

ARMY WELFARE EDUCATION SOCIETY CAMPUS, BANGALORE - 560 077
(AWES CAMPUS)

REQUEST FOR PROPOSAL (RFP)

**INVITATION OF TENDERS FOR REMOVING OF OLD HT METERING CUBICLE;
AND SUPPLY & ERECTION OF NEW HT METERING CUBICLE 3 CT & 3PT
WITH ETV METER AT ARMY WELFARE EDUCATION SOCIETY (AWES)
CAMPUS, BANGALORE - 560 077**

1. Sealed Quotations in two-bid system, are invited from registered vendors having their own office for **“REMOVING OF OLD HT METERING CUBICLE; AND SUPPLY & ERECTION OF NEW HT METERING CUBICLE 3CT & 3PT WITH ETV METER AT ARMY WELFARE EDUCATION SOCIETY (AWES) CAMPUS, BANGALORE - 560 077”** located at N.Nagenahalli, Kothanur Post, Bangalore-77. RFP forms can be downloaded from AIHM&CT website (www.aihmctbangalore.edu.in) and submitted along with the Technical and Commercial Bids on payment of Rs 500/- (Non-Refundable) by way of DD/Pay Order, in favour of **Principal, AIHMCT, Bangalore**, payable at Bangalore.

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|-----|--------------------------------------|---|---------------------------|
| (a) | Date of publication of Advertisement | : | 03 Mar 2022 |
| (b) | Date of Issue of RFP | : | 03 Mar 2022 |
| (c) | Last date for submission of offers | : | 24 Mar 2022 till 1100 hrs |
| (d) | Date of Opening of Technical Bids | : | 24 Mar 2022 at 1200 hrs |
| (e) | Date of Opening Commercial Bids | : | Will be intimated later |

All conditions and parameters will be evaluated with reference to firms submitting tenders. AWES reserves the right to reject any/all applications without assigning any reason whatsoever.

Scope of Work

2. The Scope of Work/Specifications for **“REMOVING OF OLD HT METERING CUBICLE;AND SUPPLY & ERECTION OF NEW HT METERING CUBICLE 3 CT & 3 PT WITH ETV METER AT ARMY WELFARE EDUCATION SOCIETY (AWES) CAMPUS, BANGALORE - 560 077”**are attached at **Annexure I**.

Terms and Conditions

3. **“REMOVING OF OLD HT METERING CUBICLE;AND SUPPLY & ERECTION OF NEW HT METERING CUBICLE 3 CT & 3 PT WITH ETV METER AT ARMY WELFARE EDUCATION SOCIETY (AWES) CAMPUS, BANGALORE - 560 077”**is required to be commenced within a period of **10 days** from the date of acceptance of the offer from AWES/AIHM&CT. On receipt of Supply/Work Order by the selected/L-1 Vendor, the project work will be carried out as per the Scope of Work.

4. Any delay in execution of work within stipulated period ie90 days on receipt of Work Order/PurchaseOrder will attract penalty of 3.5% of the Bid amount (condition apply). AIHM&CT reserves its right to recover the amount.

5. All arrangement for the said project work as per the Scope of Work will be done by the Selected/L-1 Vendor only at the identified place. No men/material support will be offered by AWES/AIHM&CT.

Eligibility Criteria for Short-Listing

6. The following mandatory documents will be attached in support of **Technical Bids**:-

(a) **Common Documents**

- (i) Copy of License/registration in the name of the Firm. The Vendor should be either a registered company or registered partnership or sole proprietorship firm reputed in Electrical contracts/projects field/HT & LT works (proof to be attached). Preference will be given to those Vendors who have carried out similar works in past.
- (ii) Proof of own infrastructure and office with documents (Brochures, leaflets, manuals etc, if any).
- (iii) Copy of PAN card and Income Tax return for last three years.
- (iv) Details of GST number be reflected in the quotation.
- (v) Demand draft for **Rs 500/- (Non-refundable)** towards cost of RFP Forms, downloaded from AIHM&CT website (www.aihmctbangalore.edu.in).
- (vi) Certificate as per format attached at Annexure – II to this RFP on Company/Firm Letter Head.

(b) **Documents for specific procurement**

- (i) Technical specification of their materials/equipment/components (As applicable).
- (ii) Vendor/Organization profile as per **Annexure III**.
- (iii) Specified EMD in the form of Demand Draft/Term Deposit Receipt in favour of the Principal AIHM&CT Bangalore.

7. The Vendor will be required to produce all original documents for verification by the Board of Officers or authorized staff of AIHM&CT on demand for credentials of the Vendor.

Earnest Money Deposit (EMD)

8. Bidders are required to submit Earnest Money Deposit (EMD) for an amount of Rs 3,900.00 (Rupees Three Thousand Nine Hundred Only). The EMD may be submitted in the form of Demand Draft/Fixed Deposit Receipt/Bank Guarantee from any of the public sector banks or a private sector bank authorized to conduct government business with validity of six months from the date of quotation (subject to revalidation of DD/FDR). EMD of the unacceptable bidders will be returned on award of the project work. The EMD of the acceptable bidder would be returned, without any interest on completion of the work.

9. EMD is not required to be submitted by those Bidders who are registered with the Central Purchase Organization (e.g. DGS&D), National Small Industries corporation (NSIC) or any Department of MoD for MoD itself. In such cases, valid proof of exemption of EMD be attached, invariably with quotations as mandatory document. The EMD will be forfeited if the bidder withdraws or amends/impairs or derogates from the tender in any respect within the validity period of their tender.

TWO BID SYSTEM OFFER

10. The offer will be in two parts, **Technical and Commercial Bid**. Both the Bids are required to be submitted in separate sealed covers duly **superscripted** in sealed covers duly marked as per the procedures given below:-

(a) **Technical Bid**. The envelope be **Superscripted** as **Technical Bid** for **“REMOVING OF OLD HT METERING CUBICLE;AND SUPPLY & ERECTION OF NEW HT METERING CUBICLE 3 CT & 3 PT WITH ETV METER AT ARMY WELFARE EDUCATION SOCIETY (AWES) CAMPUS, BANGALORE - 560 077”**.

(b) **Commercial Bid**. The envelope be **Superscripted** as **Commercial Bid** for **“REMOVING OF OLD HT METERING CUBICLE;AND SUPPLY & ERECTION OF NEW HT METERING CUBICLE 3 CT & 3 PT WITH ETV METER AT ARMY WELFARE EDUCATION SOCIETY (AWES) CAMPUS, BANGALORE - 560 077”**.

(c) **Both sealed Technical and Commercial Bids** should be placed in ONE another sealed envelope duly Super Scribed as **OFFER FOR“REMOVING OF OLD HT METERING CUBICLE;AND SUPPLY & ERECTION OF NEW HT METERING CUBICLE 3 CT & 3 PT WITH ETV METER AT ARMY WELFARE EDUCATION SOCIETY (AWES) CAMPUS, BANGALORE - 560 077”**.

11. The tender documents can be dropped in the Tender Box placed at the Registrar's **Office or by post to AIHM&CT, N. Nagenahalli, Kothanur Post, Bangalore – 560 077**. Any bid received after the deadline for submission of bid prescribed, will **NOT** be entertained and returned unopened to the Bidder.

TECHNICAL BID

12. The Technical Bids should be completed in all respect and contain all information asked for in this document. **It should not contain any price information**. The Technical Bid should comprise of the following documents: -

(a) Copy of License/registration in the name of the Firm. The Vendor should be either a registered company or registered partnership or sole proprietorship firm reputed in Electrical contracts/projects field/HT & LT works (proof to be attached). Preference will be given to those Vendors who carried out similar of works in past.

(b) Proof of own infrastructure and office with documents (Brochures, leaflets, manuals etc, if any).

(c) Copy of PAN card and Income Tax return for last three years.

(d) Details of GST number be reflected in the Tender documents.

- (e) Demand Draft/Pay Order for **Rs 500/- (Non-refundable)** towards cost of RFP Forms, downloaded from AIHM&CT website (www.aihmctbangalore.edu.in).
- (f) Technical specification of their materials/equipment/components as per **Annexure I**
- (g) Certificate as per format attached at **Annexure – II** to this RFP on Coy/Firm Letter Head.
- (h) Vendor/Organization profile as per **Annexure III**.
- (j) Vendor’s experience in the field of Electrical Contracts. Preference will be given to those Vendors who has carried out similar projects works in past.
- (k) Specified EMD in the form of Demand Draft/Term Deposit Receipt (TDR) in favour of the Principal, AIHM&CT Bangalore.

COMMERCIAL BID

13. The Commercial Bid should contain all relevant rates and charges only. Rates should be quoted in Indian Rupees only. The Commercial Bid should not contradict the Technical Bid in any manner.

14. **Price Composition**

- (a) The Rates will be filled as per the format attached as **Annexure-IV**.
- (b) AIHMCT will shortlist Vendors, who fulfil Technical and other requirements laid down in this document. The Commercial Bids of only vendors qualifying in the Technical Bidding process will be opened. Short listed Vendors will be notified by e-mail/post and the Vendors/authorized representatives may be present at the time of opening of Commercial Bids.

15. **Quoting of Commercial Bid**. The rates for the Commercial Bid for “**REMOVING OF OLD HT METERING CUBICLE ; AND SUPPLY & ERECTION OF NEW HT METERING CUBICLE 3 CT & 3 PT WITH ETV METER, AT ARMY WELFARE EDUCATION SOCIETY (AWES) CAMPUS, BANGALORE - 560 077**” be furnished as per format given below.

Ser No	Nature of work/Nomenclature	A/U	Qty	Brand Name (As applicable)	Basic Rate per unit	GST rate (%)	GST Amt per unit	Total price per unit (f+h)	Total Cost (d x j)
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(j)	(k)
(a)	Refer Annexure IV								

16. Interested vendors may visit the **AWES Campus** from **03 Mar 2022 to 23 Mar 2022** between **9 AM to 4 PM** on any working days for assessment of the requirement of the project work to be undertaken. Please quote your rate only for the specification/ items as asked for.

17. **Documentation with regard to reduction of Demand Contract from 250 KVA to 150 KVA carried out by AIHM & CT including payment to BESCO be obtained from AIHM & CT before submitting tender documents.**

18. **No Erasers/Alterations.** Rates must be completely filled up. Corrections or alterations, if any, should be authenticated. If rate of any items/group of items are not filled by the vendors, such quotations will **NOT** be accepted.

19. **Validity of Offer.** The offer of quotation should be valid for a period of min **90 days** from the date of opening of Commercial Bids.

20. **Evaluation Process.** Offers (Tenders) will be evaluated in the following stages:-

(a) **Stage I.** Completeness of Offers, i.e., offers not accompanied by the mandatory documents as per paragraph 12 (a) to (k) above, shall be rejected.

(b) **Stage II.** Offers will be evaluated against the stipulated minimum eligibility criteria based purely on valid proof documents submitted by the Vendors. Offers not complying with any of the eligibility criteria as per Paragraph 12 (a) to (k) above will be rejected.

(c) **Stage III.** Price bids (Commercial Bids) of short-listed firms who have qualified with Technical Bidding process will only be opened.

(d) **Stage IV.** Issue of Work Order to selected Firm.

21. **NO COMMITMENT TO ACCEPT LOWER OR ANY TENDER.** AIHM&CT shall be under no obligation to accept the lowest or any other offer received in response to this notice and shall be entitled to reject any or all offers without assigning any reasons whatsoever.

22. **OPENING OF OFFERS.** Technical Bid offers will be opened at Registrar AIHMCT office on **24 Mar 2022 at 12.00 PM.** The Vendors/their representatives may be present at the time of opening of the Technical Bid Offers. No separate intimation will be sent in this regard to the suppliers for deputing their representatives. Opening of Commercial Bids who qualify Technical Bids will be intimated later on.

23. **Order Cancellation.** If the selected Vendor fails to carry out the assigned job within the stipulated time schedule or the extended date communicated, AWES/AIHM&CT reserves the right to cancel the order and EMD money will be forfeited.

Payment Terms

24. **NO REPEAT NO ADVANCE AMOUNT WILL BE PAID TO THE VENDOR.** Part payment will be made to the selected Vendor as per following payment schedule subject to approval of the Board of Officers (PMG):-

(a) 50% payment on delivery of equipment at site.

(b) 30% on installation.

(c) 20% on acceptance/testing.

25. The final payment (20%) will be made to the Vendor on completion of the assigned job/completion of the work as per Scope of work. Proper Invoice will be submitted by the Vendor to AWES/AIHM & CT on completion of work. On scrutiny of the invoice/bill, AWES/AIHM&CT shall make payment after deduction of applicable TDS.

26. **Applicability of Force Majeure Conditions.** The Force Majeure conditions will be applied to both the parties during the “**REMOVING OF OLD HT METERING CUBICLE; AND SUPPLY & ERECTION OF NEW HT METERING CUBICLE 3 CT & 3 PT WITH ETV METER AT ARMY WELFARE EDUCATION SOCIETY (AWES) CAMPUS, BANGALORE - 560 077**”, as per the law of the land.

27. **Clarification Regarding Contents of RFP.** A prospective Vendor who requires clarification regarding contents of the bidding documents, the same shall be notified to the Principal, AIHM&CT in writing or verbal about the clarification sought not later than two days prior to the date of opening of the quotations. Contact address/tele Nos are as under: -

The Principal,
AIHM&CT, N.Nagenahalli
Kothanur Post,
Bangalore – 560 077
Email: principal@aihmctabangalore.edu.in
Tele: 9343415401/8095553485/8123543207

Annexure – I

(Ref Para 2 and 12(f) of RFP)

SCOPE OF WORK/SPECIFICATION
(PART OF TECHNICAL BIDS)**REMOVING OF OLD HT METERING CUBICLE; AND SUPPLY & ERECTION OF NEW HT METERING CUBICLE 3CT & 3PT WITH ETV METER AT ARMY WELFARE EDUCATION SOCIETY (AWES) CAMPUS, BANGALORE - 560 077**

1. The Scope of Work/specification of the project work“**REMOVING OF OLD HT METERING CUBICLE ; AND SUPPLY & ERECTION OF NEW HT METERING CUBICLE 3CT & 3PT WITH ETV METER AT ARMY WELFARE EDUCATION SOCIETY (AWES) CAMPUS, BANGALORE - 560 077**”:-

Ser No	Nature of work/Nomenclature	Brand name (where applicable)	Remarks
1.	Supply, Erection, Commissioning of HT Metering Cubicle 3CT & 3PT with Electronic Meters as required including Load Breaking Switch (LBS) (Note : The Manufacturer/Material used should be approved by BESCO)		
2.	Removal of Old HT Metering Cubicle		
3.	Civil foundation for fixing of LBS		
4.	Earthing/Grounding as required with necessary materials including GI strips		
5.	Modem – HT for remote billing.		
6.	MRT/LT/HT Approval Charges		
7.	Electrical Inspector Inspection/ Clearance Expenses/ charges for disconnection and reconnection if and as applicable		
8.	Supervisions Charges/Lessening charges.		
9.	Any Other expenses/charges if applicable and not mentioned above for reduction of Contract Demand from 250 to 150KVA. (If applicable – refer Para 17 of RFP)		

2. **Acceptance of the Brand.** The decision for acceptance of brand of the equipment/materials, irrespective of value, will be at the discretion of the Board/AWES. No representation from the Vendors will be entertained after opening of the Bids.

3. **Warranty.** The Vendor to provide _____ months warranty for equipment's and _____ months for civil works of the project work.

4. Technical Bids not fulfilling the above technical parameters will be rejected by the Board at the time of opening of Technical Bids.

Annexure – II

(Ref Para 12 (g) of RFP)

(LETTER OF THE VENDOR ON LETTERHEAD)

The Principal,
AIHM&CT,
Kothanur Post,
Bangalore – 560 077

Dear Sir,

**UNDERTAKING BY THE VENDOR FOR “REMOVING OF OLD HT METERING CUBICLE;
AND SUPPLY & ERECTION OF NEW HT METERING CUBICLE 3 CT & 3 PT WITH
ETV METER AT ARMY WELFARE EDUCATION SOCIETY (AWES) CAMPUS,
BANGALORE - 560 077”**

With reference to your tender notice published in the Newspaper dated __Mar 2022 and the RFP published in your website with effect from __Mar 2022, having examined and understood the instructions, terms and conditions forming part of the RFP, we hereby enclose our offer for “**REMOVING OF OLD HT METERING CUBICLE; AND SUPPLY & ERECTION OF NEW HT METERING CUBICLE 3 CT & 3 PT WITH ETV METER AT ARMY WELFARE EDUCATION SOCIETY (AWES) CAMPUS, BANGALORE - 560 077**” in your above referred RFP.

We confirm that we have not been disqualified by any PSUs/ Govt undertaking for contract of work.

We further confirm that the offer is in conformity with the terms and conditions as mentioned in the RFP. We also confirm that the offer of bid shall remain valid for 90 days from the last date of submission of the offer.

We hereby confirm that we have read the terms and conditions given in the RFP and agree to them fully.

We enclose herewith a Demand Draft/Pay Order of Rs. 500/- (Rupees One Thousand only) favouring Principal AIHMCT Bangalore and payable at Bengaluru, towards cost of RFP Form. Details of the same areas under:

- Demand Draft/Pay Order No : _____
- Date of Demand Draft/Pay Order : _____
- Name of issuing Bank : _____

Authorized Signatories
(Name & Designation, seal of the firm)

Annexure-III

(Ref Para 12 (h) of RFP)

(Letter to the Principal AIHM&CT Bangalore on the Vendor's letterhead)

VENDOR / ORGANISATION PROFILE

1. Name of the Organization and Address:
2. Year of Establishment:
3. Status of the firm:
(Whether Pvt. Ltd. Company/Public Ltd. Company / Partnership Firm)
4. Whether registered with the Registrar of Companies/Registrar of Firms in India, if so, mention number and date and enclose Registration Certificate copy.
5. (a) Name and address of Bankers:

(i)	(ii)
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(b) ITR of the Company/Firm for last three years.
(Please attach copies of ITR as proof documents)
6. Whether registered for Service Tax purposes. If so, mention number and date.
7. Since when and how long your Company/firm has been involved in such project works/supplying of such stores?
8. Certified that:-
 - (a) All the information furnished by me/us above here is correct to the best of my/our knowledge and belief.
 - (b) I / We agree that I / We have no objection if enquiries are made about the work listed by me / us here in above and / or in the accompanying sheets.

Place:

Date:

SIGNATURE:
Name & Designation & seal of the Company

Annexure-IV

(Ref Para 12 (h) of RFP)

(Letter to the Principal AIHM&CT Bangalore on the Vendors letterhead)

COMMERCIAL BID**REMOVING OF OLD HT METERING CUBICLE ; AND SUPPLY & ERECTION OF NEW HT METERING CUBICLE 3 CT & 3 PT WITH ETV METER AT ARMY WELFARE EDUCATION SOCIETY (AWES) CAMPUS, BANGALORE - 560 077**

Ser No	Nature of work/Nomenclature	A/ U	Qty	Brand Name (As applicable)	Basic Rate per unit	GST rate (%)	GST Amt per unit	Total price per unit (f+h)	Total Cost (d x j)
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(j)	(k)
1.	Supply, Erection, Commissioning of HT Metering Cubicle 3CT & 3PT with Electronic Meters as required including Load Breaking Switch (LBS). (Note : The Manufacturer/ Material used should be approved by BESCOM)	No s	01						
2.	Removal of Old HT Metering Cubicle	No	01						
3.	Civil foundation for fixing of LBS	Set	04						
4.	Earthing/Grounding as required with necessary materials including GI strips	Set	01						
5.	Modem – HT for remote billing.	Set	01						
6.	MRT/LT/HT Approval Charges								
7.	Electrical Inspector Inspection/ Clearance Expenses/ charges for disconnection and reconnection if and as applicable	L/S	01						
8.	Supervisions Charges/Lessening charges.	L/S	01						
9.	Any Other expenses/ charges if applicable and not mentioned above for reduction of Contract Demand from 250 to 150KVA. (If applicable – refer Para 17 of RFP)	L/S	01						

Note : For Ser 7 & 8, rates be quoted after ascertaining the provisions of Para 17 of the RFP.

EMD BANK GUARANTEE FORMAT

Where as (Hereinafter called the “bidder (has submitted their offer dated for **“REMOVING OF OLD HT METERING CUBICLE;AND SUPPLY & ERECTION OF NEW HT METERING CUBICLE 3CT & 3PT WITH ETV METER AT ARMY WELFARE EDUCATION SOCIETY (AWES) CAMPUS, BANGALORE - 560 077”** (hereinafter called the bid) Having our registered office at are bound unto (Hereinafter called The Buyer” in the sum of buyer, the Bank binds itself, its successors and assigns by these presents.

Sealed with the common seal of the said bank this Day of 20....

The conditions of obligations are

1. If the bidder withdraws or amends, impairs or derogates from the bid in any respect within the period of validity of this tender.
2. If the bidder having been notified of the acceptance of his tender by the buyer during the period of its validity.
3. If the bidder fails to furnish the performance security for the due performance of the contract.
4. Fails or refuses to accept/execute the contract.

We undertake to pay the beneficiary up to the above amount upon receipt of its first written demand, without the beneficiary having to substantiate its demand, provided that in its demand the beneficiary will note that the amount claimed by it is due to it owing to the occurrence of one or both the two conditions, specifying the occurred conditions or conditions.

This guarantee will remain in force upto and including 90 days after the period of RFP validity and any demand in respect thereof should reach the bank not later than the above date.

.....
 (Signature of the authorized officer of the bank)
 Name and designation of the officer
 Seal, name & address of the bank and address of the branch

(Signature of Tenderer)