



Projects & Development India Limited

(A Govt. of India Undertaking)

Post Box No.125,A-14, Sector-1 , Noida - 201301 ,

Dist. Gautambudh Nagar , Uttar Pradesh

Phone - 0120-2529842/43/47/51/53/54

Fax - 01202529801/2541493

INVITATION TO BID

To : Open Vendor	ITB Number	11/PNMM/E/4901/2017-18/100897
	Type of Bid	Two Part
	Type of Opening	Public Opening
	Date of Issue	13.04.2017
	Bid Closing Date	27-04-2017 Time : 3:00:00 PM.
	Tech. Bid Opening Date	27-04-2017 Time : 3 :30:00 PM
	Price Bid Opening Date & Time	TO BE INTIMATED LATER.
	Venue of Bid Opening	PDIL BHAWAN, A-14, SECTOR-1, NOIDA
	Earnest money Deposit	NOT APPLICABLE.
	Tenure/Periodicity of Contract	THREE(03)YRS.FROM AWARD OF CONTRACT.

Projects and Development India Ltd. (PDIL) is a Govt. of India Undertaking under the administrative control of the Deptt. of Fertilizers, Ministry of Chemicals & Fertilizers.

PDIL invites sealed bids in two part in sealed covers, addressed to Addl. General Manager & HOD (MM), for the under mentioned item subject to the 'Scope of Work' and 'Term & Conditions' enclosed herein.

SL. No.	Material	Description	Quantity	Unit
10		Comprehensive AMC for Operation of CCTV	1	AU
		System installed in PDIL Bhawan NOIDA.		

- 1.Pre-Qualification Criteria-Annexure I, 2)InstructiontoBidders-Annexure II
- 3)General Conditions of Contract-Annexure III,4)Scope of work -Anneuxre-IV
- 5)Schedule of Rates- Anneuxre-V,6)Check List-Anneuxre-VI,,
- 7)Declaration-Annexure VII,8)Format of details of payment-Annexure VIII

For & on behalf of

Projects & DevelopmentIndia Ltd.

(P. R. Sahu)

Addl. General Manager (MM)

e-mail: prsahu@pdilin.com;sbanerjee@pdilin.com,,

PRE-QUALIFICATION CRITERIA (PQC)

Bidders must have minimum 3 years experience in the Financial years 2014-15, 2015-16, 2016-17(up till 28.02.2017) of similar type of assignments (i.e. comprehensive Operation & maintenance of Entire CCTV System installed at Client office) in Government Sector/ PSU/Corporate Sectors,(Bidder to submit documentary evidence in the form of Purchase order/Work Order/LOI etc. in support of the Experience).

INSTRUCTION TO BIDDERS

1.0 A bidder who meets the Eligibility Criteria for Pre-Qualification as per Annexure-II of ITB and intends to quote against this ITB may download the bidding document from PDIL website <http://pdilin.com> OR Central Public Procurement Portal <https://eprocure.gov.in/cppp> and submit the Bid complete in all respect as per terms & conditions of contract on or before the bid closing date and time.

2.0 **Submission of Bids**: Bidders are required to submit their bids under two envelopes as detailed below:

Envelope (A): Un-priced Technical and Commercial Bid along with the following documents (photocopies) shall be in this envelope:

- a. Documents in support of 'Pre-Qualification Criteria for Bidders' indicated in Annexure-I of ITB as per the requirement.
- b. Complete ITB documents duly signed & stamped in each page with "Deviations"/"Exception" sheet (if any) and all Annexure duly filled in.
- c. **Price Confirmation Copy** - A copy of Priced offer (Annexure-V) keeping price blank (hiding the price) and in place indicating "Quoted" or "√", as a confirmation of price quoted against the enquired item and all applicable Taxes & Duties, shall be submitted
- d. Copy of Check List enclosed duly filled by the bidder making all the points clear and not leaving any voids.
- e. Self Declaration enclosed duly filled by the bidder.
- f. Photo copy of PAN card.
- g. Copy of valid Service Tax Registration Certificate

Any other document as per the requirement specified in the ITB.

Envelope (B): Price Bid, 'Schedule of Rates' (Annexure-V) with quoted rates in Rs. against each head, signed and stamped.

Both the above envelopes should be super scribed with respective **Envelope no., ITB No. and closing date of the bid**. These two envelopes should be sealed and placed in a third envelop which should be addressed to the under mentioned and super scribed with our **ITB No.** on the cover of your quotation with due date. You are requested to clearly mention the details enabling us to identify your quotation for the job under reference. Sealed quotations must be submitted addressed to:

Addl. General Manager &HOD (MM)
Projects & Development India Limited
PDIL Bhawan, A-14, Sector-1,
Noida – 201 301, Gautam Budh Nagar, (U.P.)
e-mail: prsahu@pdilin.com ; sbanerjee@pdilin.com

3.0 **Opening of Bids**

Bid opening will be Public. Envelope 'A' only will be opened on Technical Bid Opening Date. Price Bids (Envelope 'B') of only those bidders will be opened which will be considered technically and commercially acceptable.

4.0 **Evaluation of Bids**

Bids shall be evaluated for Pre-Qualification Criteria (PQC) first and Techno-Commercial Bid Evaluation shall be carried out, only for those Bids which shall meet the Pre-Qualification Criteria (PQC).

Bids shall be scrutinized on Techno-Commercial parameters. Bids having unacceptable deviation may be rejected at this stage. However, clarifications shall be sought from bidder for any shortcoming found in their Bid at this stage.

The Price Bid shall be opened only of those bidders who will be technically and commercially suitable.

5.0 **Price Evaluation Criteria**

Price Evaluation of Bids shall be done considering the quoted prices, by the bidder in the Schedule of Rates, along with taxes and duties, on lowest quoted bidder considering the CENVAT benefit to PDIL if any.

6.0 **Earnest Money Deposit (EMD)** : Not applicable.

Validity of Bids

Prices quoted should remain valid for our acceptance for a minimum period of 90 days from the date of opening of technical bids. PDIL will not allow any revision in prices within validity period after sealed tender are opened.

7.0 If at any later date, it is found that documents, information and data submitted by the Bidder in the Bid, and based on which the Bidder has been considered eligible or successful or has been awarded the Contract is incorrect or false to the extent that had the correct or true information been made available to the OWNER at the time of Bid evaluation, the bid would have been declared ineligible or unsuccessful, the Bidder shall be forthwith disqualified or, as the case may be, the contract awarded based on such incorrect or false information shall be cancelled and the EMD/PBG/Security Deposit shall be liable to be forfeited.

8.0 Bidders are required to carefully go through the entire scope of ENQUIRY, terms and conditions, and other requirements before quoting. They should feel free to contact PDIL before submission of bid if they have any query on it. Once the bid is submitted, PDIL will presume that the bidder has understood thoroughly the Scope of Supply along with terms & conditions and all these are acceptable to them.

9.0 Bids shall be typed or written in indelible ink and must be free from corrections / erasing / overwriting etc. Any changes made must be authenticated with initial by the Bidder.

10.0 Bid shall be ideally in conformity to the Scope of supply/work along with all Terms & conditions, stipulated in the ENQUIRY. PDIL shall appreciate to receive a Bid having no deviation. However, under unavoidable circumstance, a Bidder may submit Deviations in a separate sheet, which PDIL at its own liberty may accept or reject. Deviations found elsewhere inside the Bid document shall not be considered. Deviations including condition(s), if any, found in the Price bid shall liable for rejection of a Bid in totality.

11.0 PDIL reserves the right to reject any or all the bids without assigning any reason whatsoever and does not bind itself to accept the lowest or any other bid. All bids in which any of the prescribed conditions are to be fulfilled or are incomplete in any respect are liable to be rejected. PDIL is at liberty to take any of the following actions in case of this ITB:

- a) to cancel the tender without reference to the bidders.
- b) to postpone the due date and time.

12.0 Bidders shall not be entitled to claim any costs, charges, expenses or incidentals for or in connection with the preparation and submission of their bids even though Project & development of India Limited may withdraw the enquiry/tender or reject all bids.

- 13.0 **SITE VISIT:** If needed, Bidder may visit the site at PDIL Bhawan, A-14, Sector-1,NOIDA before quoting their rates. For site visit and any clarifications please contact to:
- HOD (P&A)
Projects & Development India Limited
PDIL Bhawan, A-14, Sector-1,NOIDA-201301.
Tel: 0120 – 2539775(D) / 2529842/43/47/51/91, Fax: 0120 – 252 9801
e-mail: srivastavamjs@pdilin.com
- 14.0 Bids submitted thro' FAX and e-mail will not be accepted. No request from any bidder to PDIL to collect the bid from airlines, cargo agents etc. shall be entertained by PDIL
- 15.0 PDIL reserve the rights to assess bidder's capability and capacity to perform the contract.
- Bids must be submitted on or before the closing date and time physically in the bid box at the office of AGM & HOD, Materials Management Department, Projects & Development India Ltd. A-14,Sector-1, NOIDA or by registered post/courier on the above address so as to reach well in advance of the closing date and time. Offers received late are liable for rejection & no complaint shall be entertained in this regard for any reason whatsoever including postal/courier delay.
- 16.0 To know more about us, please visit our website at <http://www.pdilin.com>

GENERAL CONDITIONS OF CONTRACT (GCC)

1.0 **Scope of Contract**

The Scope of Contract, shall be as per 'Scope of Work'(Annexure-IV) and/or 'Schedule of Rates'(Annexure-V), attached to the ITB, unless & otherwise it is modified, at subsequent stage of bidding.

2.0 **Firm Price**

Price to be quoted shall be firm and subject to no escalation whatsoever during the contractual completion period including extended period, if any, except for any statutory variations i.e. change in the rate of tax & duty and/or inclusion of any new tax & duty. Bid with variable price will not be accepted.

2.1 **Price Basis**

Duly executed at PDIL Bhawan, A-14, Sector-1,NOIDA-201301.

3.0 **Taxes and duties**

3.1 All applicable taxes & duties shall be paid at actual at the prevailing rate only. However, Rate of Sales tax / VAT, Service tax, any other tax as applicable should be indicated in the 'Schedule of Rates'.

3.2 Statutory variation in taxes and duties including imposition of any new tax & duty, within the scheduled Completion period, as per Contract, shall be paid at actual on production of documentary evidence.

3.3 In case of delay in execution, if there is any increase in the rate of tax & duty and/or there is imposition of any new tax/ duty by statutory authorities, PDIL shall restrict the payment of taxes & duties, as prevalent on the scheduled delivery/ completion period only, as mentioned in the P.O and amendment(s) there to.

3.4 If there is any decrease in applicable rate of taxes & duties &/or there is any withdrawal of any tax & duty by statutory authorities, during the completion period including extended/amended period of P.O, shall accrue to PDIL's a/c.

3.5 PDIL shall not issue any form other than Form-38 i.e. Road Permit, if required, on written request by the Contractor.

3.6 The Contractor has to submit / furnish all necessary documents / information to enable PDIL claim CENVAT in respect of Service tax/ Excise Duty / Countervailing Duties, if any.

4.0 **Effective date of Contract:** Shall be the date of issue of award of Contract.

5.0 **Period of Contract:**

The Contract shall be valid for a period of Three (03) Years from the Effective date of Contract.

6.0 **Payment Terms:**

100% quarterly payment shall be released within 30 days of submission of invoice duly certified by Engineer In Charge of PDIL. The quarterly bills shall be submitted by the contractor with all necessary documents to the Operator of the Contract.

The above payments shall be released subject to submission of Security cum Performance Guarantee/ Security Deposit, **if applicable**, as mentioned herein Annexure-II, failing which the same amount shall be deducted from the Contractor's Bill(s)

All payments will be made by account payee cheque or direct transfer in bank account through RTGS.

6.1 **Tax deduction at source**

Income tax, as applicable as per income tax act, shall be deducted at source from the Contractor's bills and a certificate towards this deduction shall be issued to the Contractor.

7.0 **Security Deposit**

Security Deposit shall be applicable for P.O value more than Rs. 2.00 lac.

7.1 In the event of award of Contract, a sum of Rs. 4000/- is deducted from the first Bill/s of the contractor as retention money towards Security Deposit.

7.2 No interest shall be payable on Security Deposit.

7.3 PDIL Noida, however, reserves the right to encash/ forfeit the Security Deposit, if the Contractor fails to execute the Contract and/or abide by all the terms and conditions of the Contract.

7.4 Security deposit shall be refunded after 30 days of completion of Contract on the certification of Engineer In Charge for due fulfillment of the contractual obligations and after adjusting the expenditure incurred by the Owner, if any, on account of any failure on the part of the contractor.

8.0 **Price reduction clause:** Not applicable.

9.0 **Insurance**

Necessary insurance(s) to cover accident risk for his employees loss of life, material etc. to crew or the third party to be arranged by Contractor at his cost.

10.0 **Statutory obligation and Safety Rules**

The Contractor will have to follow all safety rules and measures during contract period and will be fully responsible for implementing rules, obligations and statutory provisions of government and all the consequences in the event of any eventuality.

The Contractor shall be responsible to observe and comply with all statutory requirement including contract labour act 1970, minimum wage act – 1948 and EPF act 1952 etc. including all amendments thereof in vague both of central and state government. PDIL shall be kept indemnified against any action brought against it or any violation / non –compliance of any act /acts, all expenses for compliance of above acts and regulations shall be borne by the contractor.

The Contractor shall comply with at his cost all safety norms such as Fire and Safety regulation act as applicable at site.

The Contractor shall be responsible for all risk involved in respect of their personnel and material at site and arrange proper insurance coverage at his cost.

Personnel deployed should be medically fit to work should posses good conduct and should have no past criminal record and shall maintain high standard discipline, decency and decorum. PDIL reserves the right at its sole discretion to ask for replacement of any person employed by the contractor.

11.0 **Termination**

In the event of unsatisfactory performance, PDIL reserves right to cancel part or whole of the order / contract and make alternate arrangement at any time during currency of contract on risk & costs of contractor and / or forfeit security deposit

12.0 **Force Majeure**

The act of God, epidemic, wars, revolution, and official strike shall be treated as force majeure condition. In event of occurrence of such condition neither party shall be responsible for delay in performance provided that it is notified within 07 days of its occurrence. The Contractor shall provide justification by documentation countersigned by the local chamber of commerce.

13.0 **Arbitration**

All cases of dispute arising during execution of contract shall be resolved by mutual discussion of parties operating the Contract. In the event of failure to do so, matter will be settled as per Arbitration and Conciliation Act, 1996, as amended from time to time.

However, wherever applicable, in case of settlement of commercial disputes between PSEs inter SE and PSE(s) and Government Department(s), the same shall be settled through Permanent Machinery of Arbitrators (PMA) setup in the Department of Public Enterprises(DPEs) as per the following Clause:

“In the event of any dispute or difference relating to the Interpretation and application of the provisions of the contracts, such dispute or difference shall be referred by either party for Arbitration to the sole Arbitrator in the Department of Public Enterprises to be nominated by the Secretary to the Government of India in-charge of the Department of Public Enterprises. The Arbitration and Conciliation Act, 1996 shall not be applicable to arbitration under this clause. The award of the Arbitrator shall be binding upon the parties to the dispute, provided, however, any party aggrieved by such award may make a further reference for setting aside or revision of the award to the Law Secretary, Department of Legal Affairs, Ministry of Law & Justice, Government of India. Upon such reference the dispute shall be decided by the Law Secretary or the Special Secretary/Additional Secretary, when so authorized by the Law Secretary, whose decision shall bind the Parties finally and conclusively. The Parties to the dispute will share equally the cost of arbitration as intimated by the Arbitrator”.

The performance under this contract, shall not stop for any reason, whatsoever, during the said dispute / proceedings, unless the service provider is specifically directed by PDIL to desist from working in this behalf.

14.0 **Jurisdiction**

The P.O shall be deemed to have been entered into at Noida/Vadodara/Sindri, for PDIL's different Unit, as the case may be and all cases of action in relation to the P.O shall, therefore, be deemed to have been assigned within its jurisdiction for respective Unit/location.

SCOPE OF WORK/TERMS AND CONDITIONS
For
Comprehensive maintenance contract for Operation of CCTV system Installed at PDIL,Noida

A. Items to be covered for Repair/Replacement of entire CCTV System installed at PDIL Bhawan, Noida

Sl.No.	Item Description	Quantity
1.	PC based Surveillance Appliance with 32 Channel DVR with 6 TB Hard Disk H.264 & Dual stream video compression with 24 Inch LED Monitor-LG make.	1 no.
2.	32 Inch LED Monitor Make-Samsung at reception	1 no.
3.	Auto-Iris Vari Focal Camera	6 nos.
4.	IR High-Speed Dome Camera	2 nos.
5.	Vari-Focal IR Camera	24 nos.
6.	Including necessary Power Cable, Power Adapters, Conduits, etc.	Lot

- B. Comprehensive maintenance contract for Operation of CCTV system Installed at PDIL,Noida covers Repair/Replacement of any of the items covered to make CCTV operational during the entire period of the contract.
- C. Vendor has to ensure that calls log by PDIL to make any/all parts of CCTV operational to be resolved within 24 hours of intimation by us.

SCHEDULE OF RATES

Sl. No.	Description	Qty.	Lump-sum charges for Three(03) Years (Rs.)
(A)	Comprehensive Annual Maintenance Contract for(CAMC) of CCTV system installed at PDIL Bhawan, A-14, Sector-1, NOIDA with following Item Description	01 (One) Complete lot	
A1	1).PC based Surveillance Appliance with 32 Channel DVR with 6 TB Hard Disk H.264 & Dual stream video compression with 24 Inch LED Monitor-LG make.	1 no.	
	2). 32 Inch LED Monitor Make-Samsung at reception	1 no.	
	3). Auto-Iris Vari Focal Camera	6 nos.	
	4). IR High-Speed Dome Camera	2 nos.	
	5). Vari-Focal IR Camera	24 nos.	
	6). Including necessary Power Cable, Power Adapters, Conduits, etc.	Lot	
(B)	Taxes & Duties:		
B1	Service Tax @....%		
(C)	Total charges for comprehensive AMC for 03 years including all taxes & duties.		Rs.
C1.	Total charges for comprehensive AMC for 03 years including all taxes & duties (in words): Rupees.....		

Note:

- 1) Comprehensive maintenance contract for Operation of CCTV system Installed at PDIL,Noida covers Repair/Replacement of any of the items covered to make CCTV operational during the entire period of the contract.
- 2) Vendor has to ensure that calls log by PDIL to make any/all parts of CCTV operational to be resolved within 24 hours of intimation by us.

Signature of Bidder:_____

Check List

(Summary of Terms and Conditions)

(Bidder must confirm point by point and strike out whichever is not applicable)

Name of Bidder: _____

Offer No. _____

Sl. No.	Description	ITB requirement	Bidder's Confirmation/ Acceptance/ Comments
1.0	Price Basis: Duly executed at PDIL Bhawan, A-14, Sector-1,NOIDA-201301. As per Clause 2.1 of Annexure-III of ITB	To confirm	
2.0	Payment terms: As per Clause 6 of Annexure-III of ITB	To accept	
3.0	Security Deposit: Rs.4000/- as per Clause 7.0 of Annexure-III of ITB	To confirm	
4.0	Period of Contract: Three (03) Years from the Effective date. As per Clause 5 of Annexure-III of ITB	To confirm	
5.0	Validity of Offer: 90 days from Technical Bid Opening Date	To confirm	
6.0	Documents in support of 'Pre Qualification Criteria' for Bidders" indicated in Annexure-I of ITB as per the requirement.	To Submit	
7.0	Copy of PAN card	To Submit	
8.0	Copy of valid Service Tax Registration Certificate	To Submit	
9.0	Price Confirmation Copy - A copy of Priced offer(Annexure-V), keeping price blank (hiding the price) and in place indicating "Quoted" or "√ ", as a confirmation of price quoted against the enquired item and all applicable Taxes & Duties. To be filled in and submitted along with un-priced techno commercial bid.	To furnish	
10.0(A)	Whether the Company is registered as M S E (Micro & Small Enterprises) if 'Yes', indicate the registration No. and enclose a copy of Registration Certificate.	YES / NO.	
(B)	Whether the M S E Company is owned by SC / ST	YES / NO.	
11.0	Address of IT counter where the bidder files Income Tax.	To indicate	
12.0	Confirmation of Acceptance to all Terms and Conditions of the Tender Document in totality.	To confirm	
13.0	Name, Designation, Telephone Nos. FAX No. and e-mail ID of contact person for this enquiry.		
It is confirmed that in case any of the terms and conditions mentioned in this summary are at variance with those indicated anywhere else in our offer; the condition indicated in his summary shall prevail.			

Signature of Bidder: _____

Stamp: _____

(Self Declaration on Bidder's Letter Head as per below performa)

DECLARATION

To ,

Projects and Development India Ltd.

Noida – 201301

Subject : ITB No.Dt.

Sir ,

We hereby declare that M/s is neither put on Holiday or Black-listed by any Government / PSU / Private firm or Financial Institution .

Signature

Name :

Designation :

Seal of the Bidder.

DECLARATION FOR ONLINE PAYMENT

1.0	COMPANY/ FIRM DETAILS:	
1.1	Name of Company/ Firm:	
1.2	Address: Phone No. E-mail ID:	
2.0	BANK DETAILS:	
2.1	Name of the Bank	
2.2	Address of the Branch Telephone No.	
2.3	9 Digit Code number of the Bank and Branch appearing on the MICR cheque issued by the Bank	
2.4	11 Digit NEFT/IFSC Code of the Bank Branch	
2.5	Account Type (SB/CC/CA)	
2.6	Bank Account No.(as appearing on the Cheque)	
3.0	Permanent Account Number (PAN) Under Income Tax Act.	
4.0	Service Tax Registration Number	
5.0	Name of Authorized Signatory	
6.0	Contact Person Name	

SIGNATURE OF AUTHORISED SIGNATORY OF THE FIRM

NAME: _____

OFFICIAL SEAL _____

DATE: _____

Note: Please furnish the above declaration for online payment duly typed on the Company's Letter head, filled in, signed by the authorized person with your Company's Seal.