



OFFICE OF THE RESIDENT ENGINEER
NATIONAL INSTITUTE OF TECHNOLOGY KARNATAKA, SURATHKAL
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No: 596/lift Mtc./2020-21/DM

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NOTICE INVITING QUOTATIONS

The National Institute of Technology Karnataka, Surathkal (in short - NITK, Surathkal or Institute) is an autonomous Institute of the Govt. of India [under the Ministry of HRD] imparting technical and science education. The Institute intends to “**Providing Comprehensive Annual maintenance for the 2 Nos of Kone make Passenger Lifts (elevators) installed at New Sports complex building**”. In this connection, sealed quotations are invited by the undersigned subject to the terms and conditions enumerated here under from the agencies so as to reach this office on or before **24-02-2021 by 4.00 PM along with EMD of Rs 5000.00**. The quotations shall be opened on the same day if possible.

Minimum eligibility criteria:-

The intending bidder must satisfy all the following requirements.

1. The bidder must possess valid registration of ‘Manufacturer or Maker or other person for installation and maintenance of Lifts/ escalators’ issued by the Chief Inspectorate of Lifts, Escalators and Passenger Conveyors/ Chief Electrical Inspector to Government, Department of Electrical Inspectorate, Govt. of Karnataka issued under Karnataka Lifts, Escalators and Passenger Conveyors Act. A copy of registration should be submitted.
2. The bidder must possess GST registration – A copy should be submitted.
3. The bidder must possess PAN registration with Income Tax department – A copy should be submitted.
4. The bidder must be registered under Employees Provident Fund (EPF) Act – A copy should be submitted.
5. The bidder must be registered under Employees State Insurance (ESI) Act – A copy should be submitted.
6. The bidder must have the experience of having successfully completed similar work as follows during the past seven financial years in any Central Government department/ State Government department/Central or State Government undertakings/ Central or State government autonomous bodies/Public or Private Sector Units/ Private firms Central Government department/ State Government department/Central or State Government undertakings/ Central or State government autonomous bodies/Public or Private Sector Units/ Private firms:

At least 3 single similar completed works, each of not less than 13-passenger capacity;

Similar work means comprehensive maintenance of lifts/ Escalators/Passenger conveyors in Government Departments/Government Undertakings/Public sectors/Private sectors/Private Organizations or private Firms.

A copy of **Work Experience certificate** issued from Central Government department/ State Government department/Central or State Government undertakings/ Central or State government autonomous bodies/Public or Private Sector Units/ Private firms (with copy of TDS certificate in case of Private firms) should be submitted.

The bidders seeking exemption from the requirement of previous experience may upload MSME/ NSIC/ Startups registrations (under relevant NIC & Activity).

7. The bidder must have following minimum staff on regular employment in his Roll:

- (i) One Graduate Engineer (Mechanical Degree holder) with 2 years of experience OR Diploma in Mechanical Engineering with 4 years of experience in erection/ maintenance of lifts or escalators or passenger conveyors
- (ii) One Graduate Engineer (Electrical Degree holder) with 2 years of experience OR Diploma in Electrical Engineering with 4 years of experience in erection/ maintenance of lifts or escalators or passenger conveyors.
- (iii) Two numbers of ITI holder Electrician Trade with Wireman Permit with 3 years of experience in erection/ maintenance of lifts or escalators or passenger conveyors

(iv) Two numbers of ITI holder in Fitter trade with 3 years of experience in erection/ maintenance of lifts or escalators or passenger conveyors

(v) Two numbers of ITI holder Electronic Mechanic or Instrumentation with 3 years of experience in erection/ maintenance of lifts or escalators or passenger conveyors

Documentary proof not older than two months (copy of Wage slip/ muster roll/ EPF payment vouchers/ any other document evidencing their appointment/ Notarized affidavit indicating the name of the staff) shall be submitted.

Scope of Work for the Contractor

1) The broad objectives of the comprehensive maintenance services for lifts (electro-mechanical equipment) are to ensure the equipment (lifts) installed at sports complex building of the institute that it always functional and maintained to achieve optimum life and safety. To ensure safety of the users, required measures are to be taken and consistently maintained for efficient operations.

2) The contractor shall carryout comprehensive maintenance including preventive maintenance of lifts installed in sports complex building at the institute campus **including cost of genuine spare parts and the other consumable items** through trained personnel and also to provide the services of trained lift operations as specified in the bill of quantities.

3) The agency shall see that the Lifts are properly working as per the norms of Karnataka lifts,escalators and passenger conveyors Act & Amendments and Rules framed thereunder.

4) The contractor shall provide trained and qualified engineers and technicians to provide the routine maintenance, examination and lubrication service once in a month during the normal business hours. **The cost of lubricants, cleaning materials, hydraulic fluid, machine gear oil, spare parts tools and plants required for regular maintenance shall be borne by contractor**

5) All the components shall be checked for its proper functional and rectified immediately. The rectification work shall include cost of spares parts also.

6) The contractor shall diagnose the faults and rectify the defect detected in reasonable time with minimum down time; and shall repair/replace the faulty parts of the equipment.

7) Any part of the Lift required to be taken for the service centre for repairs, proper out-pass should be obtained from the Engineer in charge of the work and intimated while bringing it back.

8) The contractor shall see that maintenance of lifts shall be in conformity with manufacturers maintenance manual of respective lifts.

9) The contractor should be maintain Log book for each lift.

10) The contractor shall submit periodic (monthly/quarterly/annually as the case may be) compliance report (Service report) to the Engineer in-charge of the work.

11) The contractor shall attend to the complaints immediately on receipt of the complaint cum fault Docket from the Engineer in charge of the work.

12) The contractor shall attend to any lift Operational problems and rectify the defects within the time limit as follows:

Minor/Medium rectification works: Within 24 hours of receipt of the Complaint cum Fault Docket from the Engineer in-charge of the work.

Minor/Medium rectification means (but not limited to): Repair/replacement of switches sockets plugs miscellaneous electrical / mechanical, miscellaneous repair/rectification works including cleaning of contacts, contact points, earthing points & filters etc, replacement of eyelets, socket, Lugs & gaskets etc. in panels or motors.

Major rectification works: Within 72 hours of receipt of the complaint cum Fault Docket from the Engineer in-charge of the work.

Major rectification means (but not limited to): Repair / replacement of Transformers, Steel suspension ropes and other major components.

However, in case of any doubt in classification of rectification work, contractor can give technical justification and ask for extra time for approval of Engineer in-charge who will have power to grant such extra time/change the classification of rectification work depending upon the correct technical justification and a reason ability of time scheduling for such extension/ change of classification of a particular rectification work.

In case the contractor fails to rectify the defect(s), the Institute reserves the right to get the defect(s) rectified at risk and cost of the contractor within further notice and will charge 30% extra on the actual expenditure incurred (material,manpower,machinery etc.) and the contractor is obliged to remit the same,failing which the same shall be deducted from his bills payable.

13) The contractor shall present during the inspection of the Lifts by the Governmental authorities and assist the Institute in replying their observations,if any.

14) The contractor shall furnish the names, locations, complete postal address, telephone numbers and e-mail address of all technical support centers and also alternate contact persons. Any change in the above details shall have to be intimated in writing by the contractor.

15) Any damages caused by the Contractor in existing facilities while carrying out the work shall be made good by the contractor.

16) All dismantled/ replaced parts should be handed over to the Institute's Engineer in-charge.

17) The contractor and his workers must strictly take all safety precautions and shall wear safety appliances like hand-gloves, safety boots, safety belt, safety helmets, duster cloth, dust mask etc.They shall wear uniforms while on duty.

18) The contractor shall take adequate safety precaution to prevent accidents at site. The contractor shall also ensure that his workers observe the statutory safety rules and regulations and also those laid down by the employer from time to time and promptly submit report of accident and state the measures taken by him to prevent their recurrence and also keep the employer indemnified of all claims arising out of such accidents.

19) AMC shall cover each part of Lift and accessories including plastic body and parts, replacement of any part necessary for keeping the Lift active and free from any defects/disturbance.

1. General

The Contractor shall attend fault call, inspect, service, repair, maintain, modify, and test the lifts to meet the functional requirements of various areas of the institute. All materials, equipment and appliances shall be originated from the original equipment s manufacturers only.

All materials and workmanship shall comply with all relevant sections of the latest edition of the following and all current amendments thereto issued, unless otherwise specified on a particular Works Order or instructed by the Institute.

a) The Karnataka Lifts, Escalators & passenger conveyors act, 2012.

b) The maintenance & up keeping of lifts shall be carried out by the lift manufacturers, authorized & approved lift Agencies only. Every Lift shall be maintained or used as per the requirements specified in the relevant code of practices prescribed by the Bureau of Indian standard, Electricity Act, 2003 (Central Act 36 of 2003) and any rules or Regulations made there under including national Electrical Code, National Building Code or specifications of International Electro-technical Commission

c) All apparatus and components of Lifts shall be of sufficient ratings and of sufficient mechanical strength for the duty which they may be required to perform under the environmental conditions of installation and shall be constructed, Installed, protected, worked and maintained to ensure safety of human beings and property

2. Shut-down of Lift and Escalator System

Shut-down of lift system at the premises or site concerned during execution of works shall be kept to minimum. The Contractor shall dispatch sufficient technical staff to execute diligently the works within a reasonable period of time or as directed by the Institute.

If shut-down is deemed necessary the following guidelines must be observed:

- (a) Shut down of any lift must be strictly on need basis and resumed as soon as possible.
- (b) Avoid shutting down all lifts within a building at the same time.

The Contractor shall be responsible for giving well in advance verbal and written notice to the Institute or his representative on any shut down indicating the scheduled shut down period and the resumption of the system. If extension of shut down period is required for the system, the Contractor shall report the case to the Institute and the venue-in-charge immediately. Any shut down case and details of shut down shall be recorded in the maintenance log book kept at site.

The Contractor shall provide and fix at all landings with appropriate notice and guard railing during each shut down incident. The temporary guard railing and notice should be taken away immediately when the system is resumed to normal or upon instructed.

3. General Requirement

The Contractor shall provide the all-in-all comprehensive maintenance service and to maintain efficient and prompt response to breakdown; emergency call-out or complaint for the timely attendance of equipment failure and/or unsatisfactory services.

The Contractor shall properly, effectively and efficiently operate and maintain all the lift involved in the Contract for their reliable, satisfactory and safe operation.

For the supply, repair and replacement of parts like: hoist lights, car ceiling, fan/blower louver, light diffuser, landing door, emergency door, car wall panel, car decoration, handrail, skirting, entrance column, and front return panel, car flooring, landing architrave, emergency door architrave, and emergency door sill for lift; and landing plate, lamp cover, cladding, decorative, and rubber handrail for escalator. The contractor has to make separate arrangements & cost will be added in tender only.

The Contractor shall make good, repair or replace all parts at his own cost if the damage or defect is due to the negligence of the Contractor.

4. Rope Maintenance

- 1) Rope measurement should be taken monthly & report to the NITK representative.
- 2) Floor wise rope marking should be checked monthly, if worn out marked immediately.
- 3) If any changes found ,The Contractor shall replace all wire ropes for all lifts at his own cost when any one of the following conditions exists:-
 - (a) Where undue stretching occurs after the initial stretch has taken place;
 - (b) There is corrosion / rust
 - (c) There is bird caging of strands
 - (d) The rope has been damaged; and physical condition of the Rope/Ageing of the rope.

5. Regular Inspection and Servicing

All planned maintenance works should be well planned, coordinated, equipped with sufficient staff and organized to the satisfaction of the Institute and his representatives.

6. Periodic Examination, Testing and Maintenance

6.1 Lift Inspection

All the lifts and their associated equipment or machinery shall be thoroughly examined by the Registered Lift Engineer at intervals not exceeding the period specified by chief electrical inspectorate of Karnataka

6.2 Safety Equipment

Safety equipment means, in relation to a lift, the safety gear and governor or other device by which it is operated, the emergency signals and where provided, the stop switch, and all machinery and equipment connected therewith, and all machinery and equipment connected therewith.

7. Auto Rescue Devices (ARD)

Auto Rescue device of all the lifts should be in working condition with proper maintenance of Battery & Inverters.

Terms and conditions:

1. The intending bidder shall quote his rates in the '**Quotation Format**' enclosed here with either in his letter head or using the same format. He shall sign each page with seal of the firm. Envelop super scripted as Quotation "**Providing Comprehensive Annual maintenance for the 2 Nos of Kone make Passenger Lifts (elevators) installed at New Sports complex**". **Due on 24-02-2021**" and addressed to as "The Resident Engineer, NITK, Surathkal, Post Srinivasnagar, Mangaluru – 575025" be sent so as to reach this office on or before the due date mentioned.
2. The GST registration number and the PAN number of the bidder shall be mentioned in the quotation. Quotation without this information will not be accepted.
3. Quotation may be dropped in the Tender Box kept in the office or may be sent by post/ courier. It is the responsibility of the bidder to make sure that the quotation is delivered in time. The quotations received after the due date will not be entertained.
4. The rate quoted shall be valid for 90 days for its acceptance.
5. No advance payment will be made. The payment shall be made on quarterly basis, only after successful completion of preventive maintenance work. No interest will be paid for delayed payments if any.
6. The rate quoted should be firm. No claim for enhancement of rate is admissible after opening of the Quotations.
7. **EMD** in original form valid for minimum six months, through Bank Guarantee or Demand Draft only drawn on any scheduled bank in favour of Director NITK, Surathkal, payable at Surathkal should be submitted. EMD shall bear no interest. Any bid not accompanying with EMD is liable to be treated as non-responsive and rejected except for those firms who are eligible for exemptions as per existing rules(except in case of NSIC/MSME enlisted agencies).
8. The EMD of the success full bidder shall be retained(along with the security deposit) till the completion of the contract period(including extensions if any)
9. **Security Deposit(SD):** The successful bidder should deposit an interest free further security deposit (3% of total amount) before entering into the agreement, by means of RTGS/Demand Draft/FDR/Bank guarantee bond in the specified format valid for a minimum of 1 year) of any scheduled bank drawn in favour of the Director,NITK,Surathkal.
10. **The bidders may visit the site and see the existing Lift condition and quote the rate accordingly.**
11. Terms and conditions stipulated in this Notice inviting conditions are binding on the bidder.
12. The bidders should quote rates in the **quotation format** & as per the scope of work enclosed along with this document.
13. The Courts of Mangaluru shall have the exclusive jurisdiction to try any disputes,if any,arising out of the contract between the parties

Sd/-
Resident Engineer
NITK, Surathkal

Name and Address of the Bidder:

Contact No:

GST registration number:-

PAN number:-

Date:-

No: -

QUOTATION

To

The Resident Engineer,
Office of the Resident Engineer,
N.I.T.K., Surathkal.

| Sl. No | Description of the items | Quantity | Rate per year without tax in ₹ / each | GST | Amount with tax in ₹ |
|--------|--|----------|---------------------------------------|-----|----------------------|
| 01 | Providing 12 months Comprehensive Annual maintenance for the Kone make Lift (elevators) installed at New Sports Complex building in NITK Type: Passenger Lift G+5 (6 Stop) MRL Make: Kone Capacity: 13passenger (884KG), 5.80kW, 90.90RPM. (The price quoted should be inclusive of all material,labour etc) | 2 Nos | | | |
| | Grand Total Amount | | | | |

Seal and signature of the Bidder