

अग्नि हाइड्रेंट और स्पिंकलर सिस्टम के गैर-व्यापक एएमसी के लिए निविदा आमंत्रण
सूचना (एनआईटी)

NOTICE INVITING TENDER (NIT) FOR
NON-COMPREHENSIVE AMC OF FIRE HYDRANT & SPRINKLER SYSTEMS

AT

बैंक ऑफ़ इंडिया, आंचलिक कार्यालय भवन
स्टार हाउस, प्लॉट नंबर 10, ईडीसी कॉम्प्लेक्स, पाट्टो प्लाजा,
पणजी, गोवा- 403001
Bank of India, Zonal Office Building
Star House, Plot No. 10, EDC Complex, Patto Plaza,
Panaji, Goa- 403001

निविदा जारीकर्ता/ TENDER ISSUED BY

आंचलिक कार्यालय, सुरक्षा विभाग, गोवा अंचल

Zonal Office, Security Department, Goa Zone

दुरभाष/ Phone- 0832-2404307, 2404431

ईमेल/ E-mail: Goa.Security@bankofindia.co.in

वेबसाइट/ Website: www.bankofindia.co.in

**फायर हाइड्रेंट और स्प्रिंकलर सिस्टम के गैर-व्यापक एएमसी
के लिए निविदा/बोली के लिए आमंत्रण**
**INVITATION FOR TENDER/BID FOR NON-COMPREHENSIVE AMC OF
FIRE HYDRANT & SPRINKLER SYSTEM**

बैंक ऑफ़ इंडिया, आंचलिक कार्यालय बिल्डिंग, स्टार हाउस, प्लॉट नंबर 10, ईडीसी कॉम्प्लेक्स, पाट्टो प्लाजा, पणजी, गोवा- 403001 में फायर हाइड्रेंट और स्प्रिंकलर सिस्टम के गैर-व्यापक एएमसी के लिए पात्र विक्रेता/फर्म/कंपनी/ठेकेदार से सीलबंद निविदा/बोलियां आमंत्रित करता है।

Bank of India invites Sealed Tender/Bids from eligible vendor/firm/company/contractor for non- comprehensive AMC of fire hydrant & sprinkler system at Bank of India, Zonal Office Building, Star House, Plot No. 10, EDC Complex, Patto Plaza, Panaji, Goa- 403001.

1. इच्छुक पात्र बोलीदाता बैंक की वेबसाइट www.bankofindia.com के निविदा अनुभाग से निविदा दस्तावेज डाउनलोड कर सकते हैं और बोली लगाने के लिए इसका उपयोग कर सकते हैं। निविदा दस्तावेज 07-07-2025 से 28-07-2025 तक डाउनलोड करने के लिए उपलब्ध रहेगा। बोली के साथ **1000/- रुपये की गैर-वापसी टेंडर फीस और बैंक ऑफ़ इंडिया के पक्ष में गोवा में देय डिमांड ड्राफ्ट/बैंकर चेक के रूप में 25,000/- रुपये की बयाना राशि (ईएमडी)** संलग्न करनी होगी। निविदा दस्तावेज और ईएमडी की लागत के बिना बोलियों को सरसरी तौर पर खारिज कर दिया जाएगा। सभी तरह से पूर्ण निविदा दस्तावेज/बोली सुरक्षा विभाग, बैंक ऑफ़ इंडिया, आंचलिक कार्यालय भवन स्टार हाउस, प्लॉट नंबर 10, ईडीसी कॉम्प्लेक्स, पाट्टो प्लाजा, पणजी, गोवा- 403001 को **28-07-2025 को दोपहर 3:00** बजे तक जमा कर दी जानी चाहिए।

Interested eligible Bidders may download the tender document from Tender Section of Bank's website www.bankofindia.com and use the same for bidding. The tender document will be available for downloading from **07-07-2025 till 28-07-2025**. The bid will be required to be enclosed with **a non-refundable fee of Rs 1000/- and Earnest Money Deposit (EMD) of Rs. 25,000 /-** in the form of a Demand Draft/Banker's cheque in favour of Bank of India, **payable at Goa**. Bids not accompanying cost of tender document and EMD will be summarily rejected. The Tender document/ bid completed in all respect should be submitted to Security Department, Bank of India, Zonal Office Building Star House, Plot No. 10, EDC Complex, Patto Plaza, Panaji, Goa- 403001 latest by **3:00 pm on 28-07-2025**.

2. बोली निम्नानुसार प्रस्तुत की जानी चाहिए :

Submission of the bid should be done as under:

a) **लिफाफा-1** – इसमें तकनीकी बोली, कंपनी प्रोफाइल, पंजीकरण, अनुभव, चल रहे अनुबंध आदि से संबंधित दस्तावेज, साथ ही निविदा शुल्क और ईएमडी शामिल होनी चाहिए। लिफाफे पर **“फायर हाइड्रेंट और स्प्रिंकलर सिस्टम के गैर-व्यापक एएमसी के लिए तकनीकी बोली”** लिखा होना चाहिए।

Envelope-1 – Should contain Technical Bid, company profile, documents pertaining to registrations, experience, running contracts etc. along with tender fee and EMD. The envelope should be superscribed as **“TECHNICAL BID for Non-Comprehensive AMC of Fire Hydrant & Sprinkler System.”**

- b) **लिफाफा-2** – इसमें केवल वित्तीय बोली होनी चाहिए। लिफाफे के ऊपर "**फायर हाइड्रेंट और स्प्रिंकलर सिस्टम के गैर-व्यापक एएमसी के लिए वित्तीय बोली**" लिखा होना चाहिए।
Envelope-2 – Should contain **ONLY FINANCIAL BID**. The envelop should be superscribed as "**FINANCIAL BID for Non-comprehensive AMC of Fire Hydrant & Sprinkler System**"
- c) **लिफाफा-3** – लिफाफा-1 और 2, दोनों को लिफाफा संख्या 3 के अंदर रखा जाना चाहिए और उसके ऊपर "**स्टार हाउस बिल्डिंग, गोवा आंचलिक कार्यालय में फायर हाइड्रेंट और स्प्रिंकलर सिस्टम के गैर-व्यापक एएमसी के लिए निविदा**" लिखकर जमा किया जाना चाहिए।
Envelope-3 – Both Envelope-1 and 2 should then be placed inside Envelope No. 3 and shall be submitted with superscription "**Tender for Non-comprehensive AMC of Fire Hydrant & Sprinkler System at Star House Building, Goa Zonal Office**"

निविदा दस्तावेज का मूल्य Price of Tender Document	Rs.1000/-
निविदा आरंभ तिथि Tender Start Date	07-07-2025
निविदा प्रस्तुत करने की अंतिम तिथि और समय Last Date and Time for submission of tender	28-07-2025 by 3.00 pm
संचार के लिए पता Address for Communication	Zonal Manager, Goa Zonal Office, Star House, Plot No. 10, EDC Complex, Patto Plaza, Panaji, Goa- 403001
संपर्क हेतु व्यक्ति Contact Person	1. Pramod Kumar, Chief Manager (Security) (Mobile-9922508916) 2. Deepak Kumar, Sr. Manager (A&S) (Ph. 0832-2404431, Mobile-8369419217)
तकनीकी बोलियां खोलने की तिथि Date of opening of Technical Bids	28-07-2025 at 3.30 pm
बयाना राशि जमा (ईएमडी) Earnest Money Deposit(EMD)	Rs. 25,000/-
एएमसी अवधि / AMC Period	Three Years

3. बोली के साथ फायर हाइड्रेंट और स्प्रिंकलर सिस्टम के गैर-व्यापक एएमसी के लिए **25,000/- (केवल पच्चीस हजार) रुपये** की बयाना राशि जमा करनी होगी, जो बैंक ऑफ़ इंडिया के पक्ष में गोवा में देय डिमांड ड्राफ्ट या पे ऑर्डर के रूप में हो। सफल बोलीदाता की ईएमडी को "सिक्योरिटी डिपॉजिट" के रूप में परिवर्तित किया जाएगा और अनुबंध की समाप्ति तक बैंक द्वारा ब्याज मुक्त जमा के रूप में रखा जाएगा। सरकारी मानदंडों के अनुसार बोलीदाताओं को निविदा शुल्क और ईएमडी जमा करने की छूट लागू होगी। The Bid has to be accompanied with by an Earnest Money Deposit (EMD) of **Rs. 25,000/- (Twenty five thousand only)** for non-comprehensive AMC of Fire Hydrant & Sprinkler

System in the form of a demand draft or Pay Order in favour of Bank of India, Payable at Goa. The EMD of the successful bidder will be converted as "Security Deposit" and shall be retained by the Bank as interest free deposit till the expiry of the contract. Exemption for submission of Tender Fee and EMD will be applicable to the bidders as per government norms.

4. प्रस्ताव बोलियां प्रस्तुत करने की अंतिम तिथि से 180 दिनों तक वैध रहेंगे।

The bids/proposal shall remain valid for 180 days from the last date of submission of the bids.

5. एनआईटी के विभिन्न मापदंडों पर पात्रता निर्धारित करने के लिए, 01-06-2025 को संदर्भ तिथि के रूप में लिया जाएगा, यदि अन्यथा उल्लेख नहीं किया गया हो।

For determining the eligibility on different parameters of the NIT, 01-06-2025 will be taken as reference date, if not mentioned otherwise.

6. बैंक ऑफ़ इंडिया बिना कोई कारण बताए किसी भी या सभी प्रस्तावों को आंशिक या पूर्ण रूप से स्वीकार या अस्वीकार करने का अधिकार सुरक्षित रखता है।

Bank of India reserves the right to accept or reject in part or full any or all the offers without assigning any reasons therefor.

आंचलिक प्रबंधक
Zonal Manager

A. Instructions for Bidders

1. Sealed and completed bids super scribed “**Tender for Non-comprehensive AMC of Fire Hydrant & Sprinkler System at Star House Building, Goa Zonal Office**” shall be submitted at Corporate Service Department, First Floor, Star House, Plot No. 10, EDC Complex, Patto Plaza, Panaji, Goa- 403001 so as to reach latest by **03.00 pm on 28-07-2025**.
2. Bids will not be accepted after **03:00 pm on 28-07-2025** under any circumstances.
3. Technical Bids will be opened at **03:30 pm on 28-07-2025** in the presence of Bank’s nominated tender opening committee and the bidders or their representative, if present.
4. Bids shall remain open to acceptance by the Bank for a period of 180 days from the last date of submission and the bidder shall not cancel or withdraw the bid during this period. In case the bidder withdraws the bid prior to the expiry of 180 days then the bidder shall be treated as defaulter and the EMD will be forfeited.
5. The tender document is non-transferable.
6. The bidder may visit our premises before submitting the bid after seeking prior permission from us.
7. Rates should be quoted both in figures and words in columns specified. All erasures and alterations made while filling the tender must be attested by initials of the bidders. Overwriting of figures is not permitted; failure to comply with either of these conditions will render the bid void.
8. Conditional bid or bid without the valid documents will be rejected.
9. The bid submitted on behalf of a firm shall be signed by the authorized signatory (ies).
10. MSMEs/ Startups are exempted from paying Tender Fee and EMDs as per extant government guidelines. For getting the benefits, bidders should **submit valid exemption certificate** issued from the relevant authorities. However, in case a MSME/ Startup bidder is awarded the contract, the Security Deposit of the value equivalent to EMD will have to be submitted by the bidder before award of the contract.
11. Bidder are advised to inspect and examine the site/premises by taking prior approval of the bank before submitting the bid. The bidder must inspect the site, its surroundings, the means of access to the site, the accommodation they may require, risks, hazards, contingencies and other circumstances which may influence or affect their tender. A bidder shall be deemed to have full knowledge of the site whether he inspects it or not and no extra charges consequent to any misunderstanding or otherwise shall be allowed. Submission of bids by bidders imply that they have read this notice and have made themselves aware of the scope and specifications of the work to be done, site details, local conditions and other factors have bearing on the execution of the work.
12. All the communications in respect of this tender will be made through the Bank’s website or E-mails only.

B. Qualification criteria for the Bidder

Wherever applicable, the date for determining the eligibility/qualification of the bidder shall be as under:

- I. The bidder should have an office in the state of Goa or Maharashtra.
- II. The bidder should be a sole proprietary /partnership firm or a company duly registered with appropriate authority.
- III. The bidder should have valid GST registration.
- IV. The bidder should be registered with EPFO and ESIC, if applicable.
- V. The average annual turnover of the bidder during the last three years i.e FY 2022-23, 2023-24 & 2024-25 should be Rs.10 lakh per annum or above.
- VI. The bidder must have minimum 3 (three) year of experience in the field of the captioned work i.e Installation and Maintenance of the Fire Hydrant & Sprinkler Systems in Govt./PSUs/Scheduled Commercials Banks/Private firms.
- VII. The bidder must have executed AMC for maintenance of the Fire Hydrant & Sprinkler Systems in Govt./PSUs/Scheduled Commercials Banks/Private firms:
 - a) at least three (03) similar work for the total contract value of **Rs. 80,000.00 (Eighty thousand)** each or above, out of which at least one contract should had been in the state of Goa or Maharashtra;
or
 - b) at least two (02) similar work for the total contract value of **Rs. 1,00,000.00 (One Lakh)** each or above, out of which at least one contract should had been in the state of Goa or Maharashtra;
or
 - c) at least one (01) similar work for the total contract value of **Rs. 1,20,000.00 (One lakh twenty thousand)** or above in the state of Goa or Maharashtra.
- VIII. The bidder must have one running contract as on the date of the Tender for Maintenance of the Fire Hydrant & Sprinkler Systems in Commercial/ High-Rise building in Govt./PSUs/Scheduled Commercials Banks/Private firms in the State of Goa or Maharashtra.

C. General Terms and Conditions

1. General

- a) The EMD amount of Rs. 25,000/- in respect of the successful bidder shall be retained as "Security Deposit" till completion of the AMC Contract of three years. In the event of not carrying out the contracted services, as per terms & condition of the tender, Security Deposit will be forfeited.
- b) Each of tender documents should be signed by the bidders submitting the bid in token of his/their having acquainted himself/themselves with the general conditions of tender, specifications, special conditions etc. as laid down. Bids without the signed document will be rejected.

- c) The Bank in order to evaluate and compare the bids/response to tender received, may seek clarification from some or all of the bidders. Such clarifications and responses will necessarily be in writing.
- d) The document contains information proprietary to the Bank. The Bank requires the recipients of this tender to maintain its contents in the same confidence as their own confidential information and refrain from reproducing it in whole or in part without the written permission of the Bank.
- e) The Bank will not return the bids/responses received from the bidders. The information provided by the bidder/s will be held in confidential and will be used for the sole purpose of evaluation of bids.

2. Opening and Evaluation of Bids (Evaluation Methodology)

- a) Technical bids will be opened in the presence of the 'Tender opening committee'. The Bidders' names, Bid modifications or withdrawals and the presence or absence of requisite EMD and such other details as the Bank, at its discretion, may consider appropriate, will be announced at the time of technical Bid opening. No bid shall be rejected at bid opening, except for late bids, which shall be returned unopened to the Bidder. Bids (and modifications sent) that are not opened at Bid Opening shall not be considered further for evaluation, irrespective of the circumstances. Withdrawn bids will be returned unopened to the Bidders.
- b) The Bank will examine the Bids to determine whether they are complete, furnished in required formats, the documents have been properly signed, and the Bids are generally in order. The Bank may, at its discretion, waive any minor infirmity, non-conformity, or irregularity in a Bid, which does not constitute a material deviation. Only those Bidders whose Technical bids have been found to be in conformity to the eligibility terms and condition would be taken up by the Bank for the further detailed evaluation. Prior to the detailed evaluation, the Bank will determine the responsiveness of each Bid to the Bidding Document. For the purpose of these clauses, a responsive Bid is one, which conforms to all the terms and conditions of the Tender Document without material deviations. Deviations from, or objections or reservations to critical provisions, such as those concerning EMD, Applicable Law, Performance Security, Qualification Criteria, Force majeure will be deemed to be material deviation. The Bank's determination of a Bid's responsiveness is to be based on the contents of the Bid itself, without recourse to extrinsic evidence. The Bank reserves the right to evaluate the bids on technical & functional parameters including possible visit to inspect live site/s of the bidder and witness demos of the system and verify functionalities, response times, etc. If a Bid is not responsive, it will be rejected by the Bank and may not subsequently be made responsive by the Bidder by correction of the non-conformity. The Bank may use the services of external consultants for bid evaluation.
- c) During evaluation of the Bids, the Bank, at its discretion, may ask the Bidder for clarification of its Bid. The request for clarification and the response shall be in writing, and no change in the prices or substance of the Bid shall be sought, offered or permitted.

- d) The Bank will evaluate and compare the Price bids, which have been determined to be responsive. Arithmetical errors will be rectified on the following basis:
- If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail, and the total price shall be corrected. If the successful bidder does not accept the correction of the errors, its Bid will be rejected, and its EMD may be forfeited.
 - If there is a discrepancy between words and figures, the amount in words will prevail. L1 will be decided on the basis of price quoted in the Annexure III i.e. the Financial bid.

3. **Force Majeure**

The bidder shall not be held liable for forfeiture of its performance security, liquidated damages, or termination for default if and to the extent that its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.

For purposes of this clause, “Force Majeure” means an event beyond the control of the Bidder and not involving the Service Provider’s fault or negligence and not foreseeable. Such events may include, but are not restricted to, acts of the Bank in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes.

If a Force Majeure situation arises, the Bidder shall promptly notify the Bank in writing of such condition and the cause thereof. Unless otherwise directed by the Bank in writing, the Bidder shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

4. **Termination for Insolvency**

The Bank may, at any time, terminate the Contract by giving written notice to the Bidder if the Bidder becomes Bankrupt or otherwise insolvent.

5. **Termination for Convenience**

The Bank, by written notice sent to the bidder, may terminate the Contract, in whole or in part, at any time for its convenience. The notice of termination shall specify that termination is for the Bank’s convenience, the extent to which performance of the Bidder under the Contract is terminated, and the date upon which such termination becomes effective.

6. Earnest Money Deposit (EMD)

The Bidder shall furnish, as part of its Bid, an EMD of Rs. 25,000/- The EMD shall be denominated in Indian Rupees and shall be in the form of a Banker's cheque / Demand Draft, issued by a Scheduled Commercial Bank in India, drawn in favor of "Bank of India" payable at Goa and should be valid for a period of three month. Any Bid not secured, as above, will be rejected by the Bank, as non-responsive. EMD of the Unsuccessful Bidder will be discharged or returned as promptly as possible. The EMD of the successful Bidder will be converted as non-interest bearing Performance Security Deposit and shall be kept with the Bank till completion of the AMC contract. If the successful Bidder has been exempted from submission of the EMD due to its MSMS/ Startup etc. status, he will have to submit the Security Deposit for Rs. 25,000.00 in the form of a Banker's cheque / Demand Draft, issued by a Scheduled Commercial Bank in India, drawn in favor of "Bank of India" payable at Goa, before award of the contract.

7. Time of completion & penalty clause

The work for non-comprehensive AMC of Fire Hydrant & Sprinkler System at Star House Building, Goa Zonal Office shall be valid for three (3) years from the date of the contract. However, if the bidder fails to comply/perform the AMC work during the contract period, the bidder shall be liable to pay Rs. 5,000/- per instance for such deficiency in services. Repeated instances of deficiency in service for more than 3 instance, may result in forfeiture of Security Deposit and termination of contract by giving 15 days prior notice.

8. Injury to persons, property & Bank's Indemnity

The bidder shall be liable for and shall indemnify the Bank against any expense, liability, loss claim or proceedings in respect of any injury or damage whatsoever to any property real or personal in so far as such injury or damage arisen out of or in the course of or by reason of the carrying out of the works and provided always that the same is due to any negligence omission or default of the bidder his servants or agents or of any sub-contractor his servants or agents.

9. Accidents

The Bidder shall within 24 hours of the occurrence of any accident at or about the site or in connection with the execution of the work, report such accident to the Bank's representative. The bidder shall also report such accident to the Competent Government Authority whenever such report is required by law.

The Bidder shall comply with the provision of all labour legislation including the requirements of:

- a) The payment of Wages Act
- b) Owner's Liability Act
- c) Workmen's Compensation Act
- d) Contractor Labour (Regulation & Abolition) Act 1970 and Central Rules 1971
- e) Apprentices Act 1961
- f) Any other Act or enactment relating thereto and rules framed thereunder from time to time.

10. Labour Laws

The bidder shall observe and strictly adhere to all prevailing labour laws inclusive of Contract Labour (Abolition and Regulation) Act of 1970 and other safety regulations including amendments made, if any afterwards.

11. Statutory authority obligations, notices, fees charges

- a) The Bidder shall comply with and give all notices required by any act, any instrument, rule or order made under any Act, or any regulation or bye law of any local authority or of any regulation of any bidder which has any jurisdiction with regard to the works or with whose systems the same are or will get connected (all requirements to be so complied with being referred to in these conditions as the statutory requirements).
- b) If the bidder shall find any divergence between the statutory requirements and all or any of the contract documents or any variation in the instruction issued in accordance with these conditions, shall immediately give to the Bank's Representative a written notice specifying the divergence.
- c) If the bidder gives notice under paragraph (b) of this sub-clause or if Bank shall otherwise discover or receive notice of a divergence between the statutory requirements and all or any of the contract documents or any variation, instructions issued in accordance with these conditions the Bank shall within 7 days, of discovery or on receipt of a notice, issue instructions in relation to the divergence. If and in so far as the instructions require the works to be varied, they shall be deemed to be Bank instructions issued in accordance with these conditions.
- d) The bidder awarded with the work, will have to sign an agreement with bank, on a format provided by Bank for the work of non-comprehensive AMC of Fire Hydrant & Sprinkler System.

13. Bank reserves the right to the following:

- a. Reject any or all proposals received in response to the tender notice without giving any reason whatsoever
- b. Reject the proposals received in response to the invitation of sealed quotations containing any deviation from the payment terms stipulated in this document.
- c. Waive or Change any formalities, irregularities, or inconsistencies in proposal format / delivery process
- d. Extend the time for submission of proposal.
- e. Modify the document, by an amendment that would be displayed on Bank's Website
- f. To independently ascertain information from the Banks and other institutions to which Consultant/consultant firm has already extended services for similar assignment.
- g. Apply whatever evaluation criteria deemed appropriate for evaluation of Technical Bids.
- h. To terminate the services if the assignment is not proceeding in accordance with the terms of contract or undue delay is taking place in execution of the assignment.

D. Scope of Work

The work consists of the monthly maintenance work of Fire Hydrant & Sprinkler System at Star House Building, Goa Zonal Office, Patto Plaza. All equipment, tools, manpower etc. required for the maintenance will be provided by the vendor.

- a. The contractor shall strictly comply with all terms and conditions of the tender document.
- b. The Engineer/Technician of contractor/vendor shall visit monthly and perform service/maintenance work of Fire Hydrant & Sprinkler System as per prescribed detail.
- c. The maximum response time for a maintenance/Breakdown complaint shall not exceed 24 (twenty four) hours on working days and 48 (forty eight) hours on non-working days. The contractor must be ready to provide round the clock emergency services at a short notice.
- d. The Contractor/Vendor shall be responsible for any injury to their workmen / other persons or damage to Bank's / other's property in Bank's premises which may arise during maintenance/servicing of Fire Hydrant & Sprinkler System of aforesaid building.
- e. The contractor/vendor shall submit monthly maintenance/service report with all details to Security Department.
- f. Payment of Annual Maintenance Contract shall be made by the Bank on quarterly basis against service certificate and invoice.
- g. The bidder will have to sign a Service Level Agreement including Non-Disclosure clauses as per the draft given in Annexure V.
- h. All necessary repairing work, if any, should be carried out at authorized service center of the product and warranty certificate to be got issued in the name of Bank of India.
- i. The contractor/vendor shall maintain the data sheet of the equipment of Fire Hydrant & Sprinkler System.
- j. The rates quoted for carrying out Annual Maintenance Contract must be inclusive of all the charges i.e. Transportation, Technician Fee, TA / DA and any other expenses but exclusive of the GST. GST will be paid on the quoted rate at applicable rates.
- k. Rates quoted shall be binding for three years from the date of awarding of the contract and no increase whatsoever will be considered.
- l. The non-comprehensive AMC of Fire Hydrant & Sprinkler System will be for 3 (three) years. It will be reviewed every year and in case of unsatisfactory performance AMC agreement may be terminated during AMC period.

ANNEXURE-I
(To be filled)

Sr.	Particulars	Details
01	Name of the Company/Firm/Applicant and address of the registered office:- Phone No: Mobile No: E-mail: Website, if any:	
02	Date and year of establishment (Enclose documentary evidence)	
03	Type of the organization (whether sole proprietorship, Partnership, Private Ltd., etc.)	
04	Name of the Proprietor/Partners/Directors of application with address and phone no. a. b. c.	
05	Address of the office of the agency in the State of Goa or Maharashtra with Phone No and details whether owned/ rented (Enclose documentary evidence)	
06	Details of registration Name of registering authority, Date and Registration number. (enclose documentary evidence)	
07	No. of years of experience in the relevant field. (enclose certificate, documents, work orders etc.)	
08	Turnover of the organization during last three years(year wise)- (Enclose CA certified document or copy of balance sheet or P/L Statement certified by CA)	Rs. for 2022-23 Rs. for 2023-24 Rs. for 2024-25
09	IT returns for last 3 financial years	
10	Work experience- AMC contract for maintenance of Fire Hydrant & Sprinkler System executed in past with all details (Enclose Work Orders and Completion Certificate)	
11	Details of the running contract for AMC of the Fire Hydrant & Sprinkler System as on the date of the tender (Enclose Work Order and Client Performance Certificate)	

12	PAN No- GST No- (enclose copies)	
13	Details of Staff/ Technician who will do the maintenance activity of the project	
14	If the firm is having valid license from Maharashtra Fire Service (enclose certificate)	Yes/ No

Details of the work executed/ running contract

Sr.	Client Name & Address	Nature of work	Work Order No. & date	Contract Period	Value of the Contract (Rs.)
1					
2					
3					
4					
5					

(Signature of Bidder with seal of Firm)

Details of Equipment of Fire Hydrant & Sprinkler

Star House Building, Patto Plaza, Goa

Sr.	Equipment	Nos.
01	Jockey Fire pump	2
02	Main Fire Pump	2
03	Diesel Engine Fire Pump	1
04	Booster Pump	2
05	Electric panel	1
06	Hose Reels with all fittings	20
07	Fire Brigade Inlet	1
08	Fire Service inlet	1
09	Fire Hydrant outlet with fitting	40
10	Fire Delivery hose 18 mtrs	48
11	Sluice Valve	3
12	Non-return valve	11
13	Pressure switch	6
14	Pressure gauge	15
15	Branch pipe	18
16	Sprinkler bulb	Approx. 250
17	Gate Valves	64
18	Ball Valves	20
19	Safety Valves	2
20	Butterfly valve	22
21	Air vent	2

Monthly

- a. Checking and operating of all fire pumps. Check noise, vibration and temperature of pumps
- b. Checking electrical panel of fire pumps
- c. Checking, Oiling and servicing of all fire hydrant outlets, sluice valves, butterfly valves, air release valve and alarm valves.
- d. Checking of all fire hoses, fire hose box, Hose reels, pressure gauge and pressure switch.
- e. Replacing of gasket & Washer (if leakage/fault is noticed)
- f. Checking of spring loaded lug, coupling washer and hydrant valve of all floors
- g. Cleaning of all pumps and accessories
- h. Pressure testing and checking of fire pumps and hose reels
- i. Checking of batteries, fan belt, temperature gauge, Fuel gauge etc. of diesel generator fire pump.
- j. Checking and testing of alarm gauge

Quarterly

- a. Polishing of all gun metals items like hydrant outlet, branch pipe, etc.
- b. Recalibration of all measuring instrument like pressure switch, pressure gauge etc.
- c. Greasing of pump shaft and sluice valve
- d. Pressure testing of delivery hoses

Half Yearly

- a. Full running discharge test of fire hydrant & sprinkler system (At least 10 minute)
- b. Overall greasing of all fire pumps
- c. Testing of sprinkler bulb
- d. Testing of Earthing system

Yearly

- a. Replacement of oil filter, air filter and engine oil of Diesel engine fire pump;
- b. Cleaning of NRVs, foot valves, strainers etc.
- c. Give training to our staffs about fire hydrant & sprinkler system

(All maintenance work should be done as per BIS 3844/1989 and 15105/2002)

1. Replacement of all minor parts and spare such as gasket, oil grease & gland packing, polish paper, distill water for battery terminals, cotton cloth and all types of washers of valves & pipe other than major assemblies, are to be done by vendor without any extra cost.
2. Overhauling of pump is to be done at no extra cost as per given periodicity.
3. The Annual Maintenance contract will include conducting training program for Bank's personnel regarding the operation of the system during the routine monthly visit at no extra cost.
4. A service logbook shall be maintained by the Annual Maintenance Contract vendor wherein all the data related to the visits and services provided would be entered.

(The above schedule work is only indicative, all maintenance work shall carry out for proper functioning of Fire Hydrant and Sprinkler System)

FINANCIAL BID

Name & Address of the bidder-

Sr	Building	Job	Year	Amount
01	Star House Building, Bank of India Goa Zonal Office Patto Plaza Panaji, Goa	Non-comprehensive AMC of Fire Hydrant & Sprinkler System including man power, labor cost, equipment, travelling etc.	1 st Year	
			2 nd Year	
			3 rd Year	
	Total (A) for three years			
	GST @ 18% (B)			
	Grand Total (A+B)			

(Signature of Bidder with Seal of the firm)

DETAILS OF DD / PAYORDER COST OF TENDER DOCUMENT & EMD

NAME OF THE BIDDER –

1. DETAILS OF COST OF TENDER DOCUMENT

- A. NAME OF THE ISSUING BANK** -
- B. DD / PAY ORDER No.** -
- C. DATE OF ISSUE** -
- D. AMOUNT** - Rs. 1,000.00
- E. PAYABLE AT** - Goa

2. DETAILS OF EARNEST MONEY DEPOSIT

- A. NAME OF THE ISSUING BANK** -
- B. DD / PAY ORDER No.** -
- C. DATE OF ISSUE** -
- D. AMOUNT** - Rs. 25,000.00
- E. PAYABLE AT** - Goa

DRAFT OF AGREEMENT

(Non-Judicial Stamp Paper of appropriate value)

THIS AGREEMENT made this ___ day of ___ Two Thousand Twenty Five between the Bank of India, a body corporate Constituted under the Banking Companies (Acquisition and Transfer of Undertakings) Act 1970 and having its one of Zonal Office at Star House, Plot No. 10, EDC Complex, Patto Plaza, Panaji, Goa- 403001, (hereinafter referred to as "the Owner or The Bank" which expression shall include its successor or successors and assigns) of the ONE PART through the authorized officer Shri.

(Designation)

AND

M/s. _____, having its registered office at

_____,
(hereinafter referred to as the "CONTRACTOR") of the OTHER PART. WHEREAS the Company/ Firm/ Agency is desirous of taking up the work for maintenance of the Fire Hydrant & Sprinkler System at the Zonal Office at Star House, Plot No. 10, EDC Complex, Patto Plaza, Panaji, Goa- 403001 (hereinafter called the "AMC").

AND WHEREAS the Bank has issued work order for non-comprehensive AMC of Fire Hydrant & Sprinkler system at the aforesaid Building.

WHEREAS THE Contractor has deposited Rs. 25,000/- as Security Deposit with the Bank for the due performance of the Agreement.

NOW IT IS HEREBY AGREED AS FOLLOWS:

1. In consideration of the payments to be made to the contractor as hereinafter provided the contractor shall upon and subject to the said conditions execute and complete the works shown upon the said terms and conditions with all due care and attention as mentioned in the tender document.

2. **Payment Terms:** The Bank will pay the AMC charges to the contractor on quarterly basis as per the following agreed Annual Charges for the maintenance of the Fire Hydrant & Sprinkler System :

First Year : Rs. _____ per annum

Second Year: Rs. _____ per annum

Third Year : Rs. _____ per annum

3. The scheme of the AMC and all the terms of the tender shall form the basis of this contract and all disputes to be decided in the manner prescribed in the conditions attached hereto.
4. The EMD/ Security Deposit amount of Rs. 25,000 shall be kept with the Bank till the currency of the AMC contract.
5. The contractor shall be responsible for all injuries to the work or workmen, to persons, animals or things and for all damages to the structural and/or decorative part of property, which may arise due the project execution. The bank will not responsible or will not entrainment any such type of claims or reimbursement, if any such case arise during the project.
6. The Bank reserves the right to invoke a penalty of Rs. 5,000/- per instance for deficiency in services. Repeated instances of deficiency in service for more than 3 instance, may result in forfeiture of Security Deposit and termination of contract by giving 15 days prior notice.
7. The terms and conditions mentioned in the tender document covering among others scope of work and penalty shall be read and be treated as forming part of this agreement and the parties hereto will respectively be bound to abide by and submit themselves to the conditions and stipulations and perform the same on their parts to be respectively observed and preferred.
8. Any dispute arising under this Agreement shall be referred for arbitration to a sole arbitrator appointed with the consent of the Bank and the Contractor as indicated in the Article of General Conditions. The award of the arbitration shall be final and binding on both the parties. The jurisdiction for all such arbitration will be Goa.

9. Non-Disclosure Clauses

Confidential information: "Confidential Information" means and includes all data, documents and information disclosed or to be disclosed by either Party to other Party and its Representatives (as defined herein) (including information transmitted in written, electronic, magnetic or other form and also information transmitted orally or visually) and any and all information, in whole or in part, directly or indirectly, from such information including all notes, summaries, analyses, compilations and other writings. Confidential information shall include any copy, abstract, extract, sample, note or module thereof and electronic material or records.

Receiving Party means the party who receives the confidential information and is obligated to keep it secret.

"Receiving Party" may use the information solely for and in connection with the Purpose.

"Disclosing Party" means party who discloses Confidential Information.

10. Use of Confidential Information: Each party agrees not to use the other's confidential information for any purpose other than for the specific purpose. Any other use of such confidential information by any party shall be made only upon the prior written consent from the authorized representative of the other party or pursuant to subsequent agreement between the Parties hereto.

The receiving party shall not commercially use or disclose for commercial purpose any confidential information or any materials derived there from, to any other person or entity other than persons in the direct employment of the Receiving Party who have a need to access to and knowledge of the confidential information solely for the purpose authorized above. The Receiving Party may disclose

confidential information to consultants only if the consultant has executed non-disclosure agreement with the Receiving Party.

The Receiving Party agrees to notify the Disclosing Party immediately if it learns of any use or disclosure of the Disclosing party's confidential information in violation of the terms of this Agreement.

Neither party shall make news release, public announcements, give interviews, issue or publish advertisements or Agreement, the contents/provisions thereof, other information relating to this agreement, the purpose, the Confidential information or other matter of this agreement, without the prior written approval of the other party.

11. Term: This agreement shall be effective from the date of the execution of this agreement and shall continue till expiration or termination of this agreement due to cessation of the business relationship between the parties. Upon expiration or termination as contemplated herein the Receiving party shall immediately cease any or all disclosures or uses of confidential information and at the request of the disclosing party, the receiving party shall promptly return or destroy all written, graphic or other tangible forms of the confidential information and all copies, abstracts, extracts, samples, note or modules thereof.

The obligations of the receiving party respecting disclosure and confidentiality shall continue to be binding and applicable without limit until such information enters the public domain.

12. Return of Confidential Information: Upon written demand of the disclosing party, the receiving party shall (i) cease using the confidential information (ii) return the confidential information and all copies, abstracts, extracts, samples, note or modules thereof to the disclosing party within seven (7) days after receipt of notice and (iii) upon request of the disclosing party, certify in writing that the receiving party has complied with the obligations set forth in this paragraph.

The Vendor shall not make news releases, public announcements, give interviews, issue or publish advertisements or publicize in any other manner whatsoever in connection with this Agreement, the contents / provisions thereof, information relating to this Agreement or information received under this Agreement, the Purpose, the Confidential Information or other matter of this Agreement, without the prior written approval of the Bank.

The Vendor shall not reverse-engineer, de-compile, disassemble, or otherwise interfere with any software disclosed hereunder.

13. Remedies: The receiving party acknowledges that if the receiving party fails to comply with any of its obligations hereunder, the disclosing party may suffer immediate, irreparable harm for which monetary damages may not be adequate. The receiving party agrees that, in addition to all other remedies provided at law or in equity, the disclosing party shall be entitled to injunctive relief hereunder.

14. Entire Agreement: This agreement constitutes the entire agreement between the parties relating to the matter discussed herein and supersedes any and all prior oral discussion and/or written correspondence or agreements between the parties. This agreement may be amended or modified only with the mutual written consent of the parties. Neither this agreement nor any rights, benefits and obligations granted hereunder, shall be assignable or otherwise transferable.

15. Severability: If any provision herein becomes invalid, illegal or unenforceable under any law, the validity, legality and enforceability of the remaining provisions and this agreement shall not be affected or impaired.

16. Indemnity: The Vendor will indemnify the Bank against all actions, proceedings, claims, suits, damages and any other expenses for causes attributable to Vendor in connection with execution of the work under this contract. The total liability of the Vendor under the contract will not exceed the total cost of the contract.

17. Dispute Resolution Mechanism: In the event of any controversy or dispute regarding the interpretation of any part of this agreement or any matter connected with, arising out of, or incidental to the arrangement incorporated in this agreement, the matter shall be referred to arbitration and the award passed in such arbitration shall be binding on the parties. The arbitral proceeding shall be governed by the provisions of Arbitration and Reconciliation Act 1996 and the place of arbitration shall be Goa.

18. Jurisdiction: The parties to this agreement shall submit to the jurisdiction of courts in Goa.

19. Governing Laws: The provisions of this agreement shall be governed by the laws of India.

20. Authority to Execute the Contract: Each person executing this Agreement warrants and represents that he or she has the authority to enter into this Agreement on behalf of the party whose name appears below their signature. In witness whereof, the parties hereto have set their hands through their authorized signatories.

SIGNED:

For and on behalf of BANK

For and on Behalf of M/s.

IN WITNESS WHEREOF, the parties hereto have executed these presents the day and year first hereinabove written.

WITNESS

EXECUTANTS

1)

2)

3)

4)

1) OWNER

2) CONTRACTOR

(In case of the company, the common seal be affixed pursuant to resolution of Board of Directors in accordance with Articles of Association of the Company the directors etc., as the case may be affixing common seal may initial in token thereof and also by putting their names.