



पंडित दीनदयाल उपाध्याय राष्ट्रीय सामाजिक सुरक्षा अकादमी
PANDIT DEENDAYAL UPADHYAYA NATIONAL ACADEMY OF SOCIAL SECURITY

कर्मचारी भविष्य निधि संगठन(श्रम एवं रोजगार मंत्रालय, भारत सरकार)

Employees' Provident Fund Organisation
(Ministry of Labour & Employment, Govt. of India)

30-31 इंस्टिट्यूशनल एरिया, जनकपुरी, नई दिल्ली-110058 फोन - 28525994, फैक्स -28524079

30-31, Institutional Area, JanakPuri, New Delhi-110058

Phone: 011-28525724/ 28525994, Fax: 28524079

Email: natrass@epfindia.gov.in

Ref..11/1/2003/NATRSS/

Date: 19.08.2019

**E-TENDER NOTICE THROUGH EPFO DEDICATED E-PROCUREMENT PORTAL
DEVELOPED BY ITI LIMITED i.e. <https://epfo.euniwizarde.com>**

**Online Bids on Regional P.F. Commissioner-I (Adm.), EPFO are invited for the:
Comprehensive Annual Maintenance Contract for Public Address System- Regarding.**

TENDER-NOTIFICATION

**Sub: Comprehensive Annual Maintenance Contract for Public Address System-
Regarding.**

Pandit Deendayal Upadhyaya National Academy of Social Security is Training Institute of Group 'A' Officers of Employees Provident Fund Organisation. The institute intends to enter into agreement for Comprehensive Annual Maintenance Contract of Public Address System installed at the Academy. The details about the quantity and types of P.A System (Abuja /Philips brand) installed in various Training halls and Auditorium are as under:-

ELIGIBILITY CONDITION:-

1. Interested parties are requested to send the quotation in two bids system i.e. Technical bid and Financial bid online bids on <https://epfo.euniwizarde.com>
2. The quotation should submit on or before **04.09.2019** at **15.00 P.M.** The tender evaluation committee shall be open the Technical Bid on **04.09.2019** at **15.30 P.M.**
3. The bidder shall submit Rs. **5,000/-** as E.M.D. through Demand Draft payable in favour of PDUNASS
4. The bidder must have experience of maintenance of P.A. System in Govt. Organization minimum **03** years and have turn over more than **20** lakh per annum and other registration certificates VAT/sales Tax, Service Tax also submit along with the tender document. Units could be inspected dated **02.09.2019** between **10.00 P.M. to 02.00 P.M.**
5. This Office reserves the right to reject or cancel the tender without assigning any reasons thereof and the decision of the Competent Authority shall remain final.
6. The bidder should not have been blacklisted by any Government Department/Organization. Bidder shall give declaration to this effect.

Yours faithfully,

(D. K. Malhotra)

Regional P.F. Commissioner-I (Adm.)

INSTRUCTION TO THE TENDERERS

Tender Documents may be downloaded from Institute's Website, Online Tender EPFO eProcurement Portal (<https://epfo.euniwizarde.com>). Bidders are advised to submit duly filled bids as per the following schedule given.

Invitation for Bids No 11/1/2003/NATRSS/Pt-1 & date 19.08.2019	पंडित दीनदयाल उपाध्याय राष्ट्रीय सामाजिक सुरक्षा अकादमी PANDIT DEENDAYAL UPADHYAYA NATIONAL ACADEMY OF SOCIAL SECURITY कर्मचारी भविष्य निधि संगठन(श्रम एवं रोजगार मंत्रालय, भारत सरकार) Employees' Provident Fund Organisation (Ministry of Labour & Employment, Govt. of India) 30-31 इंस्टिट्यूशनल एरिया, जनकपुरी, नई दिल्ली-110058 फोन - 28525994, फैक्स -28524079, 30-31, Institutional Area, , JanakPuri, New Delhi-110058 Phone: 011-28525724/ 28525994, Fax: 28524079
NIT	Ref..11/1/2003/NATRSS/Pt-1
Pre-Bid Meeting	-
Bid Submission Start date & Time	19.08.2019 time 17.00
Last Date of Submission of Bids	At before 04.09.2019 time 15.00
Date of Opening of Technical Bids	04.09.2019 time 15.30
Tender Processing Fee	Rs. 750/-+ GST
EMD	Rs. 5000/-
Contact information	(D. K. Malhotra) Regional P.F. Commissioner-I (Adm.) PANDIT DEENDAYAL UPADHYAYA NATIONAL ACADEMY OF SOCIAL SECURITY Employees' Provident Fund Organisation (Ministry of Labour & Employment, Govt. of India) 30-31 इंस्टिट्यूशनल एरिया, जनकपुरी, नई दिल्ली-110058 फोन - 28525994, फैक्स - 28524079, 30-31, Institutional Area, , JanakPuri, New Delhi- 110058 Phone: 011-28525724/ 28525994, Fax: 28524079

INSTRUCTIONS FOR ONLINE BID SUBMISSION

1. INSTRUCTIONS FOR ONLINE BID SUBMISSION

Department of Expenditure has issued the directive to publish the tender document on the available Online Tender Portal <https://epfo.euniwizarde.com> in public domain. The bidders are required to submit soft copies of their bid electronically on the e-Wizard Portal using valid Digital Signature Certificates. Below mentioned instructions are meant to guide the bidders for registration on the e-Wizard Portal, prepare their bids in accordance with the requirements and submitting their bids online on the e-Wizard Portal. For more information bidders may visit the e-Wizard Portal <https://epfo.euniwizarde.com>.

2. REGISTRATION PROCESS ON ONLINE PORTAL

1. Bidders to enroll on the e-Procurement module of the portal <https://epfo.euniwizarde.com> by clicking on the link "Bidder Enrollment". Enrolment on the e-wizard Portal is free of charge.
2. The bidders to choose a unique username and assign a password for their accounts. Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the e-Wizard Portal.
3. Bidders to register upon enrolment their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India with their profile.
4. Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSCs to others which may lead to misuse. Foreign bidders are advised to refer "DSC details for Foreign Bidders" for Digital Signature requirements on the portal.
5. Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / eToken.

3. TENDER DOCUMENTS SEARCH

1. Various built in options are available in the e-Wizard Portal which is further synchronizing with CPP Portal to facilitate bidders to search active tenders by several parameters. These parameters include Tender ID, organization, location, date, value, etc.
 2. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as organization name, form of contract, location, date, other keywords etc. to search for a tender published on the Online Portal.
 3. Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective 'My Tenders' folder. This would enable the Online Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
 4. The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.
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4. BID PREPARATION

1. Bidder should take into account any corrigendum published on the tender document before submitting their bids.
2. Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid.
3. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
4. Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / PNG etc. formats. Bid documents may be scanned with 100 dpi with black and white option.

5. BID SUBMISSION

1. Bidder to log into the site well in advance for bid submission so that he/she upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
2. The bidder to digitally sign and upload the required bid documents one by one as indicated in the tender document.
3. A standard BoQ format has been provided with the tender document to be filled by all the bidders. Bidders to note that they should necessarily submit their financial bids in the prescribed format and no other format is acceptable.
4. The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
5. All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data, which cannot be viewed by unauthorized persons until the time of bid opening.
6. The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
7. Upon the successful and timely submission of bids, the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
8. Kindly add scanned PDF of all relevant documents in a single PDF file of compliance sheet.

6. AMENDMENT OF BID DOCUMENT

At any time prior to the deadline for submission of proposals, the institutions reserve the right to add/modify/delete any portion of this document by issuance of a Corrigendum, which would be published on the website and will also be made available to the all the Bidder who have been issued the tender document. The Corrigendum shall be binding on all bidders and will form part of the bid documents.

7. ASSISTANCE TO BIDDERS

1. Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
2. Any queries relating to the process of online bid submission or queries relating to e-Wizard Portal in general may be directed to the 24x7 e-Wizard Helpdesk. The contact number for the helpdesk is 011-49606060, Amit Kumar Jha-91-9355030627, Sanjeet Kumar Jha +91-8882495599, 91-9355030626.



8. INSTRUCTIONS TO THE BIDDERS

1. The tenders will be received online through portal <https://epfo.euniwizarde.com>. In the Technical Bids, the bidders are required to upload all the documents in .pdf format.
2. Possession of Valid Class II/III Digital Signature Certificate (DSC) in the form of smart card/ e-Token in the company's name is a prerequisite for registration and participating in the bid submission activities through <https://epfo.euniwizarde.com>. Digital Signature Certificates can be obtained from the authorized certifying agencies, details of which are available in the web site <https://epfo.euniwizarde.com> under the link 'DSC help'.

Tenderers are advised to follow the instructions provided in the 'Instructions to the Tenderers for the e-Submission of the bids online through the e-Wizard Portal for e-Procurement' at <https://epfo.euniwizarde.com>.

9. Performance Security: SECURITY DEPOSIT:

- 9.1 On selection, the agency shall be required to deposit 10% of the total cost of work as Security deposit after adjusting the EMD within 10 (ten) days of receipt of letter of intent/notification of acceptance of the tender by him and the same will be refunded after successful completion of the period of AMC as specified in the work order.
- 9.2 All compensation or other sums of money payable by the contractor under the terms of this Contract or any other Contract or any other account whatsoever may be deducted from the security deposit.
- 9.3 The EMD deposited by the successful tenderer shall be converted into security deposit. The EMD of the rest of bidders will be refunded after award of the contract. Security deposit of the above work will be retained by the Organisation and the same will be refunded without interest to the contractor on the Senior Administrative Officer certifying in writing that the AMC period of 12 months has been completed satisfactorily.
- 9.4 Security Deposit will be forfeited in the event of the contract offered in full or in part not being fulfilled by the Tenderer/Contractor.

Criteria for Award of Contract

- 10 The Tender shall be awarded on completion of all terms & Conditions required to be qualified by the bidder a per Technical bid and on the basis of total cost/value of the tender being the lowest i.e L-1.
- 11 While submitting the tender, any of the prescribed conditions are not fulfilled or are incomplete in any form, the tender are liable to be rejected.
- 12 Any cutting/over writing etc. in the tender must be signed by the person who is signing the tender. Conditional Tenders will not be accepted, and are liable to be rejected.
- 13 The Tenderer agrees that the rates submitted shall remain valid for acceptance for a period of 120 days from the date of opening of Technical Bid of tender.
- 14 Complete tender document is available on our e-tender website <https://epfo.euniwizarde.com> any further corrigendum/addendum to this tender document shall be made available on aforesaid website. It is therefore, requested that the bidders may regularly visit the website for checking any corrigendum/addendum to this document.



- 15 In the event of any dispute the legal matter shall be subjected to the jurisdiction of Delhi Court only.
- 16 All the communication with respect to the tender shall be addressed to:

Senior Administrative officer PDUNASS,
30-31 , Institutional Area, Janakpuri
New Delhi-110058

SIGNATURE OF THE CONTRACTOR



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PANDIT DEENDAYAL UPADHYAYA NATIONAL ACADEMY OF SOCIAL SECURITY
Employees' Provident Fund Organisation
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30-31, Institutional Area, ,JanakPuri, New Delhi-110058
Phone: 011-28525724/ 28525994, Fax: 28524079
Email: natrss@epfindia.gov.in

Technical Bid

1	Name of the tenderer (in block letters)	
2	Status of the agency whether company/ Partnership/Proprietorship (Please attach copy of relevant documents)	
3	Tenderer's Registered office address	
4	Tenderer's address for correspondence	
5	Proof of turnover	
6	Proof of experience in Govt. Organisation	
7	Copy of satisfactory performance certificate	
8	Copy of PAN Card	
9	GST Registration No	
10	Detials of EMD	
11	Affidavit regarding non-blacklisted firm/company	

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FINANCIAL BID

SCHEDULE OF QUANTITIES

BOQ for the Comprehensive AMC of Public Address System

Name of the tenderer of the agency whether company/Partnership/Proprietorship			
S/no.	Details of P.A.System	QTY	UNIT
1.	Stereo power amplifier 900D (Brand Studiomaster)	2	Nos.
2.	Onkyo Stereo Deck	1	Nos.
3.	Wefdale Speakers 300W	2	Nos.
4.	JBL Speaker Control 1-1	2	Nos.
5.	Philips control unit	3	Nos.
6.	Philips Delegate Unit	68	Nos.
7.	Wireless gooseneck mic	5	Nos.
8.	Podium Microphone	1	Nos.
9.	Mixer 12.2 Studiomaster	1	Nos.
10.	Mixing Panel Ahuja conference system	1	Nos.
11.	Wireless hand mic	1	Nos.
12.	Wireless collar mic (shure)	1	Nos.
13.	Speaker 30 watts(Phillips)	2	Nos.
14.	Speaker 15 watt(Ahuja)	2	Nos.
<u>BRAHASPATI HALL:</u>			
1.	AHUJA Delegate Unit	20	Nos.
2.	Central Unit	1	Nos.
3.	AHUJA Power Amplifier	1	Nos.
4.	Wireless Coller Mike(Brand Shure)	1	Nos.
5.	Wireless gooseneck mike	4	Nos.
6.	Speaker PS 500T	2	Nos.
<u>MANGAI HALL:</u>			
1	AHUJA Delegate Unit	8	Nos.
2	AHUJA Central Unit	1	Nos.
3	AHUJA Power Amplifier	1	Nos.
4	WirelessMicrophone (Hand/Collar)	2	Nos.
5	Wireless gooseneck mike	4	Nos.
6	Ceiling Speaker	4	Nos.
Total cost of AMC			

(Signature)



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30-31, Institutional Area, Janak Puri, New Delhi-110058

दूरभाष-28524248 फैक्स-28525987

Phone: 2852428 Fax: 28525987

Phone: 011-28520468 (After office Hours/Holidays)

Email: natrss@epfindia.gov.in



सं.11/1/2003/नाटरस/

दिनांक:

आईटीआई लिमिटेड द्वारा विकसित क.भ.नि.स.-समर्पित ई-प्रोक्योरमेंट पोर्टल के माध्यम से ई-टेंडर नोटिस <https://epfo.euniwizarde.com>

पब्लिक एड्रैस सिस्टम के लिए व्यापक वार्षिक रखरखाव संविदा क्षेत्रीय भविष्यनिधि आयुक्त-1(प्रशासन) क.भ.नि.सं. की ऑनलाइन बोली आमंत्रित की जा रही हैं।

निविदा सूचना

पंडित दीनदयाल उपाध्याय राष्ट्रीय सामाजिक सुरक्षा अकादमी, कर्मचारी भविष्य निधि संगठन के ग्रुप "ए" अधिकारियों हेतु एक प्रशिक्षण संस्थान है। यह संस्थान इस अकादमी में लगे पब्लिक एड्रैस सिस्टम की व्यापक वार्षिक रखरखाव संविदा हेतु करार करने की इच्छुक है। विभिन्न प्रशिक्षण कक्षाओं तथा ऑडिटोरियम में लगे (अबुजा, फिलिप्स ब्रांड) की मात्रा तथा क्रिस्मों के ब्यौरे निम्नलिखित हैं :-

पात्रता की शर्तों

1. इच्छुक पार्टियों से कोटेशन एकल सीलबद्ध लिफाफे में दो बोली प्रणाली अर्थात् तकनीकी बोली तथा वित्तीय बोली में भेजने का अनुरोध है। इस सीलबद्ध लिफाफे पर **"पब्लिक एड्रैस सिस्टम के एएमसी हेतु कोटेशन"** स्पष्ट रूप से उल्लिखित हो तथा इसे उपर्युक्त पते पर वरिष्ठ प्रशासनिक अधिकारी को भेजा जाए।
2. ये कोटेशन दिनांक **04.09.2019 को अपराह्न 15.00 बजे** तक अथवा उससे पूर्व प्राप्त हो जाए। निविदा मूल्यांकन समिति कोटेशनों को दिनांक **04.09.2019 को सायंकाल 15.30 बजे** खोलेगी।
3. बोली लगाने वाला पीडीनास के पक्ष में देय डिमांड ड्राफ्ट के माध्यम से 5000/- रुपए की बयाना राशि भी जमा कराएंगे।
4. बोली लगाने वाले के पास सरकारी संगठन में पब्लिक एड्रैस सिस्टम के रखरखाव का कम से कम 03 वर्ष का अनुभव हो तथा उसका टर्नओवर 20 लाख प्रतिवर्ष हो। अन्य रजिस्ट्रेशन प्रमाणपत्र यथा वैट/विक्रय कर, सेवा कर भी निविदा दस्तावेज के साथ लगाए जाएंगे। इकाइयों का निरीक्षण दिनांक 02.09.2019 को प्रातः 10:00 बजे से सायंकाल 02:00 बजे तक किया जा सकता है।

5. बिना कोई कारण बताए निविदा को अस्वीकार अथवा रद्द करने का अधिकार इस कार्यालय का है तथा इस संबंध में सक्षम प्राधिकारी का निर्णय अंतिम होगा ।
6. बोली लगाने वाले को किसी भी सरकारी विभाग/संगठन द्वारा ब्लैक लिस्ट न किया गया हो । बोली लगाने वाला इस आशय की घोषणा करे ।

भवदीय,

(डी.के मल्होत्रा)

क्षेत्रीय भविष्य निधि आयुक्त-1

निविदाकारों को अनुदेश

निविदा दस्तावेजों को संस्थान की वेबसाइट ऑनलाइन निविदा क.भ.नि.स. इ-प्रोक्योरमेंट पोर्टल <https://epfo.euniwizarde.com> से डाउनलोड किया जा सकता है। निविदाकर्ता को सलाह दी जाती है कि दिया जाता है कि बिड नीचे दी गई सूची के अनुसार प्रस्तुत करें।

Invitation for Bids No/ बिड नं 11/1/2003/NATRSS/Pt-1 & date 19.08.2019	पंडित दीनदयाल उपाध्याय राष्ट्रीय सामाजिक सुरक्षा अकादमी PANDIT DEENDAYAL UPADHYAYA NATIONAL ACADEMY OF SOCIAL SECURITY कर्मचारी भविष्य निधि संगठन(श्रमएवंरोजगारमंत्रालय, भारत सरकार) Employees' Provident Fund Organisation (Ministry of Labour& Employment, Govt. of India) 30-31 इंस्टिट्यूशनल एरिया,जनकपुरी,नई दिल्ली-110058 फोन - 28525994, फैक्स -28524079, 30-31, Institutional Area, ,JanakPuri, New Delhi-110058 Phone: 011-28525724/ 28525994, Fax: 28524079
NIT/एनआईटी	Ref..11/1/2003/NATRSS/Pt-1
Pre-Bid Meeting /प्री-बिड मीटिंग	-
बिड प्रारंभ करने की अंतिम तिथि व समय	19.08.2019 time 17.00
बिड प्रस्तुत करने की अंतिम तिथि	At before 04.09.2019 time 15.00
तकनिकि बिड खोलने की तिथि	04.09.2019 time 15.30
निविदा प्रोसेसिंग फीस	Rs. 750/-+ GST
EMD / इएमडी	Rs. 5000/-
Contact information /संपर्क सूचना	(D. K. Malhotra) Regional P.F. Commissioner-I (Adm.) PANDIT DEENDAYAL UPADHYAYA NATIONAL ACADEMY OF SOCIAL SECURITY Employees' Provident Fund Organisation (Ministry of Labour& Employment, Govt. of India) 30-31 इंस्टिट्यूशनल एरिया,जनकपुरी,नई दिल्ली-110058 फोन - 28525994, फैक्स - 28524079, 30-31, Institutional Area, ,JanakPuri, New Delhi- 110058 Phone: 011-28525724/ 28525994, Fax: 28524079

INSTRUCTIONS FOR ONLINE BID SUBMISSION

1. INSTRUCTIONS FOR ONLINE BID SUBMISSION

Department of Expenditure has issued the directive to publish the tender document on the available Online Tender Portal <https://epfo.euniwizarde.com> in public domain. The bidders are required to submit soft copies of their bid electronically on the e-Wizard Portal using valid Digital Signature Certificates. Below mentioned instructions are meant to guide the bidders for registration on the e-Wizard Portal, prepare their bids in accordance with the requirements and submitting their bids online on the e-Wizard Portal. For more information bidders may visit the e-Wizard Portal <https://epfo.euniwizarde.com>.

2. REGISTRATION PROCESS ON ONLINE PORTAL

1. Bidders to enroll on the e-Procurement module of the portal <https://epfo.euniwizarde.com> by clicking on the link “Bidder Enrollment”. Enrollment on the e-wizard Portal is free of charge.
2. The bidders to choose a unique username and assign a password for their accounts. Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the e-Wizard Portal.
3. Bidders to register upon enrolment their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India with their profile.
4. Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSCs to others which may lead to misuse. Foreign bidders are advised to refer “DSC details for Foreign Bidders” for Digital Signature requirements on the portal.
5. Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / eToken.

3. TENDER DOCUMENTS SEARCH

1. Various built in options are available in the e-Wizard Portal which is further synchronizing with CPP Portal to facilitate bidders to search active tenders by several parameters. These parameters include Tender ID, organization, location, date, value, etc.
2. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as organization name, form of contract, location, date, other keywords etc. to search for a tender published on the Online Portal.
3. Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective ‘My Tenders’ folder. This would enable the Online Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
4. The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

4. BID PREPARATION

1. Bidder should take into account any corrigendum published on the tender document before submitting their bids.
2. Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid.

3. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
4. Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / PNG etc. formats. Bid documents may be scanned with 100 dpi with black and white option.

5. BID SUBMISSION

1. Bidder to log into the site well in advance for bid submission so that he/she upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
2. The bidder to digitally sign and upload the required bid documents one by one as indicated in the tender document.
3. A standard BoQ format has been provided with the tender document to be filled by all the bidders. Bidders to note that they should necessarily submit their financial bids in the prescribed format and no other format is acceptable.
4. The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
5. All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data, which cannot be viewed by unauthorized persons until the time of bid opening.
6. The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
7. Upon the successful and timely submission of bids, the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
8. Kindly add scanned PDF of all relevant documents in a single PDF file of compliance sheet.

6. AMENDMENT OF BID DOCUMENT

At any time prior to the deadline for submission of proposals, the institutions reserve the right to add/modify/delete any portion of this document by issuance of a Corrigendum, which would be published on the website and will also be made available to the all the Bidder who have been issued the tender document. The Corrigendum shall be binding on all bidders and will form part of the bid documents.

7. ASSISTANCE TO BIDDERS

1. Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
2. Any queries relating to the process of online bid submission or queries relating to e-Wizard Portal in general may be directed to the 24x7 e-Wizard Helpdesk. The contact number for the helpdesk is **011-49606060, Amit Kumar Jha-91-9355030627, Sanjeet Kumar Jha +91-8882495599, 91-9355030626.**

8. INSTRUCTIONS TO THE BIDDERS

1. The tenders will be received online through portal <https://epfo.euniwizarde.com>. In the Technical Bids, the bidders are required to upload all the documents in .pdf format.
2. Possession of Valid Class II/III Digital Signature Certificate (DSC) in the form of smart card/ e-Token in the company's name is a prerequisite for registration and participating in the bid submission activities through <https://epfo.euniwizarde.com>. Digital Signature Certificates can be obtained from the authorized certifying agencies, details of which are available in the web site <https://epfo.euniwizarde.com> under the link 'DSC help'.

9. निष्पादन सुरक्षा: प्रतिभूति जमा

9.1 चयनित होने पर, एजेंसी को आशय पत्र की प्राप्ति/एजेंसी द्वारा निविदा-स्वीकृति की अधिसूचना के 10 (दस) दिनों के भीतर बयाना राशि को समंजित करने के पश्चात कुल कार्य-लागत का 10% प्रतिभूति जमा स्वरूप जमा करवाना होगा तथा कार्य आदेश में यथाविनिर्दिष्ट एएमसी की अवधि के सफलतापूर्वक पूर्ण हो जाने के पश्चात इसे वापिस कार दिया जाएगा ।

9.2 इस संविदा अथवा किसी अन्य संविदा के निबंधनों के अंतर्गत अथवा किसी भी अन्य कारण से ठेकेदार द्वारा देय क्षतिपूर्ति अथवा अन्य धनराशियाँ इस प्रतिभूति जमा से काटी जा सकती हैं ।

9.3 सफल रहे निविदाकार द्वारा जमा कराई गई बयाना राशि को प्रतिभूति जमा में परिवर्तित कर दिया जाएगा । शेष बोली लगाने वालों की बयाना राशि को संविदा प्रदानगी के पश्चात लौटा दिया जाएगा । उपर्युक्त कार्य की प्रतिभूति जमा को संगठन अपने पास रखे रहेगा तथा इसे **वरिष्ठ प्रशासनिक अधिकारी** द्वारा लिखित में इस आशय के प्रमाणपत्र पर ठेकेदार को निब्याज लौटा दिया जाएगा कि 12 माह की एएमसी अवधि संतोषप्रद ढंग से पूर्ण हो गई है ।

9.4 प्रस्तुत संविदा के निविदाकार/ठेकेदार द्वारा पूर्णतः अथवा अंशतः पूरा न किए जाने की स्थिति में प्रतिभूति जमा जब्त कर ली जाएगी ।

संविदा-प्रदानगी का मानदंड

10. निविदा को तकनीकी बोली के अनुसार तथा निविदा की कुल लागत/मूल्य के न्यूनतम अर्थात् एल-1 होने के आधार पर सभी निबंधन-शर्तों के पूर्ण होने पर प्रदान किया जाएगा ।

11. निविदा प्रस्तुत करते समय यदि निर्धारित शर्तों में किसी एक शर्त के पूरा न होने पर अथवा निविदा के अपूर्ण रहने पर इसे अस्वीकार किया जा सकता है ।

12. निविदा में काट कर लिखे गए शब्द/अंक अथवा अधिलेखन निविदा पर हस्ताक्षर करने वाले व्यक्ति द्वारा अनुप्रमाणित किए जाए । सशर्त निविदाएँ स्वीकार नहीं होगी तथा उन्हें अस्वीकृत किया जा सकता है ।

13. निविदाकार की इस बात पर सहमति हो कि प्रस्तुत करें निविदा की तकनीकी बोली के खुलने के तिथि से 120 दिनों की अवधि के लिए स्वीकृति हेतु वैध रहेगी ।

14. पूर्ण निविदा दस्तावेज़ हमारी वेबसाइट www.epfindia.org.in पर उपलब्ध है । इस निविदा दस्तावेज़ में इसके बाद का कोई भी शुद्धिपत्र/अनुशेष उपर्युक्त वेबसाइट पर उपलब्ध कराया जाएगा । अतः अनुरोध है कि इस दस्तावेज़ के शुद्धिपत्र/अनुशेष को देखने के लिए बोली लगाने वाले नियमित रूप से इस वेबसाइट को देखते रहे ।

15. किसी भी विवाद केहोने कि स्थिति में मामला दिल्ली के न्यायालय के क्षेत्राधिकार में आएगा ।

16. निविदा संबंधी सभी पत्र वरिष्ठ प्रशासनिक अधिकारी, पीड़ीनास पंडित दीनदायल उपाध्याय राष्ट्रिय सामाजिक सुरक्षा अकादमी, नई दिल्ली-110058 को संबोधित किए जाए ।

ठेकेदार के हस्ताक्षर

कर्मचारी भविष्य निधि संगठन
पंडित दीनदायल उपाध्याय राष्ट्रीय सामाजिक सुरक्षा अकादमी,
30-31 इंस्टीट्यूशनल एरिया, जनकपुरी नई दिल्ली- 110058
तकनीकी बोली

भाग-I

1. निविदाकार का नाम _____
2. एजेंसी की स्थिति: कंपनी/
साझेदारी/स्वामित्व _____
(कृपया संगत दस्तावेज की प्रति संलग्न करें)
3. निविदाकार का रजिस्टर्ड कार्यालय पता _____
4. निविदाकार का रजिस्टर्ड पत्राचार पता _____
5. टर्नओवर का प्रमाण _____
6. पूर्णता संबंधी प्रमाणपत्र _____
7. संतोषप्रद कार्यनिष्पादन प्रमाणपत्र
की प्रति _____
8. पैन कार्ड की प्रति _____
9. जीएसटी रजिस्ट्रेशन न. _____
10. बयाना राशि के ब्यौरे _____
11. फर्म/कंपनी के ब्लैक लिस्ट न होने
संबंधी शपथपत्र _____

उपर्युक्त के अनुसार निविदाकार होने के नाते, मैं/हम, अधोहस्ताक्षरी निविदा की निबंधन-शर्तों के अनुसार उपर्युक्त अनुसार कर्मचारी भविष्य निधि संगठन पीडीनास पंडित दीनदायल उपाध्याय राष्ट्रीय सामाजिक सुरक्षा अकादमी, नई दिल्ली 110058 मे लगे पी.ए. सिस्टम के रखरखाव हेतु एतदद्वारा आवेदन करते हैं । मैंने/हमने निविदा की निबंधन - शर्तों को पढ़कर समझ लिया तथा एतदद्वारा सुस्पष्ट रूप से स्वीकार करते हैं ।

निविदाकार के हस्ताक्षर (फर्म/कंपनी की मोहर सहित)

स्थान : _____

दिनांक : _____

वित्तीय बोली

मात्रा-अनुसूची

पब्लिक एड्रेस सिस्टम की व्यापक एएमसी हेतु बीओक्यू

ऑडिटरियम:

क्रमांक	पी.ए. सिस्टम के ब्यौरे	मात्रा	एएमसी की कुल लागत
1.	स्टीरियो पावर एम्प्लीफायर 900डी (ब्रांड स्टुडियोमास्टर)	02	
2.	ऑक्यो स्टीरियो डेक	01	
3.	वेफ़डले स्पीकर 300 वाट	02	
4.	जेबीएल स्पीकर कंट्रोल 1-1	02	
5.	फिलिप्स कंट्रोल यूनिट	03	
6.	फिलिप्स डेलीगेट यूनिट	68.	
7.	वायरलेस गूसनेक माईक	05	
8.	पोडियम माईक्रोफोन	01	
9.	मिक्सर 12.2 स्टुडियोमास्टर	01	
10.	मिक्सिंग पैनल आहुजा कॉन्फ्रेंस सिस्टम	01	
11.	वायरलेस हैंड माइक	01	
12.	वायरलेस कॉलर माईक (शुरे)	01	
13.	स्पीकर 30 वाट (फिलिप्स)	02	
14.	स्पीकर 15 वाट (आहुजा)	02	
	बृहस्पति हाल:		
1.	आहुजा डेलीगेट यूनिट	20	
2.	सेंट्रल यूनिट	01	
3.	आहुजा पावर एम्प्लीफायर	01	
4.	वायरलेस कॉलर माईक (ब्रांड शुरे)		
5.	वायरलेस गूसनेक माईक	04	
6.	स्पीकर पीएस 500टी	02	
	मंगल हाल:		
1.	आहुजा डेलीगेट यूनिट	08	
2.	आहुजा सेंट्रल यूनिट	01	
3.	आहुजा पावर एम्प्लीफायर	01	
4.	वायरलेस माइक्रोफोन (हैंड/कॉलर)	02	
5.	वायरलेस गूसनेक माईक	02	
6.	सीलिंग स्पीकर	04	

एएमसी की कुल लागत (शब्दों में) : रुपये

ठेकेदार के हस्ताक्षर