https://eprocure.gov.in>

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For and on behalf of NIT Agartala



**राष्ट्रीय प्रौद्योगिकी संस्थान अगरतला**  
**National Institute of Technology Agartala**  
 Agartala, Tripura, India, Pin-- 799046

**NOTICE INVITING eTENDER**

Ref: eTender Notice No. F.NITA-23(272E)Estate Elect./2022

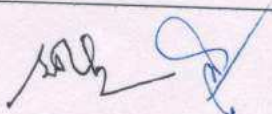
NIT Agartala invites online item rate tender through e-procurement portal for the under mentioned work at NIT Agartala from the eligible bidders as per the eligibility criteria mentioned in the tender document. The details are given below:

**A. Schedule of Important Events / Activities**

**A.1 Information Related to Bid**

A.1.1	DNleT No. : 137/NITA/Estate Elect./2022-23	
A.1.2	Name of Work	"Comprehensive Annual Maintenance Contract for 14 (Fourteen) numbers of Johnson make Lifts installed at NIT Agartala campus."
A.1.3	Earnest Money Deposit (Rs.)	Rs. 93,000/- (Rupees Ninety Three Thousand Only) by e-payment through electronic mode.
A.1.4	Tender Processing Fee (Rs.)	Rs. 1,500/- by e-payment through electronic mode (Non-Refundable)
A.1.5	Contract period	Initially for a period of 3 (Three) Years and it will be extended to 4 <sup>th</sup> & 5 <sup>th</sup> year based on the satisfactory performance and subject to approval of the authority.
A.1.6	Mode of submission of Tender	On-Line mode only

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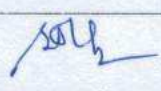
## A.2 Key Events and Dates

A.2.1	Publishing Date	21/06/2024
A.2.2	Period of seeking clarification	Upto 05:00 PM on 15/07/2024
A.2.3	Pre-Bid Meeting	11:00 AM on 01/07/2024 at Office of the Dean P&D, Administrative Block-1, 2 <sup>nd</sup> Floor, NIT Agartala. Those who are interested can attend.
A.2.4	Last date and time of closing of uploading/online submission of tender including scanned copy of EMD and tender Processing Fee details/receipts and other documents as specified	Upto 03:00 PM on 16/07/2024
A.2.5	Date & Time of online opening of technical bid	11:00 AM 03:30 PM on 18/07/2024
A.2.6	Date and Time of opening of financial bid of qualified bidders	Will be notified at a later date

## A.3 Other Important Information Related to Bid

A.3.1	Performance Guarantee	5% of tendered value on acceptance of bid.
A.3.2	Mode of payment of Tender Processing Fee and EMD	<p><b>Bidders will have to deposit the Tender Processing Fee and EMD through On-Line mode only. Details for the same are as below:</b></p> <p>Name of beneficiary : NATIONAL INSTITUTE OF TECHNOLOGY AGARTALA</p> <p>Address : Barjala, Jirania, West Tripura-799046</p> <p><b>Account No.</b> : No. 30936141729, MICR No: 799002525</p> <p>Name of the Bank : State Bank of India</p> <p>Address of the bank : NIT Agartala</p> <p>IFSC Code : SBIN0011491</p> <p>Bidders will have to upload scanned copy of Payment details towards cost of tender processing fee &amp; EMD during the submission of tender and the same will be accepted only on verification &amp; confirmation by the Institute. Any delay in credit will not be entertained by the Institute.</p>
A.3.3	Bid Validity	180 Days from the date of opening of Technical Bid

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## B. Guidelines for e-Tendering

- B.1** It is mandatory for all the applicants to have class II or III digital signature certification from licensed certifying agency like NIC, MTNL, e-mudra, TCS, safescrypt, GNFC etc.
- B.2** Detailed NIT can be viewed free of cost on NIT Agartala website under the URL <http://www.nita.ac.in/tenders/>. Schedule of quantities (Financial bid form) can be downloaded only from <https://eprocure.gov.in/eprocure/app>. Uploading of tender will be possible only after making payment of Tender Processing Fee and EMD.
- B.3** The tender shall be submitted online in the prescribed format before the date and time as mentioned in NIT. No other mode of submission is acceptable.
- B.4** The applicant have to upload the details of e-payment of processing fee & EMD before the last date & time and download the tender documents form the e-tendering portal <https://eprocure.gov.in/eprocure/app>.
- B.5** Tenderer are advised to upload their documents well in time to avoid last minute rush on the server or complication in uploading. NIT Agartala will not be responsible for any type of problem in uploading the documents. No hard copies for tender submission shall be entertained.
- B.6** Online bid documents submitted by intending bidders shall be opened only of those bidders, who has deposited e-Tender Processing Fee and Earnest Money Deposit and other documents scanned and uploaded are found in order.
- B.7** Information and Instructions for bidders posted on website shall form part of bid document.
- B.8** The bid document consisting of plans, specifications, the schedule of quantities of various types of items to be executed and the set of terms and conditions of the contract to be complied with and other necessary documents can be seen and downloaded from website <https://eprocure.gov.in/eprocure/app> free of cost.
- B.9** Bids from Joint Ventures are not acceptable.
- B.10** On opening date, the contractor can login and see the bid opening process. After opening of bids he will receive the competitor, bid sheets.
- B.11** Contractor can upload documents in the form of JPG format and PDF format.

Contractor



For and on behalf of NIT Agartala



**B.12** The price bid format is provided in a spread sheet file like BoQ\_price bid.xls, the rates offered should be entered in the allotted space only and uploaded after filling the relevant columns. The Price Bid/BOQ template must not be modified/replaced by the bidder; else the bid submitted is liable to be rejected for this tender.

**B.13** Contractor must ensure to quote rate of each item. Therefore, if any cell is left blank and no rate is quoted by the bidder, rate of such item shall be treated as "0" (ZERO).

**B.14** The technical bid will be opened online first on due date and time as mentioned above. The time and date of opening of financial bid of contractors qualifying the technical bid shall be communicated to them at a later date.

**B.15** Completed Tenders containing technical bid and price bid will be received ONLINE only on CPP Portal website <https://eprocure.gov.in/eprocure/app> at the fixed time and date indicted in the NIT. The Tenderer will be at liberty to be present either in person or through an authorized representative at the time of opening of the Technical Bid with the Bid Acknowledgement Receipt or they can view the bid opening event online at their remote end.

**B.16** If there are any clarifications, this may be obtained online through the tender site, or thro' the contact details. Bidder should take into account the corrigendum published before submitting the bids online.

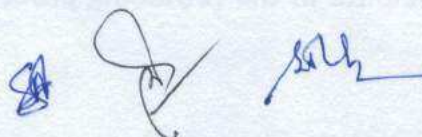
**B.17** It is construed that the bidder has read all the terms and conditions before submitting their offer. Bidder should go through the tender schedules carefully and upload the documents as asked; otherwise, the bid will be rejected.

**B.18** The bidder has to digitally sign and upload the required bid documents one by one as indicated. Bidders to note that the very act of using DSC for downloading the bids and uploading their offers shall be deemed to be a confirmation that they have read all sections and pages of the bid document including General conditions of contract without any exception and have understood the entire document and are clear about the requirements of the tender requirements.

**B.19** The bidders are requested to submit the bids through online e-tendering system to the Tender Inviting Authority (TIA) well before the bid submission end date & time (as per Server System Clock). The TIA will not be held responsible for any sort of delay or the difficulties faced during the submission of bids online by the bidders at the eleventh hour. Tenderers are advised to upload their documents well in time to avoid last minute rush on the server.

**B.20** The time settings fixed in the server side & displayed at the top of the tender site, will be valid for all actions of requesting, bid submission, bid opening etc., in the e-tender system. The bidders should follow this time during bid submission.

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For and on behalf of NIT Agartala



## C. Other information and terms & conditions

- C.1 The bid submitted shall become invalid and e-tender processing fee shall not be refunded if:
- If the bidder is found ineligible.
  - If the documents submitted by the successful bidder does not match with the originals before the award of work.

- C.2 The Contractors/companies that were black listed at any stage need not to apply.

- C.3 The Turnover certificate from CA (chartered accountant) for three years showing annual turnover which should not be less than Rs. 25 Lakhs in average. As per Annexure-2 Scanned copy of certificate from chartered accountant to be uploaded.

- C.4 IF ANY INFORMATION FURNISHED by the applicant is found to be incorrect at a later stage, they shall be liable to be debarred from tendering/ taking up works in NIT AGARTALA.


- C.5 The competent authority on behalf of the Director NIT Agartala does not bind itself to accept the lowest or any other bid and reserves to itself the authority to reject any or all the bids received without the assignment of any reason. All bids in which any of the prescribed condition is not fulfilled or any condition including that of conditional rebate is put forth by the bidders shall be summarily rejected.

- C.6 Canvassing whether directly or indirectly, in connection with bidders is strictly prohibited and the bids submitted by the contractors who resort to canvassing will be liable for rejection.

- C.7 The competent authority on behalf of the Director, NIT Agartala reserves to himself the right of accepting the whole or any part of the bid and the bidders shall be bound to perform the same at the rate quoted.

- C.8 *The bid for the works shall remain open for acceptance for a period of ninety (180) days from the date of opening of technical bid.* If any bidders withdraws his bid before the said period or issue of letter of acceptance, whichever is earlier, or makes any modifications in the terms and conditions of the bid which are not acceptable to the department, then the NIT Agartala shall, without prejudice to any other right or remedy, be at liberty to forfeit 100% of the said earnest money as aforesaid. Further the bidders shall not be allowed to participate in the rebidding process of the work.

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**C.9** This notice inviting Bid shall form a part of the contract document. The successful bidders/contractor, on acceptance of his bid by the Accepting Authority shall within 15 days from the stipulated date of start of the work, sign the contract consisting of:-

- The Notice Inviting Bid, all the documents including additional conditions, specifications, General Conditions of Contract and drawings, if any, forming part of the bid as uploaded at the time of invitation of bid and the rates quoted online at the time of submission of bid and acceptance thereof together with any correspondence leading thereto.
- Any other Standard CPWD Form /other forms as applicable/mentioned.

**C.10** Mode of payment of Tender Processing Fee and EMD: Bidders may deposit the Tender Processing Fee and EMD through online mode only. Details for the same are as below:

Name of beneficiary	: NATIONAL INSTITUTE OF TECHNOLOGY AGARTALA
Address	: Barjala, Jirania, West Tripura-799046
Account No.	: No.30936141729, MICR No:799002525
Name of the Bank	:State Bank of India
Address of the bank	:NIT Agartala
IFSC Code	: SBIN0011491

Bidders will have to upload scanned copy of Payment details towards cost of tender processing fee & EMD during the submission of tender and the same will be accepted only on verification & confirmation by the Institute. Any delay in credit will not be entertained by the Institute.

**C.11** TAXES: -

- i) This is Comprehensive Annual Maintenance Contract. The taxes as applicable shall be deducted from each bill paid to the contractor.
- i) Item rate should be With/without GST (GST shall be paid extra).
- ii) Income Tax and Cess as applicable shall be deducted from each bill paid to the contractor.
- iii) Contractor should be registered under EPF and as per law, shall pay EPF of contract workers to concerned Department from time to time.
- iv) Any other taxes/cess as per Government directives shall be deducted from each bill paid to the contractor from time to time or as per rule in case of manufacturer.

**C.12** For any queries regarding e-tendering process, the bidders are requested to contact as provided in the tender document. Parallely, for any further queries, the bidders may send a mail over to [estateelectrical.nita@gmail.com](mailto:estateelectrical.nita@gmail.com) & [estatesectioncivil@gmail.com](mailto:estatesectioncivil@gmail.com)

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For and on behalf of NIT Agartala



**C.13** The specifications, Terms & Conditions, other regulations which are not herein mentioned will be guided by relevant CPWD guidelines, manual, specifications / BIS / IS/ Other Central / State Govt. norms applicable for NIT Agartala & as prescribed by the OEM and the decision in this regard will be guided by the decision of the respective authority of NIT Agartala which shall be final and binding to the contractor.

**C.14** Tender documents may be downloaded from Central Public Procurement Portal <https://eprocure.gov.in/eprocure/app>. Aspiring Bidders/ Suppliers who have not enrolled / registered in e-procurement should enroll /register before participating through the website <https://eprocure.gov.in/eprocure/app>. The portal enrolment is free of cost.

**C.15** Tenderers can access tender documents on the website, fill them with all relevant information and submit the completed tender document into electronic tender on the website <https://eprocure.gov.in/eprocure/app>.

**C.16** Tenders and supporting documents should be uploaded through e-Procurement. Hard copy of the tender documents will not be accepted.

**C.17** In the event of acceptance of a tender, the documents submitted by the successful bidder shall be verified with the originals before the award of work.

**C.18** The tenderer should not have been blacklisted or debarred by any Central/ State / Public Agency from carrying out similar business during last three financial years.

**C.19** The party whose tender has been accepted has to execute an agreement on non- judicial stamp paper immediately after work order is issued.

**C.20** Performance guarantee in the form DD/BC @ 5% of tendered amount has to be furnished within 7 days of issue of LOA.

**C.21** If called for, originals of the document submitted shall be produced.

**C.22** Latest General condition of contract (GCC) of CPWD will be applicable to the extent relevant to the job.

**C.23** The security deposit will be collected by deductions from the running bills of the Bidders at the rate 10% including earnest money and "Performance Bank Guarantee" (5%). The earnest money and Performance Bank Guarantee shall be treated as part of security deposit. A sum @ 10% of the gross amount of the bill shall be deducted from each running bill of the Bidder till the sum along with the earnest money and "Performance Bank Guarantee" (5%). equal to amount of 10% of the bided value of the work.

**C.24** Any dispute is subject to the jurisdiction of Civil Court Tripura.

**C.25** This work covers "Comprehensive Annual Maintenance Contract for 14 (Fourteen) numbers of Johnson make Lifts installed at NIT Agartala campus"

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For and on behalf of NIT Agartala



**C.26** The work shall be executed as per CPWD general specifications for electrical works (Part-III - Lifts & Escalators -2003) with upto date amendments as per relevant IS/ BIS /Other Central Govt./state Govt. norms, OEM standards applicable and as per directions of Engineer-in-Charge. These additional specifications are to be read in conjunction with above. However, nothing extra shall be paid on account of these additional specifications & conditions as the same are to be read along with schedule of quantities for the work.

**C.27** Necessary clarification required by the NIT Agartala shall have to be furnished by the Tenderer within the time given by the NIT Agartala for the same. The Tenderer will have to depute his representative to discuss with the officer(s) of the NIT Agartala as and when so desired. In case, in the opinion of the NIT Agartala a Tenderer is taking undue long time in furnishing the desired clarifications, his bid will be rejected without making any reference.

**C.28** *A tenderer will also not be allowed to withdraw or modify any condition at a time after the technical bids have been accepted and the decision to open the price bid has been taken by the NIT Agartala.*

**C.29** The Tenderer should in his own interest visit the site and familiarize himself with the site conditions before tendering.

**C.30** No T&P shall be issued by the NIT Agartala and nothing extra shall be paid on account of this.

**C.31** The Tenderer will have to fill up their rates only in the price bid in BoQ format inclusive of Taxes, packing & transportation charges or any other charges of the materials. Tenders in which the price bids are given in any other format are liable to be rejected.

**C.32** The NIT Agartala reserves the right to reject any or all the price bids and call for fresh prices/ tenders as the case may be without assigning any reason.

**C.33** All materials, articles and workmanship shall be of respective best quality and kind for the class described in the schedule of quantities and specifications. All materials, so used in different items of work shall be subject to the approval of the Engineer- in-charge.

**C.34** The payment shall be on item rate basis and on the actual quantity executed under AMC Services.

**C.35** No extension of time shall be granted to the contractor on account of rains or inclement weather conditions.

**C.36** Terms of Payment:

Payments shall be released as per General Conditions of contract and the following conditions.

- The payment will be made Half-Yearly on receipt of your bills and supporting documents after satisfactory and successful completion.
- If the work carried out by the contractor is not satisfactory, NIT Agartala shall

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For and on behalf of NIT Agartala



hold such bills till satisfactory services are provided.

- Any amount due from the contractor to NIT Agartala will be recovered from his bill.

**C.37 Performance Guarantee:**

The contractor whose bid is accepted will be required to furnish performance guarantee of 5% (Five Percent) of the bid amount within Seven days of issue of LOI. This guarantee may be in the form of Banker's cheque of any nationalized bank/Demand Draft of any nationalized bank. In case the contractor fails to deposit the said performance guarantee within the period as indicated above, including the extended period (Maximum allowable extension with another 07 days with late fee @ 0.1% per day of Performance Guarantee amount), the Earnest Money deposited by the contractor shall be forfeited automatically without any notice to the contractor.

**C.38 Refund of performance guarantee:** The performance guarantee shall be refunded to the contractor two months after the completion of the work.

**C.39 COMPLIANCE WITH REGULATIONS AND INDIAN STANDARDS:** All works shall be carried out in accordance with relevant regulation, both statutory and those specified by the Indian Standards related to the works covered by these specifications.

**C.40 INDEMNITY:** The successful tenderer/bidder shall at all times indemnify the NIT Agartala, consequent on this works contract. The successful tenderer/bidder shall be liable, in accordance with the Indian Law and Regulations for any accident occurring due to any cause and the NIT Agartala shall not be responsible for any accident or damage incurred or claims arising there from during the contract period under the supervision of the successful tenderer/bidder in so far as the latter is responsible.

**C.41 Mobilization advance:** Not Applicable.

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For and on behalf of NIT Agartala



## D. Bidder Qualification Criteria

**Contractors who fulfil the following requirements shall ONLY be qualified for financial bid opening:**

1. **Work Experience:** The bidders having experience of successfully completed Lift AMC works during the last 3 years ending last day of the month previous to the one in which applications are invited. *The works completed up to previous day of last date of submission of tenders shall also be considered.*
2. **Annual Financial Turnover:** The Turnover certificate from CA (chartered accountant) for three years showing annual turnover which should not be less than Rs. 50 Lakhs in average. As per Annexure-2 Scanned copy of certificate from chartered accountant to be uploaded.
3. Self declaration by bidder that they have not been blacklisted by any Ministry/Department/Govt. organization of Central/State or any Public sector organization or there is no litigation with any organization on account of similar type of services as per Annexure-3.
4. Self declaration by bidder that no Judicial case is pending in court of law against firm as per Annexure-3.
5. Duly signed declaration regarding acceptance of terms and conditions of the tender by bidder as per Annexure-4.
6. Previous experience for last 3 years & work in hand. (Specific work completion certificate with satisfaction & work orders shall be produced.)
7. Personal and Bank details of bidder as per Annexure-5.
8. Certificate from the Manufacturer of Lifts, certifying the bidder as the authorized representative / Dealer / Vendor of the Manufacturer.
9. **Certificates:** (scanned copy of original certificates to be uploaded)
  - A. Copy of Certification of Incorporation/ Registration of firm
  - B. PAN (Permanent Account Number)
  - C. GST (Goods & Service Tax) Registration Certificate
  - D. E-payment details towards cost of tender processing fee & EMD.

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For and on behalf of NIT Agartala



## **E. List of Documents to be scanned and uploaded**

While submitting bid, the Scanned copies of the following original certificates are to be uploaded:

- i) Certificates of Work Experience: Work Orders along with Completion Certificates issued by any officer of the Department.
- ii) Certification of Registration of firm / company
- iii) CA Certificate for Annual Financial Turnover for the FY 19-20, 20-21, 21-22.
- iv) PAN (Permanent Account Number)
- v) GST (Goods & Services Tax) Registration Certificate
- vi) Bank Account Detail.
- vii) EPF & ESIC registration certificates
- viii) E-payment details towards cost of tender processing fee & EMD
- ix) Aadhaar card copy of the authorized officer of the company/firm who will be signing agreement etc.
- x) Undertaking having gone through the documents as per the Annexure-1.
- xi) Any other document that bidder felt necessary in support of his candidature.
- xii) Schedule of Price Bid in the form of BoQ.xls

## **F. Safety Codes**

Relevant safety codes of the CPWD to the extent applicable to the NIT Agartala. Decision in this regard will be governed by the competent authority of NIT Agartala which shall be final and binding to the contractor.

## **G. Fire Safety**

This will be as per the Fire Safety codes of the CPWD to the extent applicable to the NIT Agartala. Decision in this regard will be governed by the competent authority of NIT Agartala which shall be final and binding to the contractor.

Contractor



For and on behalf of NIT Agartala



## H. Form of Performance Security (Guarantee)

### Form of Performance Security (Guarantee) Bank Guarantee Bond

In consideration of the Director, NIT Agartala (hereinafter called "The NIT Agartala") having offered to accept the terms and conditions of the proposed agreement between.....and ..... (hereinafter called "the said Contractor(s)") for the work..... (hereinafter called "the said agreement") having agreed to production of an irrevocable Bank Guarantee for Rs. .... (Rupees ..... only) as a security/guarantee from the contractor(s) for compliance of his obligations in accordance with the terms and conditions in the said agreement.

1. We, ..... (hereinafter referred to as "the Bank") hereby undertake to pay to the NIT Agartala an amount not exceeding Rs. .... (Rupees..... Only) on demand by the NIT Agartala.

2. We, ..... (indicate the name of the Bank) do hereby undertake to pay the amounts due and payable under this guarantee without any demure, merely on a demand from the NIT Agartala stating that the amount claimed as required to meet the recoveries due or likely to be due from the said contractor(s). Any such demand made on the bank shall be conclusive as regards the amount due and payable by the bank under this Guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs..... (Rupeesonly)

3. We, the said bank further undertake to pay the NIT Agartala any money so demanded notwithstanding any dispute or disputes raised by the contractor(s) in any suit or proceeding pending before any court or Tribunal relating thereto, our liability under this present being absolute and unequivocal. The payment so made by us under this bond shall be a valid discharge of our liability for payment thereunder and the Contractor(s) shall have no claim against us for making such payment.

4. We, ..... (indicate the name of the Bank) further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said agreement and that it shall continue to be enforceable till all the dues of the NIT Agartala under or by virtue of the said agreement have been fully paid and its claims satisfied or discharged or till Engineer-in- Charge on behalf of

Contractor

For and on behalf of NIT Agartala





the NIT Agartala certified that the terms and conditions of the said agreement have been fully and properly carried out by the said Contractor(s) and accordingly discharges this guarantee.

5. We, ..... (indicate the name of the Bank) further agree with the NIT Agartala that the NIT Agartala shall have the fullest liberty without our consent and without affecting in any manner our obligation hereunder to vary any of the terms and conditions of the said agreement or to extend time of performance by the said Contractor(s) from time to time or to postpone for any time or from time to time any of the powers exercisable by the NIT Agartala against the said contractor(s) and to forbear or enforce any of the terms and conditions relating to the said agreement and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the said Contractor(s) or for any forbearance, act of omission on the part of the NIT Agartala or any indulgence by the NIT Agartala to the said Contractor(s) or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.

6. This guarantee will not be discharged due to the change in the constitution of the Bank or the Contractor(s).

7. We, ..... (indicate the name of the Bank) lastly undertake not to revoke this guarantee except with the previous consent of the NIT Agartala in writing.

8. This guarantee shall be valid up to .....unless extended on demand by the NIT Agartala. Notwithstanding anything mentioned above, our liability against this guarantee is restricted to Rs..... (Rupees..... ) and unless a claim in writing is lodged with us within six months of the date of expiry or the extended date of expiry of this guarantee all our liabilities under this guarantee shall stand discharged. Dated the .....day of .....for... ..... (indicate the name of the Bank).

Contractor



For and on behalf of NIT Agartala



## I. Integrity Pact

### INTEGRITY PACT

To,

.....,  
.....,  
.....

Sub: DNleT No.: 137/NITA/Estate Elect./2022-23 for the work of "Comprehensive Annual Maintenance Contract for 14 (Fourteen) numbers of Johnson make Lifts installed at NIT Agartala campus"

Dear Sir,

It is here by declared that NIT Agartala is committed to follow the principle of transparency, equity and competitiveness in public procurement. The subject Notice Inviting e-Tender (NIT) is an invitation to offer made on the condition that the Bidder will sign the integrity Agreement, which is an integral part of tender/bid documents, failing which the tenderer/bidder will stand disqualified from the tendering process and the bid of the bidder would be summarily rejected.

This declaration shall form part and parcel of the Integrity Agreement and signing of the same shall be deemed as acceptance and signing of the Integrity Agreement on behalf of the NIT Agartala.

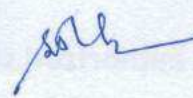
Yours faithfully

Registrar, NIT Agartala

Contractor



For and on behalf of NIT Agartala





## Letter of Transmittal

To,  
The Registrar,  
NIT Agartala,

Sub: DNleT No.: 137/NITA/Estate Elect./2022-23 for the work of  
"Comprehensive Annual Maintenance Contract for 14 (Fourteen) numbers of  
Johnson make Lifts installed at NIT Agartala campus"

Dear Sir,

I/We acknowledge that NIT Agartala is committed to follow the principles thereof as enumerated in the Integrity Agreement enclosed with the tender/bid document.

I/We agree that the Notice Inviting Tender (NIT) is an invitation to offer made on the condition that I/We will sign the enclosed integrity Agreement, which is an integral part of tender documents, failing which I/We will stand disqualified from the tendering process. I/We acknowledge that THE MAKING OF THE BID SHALL BE REGARDED AS AN UNCONDITIONAL AND ABSOLUTE ACCEPTANCE of this condition of the NIT.

I/We confirm acceptance and compliance with the Integrity Agreement in letter and spirit and further agree that execution of the said Integrity Agreement shall be separate and distinct from the main contract, which will come into existence when tender/bid is finally accepted by NIT Agartala. I/We acknowledge and accept the duration of the Integrity Agreement, which shall be in the line with Article 1 of the enclosed Integrity Agreement.

I/We acknowledge that in the event of my/our failure to sign and accept the Integrity Agreement, while submitting the tender/bid, NIT Agartala shall have unqualified, absolute and unfettered right to disqualify the tenderer/bidder and reject the tender/bid in accordance with terms and conditions of the tender/bid.

Yours faithfully

(Duly authorized signatory of the Bidder)



Contractor

For and on behalf of NIT Agartala



## INTEGRITY AGREEMENT

This Integrity Agreement is made at ..... on this..... day of ..... 2021

BETWEEN

The Director, NIT Agartala represented through Registrar, NIT Agartala,  
(Principal /Owner)

AND

.....  
..... (Name and Address of the  
Individual/firm/Company)  
Through.....

(Hereinafter referred to as the (Details of duly authorized signatory)  
**"Bidder/Contractor"** and which expression shall unless repugnant to the  
meaning or context hereof include its successors and permitted assigns)

Preamble

WHEREAS the Principal /Owner has floated the Tender vide DNleT No.:  
137/NITA/Estate Elect./2022-23 (Hereinafter referred to as "Tender/Bid")  
and intends to award, under laid down organizational procedure, contract for  
"Comprehensive Annual Maintenance Contract for 14 (Fourteen) numbers of  
Johnson make Lifts installed at NIT Agartala campus" hereinafter referred to  
as the "Contract".

AND WHEREAS the Principal/Owner values full compliance with all relevant laws  
of the land, rules, regulations, economic use of resources and of  
fairness/transparency in its relation with its Bidder(s) and Contractor(s).

AND WHEREAS to meet the purpose aforesaid both the parties have agreed to  
enter into this Integrity Agreement (hereinafter referred to as "Integrity Pact"  
or "Pact"), the terms and conditions of which shall also be read as integral part  
and parcel of the Tender/Bid documents and Contract between the parties.

NOW, THEREFORE, in consideration of mutual covenants contained in this Pact,  
the parties hereby agree as follows and this Pact witnesses as under:

Contractor

For and on behalf of NIT Agartala



Article 1: Commitment of the Principal/Owner

(1) The Principal/Owner commits itself to take all measures necessary to prevent corruption and to observe the following principles:

(a) No employee of the Principal/Owner, personally or through any of his/her family members, will in connection with the Tender, or the execution of the Contract, demand, take a promise for or accept, for self or third person, any material or immaterial benefit which the person is not legally entitled to.

(b) The Principal/Owner will, during the Tender process, treat all Bidder(s) with equity and reason. The Principal/Owner will, in particular, before and during the Tender process, provide to all Bidder(s) the same information and will not provide to any Bidder(s) confidential / additional information through which the Bidder(s) could obtain an advantage in relation to the Tender process or the Contract execution.

(c) The Principal/Owner shall endeavour to exclude from the Tender process any person, whose conduct in the past has been of biased nature.

(2) If the Principal/Owner obtains information on the conduct of any of its employees which is a criminal offence under the Indian Penal code (IPC)/Prevention of Corruption Act, 1988 (PC Act) or is in violation of the principles herein mentioned or if there be a substantive suspicion in this regard, the Principal/Owner will inform the Chief Vigilance Officer and in addition can also initiate disciplinary actions as per its internal laid down policies and procedures.

Article 2: Commitment of the Bidder(s)/Contractor(s)

(1) It is required that each Bidder/Contractor (including their respective officers, employees and agents) adhere to the highest ethical standards, and report to the NIT Agartala / Department all suspected acts of fraud or corruption or Coercion or Collusion of which it has knowledge or becomes aware, during the tendering process and throughout the negotiation or award of a contract.

(2) The Bidder(s)/Contractor(s) commits himself to take all measures necessary to prevent corruption. He commits himself to observe the following principles during his participation in the Tender process and during the Contract execution:

(a) The Bidder(s)/Contractor(s) will not, directly or through any other person or firm, offer, promise or give to any of the Principal/Owner's employees involved in the Tender process or execution of the Contract or to any third person

Contractor

For and on behalf of NIT Agartala





any material or other benefit which he/she is not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever during the Tender process or during the execution of the Contract.

(b) The Bidder(s)/Contractor(s) will not enter with other Bidder(s) into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to cartelize in the bidding process.

(c) The Bidder(s)/Contractor(s) will not commit any offence under the relevant IPC/PC Act. Further the Bidder(s)/Contractor(s) will not use improperly, (for the purpose of competition or personal gain), or pass on to others, any information or documents provided by the Principal/Owner as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically. (d) The Bidder(s)/Contractor(s) of foreign origin shall disclose the names and addresses of agents/representatives in India, if any. Similarly Bidder(s)/Contractor(s) of Indian Nationality shall disclose names and addresses of foreign agents/representatives, if any. Either the Indian agent on behalf of the foreign principal or the foreign principal directly could bid in a tender but not both. Further, in cases where an agent participate in a tender on behalf of one manufacturer, he shall not be allowed to quote on behalf of another manufacturer along with the first manufacturer in a subsequent/parallel tender for the same item.

(d) The Bidder(s)/Contractor(s) will, when presenting his bid, disclose any and all payments he has made, is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the Contract.

(3) The Bidder(s)/Contractor(s) will not instigate third persons to commit offences outlined above or be an accessory to such offences.

(4) The Bidder(s)/Contractor(s) will not, directly or through any other person or firm indulge in fraudulent practice means a willful misrepresentation or omission of facts or submission of fake/forged documents in order to induce public official to act in reliance thereof, with the purpose of obtaining unjust advantage by or causing damage to justified interest of others and/or to influence the procurement process to the detriment of the NIT Agartala interests.

(5) The Bidder(s)/Contractor(s) will not, directly or through any other person or firm use Coercive Practices (means the act of obtaining something, compelling an action or influencing a decision through intimidation, threat or the use of force directly or indirectly, where potential or actual injury may befall

Contractor

For and on behalf of NIT Agartala





upon a person, his/her reputation or property to influence their participation in the tendering process).

### Article 3: Consequences of Breach

Without prejudice to any rights that may be available to the Principal/Owner under law or the Contract or its established policies and laid down procedures, the Principal/Owner shall have the following rights in case of breach of this Integrity Pact by the Bidder(s)/Contractor(s) and the Bidder/ Contractor accepts and undertakes to respect and uphold the Principal/Owner's absolute right:

(1) If the Bidder(s)/Contractor(s), either before award or during execution of Contract has committed a transgression through a violation of Article 2 above or in any other form, such as to put his reliability or credibility in question, the Principal/Owner after giving 14 days notice to the contractor shall have powers to disqualify the Bidder(s)/Contractor(s) from the Tender process or terminate/determine the Contract, if already executed or exclude the Bidder/Contractor from future contract award processes. The imposition and duration of the exclusion will be determined by the severity of transgression and determined by the Principal/Owner. Such exclusion may be forever or for a limited period as decided by the Principal/Owner.

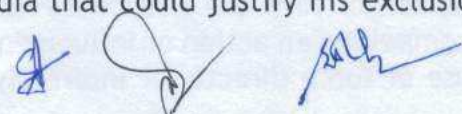
(2) Forfeiture of EMD/Performance Guarantee/Security Deposit: If the Principal/Owner has disqualified the Bidder(s) from the Tender process prior to the award of the Contract or terminated/determined the Contract or has accrued the right to terminate/determine the Contract according to Article 3(1), the Principal/Owner apart from exercising any legal rights that may have accrued to the Principal/Owner, may in its considered opinion forfeit the entire amount of Earnest Money Deposit, Performance Guarantee and Security Deposit of the Bidder/Contractor.

(3) Criminal Liability: If the Principal/Owner obtains knowledge of conduct of a Bidder or Contractor, or of an employee or a representative or an associate of a Bidder or Contractor which constitutes corruption within the meaning of IPC Act, or if the Principal/Owner has substantive suspicion in this regard, the Principal/Owner will inform the same to law enforcing agencies for further investigation.

### Article 4: Previous Transgression

(1) The Bidder declares that no previous transgressions occurred in the last 5 years with any other Company in any country confirming to the anticorruption approach or with Central Government or State Government or any other Central/State Public Sector Enterprises in India that could justify his exclusion from the Tender process.

Contractor

  
For and on behalf of NIT Agartala



(2) If the Bidder makes incorrect statement on this subject, he can be disqualified from the Tender process or action can be taken for banning of business dealings/ holiday listing of the Bidder/Contractor as deemed fit by the Principal/ Owner.

(3) If the Bidder/Contractor can prove that he has resorted / recouped the damage caused by him and has installed a suitable corruption prevention system, the Principal/Owner may, at its own discretion, revoke the exclusion prematurely.

#### Article 5: Equal Treatment of all Bidders/Contractors/Subcontractors

(1) The Bidder(s)/Contractor(s) undertake(s) to demand from all subcontractors a commitment in conformity with this Integrity Pact. The Bidder/Contractor shall be responsible for any violation(s) of the principles laid down in this agreement/Pact by any of its Subcontractors/sub-vendors.

(2) The Principal/Owner will enter into Pacts on identical terms as this one with all Bidders and Contractors.

(3) The Principal/Owner will disqualify Bidders, who do not submit, the duly signed Pact between the Principal/ Owner and the bidder, along with the Tender or violate its provisions at any stage of the Tender process, from the Tender process.

#### Article 6- Duration of the Pact

This Pact begins when both the parties have legally signed it. It expires for the Contractor/Vendor 12 months after the completion of work under the contract or till the continuation of defect liability period, whichever is more and for all other bidders, till the Contract has been awarded. If any claim is made/lodged during the time, the same shall be binding and continue to be valid despite the lapse of this Pacts as specified above, unless it is discharged/determined by the Competent Authority, NIT Agartala.

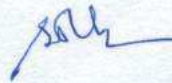
#### Article 7- Other Provisions

(1) This Pact is subject to Indian Law, place of performance and jurisdiction is the Headquarters of the Division of the Principal/Owner, who has floated the Tender.

(2) Changes and supplements need to be made in writing. Side agreements have not been made.



Contractor



For and on behalf of NIT Agartala



(3) If the Contractor is a partnership or a consortium, this Pact must be signed by all the partners or by one or more partner holding power of attorney signed by all partners and consortium members. In case of a Company, the Pact must be signed by a representative duly authorized by board resolution.

(4) Should one or several provisions of this Pact turn out to be invalid; the remainder of this Pact remains valid. In this case, the parties will strive to come to an agreement to their original intentions.

(5) It is agreed term and condition that any dispute or difference arising between the parties with regard to the terms of this Integrity Agreement / Pact, any action taken by the Owner/Principal in accordance with this Integrity Agreement/ Pact or interpretation thereof shall not be subject to arbitration.

#### Article 8- LEGAL AND PRIOR RIGHTS

All rights and remedies of the parties hereto shall be in addition to all the other legal rights and remedies belonging to such parties under the Contract and/or law and the same shall be deemed to be cumulative and not alternative to such legal rights and remedies aforesaid. For the sake of brevity, both the Parties agree that this Integrity Pact will have precedence over the Tender/Contact documents with regard any of the provisions covered under this Integrity Pact.

IN WITNESS WHEREOF the parties have signed and executed this Integrity Pact at the place and date first above mentioned in the presence of following witnesses:

.....  
(For and on behalf of Principal/Owner)

.....  
(For and on behalf of Bidder/Contractor)

#### WITNESSES:


1.....  
(Signature, name and address)

2.....  
(Signature, name and address)

Place:

Dated:

Contractor

  
For and on behalf of NIT Agartala



## J. Agreement

### AGREEMENT

THIS AGREEMENT made on the \_\_\_\_\_ day of \_\_\_\_\_ 2023 between NATIONAL INSTITUTE OF TECHNOLOGY AGARTALA (hereinafter called "The NIT AGARTALA" which expression shall, unless repugnant to the context or meaning thereof, include its administrators, successors and assigns) of the one part AND \_\_\_\_\_ (herein after called "The Contractor" which expression shall, unless repugnant to the context or meaning thereof, include its successors and permitted assigns) of the other part.

#### WHEREAS

The NIT AGARTALA is desirous of carrying out the work of **"Comprehensive Annual Maintenance Contract for 14 (Fourteen) numbers of Johnson make Lifts installed at NIT Agartala campus"**

The Works are to be executed as per the schedules mentioned in tender document and specifications describing the works to be done.

The Contractor has agreed to execute the said works subject to the provisions hereinafter contained and subject also to General Conditions of Contract, Special conditions of contract, Safety Code, Model Rules for the protection of health and Sanitary arrangements for workers, Specifications, Preambles and Schedule of Quantities and installation schedule (all of which are hereinafter collectively referred to as the 'said tender conditions') and strictly in accordance with the Scope of work annexed hereto at or for the respective rates set out in the Schedule of Quantities amounting to the sum as there under arrived at or such other sums as shall become payable there under (hereinafter referred to as the said tendered amount).

#### NOW IT IS HEREBY AGREED AS FOLLOWS: -

1. In consideration of the said tendered amount to be paid by The NIT AGARTALA to the Contractor at the time and in the manner set forth in the said tender conditions and in accordance with the Schedule of Payments to execute and complete the work shown strictly in accordance with the specifications, scope of work and Schedule of Quantities.
2. The said tender conditions, scope of work and the annexures hereto shall be read and considered as forming part of this contract and the parties hereto shall respectfully abide by to the said conditions and perform the agreement on their part respectively contained in the said conditions.

Contractor

For and on behalf of NIT Agartala

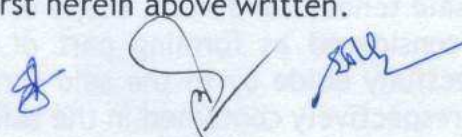




3. The approved drawings if any, notice inviting tenders technical specification etc. shall also form the basis of this contract.
4. This contract is neither a Lump sum Contract, nor a piece work contract, but is a Annual maintenance contract to be carried out and to be paid for according to the Schedule of Payments at the rates contained.
5. The contract herein contained shall comprise not only the works mentioned above but all subsidiary works connected therewith within the same site as may be ordered to be done from time to time by the said Engineer In charge for the time being, even if such work may not be shown on the said Drawings or described in the said Specifications and Schedule of Quantities.
6. The NIT AGARTALA reserves to themselves the right of altering the specifications and the nature of the work by adding to or omitting from the scope of work any item of work or portions of the same without prejudice to this contract.
7. Time shall be considered as the essence of this contract and the Contractor hereby agrees to commence the work within 07 days from the date of work order or from the date of handing over of the site, as provided for in the said terms and conditions, whichever is later, and shall complete the entire work within the specified period, subject nevertheless the provisions for extension of time as may be agreed to by the NIT AGARTALA and as contained in the said conditions.
8. All payments by the NIT AGARTALA under this contract shall be made only at NITA.
9. All disputes arising out of or in any way connected with this contract shall be deemed to have arisen at Indore and courts in Tripura only shall have jurisdiction to determine the same.
10. That the contract and several parts of this contract have been read by the contractor and fully understood by him. The contractor shall not be entitled for payment beyond tendered quantities & scope of work as specified unless ordered specifically by written instructions of competent authority of NIT AGARTALA.
11. This contract shall be signed in duplicate, the original whereof shall be kept in the custody of the NIT AGARTALA, and the duplicate with the Contractor.

IN WITNESS WHEREOF the NIT AGARTALA has set his hands hereunto and two duplicates hereof through his duly authorized official and the Contractor has caused these presents and two duplicates hereof under his common seal by his duly authorized representative at the place and on the date month and year first herein above written.

Contractor

  
For and on behalf of NIT Agartala



SIGNED, SEALED AND DELIVERED by NIT AGARTALA, by the hand of

Signature:  
Name:  
Designation: Registrar, NIT Agartala

IN THE PRESENCE OF

(1) Signature:  
Name:  
Address:

(2) Signature:  
Name:  
Address:

SIGNED, SEALED AND DELIVERED BY the Contractor M/s. \_\_\_\_\_  
\_\_\_\_\_.

Signature:  
Name:  
Designation:

IN THE PRESENCE OF

(1) Signature:  
Name:  
Address:

(2) Signature:  
Name:  
Address:

Contractor

For and on behalf of NIT Agartala



## K. General Conditions of Contract

This will be as per the General Conditions of Contract (GCC) of the CPWD to the extent applicable to the NIT Agartala. Decision in this regard will be governed by the competent authority of NIT Agartala which shall be final and binding to the contractor.

Contractor



For and on behalf of NIT Agartala



## **L. Scope of Work and Terms & conditions of Contract**

### **Scope of Work:**

- a. The contract is **Initially for a period of 3 (Three) Years** and it will be extended to 4<sup>th</sup> & 5<sup>th</sup> year based on the satisfactory performance and subject to approval of the authority.
- b. CAMC Contract may be terminated by NIT Agartala at its discretion by giving 30 days' notice to the service provider in case of failure to maintain the AMC services at the satisfaction of the NIT Agartala and the agreement with NIT Agartala in that case will be treated as cancelled before expiry date of notice and the contract.
- c. Regular servicing & inspection of the elevators/Lifts should be carried out at least once in a month by the service provider.
- d. The service provider shall regularly examine elevator equipments and provide Gear oil, Lubricate, Grease, Mobil, Break Shoe Gibbs, Push Buttons Car and Landings etc. for maintenance if required.
- e. Response time for maintenance of items covered under CAMC will be 12 hours including holidays.
- f. In the event of service provider unable to attend call, NIT Agartala reserves the right to take legal action and deduct the amount from the bill.
- g. You shall not engage any sub-agent or sub-contractor whatsoever for running the CAMC Service.
- h. The contract for running the CAMC Service shall be commercial contract and between NIT Agartala & contractor. There shall be no employer-employees relationship between NIT Agartala and the contractor and/his personnel.
- i. The CAMC is of Comprehensive type. Any replacement of spares should be with new and of equivalent type or higher of same make.
- j. Monthly routine maintenance and checkup to be carried out for the machine, controls, ropes, breaks, control cables, batteries and other mechanical and electrical parts and appliances.
- k. Repair and /or replacement of the worn-out parts related to lifts at his own cost for ensuring smooth service.
- l. All the replaced parts shall conform to relevant I.S. codes or lifts Act and rules made there under.
- m. The entire Lift system including electrical and mechanical system (inside and outside) should be under the CAMC.

Contractor

For and on behalf of NIT Agartala



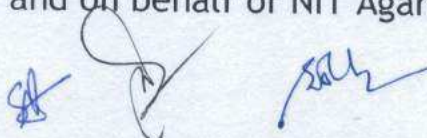


### Special Conditions of Contract:

- a. Details of monthly scheduled maintenance/break down shall be entered in the register/service slip & jointly signed by the firm's representative and NIT Agartala representative.
- b. Contractor will have to make minimum 12 visits (01 visit per month) during the AMC period. Beside this, any number of breakdown calls will have to be attended. The response time for such breakdown calls shall not exceeds 12 hours. Beyond this penalty shall be imposed as per penalty clause.
- c. Contractor's mechanic/engineer shall reach to the site within 12 hour after lodging a complaint. Delay in reporting period shall be recorded and penalty shall be imposed at the rate of Rs. 1000/- per day per lift.
- d. Contractor will have to take necessary care and precaution to keep the elevator safe for use and in good working condition. Trained technical staff shall carry out maintenance work.
- e. Contractor will have to carry out all customary safety tests to examine all safety devices.
- f. As the contract is comprehensive in nature, no payment will be made as an extra for replacement of spare parts etc.
- g. No parts or components of the lifts being maintained by contractor shall be removed without prior approval and knowledge of NIT Agartala. Any part to be removed from the lift for repair shall be done after approval of the nominated engineer/ supervisor.
- h. Any damage to NIT Agartala property while carrying out periodical maintenance and attending break down will be contractors' responsibility.
- i. Thorough cleaning of machine room, control panel machine unit & hoist way with lift car and pit shall be done once in a month, which will be certified by NIT Agartala representative.
- j. Contractor shall not only attend the failure but also rectify the cause of failure after investigation.
- k. Penalty imposed for late reporting, late replacement of defective parts and Down time of lift shall be deducted from monthly bill of the firm. AMC bill shall be paid after six month. No advance payment will be paid.
- l. There should be a site office/ maintenance cell (lift) inside the NIT Agartala on compulsory basis for CAMC job. Bills of Room rent, electricity, water etc. should be pay by the agency/ contractor separately.

Contractor

For and on behalf of NIT Agartala





- m. All payments shall be made in Indian currency. The payment will be released on Half Yearly basis after ascertaining that the service is rendered satisfactorily. The preventive and corrective maintenance service report has to be submitted with bill. The reports of periodic maintenance and breakdown maintenance shall be signed by the Junior Engineer (Elect.).
- n. Annexure 6 to 10 should be submitted with each & every running bills.
- o. The total value (BOQ) is inclusive of fooding, lodging to & fro charges of service Engineers. GST as applicable are extra and shall be reimbursed on production of proof of payment of GST

Contractor



For and on behalf of NIT Agartala



### Equipment Description:

The following 14 numbers of lifts will be covered under this agreement:

Sl. No.	Location	Description of Lift (Johnson)	Lift No.	Height of Lifts	Nos. of Lifts
1	Administrative Building 1 (W)	10 Passengers	L-L-3203	G+3	1 No.
2	Administrative Building 1 (E)	13 Passengers	L-L-3213	G+3	1 No.
3	Administrative Building 2 (S)	8 Passengers	L-L-3204	G+2	1 No.
4	Administrative Building 2 (N)	8 Passengers	L-L-3205	G+2	1 No.
5	ECE Building (S)	13 Passengers	L-L-3201	G+6	1 No.
6	ECE Building (N)	13 Passengers	L-L-3202	G+6	1 No.
7	School of Management (S)	10 Passengers	L-L-3206	G+4	1 No.
8	School of Management (N)	10 Passengers	L-L-3207	G+4	1 No.
9	International Guest House	8 Passengers	L-L-3214	G+3	1 No.
10	Central Library (S)	10 Passengers	L-L-3210	G+4	1 No.
11	Central Library (N)	10 Passengers	L-L-3211	G+4	1 No.
12	DoNER Building (N)	10 Passengers	L-L-3208	G+3	1 No.
13	DoNER Building (S)	10 Passengers	L-L-3209	G+3	1 No.
14	Central Library	500 Kgs. Goods	L-L-3212	G+4	1 No.

### Term and Price:

- The NIT Agartala shall pay the Contractor the specified amount on Half Yearly basis for the work performed during that period on presentation of an approved invoice by the Contractor. No advance payment will be made in any case. Taxes will be deducted from the bill as applicable.

Contractor

For and on behalf of NIT Agartala



**Termination of Agreement:**

- a. Either party may terminate this Agreement by giving the other party not less than thirty (30) days written notice.

**Contractor to comply with laws:**

- a. In the performance of this Contract, the Contractor shall abide by all existing laws, codes, rules and regulations set forth by all governmental units and authorities having competent jurisdiction over Contractor and/or the work performed by Contractor hereunder. Contractor shall also procure and pay any necessary permits or licenses pertaining to the work performed by Contractor pursuant to this Contract.
- b. All repair, parts replacement or adjustments called for hereunder shall be performed in full compliance with specified laws, standards and codes set by the government with latest edition, including amendments thereto, and with applicable regulations of the state, city and/or local authorities. In case of conflict, the more stringent regulations will apply.

**Warranty:**

Contractor warrants that the elevator/lift maintenance services will be provided to the NIT Agartala in accordance with the terms of this Contract and with prevailing industry standards for elevator/ lift maintenance services. Contractor shall use its best efforts under the circumstances to remedy any delays, interruptions, omissions, mistakes, accidents or errors in such services and restore any service to compliance with the terms of this Contract.

**Availability of Authorized Representative:**

The contractor shall ensure availability of his authorized representative at NIT Agartala to receive emergency calls and take remedial actions. The representative should attend the call immediately to ensure the restoration of the services promptly. If shutdown of any Lift continues for more than 12 hours a penalty of Rs. 1000/- per day per Lift for delay beyond 12 hours shall be imposed and the amount of penalty shall be recovered from the bills.



Contractor

For and on behalf of NIT Agartala



### Responsibility of Accident and hazards:

The contractor shall be responsible for any accident or hazard that take place during the maintenance period due to negligence of work performed by the agency. He shall also be responsible for payment of compensation and penalties payable to effected parties as a result of legal action. He shall also be responsible for repairs and replacement of damaged parts of the lift and restore services immediately failing which, a penalty @ Rs. 1000/- per day per lift shall be imposed and recovered from bills / deposit or any other sum due to the contractor applicable maximum LD ceiling@10% of net contract value per lift.

### Spares & parts covered under CAMC:

The replacement of following spares shall be covered under the CAMC:

Sl. No.	Item	Sl. No.	Item	Sl. No.	Item
1	I/O Card	30	Break magnate coil	59	Lock Latch landing door
2	AC Relay Card	31	Motor Cooling Fan	60	Self-closing rope
3	DC relay Card	32	V3F10 Drive	61	Light curtain
4	Decoder card	33	Car top PCB	62	Synchronize rope
5	ON Delay timer	34	Communication PCB	63	Lock latch roller
6	Off delay Timer	35	Door GIBS, chock	64	Light curtain PCB
7	Transformer	36	CAE Door contacts	65	Position indicator
8	Rectifier	37	PIT switch	66	Call buttons.
9	Rectifier PCB	38	Synchronize Switch	67	CAR door Motor
10	Contractors	39	Oscillator Switch	68	Track Roller
11	Control relay	40	Piano wire	69	Anti-track roller
12	V3F Filter	41	Tension weight pulley bearing	70	CPU Card
13	Capacitor	42	Gear Oil	71	Expansion card
14	Travelling cable	43	Break Liner	72	Main Rope
15	Lock Box	44	Car guide shoe	73	OSG rope
16	Thermal overload relay	45	CWT shoe	74	Car Door coupler
17	PF & RR card	46	C.V.T	75	Alarm bell/buzzer

Contractor

For and on behalf of NIT Agartala



18	Light Invertor	47	Landing Door	76	ARD
19	Wet/ Dry Cells batteries	48	Elevator lighting (including indicator bulbs, fluorescent tubes)	77	Elevator car enclosure
20	Elevator car and landing door panels / gates.	49	Cabin fans., Blower fans	78	Decorative item including mirror and handrail
21	Controller component	50	Machine Encoder	79	VVVF Drive
22	Integrated Drive	51	Rollers, Bearings	80	Solenoids, Coils
23	Relays in Controller	52	Push Button, indicators	81	Door contacts
24	Push Buttons	53	Limit Switches	82	Break shoes, Liners
25	Contacts	54	Magnetic switches	83	Magnets
26	Door Motor & Drive	55	Encoder	84	Car door safety device
27	Infrared screen	56	Governor	85	Interlocks on Hoist way doors
28	Machine room door lock	57	Gear oil	86	Mechanical parts
29	Motors	58	Machines	87	Flooring

All parts and components fitted by agency should be original parts or components. If original parts or components are not available, the parts or components fitted will be of equal quality and any defects in design, material or workmanship relating to parts and components shall be limited to the replacement of spare parts or components as defined by this article and which shall be certified by the O.E.M.

Contractor

For and on behalf of NIT Agartala



**M. Formats for Different Forms/Certificates**

Annexure-1

Undertaking having gone through the documents as per the Technical bid

Sub.: "Comprehensive Annual Maintenance Contract for 14 (Fourteen) numbers of Johnson make Lifts installed at NIT Agartala campus."

DNIeT No.: 137/NITA/Estate Elect./2022-23

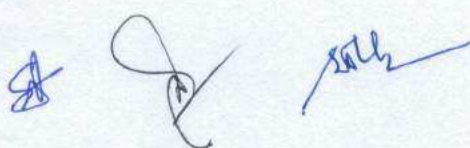
Dated: .....

To,  
The Registrar,  
NIT Agartala,  
Barjala, Jirania, West Tripura - 799046.

Dear Sir,

We have carefully examined the specifications, design and schedule of quantities relating to the work specified in the memorandum hereinafter set out and have visited and examined the installation site of the works specified in the said memorandum and have acquired the requisite information relating thereto as affecting the tender. We hereby offer to execute the CAMC works specified in the said memorandum within the time specified in the said memorandum at the rates mentioned in the Schedule of Quantities and in accordance in all respects with specifications, designs and instructions in writing referred to in articles of agreement, general instructions to the tenderers and special conditions, General Conditions of Contract, conditions hereinbefore referred to, specifications, schedule of works, data sheet and schedule of quantities and with such materials as are provided for, by and in all other respects, in accordance with such conditions so far as they may be applicable.

Contractor

  
For and on behalf of NIT Agartala



## Memorandum

A.1.1	DNleT No.: 137/NITA/Estate Elect./2022-23	
A.1.2	Name of Work	"Comprehensive Annual Maintenance Contract for 14 (Fourteen) numbers of Johnson make Lifts installed at NIT Agartala campus."
A.1.3	Earnest Money Deposit (Rs.)	Rs. 93,000/- (Rupees Ninety Three Thousand Only) by e-payment through electronic mode.
A.1.4	Tender Processing Fee (Rs.)	Rs. 1,500/- by e-payment through electronic mode (Non-Refundable)
A.1.5	Contract period	Initially for a period of 3 (Three) Years and it will be extended to 4 <sup>th</sup> & 5 <sup>th</sup> year based on the satisfactory performance subject to approval of the authority.
A.1.6	Mode of submission of Tender	On-Line mode only

2. We also agree that our tender will remain **valid for acceptance by the NIT Agartala for 180 days** from the date of opening of technical bid of the tender and this period of validity can be extended for such period as may be mutually agreed between the NIT Agartala and us in writing. We also agree to keep the **Bank Guarantee towards earnest money** valid during the entire period of validity of tender and the extended period, if any, as per enclosed proforma. Should this tender be accepted, we hereby agree to abide by and fulfil all the terms and conditions of the contract and in default thereof, to forfeit Earnest Money Deposit and pay to you or your successors, or assignees or nominees such sums of money as are stipulated in the said conditions.

3. Should this tender be accepted, we hereby agree to abide by and fulfil all the terms and conditions of the contract and in default thereof, to forfeit Earnest Money Deposit and pay to you or your successors, or assignees or nominees such sums of money as are stipulated in the said conditions.



Contractor

For and on behalf of NIT Agartala



4. We understand that you reserve the right to accept or reject any or all the tenders either in full or in part without assigning any reason therefor.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2023.

For and on behalf of M/s \_\_\_\_\_

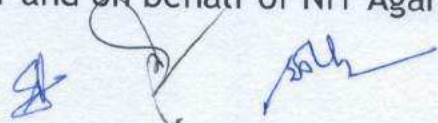
(Signature with seal)  
Name \_\_\_\_\_

Designation \_\_\_\_\_

Place \_\_\_\_\_

Contractor

For and on behalf of NIT Agartala





## Annexure - 2

(To be scanned and uploaded)  
(Printed on letter head of Chartered  
Accountant)  
Turnover Certificate

Name of the Company/Firm/Agency:

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Address of the Company/Firm/Agency:

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This is to certify that I have verified the annual turnover of the Company/firm/Agency named above for business related to Comprehensive Maintenance For Lifts for The Years 2017- 2020 and it is as mentioned below; and that it is correct.

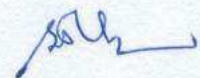
Sr. No.	Description	Financial Year 2019-20 Rs. (both, in figures and words )	Financial Year 2020-21 Rs. (both, in figures and words )	Financial Year 2021-22 Rs. (both, in figures and words )
1.	Annual Turnover			

Place -

Date -

Name, Address, Signature and Seal of the Chartered  
Accountant





Contractor

For and on behalf of NIT Agartala



Annexure-3

(To be scanned and uploaded) (Printed on  
letterhead of firm/ company)

**Self-Declaration regarding not being blacklisted**

I Shri / Smt. \_\_\_\_\_ Proprietor/ Director/  
Authorised signatory of the Company/ firm/ Agency M/s \_\_\_\_\_  
\_\_\_\_\_ hereby declare that we are  
not black-listed by any Central/State Government/Public Sector Undertaking or  
any other organization for Comprehensive Maintenance For Lifts in India or  
elsewhere.

We are not involved in any litigation that may have an impact on execution  
of contract or may compromise the delivery of service as required under this  
tender.

There is no Judicial case is pending in court of law against firm.

(Signature of Authorized Person)

Place: \_\_\_\_\_  
Name \_\_\_\_\_

Date : \_\_\_\_\_

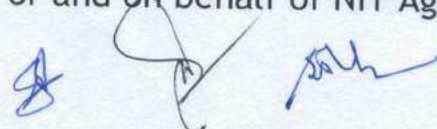
Designation \_\_\_\_\_

Address: \_\_\_\_\_

Seal \_\_\_\_\_

Contractor

For and on behalf of NIT Agartala





**Annexure-4**

(To be scanned and uploaded) (Printed on  
letterhead of firm/ company)

**SELF DECLARATION**

**Declaration as regards acceptance of terms and conditions of contract**

1. I Shri. /Smt. \_\_\_\_\_ Proprietor / Director  
/ authorized signatory of the Company/Firm/Agency M/s  
\_\_\_\_\_ am competent to sign this declaration  
and execute this tender document;
2. I have carefully read and understood all the terms and conditions of the  
tender and undertake to abide by them;
3. The information/documents furnished along with the tender are true and  
authentic to the best of my knowledge and belief. I / We, am / are well  
aware of the fact that furnishing of any false information / fabricated  
document would lead to rejection of my tender at any stage, besides the  
liabilities towards prosecution under appropriate law.

**(Signature of Authorized Person)**

Place: \_\_\_\_\_

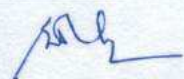

Name \_\_\_\_\_

Date : \_\_\_\_\_

Designation \_\_\_\_\_

Address: \_\_\_\_\_

Seal \_\_\_\_\_



Contractor

For and on behalf of NIT Agartala



## Annexure-5

(To be scanned and uploaded)

**Personal & Bank Details for RTGS**All columns are mandatory

Sr .No.	Personal Detail	
1.	NAME OF THE COMPETENT PERSON & AGENCY	
2.	ADDRESS OF THE AGENCY	
3.	CONTACT DETAILS	1) LANDLINE NO. : 2) MOBILE NO.: 3) e-mail ID :
5.	PAN NO.	
6.	GST NO. -	
Bank Details -		
1.	NAME OF THE AGENCY FOR ONLINE TRANSFER	
2.	NAME OF THE BANK	
3.	CITY OF THE BANK	
4.	ACCOUNT NO	
5.	ACCOUNT TYPE	
6.	BRANCH CODE	
7.	ADDRESS OF THE BRANCH	
8.	IFSC CODE	
9.	MICR NO.	

(Signature of Authorized Person)

Place: \_\_\_\_\_

Name \_\_\_\_\_

Date : \_\_\_\_\_

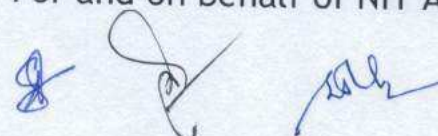
Designation \_\_\_\_\_

Address: \_\_\_\_\_

Seal \_\_\_\_\_

Contractor

For and on behalf of NIT Agartala





## DESCRIPTION OF EQUIPMENT : LIFT


LIFT			
Sl.No.			
1	LIFT capacity	:	
2	Nos.	:	
3	Speed	:	
4	Make	:	
5	Travel & openings	:	
6	Controller	:	
7	Door-Operation	:	
8	Machine No.	:	

## Annexure -6

## Details to be supplied before starting of work :

1.	Name of the Agency (with office address)		
2.	Name of Proprietor/ partner		
3.	Telephone Nos. of the firm		
4.	Name and address of the supervisor		
5.	24 Hrs. contact No.		
6.	Particulars of the License/ Registration		

Contractor


 For and on behalf of NIT Agartala



COMPLAIN REGISTER (LIFT NO.....)

[illegible]

## Junior Engineer

For and on behalf of NIT Agartala





## Annexure -8

Programme for Periodical Maintenance for the Month of \_\_\_\_\_

Name of Firm : \_\_\_\_\_

LIFT No.: \_\_\_\_\_

Name of Site : \_\_\_\_\_

The firm shall see that the following work is carried out by an authorized person appointed by him under these rules at least once in a month and the result are recorded by such person in log book.

Sl. No.	Maintenance Type (Monthly/ Quarterly/ Yearly)	Date & Time of Complaint (if any)	Nature of Complaint (if any)

- i) Cleaning and lubricating the guides.
- ii) Examining the ropes and their attachments.
- iii) Examining the safety devices.
- iv) Examining and lubricating the door locks.
- v) Examining the moving parts lubricating with proper quality of lubrication.
- vi) Examining all electrical connections including lighting, plug point & earthing.
- vii) Others, if any

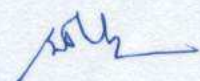
Firm's Representative

Junior Engineer

Contractor

For and on behalf of NIT Agartala







## Annexure -9

Actual for Periodical Maintenance carried out for the Month of \_\_\_\_\_

Name of Firm : \_\_\_\_\_

LIFT No.: \_\_\_\_\_

Name of Site : \_\_\_\_\_

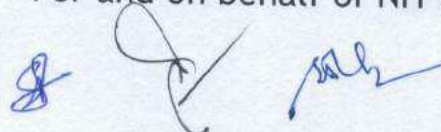
Sl. No.	Maintenance Type (Monthly/ Quarterly/ Yearly)	Date & Time)	Result (Satisfactory/ Unsatisfactory)

Firm's Representative

Junior Engineer

Contractor

For and on behalf of NIT Agartala





Annexure -10

FAULT - FORMAT

LIFT No. \_\_\_\_\_

Date \_\_\_\_\_ Time \_\_\_\_\_ (of occurrence of Fault)

Date \_\_\_\_\_ Time \_\_\_\_\_ (of Reporting of Fault)

1. Fault Reported to : Technical support centre (Name of the person) on phone:

2. Mode of Reporting : Landline ( ) Mobile ( ) E-mail ( )

3. Description of fault & observation of the reporting officer.

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4. Details of Services affected :

5. Date \_\_\_\_\_ Time \_\_\_\_\_ (of receiving the 1<sup>st</sup> assistance over phone from Technical support centre)

6. Details of Assistance received:

(Note : Add additional sheet if needed)

7. Was the fault restored by following the instructions given over phone ?

A. YES

B-NO (Tick whichever is applicable)

Contractor

For and on behalf of NIT Agartala





8. If Yes, record the date & time of restoration & duration of fault :

Date \_\_\_\_\_ Time \_\_\_\_\_ (In hours & Minutes)

9. Duration of fault \_\_\_\_\_ Days \_\_\_\_\_ Hours \_\_\_\_\_ Minutes

10. Was the fault restored ?

A. YES

B-NO (Tick whichever is applicable)

11. If the fault is not restored or restored only partially, give details of observation :  
(Note: add additional sheet if needed)

12. Note : Date & Time of giving feedback

Date \_\_\_\_\_ Time \_\_\_\_\_ (In hours & Minutes)

13. Date & Time of arrival of Firm's Expert at site of Fault:

Date \_\_\_\_\_ Time \_\_\_\_\_ (In hours & Minutes)

14. Brief of observation and works done by the firm's staff/ expert : (Detailed entry to be made by firm's staff in the Log-Book) :

15. Date & Time of complete restoration of system :

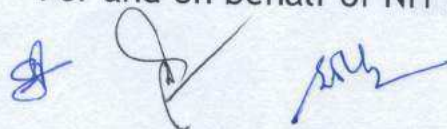
Date \_\_\_\_\_ Time \_\_\_\_\_ (In hours & Minutes)

16. Total duration of Fault : \_\_\_\_\_ days \_\_\_\_\_ hours \_\_\_\_\_ minutes

17. Remarks of in charge (if any):

Contractor

For and on behalf of NIT Agartala





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18. Remarks of visiting Engineer (of firm), if any:

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Countersigned by Engineer-in-charge

Nore:

1. Each page of the Fault-Format must be signed by concerned staff.
2. A copy of the Fault-Format must be sent to the firm, immediately by E-Mail after restoration of fault.

Contractor



For and on behalf of NIT Agartala



**FORM-1****Details of the similar works in Hand**

(On the letter head of the Contractor)

SL No.	Name of Customer	Description of work	Date of		Remarks
			Start	completion	

Sign and Seal of Contractor

**FORM-2****List of work related Equipment, Machinery and tools tackles etc immediately available with the Bidder for use on this work.**

(On the letter head of the Contractor)

Sl.No.	Description	Function/Purpose	Remarks

Sign and Seal of Contractor

**FORM-3****Details of technical personnel with the bidder who will be deployed for this work**

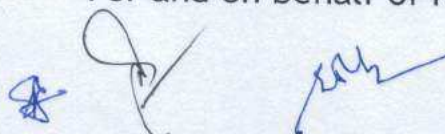
(On the letter head of the Contractor)

SL	Name of person	Whether working in Field or in Office	Mode of employment & Experience	Period for which the person is working with the Bidder	Remarks

Sign and Seal of Contractor

Contractor

For and on behalf of NIT Agartala





**N. FINANCIAL BID****FINANCIAL BID**

Name of Work: "Comprehensive Annual Maintenance Contract for 14 (Fourteen) numbers of Johnson make Lifts installed at NIT Agartala campus.

DNiet No.: 137/NITA/Estate Elect./2022-23

Sl. No.	Description of Item	Unit	Qty.	CAMC Period (Month)	Total CAMC Period (Month)	Rate for one Month (In Rs.)	Amount (In Rs.)
A	B	C	D	E	F = D X E	G	H = F X G
1	Comprehensive Annual Maintenance Contract (AMC) for 14 (Fourteen) Nos. Johnson Lifts Pvt. Ltd make Elevator installed around NIT Agartala campus area for the period of 3 (Three) years.						
1.01	For Lifts with 1 MPS 7 Stops and G+6 Travel	Each	2	36	72.00	11460.00	825120.00
1.02	For Lifts with 1 MPS 4 Stops and G+3 Travel	Each	5	36	180.00	9000.00	1620000.00
1.03	For Lifts with 1 MPS 5 Stops and G+4 Travel	Each	4	36	144.00	9000.00	1296000.00
1.04	For Lifts with 1 MPS 3 Stops and G+2 Travel	Each	2	36	72.00	7870.00	566640.00
1.05	For Goods Lift with 0.5 MPS and G+4 Travel	Each	1	36	36.00	9250.00	333000.00

Total amount of 3 Years (in figure)=

Rs. 4640760.00

Quoted Rate in figure

Excess/Less

\_\_\_%

The Financial Bid is available on the e- procurement website

<https://eprocure.gov.in/eprocure/app>

Contractor

For and on behalf of NIT Agartala