



**ODISHA ELECTRICITY REGULATORY COMMISSION  
BIDYUT NIYAMAK BHAVAN, UNIT – VIII,  
BHUBANESWAR – 751 012 PBX : (0674) 2393097, 2396117  
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E-mail : [oriarc@rediffmail.com](mailto:oriarc@rediffmail.com)**

Together, let us light up our lives

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Dt. .06.2014

**INVITATION FOR BIDS**

OERC, Bhubaneswar invites applications from Original Equipment Manufacturers (OEM's) / sole authorised agencies for the work of **supply and installation of passenger lift (6 persons) of OTIS / KONE/ JOHNSON/ THYSSENKRUPP / MITSUBISHI** make for its **own office complex at Bhubaneswar, Odisha.**

Details may be viewed at [www.oriarc.org](http://www.oriarc.org).

**By order of the Commission**

**Sd/-  
Secretary**

# TENDER DOCUMENT

FOR SUPPLY AND INSTALLATION OF PASSENGERLIFT (6 PERSONS)  
FOR MULTI STORIED OFFICE COMPLEX FOR ODISHA ELECTRICITY  
REGULATORY COMMISSION, CHANDRASEKHARPUR, BHUBANESWAR.

Last date of submission Dt.27.06.2014  
upto 15. 00 hrs.

ODISHA ELECTRICITY REGULATORY COMMISSION  
BHUBANESWAR

SUPPLY, INSTALLATION, TESTING & COMMISSIONING OF PASSENGER LIFT  
(6 PERSONS) FOR MULTISTORIED OFFICE COMPLEX OF OERC  
BHUBANESWAR.

OERC,Bhubaneswar invites applications from Original Equipment Manufacturers (OEM's) / sole authorised agencies for the work of **supply and installation of passenger lift (6 person) of OTIS / KONE/ JOHNSON/ THYSSENKRUPP / MITSUBISHI make for OERC office complex at Bhubaneswar,Odisha.** The OEM/ agency should have minimum 5 years' experience in execution of complete supply and lift installation work for residential/office buildings at reputed places besides taking up the Annual Maintenance Contracts for the same. The interested OEM/ agencies should apply in the requisite proforma with earnest money deposit of Rs.40,000/- in the form of demand draft of a nationalized bank drawn in favour of “ **OERC FUND** ”

Interested OEM/ agencies, who satisfy the criteria as above and as given in detailed terms and conditions may apply to the **Secretary**, Odisha Electricity Regulatory Commission, Unit-VIII, Bidyut Niyamak Bhawan, Bhubaneswar, Odisha with complete details in sealed envelope no.1.

The broad scope of work and other terms and conditions for engagement are given in the tender document. Interested agencies should submit the required details and documents in envelope no.1 (**Technical Bid**) duly signed and stamped else their application is likely to be rejected. The pre bid meeting for the work shall be held on **dt.24.06.2014** at **11.30 A.M.** at the office of Secretary, OERC, Odisha. Interested agencies are required to submit their queries / suggestions, if any, 3 days in advance.

Interested parties are also required to submit their **financial bid** in Envelope No.2.

The envelope no. 1 and 2 shall be sealed and to be in the main envelope and submitted to the authority as indicated before the last date. Financial bid, i.e., Envelope No. 2 of the parties, whose application is incomplete or without EMD will not be opened.

The application shall be submitted on or before **27.06.2014** upto **3.00 P.M.** or the extended date, if any. The Envelope No 1 (technical bid) shall be opened on **27.06.14** at 3.30 P.M. in presence of representatives of bidders who chose to be present. The Envelope No 2 i.e. **Financial Bid** will be opened on **27.06.2014** at **03.30 A.M.** in presence of Tenderers short-listed on the basis of technical bid. OERC reserves the right to reject any or all the applications without assigning any reasons.

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**For quoting the fees (Format I).**  
*(To be submitted on the letter head in envelope No.2)*

**To**

**The Secretary  
Odisha Electricity Regulatory Commission  
Unit-VIII, Bidyut Niyamak Bhawan  
Bhubaneswar.**

Dear Sir,

**Tender for Supply and installation of passenger lift (6 persons) for multistoried office complex building for OERC , Bhubaneswar**

Please refer to your letter No. \_\_\_\_\_ dated \_\_\_\_\_ and web site advertisement and the broad scope of work, terms and conditions for the captioned work. We have gone through the detailed scope of work along with terms and conditions and clearly understood the same. We have also visited the site and collected required information from the local authorities etc., for execution of the work as desired by **OERC**. Accordingly, we are ready to execute the said work as per details given in the enclosed financial bid. We request you to give consent to our offer.

Yours faithfully,

(Name of the agency)

Sign & Designation of Authorised official

Seal

Date :

Place :

Note : 1. Enclose appropriate power of authority for the authorised signatory.

## BILL OF QUANTITY

(To be submitted in envelope no. 2)

**Name of work: - Supply and installation of passenger lift (6 persons) for multi storied office complex building for OERC, Bhubaneswar.**

Sl. No.	Particulars	Qty.	Rate In figure and words
1	<p>Supply, installation, testing and commissioning of OTIS / KONE/ JOHNSON/ THYSSENKRUPP / MITSUBISHI make electric traction lift as per following specifications. The lift should comply with ISI specifications with latest technology equipped with following details.</p> <p>Installation of new lift includes all required civil works such as two coat of acrylic distemper of any reputed brand (as per PWD detailed specifications after proper cleaning of existing surface) of lift well, hoist way and machine room, cleaning of pit and repairing of pit floors and other work related to machine room repairs to accommodate the new equipment, repairing of walls if required and making it suitable to accommodate Stainless steel doors at all floors, fixing of bracket, scaffolding, minor building works etc. With cost of materials, labour, T&amp;P, taxes etc. for proper completion of work as per various regulations of Fire department and statutes and as per direction of authorized representative of OERC, Bhubaneswar.</p> <p><b>Note:-</b> The work will have comprehensive</p>	2 No.	

<p><b>defect liability period of two years</b> from the date of handing over of lift. For the performance of the same, OERC, shall retain an amount equivalent 10% of quoted cost in the form of cash/bank guarantee in the <b>OERC's</b> format as security deposit towards performance during Defect Liability Period.</p> <p><b><u>Specifications:-</u></b></p> <p>(a) <b>Load &amp; Speed:</b> About 408 kg. (6 persons) @ 1 m.p.s.</p> <p>(b) <b>Travel :</b> Ground, 1<sup>st</sup> Floor to 4<sup>th</sup> Floor, about 16meters</p> <p>(c) <b>Stop &amp; Opening :</b> 5 stops/ 5 openings (all central opening on same side)</p> <p>(d) <b>Power supply:</b> 415 volts, 3 phase 50 hertz alternating current</p> <p>(e) <b>Control:</b> A.C. Variable Voltage Variable Frequency</p> <p>(f) <b>Operation:</b> Simplex full collective (with/without attendant)</p> <p>(g) <b>Machine :</b> Geared placed directly above the hoist way</p> <p>(h) <b>Car size:</b> About 1200mm wide x 1650 mm deep inside dimensions.</p> <p>(i) <b>Hoist Way available:</b> About 6'0" ( 1800 mm ) X 5'2" ( 1550mm) x 5'6" (1650mm) deep inside dimensions <b>(to check)</b></p> <p>(j) <b>Car Enclosure :</b> Stainless steel finishes</p> <p>(k) <b>Car Entrance:</b> Protected by stainless steel finish door (internal doors).</p> <p>(l) Floor finish –Black anti-skid PVC /</p>		
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<p>rubberised anti slip surface min. 2 mm. thickness.</p> <p>Clear opening about 900 mm wide x 2000 mm high</p> <p>(m) <b>Hoist way entrance:</b> (Outer doors) Protected by Stainless steel finish door.</p> <p>Clear opening about 900 mm wide x 2000 mm high</p> <p>(n) <b>Door Operation &amp; protection:</b> Automatic.</p> <p>(o) <b>Signals:</b></p> <ol style="list-style-type: none"> <li>1. Combined ring luminous hall buttons and digital hall position indicator at all floors.</li> <li>2. Car operating panel with luminous buttons with intercom with necessary connection to EPABX of the building, digital car position indicator in car.</li> <li>3. Battery operated alarm bell and emergency light.</li> <li>4. Fireman's Switch</li> </ol> <p>(p) <b>Motor:</b> This will be of siemens or Original equipment manufacturer make VVVF motor of suitable capacity must have class "F" insulation.</p> <p>(q) Face plate finish and shape-stainless steel matching and rectangular shape</p> <p>(r) The lift will be having following necessary features complete in all respect in addition to other constant features provided by manufacturer.</p> <ol style="list-style-type: none"> <li>i) Overload warning indicator.</li> <li>ii) Over current protection.</li> </ol>		
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	<ul style="list-style-type: none"> <li>iii) Phase reversal with automatic phase correction.</li> <li>iv) Handrails on rear side in car enclosure.</li> <li>v) Auto cut for fan.</li> <li>vi) Intercom with wiring up to required place connection to EPABX.</li> <li>vii) Automatic Rescue Device.</li> <li>viii) Lighting facility</li> <li>ix) Operating panel inside the car</li> <li>x) Necessary safety feature</li> <li>xi) Mechanical and infrared door protection system</li> <li>s) Finish: - As per the choice of Architect &amp;OERC, Bhubaneswar.</li> </ul>		
2	<p><b>Annual Maintenance Contract (AMC)</b> including parts, spares, labour etc. complete as directed. ( for two no lifts)  [The Contractor is required to renew the Bank guarantee submitted for defect liability period during the course of AMC.]</p>		
a.	For first year after completion of defect liability period.	1	
b.	For second year after completion of defect liability period.	1	
c.	For third year after completion of defect liability period.	1	
	TOTAL AMOUNT		
3	TOTAL OFFER (1+2) (In figure and words)		

**Note :-**

- 1) All operating and signal fixtures with matching stainless steel face plates.
- 2) The rates quoted as above is inclusive of excise duty and other taxes such as VAT, Service Tax, Sales tax, Cartage and octroi etc.
3. The lowest offer will be arrived on the basis of total offer as given in `3' above.

**Date:**

**Place:**

**Signature of Tenderer**

## **General Conditions**

I. The interested agencies are requested to submit following documents, certificates in Envelope No.1 marked as **Technical bid**.

1. Earnest Money in the form of demand draft of a nationalized bank drawn in favour of "OERC FUND" for an amount of Rs. 40,000/- (Rupees forty thousand only).
2. Certified copy of the certificate confirming the tenderer as original equipment manufacturer (OEM) / sole authorised distributor.
3. Proof/ certified copy of the certificate in support of sufficient experience (at least 5 nos.) of similar V3F lift installation at important places in last 5 years at Bhubaneswar.
4. Certificate issued by the original manufacturer to authorise the tenderer to execute the proposed work and to confirm his/their competency to execute the proposed Lift installation.
5. Letter from original manufacturer to support the contractor during defect liability period of 2 years as well as AMC period and accepting the responsibilities to depute their Engineers to rectify the lift at site in the event of any odd situation arising during the maintenance of proposed lift installation in future. An undertaking for warranty for two years should be furnished.
6. An undertaking of having more than 5 years old service center at Bhubaneswar and confirming to undertake the maintenance of proposed lift under comprehensive Annual Maintenance contract (for at least 3 years) if required by the OERC, Bhubaneswar after expiry of contract.
7. Undertaking regarding availability of spares for the full life terms of the lift.
8. Information/documents regarding lift proposed vis- a- vis specifications.
9. The tenderer must provide the following information regarding their service set up at Bhubaneswar along with tender-
  - a. The date of start of service set up at Bhubaneswar.
  - b. Name and designation of full time Employees stationed at Bhubaneswar.

- c. Service Infrastructure for providing prompt & uninterrupted service at Bhubaneswar.
  - d. Average response time for attending complaints on working days and holidays.
10. If the contractor fails to complete the work within the completion period, the purchaser shall recover from the contractor a liquidated damage. For any lack in performance of the contractor in maintenance a penalty amount will be levied.

These details should be satisfactory so that the financial offers can be considered.

**II. The tenderer shall enclose the following documents in second envelope marked as “Financial Bid”.**

- a. Tender Papers issued by OERC, Bhubaneswar duly signed on each page.
- b. Proposed rates on Bill of Quantity and forwarding letter as per format I.
- c. Proposal of rates for optional features, if any on separate sheets.

The following conditions along with the conditions mentioned in the tender notice would be the part of contract.

- 1. Rates quoted by the tenderer should be inclusive of all taxes including Service tax and duties etc.
- 2. The applicable tax, viz., Income Tax and Trade Tax/ WCT, etc., if any, as per rules, shall be deducted from the bill due for payment.
- 3. It is presumed that the tenderer, before participating in the tender, has visited the site and is fully aware of the site conditions.
- 4. The work shall be executed as per B.I.S. Specifications wherever applicable and as per the direction issued by OERC.

5. As the proposed work is to be carried out in the building already occupied, all safety precautions such as putting barricades displaying sufficient notice boards “Work in Progress, Keep Away” etc. shall be taken by the contractor.
6. The contractor shall be responsible for any kind of accident, if any, during the execution of work and necessary action such as Insurance etc. shall be taken by the contractor at their own cost.
7. The contract shall remain effective even after the variation in specifications/ features of work, quantity and rates and it will be binding on contractor to complete the work in full as directed by OERC.
8. The discrepancies in the tender shall be binding on contractor. Any extra item other than what indicated in Tender shall be executed by the contractor. The rate of extra item will be finalised based on rate analysis on the basis of PWD terms, prevailing market rates etc.
9. The OERC will not provide any living accommodation during the execution work. The contractor shall manage the same at his own cost & will.
10. The contractor shall be responsible for adequate storage, safety and security to prevent any damages, theft or pilferage of material during execution till the Lift is finally taken over by the department.
11. All arrangements required for installation of Lift such as steel ladder in pit, chain pulley block, pulling and lifting machine, sill angle and scaffolding of ballies are to be provided by the contractor.
12. Minor building/masonry work and barricading required during installation of lift at all floors are to be carried out by the contractor at his own cost.
13. The contractor shall also carry out the following works in his scope of work-
  - a. Scaffolding and minor builder’s work of cutting holes/ pockets and fixing of brackets.
  - b. Painting of Hoist way and machine room as per PWD detailed specifications.
  - c. Cleaning of pit and repairs to the pit floor and anti-termite treatment as per BIS code.

- d. Minor repairs in the front walls and in Machine room to accommodate the machine equipment.
  - e. Obtaining permission of lift inspector, (lift license), fire department including liasoning with them. OERC will assist only for statutory payments on actuals and issue necessary permissions /letters in the matter.
14. The lift installation will have to be open for inspection to OERC officers, lift inspector and other concerned Government official like Central Vigilance Commission, New Delhi whose orders/ recommendations regarding penalty/ deductions on payments shall be binding on the contractor.
  15. After completion of the installation, free comprehensive maintenance service for **two years** is to be provided by the contractor from the date of taking over of lift by the OERC. The maintenance is to be provided round the clock, as and when, required and there will be no restriction of working hours and working days. This service include regular examination by trained employees and all necessary adjustment, oiling and greasing and replacement of genuine spare parts, if required to keep the equipment in proper operation during the defect liability period of two years. The contractor shall submit O.K. Certificate of the lift installation every month. An amount equivalent to 10% of contract value shall be retained by the OERC as security deposit towards performance during this period. This amount can be released against Bank guarantee of a nationalised bank in the format approved by OERC at its discretion. No interest will be payable on this amount or towards expenses for taking the bank guarantee.
  16. After completion of installation, maintenance manual and working drawings, circuit diagram and other necessary literature in triplicate shall have to be supplied, free of cost, by the contractor.
  17. All the expenditure incurred towards required testing and quality control shall be borne by the contractor.
  18. The contractor shall provide adequate training regarding normal & rescue operation and maintenance of proposed lift installation to Caretakers/ residents & guards at his own cost.
  19. The tenderer must indicate their rates for the optional features, if any separately.

- III. **On opening of envelope of Technical Bid (Envelope I), if the documents along with earnest money are not found in order or satisfactory documents are not produced in reasonable time as demanded by OERC, second envelope (Financial Bid) of such agencies will not be opened.**
- IV. **Conditional tender are liable to be rejected.**
- V. **OERC reserves the right to reject any or all tenders without assigning any reasons.**
- VI. **Work completion period** : The contractor is required to execute and complete the entire work in 2 (two months) from the date of issue of work order. Work shall be treated as complete after installation commissioning and testing of lift and obtaining lift license from lift inspector. In case of delay, liquidated damages shall be levied @ 1% of contract value per week of delay or part thereof subject of maximum of 10% of contract value. OERC reserves the right to terminate the contract thereafter without reimbursing for losses, work executed, etc., OERC shall be sole authority for taking decision in the matter which will be binding on the contractor.
- VII. **Mode of Payment:**
- 1) Main Contract**
- The final bill will be paid only after completion of work satisfactorily to the OERC. However, Interim Bills would be payable to contractor after delivery of lift machines & other required material at site of maximum up to 60% of the contract value against submission of Bank guarantee as per OERC format of bill value. The payment will be released at the discretion of OERC after due assessment and recovery of 10% of bill value towards security deposit, applicable Income Tax, WCT etc. **Security deposit would be retained towards performance during defect liability period of 2 years and AMC period of 3 years.** The same can be released at the discretion of OERC against Bank guarantee of a nationalised Bank in the format approved by OERC. The security deposit shall be forfeited in case the contractor fails to perform any of his obligations during the contract period.

## **2) AMC Period**

Payment would be released after completion of every six months and satisfactory performance. Contractor is required to enter into suitable contract for AMC period. No additional payments would be released due to variation in labour, material charges, taxes, etc. during AMC period, the contractor shall suitably renew the B.G. submitted for defect liability period towards performance.

## **VIII. Arbitration:**

Disputes, if any, shall be dealt as per Arbitration & Conciliation Act, 1996 and only courts in Bhubaneswar shall have jurisdiction for the same.

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