

TENDER DOCUMENTS

Name of work: - Comprehensive Annual Services and Maintenance Contract (CASMC) of Eight (08) lift {Two (02) Lifts (capacity - 884 kg each) + Six (06) Lifts (capacity – 680 kg each} of JOHNSON MAKE installed at IIM, Rohtak, Management City NH-10, Southern Bypass, Sunaria, Rohtak - 124010.



Date of submission of Tender: 14.02.2025, up to 12.00 (Noon).

Date of opening of Eligibility Documents: 14.02.2025 at 02.00 PM

**Indian Institute of Management Rohtak
Management City NH- 10, Sunaria Village, Rohtak(Haryana)**

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भारतीय प्रबंधन संस्थान रोहतक**INDIAN INSTITUTE OF MANAGEMENT ROHTAK**

Management City NH-10 Southern Bypass, Sunaria, Rohtak-124010 Haryana

Contact No Tel: 01262-228551, Website: www.iimrohtak.ac.in

SUBJECT: - Notice inviting Tender for Comprehensive Annual Services and Maintenance Contract (CASMC) of Eight (08) lifts {Two (02) Lifts (capacity - 884 kg each) + Six (06) Lifts (capacity – 680 kg each} of JOHNSON MAKE installed at IIM, Rohtak, Management City NH-10, Southern Bypass, Sunaria Rohtak - 124010.

E-TENDER NOTICE

Tenders are invited from reputed agencies/firms for Comprehensive Annual Services and Maintenance Contract (CASMC) of Eight (08) lifts {Two (02) Lifts (capacity - 884 kg each) + Six (06) Lifts (capacity – 680 kg each} of JOHNSON MAKE at IIM Rohtak, Management City NH-10 Southern Bypass, Sunaria, Rohtak-124010.

Reputed agencies/firms who have experience and capable to supply Genuine Spare Parts for **Eight (08) lifts {Two (02) Lifts (capacity - 884 kg each) + Six (06) Lifts (capacity – 680 kg each}**, JOHNSON MAKE are eligible only to submit their best quotes in the enclosed bill of quantity. The general terms & conditions of the service contract are also enclosed which have to be duly signed indicating acceptance by the tenderer.

Name of work	Annual Services and Maintenance Contract (CAS MC) of Eight (08) lifts {Two (02) Lifts (capacity - 884 kg each) + Six (06) Lifts (capacity – 680 kg each} of JOHNSON MAKE installed at IIM, Rohtak, Management City NH-10, Southern Bypass, Sunaria ,Rohtak - 124010.
Estimated Cost	Rs. 8,95,148.00/- (Including GST)
Earnest Money Deposit	Rs.17,903.00/- (Rupees Seventeen Thousand Nine Hundred Three only), [2% (Two percent) of the estimated cost in favour of “Indian Institute of Management Rohtak”, payable at Rohtak or should be submitted online (IMPS/NEFT/RTGS) to in to Acct. No.252201000421, Bank-ICICI Bank, IIM Rohtak Branch, IFSCICIC0007244 in favour of “Indian Institute of Management Rohtak. Bidders registered under MSE having Valid MSE Certificate (under Manufacturing /Service category) are exempted towards earnest Money on submitting documentary evidence and bid security declaration as per enclosed format on GCC Page No 18.
Period of Contract	01Year
Date of issue of tender document	04.02.2025
Last Date for submission of tender document	14.02.2025 12:00 (Noon)
Date of opening of Technical Bid	14.02.2025 02:00 PM
Date of opening of Financial Bid	14.02.2025 03:00 PM
Date of starting of work	As per date of Work Order

On behalf of the Director of Indian Institute of Management, Rohtak, quotes are hereby invited for Comprehensive Annual Services and Maintenance Contract (**CASMC**) of **Eight (08) lifts {Two (02) Lifts (capacity - 884 kg each) + Six (06) Lifts (capacity – 680 kg each)}** of JOHNSON MAKE as per details given below.

1. The bidders are advised to do service and maintenance by genuine spare Parts and material in Lifts of JOHNSON MAKE.
2. The terms and conditions/scope of work for (**CASMC**) given in notice inviting tender are also part of Tender. If any of these is in the contradictions, most favorable to the Institute will prevail upon. The validity of the tender shall be at least **90 days** from the date of opening of tenders.
3. Tenderers are advised to visit the Indian Institute of Management Rohtak and physically check the volume of work at work place before quoting the rates. No deviation of rates or new conditions of contract will be accepted after award of the work.
4. The complete tender document is available on the website <https://tenderwizard.com/etenders> in the downloadable form. Besides this tender document is also available on the Institute's website: www.iimrohtak.ac.in. The bidders who uploaded the tender's documents without supporting documents/proofs shall be rejected. The bidder incorporating additional Term & conditions are also liable to be rejected. Without submission of EMD/inadequate EMD shall be summarily rejected. EMD receipt should be deposited in the below account details,
5. Scanned Copy of receipt of the deposited as EMD of Rs. 17,903.00/- (Rupees Seventeen Thousand Nine Hundred Three only) should be uploaded on <https://tenderwizard.com/etenders>.
6. The firm registered with MSE should attach a VALID document regarding exemption of EMD. Further in that case the firm may be exempted only from depositing EMD but in case of awarding the contract/order the vendor has to deposit 5% Performance Security deposit of awarded value.
7. Initially, the contract will be awarded for one year. After satisfactory completion of One year, the contract may be extended for a further period (1+1Year) on mutual consent of the Institute and the contractor. however, both the Institute and the contractor shall have the right to end the contract by serving notice three months in advance in writing to the other party. Also if the contractor is found to be grossly negligent or inadequate in the execution of the work, the Institute shall have full right to notify the contractor of the gross defects and to terminate the contract at any time during the contract period without any prior notice.
8. Before uploading the duly filled tender document on <https://tenderwizard.com/etenders>. please mark signature (Contractor (or) His authorized signatory) with the seal on each page. The last date and time for submission of the tender are **14th Feb,2025 12:00 (Noon)** only through online mode.

INTRODUCTION

The Indian Institute of Management Rohtak, is a national-level educational institute set up by the Ministry of Education, Government of India. The Indian Institute of Management Rohtak intends to engage a reputed agency /firms for Comprehensive Annual Services and Maintenance Contract (**CASMC**) of **Eight (08) Lifts {Two (02) Lifts (capacity - 884 kg each) + Six (06) Lifts (capacity – 680 kg each)}** of JOHNSON MAKE installed at IIM Rohtak, Campus. The general terms & conditions of the service contract are also enclosed which to be duly signed, indicating the acceptance by the tenderer as under: -

ELIGIBILITY CRITERIA

1. Contractor who fulfill the following requirement shell be eligible to apply: -
 - a. Should have completed the work during last seven year ending on previous day of last of submission of tender out of which at least one should have been executed in Government Department as mention below:
 - (i) 3 (Three) “similar work” each of value not less than 40% of the estimated cost put to tender.

OR
 - (ii) 2 (Two) “similar work” each of value not less than 50% of the estimated cost put to tender.

OR
 - (iii) 1 (One) “similar work” each of value not less than 80% of the estimated cost put to tender “similar work” means AMC of Johnson make lifts only
2. The Firm must have GST registration.
3. The Firm must have a minimum work experience of 05 (Five) years in the line of Comprehensive Annual Services and Maintenance Contract of Lifts & Elevators of JOHNSON MAKE. Total-experience will be evaluated/counted as of 31st January 2025.
4. Out of five years’ experience, the firm must have at least 03 years’ experience in Govt. Organization/Semi Govt./State Govt. IITs, IIMs, State/Central University as well as corporate sector in Lifts providing Comprehensive Annual Services and Maintenance Contract. Total-experience will be evaluated/counted as of 31st January 2025. Upload a copy of Work Orders and Work Completion Reports.
5. Annual IT Return of last three (03) financial years (2021-22, 2022-23, 2023-24) duly audited by Chartered Accountant should be over Rs. 2.69 Lac, each year. The vendor will have to submit an Audited Balance Sheet in support.
6. The Firm must have an Office in Delhi & NCR Region.
7. If the FEEDBACK of any bidder from any client is not found SATISFACTORY/ GOOD. His/her candidature will not be entertained for further processing and will be treated as Technically disqualified.
8. A Certificate/Undertaking on the letterhead of the Company to the effect that the bidder has not been blacklisted anywhere in India by any organization. A self-certification to this effect is required to be enclosed
9. Manufacturers of Johnson make passenger lifts / their Authorized service dealers / Contractor who shall associate with respective OEM once work is awarded and having

a valid electrical contractor license.

10. Joint ventures and subletting are not accepted

11. The Bidders of their authorized representatives, with a valid authorization letter, are advised to be present at the date and time specified for the opening of bids. A record of attendance will be maintained during the bid opening process.

SELECTION METHOD

Only those bidders, who meet the above-mentioned eligibility criteria (as of 31st January 2025) and qualify the Technical Bid (Annexure-A) in all respects would be considered as technically qualified bidders. Bidders are advised to fill their rates as per attached in Financial Bids Annexure-B. Financial Bids will be opened only by the Technically Qualified bidder.

The bidder who is meeting all technical aspects and quoting the best quote in one year in Comprehensive Annual Services and Maintenance Contract of Eight (08) Lifts {Two (02) Lifts (capacity - 884 kg each) + Six (06) Lifts (capacity – 680 kg each)} of JOHNSON MAKE will be treated as the successful bidder to award work.

SCOPE OF THE WORK

Comprehensive Annual Maintenance Contract for all kinds of Routine, Preventive & Corrective (Break down) Maintenance of 08 nos. Passenger Lifts of M/S Johnson Lifts Pvt Ltd. for period of One years including repair / replacement of worn out items with minimum downtime and warranty / guarantee of repaired / replaced items installed at IIMR-Rohtak Campus inclusive of all materials, consumable, spares, labour, testing instrument, Transportation of Materials & Parts, etc. as required.

Sr. No.	Type of Lift	Capacity (Kg)	Floor (GF – 03 th Floor)	Qty.
1.	13 Passengers	884 kg each	Openings in front	02 Nos.
2.	10 Passengers	680 kg each	Openings in front	06 Nos.

- Contractor shall take all necessary steps to maintain the equipment (under the contract) in proper operating condition. Contractor shall use trained and appropriately supervised personal to perform the Maintenance Services. The maintenance services shall be conducted during the normal working hours. Contractor shall send at regular intervals and as frequently as the company thinks necessary having regard to the age, nature and condition of the Passenger lifts (but not less than 12 times per annum), a technician to systematically inspect, adjust and lubricate the parts of the elevators to the extent necessary to maintain the Passenger lifts in satisfactory working order. Contractor will supply all lubricant necessary for this purpose.
- Contractor will carry out its standard customary annual safety test to examine all safety devices and provide copies of the test certificates duly signed by registered elevator contractor.
- Upon notification by the customer of a breakdown or failure in the Passenger lifts, contractor shall send as soon as may reasonably be possible during subsequent normal working hours, a

technician to carry out necessary repairs in order to restore the Passenger lifts to satisfactory working condition.

4. Contractor will replace (with identical or equivalent item) or rectify at its option any component of the Lifts rendered defective due to normal wear and tear and arising out of ordinary and reasonable use of the Lifts except for such items and conditions which are excluded hereunder as particular and general exclusions. The parts which are replaced shall be property of contractor.
5. In the event of a failure requiring modifications to the System, the contractor shall undertake any testing and re-commissioning required. Any such modification shall be submitted for review by IIMR-Rohtak Campus.
6. All parts and components fitted by contractor will be original parts or components. If original parts or components are not available, the parts or components fitted will be of equal quality and functionality of reputed brands/makes with ISI mark only, after approval of IIMR-Rohtak.
7. Contractor will keep sufficient Nos. of spares required for replacement during day to day maintenance and Breakdown /Corrective Maintenance to avoid delay.
8. The contractor shall provide Quarterly reports on the condition of the equipment in an agreed format. Records of each routine visits and call out visits, together with details of the work done or action done or action taken, shall be entered on a log book which shall be provided by the Contractor and retained in the location as decided by the Employer's Representative.
9. It is desirable that no Passenger ever get trapped inside the Elevator. IIMR shall designate relevant persons who shall be given necessary training in Elevator operation &/or Emergency Rescue operation. After Training Competency Certificates shall be issued by the contractor.
10. The scope of work includes preparation of elevators for lifts Inspector's inspection and to obtain Lift License /renewal of the Lifts license during period of Contract. The licensing fees paid by the contractor shall be reimbursed by IIMR-ROHTAK on submission of receipts. However, all other charges & liasoning work expenses (if any) shall be borne by the contractor.
11. The contract is initially for a period of one year. The contract will be reviewed yearly, and may be extended for a period of maximum of Two (1+1) years.
12. The work shall be executed as per CPWD general specifications for electrical works (Part-III – Lifts & Escalators -2003) with up to date amendments as per relevant IS / Bombay lift act/ BIS /Other Central Govt./state Govt. norms, OEM standards applicable. These additional specifications are to be read in conjunction with above. However, nothing extra shall be paid on account of these additional specifications & conditions as the same are to be read along with schedule of quantities for the work.

PAYMENTS:

1. The Agency should submit its claim for the services rendered showing distinctly the charges payable. These claims are to be made quarterly for which the bill is raised. Any changes in the Government taxes as and when notified, will be considered only on submission of documentary evidence.

2. Payment will be made to the contractor on actual work done basis quarterly after ascertaining the satisfactory performance of contractual responsibility carried out during the bill period.
3. No advance payment claims or running bills will be entertained.
4. Income Tax and any other statutory levies will be deducted at source as per the rules in force from time to time.

INDEMNITY BOND:

Successful bidder should indemnify IIMR-ROHTAK against any claim by any authority. In the event IIMR has to pay any individual, statutory body or any agency for reasons directly or indirectly attributable to this contract, the contractor only should pay such claim/damages and even if the Centre is called upon to pay such damages/penalties, the Contractor will reimburse the same. This is subject to the condition that the Centre complies with various requirements in respect of the laws applicable to it.

TERMINATION OF THE CONTRACT

Termination beyond the probationary period: IIMR alone reserves the right to terminate a contract by giving 30 days' notice and without assigning any reasons thereof.

OTHER TERMS AND CONDITIONS

1. IIMR will not be responsible for any accident, death or injury to your employees which would arise during the course of their duty nor shall be responsible or be liable to pay damage or compensation to such persons.
2. The agency/contractor should at all times indemnify and keep indemnified against all claims which may be made under Workmen Compensation Act, 1923 or any statutory modifications thereof or otherwise for or in respect of any damages or compensation payable in consequence of any accident or injury sustained by any workman or other person whose entry into our premises has been authorized by contractor.
3. If, at any time, during the performance of the contract, the contractor encounter conditions impeding timely performance of service, then they should promptly notify IIMR in writing, of the fact of the delay, the cause of delay and its likely duration. IIMR shall evaluate the situation and at its discretion extend the suppliers time for performance and the decision of IIMR would be final and binding.
4. **INSPECTION:** Materials on its arrival at our office will be inspected by Authorized personnel of IIMR and their decision in the matter will be considered final. The rejected materials will be returned to the Contractor for replacement and all charges on the same will have to be borne by the Contractor. Replacement should be carried out within 3 days.
5. The contractor should have proper telephone numbers and email enabling IIMR to contact them at any time. (Availability: 24x7, round the year)
6. If any damage to any other person/persons at the premises or buildings of IIMR, is attributable to the Agency, such damages should be made good by the Agency. The agency/contractor shall be responsible for any insurance coverage of their employees.
7. Security staff shall be at liberty to exercise check on any of the workers, supervisors while entering, search them in the premises during the work and while leaving from the premises.

8. The contractor should ensure that his personnel use proper safety measures while performing their duties to avoid any accidents.
9. The contractor shall hand over the equipment in perfect working order to IIMR incoming contractor appointed by IIMR at the expiry of his contract period.
10. The contractor shall be held responsible for any act of omission or commission, on part of his employees.
11. The contractor or his authorized representative has to attend a meeting every month or at such frequency as decided and informed by IIMR for discussion/and evaluation of performance with the IIMR representative. The IIMR representative will confirm the date and time of the meeting.
12. IIMR shall have the right to make Minor Alterations/ Additions/ Substitutions in the Scope of Work or issue instructions that may be deemed necessary during the period of the contract and contractor shall carry out the work in accordance with the instructions which may be given to him by the IIMR representative.
13. IIMR shall have right to decide replacement of any lift during the contract period. In case any lift gets replaced by a new one, then that would be covered under warranty, hence its maintenance contract will be terminated on prorated basis on the day of its replacement, while contract will continue for remaining lifts.
14. The contractor shall have no right, title or interest in the site made available by IIM Rohtak for the execution of the work of in the building, structure or work executed in the said site or in the goods, Articles or materials etc. brought at the said site (unless the same specifically belong to the contractor) and the contractor shall not have or deem to have any lien whatsoever charge for unpaid bill, not be entitled to assume or retain possession or control of site or structures or materials or equipment and IIMR shall have an absolute right to take full possession of the site and to remove the contractor, their workmen, agents, representatives, materials etc. belonging to the contractor and laying on the site.

DEDUCTIONS ON ACCOUNT OF NON-SATISFACTORY WORK:

1. Damage to IIMR assets or equipment's etc., if caused by the agency staff, the acquisition cost of assets, will be levied as penalty as decided by IIMR. The amount of losses/damages will be recovered from either bills/security deposit of the agency.
2. A penalty of Rs. 2000/- per day per elevator shall be imposed if a complaint remains unresolved by more than 3 days' subject to a maximum of 10% of total the contract value during the entire contract period.
3. If specified quality work is not maintained for on account of non-satisfactory work performance, a proportionate deduction for that non-satisfactory work will be made from the bill of the contractor by the competent authority of IIMR. No correspondence shall be entertained from the contractor if deductions are made due to non-satisfactory work.
4. The decision of IIMR will be final with regard to levying of penalty.

ROUTINE AND PREVENTIVE MAINTENANCE

Preventive & Corrective maintenance shall be carried out as per recommendation of OEMs, however routine and preventive maintenance during the Maintenance Contract shall include the following:

MONTHLY:

This shall include the following, but not limited to:

1. To check all bearings oil, oil rings, oil chains etc.
2. All machines should be carefully checked and repaired for abnormal temperature rise.
3. To check all relays and contracts as well as their movements and repair as necessary.
4. To clean traction machines, relays panels, control panels, starter panels, selectors, governors, car top, car gates, sills and pits.
5. To check break action and adjust if necessary.
6. To check and repair movement of door switches, gate switches and emergency stop switches.
7. To check indicator lamps, annunciator lights, buzzer and car lights.
8. To check and adjust leveling differences, break slipping, acceleration, deceleration and riding comfort.
9. To check and repair movements of car control buttons, switches and the like.
10. To check and repair operation of weighing devices.
11. To turn grease cups for speed governors and compensating pulleys.
12. To oil selectors.
13. To top up rail lubricators.
14. To clean ropes oil if necessary.
15. To clean traction motor brushes, brush holders, and internal frame. Adjust slip rings if necessary. Check commutators.
16. To oil electric brake pins.
17. To oil all pins of door opening mechanism.
18. To clean hoist way, beam slow down cams, outside cages rails and counterweight rails.
19. To clean, oil and adjust door closer and levers.
20. To clean main sheaves, secondary sheaves, and rope sheaves on car top and counterweight top.
21. To clean and repair brake wheels and shoes.
22. To oil compensating rope tensioning pulleys.

EVERY TWO MONTHS (In addition to all Monthly Checks):

1. This shall include the following, but not limited to:
2. To clean oil door hangers, door rails, interior of hanger case. If necessary adjust acentric rollers, car door hangers, door connecting ropes and chains.
3. To check and repair door shoe.
4. To clean and oil safety gears.
5. To clean and oil car and counterweight guide shoes. Adjust if necessary.
6. To clean and oil interior of terminal limit switches and position switches. Check rubber rollers of terminal limit switches.
7. To check oil clean and repair interior of door switches, gate switches. Replace worm parts if necessary.

8. To check and repair flexible cable.
9. To check and repair movement of limit switches.
10. To clean and oil interior of car control switches.
11. To clean and check push buttons of car control panels.
12. To check, clean and repair the sleeves and plungers of the electromagnetic brakes.

QUARTERLY (In addition to all two Monthly Checks):

1. This shall include the following but not limited to:
 2. To check and repair the operation of terminal limit switches and final limit switches.
 3. To check and repair the governor switches.
 4. To clean the brush holders and commutators of the door motors.
 5. To check and repair the traction ropes for broken wire, wear elongation and even tension. Adjust if necessary.
 6. To remove the dust inside the traction machines and control panels using electric blower.
 7. To clean and repair the indicator lamps.
 8. To check the voltage of rectifiers and thermistors.

HALF YEARLY (In addition to all Quarterly Checks):

1. This shall include the following but not limited to:
 2. To check and repair the operation of safety gears.
 3. To check oil for oil buffers.
 4. To check and clean the landing buttons and contacts.
 5. To check and repair the compensating chains or ropes.
 6. To check and oil the bearing of doors motors.
 7. To grease the secondary sheaves, car top sheaves, and counterweights.
 8. To check the wear of guide shoes of cars and counterweights.

ANNUAL (In addition to all Half-Yearly Checks):

This shall include the following but not limited to:

1. To clean the wire connection box of every landing and car cages.
2. Tighten all screws and check the conditions of cables at conduit inlets and outlets.
3. To check and repair the condition of the worm gear and thrust bearing of the gearboxes.
4. To check and tighten screw of control panels, starters panels and relay panels.
5. To remove the dust inside the landing indicator switches by electric blower.
6. To test all safety devices.
7. To dismantle, clean and adjust the electromagnetic brake of gearless machines.
8. To change gear oil and motor oil.
9. To check and tighten screws and foundation bolts of traction machine, secondary sheaves, exterior of lifts frame, guide rails, guide rails clamps, and bracket etc.
10. To test the over current relays.

Safety Codes

Relevant safety codes of the CPWD to the extent applicable to the IIM Rohtak. Decision in this regard will be governed by the competent authority of IIM Rohtak which shall be final and binding to the contractor.

Fire Safety

This will be as per the Fire Safety codes of the CPWD to the extent applicable to the IIM Rohtak. Decision in this regard will be governed by the competent authority of IIM Rohtak which shall be final and binding to the contractor.

DECLARATION FORM (ON LETTER HEAD OF FIRM/COMPANY/ORGANIZATION)

I. I/We hereby declare that I/We have visited the IIMR site and fully acquainted myself /ourselves with the local situation regarding materials, labor and other factors pertaining to the work before submitting this tender.

II. I/We certify that we have carefully read each and every working terms & conditions of the contract, specifications and the scope of work given in the BID document and having understood the same we confirm our acceptance in without any condition or deviation. I/We hereby agree to execute the same accordingly.

III. This is to notify you that our Firm/Company/Organization-----
----- intends to submit a BID document for Comprehensive Annual Services and Maintenance Contract (CASMC) of 08 nos. Passenger Lifts of M/S Johnson Lifts Pvt. Ltd. for period of One years including repair / replacement of worn out items with minimum downtime and warranty & guarantee of repaired / replaced items installed at IIMR inclusive of all materials, consumable, spares, labour, testing instrument, Transportation of Materials & Parts, etc. as required. one at IIM, Rohtak Management city NH -10, Southern bypass, Near Sunaria Jail, Rohtak - 124010. In accordance with the above I/we declare that our Firm/Company/Organization does not involved in any major litigation that may have an impact of affecting or compromising the delivery of services as required under this assignment.

IV. I/We certify that our Firm /Company/Organization-----
-----is not blacklisted by any Central/State Government/agency of Central/State Government of India or any other country in the world/ Public Sector Undertaking/ any Regulatory Authorities in India or any other country in the world for any kind of fraudulent activities.

V. I/We have read the terms and conditions of the tender document and understand that in case of any of the statement furnished by the undersigned is found to be false OR if any/all the terms and conditions are not complied with, the tender is liable to be cancelled and the earnest money deposited shall be forfeited by IIMR NC.

Date:

Place:

Signature of the authorized signatory of the agency
Official seal/ stamp



भारतीय प्रबंधन संस्थान रोहतक

INDIAN INSTITUTE OF MANAGEMENT ROHTAK

Management City NH-10 Southern Bypass, Sunaria, Rohtak-124010 Haryana

Contact No Tel: 01262-228551, Website: www.iimrohtak.ac.in

ANNEXURE – A

Pre-qualifications for tenderers for technical evaluation:

Sr.No.	Particulars	Uploaded d on Page No.	Please indicate requisite information
1.	Name of the firm/agency		
2.	PAN No. (upload a certified copy).		
3	GST No. of the Firm/Agency (upload a certified copy).		
4.	Address of the firm/agency with address proof.		
5.	Name, Contact No, E-mail Address of the authorized person of the firm/agency.		
6.	License in relative work of the Firm/Agency (upload a certified copy)		
7.	Does the Firm have minimum work experience of 05 (five) years in the line of Comprehensive Annual Services and Maintenance Contract of Lifts of JOHNSON MAKE? Does the firm have minimum work experience of 03 years' experience in Govt. Organization/Semi Govt./State Govt. IITs, IIMs, State/Central University in providing Comprehensive Annual Services and Maintenance Contract? Upload a copy of Work Orders and Work Completion Reports.		

8.	Does the firm have Annual IT Return of last Three financial years (2021-22, 2022-23, 2023-24) is above than Rs. 2.69 Lac, each year? Upload a copy of Audited Balance Sheet in support.		
09.	Does the firm have an Office in Delhi & NCR Region? Upload a copy of Address proof in support		
10.	List of Clients (upload a certified copy).		
11.	Uploaded Certificate/Undertaking on the letter head of the Company to the effect that the bidder has not been blacklisted anywhere in India by any organization?		
12.	Details of Earnest money deposit of Rs. 17,903.00/- (Rupees Seventeen Thousand Nine Hundred Three only), Receipt No and Date of deposit.		
13.	FEEDBACK of clients (minimum Three (03 nos.)) in same kind of work have to be submitted by bidder.		

Total _____ number of pages/ documents from S.No. _____ to _____ are uploaded with the tender document and all the duty numbered, signed and stamped on each page with office seal and date.

I/We have read the terms and conditions of the tender document. I hereby agree to abide by all the terms & conditions of this tender document. In case of any of the statement furnished by the undersigned is found to be false OR if any / all the terms and conditions are not complied with, the tender is liable to be cancelled and the earnest money deposited shall be forfeited by IIMR NC.

Date:

Place:

Signature of the authorized signatory of the agency Official seal/ stamp



भारतीय प्रबंधन संस्थान रोहतक

INDIAN INSTITUTE OF MANAGEMENT ROHTAK

Management City NH-10 Southern Bypass, Sunaria, Rohtak-124010 Haryana

Contact No Tel: 01262-228551, Website: www.iimrohtak.ac.in

FINANCIAL BID DOCUMENT

1. Name of the Party :
2. Address (with Tel. No., Fax no.) :
3. Name & Address of the Proprietor/
Partners/Directors (with Mobile No. &
E-mail) :
4. Contact Person(s) (with Mobile No. & E-mail) :

SI No.	Items	Qty	Unit	Rate Per Unit Lift	Amount
1.	Comprehensive Annual Maintenance Contract for all kinds of Routine, Preventive & Corrective (Break down) Maintenance of 02 nos. (13 Passenger 884 kg) Lifts of M/S Johnson Lifts pvt ltd.) for period of One years including repair / replacement of worn out items with minimum downtime and warranty & guarantee of repaired / replaced items installed at IIMR-ROHTAK CAMPUS inclusive of all materials, consumable, spares, labour, testing instrument, Transportation of Materials & Parts, etc. as required for one year.	02	Each		
02	Comprehensive Annual Maintenance Contract	06	Each		

for all kinds of Routine, Preventive & Corrective (Break down) Maintenance of 06 nos. (10 Passenger 680 kg) Lifts of M/S Johnson Lifts pvt ltd.) for period of One years including repair / replacement of worn out items with minimum downtime and warranty & guarantee of repaired / replaced items installed at IIMR-ROHTAK CAMPUS inclusive of all materials, consumable, spares, labour, testing instrument, Transportation of Materials & Parts, etc. as required for one year				
One Year Amount (All Comprehensive Annual Maintenance Contract) (in Rupees) Including GST In Figures				
One Year Amount (All Comprehensive Annual Maintenance Contract) (in Rupees) Including GST In Words				

- **GST rate shall be given including.**

I/We hereby declare that I/We have visited the IIM Rohtak site and fully acquainted myself /ourselves with the local situation regarding materials, labor, and other factors pertaining to the work before submitting this tender. I hereby agree to abide by all the terms & conditions of this tender document.

Date:

Signature of the Contractor (or) His authorized signatory with the seal

BID SECURITY DECLARATION FORM**(to be submitted on bidder's letter Heads)****(to be submitted by MSE Bidder Only)**Date: 04th Feb,2025

Name of the Work: - Tender for Comprehensive Annual Services and Maintenance Contract (CASMC) of Eight (08) lifts {Two (02) Lifts (capacity - 884 kg each) + Six (06) Lifts (capacity – 680 kg each} of JOHNSON MAKE at IIM Rohtak, Management City NH-10 Southern Bypass, Sunaria, Rohtak-124010. "IIMR/Civil/Lifts/FY 2024-2025/OTE/P-120 T Dated 04.02.2025".

To
Chief Administrative Office
IIM Rohtak
Haryana – 124001.

I/We, the undersigned, declare that:

I/We understand that, according to your conditions, bid must be supported by a Bid Securing Declaration.

I/We accept that I/We may be disqualified from bidding for any contract with you for a period of three years from the date of notification if I am / We are in breach of any obligation under the bid condition, because I/We

- a) Have withdrawn/ modified/ amended, impairs or derogates from the tender, my/our Bid during the period of bid validity specified in the form Bid; or
- b) Having been notified of the acceptance of our bid by the employer/purchaser during the period of bid validity (i) fail or refuse to execute the contract, if required, or (ii) fail or refuse to furnish the Performance security deposit in accordance with the instructions to Bidders.

I/We understand this Bid Securing Declaration shall cease to be valid if am/we are not the successful bidder.

Signed: (insert signature of person whose name and capacity are shown)

Name: (insert complete name of person signing the Securing Declaration)

Dated on -----day of ----- (insert date of Signing)

Seal