



Sub: Supply & installation of Fire Extinguisher (ABC type, CO₂ type & Foam type) of BIS (ISI) mark only & buy back the old/obsolete cylinders at MDI Campus, Gurgaon.

1. Time schedule for tender process:

Schedule of Work		
(i)	Name of work	Supply & installation of portable Fire Extinguisher (ABC type, Clean agent, CO ₂ type & Foam type) at MDI Campus, Gurgaon.
(ii)	Date of publication of tender notification	11/10/2022
(iii)	EMD	Rs. 25,000/- in the form of Demand Draft only
(iv)	Last date for receipt of duly filled tenders	21/10/2022 Up to 03.00 PM
(v)	Address for Submission of tender	C.E, Estate Management Development Institute M.G. Road, Sukhrali , Gurgaon-122007

2. INTRODUCTION

Management Development Institute Gurgaon, (MDIG), Haryana (hereinafter referred to as the "Institute") is one of the Institute of national reputed on which is dedicated to offer world class programmes in Management Education. The Institute Invites Sealed Tenders on 'Single Bid System' as mentioned hereunder in the attached prescribed format from reputed Agency/Firm having adequate experience in similar type of work.

3. TENDER NOTICE:

MDI invites sealed Tenders under one bid systems (price bid only) for **Supply & installation of Fire Extinguisher (ABC type, CO₂ type & Foam type) of BIS (ISI) mark only & buy back the old/obsolete cylinders**, as per specifications given in Annexure 'B' from the firms/ companies who have carried out the same nature of works.

The prospective Bidders are advised to read the entire tender document carefully and satisfy themselves about the work, site condition by visiting the MDI Campus (Estate office), on any working day between 10.00 a.m. and 5.00 p.m. before submitting their tenders (nothing is payable for visiting the MDI campus in this regard). The sealed tender as Specified in the tender document may be address it to

**"The C E (Estate),
Management Development Institute,
Mehrauli Road Sukhrali, Gurgaon, HR-122007"**

so as to reach on or before 03.00 PM, 21.10.2022. The tender may be dropped in Tender Box placed at Estate department at Taksha Shila building before last date and time.

4. **SUBMIT THE FOLLOWING DOCUMENT:** The agencies/companies shall enclose the copies of the following documents
- (i) Latest Income Tax Clearance Certificate.
 - (ii) The agencies/companies have valid GST & PAN registration (Copy attached).
 - (iii) ESI, PF registration Certificate.
 - (iv) Proof of work experience
5. **MODE OF SUBMISSION:**
- The quotations shall be submitted in a waxed sealed cover duly stamped and super-scribed on top of the envelope **Supply & installation of Fire Extinguisher (ABC type, CO2 type & Foam type) of BIS (ISI) mark only & buy back the old/obsolete cylinders.** The bids can be deposited in the Tender Box kept at Estate office MDI takes no responsibility for any postal delay. Quotations sent through email will not be entertained. Any Addendum/Corrigendum date extension in respect of above tender shall be updated in our website only and no separate notification shall be issued in the press/Bidders. Opening date and time of Price Bid will be notified after evaluation of price Bid to the shortlisted Bidders only.
6. **BUYBACK OF OLD FIRE EXTINGUISHERS:** The bidders are also required to give their bid for buyback of old fire extinguishers in the Price / Financial bid. The net amount quoted (Net Amount payable = Cost of Supply and installation of new fire extinguishers– Buyback Cost of Old Fire extinguishers) will be considered for determining & evaluation of Price / Financial bid
7. **EARNEST MONEY DEPOSIT(EMD):**
1. The Earnest Money Deposit (EMD) of an amount of Rs. 25,000/- in the form of Demand Draft only in favor of **Management Development Institute** and payable at **Gurgaon**, EMD will not bear any interest.
 2. **Forfeiture of the EMD:** If any tenderer withdraws the rates, the EMD amount deposited by him will be forfeited and he will be disqualified from participating in any future tender of the Institute.
 3. **Refund of EMD:** The EMD of unsuccessful tenderer will be refunded within 45 working days of opening of price bid.
 4. If the EMD is not enclosed, the Tender offer will be summarily rejected
 5. **Cheque will not be accepted towards EMD.**
 6. The Earnest Money Deposit/Security Deposit will be forfeited and they will be disqualified from participating in any future tender of the Institute if:
 - a) Tenderer withdraws his tender or backs out after acceptance.
 - b) Tenderer fails to remit the EMD.
 - c) Tenderer violates any of the conditions prescribed in the Tender Document.
 - d) Tenderer revises any of the terms quoted, during validity period
 - e) If the successful tenderer fails to enter into an agreement. In the event of refusal to carry out work by the successful Bidder on any grounds.
8. **PERFORMANCE GUARANTEE(PG):**
1. The EMD amount of Rs. 25,000/-of successful bidder will be retained as security deposit in the form of performance guarantee for the period of 180 days of satisfactory completion of works. No interest shall be accrued on the deposit before the agreement with MDI, Gurgaon is entered in to.



2. **FORFEITURE OF THE EMD:** The whole amount of the earnest Money deposit shall be liable to be forfeited in case of breach of any of the terms agreed upon by the contractor. The whole amount of the EMD shall be liable for forfeiture in event of the contractor not being able to continue the contract for the entire duration of the contract on the same rates, terms and conditions.

9. **ELIGIBILITY CRITERIA:**

1. The agency should have executed at least two similar work.
2. The agency should have work experience since last 5 years.

10. **AWARD OF WORK**

The agency quoting the lowest rate for above tender shall be considered for award of work. However, MDI does not bind itself to accept the lowest or any other offer and reserves the right to accept or reject any or all the offers either in full or part without assigning any reason or bargain to arrive reasonable rates.

11. **DEFECT LIABILITY PERIOD:** Defect Liability Period will be of One Year from the date of Installation of the items. The selected vendor will be liable to carry out job/service etc. at site(s) without any additional charges. MDI will retain 5% of the total billing amount as security deposit to cover the Defect Liability Period for one year.

12. **WARRANTY OF EQUIPMENT:** The Warranty Period of Fire Extinguisher will be of three years from the date of Installation of the items.

13. **TRAINING:** The selected vendor shall arrange to deliver training on Operation & Maintenance of the equipment through certified Fire-Safety Professional within 03 days after installation of the equipment without any extra charges at venue suggested by MDI.

14. **TERMS AND CONDITION:**

- (i) The price quoted for the above items should be inclusive of packing, transportation, insurance, installation, and exclusive of GST. The price should be quoted in price format (Annexure-I) only.
- (ii) The scope of work shall include Supply & installation of portable Fire Extinguisher (ABC type, Clean agent, CO₂ type & Foam type) of BIS (ISI) mark only at MDI Campus. This will also include delivery & installation at site. No hidden cost will be entertained after opening of the quotation. The successful bidder will assume full responsibility of the complete system until final acceptance.
- (iii) The equipment shall be supplied as per specifications given in Annexure 'A'. The selected Vendor will be required to submit BIS (ISI) Mark certificate, Warranty Certificate, Hydraulic Test Certificate and Certificate of Powder/Content used in Fire Extinguishers to MDI at the time of delivery of the equipment.
- (iv) The make of Fire Extinguisher Safex or equivalent Life guard/Omex/Minimax make with minimum three years' warranty.



- (v) Stickers may be fixed for this work done along with date of charging and next due date of charging on each fire extinguisher/equipment.
- (vi) Spare parts replaced if any shall be strictly as per ISI specifications during the guaranteed period with free of Cost.
- (vii) Fixing of Cylinders including accessories at the specified places will be the responsibility of vendor.
- (viii) All the pages of this document including terms & conditions, Annexures and Corrigendum, if issued, should be signed with stamp serially numbered by authorized person only and should be attached with the offer. The offer is to be submitted in Company/Firm Letter Head only.
- (ix) The entire work should be completed within 30 days of the confirmed order in writing by the Institute.
- (x) In case the work is not completed within the date stipulated penalty shall be imposed Rs. 5000/- each day of delay subject to a maximum of Rs.50,000/- (Rs Fifty Thousand only). However, Director, MDI shall be empowered to grant extension of time on valid grounds.
- (xi) Damages if any, occurred during execution of the work, the same shall be made good by the contractor within the scope of work without any additional charges.
- (xii) The contractor shall take all safety precautions for the safety of his employees and the Institute shall not be, in any way, liable for any damage/ liability on account of any mishap or negligence of the contractor.
- (xiii) You shall be responsible for any mishap/accident and liability, if any, falling thereof, shall be entirely yours and the Institute shall in no way be responsible for the same.
- (xiv) The watch and ward of materials brought at site shall be the responsibility of the contractor.
- (xv) The contractor must get acquainted with the proposed site for the work and study specifications and conditions before quoting the rates.
- (xvi) **TERMS OF PAYMENT: -**
 - (a) No advance payment will be made for commencing the job. The selected vendor will be required to submit the bills @ 95% of the total billing amount after successful delivery and installation of the equipment. The payment of bills will be made within 15 days from the date of submission of the bills after deducting TDS and other applicable taxes at prevailing rates.

(b) 5% retention amount retain up to 12 months

15. The rates are fixed and shall be valid for entire duration of work.

16. The Institute reserves the right to get the whole or part of work done through one or more parties



17. The quantities indicated in the schedule of quantities are approximately only. The quantities can be increased or decreased or totally deleted while placing order by the Institute. Payment shall be made to the actual quantity receipt at site.

MDI reserves the right to accept or reject any or all the quotations without assigning any reason whatsoever.

Thanking you,

Yours faithfully,

(D S Rawat)
C.E Estate

Enclose: Annexure-A



PRICE BID**Part-A.****SUPPLY & INSTALLATION OF FIRE EXTINGUISHERS (ABC TYPE, CO₂ TYPE & FOAM TYPE)**

S. No	Description	Unit	Qty	Rate	Amount
1	ABC (10 Kg) including allaccessories etc. complete	Nos	10		
2	ABC (2 kg) including allaccessories etc. complete.	Nos	12		
3	ABC (5 kg) including allaccessories etc. complete.	Nos	197		
4	ABC (6 kg) including allaccessories etc. complete.	Nos	1		
5	FOAM TYPE (9ltr) including allaccessories etc. complete.	Nos	1		
6	Co2 (25 kg) including allaccessories etc. complete.	Nos	2		
7	Co2 (4.5kg) including allaccessories etc. complete.	Nos	37		
	Total		260		

Note: The make of Fire Extinguisher Safex or equivalent Life guard/Omex/Minimax make with minimum three years' warranty. The Vendor will be required to install Fire Extinguishers at locations directed by MDI.

Part-B

S. No	Description	Unit	Qty	Rate	Amount
(i)	Buyback of old Fire Extinguishers: The bidders are also required to give their bid for buyback of old fire extinguishers in the Price / Financial bid. The net amount quoted (Net Amount payable = Cost of Supply and installation of new fire extinguishers– Buyback Cost of Old Fire extinguishers) will be considered for determining & evaluation of Price / Financial bid.				
(a)	ABC(10 Kg)	Nos	10		
(b)	ABC (2 kg)	Nos	12		
(c)	ABC (5 kg)	Nos	197		
(d)	ABC (6 kg)	Nos	1		
(e)	FOAM TYPE (9ltr)	Nos	1		
(f)	Co2 (25 kg)	Nos	2		
(g)	Co2 (4.5kg)	Nos	37		
	Total		260		
	Total (C)				

Part-C	Net Total Value C= (A -B)	
	GST	
	Grand Total (Inclusive GST)	



DECLARATION

1. I declare that all the statements made in this quotation are true, complete and correct to the best of my knowledge and brief. I understand that if at any stage, it is found that any information given in this application is false / incorrect or that our agency does not satisfy the eligibility criteria, our company is liable to be penalization.
2. I understand that the decision taken by the MDI, Gurgaon is final in all matters.
3. I hereby agree to work as per the terms and conditions rolled out by MDIG.
4. I understand that the MDI reserves the right to accept or reject and to cancel the purchase process and reject all quotations at any time prior to the award of work, without assigning any specified reasons whatsoever.

Signature

Place: Name

Date: Designation

Organization Seal (In case of organization) /Signature

