



## CENTRAL UNIVERSITY OF SOUTH BIHAR

SH-7, Gaya- Panchanpur Road, Village- Karhara, Post- Fatehpur, P.S- Tekari, District- Gaya (Bihar)  
PIN- 824 236

### Notice Inviting E-Tender (NIT)

The Central University of South Bihar invites sealed tenders for the “**Comprehensive Annual Operation & Maintenance of Heat and Ventilation Air conditioning System (HVAC) of LG Make installed in 2 Nos of School Building, Lecture Hall Complex & Administrative Building** at CUSB Panchanpur, Gaya from original manufactures/ authorized dealers/ distributors. The last date and time of submission of tender document is **16/06/2022 by 4:00 PM**. The detailed tender document is available on the University website **www.cusb.ac.in**. The cost of tender form is Rs. 500/- and can be purchased by payment in the form of Demand Draft, from Central University of South Bihar. The tender forms can also be downloaded from University website and be accompanied by DD of Rs. 500/- in favour of ‘Central University of South Bihar’, payable at Gaya. Duly filled in tender is to be sent by Speed Post/ Registered Post/ By Hand (to be dropped in Tender Box) on following Address: -

To,  
The Registrar  
(Tender Document)  
Central University of South Bihar  
SH-7, Gaya- Panchanpur Road,  
Village- Karhara, Post- Fatehpur  
P.S- Tekari, District- Gaya (Bihar), PIN- 824 236  
Email- [registrar@cub.ac.in](mailto:registrar@cub.ac.in)  
Website- [www.cusb.ac.in](http://www.cusb.ac.in)  
Contact – 0631-2229519

CPP Portal web site: [www.eprocure.gov.in/epublish/app/epublish/app](http://www.eprocure.gov.in/epublish/app/epublish/app)

**Note: Online submission of tender is mandatory and hard copy of bid documents also to be sent (through Speed Post/ Registered Post/ Courier or by hand in tender box) on or before 16/06/2022 on the address mentioned above.**

Tender document and other details can be obtained from <https://mhrd.euniwizarde.com> and [www.cusb.ac.in](http://www.cusb.ac.in) CPP Portal website: [www.eprocure.gov.in/epublish/app/epublish/app](http://www.eprocure.gov.in/epublish/app/epublish/app)

Registration with M/s ITI Ltd: - Intending bidders are requested to register themselves with M/s ITI Ltd

(If not registered earlier) through <https://mhrd.euniwizarde.com> for obtaining user-id, by paying a Registration fee and online tender processing fee etc. Bidders are also required to obtain Digital Signature for participating in the e-tender.

**E-Tender Processing Fee - pay to “ITI LTD. Through e-payment gateway.**

For participating in the e-Tendering process of **Central University of South Bihar** the contractor shall have to get them registered on the site <https://mhrd.euniwizarde.com> by making required payment through only online payment mode so that they will get user ID and Password. This will enable them to access the website, <https://mhrd.euniwizarde.com> with the help of Digital Signature by which they can participate in e-Tender of **Central University of South Bihar GAYA**.

**For this intending bidder may contact following e-Wizard Helpdesk numbers.**

**E-Wizard Helpdesk**

**301-302, 3rd Floor, The Cloverleaf, Plot no.37,  
Sector-11, Dwarka, New Delhi - 110075  
Tel: 011-49606060/8448288984/8448288981**



## CENTRAL UNIVERSITY OF SOUTH BIHAR

SH-7, Gaya- Panchanpur Road, Village- Karhara, Post- Fatehpur, P.S- Tekari, District- Gaya (Bihar)  
PIN- 824 236

### Index for E-Tender Form

Sl.	Items	:	Details
1.	Tender Notice No. and date	:	<b>CUSB/PSD/EE/T/05/2022-23, Date: 26/05/2022</b>
2.	Name of work	:	Tender Bid Document for the “ <b>Comprehensive Annual Operation &amp; Maintenance of Heat and Ventilation Air conditioning System (HVAC) of LG Make installed in 02 Nos of School Building, Lecture Hall Complex &amp; Administrative Building</b> ” at Central University of South Bihar.
3.	Tender Fee	:	<b>Rs. 500/-</b> in form of Demand Draft
4.	Earnest Money Deposit	:	Earnest money of <b>Rs. 1,50,000/-</b> in shape of Demand Draft drawn in favour of Central University of South Bihar, payable at Gaya from any scheduled Bank.
5.	Start of submission of Bids	:	26/05/2022
6.	Date & Time of Pre-Bid Meeting	:	01/06/2022 by 11:00 AM
7.	Last date and time for Receipt of Bids	:	16/06/2022 by 4:00 PM
8.	Date and time of opening of technical bid	:	17/06/2022 by 11:30 AM.
9.	Place of opening of Bids	:	CUSB Gaya.

**Note: Online submission of tender is mandatory and hard copy of bid documents also to be sent (through Speed Post/ Registered Post/ Courier or by hand in tender box) on or before 16/06/2022 on the University address.**

## CENTRAL UNIVERSITY OF SOUTH BIHAR

**Name of work:** Tender Bid Document **“Comprehensive Annual Operation & Maintenance of Heat and Ventilation Air conditioning System (HVAC) of LG Make installed in 2 Nos. of School Building, Lecture Hall Complex & Administrative Building”** at Central University of South Bihar, Panchanpur, Gaya, Bihar.

I undertake to abide by the terms and conditions as stipulated in the detail tender call notice and conditions of contract.

Signature of the contractor

For Office Use only

- |    |                                   |   |                          |
|----|-----------------------------------|---|--------------------------|
| 1. | Total Nos. Corrections            | : |                          |
| 2. | Total Nos. of Overwriting         | : |                          |
| 3. | Total Nos. of Pages               | : |                          |
| 4. | Earnest Money Deposit in shape of | : |                          |
| 5. | Copy of S.T.C.C                   | : | Furnished/Not Furnished  |
| 6. | Copy of I.T.C.C./PAN              | : | Furnished/ Not Furnished |
| 7. | Any other enclosure               | : |                          |

Registrar  
Central University of South Bihar

**CENTRAL UNIVERSITY OF SOUTH BIHAR**  
**NOTICE INVITING BIDS**

The Central University of South Bihar, invites bids **“Comprehensive Annual Operation & Maintenance of Heat and Ventilation Air Conditioning System (HVAC) of LG Make installed in 2 Nos. of School Building, Lecture Hall Complex & Administrative Building”** in Central University of South Bihar, Panchanpur, Gaya from eligible contractors/ authorized representatives who have an experience of the similar work. The last date and time of submission of tender document is 16/06/2022. The detailed tender document is available on the University website [www.cusb.ac.in](http://www.cusb.ac.in). The cost of tender form is **Rs. 500/-** (Rs. Five Hundred only) and can be purchased by payment of the cost either in cash or in the form of DD, from Central University of South Bihar. The tender forms downloaded from University website must be accompanied by DD of **Rs. 500/-** (Rs. Five Hundred only) in favour of Central University of South Bihar payable at Gaya.

**Registrar**

# CENTRAL UNIVERSTIY OF SOUTH BIHAR

**“Comprehensive Annual Operation & Maintenance of Heat and Ventilation Air conditioning System (HVAC) of LG Make installed in 2 Nos. of School Building, Lecture Hall Complex & Administrative Building” at Central University of South Bihar, Panchanpur, Gaya (Bihar).**

## TECHNICAL BID

Note : This is to be kept in **Envelope “B”** sealed and it should be written on envelop that

Tender for **“Comprehensive Annual Operation & Maintenance of Heat and Ventilation Air conditioning System (HVAC) of LG Make installed in 2 Nos. of School Building, Lecture Hall Complex & Administrative Building” at Central University of South Bihar**

# CENTRAL UNIVERSITY OF SOUTH BIHAR

## NOTICE INVITING BIDS/ TENDER NOTICE

The Central University of South Bihar, invites bids for “**Comprehensive Annual Operation & Maintenance of Heat and Ventilation Air conditioning System (HVAC) of LG Make installed in 2 Nos of School Building, Lecture Hall Complex & Administrative Building**” at Central University of South Bihar, Panchanpur, Gaya (Bihar) from manufactures/authorized representatives who have experience of similar work. Details are as follows:-

Sl. No.	Description of Work	Earnest Money to Deposited	Last date & time of submission of Tender document	Time & date of opening of tender	Contract Period
1.	“Comprehensive Annual Operation & Maintenance of Heat and Ventilation Air conditioning System (HVAC) of LG Make installed in 2 Nos. of School Building, Lecture Hall Complex & Administrative Building” at Central University of South Bihar, Panchanpur, Gaya, Bihar	Rs.1,50,000/-	16/06/2022 by 4:00 p.m	17/06/2022 by 11:30 a.m.	01 Year

2. The tender must be accompanied by a Demand draft for the amount of **Rs. 1,50,000/-** in Indian Rupees only on a schedule bank drawn in favour of Central University of South Bihar, payable at Gaya as Earnest Money for the above tender.

### Eligibility Criteria:

- a. **Financial:** The Firm should have Average annual financial turnover of at least **Rs. 60 Lakhs (Rupees Sixty Lakhs Only)** during the preceding last 3 consecutive financial years.
- b. **Physical:**
  - (i) Three similar works in Central Government/ State Government/ PSU/ Central or State Universities/ CPWD/ MES/Railway/ or Reputed Private Firm costing not less than Rs. 20 Lakhs or two similar works costing not less than Rs. 30 Lakhs or one similar work costing not less than Rs. 40 Lakhs in the last 7 years ending on the last day of the

month previous to the one in which the tenders are invited. "Similar Work" is defined as Comprehensive Annual operation & Maintenance of Heat and Ventilation Air conditioning System.

(ii) Vendor should have sufficient experience of maintenance of VRV system and are advised to submit all related documentary proof in this regard.

3. Sealed Tender Documents duly signed on all pages shall be delivered to the Central University of South Bihar, SH-7, Gaya Panchanpur Road, Post-Fatehpur, Post-Tekari, District-Gaya, Bihar, Pin- 824236 by Registered Post/ Speed Post/By hand in Tender Box to reach on or before **16/06/2022 by 4:00 PM**. The technical Bids will be opened on **17/06/2022 by 11:30 AM** at Central University of South Bihar, Gaya Campus in presence of the tenderers or their authorized representatives. The financial Bid of the agencies who qualify the technical bid evaluation process will be opened after prior information to successful bidder in Technical bid. Bidders to follow notices on University's website. The date of opening of the Financial Bids of those tenders fulfilling the requirements will be announced on a separate date. If the office happens to be closed on the date of receipt of the bids or Opening of bids as specified, the bids will be received and opened on the next day of opening of the office at the same time and venue.
4. Central University of South Bihar, does not binds itself to accept the lowest rate and reserves the right to accept or reject all or any part of tender without assigning any reasons and claim on account of above shall not be entertained..
5. The tenderer shall quote for the Services/material/Equipment to be supplied as per detailed specifications as given in the Tender document.

**6. ENVELOPE 'A' (Earnest Money & Tender cost )**

The tender shall be accompanied by the cost of the tender document Rs. 500/- (Indian Rupees Five Hundred only) in Form of Demand Draft failing which the tender will not be accepted. Tender must also be accompanied by earnest money of Rs. 1,50,000/- in the form of Demand Draft in favour of Central University of South Bihar, payable at Gaya issued by any Nationalized Bank. The Demand Draft towards Earnest Money & cost of tender document will be placed in Sealed Envelope 'A'.

**7. ENVELOPE 'B' ( Technical bid Document )**

(i) This Envelope shall contain the Prequalification documents pertaining to financial eligibility and Physical completion of Work. At least 05 copies of Work Order/ Purchase Order with completion certificate is mandatory for similar works executed in past 7 financial year along with cost of work and period during which those works are executed.



(ii) **Checklist for envelope 'B':**

- a. Copy of registration of GST No.
- b. PAN Card No.
- c. Copy of Income Tax Permanent Account Number & Income Tax assessment order.
- d. Audited copy of annual accounts of last 03 financial year.
- e. Copy of Work Order and successful completion certificate of meeting minimum eligibility criteria (Financial & Physical)
- f. All pages of Tender document including various sections and Annexures, except priced bid.

**8. ENVELOPE 'C' (Financial Bid Document)**

- 8.1 The Envelop 'C' shall contain the tender documents and information related to the schedule of quantities quoting the rates per Unit/Price etc. of the various items or works pertaining to the financial bid on the financial bid document, issued by Central University of South Bihar, along with the tender document.
- 8.2 All columns shall be duly filled in with specific information on the cost involved.
- 8.3 The rates for the items shall be quoted in Indian Rupees.

**\*NOTE: -** The Tenderer should clearly mention in all the three envelopes (i.e. A, B and C) clear description of the items for which the offer is being quoted. If any discrepancy is observed the offer would be treated as non- responsive and would be rejected outright.

- 9. Envelope-'A' (Earnest Money & Tender Cost), Envelope-'B' (Technical Bid Document), and Envelope-'C' (Financial Bid Document), shall be in separate sealed envelopes, each marked as "Envelope- 'A', Envelope-B and 'Envelope-C'. All the three envelopes shall be submitted in another sealed envelope super scribing there on **"Comprehensive Annual Operation & Maintenance of Heat and Ventilation Air conditioning System (HVAC) of LG Make installed in 2 Nos of School Building, Lecture Hall Complex & Administrative Building"**. The envelope should be addressed to Registrar, Central University of South, India. The envelope marked 'Envelop-B' of only those tenderers shall be opened, whose earnest money & tender cost are placed in the 'Envelop 'A' and found to be in order.**

- 10.** The Tender Evaluation Committee will evaluate the Technical Bids and is fully authorized to reject any tender on its satisfaction that the requirements are not met for the complete needs of the Central University of South Bihar with regard to the Committee. The decision of the Tender Evaluation Committee shall be final. Only those tenders Technical Birds cleared by the Tender Evaluation Committee shall be eligible for their Price Bid to be opened. Those successful tenderers for

whom the Envelop-C (Price Bid) is to be opened shall be duly intimated. For technical evaluation only OEM or OEM authorized vendor shall be consider. In case of authorized vendor participation, authorization letter must be enclosed.

11. The amount of earnest money, in the case of successful tenderer, shall be refunded on successful completion of work. However E.M.D of unsuccessful tenderers will be refunded after the award of the contract to the successful tenderer.
12. Bidders are required to quote all items in the Bill of Quantity or Schedule of quantity. In event of non-compliance of above shall lead to disqualification in subject tender.
13. The tenderer is required to obtain all required statutory permissions for work by their own and shall be bound to do necessary liaison with Government Authorities as and when required.
14. All Civil, Mechanical, Plumbing work essential for successful completion of work etc are in the scope of the bidders and no additional payment shall be made towards any breakage, chipping, restoration, lift, lead, carriage, storage, loading, unloading, packaging etc.
15. The tender shall exist for 90 days from opening of the technical bid.

Signature of the Tenderer

Date:

## **TECHNICAL BID PROFORMA**

<b>Tender Notice No. :</b>	<b>CUSB/PSD/EE/T/05/2022-23, Date: 26/05/2022</b>				
<b>Sub.:</b> "Comprehensive Annual Operation & Maintenance of Heat and Ventilation Air conditioning System (HVAC) of LG Make installed in 2 Nos of School Building, Lecture Hall Complex & Administrative Building					
1.	Name of the Organization				
2.	Head Office / Registered Office				
	Telephone No/mobile No.				
	Fax No.				
	Email				
	Web site (if any)				
	Date of Establishment				
	Branch Office in Gaya , if any				
	(Provide Complete Address)				
	Telephone No.				
	Fax No./Email				
3.	Name of Chief Executive/ Proprietor / Partners with Designation				
	Telephone No./Mobile No.				
	Fax No./ Email				
4.	Name of Contact Person				
	Telephone No./Mobile No				
	Fax No./Email				
5.	<b>Type of Organization</b>		<b>Certified Documents to be enclosed</b>		
a.	Proprietary			Trade License	
b.	Partnership			Partnership Deed, Trade License	
c.	Private Limited Company			Memorandum of Article	
d.	Public Limited Company			Certificate of Registration	
e.	Public Sector			Trade License	
6.	<b>Nature of Business (tick the relevant)</b>				
Manufacturing			Service		
			Dealership		

Stockiest		Indian Agent		Indian Branch Office	
Others Pl. Specify					
<b>7.</b>	<b>Class / Type of Product / Materials Manufactured / Sold / Serviced/ Fabricated</b>				
Scientific Equipment		Electronics		Lab Consumables & Chemicals	
Electrical Items		Computer Peripherals		Computers	
Laboratory Equipments		Office Automation Product		Electrical Works	
Sport Materials		Water Coolers		Air-conditioners	
AV Equipments		Boards		Other, please specify.....	
<b>Audited Annual Turnover during last 3 years (Rs. In Lakhs) (enclose Chartered Accountant's certification &amp; Income Tax Return Copy)</b>					
<b>Year</b>		<b>Rupees (in Lakhs)</b>		<b>Annexure (Number)</b>	
<b>2020-21</b>					
<b>2019-20</b>					
<b>2018-19</b>					
<b>8.</b>	<b>Commercial Information (enclose Attested Copy wherever Applicable)</b>				
<b>S. No.</b>	<b>Information</b>	<b>Details</b>		<b>Annexure (Number)</b>	
<b>a.</b>	GST Registration Number				
<b>b.</b>	Excise Registration Number Trade / Factory License Number				
<b>c.</b>	PAN No.				
<b>d.</b>	Details of Registration Certificate with DGS&D/NCCF				
<b>e.</b>	SSI/NSIC/MSME Certificate				
<b>f.</b>	Current dealership agreement with Principal Letter No. / Date / Valid upto				
<b>g.</b>	Relevant IISI/ SO Certificate, if any				
<b>h.</b>	<u>Bank Details :</u> Account No.				
<b>i.</b>	Name of Bank & Branch				
<b>j.</b>	IFSC Code				
<b>k.</b>	Details of Tender Fee	Amount:	DD No. & Date	Name of the issuing Bank	

				& Branch		
I.	Details of EMD	Amount:	DD No. & Date		Name of the issuing Bank & Branch	
m.	Details of Previous Supply in Govt. Organisations/ Govt. Educational Institutions (Enclose Supply order & Performance report. If required enclose separate sheets) Enclosures -	Name of the organization	Item Supplied / Qty.		Total Value (Rs in lakhs)	
9.	MSME Entrepreneur	Comment				
9.1.	Is the bidder MSME Entrepreneur	Y/N				
9.2.	If yes, the category (GEN/OBC/SC/ST/Women)	GEN	OBC	SC	ST	WOMEN
I/ We hereby give an undertaking that the information provided are true to the best of my knowledge and belief. If anything found to be false at any stage my tender will be liable to be rejected and EMD amount will be forfeited.						
Signature of authorized representative: .....						
Date:.....						
10.	Note					
10.1.	Separate information sheet may be provided for item (s) in case space provided is not adequate.					
10.2.	Affidavit in the enclosed format on Non Judicial stamp paper duly attested by Magistrate/Notary shall also be furnished by the bidder.					

## **CLAUSES OF CONTRACT**

### **Clause: 1      Works to be carried out:**

The work to be carried out under the contract shall, except as otherwise provided in these conditions, include all labour, materials, tools, plants, equipment and transport which may be required in preparation of and for and in the full and entire execution and completion of the works.

### **Clause: 2      Sufficiency of Tender:**

The Tenderer shall be deemed to have satisfied himself before tendering as to the correctness and sufficiency of this tender for the works and of the rates and prices quoted in the Schedule of Quantities (Bill of Materials), which rates and prices shall except as otherwise provided/cover all his obligations under the contract and all matters and things necessary for the proper completion and maintenance of the works.

### **Clause: 3      Registrar, CENTRAL UNIVERSITY OF SOUTH BIHAR shall:**

- 3.1 Being a party of this Contract, sign the agreement within seven days of issue of Acceptance Letter.
- 3.2 Hand-over the all installations to the Tenderer within two days of signing of the agreement and or issuance of LOA.
- 3.3 Allow the commencement of work by the tender immediately after issuance of LOA.
- 3.4 Date of start of work shall be considered as 7 days after issuance of LOA. The above period shall be considered as mobilization period by vendor.

### **Clause: 4      Performance Guarantee:**

- 4.1 The contractor shall submit an irrevocable PERFORMANCE BANK GUARANTEE of 5% of the tendered amount calculated in term, in addition to other deposits mentioned elsewhere in the contract for his proper performance of the contract agreement, (not withstanding and without prejudice to any other provision in the contract) within 15 days of issue of letter of intent. This period can be further extended by the Vice Chancellor upto a maximum period of 7 days on written request of the contractor stating the reason for delays in

procuring the Bank Guarantee, to the satisfaction. **This Performance Bank Guarantee will remain valid & deposited with Central University of South Bihar till the CAMC period plus Sixty days of the completion of work is over.** This guarantee shall be in the form of Government Security / Demand Draft / fixed deposit receipts/Guarantee Bonds issued by National Bank, in accordance with and as per prescribed format. In case a fixed deposit receipt of any Bank is furnished by the contractor to the as part of the Performance Bank Guarantee and the Bank is unable to make payment against the said fixed deposit receipt, the loss caused thereby shall fall on the contractor and the contractor shall forthwith on demand furnish additional security to the Central University of South Bihar, to make good the deficit.

- 4.2** A letter of intent shall be issued in the first instance informing the successful tenderer of the decision of the competent authority to accept his tender and the award letter shall be issued only after the Performance Bank Guarantee in the prescribed form is received. In case of failure by the contractor to furnish the Performance Bank Guarantee within the specified period, the Central University of South Bihar, shall without prejudice to any right or remedy available in law, be at liberty to forfeit the earnest money absolutely.
- 4.3** The Performance Bank Guarantee should be as per s.no 5.1. In case the time for contract period gets enlarged, the contractor shall get the validity of Performance Bank Guarantee extended to cover such enlarged time for contract period. After recording of the work completion certificate by the competent authority, the Performance Bank Guarantee shall be returned to the contractor without any interest.
- 4.4** In the event of the contract being determined or rescinded under provision of any of the clause/condition of the agreement, the Performance Bank Guarantee shall stand forfeited in full and shall be absolutely at the disposal of the Central University of South Bihar.

**Clause: 5     Work to be executed in accordance with specifications as quoted in the tender**

- 5.1** The tenderer shall execute the whole and every part of work in the most substantial and workman like manner both as regards materials and otherwise in every respect in strict accordance with approved specifications of the installations.

**5.2** All work shall be under the directions of Registrar, Central University of South Bihar or Officer In-charge, Central University of South Bihar who shall oversee /supervise and approve the work at various stages.

**Clause: 6     Discrepancies and Adjustment of Errors : The several documents forming the contract are to be taken as mutually explanatory to one another.**

**6.1** In the case of discrepancy on any specification, the following order of preference shall be observed:-

- i. Description of Schedule of Quantities/ Bill of Quantity.
- ii. Technical Specifications.
- iii. Scope of work & Special Condition, if any.
- iv. ASHARE Codes
- v. CPWD Codes

**6.2** If there are varying or conflicting provisions made in any one document forming part of the contract, the Vice Chancellor, Central University of South Bihar, shall be the deciding authority with regard to the intention of the document and his decision shall be final and binding on the Tenderer.

**6.3** Any error in description, quantity or rate in Schedule of Quantities/ Bill of Quantity or any omission shall not vitiate the contract or release the Tenderer from the execution of the whole or any part of the works comprised therein according to the Supply, fixing, testing & commissioning specifications or from any of his obligations under contract.

**6.4** If there is any omission in furnishing the rate for any of the items, it will be construed that the rate for that item has been distributed among the other items of the tender. Therefore, the Tenderer is liable to execute that particular item of work at free of cost.

**6.5** Any deviation unavoidable during execution of work shall attract suitable price adjustment and proper justification is required before execution within 5% of tender amount.

**Clause: 7     Price:**

**7.1** Rates: The rates tendered by the Tenderer shall be for completed items of covering all materials, labour, carriage, maintenance, consumables, royalties, fees, rents, CIF at site by Sea/Air freight, octroi, levies, insurance charges license fees, renewal fees and demurrage, wastage, tools, plant, equipment, transport, temporary construction, overhead charges and profits as well as



general liabilities, obligations and risks etc. arising out of the conditions of the contract etc complete. Tenderers are requested to quote their price for all items mentioned in Schedule of Quantity (SOQ). Partial quote shall be summarily rejected and no claim shall be entertained even if tenderer stands L1 in part items of Schedule of Quantity (SOQ).

- 7.2** *The prices will also include cost of incidental expenses, liaison fee and other out of pocket expenses essential for routine and periodic inspection by Governmental officials as per mandatory guidelines and frequency defined. However, any payment towards fees paid to any Governmental offices on account of inspection, testing shall be reimbursed by University to vendor on production of proof of payment made to the Government bodies. No extra charges, whatsoever, consequent on any misunderstanding or otherwise shall be allowed.*

**Clause: 08    Quality Control:**

- 9.1** Vendor shall ensure quality control parameters essential as per the ASHARE & IS codes in context to scope of work corrected up to latest slip, prevailing Government's directives and changes/ revision to the same time to time without any additional cost.

**Clause: 9    Payment Terms:**

- (i) Payment will be made on quarterly basis after submission of bill and compliances of maintenance register in all respect.
- (ii) On submission of consumable item sheet duly verified by engineer in charge.
- (iii) Approved format of Register for routine servicing, attending defects etc. duly signed by the concerned officials of CUSB.
- (iv) Attendance register of the technicians.

**Clause - 10    Breach of Contract**

- 10.1** The Central University of South Bihar while executing a contract with the Supplier/work agency/ vendor shall have the full right to see that the terms & conditions, specifications, quality, workmanship of the works assigned to the Supplier Agency or the party to the contract is fully complied and are satisfactory/ acceptable before payments are released.
- 10.2** If at any stage it is seen that the quality of material being used or service being

provided is below the standard accepted/ specified in the agreement or any deviation from the approved specification of the product or the laid down norms are not being followed/ there is contravention to the terms and conditions of agreement, the same will be considered as breach of contract and in such case, the Central University of South Bihar will have full right to stop further payment even if due, until and unless the discrepancies/ objections are set right or replaced/ clarified by the Supplier/ Service.

**Clause 11: Force Majeure**

- 13.1 The term "Force Majeure" shall mean acts of God or any act not within the control of parties, such as lightening and unprecedented floods, earthquake, hurricane and wars, revolts, riots, fire, sabotage. Upon the occurrence of such cause and upon its termination, the party, alleging that it has been rendered unable, as aforesaid, shall notify the other party in writing immediately but not later than seven days of the alleged beginning as well as ending thereof, giving full particulars and satisfactory evidence in support of its claim.
- 13.2 Should the delay caused by force majeure exceed two months, the parties to the contract shall hold discussions to resolve the situation mutually.

**Clause 12: Dispute Redressal System:-**

- 12.1 In case of any dispute the matter will be referred to Vice Chancellor and his decision will be final.
- 12.2 Either party, not satisfied with the decision of the Vice Chancellor, may opt for Arbitration under Arbitration & Reconciliation Act 1996. Appointment of sole Arbitrator will be done by Vice Chancellor on the request of the aggrieved party within sixty days from the date of request. Arbitrator will be of the rank of serving/retired Chief Engineer/Superintending Engineer.
- 12.3 Expenses on account of arbitration will be shared equality by both parties which there exists any condition in writing.

**Clause 13 : Jurisdiction and applicable law**

Indian Laws will govern this contract and any application in respect of any proceedings under this contract will be to the jurisdiction of the courts of Gaya, Bihar only and also for any application to entertain any suit in connection with this contract. Provided that nothing herein contained shall operate to the prejudice of any rights/recourses of the Central University of South Bihar regarding blacklisting.

**Clause 14: Cancellations of contract Notwithstanding anything herein contained :**

- 14.1 The Central University of South Bihar shall have the right to cancel the contract and be entitled to the restitution of all moneys paid by the Central University of South Bihar to the Tenderer under this contract alongwith interest at 18% per annum and the damages as assessed by the Central University of South Bihar in its sole discretion in case the Tenderer fails to perform the obligations strictly within the time stipulated herein or otherwise fails to discharge the duties and obligations undertaken by the Tenderer. The Supply and Installation can be got completed at the risk and cost of the Tenderer and the delivered materials or part thereof may be utilized subject to cost adjustment for the same as determined by the Central University of South Bihar.
- 14.2 Provided that in case of any failure or delay on the part of the parties as aforesaid arising out of the force majeure such other party shall not be entitled to rescind or revoke this contract.
- 14.3 The Central University of South Bihar reserves the right to cancel the contract in the event of omission/misrepresentation of any material fact.

**Clause 15:** The Bidder cannot assign or transfer and sub-contract its interest / obligations under the contract without prior written permission of the University.

**Clause 16:** Any accident caused because of any activities performed by bidder at any point of time shall be the total responsibility of the bidder and University shall not be responsible for any claim etc.

## **SPECIAL CONDITIONS OF CONTRACT**

### **SCOPE OF WORK:**

1. The scope of work shall cover operation and all routine, preventive and major/special maintenance works as required from time to time for complete Heat & ventilation Air conditioning System Power cables, Internal & External Electrical wiring and installations etc. as per details of installations and scope of work in Annexure-II.
2. The work shall be generally carried out as per CPWD specifications for electrical works and as per the norms set by the manufacturers of respective equipment's, specifications and specific instructions as may be issued by the University Engineer in charge responsible for work from time to time. Brief description of maintenance activities generally carried out is mentioned on General Scope Of Work.
3. All the electrical equipment's/installations shall be always kept in good healthy conditions.
4. Adequate spare parts related to the HVAC & VRV system should be available at site for immediate replacement of the same against any fault.

### **PERIOD OF CONTRACT**

Operation & Maintenance Contract shall be initially for a period of one year extendable for further period of two years on mutually agreed between University and contractor at same terms & conditions subjected to satisfactory performance of contractor.

### **DAMAGE CAUSED TO INSTALLATION**

In case of any damage caused to the installation due to negligence, carelessness or inefficiency of staff of the firm the contractor shall be responsible to make good the loss. Decision of the Competent Authority shall be final & binding on the contractor.

### **DEPLOYMENT OF STAFF**

1. The contractor shall assess the required number of skilled, semi-skilled and unskilled labour for satisfactory operation, routine and special maintenance of the equipment's and deploy accordingly. However minimum 1 skilled & 1 semi-skilled technician having experience in HVAC will be available in entire office hours for 06 days in a week.
2. Any extra labour of any nature if required, at any time for attending any type of minor or major repair/break down shall be deployed by the contractor at his own cost for which nothing extra shall be payable.
3. The deployed labour shall be sufficient, experienced and qualified/trained in operation & maintenance of HVAC system so that all the breakdowns/repairs are attended promptly within reasonable time.

## **TOOLS & PLANTS**

All the general & special tools, tackles i/c chain pulley blocks etc. required for proper operation, maintenance and repairs/break down etc, shall be arranged by the contractor at his own cost and issue to the staff deployed by him for this work.

## **SCHEDULE OF MAINTENANCE**

Within the one week of award of work, the contractor shall submit for approval of University enclosing the detailed schedule of operation, routine, special and preventative maintenance along with daily fortnightly and monthly activities to all works and execute as per directions of Engineer in charge, University

## **RECORDS TO BE MAINTAINED AT SITE**

The following Register shall be maintained by the contractor at site and to be got signed by Engineer in charge, University

- General Maintenance Log Book.
- Preventative Maintenance / Breakdown Log Book.
- Account of receipt & issue of spare parts and consumable items for maintenance & repairs.
- Attendance Register of deputed staff.

## **PERSONAL ACCIDENT INSURANCE:**

The entire contractor employee will have to be covered under insurance against any personal accident and University will not be liable for payment of any compensation on that account. During the execution of work, the contractor shall follow all standard norms of safety measures / precautions to avoid the accident / damages to man, machineries and building. On non-adherence of this clause, suitable fines shall be imposed as decided by engineer in charge.

**Safety Rule:** Contractor have to ensure all type of safety rules & norms prior to work.

## **CONSUMABLES**

All the required replacement material and consumables required for keeping all the installations in good working conditions shall be arranged by the contractor. However, tender is of comprehensive nature but actual consumption record must be maintained building wise for future reference. Further, sufficient number of PCB card, Fan Motor card, all types of sensor, Gas charging kit, drainage pump etc. will be available at site to repair the system on urgent basis.

## **TIME SCHEDULE AND PENALTY :**

Any fault should be attended within 48 hours from reporting and should be rectified and putted into operation within 10 days. Failing which a penalty to be recovered @ Rs. 3000/- per week of each installed HVAC unit.

## **GENERAL SCOPE OF WORK:**

The following scope of work is only indicative and contractor is advised to use his own judgement in evaluating the quantum of work involved in office hours for operation and maintenance of the systems.

1. To operate and maintain Heat & Ventilation Air conditioning System, associated protection equipment's, cables, control cables, capacitor panels/power factor correction systems, pump panels, mechanical ventilation and pressurizing system etc. and their associated switchgear etc. in office hours throughout the year.
2. To maintain the Internal and Electrical Installations fittings, power outlets, switchboards, distribution boards etc cable & wiring pertaining to the same in good working condition. Attending to the complaints/faults, preventive maintenance to avoid breakdowns etc. round the clock throughout the year.
3. To ensure the effective cooling systems.
4. To check/clean of VRF outer door unit/AHU Filters once in week.
5. Water service with chemicals through Jet Pump entire LGE Make VRF ODU and IDU system along with properly checking electrical parameters also.
6. To check and replace, if necessary the performance of all operational safeties. This activity has to be done at least once in three months and if required earlier too.
7. To check electrical circuits and rectify faults as and when necessary.
8. To clean, tighten electrical contact points once a month.
9. To replace electrical contacts and other items as and when required.
10. To tighten all the fasteners of the bus ducts, bus bars and cables as and when necessary and at least once in three months. Also to re-terminate the heated up contacts and replace cabling/wiring as and when necessary.
11. To ensure that the control circuitry of all systems are perfectly working.
12. Arrange all type of repairs, spares & consumables required for proper working of electrical installations.

13. Any other electrical works as assigned by the engineer in charge essentially required for keeping the equipments in good healthy working conditions though not indicated above.
14. This contract covers attending to any number of breakdown calls and four quarterly preventive maintenance services in a year during the tenure of contract.

**Details of similar work/order executed during last 5 years (Please submit copy of completion certificate from the client.)**

Description of the Work/Order Executed	Value of Work/Order Executed	Name of the Client	Start Date	Finish Date	Doc. Evidence at Page No.

**Check List**  
**Document to be submitted with Tender**

<b>S. No.</b>	<b>Particular</b>	<b>Yes / No</b>	<b>Annexure No</b>
	<b>Envelope - A</b>		
1.	Tender Fee (DD)		
2.	EMD Cost (DD)		
3.	Exemption of EMD (MSME Certificate)		
	<b>Envelope - B</b>		
4.	ITR of last 3 Years		
5.	Audit Copy of Last Three Years		
6.	Experience of same work (Work / Supply Order etc.)		
7.	GST Registration		
8.	PAN Card		
9.	Duly Filled Tender Document (All the pages should be signed & stamped)		
10.	ISI/ISO Certificate		
11.	Non – Blacklisting Affidavit / Undertaking		
	<b>Envelope - C</b>		
12.	Price Bid / Financial Bid		

N.B.

1. The Bidder ensure that all the documents/confirmations required as per the tender document are enclosed in the tender and no column is left blank. It is the responsibility of bidder to ensure furnish all required documents, as per the tender document.



**Details of Installation Operation & Maintenance of Heat & Ventilation Air Conditioning System at Central University Of South Bihar at Panchanpur, Gaya.****List of HVAC System Equipment**

<b>Sl.No.</b>	<b>Description of Items</b>	<b>Location</b>	<b>Make</b>
1	VRF ODU 22 HP (Qty 01 Nos )	Admin	LG
2	VRF ODU 20 HP (Qty 03 Nos )	Admin	LG
3	16 HP (Qty 03 Nos )	Admin	LG
4	VRF ODU 14 HP (Qty 3 Nos )	Admin	LG
5	VRF ODU 12 HP (Qty 02 Nos)	Admin	LG
6	High wall & IDU Units (Qty 41 Nos ) with capacity 6.5/03/02/1.5/1.0 T	Admin	LG
7.	VRF ODU 20 HP (Qty 03 Nos )	Lecture Hall	LG
8.	VRF ODU 18 HP (Qty 01 Nos )	Lecture Hall	LG
9.	IDU Units (Qty 08 Nos ) with capacity 8 T	Lecture Hall	LG
10.	VRF ODU 22 HP (Qty 03 Nos )	Social Science	LG
11.	VRF ODU 20 HP (Qty 08 Nos )	Social Science	LG
12.	VRF ODU 18 HP (Qty 04 Nos )	Social Science	LG
13.	VRF ODU 16 HP (Qty 16 Nos )	Social Science	LG
14.	VRF ODU 14 HP (Qty 08 Nos )	Social Science	LG
15.	VRF ODU 12 HP (Qty 02 Nos )	Social Science	LG
16.	Cassett, High wall & IDU Units (Qty 172 Nos ) with capacity 8/6.5/4.5/04/3.5/03/02/1.5/1.0 T	Social Science	LG
17.	VRF ODU 22 HP (Qty 06 Nos )	Earth Biological Building	LG
18.	VRF ODU 20 HP (Qty 08 Nos )	Earth Biological Building	LG
19.	VRF ODU 18 HP (Qty 04 Nos )	Earth Biological Building	LG
20.	VRF ODU 16 HP (Qty 16 Nos )	Earth Biological Building	LG

21.	VRF ODU 14 HP(Qty 02 Nos )	Earth Biological Building	LG
22.	VRF ODU 12 HP(Qty 01 Nos )	Earth Biological Building	LG
23	Cassett, High wall & IDU Units (Qty 105 Nos ) with capacity 8/6.5/4.5/04/3.5/03/02/1.5/1.0 T Qty-172)	Earth Biological Building	LG
24	AHU ODU 20 HP :Qty 05	Earth Biological Building	LG
25	AHU ODU 18 HP :Qty 02	Earth Biological Building	LG
26	AHU ODU 16 HP :Qty 01	Earth Biological Building	LG
27	15 TR AHU(IDU): Qty 02	Earth Biological Building	LG
28	30 TR AHU(IDU): Qty 02	Earth Biological Building	LG
29.	Package Type Air Scrubber: Qty 02	Mess Block	Reputed Make
30.	Package Type Air Washer: Qty 02	Mess Block	Reputed Make
31.	5.5 TR Ductable type Split unit (indoor & outdoor)	Guest House Conference Room	Carrier
32.	8 TR Ductable type Split unit (indoor & outdoor)	Guest House Dining Room	Carrier
33.	INLINE FANS (20 Nos.)	General	Krugger
34.	TUBE AXIAL FANS (4 Nos.)	General	Krugger
35.	REFRIGENT PIPING WITH INSULATION & JOINTS (LS)	General	Reputed Makes
36.	GI DRAIN PIPING WITH INSULATION	General	Reputed Makes
37.	DUCTING , INSULATION , GRILLS & DIFFUSERS (LS)	General	Reputed Makes
38.	CONTROL WIRING , REMOTES ETC.	General	Reputed Makes
39.	Drainage Pump FP1080/2- 143 Nos	General	Aspen

**Approx. 1800 H.P Capacity of VRV unit .**

**(Signature of the Bidder with Seal)**

# AFFIDAVIT

(On Non-judicial stamp paper)

**Tender Notice No.:** CUSB/PSD/EE/T/05/2022-23, Date: 26/05/2022

**Name of Work:** “Comprehensive Annual Operation & Maintenance of Heat and Ventilation Air conditioning System (HVAC) of LG Make installed in 2 Nos of School Building, Lecture Hall Complex & Administrative Building” at Central University of South Bihar, Panchanpur, Gaya, Bihar

2. I, the undersigned, do hereby certify that all the statements made in the required Attachments are true and correct.
3. The undersigned also hereby certifies that neither our firm M/S -----  
\_\_\_\_\_ have abandoned any work nor any contract Awarded to us for such works have been rescinded, during last three years prior to the date of this bid.
4. The undersigned hereby authorize and request any bank, person, firm or Corporation to furnish pertinent information deemed necessary and requested by the Central University of South Bihar, to verify this statement or regarding my (our) competence and general reputation.
5. The undersigned understand and agrees that further qualifying information may be requested, and agrees to furnish any such information at the request of the Central University of South Bihar.
6. The undersigned understand the terms of tender and hereby undertake to deploy only competent personals who have valid license to work under scope and also undertake to comply with all Labour laws related to wages, PF, ESI & compensation etc. Full responsibility towards above compliance lies with us.

\_\_\_\_\_  
(Signed by an Authorized Officer of the Firm)

\_\_\_\_\_  
Title of Officer

\_\_\_\_\_  
Name of Firm

\_\_\_\_\_  
Date



# CENTRAL UNIVERSITY OF SOUTH BIHAR

SH-7, Gaya- Panchanpur Road, Village- Karhara, Post- Fatehpur, P.S- Tekari, District- Gaya (Bihar) PIN- 824 236

## Annexure - III

### FINANCIAL BID PROFORMA

**Tender Notice No.: CUSB/PSD/EE/T/05/2022-23, Date: 26/05/2022**

**Subject: Comprehensive Annual Operation & Maintenance of Heat and Ventilation Air conditioning System (HVAC) of LG Make installed in 2 Nos of School Building, Lecture Hall Complex & Administrative Building**

**Name of the Bidder: \_\_\_\_\_**

SNo.	Description	Rate Including Total Man power & Consumable Comprehensive Operation & Maintenance	GST @ ....	Total Amount Including GST (in Rs.)
1	All-inclusive comprehensive Operation & all routine, preventive and major/special maintenance works as required from time to time per month up to 12 Month for complete Heat & Ventilation Air conditioning System LG make VRF Multi type air conditioning systems including Electrical wiring pertaining to HVAC(Approx-1800 HP Capacity) system and installations etc. as per details of installations i/c cost of all type of repairs complete as per detail mentioned in Annexure-II.	Rs.	Rs .	Rs.
<b>Total cost including GST (in Rs.)</b>				
(Amount in words Rs.....)				

**Note:** No overwriting or use of whitener is permitted. If done then it will be summarily rejected.

**Date:**

**Signature**

**Name:**

**Designation & seal**