

Indian Institute of Technology Indore

Name of Work: Annual Comprehensive Maintenance Contract of Passenger Lifts, Passenger cum goods lifts & Service lifts installed at IIT Indore Campus

NIT No. IITI/IDO/M/NIT/LIFT/COMBINE/2020-21



**Document to be submitted online
For
(Two Bid as per Tender document)**



भारतीय प्रौद्योगिकी संस्थान इंदौर सिमरोल, खंडवा रोड, इंदौर-
453552 Indian Institute of Technology Indore Tel.: 0731-6603419 Simrol,
Khandwa Road, Indore- 453552 Email: ido.tender@iiti.ac.in

Notice Inviting e-Tender.

Name of Work: Annual Comprehensive Maintenance contract of
Passenger Lifts, Passenger cum goods lift & Service lift
installed at IIT Indore Campus

NIT No. IITI/IDO/M/NIT/LIFT/COMBINE/2020-21

Maintenance In charge
Indian Institute of Technology Indore

Indian Institute of Technology Indore

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Indian Institute of Technology Indore

E-Tender Notice

The Maintenance In charge, IIT Indore invites online tender bids on behalf of Director, IIT Indore in two bid system for the following work:

NIT No.	IITI/IDO/M/NIT/LIFT/COMBINE/2020-21
Name of Work	Annual Comprehensive Maintenance Contract of Passenger Lifts, Passenger cum goods lift & Service lift installed in IIT Indore
Eligibility	Original Equipment Manufacturers(OEM)/ Authorized agency
Estimated Cost	40.14 Lakhs
Earnest Money	Bid Security Declaration is to be furnished
Period of completion	12 Month (Days rounded off in Months)
<u>Critical Dates:</u>	
Date of Publish	13/2/2021
Date of Download Tender Document	13/2/2021
Pre-Bid Meeting	17/2/2021 at 11:00AM
Bid submission start date	13/2/2021
Document Download end date	22/2/2021 at 3:00 PM
Bid submission end date	22/2/2021 at 3:00PM
Bid opening date	23/02/2021 At 3:30 PM

INDIAN INSTITUTE OF TECHNOLOGY INDORE

INFORMATION & INSTRUCTIONS FOR BIDDERS FOR e-TENDERING

FORMING PART OF TENDER DOCUMENT AND TO BE POSTED ON WEBSITE

The Maintenance In charge, Indian Institute of Technology Indore, on behalf of the Director, IIT Indore invites the online Tender, in two bid system for the following work:

NIT No.:IIT/IDO/M/NIT/LIFT/COMBINE/2020-21

Name of Work	Estimated Cost	EMD	Start date of Bid submission	Last Date of Uploading Documents
Annual Comprehensive Maintenance Contract of Passenger Lifts, Passenger Cum Good Lift, and Service Lifts installed at IIT Indore	Rs. 40,14000/- (Including GST)	Bid Security Declaration is to be furnished	13/02/2021	22/02/2021 at 3:00PM

Eligibility criteria

1. Original Equipment Manufacturer (OEM)/Authorized agency of Lifts/Elevators are eligible to quote for this tender.
2. Authorized agency shall submit letter of authorization from the manufacturer along with PQ Bid.
3. Applicant must submit Bid Security Declaration in the given format.
4. In absence of combine offer, A,B, C,D will treated as separate and L1 will be decided each category
5. Following guideline shall be followed with regards to submission of tender:
 - i) Tender will be submitted online only.
 - ii) PQ Bid will contain documents related to eligibility criteria including scanned copy application of tender, mentioned. Hard copy of above documents may be verified, if required.
 - iii) Price Bid shall be as downloaded and dully filled by bidder.
6. The Institute reserves the right to reject any prospective application without assigning any reason and to restrict the list of qualified contractors to any number deemed suitable by it, if too many bids are received satisfying the laid down criterion.
7. The intending bidder must have valid class-III digital signature to submit the tender. On opening date, the contractor can login and see the tender opening process. After opening of tenders, he will receive the competitor tender sheets.
8. Contractor can upload documents in the form of JPG format and PDF format.

9. The eligibility bid shall be opened first on due date and time as mentioned above. Price bid shall be opened for eligible firms only.

10.. Integrity pact of the tender document shall be signed between Maintenance-in-Charge and the successful bidder after acceptance of the tender.

11. List of documents to be filled in by the bidders in Technical Bid as indicated in NIT, to be scanned and uploaded:

- (i) Bid Security Declaration
- (ii) Certificate of Registration for GST
- (iii) PAN Card and Bank Account Details
- (iv) Authorization Certificate in case of authorized agency
- (v) Bidders are informed to submit the valid authorization letter from OEM for which they are bidding.
- (vi) Should have satisfactorily completed the similar works in CPWD / MES / MPPWD / Central PSUs / IITs / IIMs / IISERs/Railways as mentioned below during the last five years ending previous day of last date of submission of bids.

Three similar works each costing not less than Rs. 16 lakhs,

or

Two similar works each costing not less than Rs. 24 lakhs

or

One similar work costing not less than Rs. 32.00 lakhs.

Eligible similar work shall mean works of "Comprehensive and Non-Comprehensive Maintenance of Passenger Lifts/Elevator, Passenger Cum Good Lift, and Service Lifts" etc.

(Viii) Should have an average annual financial turnover not less than 50% of estimated cost, during the last three years ending March 31, 2020.

(ix) Should not have incurred any loss (profit after tax should be positive) in more than two years during the last five years ending March 31, 2020.

(X) Should have a solvency of Rs. 16,05,600 lakhs.

(Xi) Should have valid 'A' class electrical contractor license from Govt. of M.P. or Govt. of India.

(Xii) Should have GST registration certificate.

(Xiii) Should have EPF registration certificate.

(Xiv) Should have ESIC registration certificate.

(Xv) Should have PAN CARD registration certificate.

(Xvi) Should have company/firm registration certificate.

(xvii) Should have Building & other construction works (BOCW) registration certificate.

(xviii) Should have labor license registration certificate.

(XiX) The intending Tender, in case of Original Equipment Manufacturers shall upload a self-declaration on their letterhead as PDF file, along with the acceptance letter tender documents.

(XX) Authorized Distributor/ Authorized dealer shall possess valid authorized Distributorship /Dealership license from Original Equipment Manufacturers.

(XXi)

12. The intending bidder must read the terms and conditions of CPWD-6 carefully. He should only submit his bid if he considers himself eligible and he is in possession of all the documents required.

13. Information and Instructions for bidders posted on the website shall form part of this bid document.

14. Bid documents, consisting of plans, specifications, the schedule of quantities of items to be executed and set of terms and conditions of the contract can be seen on website <http://www.iiti.ac.in/> or www.eprocure.gov.in

15. Any clarification on the content of NIT/ Tender document can be referred to the **Maintenance In charge, IIT Indore.**

16. Contractor must ensure to quote rate of each item. If any cell is left Blank and no rate is quoted by the bidder, rate of such item shall be treated as zero.
17. Pre bid meeting shall be held. Prospective bidder may seek for clarification pertains to this NIT by mail on or before 17/2/2021
18. Bidders can submit their bids for any or all the bids of Part-A, Part-B, Part-C or Part-D (See Appendix-A).
19. Prospective bidder needs to place a technician for prompt action on every call/breakdown.
20. In absence of combine offer from single bidder, A.B, C, D will be treated as separate and L1 will be decided each category.
21. Date of availability of tender document for download from 13.02.2021 to 22.02.2021 (15:00 hrs.) on website <http://iiti.ac.in/tenders/tender> and central public procurement portal (CPPP).
22. Duly signed & stamped of complete downloaded tender document for uploading.
23. Bidders are advice to inspect (as is where is basis) the lift and shall quote the rates accordingly for make it functional (if applicable) and continue for one year.

**Maintenance In charge
IIT Indore**

FOR e-TENDERING

1. The Maintenance In charge, Indian Institute of Technology Indore on behalf of the Director, IIT Indore invites the online tender bid, in two bid system from eligible Original Equipment Manufacturer (OEM)/Authorized agency for M/s Schindler, M/s. Kone, M/s Johnson for the following work.

Name of Work: Annual Comprehensive Maintenance Contract of Passenger Lifts, Passenger cum goods lifts & Service lift installed at IIT Indore.

The work is estimated for cost of Rs 4014000/- (Including GST).

2. Agreement shall be drawn with the successful bidder(s) on prescribed Form No. CPWD-8 (or other Standard Form as mentioned), which is available as a Govt. of India Publication (and also available on website www.cpwd.gov.in. Bidders shall quote his rates as per various terms and conditions of the said form which will form part of the agreement.
3. The time allowed for carrying out the work will be 12 **(Twelve) Month** from the date of start as defined in **schedule 'F'** or from the first date of handing over of the site, whichever is later, in accordance with the phasing, if any, indicated in the bid documents.
4. The date of start of work for individual lift shall be as per Commercial terms and conditions.
5. The site for the work is available.
6. Bidders will be required to submit Bid Securing Declaration in lieu of EMD.
7. Copy of Enlistment Order, certificate(s) of work experience, Bid Securing Declaration and other documents as specified in the NIT shall be deposited within the specified bid period.

The contractor, whose bid is accepted, will be required to furnish **performance guarantee of 3 % (Three Percent)** of the bid amount within the period specified in Schedule-F. This guarantee shall be in the form of Online/FDR or in case the contractor fails to deposit the said performance guarantee within the period as indicated in Schedule „F“ including the extended period if any, the bidder shall be suspended for two years for being eligible to submit bids for contract with IIT Indore.

8. Intending Bidders are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their bids 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 bid. A bidder shall be deemed to have full knowledge of the site whether he inspects it or not and no extra charge consequent on any misunderstanding or otherwise shall be allowed. The bidder shall be responsible for arranging and maintaining at his own cost all materials, tools & 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 bid by a bidder 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 IIT Indore and local conditions and other factors having a bearing on the execution of the work.
9. The competent authority on behalf of the Director of IIT, Indore does not bind itself to accept the lowest or any other bid and reserves to itself the authority to reject any or all the bids received without the assignment of any reason. All bids in which any of the prescribed

condition is not fulfilled or any condition including that of conditional rebate is put forth by the bidders shall be summarily rejected.

- 10.** Canvassing whether directly or indirectly, in connection with bidders is strictly prohibited and the bids submitted by the contractors who resort to canvassing will be liable for rejection.
- 11.** The competent authority on behalf of Director of IIT, Indore reserves to himself the right of accepting the whole or any part of the bid and the bidders shall be bound to perform the same at the rate quoted.
- 12.** No Engineer of Gazetted Rank or other Gazetted Officer employed in Engineering or Administrative duties in an Engineering Department of the Government of India is allowed to work as a contractor for a period of one year after his retirement from Government service, without the prior permission of the Government of India 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 Government of India as aforesaid before submission of the bid or engagement in the contractor's service.
- 13.** The bid for the works shall remain open for acceptance for a period of 90 days from the date of opening of financial bid. If any bidders withdraw his bid before the said period or issue of letter of acceptance, whichever is earlier, or makes any modifications in the terms and conditions of the bid which are not acceptable to the department, then the IIT shall, without prejudice to any other right or remedy, be at liberty to forfeit 50% of the said earnest money as aforesaid. Further, the bidders shall not be allowed to participate in the re-bidding process of the work.
- 14.** This notice inviting bid shall form a part of the contract document. The successful bidders/contractor, on acceptance of his bid by the Accepting Authority shall within 15 days from the stipulated date of start of the work, sign the contract consisting of:

The Notice Inviting e-Tender, all the documents including additional conditions, specifications, and drawings, if any, forming part of the bid as uploaded at the time of invitation of bid and the rates quoted online at the time of submission of bid and acceptance thereof together with any correspondence leading thereto.

Standard CPWD Form-8 or other Standard CPWD Form as applicable.

Pre bid meeting shall be held on 17/02/2021 at 11 AM in the office of Maintenance In charge, IIT Indore. The prospective tenderer can attend the meeting to discuss the matters related with the tender and to obtain the clarifications.

The tender is divided into four parts namely Part-A, Part-B, Part-C and Part-D. Any bidder may submit its bid for any or all of the parts. Applicability of Schedule for all the parts shall be same.

INTEGRITY PACT	IITI
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To,

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.....
.....

Sub: NIT No. IITI/IDO/M/NIT/LIFT/COMBINE/2020-21. for the work Annual Comprehensive Maintenance Contract of Passenger Lifts, Passenger cum goods lift & Service lift installed at IIT Indore Campus

Dear Sir,

It is hereby declared that IIT Indore is committed to follow the principle of transparency, equity, and competitiveness in public procurement.

The subject Notice Inviting e-Tender (NIT) is an invitation to offer made on the condition that the Bidder will sign the integrity Agreement, which is an integral part of tender/bid documents, failing which the tenderer / bidder will stand disqualified from the tendering process and the bid of the bidder would be summarily rejected.

This declaration shall form part and parcel of the Integrity Agreement and signing of the same shall be deemed as acceptance and signing of the Integrity Agreement on behalf of the IIT Indore.

Yours faithfully,

Maintenance In charge.

INTEGRITY PACT	IITI
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To
The Maintenance In charge
IIT Indore

Sub: Submission of Tender for the work of Annual Comprehensive Maintenance Contract of
Passenger Lifts, Passenger cum goods lift & Service lift installed at IIT
Indore Campus

Dear Sir,

I / We acknowledge that IITI is committed to follow the principles thereof as enumerated in the Integrity Agreement enclosed with the tender / bid document.

I / We agree that the Notice Inviting e-Tender (NIT) is an invitation to offer made on the condition that I / We will sign the enclosed Integrity Agreement, which is an integral part of tender documents, failing which I / We will stand disqualified from the tendering process. I / We acknowledge that THE MAKING OF THE BID SHALL BE REGARDED AS AN UNCONDITIONAL AND ABSOLUTE ACCEPTANCE of this condition of the NIT.

I / We confirm acceptance and compliance with the Integrity Agreement in letter and spirit and further agree that execution of the said Integrity Agreement shall be separate and distinct from the main contract, which will come into existence when tender / bid is finally accepted by department. I / We acknowledge and accept the duration of the Integrity Agreement, which shall be in the line with Article-1 of the enclosed Integrity Agreement.

I / We acknowledge that in the event of my / our failure to sign and accept the Integrity Agreement, while submitting the tender / bid, IITI shall have unqualified, absolute and unfettered right to disqualify the tenderer / bidder and reject the tender / bid in accordance with terms and conditions of the tender / bid.

Yours faithfully,

(Duly authorized signatory of the Tenderer / Bidder)

To be signed by the bidder and same signatory competent / authorized to sign the relevant contract on behalf of IIT Indore.

INTEGRITY AGREEMENT

This Integrity Agreement is made at on this.....day of.....20...

BETWEEN

Director IIT, Indore represented through Maintenance in charge (Hereinafter referred as the „Principal / Owner“, which expression shall unless repugnant to the meaning or context hereof include its successors and permitted assigns)

AND.....

(Name and Address of the Individual/firm/Company)

through (here-in-after referred to as the

(Details of duly authorized signatory)

“Bidder/Contractor” and which expression shall unless repugnant to the meaning or context hereof include its successors and permitted assigns)

Preamble WHEREAS the Principal /Owner has floated the Tender (NIT No.....) (here-in-after referred to as “Tender/Bid”) and intends to award, under laid down organizational procedure, contract for.....

(Name of work) Here-in-after referred to as the “Contract”.

AND WHEREAS the Principal / Owner values full compliance with all relevant laws of the land, rules, regulations, economic use of resources and of fairness/transparency in its relation with its Bidder(s) and Contractor(s).

AND WHEREAS to meet the purpose aforesaid both the parties have agreed to enter into this Integrity Agreement (hereinafter referred to as “Integrity Pact” or “Pact”), the terms and conditions of which shall also be read as integral part and parcel of the Tender/Bid documents and Contract between the parties.

NOW, THEREFORE, in consideration of mutual covenants contained in this Pact, the parties hereby agree as follows and this Pact witnesses as under:

Article 1: Commitment of the Principal / Owner

- 1) The Principal/Owner commits itself to take all measures necessary to prevent corruption and to observe the following principles:
 - a) No employee of the Principal/Owner, personally or through any of his/her family members, will in connection with the Tender, or the execution of the Contract, demand, take a promise for or accept, for self or third person, any material or immaterial benefit which the person is not legally entitled to.

- b) The Principal/Owner will, during the Tender process, treat all Bidder(s) with equity and reason. The Principal/Owner will, in particular, before and during the Tender process, provide to all Bidder(s) the same information and will not provide to any Bidder(s) confidential / additional information through which the Bidder(s) could obtain an advantage in relation to the Tender process or the Contract execution.
 - c) The Principal / Owner shall endeavor to exclude from the Tender process any person, whose conduct in the past has been of biased nature.
- 2) If the Principal/Owner obtains information on the conduct of any of its employees which is a criminal offence under the Indian Penal code (IPC) / Prevention of Corruption Act, 1988 (PC Act) or is in violation of the principles herein mentioned or if there be a substantive suspicion in this regard, the Principal / Owner will inform the Chief Vigilance Officer and in addition can also initiate disciplinary actions as per its internal laid down policies and procedures.

Article 2: Commitment of the Bidder (s) / Contractor (s)

- 1) It is required that each Bidder / Contractor (including their respective officers, employees and agents) adhere to the highest ethical standards, and report to the Government / Department all suspected acts of fraud or corruption or Coercion or Collusion of which it has knowledge or becomes aware, during the tendering process and throughout the negotiation or award of a contract.
- 2) The Bidder(s) / Contractor(s) commit himself to take all measures necessary to prevent corruption. He commits himself to observe the following principles during his participation in the Tender process and during the Contract execution:
 - a) The Bidder(s) / Contractor(s) will not, directly or through any other person or firm, offer, promise or give to any of the Principal / Owner's employees involved in the Tender process or execution of the Contract or to any third person any material or other benefit which he/she is not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever during the Tender process or during the execution of the Contract.
 - b) The Bidder(s) / Contractor (s) will not enter with other Bidder (s) into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to cartelize in the bidding process.
 - c) The Bidder(s) / Contractor(s) will not commit any offence under the relevant IPC/PC Act. Further the Bidder(s) / Contractor(s) will not use improperly, (for the purpose of competition or personal gain), or pass on to others, any information or documents provided by the principal/Owner as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.
 - d) The Bidder(s)/ Contractor(s) of foreign origin shall disclose the names and addresses of agents/representatives in India, if any. Similarly, Bidder(s)/Contractor(s) of Indian Nationality shall disclose names and addresses of foreign agents/representatives, if any. Either the Indian agent on behalf of the foreign principal or the foreign principal directly could bid in a tender but not both. Further, in cases where an agent participates in a tender on behalf of one manufacturer, he shall not be allowed to quote on behalf of another manufacturer along with the first manufacturer in a subsequent/parallel tender for the same item.
 - e) The Bidder(s)/ Contractor(s) will, when presenting his bid, disclose (with each tender as per Performa enclosed) any and all payments he has made, is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the Contract.

- 3) The Bidder(s) / Contractor(s) will not instigate third persons to commit offences outlined above or be an accessory to such offences.
- 4) The Bidder(s) / Contractor(s) will not, directly or through any other person or firm indulge in fraudulent practice means a willful misrepresentation or omission of facts or submission of fake / forged documents in order to induce public official to act in reliance thereof, with the purpose of obtaining unjust advantage by or causing damage to justified interest of others and/or to influence the procurement process to the detriment of the Government interests. The Bidder(s) / Contractor(s) will not, directly or through any other person or firm use Coercive Practices (means the act of obtaining something, compelling an action or influencing a decision through intimidation, threat or the use of force directly or indirectly, where potential or actual injury may befall upon a person, his / her reputation or property to influence their participation in the tendering process).

Article 3: Consequences of Breach

Without prejudice to any rights that may be available to the Principal/Owner under law or the Contract or its established policies and laid down procedures, the Principal / Owner shall have the following rights in case of breach of this Integrity Pact by the Bidder(s)/Contractor(s) and the Bidder / Contractor accepts and undertakes to respect and uphold the Principal / Owner's absolute right:

- 1) If the Bidder (s) / Contractor(s), either before award or during execution of Contract has committed a transgression through a violation of Article 2 above or in any other form, such as to put his reliability or credibility in question, the Principal/Owner after giving 14 days" notice to the contractor shall have powers to disqualify the Bidder(s)/Contractor(s) from the Tender process or terminate/determine the Contract, if already executed or exclude the Bidder/Contractor from future contract award processes. The imposition and duration of the exclusion will be determined by the severity of transgression and determined by the Principal/Owner. Such exclusion may be forever or for a limited period as decided by the Principal/Owner.
- 2) Forfeiture of EMD / Performance Guarantee / Security Deposit:
If the Principal/Owner has disqualified the Bidder(s) from the Tender process prior to the award of the Contract or terminated/determined the Contract or has accrued the right to terminate/determine the Contract according to Article 3(1), the Principal/Owner apart from exercising any legal rights that may have accrued to the Principal/Owner, may in its considered opinion forfeit the entire amount of Earnest Money Deposit, Performance Guarantee and Security Deposit of the Bidder/Contractor.
- 3) Criminal Liability: If the Principal/Owner obtains knowledge of conduct of a Bidder or Contractor, or of an employee or a representative or an associate of a Bidder or Contractor which constitutes corruption within the meaning of Indian Penal code (IPC) / Prevention of Corruption Act, or if the Principal / Owner has substantive suspicion in this regard, the Principal / Owner will inform the same to law enforcing agencies for further investigation.

Article 4: Previous Transgression

- 1) The Bidder declares that no previous transgressions occurred in the last 5 years with any other Company in any country confirming to the anticorruption approach or with Central Government or State Government or any other Central/State Public Sector Enterprises in India that could justify his exclusion from the Tender process.
- 2) If the Bidder makes incorrect statement on this subject, he can be disqualified from the Tender process or action can be taken for banning of business dealings/ holiday listing of the Bidder/Contractor as deemed fit by the Principal/ Owner.
- 3) If the Bidder/Contractor can prove that he has resorted / recouped the damage caused by him and has installed a suitable corruption prevention system, the Principal/Owner may, at its own discretion, revoke the exclusion prematurely.

Article 5: Equal Treatment of all Bidders/Contractors/Subcontractors

- 1) The Bidder(s) / Contractor(s) undertake(s) to demand from all subcontractors a commitment in conformity with this Integrity Pact. The Bidder / Contractor shall be responsible for any violation(s) of the principles laid down in this agreement/Pact by any of its Sub- contractors/sub-vendors.
- 2) The Principal / Owner will enter into Pacts on identical terms as this one with all Bidders and Contractors.
- 3) The Principal / Owner will disqualify Bidders, who do not submit, the duly signed Pact. between the Principal/Owner and the bidder, along with the Tender or violate its provisions at any stage of the Tender process, from the Tender process.

Article 6- Duration of the Pact

This Pact begins when both the parties have legally signed it. It expires for the Contractor / Vendor 12 months after the completion of work under the contract or till the continuation of defect liability period, whichever is more and for all other bidders, till the Contract has been awarded.

If any claim is made/lodged during the time, the same shall be binding and continue to be valid despite the lapse of this Pacts as specified above, unless it is discharged/determined by the Competent Authority, CPWD.

Article 7- Other Provisions

- 1) This Pact is subject to Indian Law, place of performance and jurisdiction is the Headquarters of the Division of the Principal / Owner, who has floated the Tender.
- 2) Changes and supplements need to be made in writing. Side agreements have not been made.
- 3) If the Contractor is a partnership or a consortium, this Pact must be signed by all the partners or by one or more partner holding power of attorney signed by all partners and consortium members. In case of a Company, the Pact must be signed by a representative duly authorized by board resolution.
- 4) Should one or several provisions of this Pact turn out to be invalid; the remainder of this Pact remains valid. In this case, the parties will strive to come to an agreement to their original intentions.
- 5) It is agreed term and condition that any dispute or difference arising between the parties with regard to the terms of this Integrity Agreement / Pact, any action. taken by the Owner/Principal in accordance with this Integrity Agreement/ Pact or interpretation there of shall not be subject to arbitration.

Article 8- LEGAL AND PRIOR RIGHTS

All rights and remedies of the parties hereto shall be in addition to all the other legal rights and remedies belonging to such parties under the Contract and/or law and the same shall be deemed to be cumulative and not alternative to such legal rights and remedies aforesaid. For the sake of brevity, both the Parties agree that this Integrity Pact will have precedence over the Tender / Contact documents with regard any of the provisions covered under this Integrity Pact.

IN WITNESS WHEREOF the parties have signed and executed this Integrity Pact at the place and date first above mentioned in the presence of following witnesses:

.....
(For and on behalf of Bidder/Contractor)

.....
(For and on behalf of Principal/Owner)

WITNESSES:

1. (Signature, name and address)
2. (Signature, name and address)

Place: -

Dated: -

BANK GUARANTEE BOND	IITI
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**Form of Earnest Money Deposit
Bank Guarantee Bond**

(Not Applicable for This Tender)

WHEREAS contractor (Name of contractor) (here in after called "the contractor") has submitted his tender dated (Date) for the construction of (Name of work) (here in after called "the Tender")

KNOW ALL PEOPLE by these presents that we (Name of bank) having our registered office at (here in after called "the Bank") are bound unto (Name and Division of Superintending Engineer) (here in after called "the Engineer-in-charge") in the sum of Rs. (Rs. in words) for which payment well and truly to be made to the said Engineer-in-charge the Bank binds itself, his successors and assigns by these presents.

SEALED with the Common Seal of the said Bank thus day of 20.....

THE CONDITIONS of this obligation are:

- (1) If after tender opening the contractor withdraws, his tender during the period of validity of tender (including extended validity of tender) specified in the Form of Tender.
 - (2) If the contractor having been notified of the acceptance of his tender by the Engineer-in-Charge:
 - (a) fails or refuses to execute the Form of Agreement in accordance with the instructions to contractor, if required.

OR

 - (b) fails or refuses to furnish the Performance Guarantee, in accordance with the provisions of tender document and instructions to contractor.
- OR
- (c) fails or refuses to start the work, in accordance with the provisions of the contract and instructions to contractor,
- OR
- (d) fails or refuses to submit fresh Bank Guarantee on an equal amount of this Bank Guarantee, against Security Deposit after award of contract.

We undertake to pay to the Engineer-in-charge up to the above amount upon receipt of his first written demand, without the Engineer-in-Charge having to substantiates his demand, provided that in his demand the Engineer-in-Charge will note that the amount claimed by his is due to him owing to the occurrence of one or any of the above conditions, specifying the occurred condition or conditions.

This Guarantee will remain in force up to and including the date* after the deadline for submission of tender as such deadline is stated in the instructions to contractor or as it may be extended by the Engineer-in-Charge, notice of which extension(s) to the Bank is hereby waived.

Any demand in respect of this Guarantee should reach the Bank not later than the above date.

DATE.....

WITNESS

(SIGNATURE, NAME AND ADDRESS)

*Date to be worked out based on
validity period of 6 months from last
date of receipt of tender.

**SIGNATURE OF
THE BANK SEAL**

**FORM OF PERFORMANCE SECURITY (GUARANTEE)
BANK GUARANTEE BOND**

1. In consideration of the President of India (hereinafter called "the Government") having offered to accept the terms and conditions of the proposed agreement betweenand..... (herein after called "the said contractor(s)") for the work (herein after called "the said agreement") having agreed, to production of an irrevocable Bank Guarantee for Rs..... (Rupees..... only) as a security/ guarantee from the contractor(s) for compliance of his obligations in accordance with the terms and conditions in the said agreement.

We (hereinafter referred to as "as Bank")
(indicate the name of Bank)

hereby undertake to pay to the Government an amount not exceeding Rs.....
(Rupees.....) only on demand by the Government.

2. Wedo hereby (indicate the name of Bank) undertake to pay the amounts due and payable under this Guarantee without any demure, merely on a demand from the Government stating that the amount claimed is required to meet the recoveries due or likely to be due from the said contractor (s). Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the bank under this Guarantee. However, our liability under this guarantee shall be restricted to an Amount not exceeding.
Rs..... (Rupees.....) only.

3. We, the said bank further undertakes to pay the Government any money so demands notwithstanding any dispute or disputes raised by the contractor(s) in any suit or proceeding pending before any court or Tribunal relating thereto, our liability under this present being absolute and unequivocal.

The payment so made by us under this bond shall be a valid discharge of our liability for payment thereunder and the contractor(s) shall have no claim against us for making such payment.

4. We(indicate the name of the Bank) further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said agreement and that it shall continue to be enforceable till all the dues of the Government under or by virtue of the said Agreement have been fully paid and its claim satisfied or discharged or till Engineer-in-Charge on behalf of the Government certifies that the terms and conditions of the said Agreement have been fully and properly carried out by the said contractor(s) accordingly discharges this guarantee.

5. We.....(indicate the name of Bank) further agree with the Government that the Government shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said Agreement or to extend time of performance by the said contractor(s) from time to time or to postpone for any time or from time to time any of the powers exercisable by the Government against the said contractor(s) and to forebear or enforce any of the terms and conditions relating to the said agreement and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the said contractor(s) or for any forbearance, act of omission on the part of the Government or any indulgence by the Government to the said contractor(s) or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.

6. This guarantee will not be discharged due to the change in the constitution of the Bank or the contractor(s).

7. We..... (indicate the name of bank) lastly undertake not to revoke this guarantee except with the previous consent of the Government

in writing.

8. This guarantee shall be valid up to..... unless extended on demand by Government. Notwithstanding anything mentioned above, our liability against this. Guarantee is restricted to Rs. (Rupees.....) only and unless a claim in writing is lodged with us within six months of the date of expiry or the extended date of expiry of this guarantee, all our liabilities under this guarantee, shall stand discharged.

Dated, theDay of..... For..... (Indicate the name of the Bank)

Bid Security Declaration

(To be signed by bidders in lieu of EMD on Company's Letter Head)

To,
Registrar
IIT Indore

This Bid Securing Declaration is made by (Authorized signatory) on behalf of (Company Name) as part of fulfillment of Bid Submission in lieu of Earnest Money Deposit (EMD).

This Bid Securing Declaration is made accepting that if we withdraw or modify our bids during the period of validity, or if we are awarded the contract and we fail to sign the contract, or to submit a performance security before the deadline defined in the request for bid documents, we will be liable for suspension for a period of two years from being eligible to submit Bids for contract with IIT Indore.

Date:
Place:

(Signature of Authorized Person)
With Company Seal

INDIAN INSTITUTE OF TECHNOLOGY, INDORE

Name of Work: Annual Comprehensive Maintenance Contract of Passenger Lifts, Passenger cum goods lifts & Service lift installed at IIT Indore.

- (i) To be submitted online up to 1500 hrs. on 22.02.2021 as per (NIT) to the Maintenance **In charge IIT Indore.**
- (ii) To be downloaded (opened) in presence of tenderers/their authorized representative who may be present at 15.30 PM on 23.02.2021, as per NIT in the office of the Maintenance **In charge IIT Indore.**

TENDER

I/We have read and examined the Notice Inviting e-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 & 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 President of India within the time specified in Schedule „F“ viz., schedule of quantities and in accordance in all respect with the specifications, designs, drawing 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 respect of accordance with, such conditions so far as applicable. We agree to keep the tender open for **30 days** from the due date of its opening.

A sum **of Rs..00** is hereby forwarded in Demand Draft in favor of IIT, Indore payable at as earnest money. If I/We, fail to furnish the prescribed performance guarantee within prescribed period. I/We agree that the Director IIT Indore or his representative, 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 work as specified, I/We agree that Director IIT Indore or his representative 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 those in excess of that limit at the rates to be determined in accordance with the provision contained in **Clause 12.2 and 12.3** of the tender form.

Further, I/We agree that in case of forfeiture of Earnest Money & Performance Guarantee as aforesaid. I/We shall be debarred for participation in the re-tendering process of the work.

I/We undertake and confirm that eligible similar work(s) has/have not been got executed through another contractor on back-to-back basis. Further that, if such a violation comes to the notice of Department, then I/ we shall be debarred for tendering in IIT Indore in future forever. Also, if such a violation comes to the notice of Department before date of start of work, the Maintenance-in-Charge shall be free to forfeit the entire amount of Earnest Money Deposit/Performance Guarantee.

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 there from to any person other than a person to whom I/We am/are authorized to communicate the same or use the information in any manner prejudicial to the safety of the State.

Signature of Contractor

Postal Address

Dated: -

Witness: -

Address: -

Occupation

Indian Institute of Technology Indore

Details of Lifts

Manufacturer	Type of Elevator	Numbers
Schindler	Passenger	9
Kone	Passenger	4
Kone	Freight	1
Johnson	Passenger	14
Johnson	Freight	1
Total		29

PART-A (M/s SCHINDLER)

Building Name	Lift Type	Lift Manufacturer	Lift handover Date	DLP Upto
APJ Hall of residence	Passenger Lift-1	Schindler	14.02.2017	13.02.2020
	Passenger Lift-2	Schindler	14.02.2017	13.02.2020
Devi Ahilya	Passenger Lift-1	Schindler	10.01.2020	09.01.2021
	Passenger Lift-2	Schindler	18.09.2019	17.09.2020
Vikram Sarabhai	Passenger Lift-1	Schindler	10.01.2020	09.01.2021
	Passenger Lift-2	Schindler	18.09.2019	17.09.2020
JC Bose hall of residence	Passenger Lift-1	Schindler	27.07.2017	26.07.2020
	Passenger Lift-2	Schindler	05.08.2017	04.08.2020
School Building	Passenger Lift	Schindler	04.05.2016	03.05.2019

PART-B (M/s JOHNSON)

Building Name	Lift Type	Lift Manufacturer	Lift handover Date	DLP Upto
Homi Jahangir Bhabha	Passenger Lift-1	Johnson	07.08.2019	06.08.2020
	Passenger Lift-2		09.12.2019	08.12.2020
Health Centre	Passenger Lift	Johnson	22.10.2019	21.10.2020
	Passenger Lift		02.09.2019	01.09.2020
Lecture Hall Complex Part-A	Passenger Lift	Johnson	31.01.2020	30.01.2021
			31.01.2020	30.01.2021
			24.02.2020	23.02.2021
			24.02.2020	23.02.2021
Learning Resource Centre	Passenger Lift	Johnson	31.08.2020	30.08.2021
			02.07.2020	01.07.2021
			02.07.2020	01.07.2021
Central Dining Hall	800 Kg. Goods Lift	Johnson	09.12.2019	08.12.2020
	Passenger		09.12.2019	08.12.2020
	Passenger		09.12.2019	08.12.2020

PART-C (M/s KONE)

Building Name	Lift Type	Lift Manufacturer	Lift handover Date	DLP Upto
CV Raman	Passenger Lift-1	Kone	22.07.2019	21.07.2020
	Passenger Lift-2		22.07.2019	21.07.2020
Dining Hall	1000 Kg. Goods Lift	Kone	22.11.2019	21.11.2020
	Passenger		22.11.2019	21.11.2020
	Passenger		22.11.2019	21.11.2020

Part D: - 3 Lift operators

As per minimum wages act of Govt. Of India

Employee	Qty	Rate	Per Month	Per Year
Operator	3			
Total Operator's cost				

PROFORMA OF SCHEDULES**IITI**

Estimated Cost of work : Rs. 40,14000/-

i) Earnest Money : Exempted.

(ii) Performance Guarantee : 3% of tendered value

(iii) Security Deposit : 2.5% of tendered value

SCHEDULE „A”

Schedule of quantities

SCHEDULE 'B'

As per BOQ

SCHEDULE 'C'

Tools and Equipment to be hired to the contractor: - NIL.

SCHEDULE 'D'

Extra schedule for specific requirements/document for the work, if any: - Nil

SCHEDULE 'E'Reference to General Conditions of contract: - GCC-2019, Corrected up to date.**SCHEDULE 'F'****GENERAL RULES & DIRECTIONS:**

Officer inviting tender: Maintenance In charge

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:

DEFINITIONS:

- | | | | |
|---|---|---|---|
| 1 | Engineer -in- Charge | : | Maintenance In charge |
| 2 | Accepting Authority | : | <u>Maintenance In charge</u> |
| 3 | Percentage on cost of materials and Labour to cover all overheads and profits | : | 15% |
| 4 | Standard Schedule of Rates | : | <u>Delhi Schedule of Rates-2018 for E&M with</u>
<u>Correction slips up to date and Market rate.</u> |
| 5 | Department | : | <u>IDO, IIT Indore</u> |
| 6 | Standard CPWD Contract Form | : | <u>GCC-2019 CPWD Form-8 modified&</u>
<u>Corrected up to date.</u> |

Clause 1

- | | | | |
|------|---|---|---------|
| (i) | Time allowed for submission of Performance Guarantee from the date of issue of letter of acceptance | : | 07 days |
| (ii) | Maximum allowable extension with late fee @0.1% per day of performance guarantee amount beyond the period provided in (i) above | : | 05 days |

Clause 2Authority for fixing compensation under : **Director, IIT, Indore****Clause- 2****Clause 2A**Whether Clause 2A shall be applicable : **No****Clause 5**Milestone(s) as per Table given below: N/A(i) Extension of Time : **DOID**(ii) Rescheduling of Milestones: **N/A****Clause 5.2**Nature of Hindrance Register : **Physical**Clause 5.2 : **Not Applicable****Clause 6** : **To be submitted along with Invoices****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 is - **Quarterly**.**Clause 10A**List of testing equipment to be provided by the contractor at site lab: **Not Applicable.****Clause 10B (ii)**Whether **Clause 10 B (ii)** shall be applicable : **No****Clause 10C**Component of labour expressed as percentage of value of work: **30 %****Clause 10CA**

Sr. No.	Material covered under this clause	Nearest Materials for which All India Wholesale	Base price of all materials covered under clause 10
1	All Electronics PCB, call point	NA	NA
2.	Motor and All control Circuitry	NA	NA

Clause 10 CC: to be applicable in contracts with stipulated period of completion exceeding the period shown in next column: **Not Applicable**Schedule of component of other Materials, Labour, POL etc. for price escalation. **Component of Civil** (except materials covered under **Clause 10CA**)/ Electrical construction Materials.Expressed as percentage of total value of work: X m (**Not applicable**) %**Component of Labour:**Expressed as percentage of total value of work: Y (**Not applicable**) %**Component of P.O.L.:**Expressed as percentage of total value of work: Z (**Not applicable**) %**Clause 11**

Specifications to be followed for execution of work: CPWD General Specification for electrical work Part-1 (Internal)-2013, CPWD General Specification for HVAC- 2017.

Clause 12**Type of Work** : **AMC****12.2. & 12.3:** Deviation Limit beyond which clauses 12.2 & 12.3 shall apply for work: **50% (Fifty) Percentage****12.5:** Deviation Limit beyond which Clause- 12.2 & 12.3 shall apply for Foundation Work : **Not Applicable**

Clause 16

Competent Authority for
deciding reduced rates:

DOID
IIT Indore

Clause 18

List of mandatory machinery, tools & plants to be deployed by the contractor at site:

Not Applicable

Clause 19 L- NA**Clause 25**

Constitution of Dispute Redressal Competent Authority to appoint DRC Committee (DRC)

DRC shall constitute one Chairman, two members. Director IIT Indore is appointing authority.
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Clause 36 (i)**Requirement of Technical Representative(s) and recovery Rate:**

Sr. No	Minimum Qualification of Technical Representative	Discipline	Designation (Principal/ Technical/ Representative)	Minimum Experience	Number	Rate at which recovery shall be made from the contractor in the event of not fulfilling provision of clause 36 (i)	
						Figures	Words
1.	Diploma Holder	Electrical	P. T. R.	2 years	1	15000/- Per month	(Fifteen thousand only.)

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

Commercial terms and Conditions:

1.0 General:

The work shall be executed as per CPWD General Specifications for Electrical Works (Part-III- LIFTS & Escalators) - 2003 and amended up to date , CPWD General Specifications for Electrical Works (Part I – Internal) 2013, (Part II – External) 1995, local body rules, as amended up-to-date and Bombay Lift Act 1958 as amended up-to-date wherever applicable, as per relevant IS and as per directions of Engineer-in-Charge. The technical specifications are to be read in conjunction with above and in case of variations; technical specifications of tender document shall apply. Nothing extra shall be paid on account of additional features in the technical specifications as the same are to be read along with schedule of quantities for the work.

1.1 The Department shall not issue any T & P and nothing extra shall be paid on account of this.

1.2 The work to be awarded by this tender may be treated as divisible/indivisible works contract. IIT Indore reserves the right to decided divide based on bids.

2.0 Terms of payment: Payment shall be made on completion of successful comprehensive maintenance on monthly basis after providing invoice along with supporting documents.

3.0 Rates:

The rates quoted by the tenderer, shall be firm and inclusive of all taxes (including GST), entry tax, duties and levies and all charges for packing forwarding, insurance, freight and delivery, installation, testing, commissioning etc. at site i/c temporary constructional storage, risks, overhead charges, general liabilities / obligations and clearance from local authorities, The fee for the inspection of installation by government authorities shall be reimbursed by the department on production of receipts. The contractor has to, however, initially make the payment. Likewise, service tax applicable shall be initially paid by the contractor & shall be reimbursed to him by the department after verification of payment receipts etc.

4.0 Completeness of tender:

All sundry equipment, fittings, unit assemblies, accessories, hardware items, foundation bolts, termination lugs for electrical connections, and all other items which are useful and necessary for efficient assembly and maintenance of equipment and components of the work shall be deemed to have been included in the tender irrespective of the fact whether such items are specifically mentioned in the tender documents or not.

5.0 Inspection and Testing:

Lift shall be inspected annually by manufacturer's representative (other than routine Service Engineer) and report of the status of healthiness shall be submitted.

6.0 Storage and custody of materials:

The plant room may be used for storage of sundry materials and erection equipments if available or else the agency must make their own arrangement.

Watch and ward of the stores and their safe custody shall be the responsibility of the contractor till the final taking over of the installation by the department.

7.0 Care of the Building:

Care shall be taken by the contractor while handling and installing the various equipments and components of the work to avoid damage to the building. They shall be responsible for repairing all damages and restoring the same to their original finish at their cost. They shall also remove at their cost all unwanted and waste materials arising out of the installation from

the site of work.

8.0 Completion period:

The completion period indicated in the tender documents is for the entire work of Annual comprehensive maintenance, approval of plan of schedule of maintenance for all lifts to the satisfaction of the Maintenance-in-charge.

9.0 Performance Guarantee:

The tenderer shall guarantee among other things, the following vis-à-vis specifications.

- a. Quality, strength and performance of the materials used.
- b. Safe mechanical and electrical stress on all parts under all specified conditions of operation.
- c. Satisfactory operation during the maintenance period.

10.0 Security Deposit: Security deposit @ **2.5%** of value of work done shall be recovered from all intermediate payments. The same shall be refunded to contractor after one month of completion of work or after releasing final payment whichever is earlier.

11.0 Power Supply: Power Supply for the purpose of maintenance of Lifts shall be provided to the contractor free of cost.

12.0 After Award of Work:

The Contractor shall prepare the program chart for the maintenance of Lifts for the work clearly showing all activities from the start of work to the completion. The contractor shall submit schedule for maintenance as prescribed by the manufacturer. The Contractor shall also submit his program for various maintenance activities to the Institute for approval. Monthly program and progress reports and update / re-schedule the same shall be submitted every month by the contractor.

13.0 Extent of work:

13.1 The work shall account operation and maintenance. On award of contract the contractor shall depute representative for operation of all lifts under its scope. Maintenance work shall comprise of material, entire labor including supervision for the maintenance of Lifts as may be required by the department and/or specified by OEM.

14.0 Compliance with Regulations and Indian standards

14.1 All works shall be carried out in accordance with relevant regulation, both statutory and those specified by the Indian Standards related to this work. In particular, the equipment and installation shall comply with the following:

- a. Factories Act
- b. Indian Electricity Rules
- c. I.S. & BS Standards as applicable
- d. Workmen's compensation Act
- e. Statutory norms prescribed by local bodies.
- f. Bombay Lift Act 1958

15.0 Indemnity:

The successful tenderer shall always indemnify the department, consequent on this works contract. The successful tenderer shall be liable, in accordance with the Indian Law and Regulations for any accident occurring due to any cause and the department shall not be responsible for any accident or damage incurred or claims arising there from during the period of erection, construction and putting into operation the equipments and ancillary equipment under the supervision of the successful tenderer in so far as the latter is responsible. The successful tenderer shall also provide all insurance including third party insurance as may be necessary to cover the risk. No extra payment would be made to the successful tenderer due

to the above.

16.0 Order of Preference:

Should there be any difference or discrepancy between the description of items as given in the Schedule of Quantities, technical specifications for individual items of work (including additional and commercial conditions) and IS Codes etc., the following order of preference shall be followed:

1. Schedule of quantities
2. Additional and Commercial Conditions
3. Technical specifications specified in the tender.
4. General Conditions of Contract for CPWD Works
5. Drawings
6. CPWD General Specifications
7. Relevant IS or any other International code in case IS code is not available.

17.0 Work not in Scope of Contractor:

1. Lift car cleaning does not in scope of contractor.
2. White washing & repair of Lift shaft (civil work)

Additional Terms and Condition:

(For Comprehensive Maintenance contract of Lifts)

1. The contractor shall be required to carry out attending of every call back on break downs, periodical tests and inspections once in a month, renewal of lift working license etc. which are required and directed by the lift inspector and those required by Madhya Pradesh lifts & escalators act 2000 during the contract period for which nothing extra shall be paid.
2. There shall be no limit for attending breakdown calls however visits for preventive and routine inspection shall be as per approved schedule of IITI.
3. All-inclusive comprehensive maintenance includes taking over of the lift installation completely on as is where basis and doing is all routine, periodic maintenance as per manufacturers schedule and replacement and repairs of parts / equipment of these complete installation by original equipment / parts as and when required. Contractor shall not only attend the complaint but also rectify the cause of failure after investigation.
4. Lift should be put proper working operation for safe use within 08 hours for any minor break-down calls from the department and major break-down within 1 week from the time of break-down which covers replacement of ropes, repairs and rewinding of motors, motor generator repair / replacement of sleeves gears etc.
5. The contract is covered the followings job of work.
 - a. Repairs/replacement of car fan.
 - b. Repairs/replacement of light fixture.
 - c. Repairs/replacement of intercom system.
 - d. Lessoning & Renewal of Lift working License with lift inspector, but renewal of Lift license fee shall be reimbursed on production of genuine proof of actual payment receipt.
 - e. Repairs/replacement of Battery of UPS of emergency light & ARD System.
 - f. Repairs/replacement of control panel and their accessories i/c VVVF.
 - g. Testing of ARD and making it functional.
 - h. Car/landing push button repairs/replacement.
 - i. Indicating lamp/LED and all minor accessories repairs/replacement.
 - j. All types of liasioning with local body authority in case of any accident of human being in Lift etc. shall be responsibility of Agency.
6. An equivalent amount on prorata basis shall be deducted from the monthly maintenance charges for the total time in case contractor fails in putting the lifts in operation within the period indicated above. The delay of up to and including 12 hours shall be treated as ½ day and the delay of more than 12 hours but up to including 24 hours shall be treated as 1 day.

7. The demonstration of functioning of ARD shall be conducted once in every month and it will be witnessed by the representative of the department. Failure of the ARD system or failure to conduct demonstration shall attract penalty for Rs. 500/-per months.
8. The rates quoted by the contractor should include all taxes, duties nothing extra shall be paid for the same.
9. The Agency must ensure and provide all Electrical protection system for control Panel & their accessories, all Lift installation in the Lift to prevent any major fault / damages from Power Supply Company.
10. A tentative & preventive maintenance schedule has been mentioned below. Contractor shall attend the preventive maintenance work as per specified schedule and monthly compliance shall be submitted to the Institute. This shall be basis for payments. Various preventive maintenance activities have been described under periodic modules mentioned below.

Maintenance schedule

Sr. No.	Description	Periodicity
1	Basic inspection of Lift	Monthly
2	Checking of Basic Module	Yearly
3	Checking of MX/Machine Module	Yearly
4	Checking of control Panel Module	Yearly
5	Checking of Shaft Module	Yearly
6	Checking of Landing Door Module	Yearly
7	Checking of Door Operator Module	Yearly
8	Checking of Signalization Module	Yearly

Details of maintenance activities contained in above noted module shall be as under.
However, these are subjected to update made by the manufacturer time to time.

Basic Module:

Sr. No	Activities	Location	Direction
1.	Check The Car Lighting	Car	Upward
2.	Check The Car Interior	Car	Upward
3.	Check The Capacity Plate	Car	Upward
4.	Check The Alarm	Car	Upward
5.	Check The Function Stop Button	Car	Upward
6.	Check That The Displays and Buttons	Car	Upward
7.	Check The Condition Car Fan	Car	Upward
8.	Check Operation of Advance Door Opening	Car Door	Upward
9.	Check The Door Open Button (COP)	Car Door	Upward

10.	Test The Car Door Closing Force	Car Door	Upward
11.	Test Function of Curtain of Light	Car Door	Upward
12.	Check The Sill Groove	Car Door	Upward
13.	Check The Car Door and Guide Shoes	Car Door	Upward
14.	Check The Car Door Safety	Car	Upward
15.	Check The Landing Buttons and Displays	Each Floor	Upward
16.	Check The Stopping Accuracy	Each Floor	Upward
17.	Check The Running Clearance	Each Floor	Upward
18.	Check The Landing Door Frontage	Each Floor	Upward
19.	Check The Machine Manual Breaks	Control Room	Top Floor / Machine Room
20.	Check The Re-Leveling Accuracy	Control Room	Top Floor / Machine Room
21.	Check The Error Code	Control Room	Top Floor / Machine Room
22.	Check The Function of ELCB	Control Room	Top Floor / Machine Room
23.	Test Function of Emergency Light.	Control Room	Top Floor / Machine Room
24.	Check The Intercom Voice Level	Control Room	Top Floor / Machine Room
25.	Check Condition of Control Panel and Drive Module Interior	Control Room	Top Floor / Machine Room

26.	Check The Rope Tension In The Counterweight Side Rope	Machine Room	Top Floor / Machine Room
27.	Check Visually Machine and Pulley Guards	Machine Room	Top Floor / Machine Room
28.	Check The OSG Spring Operation and Vertical Movements	Machine Room	Top Floor / Machine Room
29.	Move The Car and Check The No Abnormal Noise In Brakes	Machine Room	Top Floor / Machine Room
30.	Check The Rope Tension	Machine Room	Top Floor / Machine Room
31.	Check The Condition and Lubrication of Suspension Ropes.	Shaft	Shaft Inside Down
32.	Check Lubrication and Fill (If Needed)	Shaft	Shaft Inside Down
33.	Check The Rope Tension In Car Thimbles	Shaft	Shaft Inside Down
34.	Check The Car and CWT Diverter Pulleys and Rope Guards	Shaft	Shaft Inside Down
35.	Check The Abnormal In Car Header	Shaft	Shaft Inside

			Down
36.	Check The Coupler To Lock Latch Roller Clearance	Each Floor	Shaft Inside Down
37.	Check The Landing Door Guide Shoes	Each Floor	Shaft Inside Down
38.	Check The Condition of Landing Door and Guide Shoes	Each Floor	Shaft Inside Down
39.	Check The Landing Door Contacts	Each Floor	Shaft Inside Down
40.	Check Visually The Oil Collectors (If Applicable).	Pit	Pit
41.	Check Pit Lighting and Cleanliness.	Pit	Pit
42.	Check The Ride Comfort	Each Floor	Both Direction

Basic Inspection + Landing door Module

Sr. No	Activities	Location	Direction
1.	Check Car Lighting	Car	Upward
2.	Check Visually That Mirror and Handrail	Car	Upward
3.	Check The Signs at The Correct Position	Car	Upward
4.	Check The Alarm and Intercom	Car	Upward
5.	Check The Stop Button (If applicable)	Car	Upward
6.	Check The Door Contacts	Car	Upward
7.	Check That The Displays and Button Functions	Car	Upward
8.	Check Condition of Car Fan (If applicable)	Car	Upward
9.	Check The Function of Door Open Button (COP)	Car Door	Upward
10.	Check The Closing Force Limiter	Car Door	Upward
11.	Test The Function Curtain of Light	Car Door	Upward
12.	Check Visually Sill Groove	Car Door	Upward
13.	Check The Car Door Guide Shoe	Car Door	Upward
14.	Check The Car Door Safety	Car	Upward
15.	Check The Landing Button and Displays	Each Floor	Upward
16.	Check The Stopping Accuracy of Each Floor	Each Floor	Both Direction
17.	Check The Running Clearance	Each Floor	Upward
18.	Check The Landing Door Properly Fixed and Tidy	Each Floor	Upward
19.	Check The Landing Door Locks and Guide Shoes	Each Floor	Upward
20.	Check The Landing Door Contacts	Each Floor	Upward
21.	Check The Ride Comfort of The Car	Each Floor	Both Direction

22.	Check The Error Code	Control Panel	NA
23.	Check The Condition of Control Panel	Control Panel	NA
24.	Check The Function of Landing Door Mechanical Function	Landing	Shaft Inside Down
25.	Check The Gap With In Door To Panels	Landing	Shaft Inside Down
26.	Check That The Door Closes	Landing	Shaft Inside Down
27.	Check That The Railing is Clean and Properly Aligned and Fixed	Landing	Shaft Inside Down
28.	Check That The Contact Surface is Free of Burns and Wear	Landing	Shaft Inside Down
29.	Check That The Track Rollers	Landing	Shaft Inside Down
30.	Check That The Anti-Tip Roller and Clearance	Landing	Shaft Inside Down
31.	Check That the Syn Roller and Rope Also Rope Tension	Landing	Shaft Inside Down
32.	Test The Operation of The Landing Door Lock Manually.	Landing	Shaft Inside Down
33.	Check The Landing Door Lock Rollers.	Landing	Shaft Inside Down
34.	Check The Interlocking	Landing	Shaft Inside Down
35.	Check The Condition of Synchronization Rollers / Pulleys.	Landing	Shaft Inside Down

36.	Check the Delocking	Landing	Shaft Outside Down
37.	Check The Function of The Closing Weight	Landing	Shaft Inside Down
38.	Check The Condition of The Closing Weight	Landing	Shaft Inside Down
39.	Check The Condition of Syn. Pulley	Landing	Shaft Inside Down
40.	Check The Sill Connection To The Frame.	Landing	Shaft Inside Down
41.	Check Condition, Integrity, Engagement and 42. Fixings of The Bottom Guide Shoes and Fire Taps.	Landing	Shaft Inside Down
43.	Check Operation and Alignment of The Door Coupler and Lock Rollers.	Coupler	Shaft Inside Down
44.	Check The Door Panel Surface From The Car Roof.	Landing	Shaft Inside Down
45.	Check Visually Pit	Pit	Downward

Basic Inspection + Machine Module + Control panel Module

Sr. No	Activities	Location	Direction
1.	Check Car Lighting	Car	Upward
2.	Check Visually That Mirror and Handrail	Car	Upward
3.	Check The Signs at The Correct Position	Car	Upward
4.	Check The Alarm and Intercom	Car	Upward
5.	Check The Stop Button (If applicable)	Car	Upward
6.	Check The Door Contacts	Car	Upward
7.	Check That The Displays and Button Functions	Car	Upward
8.	Check Condition of Car Fan (If applicable)	Car	Upward
9.	Check The Function of Door Open Button (COP)	Car Door	Upward
10.	Check The Closing Force Limiter	Car Door	Upward
11.	Test The Function Curtain of Light	Car Door	Upward
12.	Check Visually Sill Groove	Car Door	Upward
13.	Check The Car Door Guide Shoe	Car Door	Upward
14.	Check The Car Door Safety	Car	Upward
15.	Check The Landing Button and Displays	Each Floor	Upward
16.	Check The Stopping Accuracy of Each Floor	Each Floor	Both Direction
17.	Check The Running Clearance	Each Floor	Upward
18.	Check The Landing Door Properly Fixed and Tidy	Each Floor	Upward
19.	Check The Landing Door Locks and Guide Shoes	Each Floor	Upward

20.	Check The Landing Door Contacts	Each Floor	Upward
21.	Check The Ride Comfort of The Car	Each Floor	Both Direction
22.	Check The Error Code	Control Panel	NA
23.	Check The Condition of Control Panel	Control Panel	NA
24.	Check The During The Running and Stopping of The Elevator (No Noises & Shaking)	Machine & Controller	NA
25.	Verify That The Machine isolations and In Good Condition	Machine & Controller	NA
26.	Check Visually Machine Brakes	Machine & Controller	NA
27.	Check That All Fixings Are In Proper Condition	Machine & Controller	NA
28.	Check That The Brake Liner In Good Condition	Machine & Controller	NA
29.	Check The Condition of Wires Fixing and Shieldings	Machine & Controller	NA
30.	Check The Condition of Encoder	Machine & Controller	NA
31.	All Ropes Should Sit In The Traction Sheave	Machine &	NA

	Grooves at The Same Level	Controller	
32.	Activate The OSG Switch By Hand	Machine & Controller	NA
33.	Check The Spring Length of The Suspension Rope Anchors	Machine & Controller	NA
34.	Check The Light of The Control Panel	Control Panel	NA
35.	No Excessive Noise During Operation Or Visible Dust	Control Panel	NA
36.	Check That All Cables Are In Good Condition	Control Panel	NA
37.	Check The Main Line Entries Must Be Properly Fixed and Intact	Control Panel	NA
38.	Load Weighing Device May Drift (Depend of The Load Weigh)	Control Panel	Shaft Inside (Car Top)
39.	Check That The Fuse Rating	Control Panel	NA
40.	Check That The Indicator Light	Control Panel	NA
41.	Check The Date of The Last Replacement of The Emergency Alarm Battery.	Control Panel	NA
42.	Check The Last Replacement Date of ERD-Battery.	Control Panel	NA
43.	Check Visually Pit	Pit	Downward

29.	Check The Rope Tension	Car Roof	Top Floor
30.	Check The Car Position Switches	Shaft	Shaft Inside Down
31.	Check The Diverter Pulley and Pulley Guards	Shaft	Car Top
32.	Check The Spring Level of The Car Side	Shaft	Car Top
33.	Check Operation of Slack Rope Switch (If Applicable).	Shaft	Car Top
34.	Check The Condition and Lubrication of Suspension Ropes.	Shaft	Car Top
35.	Check The Condition of Over speed Governor Rope.	Shaft	Shaft Inside Down
36.	Check The CWT Diverter Pulleys and Guards Also Filler Weights	Shaft	Shaft Inside Down
37.	Check The CWT Shoe Play	Shaft	Shaft Inside Down
38.	Fill The Car and CWT Oil Cup	Shaft	Shaft Inside Down
39.	Check The Safety Gear Linkage and Fixing of The OSG Rope	Shaft	Shaft Inside Down
40.	Check For Wire Break and Wear and Tear	Shaft	Shaft Inside Down
41.	Check The Tightness of Junction Box All Wires	Shaft	Shaft Inside Down
42.	Check The Condition of Traveling Cable and Fixing	Shaft	Shaft Inside Down
43.	Check Visually Pit	Pit	Bottom Floor

44.	Check The Condition of Pulleys Under The Car and on The Pit.	Pit	Bottom Floor
45.	Check The Condition of Lower Guide Shoes of The Car.	Pit	Bottom Floor
46.	Check The Over speed Governor Tension Weight Assembly.	Pit	Pit
47.	Check The Condition of Traveling Cable and Fixing	Pit	Bottom Floor
48.	Check The CWT Run by	Pit	Pit
49.	Check The Fixing of Counter Guards	Pit	Pit
50.	Check The Function of Pit Switches	Pit	Pit

Basic Inspection + Door Operator + Shaft Module

Sr. No	Activities	Location	Direction
1.	Check Car Lighting	Car	Upward
2.	Check Visually That Mirror and Handrail	Car	Upward
3.	Check The Signs at The Correct Position	Car	Upward
4.	Check The Alarm and Intercom	Car	Upward
5.	Check The Stop Button (If applicable)	Car	Upward
6.	Check The Door Contacts	Car	Upward
7.	Check That The Displays and Button Functions	Car	Upward
8.	Check Condition of Car Fan(If applicable)	Car	Upward
9.	Check The Function of Door Open Button(COP)	Car Door	Upward
10.	Check The Closing Force Limiter	Car Door	Upward
11.	Test The Function Curtain of Light	Car Door	Upward
12.	Check Visually Sill Groove	Car Door	Upward
13.	Check The Car Door Guide Shoe	Car Door	Upward
14.	Check The Car Door Safety	Car	Upward
15.	Check The Landing Button and Displays	Each Floor	Upward
16.	Check The Stopping Accuracy of Each Floor	Each Floor	Both Direction
17.	Check The Running Clearance	Each Floor	Upward
18.	Check The Landing Door Properly Fixed and Tidy	Each Floor	Upward
19.	Check The Landing Door Locks and Guide Shoes	Each Floor	Upward
20.	Check The Landing Door Contacts	Each Floor	Upward
21.	Check The Ride Comfort of The Car	Each Floor	Both Direction
22.	Check The Error Code	Control Panel	Machine Room
23.	Check The Condition of Control Panel	Control Panel	Machine Room
24.	Check The Condition of Door To Door Pane	Car Door	Shaft Inside

			Down
25.	No Loose Connection of Car Sill	Car Door	Shaft Inside Down
26.	Check the Car Door Shoes	Car Door	Shaft Inside Down
27.	Check For Proper Fixing In Apron	Car Door	Pit
28.	Check That The Car Door Function	Door Operator	Top Floor
29.	Move The Car Door ,No Abnormal Noise From The Pulley	Door Operator	Top Floor
30.	Check Proper Fixings of Door Motor(Clean If Needed)	Door Operator	Top Floor
31.	Check The tightness of The Belt	Door Operator	Top Floor
32.	Check That The Function of Safety Device	Door Operator	Top Floor
33.	Check That The Earth Connection of All Electrical Device (Header)	Door Operator	Top Floor
34.	Check The Condition and Alignment of The Door Contact.	Car Header	Top Floor
35.	Check Alignment of the Railing. Clean If Needed.	Car Header	Top Floor
36.	Check That The Track Rollers	Car Header	Top Floor
37.	Check That The Anti-Tip Rollers	Car Header	Top Floor
38.	Check That The Synchro Rope	Car Header	Top Floor
39.	Check That The Syn. Rollers	Car Header	Top Floor
40.	Check The Operation of Car Door Lock Opening Device (If Applicable).	Car Header	Top Floor
41.	Check The OSG Rope Fixing Bolts	Car Top	Car Top
42.	Verify the Function of The Safety Gear Linkage	Car Top	Car Top
43.	Check The Car Shoe Play	Car Top	Car Top
44.	Check The Top Limit Switch	Car Top	Top Floor
45.	Check The Alarm Battery	Car Top	Machine Room
46.	Check The Rope Tension	Car Top	Top Floor
47.	Check The Car Position Switches	Car Top	Shaft Inside Down
48.	Check The Diverter Pulley and Pulley Guards	Shaft	Car Top
49.	Check The Spring Level of The Car Side	Shaft	Car Top
50.	Check Operation of Slack Rope Switch (If Applicable).	Shaft	Car Top
51.	Check The Condition and Lubrication of Suspension Ropes.	Shaft	Car Top
52.	Check The Condition of Over speed Governor	Shaft	Shaft Inside

	Rope.		Down
53.	Check The CWT Diverter Pulleys and Guards Also	Shaft	Shaft Inside
	Filler Weights		Down
54.	Check The CWT Shoe Play	Shaft	Shaft Inside
			Down
55.	Fill The Car and CWT Oil Cup	Shaft	Shaft Inside
			Down
56.	Check The Safety Gear Linkage and Fixing of The	Shaft	Shaft Inside
	OSG Rope		Down

57.	Check For Wire Break and Wear and Tear	Shaft	Shaft Inside Down
58.	Check The Tightness of Junction Box All Wires	Shaft	Shaft Inside Down
59.	Check The Condition of Traveling Cable and Fixing	Shaft	Shaft Inside Down
60.	Check Visually Pit	Pit	Downward
61.	Check The Condition of Pulleys Under The Car and on The Pit.	Pit	Bottom Floor
62.	Check The Condition of Lower Guide Shoes of The Car.	Pit	Bottom Floor
63.	Check The Over speed Governor Tension Weight Assembly.	Pit	Pit
64.	Check The Condition of Traveling Cable and Fixing	Pit	Bottom Floor
65.	Check The CWT Run by	Pit	Pit
66.	Check The Fixing of Counter Guards	Pit	Pit
67.	Check The Function of Pit Switches	Pit	Pit

Basic Inspection + Door Operator

Sr. No	Activities	Location	Direction
1.	Check Car Lighting	Car	Upward
2.	Check Visually That Mirror and Handrail	Car	Upward
3.	Check The Signs at The Correct Position	Car	Upward
4.	Check The Alarm and Intercom	Car	Upward
5.	Check The Stop Button (If applicable)	Car	Upward
6.	Check The Door Contacts	Car	Upward
7.	Check That The Displays and Button Functions	Car	Upward
8.	Check Condition of Car Fan(If applicable)	Car	Upward
9.	Check The Function of Door Open Button(COP)	Car Door	Upward
10.	Check The Closing Force Limiter	Car Door	Upward
11.	Test The Function Curtain of Light	Car Door	Upward
12.	Check Visually Sill Groove	Car Door	Upward
13.	Check The Car Door Guide Shoe	Car Door	Upward
14.	Check The Car Door Safety	Car	Upward

15.	Check The Landing Button and Displays	Each Floor	Upward
16.	Check The Stopping Accuracy of Each Floor	Each Floor	Both Direction
17.	Check The Running Clearance (30mm)	Each	Upward
		Floor	
18.	Check The Landing Door Properly Fixed and Tidy	Each Floor	Upward
19.	Check The Landing Door Locks and Guide Shoes	Each Floor	Upward
20.	Check The Landing Door Contacts	Each Floor	Upward
21.	Check The Ride Comfort of The Car	Each Floor	Both Direction
22.	Check The Error Code	Control Panel	Machine Room
23.	Check The Condition of Control Panel	Control Panel	Machine Room
24.	Check The Condition of Door To Door Pane	Car Door	Shaft inside down
25.	No Loose Connection of Car Sill	Car Door	Shaft inside down
26.	Check That The Car Door Shoes	Car Door	Shaft inside down
27.	Check For Proper Fixing In Apron	Car Door	Pit
28.	Check Visually Pit	Pit	Downward
29.	Check That The Car Door Function	Door Operator	Top Floor
30.	Move The Car Door ,No Abnormal Noise From The Pulley	Door Operator	Top Floor
31.	Check Proper Fixings Door Motors(Clean If Needed)	Door Operator	Top Floor
32.	Check That The Tightness of The Belt	Door Operator	Top Floor
33.	Check That The Function of Safety Device	Door Operator	Top Floor
34.	Check That The Earth Connection of All Electrical Device (Header)	Door Operator	Top Floor
35.	Check The Condition and Alignment of The Door Contact.	Car Header	Top Floor
36.	Check Alignment of the Railing. Clean If Needed.	Car Header	Top Floor
37.	Check That The Track Rollers	Car Header	Top Floor
38.	Check That The Anti-Tip Rollers	Car Header	Top Floor
39.	Check That The Syn. Rope	Car Header	Top Floor
40.	Check That The Syn. Rollers	Car Header	Top Floor
41.	Check The Operation of Car Door Lock Opening Device (If Applicable).	Car Header	Top Floor

Basic Inspection + Landing Door + Machine + Control Panel
Module

Sr. No	Activities	Location	Direction
1.	Check Car Lighting	Car	Upward
2.	Check Visually That Mirror and Handrail	Car	Upward
3.	Check The Signs at The Correct Position	Car	Upward
4.	Check The Alarm and Intercom	Car	Upward
5.	Check The Stop Button (If applicable)	Car	Upward
6.	Check The Door Contacts	Car	Upward
7.	Check That The Displays and Button Functions	Car	Upward
8.	Check Condition of Car Fan(if applicable)	Car	Upward
9.	Check The Function of Door Open Button(COP)	Car Door	Upward
10.	Check The Closing Force Limiter	Car Door	Upward
11.	Test The Function Curtain of Light	Car Door	Upward
12.	Check Visually Sill Groove	Car Door	Upward
13.	Check The Car Door Guide Shoe	Car Door	Upward
14.	Check The Car Door Safety	Car	Upward
15.	Check The Landing Button and Displays	Each Floor	Upward
16.	Check The Stopping Accuracy of Each Floor	Each Floor	Both Direction
17.	Check The Running Clearance	Each Floor	Upward
18.	Check The Landing Door Properly Fixed and Tidy	Each Floor	Upward
19.	Check The Landing Door Locks and Guide Shoes	Each Floor	Upward
20.	Check The Landing Door Contacts	Each Floor	Upward
21.	Check The Ride Comfort of The Car	Each Floor	Both Direction
22.	Check The Error Code	Control Panel	Machine Room
23.	Check The Condition of Control Panel	Control Panel	Machine Room
24.	Check The Function of Landing Door Mechanical Function	Landing	Shaft Inside Down
25.	Check The Gap With In Door To Panels	Landing	Shaft Inside Down
26.	Check That The Door Closes	Landing	Shaft Inside Down
27.	Check That The Railing is Clean and Properly Aligned and Fixed	Landing	Shaft Inside Down
28.	Check That The Contact Surface is Free of Burns and Wear	Landing	Shaft Inside Down
29.	Check That The Track Rollers	Landing	Shaft Inside Down

30.	Check That The Anti-Tip Roller and Clearance	Landing	Shaft Inside Down
31.	Check That The Syn. Roller and Rope Also Rope Tension	Landing	Shaft Inside Down
32.	Test The Operation of The Landing Door Lock Manually.	Landing	Shaft Inside Down
33.	Check The Landing Door Lock Rollers.	Landing	Shaft Inside Down
34.	Check The Interlocking	Landing	Shaft Inside Down
35.	Check The Condition of Synchronization Rollers / Pulleys.	Landing	Shaft Inside Down
36.	Check The Delocking	Landing	Shaft Outside Down
37.	Check The Function of The Closing Weight	Landing	Shaft Inside Down
38.	Check The Condition of The Closing Weight	Landing	Shaft Inside Down
39.	Check The Condition of Syn. Pulley	Landing	Shaft Inside Down
40.	Check The Sill Connection To The Frame.	Landing	Shaft Inside Down
41.			
42.	Check Condition, Integrity, Engagement and Fixings of The Bottom Guide Shoes and Fire Taps.	Landing	Shaft Inside Down
43.	Check Operation and Alignment of The Door Coupler and Lock Rollers.	Coupler	Shaft Inside Down
44.	Verify That The Machine isolations and In Good Condition	Machine	Machine Room
45.	Check Visually Machine Brakes	Machine	Machine Room
46.	Check That All Fixings Are In Proper Condition	Machine	Machine Room
47.	Check That The Brake Liner In Good Condition	Machine	Machine Room
48.	Check The Condition of Wires Fixing and Shielding	Machine	Machine Room
49.	Check The Condition of Encoder	Machine	Machine Room
50.	All Ropes Should Sit In The Traction Sheave Grooves at The Same Level	Machine	Machine Room
51.	Activate The OSG Switch By Hand	Machine	Machine Room
52.	Check The Spring Length of The Suspension Rope Anchors	Machine	Machine Room
53.	Check The Light of The Control Panel	Control Panel	Machine Room
54.	No Excessive Noise During Operation Or Visible Dust	Control Panel	Machine Room
55.	Check That All Cables are in Good Condition	Control Panel	Machine Room
56.	Check The Main Line Entries Must Be Properly Fixed and Intact	Control Panel	Machine Room

57.	Load Weighing Device May Drift (Depend of The Load Weigh)	Control Panel	Shaft Inside Down
58.	Check That The Fuse Rating	Control Panel	Machine Room
59.	Check That The Indicator Light	Control Panel	Machine Room
60.			
61.	Check The Date of The Last Replacement of The Emergency Alarm Battery.	Control Panel	Machine Room
62.	Check The Last Replacement Date of ERD Battery.	Control Panel	Machine Room
63.	Check Visually Pit	Pit	Downward

Basic Inspection + Machine + Landing Door + Door Operator + Shaft +Signalization Module

Sr. No	Activities	Location	Direction
1.	Check Car Lighting	Car	Upward
2.	Check Visually That Mirror and Handrail	Car	Upward
3.	Check The Signs at The Correct Position	Car	Upward
4.	Check The Alarm and Intercom	Car	Upward
5.	Check The Stop Button (if applicable)	Car	Upward
6.	Check The Door Contacts	Car	Upward
7.	Check That The Displays and Button Functions	Car	Upward
8.	Check Condition of Car Fan (If Applicable)	Car	Upward
9.	Check The Function of Door Open Button (COP)	Car Door	Upward
10.	Check The Closing Force Limiter	Car Door	Upward
11.	Test The Function Curtain of Light	Car Door	Upward
12.	Check Visually Sill Groove	Car Door	Upward
13.	Check The Car Door Guide Shoe	Car Door	Upward
14.	Check The Car Door Safety	Car	Upward
15.	Check The Landing Button and Displays	Each Floor	Upward
16.	Check The Stopping Accuracy of Each Floor	Each Floor	Both Direction
17.	Check The Running Clearance (30mm)	Each Floor	Upward
18.	Check The Landing Door Properly Fixed and Tidy	Each Floor	Upward
19.	Check The Landing Door Locks and Guide Shoes	Each Floor	Upward
20.	Check The Landing Door Contacts	Each Floor	Upward
21.	Check The Ride Comfort of The Car	Each Floor	Both Direction
22.	Check The Error Code	Control Panel	Machine Room
23.	Check The Condition of Control Panel	Control Panel	Machine Room
24.	Check The During the Running and Stopping of	Machine	Machine Room

	The Elevator (No Noises & Shaking)	Room	
25.	Verify That The Machine isolations and In Good Condition	Machine Room	Machine Room
26.	Check Visually Machine Brakes	Machine Room	Machine Room
27.	Check That All Fixings Are In Proper Condition	Machine Room	Machine Room
28.	Check That The Brake Liner In Good Condition	Machine Room	Machine Room
29.	Check The Condition of Wires Fixing and Shielding	Machine Room	Machine Room
30.	Check The Condition of Encoder	Machine Room	Machine Room
31. 32.	All Ropes Should Sit In The Traction Sheave Grooves at The Same Level	Machine Room	Machine Room
33.	Activate The OSG Switch By Hand	Machine Room	Machine Room
34.	Check The Spring Length of The Suspension Rope Anchors	Machine Room	Machine Room
35.	Check The Function of Landing Door Mechanical Function	Landing	Shaft Inside Down
36.	Check The Gap With In Door To Panels	Landing	Shaft Inside Down
37.	Check That The Door Closes	Landing	Shaft Inside Down
38.	Check That The Railing is Clean and Properly Aligned and Fixed	Landing	Shaft Inside Down
39.	Check That The Contact Surface is Free of Burns and Wear	Landing	Shaft Inside Down
40.	Check That The Track Rollers	Landing	Shaft Inside Down
41.	Check That The Anti-Tip Roller and clearance	Landing	Shaft Inside Down
42.	Check That The Syn. Roller and Rope Also Rope Tension	Landing	Shaft Inside Down
43.	Test The Operation of The Landing Door Lock Manually.	Landing	Shaft Inside Down
44.	Check The Landing Door Lock Rollers.	Landing	Shaft Inside Down
45.	Check The Interlocking	Landing	Shaft Inside Down
46.	Check The Condition of Synchronization Rollers / Pulleys.	Landing	Shaft Inside Down
47.	Check The Delocking	Landing	Shaft Outside Down
48.	Check The Function of The Closing Weight	Landing	Shaft Inside Down
49.	Check The Condition of The Closing Weight	Landing	Shaft Inside Down
50.	Check The Condition of Syn. Pulley	Landing	Shaft Inside Down
51.			
52.	Check The Sill Connection To The Frame.	Landing	Shaft Inside Down
53.	Check Condition, Integrity, Engagement and Fixings of The Bottom Guide Shoes and Fire Taps.	Landing	Shaft Inside Down

54.	Check Operation and Alignment of The Door Coupler and Lock Rollers.	Coupler	Shaft Inside Down
55.	Check The Door Panel Surface From The Car Roof.	Landing	Shaft Inside Down
56.	Check The Condition of Door To Door Pane	Car Door	Shaft Inside Down
57.	No Loose Connection of Car Sill	Car Door	Shaft Inside Down
58.	Check That The Car Door Shoes	Car Door	Shaft Inside Down
59.	Check For Proper Fixing In Apron	Car Door	Pit
60.	Check That The Car Door Function	Car Header	Top Floor
61.	Move The Car Door ,No Abnormal Noise From The Pulley	Car Header	Top Floor
62.	Check Proper Fixings Door Motors.(Clean If Needed)	Car Header	Top Floor
63.	Check That The Tightness of The Belt	Car Header	Top Floor
64.	Check That The Function of Safety Device	Car Header	Top Floor
65.	Check That The Earth Connection of All Electrical Device (Header)	Car Header	Top Floor
66.	Check The Condition and Alignment of The Door Contact.	Car Header	Top Floor
67.	Check Alignment of the Railing. Clean If Needed.	Car Header	Top Floor
68.	Check That The Track Rollers	Car Header	Top Floor
69.	Check That The Anti-Tip Rollers	Car Header	Top Floor
70.	Check That The Syn. Rope	Car Header	Top Floor
71.	Check That The Syn. Rollers	Car Header	Top Floor
72.	Check The Operation of Car Door Lock Opening Device (If Applicable).	Car Header	Top Floor
73.	Check The OSG Rope Fixing Bolts	Car Top	Car Top
74.	Verify the Function of The Safety Gear Linkage	Car Top	Car Top
75.	Check The Car Shoe Play	Car Top	Car Top
76.	Check The Top Limit Switch	Car Top	Top Floor
77.	Check The Alarm Battery	Car Top	Machine Room
78.	Check The Rope Tension	Car Top	Top Floor
79.	Check The Car Position Switches	Shaft	Shaft Inside Down
80.	Check The Diverter Pulley and Pulley Guards	Shaft	Car Top

81.	Check The Spring Level of The Car Side	Shaft	Car Top
82.	Check Operation of Slack Rope Switch (If Applicable).	Shaft	Car Top
83.	Check The Condition and Lubrication of Suspension Ropes.	Shaft	Car Top
84.	Check The Condition of Over speed Governor Rope.	Shaft	Shaft Inside Down
85.	Check The CWT Diverter Pulleys and Guards Also Filler Weights	Shaft	Shaft Inside Down
86.	Check The CWT Shoe Play	Shaft	Shaft Inside Down
87.	Fill The Car and CWT Oil Cup	Shaft	Shaft Inside Down
88.	Check The Safety Gear Linkage and Fixing of The OSG Rope	Shaft	Shaft Inside Down
89.	Check For Wire Break and Wear and Tear	Shaft	Shaft Inside Down
90.	Check The Tightness of Junction Box All Wires	Shaft	Shaft Inside Down
91.	Check The Condition of Traveling Cable and Fixing	Shaft	Shaft Inside Down
92.	Check The Condition of Pulleys Under The Car and on The Pit.	Pit	Bottom Floor
93.	Check The Condition of Lower Guide Shoes of The Car.	Pit	Bottom Floor
94.	Check The Over speed Governor Tension Weight Assembly.	Pit	Pit
95.	Check The Condition of Traveling Cable and Fixing	Pit	Bottom Floor
96.	Check The CWT Run by	Pit	Pit
97.	Check The Fixing of Counter Guards	Pit	Pit
98.	Check The Function of Pit Switches	Pit	Pit
99.	Check Visually Pit	Pit	Downward

Appendix:A

1. The bidder is bidding of following lift:

A. All the manufacturer's lifts

B. Any of the following:

- (i) Schindler**
- (ii) Johnson**
- (iii) Kone**
- (iv) Lift operator**

2. The contract will be applicable after expiry of DLP of lifts.

3. The commencement of contract shall start as per expiry date of running DLP of Each lifts.

4. All tender must be submitted Along with below mentioned form.

Sr. No.	Description	Compliance	Remarks
1	Name of the Contractor/Agency		
2	Address & Contact number		
3	Name of person, who has signed the tender		
4	Bid Security Declaration (copy should be attached)	YES/NO	
5	GST Registration number (copy should be attached)	YES/NO	
6	EPF registration number (copy should be attached)	YES/NO	
7	ESIC registration number (copy should be attached)	YES/NO	
8	Permanent Account Number (copy should be attached)	YES/NO	
9	Company/Firm Registration Number (copy should be attached)	YES/NO	
10	Building & other construction works (BOCW) Registration (copy should be attached)	YES/NO	
11	Labour License Registration (copy should be attached)	YES/NO	
12	Valid "A" Class Electrical Contractor license. (copy should be attached)	YES/NO	
13	Duly signed & stamped of complete downloaded tender document. (copy should be attached)	YES/NO	

Details of Lifts

Manufacturer	Type of Elevator	Numbers Considered for AMC
Schindler	Passenger	9
Kone	Passenger	4
Kone	Freight	1
Johnson	Passenger	14
Johnson	Freight	1
Total		29

Part A:- M/s Schindler

Building Name	Lift Type	Amount For 12 Months	
APJ Hall of residence	Passenger Lift-1		
	Passenger Lift-2		
Devi Ahilya	Passenger Lift-1		
	Passenger Lift-2		
Vikram Sarabhai	Passenger Lift-1		
	Passenger Lift-2		
JC Bose hall of residence	Passenger Lift-1		
	Passenger Lift-2		
School Building	Passenger Lift		
		Grand Total Rs (inclusive GST and all taxes)	

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Part B:- M/s Johnson

building Name	Lift Type	Total Amount For 12 Months	
Homi Jahangir Bhaba	Passenger Lift-1		
	Passenger Lift-2		
Health Centre	Passenger Lift		
	Passenger Lift		
Lecture Hall Complex Part-A	Passenger Lift		
Learning Resource Centre	Passenger Lift		
Central Dining Hall	800 Kg. Goods Lift		
	Passenger		
	Passenger		
		Grand Total Rs (inclusive GST and all taxes)	

Part C:- M/s Kone

Building Name	Lift Type	Total Amount For 12 Months	
CV Raman	Passenger Lift-1		
	Passenger Lift-2		
Dining Hall	1000 Kg. Goods Lift		
	Passenger		
	Passenger		
		Grand Total Rs (inclusive GST and all taxes)	

Part D: - 3 Lift operators

As per minimum wages act of Govt. Of India

Employee	Qty	Rate	Per Month	Per Year
Lift Operator	3			
Total Operator's cost				

BOQ/Financial Bid

Manufacturer	Amount in Rs. (inclusive of GST and all taxes)	Combined Offer Amount in Rs. (inclusive of GST and all taxes)
Schindler (Part A)		
Kone (Part B)		
Johnson (Part C)		
Lift Operator's (Manpower) (Part D)		
Grand Total Part(A+B+C+D)		

- 1) In absence of combined offer, A, B, C, D will treated as separate and L1 will be decided in each category and preference will be given to combine offer.
- 2) Bidders are informed to submit the valid authorization letter from OEM for which they are bidding.