

INDIAN INSTITUTE OF FOREST MANAGEMENT, BHOPAL

E-TENDER NOTICE

NIT No: IIFM/M(M)/21/02

Dated: 22.07.2021

Online Item Rate Tender (Two Bid System- Technical and Financial) are invited from manufacturer of elevators or their authorized dealer or distributors or reputed registered parties having the experience of annual maintenance contract of Elevators for Comprehensive Annual Maintenance Contract of Elevator (lift) in Classroom building Vidwan and Library at IIFM campus, Bhopal.

1. The Tenderers intending to participate in this Tender are required to get enrolled on the portal <https://moefcc.euniwizard.com> Enrolment on the above mentioned Portal is mandatory. For registration on ITI portal one time charges of Rs. 2360/- (Rs 2000/- + 18% GST) shall be payable through online payment. **Validity of online registration is 1 year** after which re-registration charges at that time shall be applicable. The required documents are to be uploaded on portal during registration process.

Upon successful registration, an acknowledgement mail shall be sent by ITI Ltd., e-Wizard a copy of which shall be required at ewizardhelpdesk@gmail.com to ensure account activation.

2. The tenderers have to digitally sign their bids before submitting the bids hashes online thus the tenderers are advised to obtain Digital Certificates. The Bidders may contact ITI Ltd, for obtaining Class - III Digital Signature Certificates.

3. Tender documents are available in the website <https://moefcc.euniwizard.com> which can be downloaded from **22.07.21, 12:30 AM to 03.08.21 up to 5:30 PM**. And bid submission date from **22.07.21, 12:30 AM to 03.08.21 up to 5:30 PM**.

4. Note: Online Processing Fee to be made online.

5. EMD of Rs 8,000/- should be submitted with the Physical Envelope 'A' in the form of Demand draft drawn from any Nationalized Bank in favour of **Director, IIFM**

6. The tenderers are required to submit Envelope 'A' physically as per the date (03.08.2021 up to 4.00pm) to the Chief Administrative Officer, Indian Institute of Forest Management, Nehru Nagar, Post Box no-357, Bhopal-462003.

The Physical Envelope 'A' should contain the following.

Kindly upload scan copies of below mentioned documents under Technical Qualification (Envelope A) & Submit Physical copy of the documents in department office in due date.

1. EMD (DD)
2. Registration Certificate
3. Certificate of Manufacturer or Authorised dealer or distributor of elevator or CAMC of elevator Service Provider
4. Income Tax return of last three years
5. Any Other Document

Note: Tenders which qualify the technical bid will only be considered for opening of Financial Bid, rest of the Financial bid will be rejected. IIFM reserves the right to reject any or all the Tenders received without assigning any reason(s) thereof

Tender Date Schedule:

S.No	Stages Name	Stages By	Start Date and Time	End Date and Time
1	TENDER RELEASE	DEPARTMENT	22-07-2021 12:30 PM	
2	TENDER PURCHASE & DOWNLOAD	BIDDER	22-07-2021 12:30 PM – 03-08-2021 05:30 PM	
3	BID SUBMISSION	BIDDER	22-07-2021 12:30 PM – 03-08-2021 05:30 PM	
4	TENDER CLOSING	DEPARTMENT	03-08-2021 06:00 PM	
5	TENDER OPENING (Technical Bid)	DEPARTMENT	04-08-2021 3:00 PM	
6	TENDER OPENING (Financial Bid)	DEPARTMENT	13.08.2021 3:00 PM	

For Support: Bidders should get in touch with Mr Anand Singh, contact no 9650970101 for e-tendering support.

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{Chief Administrative officer}

INDIAN INSTITUTE OF FOREST MANAGEMENT, BHOPAL

INDIAN INSTITUTE OF FOREST MANAGEMENT

TENDER FORM FOR

(Tender No.IIFM/M(M)/21/02

TECHNICAL BID

Comprehensive Annual Maintenance Contract of Elevator (lift) in Classroom building Vidwan and Library at IIFM campus, Bhopal

(Please put the Bid in separate sealed envelope duly marked and signed across the flap)

(Do not write the amount here. Amount must be mentioned in the FINANCIAL BID)

1. Name of Firm :
2. Office Address with Phone Nos:

(Please tick mark the following columns appropriately)

S.No	Particulars	Yes	No	Enclosures No
01	Registration Certificate			
02	Certificate of Manufacturer or Authorised dealer or distributor of elevator or CAMC of elevator Service Provider			
03	Whether EMD deposited or not			
04	GST No with copy			
05	Income Tax return of last three years			
06	Up to I crore income PAN card of the Sole proprietor Above 1 crore income PAN card in the name of the firm with audited account is required			

Proof of all above documents duly self attested with seal, receipt of online payment of EMD may be submitted along with the technical bid.

Note: All documents should be enclosed in the above sequence properly.

Place:

Date:

{Name & Signature of the Contractor with seal and address}

Terms & Conditions:

1. Quarterly servicing during the period of contract should be done.
2. Additional visits should be made during the contract period, as and when required, in the event of any breakdown/malfunctioning of the equipment, on intimation in this regard by the customer.
3. Replacement of all worn-out/exhausted part with original parts of KONE including Battery, fan, lights, UPS at free of cost which are found defective and found necessary for the unit should be made. Electric power supply will be maintained by the customer
4. Payment should be made on quarterly basis after completion of services satisfactorily.
5. In Emergency, service will be provided 24x7
6. The party during normal working hours shall send at regular intervals a technician to systematically inspect, adjust and lubricate the parts of the lift to the extent necessary to maintain the lift in satisfactory working order. The party will supply all lubricants (made as per standards of KONE) necessary for this purpose.
7. The party will carry out according to the standards customary annual safety test of KONE to examine all safety devices.
8. 5% of the Contract amount will be deposited as Performance Guarantee which will be refunded after completion of the CAMC period.

Indian Institute of Forest Management, Bhopal

FINANCIAL BID

INDIAN INSTITUTE OF FOREST MANAGEMENT

Tender No. IIFM/M(M)/21/02)

Name of Work: Comprehensive Annual Maintenance of Lift of Vidwan and library building at IIFM campus

S No	Item description	Quantity	Rate	Amount
01	Comprehensive Annual maintenance of 8 passengers lift including machine, Equipment number 43681228, 544 kg capacity, 2 Stops which include routine, preventive & break down maintenance including repairs/ replacement of worn out items with original parts of KONE	01		
02	Comprehensive Annual maintenance of 6 passengers lift including machine Equipment number 43681227, 408 kg capacity, 4 Stops which include routine, preventive & break down maintenance including repairs/ replacement of worn out items with original parts of KONE	01		
	GST			
	Total			

Please provide the bank account number along with the IFSC Code and Pan Card copy for releasing the payment.

Signature of the Party with Seal