

**E-Tender Notice**

15<sup>th</sup> May 2019

Tender Number: UDSC/Biochem/GK/2019/03

Tenders are hereby invited in a two bid format from reputed leading firms for the **operation and maintenance contract of the Biosafety level III facility along with Animal Biosafety level III facility for tuberculosis research** at University of Delhi South Campus according to the scope of work, eligibility criteria and general terms and conditions as given in the tender document. **The tender is to be submitted in two parts, viz., technical and financial bids** and should be uploaded on to the e-procurement website (<https://eprocure.gov.in>) within 21 days of the date of advertisement.

Critical dates	
Date of Publishing	15.05.2019
Bid Document download start date	15.05.2019
Bid submission start date	15.05.2019
Bid submission end date	06.06.2019
Date of technical bid opening	07.06.2019

**Important Notes:**

- Tender Value = Rs. 24,00,000
- Tender documents may be downloaded from central procurement public portal (CPPP) website: <https://eprocure.gov.in/eprocure/app>.
- Bidders/Vendors are advised to follow the instructions provided in the 'Instructions for Online Bid Submission' for the e-submission of the bids online through the Central Public Procurement Portal for e Procurement at <https://eprocure.gov.in/eprocure/app>.
- Bidders are required to enrol on the e-Procurement module of the Central Public Procurement Portal. Aspiring bidders who have not enrolled/registered in e-procurement should enrol/register before participating through the website <http://eprocure.gov.in/eprocure/app>. The portal enrolment is free of cost.
- Only bids received on the e procurement portal will be accepted for opening. Bids in any physical form send through Fax, courier, E mail, post, delivered personally will not be considered.
- The tender must be valid for acceptance for at least a period of 1 year from the date of opening of the bids. However, this may be extended for the period approved by the University (subject to approval) with consent of the bidder.

- The University reserves the right to accept or reject quotation without assigning any reason thereof.
- The tender is floated for a period of 1 year, however, the OMC contract can be initially for a period of less/more than 1 year subject to approval of the competent authority and availability of funds. Moreover, the tender may be extendable to a total period of three years with mutual consent depending on the satisfactory performance and services provided by the company and availability of the funds.
- The tenderer will take all the responsibility for all the activities related to the functioning of the facility.
- The tender value is inclusive all statutory taxes.
- Any Addendum/Corrigendum date extension in respect of the above tendered shall be issued on our website <https://eprocure.gov.in> only and no separate notification shall be issued. Bidders are requested to regularly visit the website.

## **General Information of the BSL-III and ABSL-III facility at UDSC**

**The above facility has a working area of ~300 m<sup>2</sup> along with an additional 100 m<sup>2</sup> service and utility area.**

A general description of work schedule is given below. Responsibilities would include but will not necessarily be limited to the following.

### **A. Maintenance with Spares for the BSL-3 & Animal BSL 3 facility**

#### **Details:**

1. Clean rooms of class 100000 with walk able ceiling, PU painted walling and epoxy coated flooring, airtight double-glazing and PUF insulated double skin clean-room doors with door closures.
2. 3 sets of type B2 100% exhaust bio-safety cabinets connected to dedicated BSC exhaust centrifugal fans and circular ducting network
3. 2 sets of once thru AHUS
4. 2 sets of dedicated Exhaust air units
5. 2 sets of specially designed HEPA safe change modules
6. 2 sets of CHW pumps with fittings and accessories
7. 4 sets of VFDs connected to directly controlled BMS system
8. Plenum mounted HEPA sections with measuring auto control devices
9. 48 TR air cooled water chilling unit with PLC
10. Insulated and sand-cement plastered CHW piping with fittings and control valves
11. 4 sets of 2 TR capacity split air conditioners for UPS, Media and washroom.
12. 1 set double door autoclave with in-built steam generator
13. 1 Set of static pass boxes with UV lights and filters
14. Dedicated building automation system to monitor and maintain desired room conditions like pressure, Temp, and RH
15. Fire detection and monitoring system with alarm facility along with provision for fire extinguishers and their maintenance (Gas filling).
16. Access control system with card reader
17. Electrical system consists of main MCC, DBs and PDBs with necessary electrical cable work

**Brief requirements (Detailed scope of work given later)**

**Special requirement:** Two skilled operator cum technician for 2 Shift & 1 operator with helper for 1 Shift (during Night) with supervision by Qualified Engg. Personnel

**Replacement and Maintenance of the Facility**

Replacement Filters: Pre, Micro & HEPA. Spare Compressor Set & Chiller Maintenance with parts, Gas Charging, Compressor Oil Replacement, Chiller Refrigerant Gas Re-filling, De-scaling of Tubes etc. Repair of Insulation & Piping for Leaks etc. Belts, Motor, Valves & Miscellaneous Items, replacement of lights

**BMS & Electricals Maintenance** Including Provision for Controller, Temp. and Differential Pressure transmitter and DPS with Fire Alarm Integration. Necessary Electrical Items like, MCCB, CFL Set, Ballast, Relays and Contactors.

**Fire Alarm Sensors, indicators & Maintenance**

**Door Access & Interlock Maintenance**

**Twice a year Facility Validation** through 3rd Party Particle Counting Test. Validation & Calibration will have to be carried out in the second month from the beginning of the contract. Validation reports should be documented with necessary regulations and keep in record for future audit.

**Maintaining necessary LOG book on every shift basis duly signed by operator in-charge. Maintenance of other Logbooks for various functions performed regularly.**

**Eligibility Criteria:**

- (a) The tenderers must be in existence as a contracting firm for operation and maintenance of BSL-3 and ABSL-3 facility with all necessary statutory requirements.
- (b) The tenderer must have an experience of working with government organizations/institutes/Universities.
- (c) Working and practical experiences of conducting BSL-3 and ABSL-3 lab facility operation, maintenance, validation and documentation process with 3<sup>rd</sup> party parameter recording required to be included in proposal, however the process should be initiated in coordination with DUSC authorized scientists.
- (d) Joint Venture/ Consortium are not permitted.
- (e) The bidding Capacity of the tenderer shall be calculated and tenderer's multiple bid will not be considered. In case tenderer is L1 in price proposal but unable to provide satisfactory competency proof of understanding and knowledge of criticality of such facility during technical presentation, the decision of Client for allotment of contract will be final and binding without any prejudice. Tenders will be issued to select an agency that has got previous and potential knowledge of requirements of BSL-3 lab as per the recommendations stated by WHO & OECD. The University or authorized executive/officer/committee has every right to reject any offer without assigning any reason.
- (f) The tenderers must have a minimum experience of 5 years for providing the operation and maintenance services with a record of successful completion of minimum 4 similar works at BSL-3 and ABSL-3 facilities. Tenderer must submit satisfactory documentary proof from end-users.
- (g) The tenderers must have an experience of handling more than two facility at the given point of time. Tenderer must submit satisfactory documentary proof from end-users.
- (h) List of experiences of maintaining similar facilities indicating respective users in India including NCR-Delhi must be submitted along with the technical bid. Detailed experiences and detailed of the proposed offers for operation and maintenance of similar facilities with respective members (Biodata) and capability of handling the situation as per global guidelines for operation and maintenance of the BSL-3 and ABSL-3 facility according to WHO recommendation should be mentioned in a separate annexure.
- (i) The technical bid will be opened first and those bidders who qualify may be asked to present a technical power point presentation to the committee, if required.

Copy of all documents of the eligibility/prequalification criteria may please be attached with the technical bid only. In case of shortfall of any document etc, the tender will summarily be rejected and no queries will be entertained in this regard. Decision of the University authority shall be final in this regard.

## **General terms and conditions of the contract (Annexure I)**

- The Bidder shall provide the Registration number of the firm along with the applicable statutory tax registrations issued by the concerned authority and the PAN Number issued by the concerned authorities.
- Separate technical and price bid should be uploaded:
- Technical Bid must contain a Technical Compliance sheet. Technical compliance sheet must have the page number of a published catalogue/Operating manual/manufacture website as proof for compliance with the instrument technical point. Relevant copies of catalogue/Operating manual/manufacture website pages as proof should be attached.
- Terms and conditions of sales and Price Bids containing the prices, terms of delivery, sales, payment terms, should be uploaded
- The bidder must not be blacklisted by any organization. A Certificate or undertaking to this effect must be submitted.
- An undertaking stating the compliance of the conditions should be attached.
- **No Commitment to Accept Lowest or Any Tender**
- University of Delhi shall be under no obligation to accept the lowest or any other offer received in response to this tender notice and shall be entitled to reject any or all offers. University of Delhi will not be obliged to meet and have discussions with any vendor, and or to listen to any representations.
- The tenderer shall ensure that staff employed by him are properly, cleanly and neatly dressed in uniform and shall be disciplined and polite to the staff of National Institute of Epidemiology at all times and should function as per the regulations of the Institute.
- The tenderer shall attach the copy of IT returns for the last three financial years.
- The tenderer should attach the copy of service tax registration number.
- No advance payment will be made.
- The University reserves the right to terminate the contract without any reference or notice period on account of poor workmanship, non-compliance, specification of work, delay in progress of work, violation of any contract provisions.
- The tenderer should take extra precautions to ensure that there is absolutely no damage to the facility/laboratory/equipments of UDSC.
- The company shall be solely responsible for any accident/medical/health related liability, compensation for the personnel deployed by it at UDSC. UDSC shall have no liability in this regard.

## **Scope of work**

- 1. Regular monitoring of the complete operation of the BSL3 and ABSL3 facility and maintenance of the LOG book on daily basis.**
- 2. Timely inspection and regular monitoring of the plant and the system and to ensure preventive maintenance as per the standard practice**
- 3. Evaluation of the all the readings taken during the day to ensure satisfactory performance of the plant. A separate log file to be maintained for all the periodic readings which should be produced to authorized executives for checking.**
- 4. Regular checking of the refrigerant system, motor and starters for ensuring proper performance and overall healthy condition of the plant.**
- 5. Replacement of the compressor of the chiller, if necessary to ensure proper working and maintenance of the chiller**
- 6. Timely lubrication of the bearing of the motors, pumps, and fans**
- 7. Timely inspection of belts, including adjusting the tension and replacement of worn out belts, if necessary.**
- 8. Repair or replacement of the damaged components of the equipment present at the site whenever required.**
- 9. Overhauling the components at site as and when required.**
- 10. Refilling of the refrigerant as a result of leak from the system arising out of standard wear.**
- 11. Regular monitoring of the of BMS and automation system to ensure proper functioning of the BSL-3 facility.**
- 12. In case of break down, attending to complaints/break down by manufacturers engineers within 24-36 hours for minor break down and max 6-7 days for major break down.**
- 13. Various check/observation/periodic maintenance activities to be carried out.**
- 14. A 3<sup>rd</sup> party validation process is required.**
- 15. Two skilled operator cum technician for 2 Shift & 1 operator with helper for 1 Shift (during Night) with supervision by Qualified Engg. Personnel**
- 16. All the necessary tools, tackles, measuring instruments etc. are to be arranged by the company.**

## **General conditions for submission of tender**

### **Submission of Tender**

The tender shall be submitted online in two parts (Technical Bid and Financial Bid). All the pages of bid being submitted must be signed and sequentially numbered by the bidder irrespective of nature of content of the documents before uploading.

### **Technical Bid**

Technical Compliance sheet should be enclosed along with Technical Bid, giving details asked, specification offered against that, with remarks (if any). The offer must have all accessories, which are required to make the system completely operational without any failure on regular basis. Schedule of scope along with maintenance sequence according to the requirement should be stated clearly.

List of experiences of establishing and maintaining similar facilities indicating respective Users in India must be submitted along with Main Technical Offer. Detailed experience details of the proposed offer for operation and maintenance of similar facilities with respective member's bio-data and capability of handling the situation as per global guidelines for operation and maintenance of the BSL-3 and Animal BSL- 3 facility according to WHO recommendations should be mentioned in separate annexure.

The following documents in cover-1 are to be furnished (uploaded) by the bidder along with Technical Bid (Annexure II) as per the tender document as a documentary proof for fulfilling the eligibility criteria:

- i. All documents as asked in the prequalification eligibility criteria.
- ii. Signed and scanned copy of valid registration certificate of firm, GST registration number, PAN No. and Tender Acceptance Letter.
- iii. Signed and Scanned copy of list of all clients from Central Govt. / State Govt./ PSUs/ CPSEs/ Govt
- iv. Copy of ITR for the last three financial years.
- v. Signed and scanned copy of Compliance statement for all the technical specifications and eligibility criteria to be supplied.
- vi. List of Organizations/Customers dealt by the tenderer in the last 5 years.
- vii. Company shall submit a declaration on their letter head that they will meet/fulfill all the items of scope of work and technical specifications of the tender.

Note:

- i. If the bid is incomplete and / or non-responsive it will be rejected during technical evaluation. The bidder may not be approached for clarifications during the technical evaluation. So, the bidders are requested to ensure that they provide all necessary details in the submitted bids.
- ii. If any price details are found in the Technical Bid, the offer will be summarily rejected.



**Price bid (as per the format given in Annexure III)**

The percentage of GST payable should be indicated clearly.

**Validity of the tender**

Validity of the bid should be at least for 1 year from the date of opening of the tender.

## TECHNICAL BID (Annexure II)

1. Name of the Company:
2. Address of the Office:
3. Phone No., Fax. No, Email ID  
Web address (if available)
4. Name of the contact person and mobile number
5. Year of Establishment:
6. Type of the Organisation: (Whether sole proprietorship, partnership, Private limited, or limited company etc.) Enclose certified copies of documents:
7. Name and qualification of the Proprietor/Partners/Directors.
  - a)
  - b)
  - c)
  - d)
8. Details of registration: whether partnership firm, company etc. Name of registering authority, date and registration number with its validity date. Enclose certified copies of certificates.
9. PAN number:
10. TAN Number, if any:
11. VAT Number:
12. Service tax no.
13. GST Number:
14. Number of years of experience in the field and details of work in any other field (Enclose documentary evidence).
15. Particulars of Bank account (please attach a blank copy of the cancelled cheque):  
Bank name:

Branch name/branch code:

Branch address:

MICR No.

Account type

Account number

IFSC code

I hereby declare that the particulars given above are correct and complete.

Place :

Signature and seal of the tenderer

Date:

**PRICE BID (Annexure III)**

<b>S. No.</b>	<b>Description of the service</b>	<b>Cost</b>
1	<p>Operation and maintenance with spares for the BSL-3 and ABSL-3 facility (24 hours X 180 days) at University of Delhi South Campus</p> <p>This is inclusive of</p> <p><b>a. Special Requirement:</b> Two skilled operator cum technician for 2 Shift &amp; 1 operator with helper for 1 Shift (during Night) with supervision by Qualified Engg. Personnel</p> <p><b>b. Replacement and Maintenance of the Facility</b></p> <p>Replacement Filters: Pre, Micro &amp; HEPA. Spare Compressor Set &amp; Chiller Maintenance with parts, Gas Charging, Compressor Oil Replacement, Chiller Refrigerant Gas Re-filling, De-scaling of Tubes etc. Repair of Insulation &amp; Piping for Leaks etc. Belts, Motor, Valves &amp; Miscellaneous Items, replacement of lights</p> <p><b>c. BMS &amp; Electricals Maintenance</b> Including Provision for Controller, Temp. and Differential Pressure transmitter and DPS with Fire Alarm Integration. Necessary Electrical Items like, MCCB, CFL Set, Ballast, Relays and Contactors.</p> <p><b>d. Fire Alarm Sensors, indicators &amp; Maintenance</b></p> <p><b>e. Door Access &amp; Interlock Maintenance</b></p> <p><b>f. Twice Facility Validation</b> through 3rd Party Particle Counting Test. Validation &amp; Calibration should be carried out in the second month from the beginning of the contract. Validation reports should be documented with necessary regulations and keep in record for future audit.</p>	
2	GST as applicable	
	Total	

**TENDER ACCEPTANCE LETTER**  
**(To be given on Company Letter Head)**

To,

\_\_\_\_\_

\_\_\_\_\_

Sub: Acceptance of Terms & Condition of Tender.

Tender Reference No: \_\_\_\_\_

Name of Tender / Work:-

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Dear Sir,

1. I/We have downloaded/obtained the tender document(s) for the above mentioned 'Tender/Work' from the web site(s) namely:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_ As per your advertisement, given in the above mentioned website(s).

2. I/We hereby certify that I/we have read the entire terms and conditions of the tender documents from Page No. \_\_\_\_\_ to \_\_\_\_\_ (including all documents like annexure(s), schedule(s), etc.), which form part of the contract agreement and I/we shall abide hereby by the terms / conditions/ clauses contained therein.

3. The corrigendum(s) issued from time to time by your department / organization too have also been taken into consideration, while submitting this acceptance letter.

4. I/we hereby unconditionally accept the tender conditions (Annexure I) of above mentioned tender document(s)/corrigendum(s) in its totality/entirely.

5. I/we do hereby declare that our firm has not been black listed/debarred by any Govt. Department/Public Sector undertaking.

6. I/we certify that all information furnished by the our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then

your department/ organization shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours faithfully,  
(Signature of the Bidder, with Official Seal)

## Checklist 1

S No.	Activity	Yes/No/NA	Documents to be uploaded	Page no. in the uploaded Tender Docs
1	Whether you enclosed duly filled and signed with company seal in all page of tender form as per the annexure			
2	Copy of GST No.		To be uploaded	
3	Copy of PAN card		To be uploaded	
4	Copy of service tax registration certificate		To be uploaded	
5	Copy of IT return filed for the last three financial year		To be uploaded	
6	Is your bid valid for 1 year from the date of opening of the Technical bid?		To be uploaded	
7	Whether you mentioned the name and full address of your Banker (s) along with your Account number, IFSC code of the Bank/Branch?		To be uploaded	
8	Copy of Experience Certificate for minimum 3 years		To be uploaded	
9	Whether you accepted terms and conditions of Tender document?			
10	Whether you submitted a certificate that the firm has not been black listed in the past by any Organization?		To be uploaded	
11	List of Organizations/Customers dealt by the tenderer in the last 5 years		To be uploaded	

## Checklist 2

<b>S No.</b>	<b>Activity</b>	<b>Yes/No/NA</b>	<b>Documents to be uploaded</b>	<b>Page no. in the uploaded Tender Docs</b>
1	The tenderers must be in existence as a contracting firm for operation and maintenance of BSL-3/ABSL-3 facility with all necessary statutory requirements.		To be uploaded	
2	The tenderer must have an experience of working with government organizations/institutes/Universities.		To be uploaded	
3	Working and practical experiences of conducting BSL-3 and ABSL-3 lab facility operation, maintenance, validation and documentation process with 3 <sup>rd</sup> party parameter recording required to be included in proposal, however the process should be initiated in coordination with DUSC authorized scientists.		To be uploaded	
4	Joint Venture/ Consortium are not permitted.			
5	The tenderers must have a minimum experience of 5 years for providing the operation and maintenance services with a record of successful completion of minimum 4 similar works at BSL-3/ABSL-3 facilities. Tenderer must submit satisfactory documentary proof from end-users.		To be uploaded	



6	The tenderers must have an experience of handling more than two facility at the given point of time. Tenderer must submit satisfactory documentary proof from end-users.		To be uploaded	
7	List of experiences of maintaining similar facilities indicating respective users in India including NCR-Delhi must be submitted along with the technical bid. Detailed experiences and detailed of the proposed offers for operation and maintenance of similar facilities with respective members (Biodata) and capability of handling the situation as per global guidelines for operation and maintenance of the BSL-3/ABSL-3 facility according to WHO recommendation should be mentioned in a separate annexure.		To be uploaded	
8	The technical bid will be opened first and those bidders who qualify may be asked to present a technical power point presentation to the committee, if required.		-	

**Note:**

1. All pages of the tender should be page numbered and indexed.
2. The bidder may go through the checklists and ensure that all the documents/confirmations listed in both the checklists are enclosed in the tender and no column is left blank. If any column is not applicable, it may be filled up as NA.
3. It is the responsibility of the tenderer to go through the Tender document to ensure furnishing of all information/required documents in addition to above, if any.

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(Signature with date)

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(Full name, designation and address of the person duly authorized sign on behalf of the Bidder)

For and on behalf of

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