



IIM NAGPUR

INDIAN INSTITUTE OF MANAGEMENT NAGPUR

(Tender Reference NO.: IIMN/EMES/12/2022-23 dated 03-03-2023)

Name of Work: Competent person's Inspection, witnessing Trial/Testing for issuing of FORM B of complete fire fighting & protection systems installed at various establishments located at IIM Nagpur for renewal of fire fitness certificate for 01 year and extendable to next 2 years.

Client

CAO

INDIAN INSTITUTE OF MANAGEMENT NAGPUR

Plot No-01, Sector-20, MIHAN Notified area,

Dahegaon Khapri (Rly), Nagpur.441108

Ph No:07122870354/07122870331

Last date of Submission:21/03/2023 up to 11:00 AM

Name of Bidder: _____

INDIAN INSTITUTE OF MANAGEMENT NAGPUR
Tender No. IIMN/EMES/12/2022-23 Date: 03-03-2023

NOTICE INVITING TENDERS

Sealed bids are invited under Single stage (TWO bid system) professional agencies for the work mentioned below:

Name of Work: Competent person's Inspection, witnessing Trial/ Testing for issuing of **FORM B** of complete fire fighting & protection systems installed at various establishments located at IIM Nagpur campus for 01 Year (Year 2023) for the interval of every six months namely Jan to June and July to Dec. for the renewal of Fire Fitness certificate of all establishments mentioned in Annexure B and the service shall be further extended to next 2 Years (year 2024 & 2025) on basis of satisfactory performance of the service provider along with same rates and terms & conditions.

- 1. Bid Schedule:** Tender documents can be downloaded from IIMN web site <https://www.iimnagpur.ac.in/tenders/> and as per the schedule given in CRITICAL DATE SHEET as under:

CRITICAL DATE SHEET

Issue of the bid Document	The tender documents can also be downloaded by the bidder from IIM Nagpur website from 03-03-2023 https://www.iimnagpur.ac.in/tenders
Pre - Bid meeting followed by site visit	09-03-2023 at 03:00 PM at IIM Nagpur, MIHAN Campus.
Re-Tendering/Corrigendum (If any)	10-03-2023
Submission of Bid Documents	Last submission by 21-03-2023 up to 11:00 AM, IIM Nagpur (Plot No-01, Sector-20, MIHAN Notified area, Dahegaon Khapri (Rly), Nagpur.441108)
Technical Bid Opening date	PART-I i.e. Pre-Qualification bid shall be opened on 23-03-2023 at 11:30 A.M in the presence of authorized representatives of bidders & IIMN Officers.
Financial Bid Opening date	Price Bid of only technically qualified bidders shall be opened on same day or at later date in presence of authorized representatives of bidders & IIMN Officers.

2. Bid Submission:

All pages of tender documents (downloaded from IIMN website) shall be stamped and signed and submitted by the bidder.

The bid that will be submitted by the bidder should consist of the following TWO sealed envelopes in the sequence given below:

Envelope - 1	Annexure documents and Mandatory and Pre-qualification Bid document, Tender document signed and stamped on each page.
Envelope - 2	<p>All information related to prices in the format given in price bid document. Original Price Bid document signed and stamped on each page shall be submitted. The bidder has to fill the price in the Price bid format downloaded from IIMN website only.</p> <p>The prices shall be filled both in figures and in words and the total amount shall be calculated and rounded off to the nearest rupee. No overwriting or use of correction fluid shall be accepted. Any correction shall be legible and signed by the authorised signatory.</p>

The tender shall be submitted in two parts, viz., technical bid and price bid. The offers submitted by Fax/email shall not be considered. No correspondence will be entertained in this matter.

Part I: Technical Bid

The following documents duly signed and stamped by the tenderer are to be furnished along with **Technical Bid** as per the tender document:

Mandatory Bid Documents

- Particulars of bidders (**Annexure B**)
- Copy of PAN
- Copy of GSTIN registration
- Company incorporation & Establishment

Please attached all the Annexure with all supporting documents.

Eligibility conditions (Pre-qualification):

Sr.n	Description	Remarks (Documents to be attached)
1	The service provider needs to submit valid license (FORM N) issued by Maharashtra Fire Services. The right to accept contracting business of the vendor will rest with IIM Nagpur.	Please attached relevant document (Valid License (FORM N)) as a proof that the firm is having valid license in prescribed format issued by Maharashtra Fire Services. The right to accept the contracting business of the vendor will rest with IIMN.
2	Bidder should have completed atleast 01 similar work in Govt./PSU/reputed private firm in last three years (2020-2023) as on date of this tender publication.	Please attached satisfactory performance certificates/copy issued by clients or copy of FORM B issued to the concerned client.

Technical bid shall be opened as per Tender Critical Date Sheet. The decision, IIMN will be final and binding to all for interpretation of any ambiguity.

Part II: Price Bid

Price Bid of only technically qualified bidders shall be opened at later date in presence of authorized representatives of bidders & IIMN Officers. Technically qualified bidders shall be intimated by web notification and or email. The date, time and location of opening the price bid shall be communicated to the eligible bidders.

- **The service provider shall quote the rates for each building basis for 6 months interval validity of Form B, however the same rates shall be applicable for next tenure of renewal FORM B for applicable period of service contract.**
- The rates quoted shall remain firm throughout the tenure of the service contract as well as in case of extension of contract as mentioned above and no revision is permissible for any reason.
- In case if the price bid is found to be tempered/modified in any manner, tender will be completely rejected and bidder is liable to be banned from doing business with IIMN.
- Do not quote price in the Technical Bid i.e. in Part-I or elsewhere which would lead to bid getting disqualified without any further reference to the bidders.
- The prices must include all the applicable taxes and duties, fees and any other charges except GST. GST component if applicable to be shown separately and will be paid extra, if applicable.
- IIMN reserves the right to negotiate the quoted price with the successful bidder.

Annexure-A**Scope of Work**

S. No.	Description of Work	Building Description	Qty
1.	Competent person's Inspection, witnessing Trial/ Testing for issuing of FORM B of complete fire fighting & protection systems installed in below mentioned establishments located at IIM Nagpur campus for the interval of every six months namely Jan to June and July to Dec. for the renewal of Fire Fitness certificate for 01 Year extendable to 2 years		
2.	Estate Manager Office	G	1
3.	Hostel H3	G+5	1
4.	Service plant room & Engineering Centre	G	1
5.	Administration block	G+2	1
6.	Faculty block	G+2	1
7.	Guard room	G	1
8.	Executive Education Programme block	G+2	1
9.	Visitor center	G	1
10.	Academic North block	G+2	1
11.	Academic South block	G+2	1
12.	Sports Complex	G+1	1
13.	Essential & Health Centre	G	1
14.	Hostel H4	G+5	1
15.	Hostel H2	G+5	1
16.	Hostel H1	G+5	1
17.	Multipurpose Hall	G+1	1
18.	Staff Housing Buildings	G+3	03
19.	Faculty Housing	G+1	11

**** G – Ground Floor**

Other Terms & Conditions:

- 1) The service provider needs to submit FORM B in prescribed format issued by Maharashtra Fire Services and valid license issued by Maharashtra Fire Services twice in a year.
- 2) **It is the sole responsibility of the service provider to liason and provide assistance during inspection of fire extinguishing and fire protection services at the institute campus by Chief Fire Officer/Deputy Chief Fire Officer/Nominated officer from Maharashtra Fire Services/Maharashtra Airport Development Corporation (MADC), Nagpur for renewal of fire fitness certificate of all establishments and keeping FORM B valid for the complete validity period.**
- 3) The final payment to the service provider shall be done only after complete approval of FORM B from Chief Fire Officer/Nominated Officer from Maharashtra Fire Services/Maharashtra Airport Development Corporation (MADC), Nagpur and renewal of fire fitness certificate from the same.
- 4) The bidder may inspect the site before quoting the rates.
- 5) The service provider shall issue the FORM B within 2 days after testing/trial of fire protection system of all buildings.
- 6) The number of buildings may increase or decrease during the service contract period depending on decision of IIM Nagpur, but the rates shall not be revised and the payment will be done after issue of FORM B on each building basis only.
- 7) The name of bidding firm and the name of firm mentioned on license shall be same, the partnership firm or other firm is not allowed to participate in place of licensed firm.

Annexure B

PARTICULARS OF BIDDER

SR.NO	DEACRIPTION	
1	Name of the bidder	
A	Trade Name (in Block letters)	
B	Status of the Bidder (Proprietorship/Partnership/LLP/Limited Co.) (In Block letters)	
C	Name of Proprietor/Partners/CEO/Directors (In Block letters)	
2	Postal Address	
3	Telephone No.	
4	E-mail / Website address (if available)	
5	Name of the Banker, Branch Name & address (In Block letters) (For e-payment purpose)	
6	PAN (Enclose self-attested photocopy)	
7	GSTIN (GST Registration No.) (Enclose self-attested photocopy)	

I/We hereby declare and affirm that I/we have read and understood the terms and conditions of this tender/quotation/NIT as stipulated in the tender notice No IIMN/EMES/12/2022-23 Date: 03-03-2023. Accordingly, I/ we accept the terms and conditions and hereby offer the rates for “Competent person’s Inspection, witnessing Trial/ Testing for issuing of FORM B of complete fire fighting & protection systems installed at various establishments for renewal of fitness certificate” at IIM Nagpur MIHAN Campus as per Price Bid.

Signature _____

Date _____

Official seal of bidder _____

Annexure - C

TENDER ACCEPTANCE LETTER

(To be given on Company Letter Head)

Date:

To,
IIM Nagpur,
MIHAN Campus,
Plot no-1, Sector 20
Mihan Notified Area
Dahegaon, Nagpur-441108

Sub: Acceptance of Terms & Conditions of Tender.

Tender Reference No: _____

Dear Sir,

I/ We have downloaded / obtained the tender document(s) for the above mentioned 'Tender/Work' from the web site(s) namely: <https://www.iimnagpur.ac.in/tenders>

Name of Tender / Work: _____
as per your advertisement, given in the above-mentioned website(s).

1. I / We hereby certify that I / we have read the entire terms and conditions of the tender documents (including all documents like annexure(s), schedule(s), etc.), which form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein.
2. The corrigendum(s) issued from time to time by your IIMN too have also been taken into consideration, while submitting this acceptance letter.
3. We have not tamper/modify downloaded price bid template from <https://www.iimnagpur.ac.in/tenders> in any manner.
4. I / We do hereby declare that our Firm has not been blacklisted/ debarred by any Govt. Department/Public sector undertaking and there has been no litigation with any Government department on account of this services.
5. I / We certify that all information furnished by our Firm is true & correct and, in the event, that the information is found to be incorrect/untrue or found violated, then your department/ organization shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours Faithfully,

(Signature of the Bidder, with Official Seal)

CHECK LIST OF DOCUMENTS TO BE SUBMITTED

Bidder is required to fill-up this checklist which is as follows:

Sr.no	Item Description	Details of Certification Enclosed YES/NO	Bid Reference
1	PAN		
2	GST Registration		
3	Particulars of bidders (Annex - B)		
4	Tender acceptance letter (Annex - C)		
5	The service provider shall have valid license (FORM N) in prescribed format issued through Maharashtra Fire Services.		
6	Bidder should have completed atleast 01 similar work in Govt./PSU/reputed private firm in last three years (2020-2023) as on date of this tender publication.		

Annexure-D

BIDDER'S QUERIES

SL. NO	BIDDING DOCUMENT			SUBJECT	BIDDER'S QUERY	OWNER'S REPLY
	PART / VOL.	PAGE NO.	CLAUSE NO.			

NOTE:

Bidder's Queries may be sent by e-mail to jengineer-mep@iimnagpur.ac.in

SIGNATURE OF BIDDER : _____

NAME OF BIDDER : _____

COMPANY SEAL : _____