



**Government
eProcurement
System**

eProcurement System Government of India

Tender Details

Date : 09-Jan-2020 05:22 PM



Basic Details

Organisation Chain	Employees Provident Fund Organisation Procurement and Disposal Unit		
Tender Reference Number	PDU/1(15)2019		
Tender ID	2020_EPFO_534754_1		
Tender Type	Open Tender	Form of contract	Item Rate
Tender Category	Services	No. of Covers	2
General Technical Evaluation Allowed	No	ItemWise Technical Evaluation Allowed	No
Payment Mode	Offline	Is Multi Currency Allowed For BOQ	No
Is Multi Currency Allowed For Fee	No	Allow Two Stage Bidding	No

Payment Instruments

Offline	S.No	Instrument Type
	1	Demand Draft

Cover Details, No. Of Covers - 2

Cover No	Cover	Document Type	Description
1	Fee/PreQual/Technical	.pdf	Detail of firm as filled by the bidder as per tender document in page 6
		.pdf	Scan copy of EMD amount, PAN,GST and Turn over certificate of last three year of firm.
		.pdf	Certificate of registration of firm and valid license under the Delhi fire prevention Act-2006
		.pdf	Attach copy of establishment setup of firm more than 5 year
		.pdf	Copy of detail of banker with address and copy of cancelled cheque.
		.pdf	Copy of detail of work of last three year
2	Finance	.xls	Financial bid sheet

Tender Fee Details, [Total Fee in ₹ * - 0.00]

Tender Fee in ₹	0.00		
Fee Payable To	Nil	Fee Payable At	Nil
Tender Fee	No		

EMD Fee Details

EMD Amount in ₹	10,000	EMD through BG/ST or EMD Exemption Allowed	Yes

Exemption Allowed		EMD Fee Type	fixed	EMD Percentage	NA
		EMD Payable To	Payable To	EMD Payable At	Payable At

Work /Item(s)

Title	Refilling of 102 CO2 Fire Extinguishers of 45 Kg Capacity installed in Head Office Building of EPFO and allied works				
Work Description	Refilling of 102 CO2 Fire Extinguishers of 45 Kg Capacity installed in Head Office Building of EPFO and allied works				
Pre Qualification Details	Please refer Tender documents.				
Independent External Monitor/Remarks	NA				
Tender Value in ₹	NA	Product Category	Fire & Safety	Sub category	Refilling
Contract Type	Tender	Bid Validity(Days)	180	Period Of Work(Days)	30
Location	EPFO, HQ,BHIKHAJI KAMA PLACE,NEW DELHI-110066	Pincode	110066	Pre Bid Meeting Place	NA
Pre Bid Meeting Address	NA	Pre Bid Meeting Date	NA	Bid Opening Place	EPFO, HQ,BHIKHAJI KAMA PLACE,NEW DELHI-110066
Should Allow NDA Tender	No	Allow Preferential Bidder	No		

Critical Dates

Publish Date	09-Jan-2020 05:00 PM	Bid Opening Date	27-Jan-2020 05:22 PM
Document Download / Sale Start Date	09-Jan-2020 05:00 PM	Document Download / Sale End Date	25-Jan-2020 05:00 PM
Clarification Start Date	NA	Clarification End Date	NA
Bid Submission Start Date	10-Jan-2020 10:00 AM	Bid Submission End Date	25-Jan-2020 05:00 PM

Tender Documents

NIT Document	S.No	Document Name	Description	Document Size (in KB)	
	1	Tendernotice_1.pdf	Tender document of fire extinguishers	1246.83	
Work Item Documents	S.No	Document Type	Document Name	Description	Document Size (in KB)
	1	BOQ	BOQ_560111.xls	FINANCIAL BID AS PER TENDER	234.00

Tender Inviting Authority

Name	RPFC-1(PDU)
Address	EPFO, HQ,BHIKHAJI KAMA PLACE,NEW DELHI-110066



EMPLOYEES' PROVIDENT FUND ORGANIZATION
MINISTRY OF LABOUR & EMPLOYMENT
GOVERNMENT OF INDIA

Tender Reference No. PDU/1(15)2019

Tender for Refilling of 102 CO₂ Fire
Extinguishers of 45 Kg Capacity installed in
Head Office Building of EPFO and allied
works

GENERAL INFORMATION

The Tender documents can be downloaded from the website www.epfindia.gov.in & <https://eprocure.gov.in/eprocure/app>. However, **it is mandatory to download official copy of tender document from NIC's e-procurement portal (<https://eprocure.gov.in/eprocure/app>) for bidding in this tender. Please refer to 'Special instructions to Bidders for e-Tendering' in this document for details.**

Any information for the bidders on this tender/ invitation to bid/ invitation for expression of interest or any other information will be uploaded on NIC's e-procurement portal only.

Similarly, any corrigendum such as extension of dates or change in specifications or any other information will be uploaded for the information of the public on NIC's e-procurement portal only. No individual letters / emails will be sent regarding this.

Employees' Provident Fund Organisation, invites E-BIDS (ONLINE TENDER) from registered companies/Limited liability partnership firms/partnership firms/ Proprietorship firm for refilling 102 Nos of CO₂ fire extinguishers having 45 kg. capacity installed in its Head Office premises at Bhavishya Nidhi Bhawan, 14, Bhikaji Cama Place, New Delhi-110066 and allied works as detailed below.

Description and quantity of items:

Serial No	Description of item	Quantity (in numbers)
(1)	Refilling of CO ₂ Fire Extinguishers Cylinders(45Kg)	102
(2)	Hose Reel Drum	05
(3)	Hose Reel Pipe with Gate Valve and setup Nozzle	05
(4)	Hose Pipe with Branch Pipe Nozzle(SS made)	11
(5)	Two way In and Out(Brass made)	03
(6)	CO ₂ type Fire Extinguisher Gate Valve(Brass made)	50

Important dates of events related to the tender are as under:

Sl. No.	Particulars	Date	Time
1.	Date of online publication of Tender	09.01.2020	17:00 hours
2.	Start date of download of Tender Document	09.01.2020	17:00 hours
3.	Start date of submission of bid	10.01.2020	10:00 hours
4.	Closing date of submission of bid	25.01.2020	17:00 hours
5.	Closing date & time for submission of original EMD and Affidavit	25.01.2020	17:00 hours
6.	Opening date of Technical Bid	27.01.2020	11:00 hours

Terms & Conditions:

- 1) The quoted rates should be inclusive of all applicable taxes, transportation/Labour Charges etc. Nothing extra shall be paid.
- 2) The undersigned reserves the right to reject any or all offers without assigning any reason.
- 3) Interested parties may visit the locations of existing fire extinguishers on any working day between 14:00 hours to 17:00 hours.
- 4) The last Date & Time of receipt of online bids is upto 17:00 hours on 25th January, 2020 through E- Procurement Portal CPPP of NIC at URL <https://eprocure.gov.in/eprocure/app>.
- 5) Date & Time of opening of online bids: The tenders will be opened on 27th January, 2020 at 11:00 a.m. online through e-Procurement Portal of CPPP at URL <https://eprocure.gov.in/eprocure/app>. In case, if due to a holiday or an emergency or due to some extra ordinary reasons, if the tenders remain unopened on this date, then the tenders would be opened on the next working day at the same time and at e-Procurement Portal of CPPP.
- 6) Demand Draft of Rs. 10,000/- (Rupees Ten Thousand Only) as Earnest Money drawn in favour of CPFC, EPFO, New Delhi in a sealed envelope super-scribed "Tender for refilling of fire extinguishers in EPFO Head Office New Delhi" should be sent in the name of RPFC-I(PDU) EPFO Head Office 14, Bhikaji Cama Place New Delhi – 110066 before the closing date.
- 7) The Earnest Money without interest will be returned to un-successful bidder on completion of the process of Tender.
- 8) The Earnest Money will be forfeited if the successful bidder fails to complete the work within time given/or fails to comply with the terms & conditions.
- 9) The Earnest Money of Successful Bidder shall be refunded without any interest, 30 days after completion of work, upon application made by the Bidder.
- 10) Bids shall be valid for a period of 180 days from the last Date of Submission of Tender.

- 11) The Agency should submit Cylinder Test Certificate from Government Authorized/Registered Company.
- 12) The agency is required to replace CO₂ type Fire extinguisher Gate Valve of all 102 Nos. CO₂ type fire extinguishers of 45 Kg at the time of refilling of Gas and old Gate Valve may be returned back.
- 13) Out of 102 CO₂ type Fire extinguisher Gate Valve 52 nos. of New Gate Valves will be provided by EPFO.
- 14) Successful bidder will be responsible for removing, transportation, refilling and installation of the fire extinguisher in the flooding systems installed in the basement.
- 15) Refilled Fire cylinders should be fully functional to the satisfaction of EPFO authorities then only payment will be released.
- 16) The payment for the products supplied/ work performed shall be made to the Successful Bidder, after submission of a valid Invoice, by way of a NEFT/ RTGS within 15 days of completion of work and submission of Invoice.

Pre-Bid Queries and Clarifications

The Bidders will have to ensure that their queries if any, shall reach EPFO by e-mail only at email id: rpfc.pdu@epfindia.gov.in on or before 21st January, 2020. Contact details are given below:

Employees' Provident Fund Organisation
Head Office, 14, Bhikaji Cama Place,
New Delhi – 110 075
Name of Officer: Shri Sanjay Saini, SO
Contact No. 011-26716856

Mandatory Technical Requirement (Technical Bid)
To be submitted online
(To be typed on Company's Letterhead)

1. Particulars of Firm:
 - i. Name of the firm
 - ii. Address of the firm
 - iii. Telephone no.
 - iv. e-mail id:
2. Type of firm :(Sole Proprietorship/Partnership/Ltd. Company/Others)
3. Name, address, telephone of the Branch/Service Centre in Delhi
4. Year of Establishment must be more than 5 years old.(Attach proof of setup)
5. Whether having valid license under Delhi Fire Prevention and Life Safety Measures Act, 2006? If yes, please attach copy
6. PAN No.(attach copy)
7. GST No. (attach copy)
8. Turnover of last three years (attach copies certified by Chartered Accountant)
9. Name of Banker with address (provide NEFT details for refund of EMD)
Attach copy of cancelled cheque
10. Details of re-filling work carried out during FY 2016-17, 2017-18, 2018-19.
(Attach copies)

Year	Name of the Organization	Work order reference and Date

Name & Signature of Vendor

Seal

Date:

Place

Financial Bid Format

The prices should be quoted only in the BoQ template provided in CPP Portal.

Sl. No.	Description	Quantity	Rate per unit	Amount
1.	Refilling of CO ₂ Fire Extinguishers Cylinders(45Kg)	102		
2.	Hose Reel Drum	05		
3.	Hose Reel Pipe with Gate Valve and setup Nozzle	05		
4.	Hose Pipe with Branch Pipe Nozzle(SS made)	11		
5.	Two way In and Out(Brass made)	03		
6.	CO ₂ type Fire Extinguisher Gate Valve(Brass made)	50		

The work will be awarded to the bidder whose bid has been determined to be technically qualified and who has offered the lowest total cost for all the items.

Special Instructions to the Contractors/Bidders for the e-submission of the bids online through this e-Procurement Portal

1. Bidder should do Online Enrolment in this Portal using the option Click Here to Enroll available in the Home Page. Then the Digital Signature enrollment has to be done with the e-token, after logging into the portal. The e-token may be obtained from one of the authorized Certifying Authorities such as eMudhraCA/GNFC/IDRBT/MtnlTrustline/SafeScript/TCS.
2. Bidder then logs into the portal giving user id / password chosen during enrollment.
3. The e-token that is registered should be used by the bidder and should not be misused by others.
4. DSC once mapped to an account cannot be remapped to any other account. It can only be Inactivated.
5. The Bidders can update well in advance, the documents such as certificates, purchase order details etc., under **My Documents** option and these can be selected as per tender requirements and then attached along with bid documents during bid submission. This will ensure lesser upload of bid documents.
6. After downloading / getting the tender schedules, the Bidder should go through them carefully and then submit the documents as per the tender document, otherwise, the bid will be rejected.
7. The BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for that tender. Bidders are allowed to enter the Bidder Name and Values only.
8. If there are any clarifications, this may be obtained online through the eProcurement Portal, or through the contact details given in the tender document. Bidder should take into account of the corrigendum published before submitting the bids online.
9. Bidder, in advance, should prepare the bid documents to be submitted as indicated in the tender schedule and they should be in PDF/XLS/RAR/DWF formats. If there is more than one document, they can be clubbed together.
10. Bidder should arrange for the EMD as specified in the tender. The original should be posted/couriered/given in person to the Tender Inviting Authority, within the bid submission date and time for the tender.
11. The bidder reads the terms and conditions and accepts the same to proceed further to submit the bids

12. The bidder has to submit the tender document(s) online well in advance before the prescribed time to avoid any delay or problem during the bid submission process.
13. There is no limit on the size of the file uploaded at the server end. However, the upload is decided on the Memory available at the Client System as well as the Network bandwidth available at the client side at that point of time. In order to reduce the file size, bidders are suggested to scan the documents in 75-100 DPI so that the clarity is maintained and also the size of file also gets reduced. This will help in quick uploading even at very low bandwidth speeds.
14. It is important to note that, **the bidder has to Click on the Freeze Bid Button, to ensure that he/she completes the Bid Submission Process. Bids Which are not Frozen are considered as Incomplete/Invalid bids and are not considered for evaluation purposes.**
15. In case of Offline payments, the details of the Earnest Money Deposit(EMD) document submitted physically to the Department and the scanned copies furnished at the time of bid submission online should be the same otherwise the Tender will be summarily rejected
16. The **Tender Inviting Authority (TIA)** will not be held responsible for any sort of delay or the difficulties faced during the submission of bids online by the bidders due to local issues.
17. The bidder may submit the bid documents online mode only, through this portal. Offline documents will not be handled through this system.
18. At the time of freezing the bid, the eProcurement system will give a successful bid updation message after uploading all the bid documents submitted and then a bid summary will be shown with the bid no, date & time of submission of the bid with all other relevant details. The documents submitted by the bidders will be digitally signed using the e-token of the bidder and then submitted.
19. After the bid submission, the bid summary has to be printed and kept as an acknowledgement as a token of the submission of the bid. The bid summary will act as a proof of bid submission for a tender floated and will also act as an entry point to participate in the bid opening event.
20. Successful bid submission from the system means, the bids as uploaded by the bidder is received and stored in the system. System does not certify for its correctness.

21. The bidder should see that the bid documents submitted should be free from virus and if the documents could not be opened, due to virus, during tender opening, the bid is liable to be rejected.
22. The time that is displayed from the server clock at the top of the tender Portal, will be valid for all actions of requesting bid submission, bid opening etc., in the e-Procurement portal. The Time followed in this portal is as per Indian Standard Time (IST) which is GMT+5:30. The bidders should adhere to this time during bid submission.
23. All the data being entered by the bidders would be encrypted at the client end, and the software uses PKI encryption techniques to ensure the secrecy of the data. The data entered will not be viewable by unauthorized persons during bid submission and not viewable by any one until the time of bid opening. Overall, the submitted bid documents become readable only after the tender opening by the authorized individual.
24. During transmission of bid document, the confidentiality of the bids is maintained since the data is transferred over secured Socket Layer(SSL) with 256 bit encryption technology. Data encryption of sensitive fields is also done.
25. The bidders are requested to submit the bids through online eProcurement system to the TIA well before the bid submission end date and time (**as per Server System Clock**).