

**CHANDIGARH INDUSTRIAL & TOURISM DEVELOPMENT CORPORATION LTD.
SCO No.121-122, SECTOR 17-B, CHANDIGARH.**

TENDER NOTICE

Item rate tenders are hereby invited for work at Sr. No. 1, 2 from the Manufacturers / Authorized agencies of concerned trade & work at Sr. No.3 from the Enlisted Contractors of Govt. / Semi Govt./ Board/ Corporation of concerned trade on the prescribed form obtainable from the office of Executive Engineer, CITCO, Room # 84 at ISBT, Sector -17, Chandigarh upto one day before the date of opening on cash payment of Rs.500/- each **(non-refundable)**. The tenders shall be received upto 3:00 P.M. on **30.01.2018**. The tenders shall be opened on the same day at 3:30 P.M. in the presence of agencies or their representatives who may like to be present at the time of opening of the tender. The Tender Form is also available at website <http://citcochandigarh.com> and can be downloaded by the contractors/ bidders.

Sr.No.	Name of works	Earnest Money (Rs.)	Time Limit (In Days)
	Hotel Mountview, Sector-10, Chandigarh.		
1.	Maintenance Contract for Glass Capsule & Multipurpose Lifts of ECE make.	10000/-	1095
	Hotel Shivalikview, Sector-17, Chandigarh		
2.	Maintenance Contract of Kone make Lift.	5000/-	1095
3.	Providing & Fixing of Chinaware fixtures in Guest Room Toilets.	2700/-	45

Terms & Conditions :-

- 1 Earnest in the shape of Demand Draft in favour of Managing Director, CITCO having minimum validity for 03 months issued by a Scheduled Bank money shall be submitted alongwith tender.
- 2 The bidder should furnish the Affidavit that I/we hereby declare I/we have not been blacklisted, debarred/suspended by any Govt. / Semi Govt. / Board/Corporation/Pvt. Organization during last 07 years.
- 3 Agreement shall be drawn with the successful tenderer on prescribed CPWD Form No.8 as per " General conditions of the contract of CPWD works -2012" (which is available as a Govt. of India Publication) and the Amendment / changes in clauses of the General Conditions of the contract for CPWD works – 2012 attached in Section – III. Tenderer shall quote his rates as per various terms and conditions of the said form, which will form part of the agreement.

4. Copies of other drawings and documents pertaining to the work will be opened for inspection by the tenderers at the office of the Executive Engineer, CITCO.
Tenderers are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their tenders as to the nature of the ground and sub-soil (so far as is practicable), the form and nature of the site, the means of access to the site, the accommodation they may require and in general shall themselves obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect their tender. A Tenderer shall be deemed to have full knowledge of the site whether he inspects it or not and no extra charges consequent on any misunderstanding or otherwise shall be allowed. The Tenderer shall be responsible for arranging and maintaining at his own cost all materials, tools and plants, water, electricity access, facilities for workers and all other services required for executing the work unless otherwise specifically provided for in the contract documents. Submission of a tender by a Tenderer implies that he has read this notice and all other contract documents and has made himself aware of the scope and specifications of the work to be done and of conditions and rates at which stores, tools and plant, etc. will be issued to him by the Corporation and local condition and other factors having a bearing on the execution of the work.
5. CITCO, reserves the right to verify the particulars furnished by the applicant Independently. Any information furnished by the applicant if found incorrect at a later stage, the firm/ contractor shall be liable to be debarred from future tendering in CITCO.
6. All dispute concerning in any way with this work are subject to Chandigarh jurisdiction only.
7. Conditional tenders, tender without Earnest Money and tender on the non prescribed form, tender by post / telegram shall not be entertained.
8. The time allowed for carrying out the work will be as mentioned above from the date of start as defined in Schedule 'F' or from the first day of handing over of the site, whichever is later, in accordance with the phasing, if any, indicated in the tender documents.
9. The site for the work is available.
10. The Chandigarh Industrial & Tourism Development Corporation Limited does not bind himself to accept the lowest or any other tender, and reserves to himself the authority to reject any or all of the tenders received without the assignment of any reason. All tenders, in which any of the prescribed conditions are not fulfilled or any condition including that of conditional rebate is put forth by the tenderer, shall be summarily rejected.
11. Canvassing whether directly or indirectly, in connection with tenders is strictly prohibited and the tenders submitted by the contractors who resort to canvassing will be liable to rejection.
12. The Chandigarh Industrial & Tourism Development Corporation Limited reserves to himself the right of accepting the whole or any part of the tender and the tenderer shall be bound to perform the same at the rate quoted.
13. The contractor shall not be permitted to tender for works in the CITCO (responsible for award and execution of contracts) if his near relative is posted in any capacity. He shall also intimate the names of persons who are working with him in any capacity or are subsequently employed by him and who are near relatives to any officer/official in the Engineering Department U.T. Chandigarh. Any breach of this condition by the contractor would render him liable to be removed from the approved list of contractors of this Department as well as for future works.

- 14 No employee of CITCO is allowed to work as a contractor for a period of two years after his retirement from service, without the previous permission of the Corporation in writing. This contract is liable to be cancelled if either the contractor or any of his employees is found any time to be such a person who had not obtained the permission of the Corporation. As aforesaid before submission of the tender or engagement in the contractor's services.
- 15 The tender for the works shall remain open for acceptance for a period of NINETY (90) DAYS from the date of opening of tender. If any tenderer withdraws his tender before the said period or issue of letter of acceptance, whichever is earlier or makes any modifications in the terms and conditions of the tender which are not acceptable to the department, then the CITCO shall, without prejudice to any other right or remedy, be at liberty to forfeit 50% of the said Earnest Money. Further, the tenderer shall not be allowed to participate in the re-tendering process of the work.
- 16 The Contractor/ Agency should be either enlisted for Composite work including Electrical work or shall provide MOU signed with Enlisted Electrical contractor within 15 days from the date of award of work.
- 17 In the event, the Tenderer whose tender is accepted and the award letter issued, fails to commence the work "along with change in scope, if any" in the prescribed time or abandons work before its completion, the CITCO shall without prejudice to any other right or remedy be at liberty to forfeit the whole of the Earnest Money and shall be absolutely at the disposal of the Managing Director, CITCO.
- 18 This Notice Inviting Tender shall form a part of the contract document. The successful tenderer / contractor, on acceptance of his tender by the accepting authority, shall within 15 days from the stipulated date of start of the work sign the different component part of the contract consisting of :-
 - a) The notice inviting tender, all the documents including additional conditions, specifications and drawings, if any, forming the tender as issued at the time of invitation of tender and acceptance thereof together with any correspondence leading thereto.
 - b) Standard CPWD Form 8 as per "General Conditions of Contract for CPWD Works 2012".
 - c) Corrigendum issued if any before the receipt of on line bid will be available on the website. It will be the responsibility of the contractor to make amendments in his bid accordingly.

Sd/-
Chief General Manager
CITCO

NAME OF WORK

Maintenance Contract for Kone make Lift at Hotel Shivalikview,
Sector-17, Chandigarh.

EARNEST MONEY= Rs.5000 /-
(IN FAVOUR OF M.D. CITCO IN SHAPE OF DEMAND DRAFT)

(TENDER DOCUMENTS)

**THE CHANDIGARH INDUSTRIAL & TOURISM DEVELOPMENT CORPORATION
LIMITED**

STATE: UT DIVISION: Engg. Wing, CITCO
ZONE: Chandigarh SUB-DIV.: SDE(E-I)

ITEM RATE TENDER & CONTRACT FOR WORKS

Tender for the work of: **Maintenance Contract for Kone make Lift at Hotel Shivalikview,
Sector-17, Chandigarh.**

to be submitted by 3.00 p.m. on 30.01.2018 to Executive Engineer, Engg. Wing, CITCO, Chandigarh to be opened in the presence of tenderers who may be present at 3:30 p.m. on 30.01.2018 in the office of

Executive Engineer, CITCO, Room No. 84, ISBT Sector -17, Chandigarh.

Issued to:-
.....

Signature of officer issuing the documents.....

ii) Designation:- Executive Engineer, Engg. Wing, CITCO, Chandigarh.

iii) Date of issue:-

T E N D E R

I/We have read and examined the Notice Inviting Tender, Schedule A, B, C, D, E & F, Specifications applicable, Drawings & Designs, General Rules and Directions, Conditions of Contract, Clauses of Contract, Special Conditions, Schedule of Rate and other documents and Rules referred to in the conditions of contract and all other contents in the tender document for the work.

I/We hereby tender for the execution of the work specified for the Corporation within the time specified in Schedule 'F', viz. Schedule of Quantities and in accordance in all respects with the Specifications, Designs, Drawings and instructions in writing referred to in Rule-1 of General Rules and Directions and in Clause 11 of the Conditions of Contract and with such materials as are provided for, by and in respects in accordance with, such conditions so far as applicable.

We agree to keep the tender open for (90) ninety days from date of opening of tender and not to make any modifications in its terms and conditions.

Contractor

Witness

Executive Engineer

A sum of **Rs.5000/-** has been deposited in Cash /Demand Draft of a Scheduled Bank as Earnest Money in favour of Managing Director, CITCO. If I/we fail to furnish the prescribed Performance Guarantee within prescribed period, I/we agree that the said Corporation or his successor in office shall without prejudice to any other right or remedy be at liberty to forfeit the said Earnest Money absolutely. Further, if I/we fail to commence the work as specified. I/we agree that Corporation or his successors in office shall, without prejudice to any other right or remedy available in law, be at liberty to forfeit the said earnest money and the Performance Guarantee absolutely, otherwise the said earnest money shall be retained by him towards security deposit to execute all the works referred to in the tender documents upon the terms and conditions contained or referred to therein and to carry out such deviations as may be ordered, upto maximum of the percentage mentioned in Schedule 'F' and those in excess of that limit at the rates to be determined in accordance with the provision contained in Clause 12.2, 12.3 and 12.5 of the tender form. **Further, I/We agree that in case of forfeiture of earnest money or both Earnest Money & Performance Guarantee as aforesaid, I/We shall be debarred for participation in the re-tendering process of the work.**

I/We hereby declare that I/we shall treat the tender documents, drawings and other records connected with the work as Secret / Confidential documents and shall not communicate information / derived therefrom to any person other than a person to whom I/we am/are may authorised to communicate the same or use the information in any manner prejudicial to the safety of the State.

Dated :-..... Signature of Contractor

Witness: - Postal Address: -

Address: - Telephone No.....Fax.....

Occupation: - E-Mail.....

ACCEPTANCE

The above tender (as modified by you as provided in the letters mentioned hereunder) is accepted by me for and on behalf of the Corporation for a sum of Rs._____ (Rupees_____)

The letters referred to below shall form part of this contract agreement.

For & on behalf of the Corporation.

- i)
- ii)
- iii)
- iv)

Signature

Dated: -

Managing Director
Chandigarh Industrial & Tourism
Development Corporation Limited,
Chandigarh.

Contractor

Witness

Executive Engineer

SCHEDULES

SCHEDULE 'A'

Schedule of quantities

- To be enclosed

In case of composite tender

Description of item	Quantity			
	Civil Work	P.H. Work	Electrical work	Total
a) DSR Items	-----	-----	-----	
b) N.S. Items	-----	-----	-----	

SCHEDULE 'B'

Schedule of materials to be issued to the contractor.

S.No.	Description of item.	Quantity.	Rate in figures & words at which the material will be charged to the contractor	Place of issue
(1)	(2)	(3)	(4)	(5)

All the material shall be arranged by the agency/firm/contractor himself.

SCHEDULE 'C'

Tools and plants to be hired to the contractor

S.NO.	DESCRIPTION.	HIRE CHARGES PER DAY	PLACE OF ISSUE
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All the T&P shall be arranged by the agency/firm/contractor himself.

SCHEDULE 'D'

Extra schedule for specific requirements/ documents for the work, if any.

General Conditions & Clauses of Contract

Conditions

SCHEDULE 'E'

Schedule of component of other materials, Labour, POL etc. for price escalation:-

CLAUSE 10 CC:

Component of civil (Except materials covered under clause 10CA)/

'Xm' Nil %

Electrical construction materials expressed as percent of total value of work.

Nil %

Component of labour expressed as percent of total value of work.

'Y' Nil %

Component of P.O.L. expressed as percent of total value of work.

'Z' Nil %

Contractor

Witness

Executive Engineer

SCHEDULE 'F':-

Reference to General Conditions of Contract. _____

- 1.1 Name of Work : **Maintenance Contract for Kone make Lift at Hotel Shivalikview, Sector-17, Chandigarh.**
- 1.2 Estimated Cost of work: - -----
- 1.3 Earnest Money: - **Rs.5000/-**
- 1.4 Performance Guarantee N/A
- 1.5 Security Deposit 5.00% of tendered value
- 1.6 Time Allowed **1095 Days**
- 1.7 The following expressions shall unless the context otherwise require have the meanings hereby specifically assigned to them.
- 1.7.1 Executive Engineer **Executive Engineer
Engg. Wing, CITCO
Chandigarh.**
Or Successor thereof.
- 1.7.2 Consultant Engineer **Consultant Engineer
Engg. Wing, CITCO
Chandigarh.**
Or Successor thereof
- 1.7.3 Managing Director **Managing Director,
CITCO, Chandigarh**
Or Successor thereof
- 1.7.4 Delhi Schedule of Rates (DSR) DSR-2016 with correction/amendments
- 1.7.5 CPWD Specifications CPWD Specifications 2009.

General Rules & Directions:-

Officer Inviting Tender: - Executive Engineer

Maximum percentage for quantity of items of work to be executed beyond which rates are to be determined in accordance with Clauses 12.2, 12.3 & 12.5 As per clause 12 (Detail given below)

Definitions:-

2(v) Engineer-In-Charge Executive Engineer
2(viii) Accepting Authority Managing Director, CITCO

Contractor

Witness

Executive Engineer

2(x)	Percentage on cost of materials and labour to cover all overheads and profits	10% (As per decision of CITCO)
2(xi)	Standard Schedule of Rates	Delhi Schedule of Rates 2016
2(xii)	Department	Chandigarh Industrial & Tourism Development Corporation Limited, Chandigarh.
8.1	The order of preference: -	In the case of discrepancy between the Schedule of Quantities, the Specifications and/ or the Drawings, the following order of preference shall be observed:- Nomenclature of item as per Schedule of Quantities .CPWD Specifications. Architectural Drawings. Indian Standard Specifications of B.I.S.
9(ii)	Standard CPWD Contract Form	CPWD Form 8 as modified and corrected upto date with amendments

Clause-1:-

- | | | |
|------|--|----------------|
| (i) | Time allowed for submission of performance guarantee after date of issue of letter of acceptance | 15 days |
| (ii) | Maximum allowable extension with late fee @0.1% Per day of performance guarantee amount beyond the period as provided in (i) above | 1-15 days |

- | | | |
|-------------------|--|---------------------|
| Clause-2:- | I. Authority for fixing compensation under clause-2. | Executive Engineer. |
| | II. Whether clause-2A shall be applicable. | Not applicable |

- | | | |
|-------------------|---|---------------------------|
| Clause-5:- | Time allowed for execution of work. | As per schedule F |
| | Authority to give fair and reasonable extension of time for completion of work. | Managing Director, CITCO. |

- | | | |
|-----------------------|--------------------------------|----------|
| Clause-6, 6A:- | Clause applicable- (6 or 6A):- | Clause 6 |
|-----------------------|--------------------------------|----------|

- | | | |
|-------------------|--|-------------------|
| Clause-7:- | Gross work to be done together with net payment / adjustment of advances for material collected, if any, since the last such payment for being eligible to interim payment | As per work done. |
|-------------------|--|-------------------|

Contractor

Witness

Executive Engineer

Clause-10A:-

List of testing equipment to be provided by the contractor at site lab.

----- N/A

Clause-10-B (i).

Whether clause 10-B (i) shall be Applicable

Yes

Clause-10-B (ii).

Whether clause 10-B (ii) shall be applicable

N.A

Clause-10C:-

Component of labour expressed as percent of total value of work.

Not applicable

Clause 10 CA

Materials covered under this clause:	Nearest material (other than cement, reinforcement bars and structural steel) for which All India Whole sale Price Index to be followed	Base Price of the materials covered under 10 CA
1. Cement	Not applicable	1. Per M.T.
2. Reinforcement bars		2. Per M.T.
Structural Steel		3. Per M.T.

Clause-10-CC:-

Clause 10CC to be applicable in contracts with stipulated period of completion exceeding the period.

Not applicable

Clause-11:-

Specifications to be followed for execution of work

C.P.W.D. Specifications

Clause-12:-

Clause-12(a) Accord sanction of substituted items.

New Work
As per delegation of powers by the B.O.D of CITCO

Clause 12(b) Accord sanction of extra items.

-do-

12.2 & 12.3 Deviation limit beyond which clause 12.2 & 12.3 shall apply for building work

(Any quantity increased/ decreased shall be carried out by the contractual agency at contractual rates.)

12.5 Deviation limit beyond which clause 12.2 & 12.3 shall apply for foundation works.

(Any quantity increased/ decreased shall be carried out by the contractual agency at contractual rates.)

Clause-16:-

Competent Authority for deciding reduced rates.

As per delegation of powers by the B.O.D of CITCO.

Clause-18:- List of mandatory machinery tools & Plants to be deployed by the Contractor at site

-----N/A

Contractor

Witness

Executive Engineer

Clause-36

S. No.	Minimum Qualification of Technical Representative	Discipline	Designation (Principal Technical/ Technical Representative)	Minimum Experience	Number	Rate at which recovery shall be made from contractor in the event of non deployment.	
						Figures	Words
-	-	-	-	-	-	-	-

Assistant Engineers retired from Government Services that are holding Diploma will be treated at par with Graduate Engineers

Clause-42:-

- i) a) Schedule / Statement for determining theoretical quantity of cement & bitumen Delhi Schedule of Rates 2016.
- ii) Variations permissible on theoretical quantities.
- a) (i) Cement for works with estimated cost put to tender for more than Rs. 5 Lacs. 2% plus / minus.
- (ii) -do- Less than Rs.5 Lacs. 3% plus/minus.
- b) Steel Reinforcement and structure steel sections for each diameter, section and category. 2% plus / minus.
- c) All other materials. Nil.
- d) Bitumen for all work. 2% Plus only.

RECOVERY RATES FOR QUANTITIES BEYOND PERMISSIBLE VARIATION

S.No.	Description of item	Rates in figures and words at which recovery shall be made from the contractor	
		Excess beyond Permissible Variation	Less use from the permissible variation
1.	Cement	NIL	Not allowed
2.	Steel	NIL	Not allowed

Clause-45:- Not applicable

Contractor

Witness

Executive Engineer

Sd/-
Executive Engineer

CONDITIONS OF THE CONTRACT

- Definitions**
1. The Contract means the documents forming the tender and acceptance thereof and the formal agreement executed between the competent authority on behalf of Corporation and the Contractor, together with the documents referred to therein including these conditions, the specifications, designs, drawings and instructions issued from time to time by the Engineer-in-Charge and all these documents taken together, shall be deemed to form one contract and shall be complementary to one another.
 2. In the contract, the following expressions shall, unless the context otherwise requires, have the meanings, hereby respectively assigned to them:-
 - (i) The expression works or work shall, unless there be something either in the subject or context repugnant to such construction, be construed and taken to mean the works by or by virtue of the contract Contracted to be executed whether temporary or permanent, and whether original, altered, substituted or additional.
 - (ii) The Site shall mean the land/ or other places on, into or through which work is to be executed under the contract or any adjacent land, path or street through which work is to be executed under the contract or any adjacent land, path or street which may be allotted or used for the purpose of carrying out the contract.
 - (iii) The Contactor shall mean the individual, firm or company, whether incorporated or not, undertaking the works and shall include the legal personal representative of such individual or the persons composing such firm or company, or the successors of such firm or company and the permitted assignees of such individual, firm or company.
 - (iv) The Corporation means of The Chandigarh Industrial & Tourism Development Corporation and his successors.
 - (v) The Engineer-in-charge means the Executive Engineer who shall supervise and be incharge of the work and who shall sign the contract on behalf of the Chandigarh Industrial & Tourism Development Corporation as mentioned in Schedule 'F' hereunder.
 - (vi) Government means Chandigarh Administration and Government of India shall mean the President of India.
 - (vii) The terms competent authority means authority of Corporation as per delegation of Technical/ financial power.
 - (viii) Accepting Authority shall mean the authority mentioned in Schedule 'F'.
 - (ix) Excepted Risk are risks due to riots(other than those on account of contractor's employees), war (whether declared or not) invasion, act of foreign enemies, hostilities, civil war, rebellion revolution, insurrections, military or usurped power, any acts of Government, damages from aircraft, acts of God, such as earthquake, lightening and unprecedented floods, and other causes over which the contractor has no control and accepted as such by the Accepting Authority or causes solely due to use or occupation by Government of the part of the words in respect of which a certificate of completion has been issued or a cause solely due to Government's faulty design of works.
 - (x) Market Rate shall be the rate as decided by the Engineer-in-Charge on the basis of the cost of materials and labour at the site where the work is to be executed plus the percentage mentioned in Schedule 'F' to cover all overheads and profits.

- (xi) Schedule(s) referred to in these conditions shall mean the relevant schedule(s) annexed to the tender papers or the standard Schedule of Rates of the government mentioned in Schedule 'F' hereunder, with the amendments thereto issued upto the date of receipt of the tender.
- (xiii) Department means Chandigarh Industrial & Tourism Development Corporation Ltd.
- (xiv) Tendered value means the value of the entire work as stipulated in the letter of award.

Scope and Performance.

- 3. Where the context so requires, words imparting the singular only also include the plural and vice versa. Any reference to masculine gender shall whenever required include feminine gender and vice versa.
- 4. Headings and Marginal notes to these General Conditions of Contract shall not be deemed to form part thereof or be taken into consideration in the interpretation or construction thereof or of the contract.
- 5. The contractor shall be furnished, free of cost one certified copy of the contract documents except standard specifications, Schedules of Rates and such other printed and published documents, together with all drawings as may be forming part of the tender papers. None of these documents shall be used for any purpose other than that of this contract.

Works to be carried out

- 6. The work to be carried out under the Contract shall, except as otherwise provided in these conditions, include all labour, materials, tools, plants, equipment and transport which may be required in preparation of and for and in the full and entire execution and completion of the works. The descriptions given in the Schedule of Quantities (Schedule-A) shall, unless otherwise stated, be held to include wastage on materials, carriage and cartage, carrying and return of empties, hoisting, setting, fitting and fixing in position and all other labours necessary in and for the full and entire execution and completion of the work as aforesaid in accordance with good practice and recognized principles.

Sufficiency of Tender

- 7. The Contractor shall be deemed to have satisfied himself before tendering as to the correctness and sufficiency of his tender for the works and of the rates and prices quoted in the Schedule of Quantities, which rates and prices shall, except as otherwise provided, cover all his obligations under the contract and all matters and things necessary for the proper completion and maintenance of the works.

Discrepancies and Adjustment of Errors.

- 8. The several documents forming the contract are to be taken as mutually explanatory of one another, detailed drawings being followed in preference to small scale drawing and figured dimensions in preference to scale and special conditions in presence to General Conditions.
 - 8.1 In the case of discrepancy between the schedule of Quantities, the Specifications and / or the Drawings, the following order of preference shall be observed:-
 - (i) Description of Schedule of Quantities.
 - (ii) Particular specification and Special condition, if any.
 - (iii) Drawings.
 - (iv) C.P.W.D Specifications.
 - (v) Indian Standard Specification of B.I.S.
 - 8.2 If there are varying or conflicting provisions made in any one document forming part of the contract, the Accepting Authority shall be the deciding authority with regard to the intention of the document and his decision shall be final and binding on the contractor.

8.3 Any error in description, quantity or rate in Schedule of Quantities or any omission therefrom shall not vitiate the Contract or release the Contractor from the execution of the whole or any part of the works comprised therein according to drawings and specifications or from any of his obligations under the contract.

Signing of Contract

9. The successful tenderer / contractor, on acceptance of his tender by the Accepting Authority, shall, within 15 days from the stipulated date of start of the work, sign the contract consisting of:-

(i) The notice inviting tender, all the documents including drawings, if any, forming the tender as issued at the time of invitation of tender and acceptance thereof together with any correspondence leading thereto.

(ii) Standard C.P.W.D Form as mentioned in Schedule 'F'

DNIT FOR THE WOR OF MAINTENANCE CONTRACT FOR THE MAINTENANCE OF 1 NO. KONE MAKE LIFT IN HOTEL SHIVALIKVIEW, SECTOR – 17, CHANDIGARH.

E.M.D. : Rs. 5,000/-
Time Limit : 1095 Days

Sr.No.	Description of Item	Qty.	Unit	Rate to be quoted
1.	Comprehensive Maintenance Contract for the maintenance of KONE make 1 No. - 10 Passenger 544 Kg. (No.3209) with right side clear glass lift without machine room and gearless machine, V3F, 7 Stops,7 openings, speed 1.5 mtr. Per second for a period of 36 months.	36	per month	

Scope of Work:-

1. To maintain the elevator in proper and safe working condition.
2. To regularly examine, lubricate and adjust the equipment and carry out planned maintenance in systematic and controlled manner by employing only qualified, trained and skilled persons.
3. The renew all wire ropes and chains (where fitted) as required to maintain an adequate factor of safety to equalities the tension on all hoisting ropes, repair replace conductor cables and hoist way and machine room elevator wiring.
4. To furnish lubricants as per manufacturers specification.
5. To examine periodically all safety device and governors and make all customary safety tests and to submit a certificate regarding the safety.
6. To systematically examine and adjust the following components:-
Machine, Worm, Gear Thrust Bearing, Drive Sheave bearings, break contract, linings and components, Motor generator, Motor Windings, Rotating Element's Commutation, Brushes, Brush Holders Bearings Coil Resistance for operating and motor circuits magnet rames and other mechanical part, Controller, Selector Leveling devices comes relays solid state components eg. PCB;s Transducers, Resistors, Condensers, Power Amplifiers transformers, Contacts, Lads Dashpots, Timing Devices, Steel Selector Tapes and Mechanical and Electrical Driving Equipments, Governor, Sheave, Shaft Assembly, Bearings, Contacts and Governor Jaws Car and Hall Mechanical Buttons, Car and Hall Position Indicators, Hall Lanterns, Car Direction Indicators and all other Car and Landing Signal Fixtures as installed by Manufacturer.
Deflector or secondary sheave, bearing car and counterweight guide rails and buffers top and bottom limit switches governor tension sheave assembly compensating sheave assembly car counterweight and counterweight guide shoes including rollers and gibes. Interlocks on hoist way door hangers, guides automatic power operated door operator car door contact safety shoe. Load weighing equipment car frame. Car safety mechanism and platform.
7. To repair or replace parts mentioned Para 6 (above) considered as defective.
8. To maintain the performance characteristics of the equipment as originally designated and installed by manufacturer.

Sd/-
SDE(E-I)
CITCO

-11-

Sd/-
XEN
CITCO

9. To maintain a reasonable stock of genuine and original spare parts for replacement so that these are made available at the time of breakdown.
10. The following items of elevator equipment are not included:-
Car enclosure, door panels, hung ceilings car gates, light diffusers, light bulbs, fluorescent tubes, handrails, starters, chokes, mirror floor covering carpets, other architectural features, hoist way enclosures, hoist way gates, door frames, doors skills batteries, security system external wiring to elevators hoist way machine room.

Terms & Condition:

1. The material/parts required for maintenance/servicing from time to time shall be arranged by the contractor at his own cost and nothing extra shall be paid.
2. The spare parts used for repair/maintenance/servicing of the lifts shall be of original make.
3. The maintenance/servicing of the lifts shall be done as per guidelines of manual of the manufacturer.
4. The contractor shall intimate the name/address/telephone number of his own service representative/service Centre with whom complaint is to be lodged in case of breakdown.
5. All normal/minor complaints shall be attended within 4 hours of lodging complaint however in case of major breakdown, the lifts shall be made operational within 24 hours. However, if the contractor fails to put the lift in operation within 24 hours, then the contractor shall be liable to pay compensation at the rate of double the amount payable per day exceeding 24 hours. The minimum unit for deduction shall be one day even if the time is less than 01 (one) day.
6. The complaints shall be attended on all working days including Saturdays, Sundays, Gazetted Holidays, National Holidays between 7 a.m. – 10 p.m. normally.
7. At the time of attending of the complaint, breakdown, the mechanic of the contractor shall prepare a service report in which he shall clearly mention the fault occurred in the lift, spare part replaced (name of the spare parts) in his report. Before leaving the Hotel after attending to the complaint he shall get the signature of SDE/Supervisor/ Lift Operator. The report should have name of the mechanic, date and timing of attending the complaint. In case the service report is not signed by the Hotel Authorities, the complaints shall be assumed unattended for which recovery shall be made. One copy of the service report will be handed over to the maintenance wing for record.

**Sd/-
SDE(E-I)
CITCO**

-12-

**Sd/-
XEN
CITCO**

8. A log book shall be maintained by the contractor to record the behaviour of the working of these lifts. Every visit/ repair servicing replacement of any damaged part shall be accorded in the Log Book with the name of mechanic, date and time. The log book will be available in the maintenance department of the hotel.
9. The spare parts used for replacement shall be got checked from the SDE/AE/J.E./Supervisor In-charge before their use.
10. All unserviceable/replaced parts shall be taken by the contractor at his own cost conditional tenders are likely to be rejected.
11. The earnest money shall be kept as security and the same shall be refunded only after successful expiry of contract period.
12. In respect of Goods & Service Tax (GST) as applicable on this contract shall be paid extra. The agency shall provide the GST invoice at the time of payment.
13. The contractor will make GPF/Insurance/EPF etc. if any applicable for their own employees executing the above said job and the Corporation shall not be responsible for any failure on this account.
14. Income Tax shall be deducted as per norms.
15. E.M.D. shall be refunded after 06 months from the date of expiry of Annual Maintenance Contract.

Sd/-
Sub Divisional Engineer(E-I)
CITCO

Sd/-
Executive Engineer
CITCO