



TATA INSTITUTE OF SOCIAL SCIENCES
V.N. Purav Marg, Deonar, Mumbai – 400 088.
(A Deemed University under Section 3 of the UGC ACT, 1956)

TISS/AMC-WP/2019

28 May 2019

NOTICE INVITING TENDER FOR
ANNUAL RATE CONTRACT FOR SERVICING, REPAIR & REPLACEMENT OF
SPARES OF WATER PUMPS

The Tata Institute of Social Sciences(TISS) invites sealed bids from established, reputed and experienced firms to provide Annual rate contract for servicing, repair and replacement of spares in respect of Water pumps installed in the premises of the TISS at V.N. Purav Marg, Deonar, Mumbai – 400 088. Details of the services required and other terms and conditions relating to the award of Contract are given in Annexure-I.

2. Tender Document is available on the website of the TISS i.e. www.tiss.edu. The intending bidders may download the tender document containing the terms and conditions and submit the same.
3. All interested service providers are requested to submit their sealed quotations as per prescribed procedure to this office on or before 1500 Hrs. of 11.06.2019.
4. The “Financial Bids” of only those firm(s) shall be opened who qualify the eligibility criteria of “Technical Bid” as stipulated in the tender document.

ANNEXURE - I

TERMS & CONDITIONS

1. Last date & time of receipt of Quotations : 11.06.2019
1500 Hrs.
2. Date & time of opening of Technical Bid : 11.06.2019
1600Hrs.
3. Place of Submitting quotations: TATA Institute of Social Sciences, V.N. Purav Marg, Deonar, Mumbai-400 088.
4. Water Pumps:

SNo.	Description of work	Qty
1.	Servicing of mono block water pump 5 to 7.5 HP with control panel.	14
2.	Servicing of mono block water pump 30 HP with control panel.	04
3.	Servicing of submersible Bore well pump 5 HP to 7.5 HP with control panel.	12
Supplying and Fixing Spare Parts		
4.	Float switch for automatic pump.	1
5.	Ball bearing set	1
6.	Ball bearing set for 30 HP water pump motor	1
7.	Fan for cover	1
8.	Cooling fan	1
9.	Fan cover	1
10.	Gland packing	1
11.	Impeller for Pump	1
12.	impeller for Pump for 30 HP Water Pump	1
13.	Air cock for pump	1
14.	Rewinding for water pump motor mono block 5 HP to 7.5 HP	1
15.	Rewinding for water pump motor mono block 30 HP	1
16.	Bush for pump mono block	1
17.	Shaft for water pump motor	1
18.	Gasket for water pump	1
19.	Water pump removing and re-fixing	1

20.	Painting for water pump	1
21.	Water proof flat cable 2.5 x 3	1
22.	Water proof tape	1
23.	Rewinding for submersible Bore-well/tubewell Water pump motor 5 HP to 7.5 HP	1
24.	Relay for control panel	1
25.	Coil for starter control panel	1
26.	Contactor for starter	1
27.	Replacement of automatic control panel 5 HP to 7.5 HP	1
28.	Replacement of automatic control panel 10 to 12.5 HP	1
29.	Replacement of automatic control panel 30 HP	1
30.	Submersible pump bush	1
31.	S.S. Nut bolts	1
32.	Supply and installation of Bore well submersible pump 5 HP to 10 HP make Agusti/Kirloskar ISI mark	1
33.	Rewinding for water pump motor mono block 10 HP	1
34.	Rewinding for water pump motor mono block 15 HP	1

5. **Scope of work:** The selected Agency/ Firm shall be responsible to provide the service, repair and replacement of defective parts as and when required by the institute.

6. **Validity of the contract:** The period of Annual Rate contract shall be valid for a period of one year from the date of award of contract. The contract may be extended for a further period of one year on mutual consent. TISS, however, reserves the right to terminate the contract by giving 15 days notice and without assigning any reason thereof.

7. **Eligibility conditions:**

(a) The agency/firm should having experience of at least 02 years in the relevant field and must doing such services for various reputed organizations/departments of Government of India/Public Sector Undertakings/statutory bodies/MNCs.

(b) The agency/firm should be registered under Service Tax Registration/TIN/VAT Registration No. (copy to be attached)

(c) The details of inputs/information required to be submitted by the agency are listed in the format for Technical Bid (Annexure II).

8. **Responsibilities of the Firm/Agency:**

(a) All complaints must be attended to within 12 hours after reporting by the institute staff failing which will invite a penalty as follows:

(i) Attending to complaint between 12 hours to 24 hours of intimation - Rs. 200/-

- (ii) Attending to complaint between 24 hours to 48 hours of intimation- Rs.500/-
- (iii) Attending to complaint beyond 48 hours - Rs. 2000/-
- (b) In case the Water pump/motor is not repairable within the Office, the same shall be carried to your workshop at your own expenses with written permission of competent authority. The units carried to the workshop shall be repaired within two days failing which TISS shall be free to impose penalty @Rs.500 per day.
- (c) Contractor will be fully responsible for any accident or mishaps involving workers engaged by the Contractor and the Contractor would pay claims made on this part. The Contractor shall indemnify the Institute from any claims arising out of accidents, disabilities of any nature or death arising out of provisions under law, or any other nature in respect of all workers engaged by the Contractor.
- (d) It may be ensured that parts of authorized brand should only be used for repairs and replacement. If it is found at a later stage that sub-standard /inferior quality items are used, necessary action will be taken against such firms, including forfeiture of their Performance Security and debarring them for quoting future tenders.

9 Performance Security:

- (a) The successful bidder shall be required to deposit an amount of Rs.10000/- within 07 days of issue of letter of intent, as Performance Security.
- (b) Performance security shall be submitted in the form of Demand draft drawn in favour of "Tata Institute of Social Sciences" payable at Mumbai and shall be valid for a period of 12 months.
- (c) Performance Security will be discharged after completion of contractor's performance obligations including warranty obligations under the contract.
- (d) If the contractor fails or neglects any of his obligations under the contract, TISS reserve the right to forfeit either whole or any part of Performance security furnished by the bidder as penalty for such failure.

10. **Payment:** Payment to the selected agency shall be released after successful completion of the desired work.

11. **Validity of Tender:** Rates quoted by the Firm shall remain valid for a period of 60 days or more.

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

13. TISS does not bound to accept the lowest tender and reserve the right to accept or reject any or all the Tenders.

ANNEXURE - II

PROFORMA FOR TECHNICAL BID

SNo.	Items	Information/ Inputs to be filled by the tenderer (If required separate sheets may be enclosed)
1	Name of the firm/agency	
2	Address of the Firm/ Agency/ Company	
3	Contact Details of the Firm/ Agency	
4	GST Details	
5	Whether blacklisted by any Govt. Org./ PSU	
6	Other Details (Enclose Copy)	

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

Undertaking

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

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

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

Date:
Place:

PROFORMA FOR FINANCIAL BID

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

Annual Rate Contract for Servicing, Repair and Replacement of spares of Water pumps.

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2.	Servicing of mono block water pump 30 HP with control panel.	04	Cost per service
3.	Servicing of submersible Bore well pump 5 HP to 7.5 HP with control panel.	12	Cost per service
Supplying and Fixing Spare Parts			
4.	Float switch for automatic pump.	1	
5.	Ball bearing set	1	
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7.	Fan for cover	1	
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16.	Bush for pump mono block	1	
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33.	Rewinding for water pump motor mono block 10 HP	1	
34.	Rewinding for water pump motor mono block 15 HP	1	

Place:
Date :

Signature.....
Name.....
Designation.....

Seal of the Company.....