

(MDI/Estate/2025/ dated 25 Feb 2025)

TENDER DOCUMENT

For

“Supply, Installation, Testing and Commissioning (SITC) of Air Washer unit & Wet Air Scrubber at MDI Gurgaon Campus”

Last Date of submission of filled tender at MDI Gurgaon: 17 March 2025, 3 P.M.

Pre-Bid meeting will be held on 04 March 2025 at 2:30 PM at MDI Gurgaon

(Tender document is to be submitted in original in sealed covers, duly filled and signed in blue/black color ink on all pages by Authorized Signatory/Proprietor with Company's seal stamped on each page).

**Management Development Institute Gurgaon
Mehrauli Road, Sukhrali, Gurugram -122007**



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The bidders are requested to enclose an Index Table on the first page of the Technical Bid along with enclosures giving details about - Sl. No., Particulars, and Page Nos. from-to, so that during scrutiny of the documents no document is left overlooked by the Institute.



SECTION – II

IMPORTANT INFORMATION RELATED TO TENDER

Sl. No.	Information	Dates
1.	Date/Time of Publishing of Tender	25 Feb 2025, 10 a.m. onwards https://www.mdi.ac.in/tenders.html
2.	Date/Time of Pre-Bid Meeting (for Clarification)	04 March 2025 / 2:30 PM (at MDI Gurgaon). Bidders are requested to depute only one person to attend the meeting.
3.	Date/Time of closing of Tender	17 March 2025 / 3:00 PM
4.	EMD Amount (Refundable to unsuccessful Bidder)	Rs. 1,00,000/- is to be paid through a Demand Draft in favour of " Management Development Institute Society ", payable at Gurgaon. The DD has to be placed in the Technical Bid, without envelope which the bid would not be considered valid.
5.	Period of validity of Tender	180 days from the date of closing of Tender
6.	Address for pre-bid and communication	MDI Gurgaon

1. Sealed Bids are invited under two bid systems from reputed, well-established agency/firms in the prescribed formats.
2. The bids duly filled in all respect enclosing necessary documents may be addressed to Chief Administrative Officer (Institutional Services), Management Development Institute Mehrauli Road, Sukhrali, Gurgaon-122007 (Haryana) so as to reach on or before **17 March 2025 / 3:00 PM**.
3. The address and contact numbers for sending Bids or seeking clarifications regarding this Tender are given below:
 - (a) Bids queries to be addressed to: A.E. (Estate Office), Management Development Institute Gurgaon, 0124-4560514.
 - (b) Postal address for submitting the Bids: Chief Administrative Officer (Institutional Services), Management Development Institute Gurgaon, Mehrauli Road, Sukhrali, Gurgaon-122007 Haryana.
- (c) Bids should be accompanied by Bid Security for an amount of **Rs. 1,00,000/- (Rupees One Lakh Only)** submitted in the form of Demand Draft in favour of "**Management Development Institute Society**", payable at **Gurgaon**.
- (d) Bids received after the last date and time (i.e. 17 March 2025 at 3:00 PM) will not be considered.
- (e) MDI Gurgaon reserves the right to either accept or reject any or all of the bids received without assigning any reason whatsoever and the decision of Director, MDI Gurgaon in the matter shall be final and binding.



SECTION - I

**TENDER
FOR**

“Supply, Installation, Testing and Commissioning (SITC) of Air Washer unit & Wet Air Scrubber (Make-Revent , Zeco and Edgetech) at MDI Gurgaon Campus”

The Institute invites bids from the interested eligible and reputed OEM (Original Equipment Manufacturer) or their authorized channel partners/Dealers (Tender Specific Authorization) in “Two Bid System” consisting of “Technical Bid and “Financial Bid” as mentioned hereunder, strictly in the format attached, for engaging agency for “Supply, Installation, Testing and Commissioning (SITC) of Air Washer unit & Wet Air Scrubber at Change Master kitchen, MDI Gurgaon Campus”.

Interested eligible bidders may submit bids in two separate envelopes duly super-scribed as "Technical Bid" and "Financial Bid". Both these bids should be put in one big envelope superscribed “Supply, Installation, Testing and Commissioning (SITC) of Air Washer unit & Wet Air Scrubber at Change Master kitchen, MDI Gurgaon Campus”.

The Tender can be downloaded from Management Development Institute Gurgaon website: <https://mdi.ac.in> from 25 Feb 2025 onwards and the same duly filled along with enclosures be submitted through Speed Post /Registered post/by hand latest by **17 March 2025 up to 3:00 PM** at MDI Gurgaon. Any bid received after the last date and time for bid submission will not be accepted and will be summarily rejected.

The prospective Bidders are advised to read the entire tender document carefully and satisfy themselves about the work, and site condition by visiting the MDI Campus (Estate office), on any working day between 10 a.m. and 5 p.m. before submitting their bid (nothing is payable for visiting the MDI campus in this regard). The sealed bids as specified in the tender document should be addressed to :-

“The Chief Administrative Officer (IS)
Management Development Institute,
Mehrauli Road Sukhrali, Gurgaon- 122007”

so as to reach on or before **3 PM, 17 March 2025**. The bids may be dropped in the Tender Box placed at the Estate Department Office at TakshaShila building before the last date and time.



SECTION – III

INSTRUCTIONS FOR BIDDERS

1. **Scope of Work:** "Supply, Installation, Testing and Commissioning (SITC) of Air Washer unit & Wet Air Scrubber at Change Master kitchen, MDI Gurgaon Campus". The scope of work shall consist of the cost of all materials, labor tools and plants, engineering, supervision, Installation, calibration, and adjustment as required for the commissioning of the equipment. The term complete installation shall mean, not only major items of the plant and the types of equipment covered by the specifications but also incidental sundry components necessary for complete execution and satisfactory performance of installation with all labour charges, whether or not specifically mentioned in the tender document which shall be provided by the agency at no extra cost to the MDI Gurgaon.
2. The whole work shall be carried out strictly in accordance with CPWD specifications with up-to-date amendment/correction slips up to the entire satisfaction of the Engineer- in-charge.
3. Nothing shall be paid for the damage by rain, floods or any other act of God.
4. Nothing shall be paid for unforeseen delays on account of the non-availability of any kind of material drawing or design.
5. The agency shall provide suitable measuring arrangements at the site for various articles brought by him.
6. No claim on account of fluctuation in prices due to any reasons whatsoever will be considered.
7. The Institute reserves the right to take away any items of the work or any part thereof at any time as per its own discretion.
8. All cable connections with main switches and MCCB shall be done through dowel or any other reputed tinned copper/Al lugs/thimbles using crimping tools. Earthing connection should also be made solidly.
9. All recess chases and holes made for wiring or other purpose shall be filled up properly and wholly and brought to its original finish to the satisfaction of the Engineer- in-Charge.
10. The route and diagram should be made in duplicates on suitable size of tracing cloth for cables/installation and shall have to be supplied immediately after completion of work to the Engineer- in-Charge.
11. All M.S. parts /accessories/old duct from kitchen to terrace except for earthing work to be installed for overhead/underground works are required to be galvanized/ powder painted with the approved color as desired by the Engineer-in-charge after due primer coat. This work is essential irrespective of items issued by the Department or otherwise.
12. The agency shall submit Original Equipment Manufacturer (OEM) test reports, type test, routine test as per applicable IS with respect to panel, cable, and major materials.
13. The agency will have to complete the work within time. Non-availability of material OR delay in consignment will not be entertained as an excuse for requesting for the extension for time for completion of work except any force majeure. Penalty shall be imposed as given in Section-V.
14. If any Make of the item is not specified /miss-specified or there is, any ambiguity or inconsistency can be clarified by the Engineer-in-Charge of the work.
15. The bids shall remain valid for 180 days from the last date of submission of bids. After the issuance of Letter of Award (LOA), in case the agency fails to commence the work, the Earnest Money Deposit will be forfeited. Also, after the issuance of Letter of Award (LOA) in case the agency withdraws or



amends his offer the Earnest Money Deposit will be forfeited. The agency will also be liable to be debarred /blacklisted in both the cases.

16. The actual quantities of the work completed successfully and accepted by the Institute only shall be paid.
17. **AUTHORITY OF THE PERSON SIGNING THE CONTRACT ON BEHALF OF THE SUPPLIER:-** The person who sign the bid and related papers (including the terms and conditions) should have authority to sign on behalf of the agency. If, it is discovered at any time that the person so signing had no authority to do so, MDI Gurgaon without prejudice to any other right or remedy available may cancel the contract and hold such person liable to the MDI Gurgaon for paying all costs and damages arising from the cancellation of the contract including any loss which the MDI Gurgaon may sustain on account of such procurement.
18. **TESTS AND INSPECTION:** The Institute does not intend to have factory inspection. Agency shall supply brand new, duly tested, and certified items, and material, along with test reports, as per requirement. Once the work is declared complete by the agency items shall be inspected by the Engineer-in-Charge/ Institute officials for its proper functioning .
19. **REMOVAL OF REJECTED MATERIAL:** If any material is rejected by MDI Gurgaon or his authorized agent after tests and inspection, the material so rejected shall be removed from the premises of rejection by the agency at his own cost. Such rejected material shall under all circumstances lie at the risk of the agency from the moment of such rejection; and if such material is not removed by the agency within a period of 5 days from the date of notice given by MDI Gurgaon for lifting of such material, MDI Gurgaon or his authorized person may dispose of such material at the agency risk and cost and retain such portion of the proceeds as may be necessary to cover any expense incurred in connection with such disposal and shall also be entitled to recover handling and storage charges for the period during which the rejected material is not removed by the agency.
20. **POST RECEIPT INSPECTION:** The material after receipt in the MDI shall be subject to inspection for its conformity to the specifications by representative of MDI Gurgaon, in the presence of the representative of the agency. In case the agency fails to depute a representative on the specified date, the MDI would be free to get the material checked in the absence of agency representative for which the agency would have no reason to protest at any stage and would be fully responsible of the outcome.
21. The agency must carefully study the technical specifications and general terms and conditions before preparing bids for submission. All terms and conditions of Tedner and Corrigendum, if any, shall be applicable.
22. The price must be quoted in Indian Rupees. Any mistake in calculating the rupee price will not justify the claim for an increase in prices.
23. Authenticated documents to prove the authority of the signatory must be submitted.
24. The agency shall submit their bid in an ambiguous free wording failing which MDI interpretation will be final.
25. The revision of Financial Bid after submission of bid at MDI Gurgaon is not allowed. In case of withdrawing the same within the validity period, EMD shall be forfeited
26. **Arithmetical Errors:** - In case of any inconsistency in the prices furnished, MDI Gurgaon shall be entitled to consider the lowest prices for evaluation and award of contract. All arithmetical errors will be rectified on the basis of the unit price or total price (in figures and in words) whichever is more beneficial to the MDI Gurgaon.
27. Material offered should be strictly according to the technical specification provided in Section-VI.
28. EMD is liable to be forfeited in case of evidence of cartel formation by the bidder(s).



29. Bid of only those agency who have not been blacklisted by any State/Central Govt/PSU/Autonomous Body on the date of publishing of Tender shall be considered. The agency shall submit a Self Declaration of Non-Blacklisting as per Annexure- B
30. Safe custody of all machinery and equipment of the agency shall be agency own responsibility. The agency shall be fully responsible for any loss of equipment and manpower/labour during execution of work.
31. **Earnest Money Deposit (EMD)**
- a. The interested agency may submit the bid complete in all respect along with Earnest Money Deposit (EMD) amounting Rs. 1,00,000/- (Rupees One Lakh only) in the form of a Demand Draft from a nationalized bank, in favour of "**Management Development Institute Society**", payable at **Gurgaon**".
 - b. Any bid not accompanied with EMD shall be summarily rejected and not considered at all.
 - c. EMD of unsuccessful agency will be returned without any interest within 30 days after finalization of Tender.
 - d. EMD of the successful agency shall be returned after 90 days from completion of work. No interest shall be paid.
 - e. EMD shall be forfeited if the bidder withdraws bid during the validity period of bid.
 - f. The Earnest Money shall be forfeited if :-
 - (i) The Bidder/Tenderer withdraws bid during the validity period of bid.
 - (ii) The Successful Bidder/Tenderer fails to comply with all the terms and conditions of the Tender Document during the currency of the contract.

Signature of the authorized signatory:

Office Stamp



SECTION - IV
ELIGIBILITY CRITERIA

Sr.No	Eligibility Criteria	Documents on support
1.	Bidders shall be either Original Equipment Manufacturers (OEM) or authorized Channel partners of OEM. The Make is submitted.	Please enclose a copy of duly authenticated documents. Please note that if the bidder is quoting for more than one Make the necessary Authorization Certificates for all the OEM/make shall be enclosed.
2.	If OEM's authorized partner submits bid on behalf of the Principal /OEM, the same partner shall not submit a bid on behalf of another Principal /OEM for this tender.	If the bidder is an authorized partner of the OEM, the standard MAF (Manufacturer's Authorization Form) as per the MDI Gurgaon's format Annexure -C should be submitted.
3.	The OEM/OEM authorized bidder should have permanent office or at least one service center within Gurgaon the geographical area of Delhi- NCR for quick response in case of breakdowns	Please enclose the details of location and contact details of the Service Center within Gurgaon/Delhi -NCR
4.	The Average Annual Turnover for Financial Years 2021-22, 2022-23 and 2023-24, should not be less than Rs.50 Lakh.	Submit copies of duly audited Balance Sheets for Financial Years 2021-22, 2022-23 and 2023-24 as documentary evidence. Annexure-D
5.	The agency should have successfully completed similar work of supply installation and commissioning of Air Washer & Wet Air-Scrubber during 2021-22, 2022-23 and 2023-24	Attach details as per Annexure-E

Note: Documentary evidence must be furnished against each of the above criteria along with an Index. All documents must be signed by the authorized signatory of the bidder. Relevant portions, in the documents submitted in pursuance of eligibility criteria, should be highlighted.

Signature of the authorized signatory:

Office Stamp



SECTION-V
GENERAL TERMS & CONDITIONS

1. **PRICES:-** The rates shall be inclusive of all types of taxes.
2. **MAKE & QUALITY OF MATERIAL:** - As per Annexure-F (PART-A).
3. **PERIOD OF CONTRACT:** - The work must be completed within the period of 45 days, to be counted from the date of acceptance of LOA by the successful bidder(s).
4. **PENALTY / DEDUCTIONS:** -
 - a. In case of noncompletion of work within the stipulated time, a penalty equal to 10% of the total cost of work shall be levied from the agency.
 - b. In case of any leftover work/unsatisfactory work in the opinion of the Engineer-in-Charge, the work will be done by other agency at the agency risk and cost. Also, a penalty will be imposed @ 10% of the leftover work cost.
5. **FORCE MAJEURE:-** Agency shall not be liable for any delay for reasons arising out of compliance with regulations, orders, or instructions of Central / State Govt., acts of God, acts of civil and Military authorities, fire, flood, strikes, lockout, freight embargoes, war-risk, riots, civil commotion, epidemics and accidental. If the agency wants, the reasons may be explained through a request application which may be prior to delay.
6. **NEGLIGENCE:** If the agency neglects to execute the work with due diligence and expedition or refuses to do the work, then MDI may serve 15 days' notice, in writing to the agency to make good the failure within the stipulated time otherwise MDI shall be at liberty to take the work wholly or partially at the risk and cost of the agency at a reasonable price. It shall be lawful for the MDI to retain any balance which may otherwise be due to the agency on any account if dues of the contract are not sufficient to cover the amount thus recoverable from the agency and to recover the whole of the balance of the amount from the agency by action of law or otherwise. The remedy under this clause will be in addition to and without prejudice to rights available to the MDI under other clauses of the terms and conditions.
7. **SUBLETTING NOT ALLOWED:** The agency shall not sublet the contract.
8. **SECURITY DEPOSIT :-** The 5% security deposit, so deducted from the running bill OR final bill will be refunded after the completion of Defect Liability Period of one year, to be counted from the date of acceptance of handing over the completed work to MDI Gurgaon. No interest will be paid on the security deposit amount.
9. **PERIOD OF LIABILITY:** The agency shall give warranty for a period of one year for all items installed and work executed. However, the warranty offered by the manufacturer (OEM) can not be less than one year from the date of successful commissioning and handover to the Institute.
10. **MEASUREMENT:-** All measurement shall be in metric system. All the works completed will be measured by the representative of the Engineer-in-Charge. The agency will submit the bill in duplicate on approved Performa to the Engineer-in-Charge.
11. **ENGAGEMENT OF ADEQUATE MANPOWER:-** The agency shall engage skilled Manpower/ Engineer for execution of work for "Supply, Installation, Testing and Commissioning (SITC) of Air Washer unit & Wet Air Scribber at Change Master kitchen, MDI Gurgaon Campus". Agency will be fully responsible for any loss of life and property as per clause -15.



12. **TERMS OF PAYMENT:-** Subject to any deduction which the MDI may be authorized to make under this contract, the payment shall be made as follows :-
- 70% payment of the Invoice shall be made against the supply of material at site.
 - 5% security amount deducted from the running bill OR final bill will be refunded after the completion of Defect Liability Period of one year to be completed from date of acceptance of handing over the work to MDI Gurgaon.
 - Balance 25% payment will be made on completion of works.
 - No advance payment except against supply of material.
13. Any unsatisfactory performance during the DLP period shall lead to extension of Defect Liability Period (DLP) till the time the satisfactory performance is achieved
14. **MODE OF PAYMENT:**The payment shall be made through online transfer in favour of successful firm/agency issued LOA /Work Order.
15. **SAFETY RULES:-** Agency, at all the times have to comply with all the provisions of Safety rules. The Agency shall be fully and wholly responsible for any mishappening, injury fatal/non-fatal accident sustained by him / his employees/workers at site during the performance of the work under the contract and MDI shall not entertain any claim on this account.
16. **BREACH OF CONTRACT:-** If the agency fails to adhere to the time schedule or if services are found to be unsatisfactory, the MDI will be entitled at its option either:-
- To recover damages as per the penalty clause mentioned above, if the said delay is not covered under the Force Majeure reasons.
 - To get the work done from any other agency, after serving a written notice of three days to the agency awarded the work, at his risk and cost and without prejudice to the other provisions of the Work Order.
- OR
- To cancel the contract by giving 03 days written notice & forfeit the Security Deposit.
17. **ARBITRATION:-** In all cases of disputes or disagreements between the parties arising out for the settlement of the differences, the matter shall be finally settled by the Arbitrator appointed by the Director, MDI Gurgaon and the dispute will be dealt in accordance with the provision of the Arbitration & Conciliation Act, 1996.
18. **JURISDICTION:-** All legal proceedings in connection with the contract shall be subject to the territorial jurisdiction of local court at Gurgaon(Haryana).
19. **ELECTRICITY / WATER:-** Electricity/ Water will be provided by the Institute free of cost during execution of work.
20. **ACCOMMODATION:-** Agency will be responsible for accommodation of his employees/workers deployed for execution of work at MDI Gurgaon. No accommodation will be provided by MDI Gurgaon.
21. **TRANSPORTATION OF MATERIAL:**
- The agency shall make his own arrangement for transportation of the material from site to anywhere and vice versa.
 - The agency shall make his own arrangement for removal of old as well as unused material from the site to the place as specified by the Engineer-in-Charge after completion of work.
 - The agency will ensure removal and disposal of malba at MCG authorized place at his own



cost time to time during execution and Completion of work.

22. **PRESERVATION & STORAGE OF MATERIAL:**

All the material issued to the contractor by the MDI or brought by the agency for its bonafide use shall be stored and preserved against any loss, damage, shrinkages or deterioration, any damage / loss suffered on this account shall be considered as loss due to willful negligence on part of the agency and shall be liable to compensate MDI for these losses suffered at penal rates to be determined by the MDI. The rates charged for the purpose of recovery shall be final and binding on the agency.

23. **SUPERVISION OF WORK:-**The Engineer-in-Charge shall have the general supervision of the work. The work shall have to be started by the agency as per the instruction of Engineer-in-Charge or his authorized representative at any time on working day, on holiday or after office hours. All the work is to be executed as per approved design and entire satisfaction of the Engineer –in-Charge. The decision of Engineer-in- charge shall be final with regards to all matters relating to his contact.

24. **AUTHORIZED REPRESENTATIVE:-** The agency will intimate (in writing) the name of authorized representative at site to whom necessary instructions regarding the works can be imparted and who will make correspondence regarding contract related issues.

25. **BUY BACK OF OLD SYSTEM :-** The bidder should note that participation in PART-A (Financial Bid performa) and PART-B (Buy back of old system) is compulsory. Failing which the bids will not be considered. The Buy back amount is to be submitted by the bidder in advance shall be considered through Demand Draft issued in favour of “ **MANAGEMENT DEVELOPMENT INSTITUTE SOCIETY**” Payable at **GURGAON** only. No adjustment from the payment amount at PART-A shall be considered.

26. **AUTHORISED CERTIFICATE BY OEM:-** The agency will submit a copy of the Authorization Certificate issued in the name of the bidder agency alongwith the bid documents.

Signature of the authorized signatory:

Office Stamp



SECTION-VI
TECHNICAL AND FUNCTIONAL SPECIFICATION

NAME & SCOPE OF WORK:

- a. "Supply, Installation, Testing and Commissioning (SITC) of Air Washer unit & Wet Air Scrubber at Change Master kitchen, MDI Gurgaon Campus"
- b. The Make of High Efficiency Air Washer unit & Wet Air Scrubber system should be as per tender specifications.
- c. The technical support team should be available in the location/city to take care of any specific technical problem that arises in the Air Washer unit & Wet Air Scrubber system.
- d. The successful agency shall prepare the necessary layout and related drawings for the SITC of the units and get approval from the Engineer-In-Charge.
- e. All necessary drawings/manuals etc related to the Air Washer unit & Wet Air Scrubber system should be provided to the Estate Deptt.
- f. All necessary approval, if any, related to installation from local authorities is/are to be taken care by the successful agency.
- g. The works should be performed in such a manner that there is no disturbance to the other stakeholders / Office.
- h. As the dismantling involves cutting of false ceiling and repairing of the same after installation of the new Air Washer unit & Wet Air Scrubber system, successful bidder must ensure that there should not be any structural damages / any other damages to the property. If anything happens due to the same, the all necessary repair/replacements are to be borne by the bidder and no payments shall be made by the MDI Gurgaon for the same .
- i. All other accessories/materials to be used for installation/maintenance should be as specified by the OEM machine units.
- j. The successful bidder shall for be liable for all material/manpower and their safekeeping at their end.
- k. The successful bidder should keep all insurance/bonds as may be desired for material/manpower at their cost. The successful bidder shall take all necessary insurance required for their workmen staff. If any injuries/casualties arise to the agency workmen/supervisors etc MDI Gurgaon will not be held liable for the same and all claims are to be settled by the agency only.
- l. The agency shall compulsorily follow all safety precautions/labour laws / Government guidelines / local laws related to the work, as specified from time to time.
- m. The successful agency must follow the proper SOP as per CPWD guidelines while installation of the units.
- n. If any deviation, the agency must get approval of the Engineer-In -Charge, MDI Gurgaon.
- o. The agency must complete the work within the specified timelines and the tendered quantities. If any deviation arises, the agency must take prior approval from the MDI Gurgaon/ Engineer-In -Charge.
- p. No deviation in the rates is allowed.No conditional tenders are allowed.
- q. The sucessful bidder has to follow all necessary instructions/guidelines issued by MDI Gurgaon for the execution of the work.



- r. MDI Gurgaon has all rights to terminate any related / all works, at any stage of time, without assigning any reason to the bidder.
- s. The bidder will ensure to timely dispose off the malba/debri etc outside the campus at the MCG designated place at his own cost after completion of the work.
- t. The bidder will ensure execution of work without disturbing the smooth operation of the Kitchen & department working in the nearby building.
- u. The bidder will ensure timely completion of the awarded work and agree and accept all the above Terms and Conditions

Signature of the authorized signatory:

Office Stamp



SECTION – VII
(to be printed on the letterhead of the bidder agency)

ANNEXURE-A

BIDDER DETAILS FORM

S.No	Description	Information
1	Name of Tenderer agency/firm authorized Chanel Partners/Dealer. Attached Tender Specific authorisation	
2	Date of Incorporation of agency/firm (attach certificate of registration/Incorporation)	
3	Details of Earnest Money Deposit	DD No. dateof Rs. 1,00,000/- (Rs. One Lakh Only) in favor of “ MANAGEMENT DEVELOPMENT INSTITUTE SOCIETY ” Payable at Gurgaon.
4	Name of Director/ Partner authorized to participate and sign the bid.	
5	Full Address of Registered Office: Telephone No.: FAX No.: E-Mail Address :	
6	Full address of Operating Branch/Office: Telephone No. FAX No. E-Mail Address	
7	PAN No./GIR No. (Attach attested copy)	
8	GST Registration No (Attach attested copy)	

Signature of the authorized signatory:

Office Stamp



SELF-DECLARATION FOR NON BLACK LISTING
(To be printed on the bidder letterhead)

Date:...../...../.....

Chief Administrative Officer (Institutional Services)
Management Development Institute Gurgaon
Mehrauli Road, Sukhrali, Gurgaon-122007 (Haryana)

Dear Sir/Madam,

In response to the Tender published for selection of agency/firm for **“Supply, Installation, Testing and Commissioning (SITC) of Air Washer unit & Wet Air Scrubber at Change Master kitchen, MDI Gurgaon Campus”**, I / we hereby declare that presently our company / firm has not been ineligible for corrupt & fraudulent practices either indefinitely or for a particular period of time by any State / Central Government / PSU / Autonomous Body.

We further declare that presently our Company / firm is not blacklisted or debarred and not declared ineligible for reasons other than corrupt & fraudulent practices by any State / Central Government / PSU / Autonomous Body on the date of Bid Submission including violation of relevant labour laws.

If this declaration is found to be incorrect then without prejudice to any other action that may be taken, our EMD may be forfeited in full and the bid, if any to the extent accepted may be cancelled at any stage and the contract may be terminated and we shall be barred from bidding in future against any other tender.

Thanking you,

Signature of the authorized signatory:

Office Stamp



**ORIGINAL EQUIPMENT MANUFACTURER (OEM) AUTHORIZATION
(To be printed on the letterhead of OEM)**

To

Chief Administrative Officer (Institutional Services)
Management Development Institute Gurgaon
Mehrauli Road , Sukrali, Gurgaon-122007

Dear Sir:

Ref: Tender No. MDI/Estate/2025 dated.....February 2025

We who are established and reputable manufacturers / OEM do hereby authorize M/s..... (Name and address of Agent) to submit a bid, and sign the contract with you against the above bid Invitation, if found eligible.

We hereby extend our full guarantee and warranty for the products and services offered by the above firm purchased against this Bid Invitation.

We also undertake to provide any or all of the materials, notifications, and information pertaining to the Products manufactured or distributed by the agency for such products as the Institute may opt to purchase from the agency, provided, that this option shall not relieve the agency of any warranty obligations under the Contract; and in the event of termination of production of such Products:

Advance notification to the Bank of the pending termination, in sufficient time to permit the Institute to procure needed requirements; and following such termination, furnishing at no cost to the Institute, the blueprints, design documents, operations manuals, standards, source codes and specifications of the Products, if requested.

We duly authorize the said firm to act on our behalf in fulfilling all installations, Technical support and maintenance obligations required by the contract.

Yours faithfully,
(Name of Authorized Signatory Manufacturer / OEM)

Note: This letter of authority should be on the letterhead of the manufacturer/OEM and should be signed by a person competent and having the Power of Attorney to sign the documents on behalf of the manufacturer. The Bidder in its Bid should include it.

Signature of the authorized signatory:

Office Stamp



ANNEXURE- D

AVERAGE ANNUAL TURNOVER

(Certificate duly certified by a practicing Chartered Accountant should be printed on the CA Firm letterhead)

“Supply, Installation, Testing and Commissioning (SITC) of Air Washer unit & Wet Air Scrubber at Change Master kitchen at MDI Gurgaon Campus”

Financial Year	Amount (Rs.)	Average Annual Turnover (Rs)
2021-22		
2022-23		
2023-24		

Signature of CA Firm

Date:-

Place:-

Signature of the authorized signatory:

Office Stamp



EXPERIENCE PROOF FOR PROVIDING SIMILAR SERVICES

(On the Agency letterhead)

“Supply, Installation, Testing and Commissioning (SITC) of Air Washer unit & Wet Air Scrubber at Change Master kitchen, MDI Gurgaon Campus”

(Details of the major similar contracts handled during the last three years (i.e. 2021-22, 2022-23 and 2023-24) (if the space provided is insufficient, a separate sheet may be attached):

Sl.No	Details of the Client, Address, Telephone No.	Amount of contract (Rs)	Work Order attached (Yes / No)	Completion Certificate attached (Yes / No)
Financial Year 2021-22				
1				
2				
3				
Financial Year 2022-23				
1				
2				
3				
Financial Year 2023-24				
1				
2				
3				

Submit the copy of work orders along with satisfactory completion certificate issued from at least three client's, to whom similar services have been provided by the bidder in the past. The certificate should preferably be for each year from Govt organizations/PSUs/MNCs/ Autonomous Body and a self-attested copy of the same should be submitted.

Signature of the authorized signatory:

Office Stamp



FINANCIAL BID PROFORMA

“Supply, Installation, Testing, and Commissioning (SITC) of Air Washer unit & Wet Air Scrubber at Change Master kitchen at MDI Gurgaon Campus”

(To be printed on the letterhead of the tenderer and to be sealed in a separate envelope)

SCHEDULE OF QUANTITIES -A

S.No	Description (PART-A)	Make-Revent		Make-Zeco		Make- Edgetech	
		Rate (Rs.) (Exclusive GST)	GST%	Rate (Rs.) (Exclusive GST)	GST%	Rate (Rs.) (Exclusive GST)	GST%
1	2	3	4	5	6	7	8
1	<p>Supply & Installation of Air Washer Unit With auto & manual Stater Panel complete job. The specifications are given below:- QTY- 01</p> <p>(A). DOUBLE SKIN AIR COOLING MACHINES WITH EC FANS SPECIFICATION. Supply, Installation, Testing, and Commissioning of double skin type evaporative air cooling machines with FRP coating (packaged type) each comprising of following as per the specifications :</p> <p>SITC of Air washer Unit as per specs:- Air Washer with EC Fan Outer skin = 0.6 mm pre-coated GSS Inner ski = 0.6 mm plain GSS Inner skin = 0.6 mm plain SS (Wet Section) Panel = 23+2 mm thick PU Foam density 42 kg/m3 Filters = Spectrum/Mechmark/Thrmadyne Pump = 0.5HP Grundfoss/Kirlosker 02Nos(1W+ 1S) Cooling Pad = Munters with at least 90% efficiency Pad thickness = 200 mm Filters Mounting = Box type pre filters (Pre & after) Filter Medium = Non-woven, synthetic media water washable Frame Work = Extruded Anodised Aluminium Fan Section Fan Type = EC Fan EC Fan Make = Rosenberg EC Fan model = GKHM 560-CII.183.6NA IE GEN3+ Fan Dia = 560 Fan quantity = 1 nos Power Input = 4.8 KW Total Fan efficiency => 65 % Sound Levels at 3 m distance = ≤ 75dB Out Let velocity = ≤ 10 m/s Hinges and Locks : PVC 10000 CFM - ESP 60 mm</p> <p>(B). Starter Panel 10000 CFM, 4.8 KW EC Fan Control with Rosenberg DPT controller and with 0.5 HP DOL (1w+1s) for Pump along with RS485 Communication port, potentio meter & selector Switch.</p>	Model - REAVS-EC- 10		Model- ZDSAW-100		Model- ETU- 100H AW- NTB25	



S.No	Description (PART-A)	Make-Revent		Make-Zeco		Make- Edgetech	
		Rate (Rs.) (Exclusive GST)	GST%	Rate (Rs.) (Exclusive GST)	GST%	Rate (Rs.) (Exclusive GST)	GST%
1	2	3	4	5	6	7	8
	Supply & Installation of Wet Air Scrubber unit with auto & manual Stater Panel (complete job). The specifications are given below:- QTY-01	Model-REWSS-CF-13		Model-ZDSAS-130		Model- ETU-150H KEX-NTB25	
	(A). Supply, Installation, Testing and Commissioning of Dry Scrubber comprising of extract air intake section (with FRP coating), electrostatic precipitation technology, dry type air cleaner to remove odour, smoke and fumes from exhaust air.						
	Electrostatic section shall be made of 16 gauge galvanized sheet, high bake epoxy powder coated, washable type aluminium mesh filters, stainless steel spiked ionizers to create high voltage DC field, and aluminum collector plates which should be alternatively charged positive and negative with large collecting area with 14" deep cell, to work as magnet for charged smoke and oil particles.						
	The average efficiency of 90-95% in single pass as per DOP test method.						
	The electrostatic Precipitator should be able to charge particles from 0.01 micron to 10 microns through solid state power supply.						
	The system should be fitted with interlock switch for safety.						
	The system should allow connection to a fan section to achieve 500 FPM velocity across the air cleaner.						
	13000 CFM - ESP 65 mm						
	(B). Starter Panel 13000 CFM, 7.5 KW DOL with 1 HP DOL, 1Phase Supply for ESP						
	Total amount in respect of S.No. 1 and 2 above (Rs.)						

S.No	Description	Unit	Estimated Qty.	Rate Exclusive GST (Rs.)	GST %
3	Air Distribution Products (Supply, Fabrication, installation and testing of sheet metal Rectangular ducts in accordance with the approved shop drawings complete with all accessories like vanes, TDF flanges, suspension rods, anchor bolts, GI bolts & nuts, canvas connections, and as required by the specifications. Duct fabrication as per IS: 655 Std.)	One Job			
a	GSS Ducting in 22 G (Elliptical/Round), Make- Tata/Jindal	Sq Mtr	50		
b	GSS Ducting in 22 G (Rectangler) Make- Tata/Jindal	Sq Mtr	50		
4	Supply & Installation of canvas connection,	Nos.	2		
5	Supply & installation of Aluminium powder coated return air grill and diffuser with collar damper.	Sq Mtr	5		
6	Supply & Installation of GI Volume Control Damper made of 18 G thickness.	Sq Mtr	5		
7	Supply & Installation of Baffle filter for hood	Sq Mtr	15		



S.No	Description	Unit	Estimated Qty.	Rate Exclusive GST (Rs.)	GST %
8	MS Support with pad for structure for Air Washer ,Scrubber,Ducting & base plate for MCC Panel complete job	Kg	1500		
9	Supply & installtion of power control cable with earthing GI wire 8 SWG all included like glands,lugs & termination etc.				
a	Copper control 6 Sq mm, 4 core flexible , Make- Polycab.	Mtr	150		
b	Copper control 10 Sq mm, 4 core flexible , Make- Polycab	Mtr	100		
c	Copper control 25 Sq mm, 4 core flexible , Make- Polycab	Mtr	80		
10	Gripplle support for ducting as per standerd size	Nos.	25		
11	Makeup water line for air washer unit (CPVC pipe 1" to 1 ½")	Mtr	50		
Total amount in respect of S. no. 3 to 11 above (Rs.)					

GRAND TOTAL

S.NO	MAKE-REVENT	MAKE- ZECO	MAKE-EDGETECH
1+2			
3 TO 11			
GRAND TOTAL (Exclusive GST) (Rs.)			
GRAND TOTAL (With GST)(Rs.)			

Note:

1. GST as per actual, will be paid extra.
2. We are utilizing the existing duct for the kitchen and the vertical duct extending to the terrace floor. There will be no changes, dismantling, or reinstallations of the current duct but the duct cleaning & painting works is required to be done by the agency, which is in the agency scope of works, all included.

Signature of the authorized signatory:

Office Stamp



ANNEXURE – F (PART-B)

(MDI/Estate/2025/ dated 25 Feb 2025)

FINANCIAL BID PROFORMA FOR BUYBACK OF OLD SYSTEM

(To be printed on the letterhead of the tenderer and to be sealed with Annexure-F (PART-A))

SCHEDULE OF QUANTITIES -B (COST OF BUYBACK OF OLD FRESH AIR & EXHAUST SYSTEM)

S. No.	Description (PART-B)	Unit	Qty.	Rate	Amount
				(Rs.)	(Rs.)
1	Cost of buyback of in-operation of fresh air & exhaust system ONLY (to be disposed off from the MDI premises within 15 days of removal by the bidder). The payment of buyback of old fresh air & exhaust system to MDI Gurgaon by the bidder shall be done through Demand Draft. No adjustment from the payment amount at PART-A is permitted. The dismantling of above unit is included in the agency scope) (Fresh Air & Exhaust system only)	Lot	1		
	Total (GST & TCS extra)				

NOTE: -

1. The bidders are required to participate in both PARTS i.e., PART-A & PART-B, Please note that PART-B will be compulsory with PART-A.
2. The buyback amount (PART-B) needs to be submitted by the agency in advance after award of work in Demand Draft only (GST & TCS extra).
3. The bidders should write clearly the MODEL No. details under the column No.3,5,7, as the case may be.

Signature of the authorized signatory:

Office Stamp

