



MADHYA PRADESH RURAL ROAD ACADEMY
Walmi Hills, Bhopal (M.P.)
(Under M.P. Rural Road Development Authority)

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Tender Document

for

Comprehensive
Annual Maintenance Contract of the
Lab Equipments of MPRRA, Bhopal

Issued by

M.P. RURAL ROAD ACADEMY, MADHYA PRADESH

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No. 532/02/Estt./MPRRA/2024

Bhopal, Dated 26/06/2024

DETAILED NOTICE INVITING TENDERS For AMC of Lab Equipment

1. Madhya Pradesh Rural Road Academy (MPRRA), here in after referred as authority called for AMC of 15 Lab Equipments at MPRRA office, Bhopal. Sealed tenders are invited from reputed firms having required expertise and manpower for comprehensive maintenance of Lab Equipments. The Annual Maintenance Contract (AMC) would be **comprehensive, i.e., including regular maintenance and replacement of parts**, if required to ensure function ability and result accuracy of equipment throughout the period. The firms fulfilling the qualifying criteria, as given in the tender document, may submit their bids super scribed as "TENDER FOR COMPREHENSIVE AMC OF LAB EQUIPMENTS" in M.P. Rural Road Academy and addressed to the Director, MPRRA, Walmi Hills, Kaliasoat Dam Bank, Kolar Road, Bhopal upto **3:00 PM on 10/07/2024**. The tender form can be purchased from this office in office hours upto **08/07/2024** after depositing tender cost of **Rs. 1180/- (Rs. One thousand One hundred Eighty Only)** cash or in the form of a Demand draft in favour of "**Director, MPRRA, Bhopal**". The techno/commercial tender in two separate sealed covers should be submitted with technical bid marked clearly as 'Technical bid' and 'financial proposal' marked as 'Financial Bid'. Technical bid should include the following in proforma I & II.
 - a) Name of the firm
 - b) Business address of the firm
 - c) Telephone No.
 - d) Mobile No. of Contract Person
 - e) Annual turnover of the firm
 - f) PAN & GSTN.
 - g) Details of past experience of providing the maintenance
 - h) The offices where such jobs have been performed by the firm and their names with period, along with the documents supporting the same.
 - i) Performance certificates from at least three Govt. organizations / PSUs.
 - j) Income tax clearance certificate.

Financial bid should include: - The rate against each item to be filled as per Annexure-I.

Period of Contract:

The contract would be for a period of one year. Authority may however extend the period of contract for additional one year on the same rate, terms & conditions, depending upon the performance of the service provider.

Qualifying Criteria

1. The firms should be in existence for over 5 (Five) years in the maintenance business.
2. The firm should have service business turnover of more than Rs. 5 lacs per annum during the last 3 years.
3. The firms must be registered with the Registrar of firms/ companies (under company act) and must be registered for GST. In case of proprietorship firm, should be registered under Shops and Establishment Act.
4. The firm must have at least five years experience of Lab Equipments maintenance work for Govt. Department/Organizations / PSUs and Performance certificates, from at least three such existing Govt. Department/Organizations / PSUs client must be submitted with technical bid.
5. The firm must have expertise to provide maintenance of various Lab Equipments of various brands/makes.

Terms & Conditions

1. The Authority reserves the right to reject any or all the tenders without assigning any reasons thereof.
2. The technical bid should be accompanied by an EMD of Rs. 5,000/- (Rs. Five Thousand only) in the form of a Demand draft in favour of “**Director, MPRRA, Bhopal**”.
3. The Tender should be submitted upto **3.00 P.M on 10/07/2024**. The **Technical bid** would be opened on the same day at **3:30 PM**. The date and time of opening of **financial bid** will be informed to technically qualified bidders and will be opened in the office of Madhya Pradesh Rural Road Academy, Bhopal in the presence of bidders present during the tender opening.
4. The following additional terms and conditions would also have to be followed by the successful bidder :-
 - a. Preventive maintenance (PM) would be carried out on quarterly basis. A PM Report from the user would be submitted to Madhya Pradesh Rural Road Academy by service provider, failing which an appropriate penalty by way of fine would be imposed.

Penalty for the failure to the scheduled Preventive Maintenance would be as follows:

- Rs 5000 /- for each such default. Delay beyond one month will be cause for termination of contract and forfeit of performance security.
- b. Any reported fault would be taken up by the service engineers within two days. As far as possible, the repairs would be carried out on-site itself. Service engineer/technician must visit to this office once in every fortnight and also as and when required.
- Down Time Penalty: Penalty for not attending on call maintenance after the prescribed period of two days will be as follows:
- For downtime penalty will be imposed as given below.
- Rs 500 /- per working day – for Big equipment at serial no. 1 to 7 (Annexure-II)
 - Rs 250 /- per working day – for Small equipment at serial no. 8 to 15 (Annexure-II)
- c. It shall be the responsibility of the firm to make all the Lab Equipments and peripherals work satisfactorily throughout the contract period and also to handover the systems to the Deptt. in working condition on the expiry of the contract.
- d. The calibration of equipment if required will be paid separately. Oiling, Grease, labour, tools required are included in comprehensive maintenance.
- e. Contract should be comprehensive. Replacement of parts (if any) each costing upto Rs.5000.00 will be at the service provider's cost with original spares of the brand/make of the Lab equipment. For major parts costing more than Rs. 5000.00 payment will be made separately as per invoice of original spares of the brand/make of the Lab equipment.
- f. In case the bidder does not submit required security and sign the contract within 10 days after it is awarded the EMD submitted with the tender will be forfeited and firm will be debarred from any further dealing with the Authority.
- g. The authorized contact persons (as specified in point 13 of Proforma-I) should be equipped with Mobile phones to ensure their availability. Numbers of phones would be provided immediately.
- h. The Authority reserves the right to terminate the contract at any point of time if services of the firm are not found satisfactory and forfeit the performance security.
- i. No advance payment in any case would be made. However, quarterly payment will be made, after receipt of a satisfaction report signed by users of the Lab equipment.
- j. A bank guarantee/FDR equal to 5% of the total AMC value shall be submitted to the Authority as Performance Security (PS) within 10 days from the date of receipt of acceptance letter failing which EMD will be forfeited. Acceptance letter of the Authority will constitute an agreement between the Authority & vendor subject to depositing

Performance Security. The EMD will be released on submission of Performance Security.

5. List of all the item/configuration/serial number are attached in Annexure II. **There may be variation upto (±) 20% during the AMC period.**
6. Vendors should carefully check the list of equipments & their configuration before submission of offer.
7. **Validity of offer:-** offer submitted by the firm will be valid for 90 days. If proposal is withdrawn with this period, EMD will be forfeited and such firm will not be allowed to participate in future tenders.
8. **Termination:-** If services of firm are not found satisfactory, agreement will be terminated by giving 15 days notice and consequently Performance Security will be forfeited.

Tender Document not accompanied with duly filled in Proforma I, II and Annexure-I would be summarily rejected.

Director
M.P. Rural Road Academy
Bhopal (M.P.)

APPLICATION PROFORMA FOR AMC**GENERAL INFORMATION**

1.	NAME OF THE FIRM	
2.	CONSTITUTION OF THE FIRM Proprietorship/Partnership/LTD/PCTD In case of proprietorship name of Proprietors	
3	REGISTERED PERMANENT ADDRESS	
4	Date of Commencement of the Business (Attach certified copy of registration)	
5	Whether registered with the M.P. Commercial Tax Department for Work Contract Tax & GSTN etc. (Attach certified copy of registration certificate)	
6	TELEPHONES:	
7	FAX:	
8.	E-MAIL:	
9.	LOCAL OFFICIAL ADDRESS OF THE FIRM	
10.	TELEPHONES:	
11.	FAXES:	
12.	E-MAIL:	
13.	NAME OF THE AUTHORIZED CONTACT PERSONS/ REPRESENTATIVES DULY CERTIFIED BY THE HEAD OF THE FIRM WITH MOBILE NO.	
14.	PROFILE OF THE FIRM	
15.	ATTACH LAST 3YEARS PROFIT/LOSS ACCOUNT AND BALANCE SHEET	
16.	GST NO.	
17.	PAN No.	
18.	BHOPAL NAGAR NIGAM LICENCE NO.	
19.	EPF REGISTRATION NO.	

Signature with Seal
& full address of the Tenderer

PROFORMA - II
**Attach details
in exhibit**

S/No	Particulars	Page No.		
1	Certified copy of the registration of the Firm/Company (The firms should be in existence for over 5 (Five) years in the trade withthe maintenance business).			
2	Last 3 each year's (2020-21, 2021-22, 2022-23) balance sheet showing the turnover of service business (more than Rs. 5 lacs per annum) or A certificate form Chartered Accountant in practice certifying and showing the turnover of service business (more than Rs. 5 lacs per annum) for the last 3 years separately (2020-21, 2021-22, 2022-23).			
3	Registration certificate for GST Registration.			
4	Performance certificate from at least 3 clients as per serial No. 3 of Qualifying Criteria. (Attach Details)			
5	Previous Experience: Give details in the proforma given below			
S/No.	Name of the Client	Details of service provided	Period	Amount ofService Contract

Signature with Seal
& full address of the Tenderer

Financial Bid

List of IT items for Comprehensive Annual Maintenance Contract

S. No.	Type	Qty	Rate per Unit perAnnum (in Rs)	Total Amount in Rs
1	2	3	4	5 = (3X4)
1	Compressive Strength Testing Machine	1		
2	Universal Testing Machine	1		
3	Flexural Machine	1		
4	Ductility Machine	1		
5	Marshall stability App.	1		
6	CBR Machine	1		
7	Los Angeles Abrasion	1		
8	Penetration of Bitumen App.	1		
9	Ring and Ball softening point App.	1		
10	Electric Ovens	5		
11	Hot plate	2		
12	Digital balance	5		
13	Bitumen Extractor	1		
14	Distilled water plant	2		
15	Water Bath	2		
	Grand Total Amount in Rs			
	Grand TotalRs (in words)			

- Total amount is inclusive of all taxes except GST.
- GST, as applicable on the date of payment will be paid separately

Signature with Seal & Full
address of the Tenderer

Complete details of the Lab Equipment

Sr.No	Name of Equipment	Model No.	Specification	Company
1	Compressive Strength Testing Machine	2000KN 2000 EDG 225	Power 220 V/230V I phase 50 Hz AC Supply Touch screen Digital	
2	Universal Testing Machine	1000KN	Power Supply 440 V 50 Hz 3 Phase AC supply	
3	Flexural Machine	100 KN	150 mm Dia pressure gauge 0-100 KN X 1 KN	
4	Ductility Machine	BT 665D BT 665D 01	Electric pump circulator and heater, 220V, 50 Hz	
5	Marshall stability App.	BT 650 BT 650 06	50 KN, 230 V	
6	CBR Machine	231 EL 231 EL 05	50 KN Capacity load frame	
7	Los Angeles Abrasion	558 D 558 D 01	415V 3 phase 50 HZ AC supply	
8	Penetration of Bitumen App.		Universal Penetro meter with in built timer.5 seconds	
9	Ring and Ball softening point App.	EN 1427	220V, 50 HZ single phase AC supply. Tapered rings	
10	Electric Ovens	BTI – 29 S.No 5740	Temp. 50°C - 250°C	
11	Hot plate	-	250 X 300X 150 with 1.2 KN 2 liter capacity	
12	Digital balance		Electric Balance 20 liter	
13	Bitumen Extractor	BT 663 BT 66305	Centrifuge extractor motorized 230 V	
14	Distilled water plant		ISO 9001 - 2000	BIO Technics India
15	Water Bath	Capillary type thermo state	1000 waltz /1500 waltz single phase 220V	BIO Technics India