



WEST BENGAL MEDICAL SERVICES CORPORATION LTD.
(Wholly owned by the Government of West Bengal)
Swasthya Sathi, GN-29, Sector-V, Salt Lake, Kolkata-700 091.

NOTICE INVITING QUOTATION DOCUMENTS FOR

Comprehensive Annual Maintenance Contract (CAMC) for Fire Fighting, Fire Alarm & Fire Detection system installed at various locations of all floors of the Swasthya Sathi Building, GN-29, Sector – V, Salt Lake, Kolkata - 700091

(NIQ Reference No. : WBMSCL/NIQ-46 /2017, Dated – 04.08.2017)

NOTICE INVITING QUOTATION

NIQ no. : WBMSCL/NIQ-46/2017

Dated – 04.08.2017

The Managing Director, West Bengal Medical Services Corporation Limited, invites quotation from reputed & experienced Firms for providing maintenance services under Comprehensive Annual Maintenance Contract (CAMC) for Fire Fighting, Fire Alarm & Fire detection system installed at various locations of the Swasthya Sathi Building, GN-29, Sector – V, Salt Lake, Kolkata - 700091, with contract period of 36 months. The quotation papers are available at the office of WBMSCL and in the website at www.wbmsc.gov.in on or after **11 a.m. on 17.08.2017**. Interested agencies may download the quotation papers, complete the same and send the same to the undersigned as so to reach the undersigned on or before **28.08.2017** up to **3:00 p.m.** The tenders will be opened on the same day at **5:00 p.m.** in presence of the intending bidders or their authorized representatives. The tender envelope containing quotation shall be super-scribed as "Quotation for CAMC of Fire Fighting, Fire Alarm & Fire detection system" and addressed to the Managing Director, West Bengal Medical Services Corporation Limited, GN-29, Sector – V, Saltlake, Kolkata - 700091. Bidders are instructed to submit their quotation consisting of two sealed envelope called "Qualifying Bid" & "Financial Bid". Quotations received after due date & time will not be entertained. WBMSCL is not responsible for any postal delay. Incomplete or conditional tender is liable for rejection. The authority reserves the right to reject any or all the tenders without assigning reasons thereof.

Site	Swasthya Sathi Building, GN-29, Sector – V, Salt Lake, Kolkata - 700091
Quotation Security/EMD	The quotationer will have to deposit earnest money @ 2% of quoted rate (In the form of DD from a scheduled bank drawn in favour of "West Bengal Medical Services Corporation Ltd"). It should be contain in Financial Bid envelope.
Security Deposit	10% of the contract amount to be deducted from the Bill.
Releasing of Security Deposit	One year from the date of completion of work
Last date of Submission of Quotation	28.08.2017 upto 3:00 p.m.
Date of Opening of Quotation	28.08.2017 upto 5.00 p.m.
Validity of Quotation	60 days from the date of submission of Quotation

Eligibility of participating bidder	Bonafide reliable firm having executed similar nature of Work.
Quotation opening Venue	West Bengal Medical Services Corporation Ltd, Swasthya Sathi, GN -29 , Sector – V, Salt Lake, Kolkata – 700091.

List of Items:

1. Main Fire pumps (Electric) 100 HP for wet Riser- 02 no. with test array arrangement for pressure control.
2. Diesel Engine Fire Pump:- 100 HP with other accessories
3. Jockey Pump (Electric):- 15 HP.
4. Auto start & other Electric panels
5. Internal Fire hydrants: - 14 nos.
6. External fire hydrants: - 04 nos.
7. Valve chambers:- 04 nos.
8. Butterfly valves/ CI valve:- 15 nos.
9. Main fire alarm panel:- 01 no
10. Fire detector: - 450 nos.
11. Fire extinguishers: - 65 nos. (Refilling will be arranged by office at its own cost, however checking/ testing may be performed by the agency at the time of fire drills)
12. Any other item which the bidder feels is required may be considered under this CAMC.

The list of items is only indicative. However the bidder is advised to visit and inspect the site of works and its surroundings and obtain for himself all information that may be necessary for preparing the bid. The costs of any such visits / site inspections shall be entirely at the bidder's own expenses.

The quotation for CAMC of "Fire Fighting, Fire Alarm & Fire Detection system" should be submitted in proper format as per ANNEXURES- I, II ,III & IV (enclosed).

General Terms and Conditions:

1. The agency should be in possession of valid Licence / Registration for the works from the Office of Fire Officer West Bengal or its equivalent office.
2. The rates quoted shall include all applicable taxes.
3. Regular servicing & inspection of the equipments should be carried out at least once in a month preferably during 1st week of the month by the service provider.
4. The service provider shall perform preventive maintenance to the equipments mentioned above and its accessories as per service manual provided by the WBFES.
5. The service provider shall also attend any breakdown & emergency call immediately.
6. An agreement detailing the terms & conditions shall be executed with the service provider for entering into a CAMC.
7. The service provider shall furnish details of experience indicating the parties for whom similar assignments CAMC were undertaken.

The CAMC will be for a period of **Three (03) Year**, which is extendable for further period if required depending on satisfactory fulfilment of all "Terms & Conditions" of contract agreement. However, the CAMC may be terminated at any time before the expiry of contract agreement, depending on the requirement/performance of the service provider.

The tender must be accompanied by Earnest money @ 2% of its total quoted CAMC amount in the form of Demand Draft from any Nationalized bank of India in favour of the Managing Director, West Bengal Medical Services Corporation Limited. The Earnest money of successful bidder shall be retained and for others, Earnest money will be returned within 30 days of completion of bid evaluation. No interest is payable on this deposit.

The successful bidder shall also furnish performance guarantee @ 10% (five percent) of the contract price in addition to the earnest money. The earnest money deposited by successful bidder will be converted to Security deposit. Security deposit @ 10% of the bill amount will be recovered from each running bill & final bill. Performance guarantee as well as security deposit shall be refunded to successful bidder / lowest bidder after successful completion of the work. No interest is payable on this deposit. If the approved party fails to execute the agreement deed within the specified date, the earnest money will be forfeited.

The Managing Director of the WBMSCL or any other person(s) authorized by

him on his/her behalf reserves the right to accept any tender, in full or in part, or reject any or all the tenders without assigning any reasons thereof and no correspondence in this respect will be entertained.

Enclosure:

ANNEXURE - I, II, III & IV

Copy to:

1. Notice board
2. WBMSCL, website

**SD/-
Managing Director**

ANNEXURE - I

To,
The Managing Director,
West Bengal Medical Services Corporation Limited
GN – 29, Salt Lake, Kolkata - 700091

Sub: Submissions of Quotations for providing maintenance services under Comprehensive Annual Maintenance Contract (CAMC) for Fire Fighting, Fire Alarm & Fire Detection system installed at various locations of the Swasthya Sathi Building, GN-29, Sector – V, Salt Lake, Kolkata - 700091.

Ref: Quotation No: _____, dated _____

Sir,

With reference to above, *We* hereby submit the quotation for providing maintenance services under Comprehensive Annual Maintenance Contract (CAMC) Fire Fighting, Fire Alarm & Fire Detection system installed at various locations of Swasthya Sathi Building, GN-29, Sector – V, Salt Lake, Kolkata - 700091.

Sl no.	Particulars	Period	Amount (Rs.)
A	Providing maintenance services under Comprehensive Annual Maintenance Contract for Fire Fighting, Fire Alarm & Fire detection system installed at various locations of Swasthya Sathi Building, GN-29, Sector – V, Salt Lake, Kolkata - 700091	For the 1 st Year	
		For the 2 nd Year	
		For the 3 rd Year	
Total Amount			

Date:

Place:

Signature of the bidder

N.B. - The successful bidder will ordinarily be decided on the basis of lowest total quoted amount of Annual Maintenance Contract. However, other factors may also be considered for deciding the successful bidder.

ANNEXURE - II

DETAILS OF THE BIDDER

1. Name of the Bidder :
2. Address of the Bidder :
.....
.....
3. Telephone no. Landline :
Mobile :
4. Details of Earnest Money Deposit: DD no.
Date..... Bank.....
5. PAN (Enclose copy)
6. Service Tax Registration (Enclose copy)
7. VAT Registration (Enclose copy)
8. Licence no. / Registration no. & valid date :
9. Experience Details:

Parties	Nature of Job	Date	
		From	To

This is to certify that the information furnished above by me / us is true and correct. I/ We also certify that I/ We have carefully read and understood the terms and conditions of the tender document and undertake to abide by them in the event of being awarded the contract.

Date:

Place:

Signature of the bidder with Seal

ANNEXURE – III

SPECIAL CONDITIONS OF CONTRACT

Scope of work and maintenance schedule:

1. Maintenance of Fire Fighting, Fire Alarm & Fire Detection system in the areas under this contract - the maintenance agency (contractor / firm) shall be solely responsible to keep the system serviceable at all the time. The maintenance shall include servicing of all the equipments associated with the systems.

2. The cost of major or special repair or overhauling of any equipment such as Fire pump, motor, fire alarm panel, batteries & hooters including winding of motor is not covered in the scope of this work. However, preventive & routine maintenance including servicing, minor rectification will be the responsibility of the agency. All material including diesel oil for fire engine pump will be provided to the agency by WBMSCL for such rectification free of cost except some minor material such as Petroleum Jelly, straw, lubricants, tools & tackles, nuts & bolts, distilled water, cleaning materials (soda & waste cloths etc.), log books & Stationeries, fuse, rubber packing, threads, indicator lamps, clamps, resistors, diodes, repairing of Integrated circuit (IC / PCB) etc. which are in the scope of this work. Nothing extra shall be paid on account of consumables and small tools & plants required for the work.

3. The agency will promptly inform WBMSCL engineer in charge as soon as occurrence of any Major defect in these systems is noticed. So that the latter can take advance action towards its rectification and procurement of any material required for that purpose. Labour for the rectification will be provided by the agency in his quoted rates.

4. The Firm/ contractor will engage trained and experienced technical staff and helpers, headed by a qualified Fire supervisor, for undertaking maintenance services / jobs.

5. The firm / Contractor will maintain the logbook for maintenance as described below.

a) After each maintenance, the test details to be entered in the maintenance register with dates and result achieved.

b) After carrying out each test, the entry in the register to be got counter signed from the WBMSCL Engineer. Without prior approval, no fitting / material will be removed for repairs; it will be contractor's responsibility to provide alternative temporary arrangement of such items during the period, the item

is repaired and put back in to position so that the system remains fully functional all the time.

6. The contractor will conduct periodical fire drill at site as per direction of the engineer in charge including imparting training to the staff in the use of fire Extinguishers e t c .

7. The checking & maintenance of the batteries for the system shall be done including maintaining specific gravity and distilled water if required. However replacement of defective batteries is not covered in the scope of this work.

8. The servicing & random checking of fire detection system & heat detectors shall be done periodically.

9. The system shall be kept in working condition till completion of the contract. The firm will arrange handing over of the total system in full functional condition on completion of the contract.

10. The mock drill/demonstration of the working of the system shall be given at least once in a month or as and when desired by the engineer in charge or as per his direction.

11. The firm / contractor shall depute one qualified Electrical Engineer to check the whole system once in every alternate month and shall maintain a test record signed by him and got countersigned from the Engineer of the WBMSCL. The firm shall guide the operator engaged by the WBMSCL about the operation of each of the equipment.

12. In case of Emergency, The Firm shall give full support for mitigation of fire accident at no extra payment.

13. The firm has to arrange for testing both the fire pumps. The test includes running of the pressurization pumping set in case of loss of pressure of fire hydrant system and running of diesel engine pump by artificial closure of electricity. The pumps shall be tested as to whether the constant pressure is being maintained by creating pressure loss in the pipe lines. Pressure test at the various locations of hydrant valves shall be done by opening the valve at one location. Such test shall be done at least once in every alternate month in the presence of Engineer in charge of WBMSCL.

14. The servicing of major equipments like fire pump, jockey pump, pressure regulator & main fire alarm panel etc. shall be done quarterly. However, all the valves, valve handles, smoke detectors, manual call points, hooters, fire control cable etc. shall be checked and greased if required in every month.

15. Contractor would be bound to execute such additional item/ items which may be essential & necessary (even though not listed in schedule of work) for the effective execution of the work. Rates for such extra items of work shall be rationally analyzed / derived & would be binding on the contractor.

16. Contractor undertaking the job is advised to verify the particulars as detailed in annexure & satisfy himself towards the conditions & specifications etc. of the tenders before filling up the bids.

ANNEXURE – IV

Maintenance Schedule

The following works / checks are required to be performed on Monthly / Quarterly / Half yearly basis and record all the activities in the log book with date and time which shall be counter signed by the Engineer – in -Charge / competent authority of WBMSCCL.

1. Monthly checks:

- a) Operational readiness of system during mains failure
- b) Check battery water level & Specific Gravity of electrolyte
- c) Check the fire circuit of each zone from the panels
- d) Check whether signals of fire and fault get transmitted from zonal panel to main panel.
- e) Performance check of the hooters shall be done along with the performance check of manual call points.
- f) Check smoke detectors, if required cleaning shall be carried out with suitable reagents.
- g) Checking of water pressure of the hydrant line & action shall be taken to arrest leakage on urgent basis.
- h) Checking of main control panel of fire pump & alarming system

2. Quarterly checks:

- a) Check fault circuit of each zone by actually disconnecting wire by removing a detector.
- b) Check fire circuits by facilitating actual smoke to one detector of each zone
- c) Cleaning of all types of detectors with suitable means.
- d) Checking / servicing of major equipments such as Fire pump, Jockey pump, pressure gauges, panels including contactors, valves, main alarm panel, auxiliary panel etc.

3. Half yearly checks:

- a) All the checks quarterly's shall be repeated
- b) Greasing of valves, checking of couplings / Impeller and checking of synchronization operation of Main pump, Jockey pump & Diesel pump during mains failure.