



## **SPORTS AUTHORITY OF INDIA**

### **NETAJI SUBHAS REGIONAL-CENTRE**

#### **SAROJINI NAGAR, KANPUR ROAD, LUCKNOW-8**

### **NOTICE INVITING TENDER “TENDER FOR DAY TO DAY MAINTENANCE OF ELECTRICAL & CIVIL WORKS AT SAI, N.S. REGIONAL CENTRE, LUCKNOW”**

Sports Authority of India, Netaji Subhas Regional-Centre, Lucknow invites sealed quotation from registered firm/Contractors with CPWD, PWD, UPSCIDC, LDA, Awas Vikas for day-to-day maintenance of electrical work & civil work having minimum annual turnover of Rs.12 Lakhs for the last two years.

<b>1</b>	Tender Cost (Cash or draft)	Rs.200/-
<b>2</b>	Last Date of Sale of Tender Documents	06/10/2016 upto 4.30 pm
<b>3</b>	Last Date of Submission of Tender Documents	07/10/2016 upto 3.30 pm
<b>4</b>	Date of Opening of Tender Documents	07/10/2016 at 4.00 pm
<b>5</b>	Earnest Money in way of draft	13000/-
<b>6</b>	Estimated Value	6.50 Lac
<b>7</b>	Website	<a href="http://www.sportsauthorityofindia.nic.in">http://www.sportsauthorityofindia.nic.in</a>

The detailed information, terms and conditions governing the award of contracts are contained in the tender documents which may be obtained from the office of Accounts Section, SAI, Netaji Subhas Regional-Centre, Lucknow. In case of downloading of tender form from website the bidder will have to submit tender cost separately alongwith Earnest Money Deposit. Draft may be prepared in favour of Regional Director, Sports Authority of India, Netaji Subhas Regional-Centre, Lucknow.

Tender offer in the prescribed tender form along with all relevant documents sealed and completed in all respect must be submitted on or before schedule date & time.

Sports Authority of India reserves the right to accept or reject any tender without assigning any reason whatsoever.

**Regional Director**

COST OF TENDER Rs 200/-

*SPORTS AUTHORITY OF*  
*INDIA*

NETAJI SUBHAS REGIONAL-CENTRE, LUCKNOW

**TENDER**  
FOR  
*DAY-TO-DAY*  
*MAINTENANCE OF*  
*ELECTRICAL & CIVIL*  
*WORK*

AT  
NETAJI SUBHAS REGIONAL-CENTRE  
LUCKNOW

Last date of Submission- 07/10/2016 up to 3.30 pm

Date of opening – 07/10/2016 at 4.00 pm

Website : <http://www.sportsauthorityofindia.nic.in>



**SPORTS AUTHORITY OF INDIA**  
**NETAJI SUBHAS REGIONAL CENTRE, LUCKNOW**  
**TENDER FOR DAY TO DAY MAINTENANCE OF ELECTRICAL & CIVIL**  
**WORKS AT SAI, N.S.REGIONAL CENTRE, LUCKNOW**  
**TECHNICAL BID FORM**  
**(TO BE SUBMITTED IN ENVELOPE "A")**

- Date & Timing of opening of tender : 07/10/2016 at 4.00 pm
- Earnest money deposit :Rs. 13,000/-
- Venue for purchase / submission / Opening of tender :Office of Regional Director , SAI,  
N.S. Regional Center, Sarojini Nagar,  
Lucknow
1. Name of the Firm : .....
2. Full Postal Address : .....
- With Telephone No. : .....
3. Name of Proprietor : .....
4. Permanent Residential Add. : .....
5. Present Line of Business : .....
6. Certificate of Chartered Accountant showing annual turnover the last three financial years i.e. year 2013-14 & 2014-15 & 2015-16.
7. PAN No. (Copy enclosed) : .....
8. Documentary Proof regarding registration: .....
- firm/Contractor with CPWD, PWD, MES,UPSCIDC, LDA, AWAS VIKAS.

**1. Invitation of Bid:**

- 1.01 **Sports Authority of India, N.S.Regional Centre, Lucknow invites** sealed tender from the registered firms/ contractor with C.P.W.D., P.W.D., Mess, UPSCIDC, LDA, Awas Vikas for award of contract for day to day maintenance of electrical works for a period of one year.
- 1.02 It is responsibilities of bidder to read & accept all terms & condition of the tender document before filling the tender. Incomplete tender documents of bids are liable to be rejected.
- 1.03 Tender received after due date and time will not be entertained. SAI also reserves the right to not to accept the lowest tender.
- 1.04 Tender duly filled in and complete in all respect and in sealed covers should be addressed to Regional Director , SAI, N.S.Regional Center, Sarojini Nagar, Lucknow.

**(SIGNATURE OF THE BIDDER)**  
with address and seal

## **2. Earnest Money Deposit:**

- 2.1 Tender must be accompanied by a Bank Draft issued by Scheduled Bank in favour of Regional Director, Sports authority of India, Netaji Subhas Regional Center, as earnest money (as per annexure-1) which will be refundable in due course to the unsuccessful bidder. The earnest money of the successful bidder will be liable to be forfeited if the bidder does not fulfill the clause no. 2.2, 2.3 & 2.4 of the terms and conditions.
- 2.2 The successful bidder shall start the work within seven days from the date of receipt of letter conveying the acceptance of offer.
- 2.3 The successful bidder shall furnish **security deposit** equivalent to 10% of the total annual bid amount rounded off to next hundred Rupees within six days of the receipt of the letter of awarding of contract, the security to be deposited shall not carry any interest. The Security Deposit will be refunded to the Contractor after 03 (Three) months of the satisfactory completion of Contractual Period or extended contract period as the case may be, subject to further deduction/adjustment of fines/and other recoveries, if any.
- 2.4 The successful bidder shall execute an agreement of Rs. 100/- (Rupees on hundred only) stamp paper within 10 days of the receipt of letter of awarding the contract at the cost of the bidder.

## **3. Schedules of Tender:**

- 3.01 The agency shall not be entitled to claim any additional amount for any reason whatsoever during the currency of contract period.
- 3.02 The Tender Document will be available between **10.00 am to 4.30 pm** on all working days from **the date of publication of the tender till 06/10/2016**. The interested bidders may purchase the same from the office of Sports Authority of India by making payment of Rs.200/- (Rupees two hundred only) through A/C Payee Dement Draft/ Pay Order drawn in favour of Regional Director, Sports Authority of India, Netaji Subhas Regional-Centre payable at Lucknow or in cash.

The bidders who download the tender documents from given website are required to pay Rs.200/- (Rupees two hundred only) in the form of separate Demand Draft/Pay Order in favour of Regional Director, Sports Authority of India, Netaji Subhas Regional-Centre payable at Lucknow as cost of tender documents. In case the bid is received without the cost of tender documents, the same would not be considered.

- 3.03. Technical & Financial bids shall be received up to 07/10/2016 **by 3.30 pm**  
The technical bids will be opened on 07/10/2016 **at 4.00 pm**.

**(SIGNATURE OF THE BIDDER)**  
with address and seal

3.04. The Financial Bid of only those bidders will be opened who qualify the Technical bid. The date, time and venue for opening of Financial Bids shall be communicated to the qualified bidders at a later date. However, SAI reserves the right for not inviting the unqualified bidders while opening the financial bids.

**4. Procedure for submission of Bids:**

The bids shall be submitted in two separate sealed envelopes as under:

4.1 Envelope A- should contain the technical bid Documents. Tender documents duly signed by the bidder on each page and all necessary documents alongwith EMD, Receipt/Bank Draft of Tender Cost (Annexure I)

4.2 Envelope B- should contain the financial bid document, Annexure- II.

4.3 All above two envelope should be submitted in one single envelope duly sealed and super scribed "Tender for Civil & Electrical contract".

**5. Terms & Conditions:**

5.01 The person deployed by the successful bidder at Generator Set at Sub-Station should be experienced and qualified to handle/operate and maintain the Generator set. The person so deployed by the Contractor at Generator Set will also be responsible to maintain a LOG BOOK for fuel consumption. The Authorized Officer may periodically check the Log Book so maintained.

5.02 The contract shall be valid for a period of one year. However, if the Authority is dissatisfied with the performance then the contract would be terminated with one month's notice from either side.

5.03 The engagement/deployment of persons in fulfillment of Contractual obligations will be exclusive and sole responsibility of the successful bidder and the persons so engaged/deployed as per successful bidder's choice will be directly paid their wages and other dues by the successful bidder in the presence of Authorized Officer of the SAI. The wages so paid by the successful bidder should not be less than the Minimum Wages fixed by the Central Government from time to time.

5.04 The agency shall submit worker's EPF number and proof of payment of EPF, ESI etc. as applicable every month for the previous month alongwith the monthly bill with respect in all employees deployed by him at SAI so as to enable SAI to reimburse the amount so paid to the EPF/ESI authorities. The agency shall specifically ensure compliance of various Labour Laws/Acts.

5.05 If any of the Labour Laws like EPF & MP Act or ESI Act are not applicable on the successful bidder, the successful bidder shall have to give an undertaking in this regard and shall keep the SAI indemnified from all such encumbrances.

- 5.06 There will no employee-employer or servant and master relationship in between the persons engaged/deployed by the successful bidder in fulfillment of the contractual obligations and the SAI and all the persons engaged by the successful bidder will be employees of the successful bidder.
- 5.07 The successful bidder will be exclusively and solely responsible to comply/observe all provisions of the Labour Laws or any other Laws as applicable for the time being in force or may be made enforceable in future including timely payment of wages and other due to his men.
- 5.08 The successful bidder will strictly observe the provisions of Child Labour Act, Employees Provident Fund & Misc. Provisions Act, Employees State Insurance Act, Minimum Wages Act, Payment of Wages Act, Timely payment of Wages Act, Employees (formerly "Workmen") Compensation Act, Contract Labour (R & A) Act and other Act and Regulations.
- 5.09 The successful bidder, while discharging Contractual Obligations shall all the time strictly follow the safety norms and provide all necessary safety equipment/gadgets etc to persons on work. In case of any happening/incidence or injury to his men on work, the successful bidder will be exclusively and solely responsible for any compensation/treatment. SAI will not be held responsible in any manner and the SAI will be kept indemnified from all or any such encumbrances.
- 5.10 In case of any dispute in between the successful bidder and his men during the currency of the Contract period or thereafter, the sole responsibility to resolve such disputes will be of Contractor and SAI not be responsible for any such dispute or compensation/payment. In case of SAI is dragged into any such dispute in whatsoever capacity, all expenses incurred by SAI in this behalf will be recoverable from the payables to the successful bidder.
- 5.11 No T & P will be issued by the SAI. The successful bidder has to arrange all necessary tools/plants, equipments, gadgets etc. and other small items, consumable like Soot Gola, washer, tapes etc. at his cost for carrying out repairs/maintenance. SAI will provide material to be replaced against scrap/broken items. The successful bidder will return the scrap/broken items to Incharge Maintenance/Store.

**(SIGNATURE OF THE BIDDER)**  
with address and seal

- 5.12 All works of emergent nature to be attended immediately failing which penalty as per clause 5.17 would be imposed.
- 5.13 The successful bidder or his Representative will all the time available to take necessary work order or instructions etc. for fulfillment of contractual obligations and it will be sole responsibility of the successful bidder to execute the work as per specification and norms to the entire satisfaction of SAI.
- 5.14 The successful bidder will keep Complaint Book each at Boys Hostel, Girls Hostel, Camp Building, Administrative Building and or at any place (s) as specified by the SAI and will be Checked/Verified by the respective wardens/Incharge every month.
- 5.15 The successful bidder will ensure that his men so deployed are neatly dressed preferably dressed in Proper Uniform which the Contractor may provide at his cost and the persons so deployed are medically fit and are not suffering from any communicable disease (s).
- 5.16 The successful bidder will be solely responsible for maintaining discipline and decorum in and around the Stadium premises and also responsible for the conduct and acts of his men so deployed at SAI for execution of Contractual obligations, therefore, the deployed persons should be well behaved disciplined and courteous with the staff/Officials/Guests/ Sports men/women and other inmates/visitors. In case of any complaint in this regard, the successful bidder will be required to immediately replace the person concerned without any delay besides taking other action against him.
- 5.17 In case any of the service/work of the successful bidder is found unsatisfactory or not up to the mark, the successful bidder will be intimated in writing for taking corrective measures at his expenses. In case the discrepancies pointed out are not rectified within the time schedule or upto the mark, the SAI may impose a penalty of Rs. 200/- (Rupees two hundred only) upto a maximum of 05 (five) instance. In case of repetition of instances of unsatisfactory work or work below the mark even beyond Five instances, a penalty of 10% out of monthly payment will be imposed on successful bidder.
- 5.18 The payment of Bill so submitted by the successful bidder for day to day maintenance work by first week of the month for preceding month will be subject to verification of satisfactory work and submission of all required documents along with Bill which from others include a Declaration by the successful bidder to the effect that all Labour Laws as applicable have been complied with and the SAI is kept indemnified.

**(SIGNATURE OF THE BIDDER)**  
with address and seal

On having found satisfactory in all respects, the payment of the Bill will be made within ten days of the submission of Bill through Electronic Payment System after deducting TDS for which the successful bidder will be required to furnish PAN no.

- 5.19 The rate so quoted by the successful bidder in his bid and accepted by the SAI will remain operative during the entire period of Contract. No any other kind of payment or enhancement in rates during the period of Contract will be allowed.
- 5.20 The successful bidder shall be solely responsible to meet all liabilities of various Taxes as applicable to him directly. SAI will not be held responsible for payment of any taxes on behalf of successful bidder and will also not pay any extra amount other than the Bid amount.
- 5.21 The work is required on all the days including holidays through out the month. In case of any function or event being organized in SAI premises and the same requires any additional work; the successful bidder has to perform such work for which payment to the successful bidder will be made by SAI on pro-rata basis on submission of Bill etc.
- 5.22 In case of any loss/damage/theft or burglary to the property of SAI caused due to direct involvement, negligence, connivance, omissions and commissions of any of the persons of the successful bidder, the successful bidder will have to compensate SAI, the loss so assessed by the Regional Director or a joint Committee constituted by the SAI in this regard.
- 5.23 The SAI reserves its right to amend/add/modify/delete any or all of terms and conditions at any time during the Contract period in smooth discharge of Contractual job work without making any material change in terms of payment etc.
- 5.24 In case of any dispute the matter shall be under the jurisdiction of the courts situated in Lucknow only.
- 5.25 The contract may be terminated by any of the parties by giving clear notice of ONE MONTH.
- 5.26 In case of any dispute or difference in between the parties with regard to interpretation of any Clause or work performance or payments etc. or other terms and conditions of this contract, the matter will be referred to the Sole Arbitration of Regional Director of SAI and his/her decision in this regard will be final and binding to all parties. Provisions of Arbitration and Conciliation Act-1996 will be applicable in this regard.

**(SIGNATURE OF THE BIDDER)**

with address and seal

5.27 The contract can be extended for 3 months, or for further period of three month if needed subject satisfactory performance and willingness of the successful bidders with same term and conditions.

5.28 The prices quoted by the bidders shall remained farmed and fixed during the currency of the contract and not subject to variation on any account, however if minimum wages of the workers is revised by the govt. after last date of submission of the offer, the same will be reimbursed on actual basis.

**(SIGNATURE OF THE BIDDER)**

with address and seal

**DECLARATION BY THE TENDERER**

Certified that I/we have familiarized with site and have gone through the Para wise contents of the Tender form and accept all the terms and conditions mentioned in this tender document unconditionally.

Signature.....

Name (in Block letters).....

Designation.....

Name of the Firm &.....

Address .....

Dated: .....

**FORMAT FOR SUBMISSION OF THE TENDER ON LETTER HEAD OF THE AGENCY**

**EARNEST MONEY DEPOSIT FOR DAY TO DAY MAINTAINANCE OF  
ELECTRICAL & CIVIL WORKS AT SAI, N.S.REGIONAL CENTRE, LUCKNOW**

**(TO BE SUBMITTED IN ENVELOPE "A")**

I have inspected the site work, read and understood all clauses of the Tender. In case of award of contract, I undertake to abide by all the terms and conditions mentioned in the same.

I am enclosing herewith demand draft no. .... dated ..... of Rs. .... (Rupees ..... ) drawn on ..... Bank in favour of Regional Director Sports Authority of India, Netaji Subhas Regional-Centre, payable at Lucknow on account of Earnest Money,

**AND**

In response to tender floated on website [www.nsnis.org](http://www.nsnis.org) I have downloaded the tender document and depositing herewith Demand Draft of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only) drawn on ..... Bank in favour of Regional Director, Sports Authority of India, Netaji Subhas Regional-Centre, payable at Lucknow on account of Cost of Tender.

**(SIGNATURE OF THE BIDDER)**  
with address and seal

Date :

**SPORTS AUTHORITY OF INDIA  
NETAJI SUBHAS SUB CENTRE, LUCKNOW**

**DAY-TO-DAY MAINTNEANCE OF ELECTRICAL & CIVIL WORK AT  
SUBHAS REGIONAL-CENTRE, LCUKNOW**

**SAI NETAJI**

**FINANCIAL BID**

**(TO BE SUBMITTED IN ENVELOPE "B")**

1. Name of the Firm : .....
2. Full Postal Address : .....
- With Telephone No. ....

Sl. No.	Description of Items	Unit per Month	Rate per head per Month including all taxes	Other Charges including agency charges	Total Amount per month (Col 4+5)
1	2	3	4	5	6
1	Attending to Misc. work of Maintenance Electrical & Civil work including providing various small items consumable like PVC Tape, soot gola, washer etc. for carrying out day to day repairs/maintenance of electrical & civil work. All Tools and plants to be arranged by the Contractor.				
2	Electrician/Pump operator (Skilled)	1X3 Shift			
3	Carpenter (Semi-Skilled)	1x1 shift			
4	Plumber( Semi-Skilled)	1x1 shift			

Signature.....

Name (in Block letters).....

Designation.....

Name of the Firm &.....

Dated: .....

Address .....

