TENDER DOCUMENT

FOR

SUPPLY INSTALLATION TESTING AND COMMISSIONING OF 1 NO: OF ELEVATOR AT TALUK HOSPITAL,KODUGALLUR,THRISSUR

PART-I

TECHNICAL BID

TENDER NO. HLL / ID / 15 / 18

July 2015

HLL LIFECARE LIMITED.
INFRASTRUCTURE DEVELOPMENT DIVISION

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DISCLAIMER

HLL Lifecare Ltd, India (HLL) has prepared this document to give interested parties background information on the Project. While HLL Lifecare Limited have taken due care in the preparation of the information contained herein and believe it to be accurate, HLL Lifecare Ltd, any of its authorities or agencies nor any of their respective officers, employees, agents or advisors gives any warranty or make any representations, express or implied as to the completeness or accuracy of the information contained in this document or any information which may be provided in association with it.

The information is not intended to be exhaustive. Interested parties are required to make their own enquiries and respondents will be required to confirm in writing that they have done so and they do not rely on the information in responding to the tender. The information is provided on the basis that it is non – binding on HLL Lifecare Limited, any of its authorities or agencies or any of their respective officers, employees, agents or advisors.

HLL Lifecare Limited reserves the right not to proceed with the Project or to change the configuration of the Project, to alter the time table reflected in this document or to change the process or procedure to be applied. It also reserves the right to decline to discuss the matter further with any party expressing interest.

No reimbursement of cost of any type will be paid to persons or entities applying to the tender.

SCHEDULE FOR SUBMISSION OF APPLICATION

EVENT	DATE
Dates of downloading of documents/ Sale of documents	27.07.2015
Pre-Bid meeting	06.08.2015 at 11.15 am
Last date and time for submission of completed Tender	18.08.2015 at 2.30pm
Date and time for Opening of Technical Bid	18.08.2015 at 3.30pm

The Tender documents containing the Technical Bid, General Conditions of Contract & Price bid can be downloaded from the web site **www.lifecarehll.com** and Central Public Procurement Portal from 27.07.2014 and the cost of tender document of Rs.1675/- (Rupees One thousand Six hundred and Seventy Five only)shall be submitted along with the tender in the form of DD taken in favour of HLL Lifecare Limited payable at Thiruvananthapuram.

The completed Tender should be submitted before the due date and time of submission at the following address.

Deputy Vice President (Technical)

HLL Lifecare Limited,

Infrastructure Development Division,

"Adarsh", T.C 6/1718(1),

Vettamukku, Thirumala PO,

Thiruvananthapuram- 695 006

Phone - 0471 2365872/73
Fax - 0471 2368144

HLL LIFECARE LIMITED
(A GOVT. OF INDIA ENTERPRISE)

NOTICE INVITING TENDER

HLL Tender no: HLL/ID/15/18 dated 21.07.2015

HLL Life care Ltd on behalf of NHM, invites sealed item rate tenders from eligible contractors for the Supply Installation Testing and Commissioning of 1 No: of Elevator at Taluk Hospital,Kodugallur,Thrissur

Sl. No.	Name of Work	PAC **(Rs) in lakhs**	EMD	Pre Bid meeting	Last date & time of receipt of tender documents	Date & time of opening of tenders
1	Supply Installation Testing and Commissioning of 1 No: of Elevator at Taluk Hospital,Kodugallur,Thrissur	Rs 27.66 lakhs	Rs. 55,338/-	06.08.2015 at 11.15 am	18.08.2015 at 2.30pm	18.08.2015 at 3.30pm

Tender Documents can be downloaded from the HLL web site www.lifecarehll.com and from Central Public Procurement Portal and the cost of tender document shall be submitted along with the tender in the form of DD taken in favour of HLL Lifecare Limited payable at Thiruvananthapuram.

Last Date & time for submission of tender : 18.08.2015 at 2.30pm
Last Date & time of opening of technical bid : 18.08.2015 at 3.30 pm

Deputy Vice President (Technical)

DEFINITIONS

"APPLICANT" means a reputed Indian firm having the required experience who has purchased the tender document and applied for the same.

"APPLICATION" means the Tender document submitted by an Applicant interested in the Project in the prescribed format

"HLL" means HLL Lifecare Limited, who has invited the Tender.

"EMPLOYER" means the HLL Lifecare Limited. (HLL)

"YEAR" means "Financial Year" unless stated otherwise

SECTION I

BRIEF PARTICULARS OF THE WORK

1. Salient details of the work for which Tender is invited is as under:

Name of work	Approx. cost	Period of completion
Supply Installation Testing and Commissioning of 1 No: of Elevator at Taluk Hospital,Kodugallur,Thrissur	Rs 27.66 Lakhs	12 months including supply & erection

2. The site is situated at Thrissur.
3. The number of Lifts proposed is as follows.

Passenger cum bed Lift

1360Kgs (minimum), 20 Persons (minimum)

HLL LIFECARE LIMITED
(A Government of India Enterprise)

NOTICE INVITING TENDER

Tenders are invited from contractors for the Supply Installation Testing and Commissioning of 1 No: of Elevator at Taluk Hospital,Kodugallur,Thrissur

1. The estimated cost of work is as follows.

Passenger cum bed Lift 1360Kgs (minimum), 20 Persons (minimum)	Rs 27.66 Lakhs

2. Agreement shall be drawn with the successful tenderer and all the volumes of the tender document shall form part of the contract.

3. The time allowed for carrying out the work will be 12 months from the date of letter of acceptance (LOA) or from the first day of handing over the site, whichever is later, in accordance with the phasing, if any, indicated in the tender documents.

4. The building work along with other services is in progress and the successful tenderer is expected to work with other agencies at the construction site. Intending tenderers should inspect the buildings under construction and make judicious assessment.

5. Tender Documents can be downloaded from the HLL web site www.lifecarehll.com and from Central Public Procurement Portal and the cost of tender document shall be submitted along with the tender in the form of DD taken in favour of HLL Lifecare Limited payable at Thiruvananthapuram failing which the tender will be rejected.

6. Tenders, which should be placed in sealed envelopes, as prescribed in Para 11 of Section II (Information & Instructions to Tenderers), will be received by the Deputy Vice President (Technical), HLL Lifecare Limited, Thiruvananthapuram upto 2.30 PM on 18.08.2015. The Technical Bid will be opened by him or his authorized representative in his office on the same day at 3.30 PM.

7. Earnest Money of Rs. 55,338/- in the form of a Demand Draft/FDR /BG of a scheduled bank issued in favour of HLL Lifecare Limited, Thiruvananthapuram, which should be placed in a separate sealed cover marked “Earnest Money” shall be submitted along with the tenders.

8. The contractor shall be required to deposit an amount equal to 5% of the tendered value of the work as performance guarantee in the form of an irrevocable

guarantee bond of any scheduled bank or State Bank of India in accordance with the form prescribed within 30 days of issue of letter of acceptance.

9. The scope of the work is for the Supply Installation Testing and Commissioning of 1 No: of Elevator at Taluk Hospital,Kodugallur,Thrissur

10. Tenderers are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their tenders as to the form and the nature of the site, the means of access to the site, the accommodation they may require and in general shall themselves obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect their tender. A tenderer shall be deemed to have full knowledge of the site whether he inspects or not and no extra charges consequent on any misunderstanding or otherwise shall be allowed. The tenderer shall be responsible for arranging and maintaining at his own cost all materials, tools & plants, water, electricity, access, facilities for workers and all other services required for executing the work unless otherwise specifically provided for in the contract documents. Submission of a tender implies that the tenderer has read this notice and all other contract documents and has made himself aware of the scope and specifications of the work to be done, local conditions and other factors having a bearing on the execution of the work.

11. HLL Lifecare Limited does not bind itself to accept the lowest or any other tender and reserves to itself the authority to reject any or all the tenders received without assigning any reason. All tenders in which any of the prescribed condition is not fulfilled or any condition including that of conditional rebate is put forth by the tenderer, shall be summarily rejected.

12. Canvassing whether directly or indirectly, in connection with tenders is strictly prohibited and the tenders submitted by the contractors who resort to canvassing will be liable for rejection.

13. HLL Lifecare Limited does not bind itself to accept the whole or any part of the tender and the tenderer shall be bound to perform the same at the rates quoted.

14. The firm or contractor shall not be permitted to tender for work in case his near relative (s) (directly recruited or on deputation in HLL) is/are posted in any capacity either non-executive or executive employee. The contractor shall also intimate the names of persons who are working with him in any capacity or are subsequently employed by him and who are near relative to any executive employee officer in the HLL or in the Ministry of Health and Family Welfare.

15. No Engineer of Gazetted rank or other Gazetted Officer employed in engineering or administrative duties in an Engineering Department of the Government of India/State Government or PSU's is allowed to work as a contractor for a period of two years after his retirement from Govt. service, without previous permission

of the Govt. of India or HLL in writing. This contract is liable to be cancelled if either the contractor or any of his employees is found any time to be such a person who had not obtained the permission of the Govt. of India/State Government or PSU's as aforesaid before submission of the tender or engagement in the contractor's service.

16. The tender for the work shall remain open for acceptance for a period of **120 days** from the date of opening of the tenders. If any tenderer withdraws his tender before the said period or issue of letter of acceptance/intent, whichever is earlier, or, makes any modifications in the terms and conditions of the tender which are not acceptable to the HLL, then the HLL shall, without prejudice to any other right or remedy, be at liberty to forfeit 50% of the said earnest money as aforesaid.

17. This Notice Inviting Tender shall form a part of the Contract Document. In accordance with clause 1 of the contract, the letter of acceptance shall be issued first in favour of the successful Tenderer/Contractor. On such communication of acceptance, the successful Tenderer/Contractor shall, within 30 days from such date, formally sign the agreement consisting of:-

a) The Notice Inviting Tender, all the documents including additional conditions, specifications and drawings, forming part of the tender, and, as issued at the time of invitation of tender and acceptance thereof together with any correspondence leading thereto.

b) Agreement signed on non-judicial stamp paper as per Proforma annexed to the tender document.

Deputy Vice President (Technical)
HLL Lifecare Limited

SECTION II

INFORMATION & INSTRUCTIONS FOR APPLICANTS

1.0 GENERAL:

1.1 Letter of transmittal and forms for Technical Evaluation are given in Section III.

1.2 All information called for in the enclosed forms should be furnished against the relevant columns in the forms. If for any reason, information is furnished on a separate sheet, this fact should be mentioned against the relevant column. Even if no information is to be provided in a column, a "nil" of "no such case" entry should be made in that column. If any particulars/query is not applicable in case of the applicant, it should be stated as "not applicable". The applicants are cautioned that not giving complete information called for in the application forms or not giving it in clear terms or making any change in the prescribed forms or deliberately suppressing the information may result in the applicant being summarily disqualified. Applications made by telegram or telex and those received late will not be entertained.

1.3 The application should be neatly type-written in English. The applicant should sign each page of the application.

1.4 Overwriting should be avoided. Correction, if any, should be made by neatly crossing out, initialing, dating and rewriting. Pages of the qualification document are numbered. Additional sheets, if any added by the contractor, should also be numbered by him. They should be submitted as a package with signed letter of transmittal.

1.5 References, information and certificates from the respective clients certifying suitability, technical know how or capability of the applicant should be signed by an officer not below the rank of Executive Engineer or equivalent.

1.6 The applicant may furnish any additional information, which he thinks is necessary to establish his capabilities to successfully complete the envisaged work. He is, however, advised not to furnish superfluous information. No information shall be entertained after submission of pre-qualification document unless it is called for by the Employer.

1.7 Any information furnished by the applicant found to be incorrect either immediately or at a later date, would render him liable to be debarred from tendering/taking up of work in HLL Lifecare Limited.

1.8 Prospective applicants may request clarification regarding the Tender document on before the sale date specified in the "**SCHEDULE FOR SUBMISSION OF**

APPLICATION". Any clarification given by the Employer will be posted in the web sites of HLL. No request for clarification will be considered after.

1.9 Joint Venture firms are not allowed to participate in the tender.

2.0 METHOD OF APPLICATION:

2.1 If the applicant is an individual, the applicant shall affix his signature above his name type written in full along with his current address.

2.2 If the applicant is a proprietary firm, the application shall be signed by the proprietor above his name type written in full along with the full name of his firm and its current address.

2.3 If the applicant is a firm in partnership, the application shall be signed by all the partners of the firm above their full type-written names and current addresses or alternatively by a partner holding power of attorney for the firm. In the latter case a certified copy of the power of attorney should accompany the application. In both cases a certified copy of the partnership deed and current address of all the partners of the firm should accompany the application.

2.4 If the applicant is a limited company or a corporation, the application shall be signed by a duly authorized person holding power of attorney for signing the application accompanied by a copy of the power of attorney. The applicant should also furnish a copy of the Memorandum of Articles of Association duly attested by a Public Notary.

3.0 FINAL DECISION MAKING AUTHORITY.

The employer reserves the right to accept or reject any application and to annul the qualification process and reject all application at any time, without assigning any reason or incurring any liability to the applicants.

4.0 PARTICULARS PROVISIONAL

The particulars of the work given in Section I are provisional. They are liable to change and must be considered only as advance information to assist the applicant.

5.0 SITE VISIT

The applicant is advised to visit the site of work, at his own cost, and examine it and its surroundings by himself, collect all information that he considers necessary for proper assessment of the prospective assignment.

6.0 TENDER DOCUMENTS

6.1 The tender documents consisting of the following documents

1. Part-I- Technical Bid
2. Part-II – General Conditions of Contract
3. Part-III- Specification, BOQ and Price Bid

6.2 The tenderer is expected to examine carefully all the contents of the tender documents including instructions, conditions, forms, terms etc. and take them fully into account before submitting the offer. Failure to comply with the requirements as detailed in these documents shall be at the tenderer's own risk.

7.0 SUBMISSION OF THE TENDER DOCUMENTS

The tender document shall be submitted in two parts

1. Part- I- Technical Bid
2. Part-II- Price Bid

7.1 Part –I Technical Bid shall consisting of the following,

a. Earnest Money Deposit

Earnest Money Deposit, as detailed in clause 7 of NIT in original, placed in a separate sealed envelope and duly marked "Earnest Money Deposit".

b. Power of Attorney

Attested copy of Power of Attorney (in favour of the authorized signatory of the tenderer) to submit the tender.

c. Signed copies of Technical Bid, General Conditions of Contract & Drawings.

d. Letter of transmittal

The applicant should submit the letter of transmittal attached with this document.

e. Financial information

Applicant should furnish the Annual financial statement for the last three years (in Form "A")

f. Experience in works / similar works

Applicant should furnish the following:

A. List of all works of similar class successfully completed during the last three years (in Form "B").

B. List of the projects under execution or awarded (in Form "C").

C. Particulars of completed works and performance of the applicant duly authenticated/certified by an officer not below the rank of Executive Engineer or equivalent should be furnished separately for each work completed or in progress (generally as in Form "D").

g. Organization information

Applicant is required to submit the following information in respect of his organization (in Forms "E" & "F").

A. Name & Postal Address, Telephone & Fax Number etc.
B. Copies of original documents defining the legal status, place or Registration and principal places of business:
C. Valid VAT/Works Contract Tax registration with Sales Tax Department.
D. Names & Title of Directors and Officers to be concerned with the work, with designation of individuals authorized to act for the organization.
E. Information on any litigation in which the applicant was involved during the last five years, including any current litigation.
F. Authorization for employer to seek detailed references.
G. Details & Expertise of the Applicants

7.2 Part –II Price Bid shall consisting of the following

a. Completed Price bid

8.0 ELIGIBILITY CRITERIA FOR QUALIFICATION

The tenderers who meet the following criteria only shall be considered for price bid opening.

8.1 The applicant should be a reputed manufacturer of Lifts as specified in the list of approved makes.

8.2 Those who are doing work in HLL shall produce performance report from the Engineer in charge not below the rank of Deputy Manager/ Project Engineer with minimum satisfactory rating. This is mandatory. The firms who fail to produce the above will not be eligible to participate in this tender.

8.3 The applicant should have a minimum average annual turnover Rs. 27.66 Lakhs for the last three financial years ending 31st March 2015. Also the firm shall be profit making for atleast two years in the last five financial years ending 31st March 2015.

8.4 The applicant should have satisfactorily supplied, installed and commissioned under his/their own name at least two similar lift works costing not less than Rs. 19.72 lakhs each or one similar work costing not less than Rs. 14.79 lakhs during last five years ending last day of the month of June 2015. Certificate of satisfactory completion/commissioning and working of the plant with date of completion, value as per final bill paid duly certified by authorized official not below the rank of Executive Engineer/ Project Manager to be enclosed.

8.5 The firm should have an established service centre operating in Kerala.

8.6 The firms should be registered with Income Tax and Service Tax Authorities and copies of PAN and Service Tax Registration have to be submitted along with application.

9.0 EVALUATION OF TECHNICAL BID

9.1 The applicants will be evaluated in the following manner:

i. The initial criteria prescribed in Para 8.1 to 8.6 above in respect of experience of similar class of works completed and financial turn over etc. will first be scrutinized and the applicant's eligibility for qualification for the work be determined.
ii. The applicants qualifying the initial criteria as set out in Para 8.1 to 8.6 above HLL, however, reserves the right to restrict the list of qualified bidders to any number deemed suitable by it.

9.2 Even though an applicant may satisfy the above requirements, he would be liable for disqualification if he has:

A. Made misleading or false representation or deliberately suppressed the information in the forms, statements and enclosures required in the pre-qualification document,
B. Record of poor performance such as abandoning work, not properly completing the contract, or financial failures/ weaknesses etc.

C. If the applicant, or any constituent partner in case of partnership firm, has been debarred/black listed or terminated for poor performance by any organization at any time or ever been convicted by a court of law, their application will be summarily rejected.

9.3 All tenderers who qualified based on Technical Bid shall be informed and their price bids shall be opened on the date and time mentioned in schedule of submission of Application. The price bids of the unqualified bidders shall be returned unopened.

10. SIGNING OF THE APPLICATION AND NUMBER OF COPIES

8.1. The tenderer shall prepare one original and duplicate set of the document. The tender documents (Part I- Technical bid & Part II- Price Bid) shall be stamped and signed on all pages by the person duly authorized to sign on behalf of the Applicant. The power of attorney duly notarized and on a stamp paper authorizing the person to sign and act on behalf of the firm should be submitted.

10.2 The completed tender shall be without alteration, overwriting, interlineations or erasures except those to accord with instructions issued by HLL or as necessary to correct errors made by the tenderer. All amendments/ corrections shall be initialed by the person/ persons signing the tender.

10.3 An authorized representative shall have the authority to conduct all business and incur liabilities related thereto for and on behalf of the Applicant, during the process and thereafter.

11.0 SEALING AND MARKING OF APPLICATIONS

11.1 The Technical and Price bids shall be sealed in two separate envelopes, super scribed as PART-I Technical bid and PART-II Price Bid respectively. The two covers shall be sealed in a single large envelope and submitted on or before the last date and time for submission of the application. The envelopes shall be titled "Supply Installation Testing and Commissioning of 1 No: of Elevator at Taluk Hospital, Kodugallur, Thrissur and clearly marked in English with name of the Applicant.

11.2 No responsibility will be accepted by the HLL for the misplacement or premature opening of a tender, not sealed or marked as per aforesaid instructions.

12 DEADLINE AND ADDRESS FOR SUBMISSION OF APPLICATIONS

12.1 Applications shall be submitted to HLL Lifecare Ltd., by hand or through registered post or courier service at the address given below and not later than 02.30 PM on 18.08.2015. In respect of Applications received by post or courier, HLL shall not assume any responsibility for any delayed delivery. Documents submitted in connection with this tender will be treated confidential.

12.2 The Application should be addressed to

Deputy Vice President (Technical)
HLL Lifecare Limited,
Infrastructure Development Division,
"Adarsh", T.C 6/1718(1),
Vettamukku, Thirumala PO,
Thiruvananthapuram- 695 006
Phone - 0471 2365872/ 73
Fax - 0471 2368144

12.3 HLL may, at its discretion, extend the deadline for the submission of Tender, in which case all rights and obligations of HLL and the Applicants subject to the previous deadline shall thereafter be subject to the deadline as extended.

13.0 LATE APPLICATIONS

Application received after the dead line of submission of Application shall not be considered or opened under any circumstances.

14.0 VALIDITY OF APPLICATIONS

Application shall be valid for a period of 120 days from the last date of submission of Applications. HLL retain the right that in exceptional circumstances at its own discretion, it may ask the applicants to extend the validity of their application for a specified period. The Applicant not submitting the letter of extension of the validity period at that time shall not be further considered.

15.0 AMENDMENT OF TENDER DOCUMENTS

15.1 At any time prior to the deadline for submission of Applications, HLL either on its own or on request of the Applicant may amend the Tender Documents by issuing addenda.

15.2 An addendum issued shall be part of the Tender Documents and shall be informed to the bidders who have purchased the tender documents or shall be posted at the website of HLL as per the date specified in Schedule for submission of tender. The applicants are advised to check the websites specified above after the last date of issue of addendum and download the addendum issued, if any.

15.3 To give Applicants reasonable time to take an addendum into account in preparing their Applications, HLL may, at its discretion, extend the deadline for the submission of Applications.

16.0 WITHDRAWAL OF TENDERS

16.1 No modification or substitution of the submitted application shall be allowed.

16.2 A tenderer may withdraw its Tender after submission, provided that written notice of the withdrawal is received by HLL before the due date for submission of Applications. In case an applicant wants to resubmit his application, he shall submit a fresh application following all the applicable conditions.

16.3 The withdrawal notice shall be prepared in Original only and each page of the notice shall be signed and stamped by authorized signatories. The copy of the notice shall be duly marked "WITHDRAWAL".

17. **TECHNICAL BID OPENING & EVALUATION**

17.1 The covers containing Tender Security and Technical bid will be opened in the presence of the authorized representatives of bidder s at the date and time prescribed in the schedule of submission of Application.

17.2 Incase the bidder's technical submittal is found non-responsive with the qualification requirements, the same is liable to be rejected. The price bid of bidders who do not qualify based on the evaluation of technical bids shall be returned unopened.

18.0 PRICE BID OPENING

The price bid of only the qualified bidders will be opened. Evaluation of the financial offer will be based on price quoted by the contractor. Any subsequent alteration in prices shall not be given any cognizance.

19.0 AWARD CRITERIA

HLL will award, the contract to the tenderer, whose tender has been determined to be subsequently responsive, complete and in accordance with the tender documents, and whose total evaluated price for undertaking the entire project as per the tender documents is the lowest.

20.0 EMPLOYER'S RIGHT TO ACCEPT AND TO REJECT ANY OR ALL TENDERS.

20.1 The employer reserves the right, without being liable for any damages or obligation to inform the applicant, to:

A. Amend the scope and value of contract to the applicant.
B. Reject any or all of the applications without assigning any reason.

20.2 Any effort on the part of the applicant or his agent to exercise influence or to pressurize the employer would result in rejection of his application. Canvassing of any kind is strictly prohibited.

21.0 JURISDICTION

All disputes arising shall be subject to the jurisdiction of the appropriate court at Thiruvananthapuram, India and will be governed by the laws of India.

SECTION III

LETTER OF TRANSMITTAL

From:

To

Deputy Vice President (Technical)
HLL Lifecare Limited,
Infrastructure Development Division,
"Adarsh", T.C 6/1718(1),
Vettamukku, Thirumala PO,
Thiruvananthapuram- 695 006

Subject: Supply Installation Testing and Commissioning of 1 No: of Elevator at Taluk Hospital, Kodugallur, Thrissur

Sir,

Having examined the details given in the Tender press notice and Qualification documents for the above work, I/we hereby submit the qualification document and other relevant information.

1. I/We hereby certify that all the statements made and information supplied in the enclosed forms A to F and accompanying statements are true and correct.
2. I/We have furnished all information and details necessary for pre-qualification and have no further pertinent information to supply.
3. I/We submit the following certificates in support of our suitability, technical know-how and capability for having successfully completed the following works:

Name of work Certificate from

Enclosures.

Seal of applicant
Date of submission Signature(s) of Applicant

FORM 'A'

FINANCIAL INFORMATION

I. Financial Analysis – Details to be furnished duly supported by figures in balance sheet/profit & loss account for the last three years duly certified by the Chartered Accountant. (Copies to be attached).

A. Gross Annual turn over on manufacturing/installation works.

Years		
2013-14	2012-13	2011-12

B. **Statement for Profit Making**

Years		
2013-14	2012-13	2011-12

II. The following certificates are enclosed:

1. PAN & Service Tax Registration copies

Signature of Chartered Accountant with Seal Signature of Applicant

FORM 'B'

DETAILS OF ALL WORKS OF SIMILAR CLASS COMPLETED DURING THE LAST FIVE YEARS ENDING LAST DAY OF THE MONTH OF June 2014

Sl. No	Name of work / project and location	Client or customer	Cost in crores	Date of commencement as per contract	Stipulated date of completion	Actual date of completion	Litigation /arbitration pending /in progress with details*	Name and address /telephone number of officer to whom reference may be made	Remarks
1	2	3	4	5	6	7	8	8	10

* Indicate gross amount claimed and amount awarded by the Arbitrator.

Signature of Applicant

FORM 'C'

PROJECTS UNDER EXECUTION OR AWARDED

Sl. No	Name of work/ project and location	Client or customer	Cost of work in crores	Date of commencement as per contract	Stipulated date of completion	Litigation / arbitration pending /in progress with details	Name and address /telephone number of officer to whom reference may be made	Remarks
1	2	3	4	5	6	8	8	10

Signature of Applicant

FORM 'D'

PERFORMANCE REPORT OF WORKS REFERRED TO IN FORM "B" & "C"

1. Name of work /Project & Location

2. Brief description of Nature of Work:

3. Agreement No.

4. Contract Value.

5. Date of start

6. Date of completion
   (i) Stipulated date of completion
   (ii) Actual date of completion

7. Amount of compensation levied for delayed completion, if any

8. Amount of reduced rate items, if any.

9. Performance Report

1) Quality of work	Very Good/Good/Fair/Poor
2) Financial soundness	Very Good/Good/Fair/Poor
3) Technical Proficiency	Very Good/Good/Fair/Poor
4) Resourcefulness	Very Good/Good/Fair/Poor
5) General behavior	Very Good/Good/Fair/Poor

Dated:

Executive Engineer or
Officer of Equivalent Grade

FORM 'E'

STRUCTURE & ORGANIZATION

1. Name & Address of the applicant
2. Telephone No./Fax No.
3. Legal status of the applicant (attach copies of original document the legal status).
   (a) An individual
   (b) A proprietary firm
   (c) A firm in partnership
   (d) A limited company or Corporation
4. Particulars of registration with various Government bodies (attach attested photocopy).

   Organization/Place of registration Registration No.

   1.
   2.
   3.

5. Names and Titles of Directors & Officers with designation to be concerned with this work.
6. Designation of individuals authorized to act for the organization.
7. Was the applicant ever required to suspend construction for a period of more than six months continuously after you commenced the construction? If so, give the name of the project and reasons of suspension of work.
8. Has the applicant, or any constituent partner in case of partnership firm, ever abandoned the awarded work before its completion? If so, give name of the project and reasons for abandonment.
9. Has the applicant, or any constituent partner in case of partnership firm, even been debarred/black listed for tendering in any organization at any time? If so, give details.
10. Has the applicant, or any constituent partner in case of partnership firm, ever been convicted by a court of law? If so, give details.
11. Has the applicant any valid VAT/Works Contract Tax registration with the Sales Tax Department?
12. Any other information considered necessary by not included above.

Signature of Applicant

Form F

SAP VENDOR CREATION TEMPLATE

Name of Vendor / Supplier		
Address for Communication		
Phone Number		
Type of Organisation		Company / Partnership / Proprietor
PAN Number [attach copies]		
TIN Number [attach copies]		
CST Number [attach copies]		
Service Tax Registration No [attach copies]		
Bank Details Name of Bank		
Account Number		
RTGS / NEFT [IFS] Code		
Branch Name & Address		

Name & Signature of Contractor

TECHNICAL SPECIFICATIONS FOR ELEVATORS

1.1 This section deals with technical requirement of Electric Traction Type & Passenger Elevator, its components, and safety devices. All features shall be of latest International standards such as EN81, European standards, American standards or IS 14665 (part -1 to 5) and amended up to date. The technical specifications given below are for general guidance only and standard specifications of manufactures are acceptable subject to the condition that these specifications meet the technical / functional requirement specified below.

The contractor shall be responsible to check and ensure dimensions of hoist way, before tendering those requirements of statutory laws and local codes of Electrical / elevator inspector are met with and the equipment offered are suitable for the space available and getting the approval from inspectorate. The scope of work also includes minor civil works and providing necessary channel supports etc for making lift shaft suitable for erection of lifts.

1.2 POWER SUPPLY

HLL shall provide 415 V+10%, 3 phases, 50 Hz AC power supply for the elevator at suitable location in top landing. Elevator shall be suitable for operation on 415 V+10%, 3 phases, 50 Hz AC power supply. Wiring shaft lighting, earthing and required electrical panel with all switches and connections shall be carried out by the elevator contractor which shall be included in his quoted rates and nothing extra shall be paid on this account. All power required for erection, testing and handing over the elevator shall be in the scope of the contractor.

1.3 CODES & STANDARDS

1.3.1 Work carried out shall in general be in conformity with following:

(i) CPWD specification for electrical work.
(ii) IS 14665 (part -1 to 5) and amended up to date or international specifications which ever is superior shall be applicable and in accordance with regulations of local codes which govern the requirements of the elevator.
(iii) In addition, Indian Electricity Rules 1956 and Indian Electricity Act 1910 and the rules issued there under with amendments issued from time to time shall also apply.
(iv) All the codes and standards mean the latest publication. Unless specified otherwise, the installation shall generally follow the Indian Standard code of practice/the relevant British Standard code of Practice.

1.3.2 All designs, materials, manufacturing techniques and workmanship shall be in accordance with accepted National or international standards/ practices for this type of equipment.

1.3.3 The tenderer shall also state, where applicable, the National or other International Standard (s) to which the whole or any specific part, of the equipment or system complies. In addition, any other information/ description, the tenderers may wish to provide, the features/ performance figures specified/indicated shall be with supporting documents/calculations.

1.4 TECHNICAL REQUIREMENT

Sl.No. Items Technical requirement

1 Type of Elevator Passenger cum bed Lift

2 Capacity 1360Kgs (minimum), 20 Persons (minimum)

3 Speed 1.00 Mtr/sec

4 Serving Floors Ground floor, first floor & Second floor

5 Travel in meters 10 M

6 Stops & Opening 3 stops & 3 Openings.

7 Hoist Way available Refer drawings attached to this tender document

8 Machine Machine Room less Gearless traction machine with electro-magnetic brake placed in the hoist way on top.

9 Control system Micro-processor based control with variable voltage variable frequency technology.

10 Operation Simplex full collective.

11 Car Enclosure Hairline finish stainless steel panel on all the four sides & mirror Finish SS Ceiling for passenger lift.

12 Flooring Granite flooring

13 Number of Entrance

Entrance at front side on all the serving floors (All stops – opening on the same side).

(Refer drawings attached to this document)

14 Car & Hoist way Entrance (landing) Doors. Automatic side/center opening automatic matt finish stainless steel door.

15 Safety Feature (i) All safety feature required as per IS / International Standards.

(ii) Additional features.

a) Reverse phase relay on controller.

b) Single Phasing power supply protection.

c) Overload warning indicator on car (visual and audio)

d) Fireman's switch

e) Battery operated alarm bell & emergency light with battery and charger.

f) Infra red rays sensing device along the edge of the car door for full height.

16 Signals a) LED Hall buttons/ landing call registered indicator at all landings.

b) Digital car position indicator in car and at all landings.

c) Up/ Down pre-announcing indicator at all landings

d) Integral car operating panel with aesthetic luminous switches, emergency stop switch, key switch for auto/ attendant mode.

e) Annunciator in car

17 Fixtures (In car) a) Matt finish stainless steel fixtures four sides.

b) Concealed decorative luminaries with CFL lamps complete with housing, reflector and accessories.

c) Axial pressure fan suitable design to suit the ceiling.

18 Inter com (In car) Suitable to hook to EPABX system.

19 Automatic rescue device. Solid state battery operated device to automatically rescue passengers trapped in the elevator car in between floors in the event of power failure.

20 Manual Rescue Device Manual rescue device shall also be provided so as to bring the elevator car to the nearest floor in the event of failure of battery operated automatic rescue device.

1.5 CONTROLLER

1.5.1 The control system shall be of microprocessor controller type, incorporating variable voltage variable frequency drive for elevators of 1.0 m/s speed. It shall be suitable for site programmability and shall have field test mechanism for quick fault diagnosis. The elevator motor shall be fed through this controller for smooth & silent operation of elevator.

1.6 ELEVATOR HOISTING MACHINE

1.6.1 Manufacturer's standard design/constructional features are acceptable. The elevator hoisting machine shall be compact, energy efficient and proven design. The hoisting machinery shall be gearless type with 3 Phase AC motor. The drive shall be of variable voltage variable frequency type.

1.7 MOTOR

1.7.1 The elevator hoisting motor shall be as per manufacturer's selection. Motor shall be dynamically balanced and shall have high starting torque and low starting current, suitable for elevator duty and equipped with required protection. Motor shall be part of drive unit.

1.8 INSTALLATION OF ELEVATOR HOISTING MACHINE

1.8.1 The required arrangement for installation of elevator hoisting machine shall be provided by the contractor. Necessary scaffolding, channels, load hooks, buffer spring, cutouts on slab and all related civil works shall be in the scope of the contractor.

1.9 GUIDE

1.9.1 Machined steel guides shall be provided for the car and counterweight. The guide rails shall have tongued and grooved joints, sliding clips shall be used for fastening the guides to allow building settlement without distorting the guide. The flanges shall be mechanical for the fish plate mounting so that rail alignments at joints almost remain constant. To keep down the noises level and to reduce wear and tear of sections, only Nylon ribs shall be used in the guide shoes. However, initially cast iron ribs shall be provided for smoothening of guide rails which shall later be replaced free of cost by Nylon ribs.

1.10 DRIVING MACHINE BRAKE

1.10.1 Electric elevator machine shall be equipped with brakes which shall be applied automatically by means of springs in compression only or by gravity when the operating device is in the 'off' position or in the event of power failure. The brake shall be designed to have a capacity sufficient to hold the car at rest with 125% of its rated load.

1.11 ROPES / FLAT BELTS

1.11.1 The elevator shall be provided with round stranded steel wire ropes or flat belts having tensile strength not less than 12.5 tone/ cm2. Lubricants between the strands shall be achieved by providing impregnated hemp core. The rope shall conform to IS –2365 – 1963 amended up to date.

1.12 LEVELING

1.12.1 Leveling with floors should be exact virtually independent of passenger load. This is to be achieved by self adaptive load compensation.

1.13 SELECTOR

Selector shall be as per OEM, however selector shall be microprocessor based.

1.14 CAR DETAILS

1.14.1 CAR FRAME

The car frame shall be made of structural steel of rigid construction to withstand without permanent deformation the operation of safety gear. The car shall be so mounted on the frame that vibration and noise transmitted to the passengers inside is minimized.

1.15 CAR PLATFORM

1.15.1 The car platform shall be of framed construction and designed on the basis of rated load evenly distributed. The dimensions shall conform to IS – 3534 – 1968 amended up to date unless otherwise specified. The flooring shall be finished with antiskid wooden material (sample shall be got approved).

1.16 CAR BODY

1.16.1 The side walls of the car shall be as per SOQ.

1.17 CAR ROOF

1.17.1 The roof of the car shall be solid type with extra supporting arrangement capable of taking load of maintenance team (at least 140 Kg weight) and also have a fan and light fittings.

1.18 CAR DOOR

1.18.1 The car entrance doors shall be as per SOQ. Doors shall be automatic side/centre opening horizontal sliding and power operated type.

1.19 HOIST WAY (LANDING) DOORS

1.19.1 Doors shall be as per SOQ. It shall be fitted with a locking device which shall comply with clause 21 of IS –3-4666-1980 amended up to date.

1.20 CAR DOOR & HOIST WAY DOOR OPERATORS

1.20.1 (i) Each hoist way door shall be provided with an interlock which shall prevent movement of the car away from the landing unless the door is in the closed position as defined in the IS codes.

(ii) Door system should have the following features:

(a) Reliable robust construction, linear drive door gear with electronically controlled closing and opening for trouble free operation under adverse duty conditions.

(b) Door system interface compatible with modern micro-contactor control system for optimum performance.
(c) Proven door safety devices for maximum safety of users.

1.21 SAFETY GEARS & GOVERNORS

(a) Elevator shall be provided with car safety devices attached to the elevator car-frame and placed beneath the car. The safety device shall be capable of stopping and sustaining the elevator car with full rated load.

(b) The elevator shall be provided with over speed monitoring & tripping safety device and its operation shall be independent of power.

(c) The car safety is provided to stop the car whenever excessive descending speed is attained. The safety shall be operated by a centrifugal speed governor located at the top of hoist way and connected to the governor through a continuous steel rope. The governor shall be provided with ropes in proper tension. Even after ropes stretch, suitable means shall be applied to cut off power from motor and apply the brakes on applications of the safety.

(d) Temper proof infrared rays sensing device shall be provided through out the height of door or upto 1.8m above sill as per OEM to ensure the door reopens till the obstruction exits in case obstruction comes while the door is closing.

1.22 COUNTER BALANCE

1.22.1 A suitable guided structural steel frame with appropriate CI weights shall be furnished to promote smooth and economical operation.

1.23 TERMINAL SWITCHES

1.23.1 Elevator shall be provided with proximity switches arranged to stop the car automatically within the limits of top car clearance and bottom run by over travel from any speed attained in normal operation. Such switches shall Act independently of the operating device, the ultimate or final limit switches and the buffers.

Proximity switches may be fitted in the elevator car or in the elevator well or in the machine room and such switches shall be brought in to operation by the movement of elevator car.

An automatic safety switch shall be provided to stop the machine should the chain, rope or other similar device mechanically connecting the stopping device to the car, fail.

1.24 ULTIMATE OR FINAL SWITCHES

1.24.1 Elevator shall be provided with ultimate or final switches arranged to stop the car automatically within the top and bottom clearance independently of the normal operating device and the terminal switches.

Final switches shall act to prevent movement of the elevator car under power in both directions of travel and shall after operating remains open until the elevator car has been moved by a hand winding to a position within the limits of normal travel.

All ultimate or final switches shall be of enclosed type and shall be securely mounted. The contacts of all switches shall be opened positively and mechanically by the movement of elevator car.

1.25 TERMINAL BUFFERS

1.25.1 Heavy-duty spring Buffers/polyerethene rubber pads as per OEM to adhere the latest safety parameters shall be installed as a means of stopping the car and counter weight at the extreme limits of travel. Buffers in the pit shall be mounted on steel channels, which shall extend between both the car and counter weight guide rails. Oil buffer as per OEM standard is acceptable.

1.26 ELECTRICAL INSTALLATION REQUIREMENTS

1.26.1 IS: 4666 – 1980 amended up to date state the requirement for main switches and wiring with reference to relevant regulations and read in conjunction with clause-3.1 (i).

1.27 ELECTRICAL WIRING AND WIRING FOR SIGNALS

1.27.1 Complete electric wiring shall be done in copper cable/ wires by the elevator supplier as per clause 7.1.2 of IS: 1860-1980 amended up to date and read in conjunction with clause-3.1 (i).

The wiring for signals, landing call buttons & indicators shall use serial communication technique to reduce the number of wires and read in conjunction with clause-3.1 (i)

1.28 TRAVELLING CABLE

1.28.1 Flat traveling cable shall be 16/20 core to give better running performance.

1.29 OVER LOAD WARNING

1.29.1 Over load warning feature with audiovisual indication shall be provided (Visual indication shall show "Over Loaded" and a buzzer shall also operate). Car shall not move until the overload condition is removed.

1.29.2 A load plate giving the rated load and permissible maximum number of passengers should be fitted in each lift car in a conspicuous position.

1.30 INTERCOM SYSTEM

1.30.1 Intercom suitable to hook to EPABX shall be provided inside the car for making emergency calls.

1.31 EMERGENCY RESCUE DEVICE:

1.31.1 AUTOMATIC EMERGENCY RESCUE DEVICE:

Elevator system shall have automatic battery operated emergency rescue device to automatically rescue passengers trapped in the elevator car in between floors in the event of power failure having following features:

Automatic operation and immediate actions in the event of mains failure capable to move the elevator to the nearest landing, opens the doors automatically. Shall have sealed maintenance free battery back up of suitable size with automatic charging unit and auto change over unit on mains failure. Message indicator in the elevator car.

1.32 MANUAL EMERGENCY RESCUE DEVICE

1.32.1 Manual emergency rescue device shall be provided to rescue the passengers trapped in the elevator car in the event of failure of battery operated automatic emergency rescue device. The elevator car stopped in between floors due to power failure shall be brought to the nearest landing by releasing the break by means of pulling the mechanical lever provided in the last landing. The standard constructional feature of OEM for this manual emergency rescue device is acceptable.

1.33 OPERATION

1.33.1 The elevator shall be operated in simplex mode (with/ without attendant) and generally the elevator shall be in automatic mode. However a two position key-operated switch marked to indicate "ATT" (Attended Operation) and "AUTO" (Automatic Mode) shall be provided. When the switch is in the position of "ATT" mode, the elevator shall be in attendant mode. It will connect the hall button pushes to the annunciate, provided in the car, to register the calls. In automatic mode, momentary pressure of the car button/ landing button will send/ bring the car to this landing and car will automatically stop.

1.34 LIST OF APPROVED MAKES

ELEVATORS OTIS / KONE / /SCHINDLER /MITSUBISHI/JOHNSON/THYSSENKRUPP

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