

कार्यालय महालेखाकार लेखा एवं हकदारी-द्वितीय उ0प्र0, इलाहाबाद

पत्रांक: ए0ई0-2/05/सा0प्रशा0मु0/ग्रुप-2/24/2018-19/खण्ड-2/390

दिनांक:-3-3-2021

निविदा सूचना

सक्षम एवं इच्छुक पंजीकृत एजेसियों/फर्मों से कार्यालय महालेखाकार लेखा एवं हकदारी-द्वितीय, उ0प्र0 इलाहाबाद मे एक 60 केवीए का एकाउस्टिक केनोपी सहित डीजल जनरेटर सेट भाडे पर लेने एवं इसका इंस्टालेशन स्थापना, परीक्षण एवं कमीशनिंग वित्तीय वर्ष 2021-22 दिनांक (01-04-2021 से 31-03-2022) के दौरान के लिए 26.03.2021 को 3.00 बजे अपरान्ह तक निविदाय आमत्रित की जाती है । निविदा प्रक्रिया दो प्रणाली की है अर्थात इस निविदा दास्तावेज मे दिये गये निर्देशों के अनुसार विधिवत भरे हुए तकनीकी एवं वित्तीय बोली के सीलबंद दास्तावेज उपमहालेखाकार /प्रशासन, कार्यालय महालेखाकार लेखा एवं हकदारी-द्वितीय, उ0प्र0 इलाहाबाद को सम्बोधित होने चाहिए और डाक या व्यक्तिगत द्वारा निर्धारित देय तिथि एवं समय तक पहुंच जाने चाहिये ।

निविदा दस्तावेज ,निर्देशों एवं शर्तों के विषय में अधिक जानकारी के लिए हमारी वेबसाइट www.agup.nic.in पर देखे ।


वरि0लेखाधिकारी/सा0प्रशा0

Office of the Accountant General (A&E)-II, Uttar Pradesh, Allahabad

No.AE-2/05/GD(M)/Gr.II/24/2018-19/Vol.II/394

Dated : 03-03-2021

Tender Notification

Tenders are invited from competent and interested Registered Agencies/Firms for hiring of one 60 KVA Diesel Generator Set with acoustic canopy in the Office of the Accountant General (A&E)-II, U.P., Allahabad and its installation, testing and commissioning during the financial year 2021-22. The tender process is of two Bid systems i.e. Technical and Financial Bid. Sealed documents duly filled in as per the instructions contained in this Tender Document should be addressed to the Deputy Accountant General /Admn, Office of the Accountant General (A&E)-II, U.P., Allahabad and must reach by post or in person on due date and time.

1.	Name of Work	Hiring of one 60 KVA Diesel Generator Set with acoustic canopy in the Office of the Accountant General (A&E)-II, U.P., Allahabad and its installation, testing and commissioning.
2.	Working days during the month for which the services are required.	Monday to Friday. Saturday, Sunday and Gazetted Holidays, if required.
3.	Amount of E.M.D. (Bank Draft/ Demand Draft in favour of "Pay & Accounts Officer, Office of the Accountant General (A&E)-I, U.P., Allahabad")	Rs.15,000/-
4.	Eligibility Criteria (Self-attested copies of all credentials in support of the required eligibility criteria should be enclosed with the Technical bid failing which the application is liable to be rejected outright)	(a) The Tenderer/Bidder should have a minimum of five years experience in the field of Supply, Installation, Testing and Commissioning of Diesel Generator set. (b) No recovery outstanding in respect of any Govt. dues like Service Tax/GST, Income Tax etc. (c) The Contractor should enclose the complete financial statements (including Profit & Loss and Balance sheet) for the last five financial years i.e. 2015-16 to 2019-20 along with proof of VAT/GST, PAN, registration etc.
5.	Last date and time for receipt of completely filled tender documents	26.03.2021, 03:00 PM
6.	Date and Time of opening of Tender (Technical Bid)	26.03.2021, 04:00. PM
7.	Date and Time of opening of Tender (Financial Bid)	26.03.2021, 05:00 PM

Note:

1. In case the said date(s) happen to be a holiday for any reason, the activity will be held on the immediate next working day at the same time & place and as a consequence any change(s) in the date(s) of the subsequent activities will be informed through suitable media to all concerned.
2. Selection of the agency/firm will be at the sole discretion of the competent authority of the Office of the Accountant General (A&E)-II, U.P., Allahabad who reserves its right to accept or reject any or all the proposals without assigning any reasons.
3. The tender documents for the above work/service can be downloaded from the official website of this office i.e. www.agup.nic.in.


Sr.Accounts Officer/G.D. (Main)

Office of the Accountant General (A&E)-II, Uttar Pradesh, Allahabad

Instructions to Tenderers/Bidders

1. The Tenderer/Bidder are required to submit two separate Bids i.e Technical and Financial, as per prescribed proforma of this office. The technical bid and the financial bid should be sealed by the tenderer/bidder in separate covers duly superscribed and both these sealed covers are to be put in a bigger cover which should also be sealed and duly superscribed. The first sealed cover should be superscribed "Technical Bid for Hiring of one Diesel Generator Set" and should contain all the documents required in the Technical Bid. The second sealed envelope should be superscribed "Financial Bid for Hiring of one Diesel Generator Set". Both sealed envelopes should be put in a third sealed envelope superscribed "TENDER FOR HIRING OF ONE DIESEL GENERATOR SET".
2. The Technical bid must be accompanied with an Earnest Money Deposit (EMD) of Rs.15,000/- in the shape of Bank Draft/Demand Draft from any Nationalized Bank, failing which the technical bid shall not be considered valid. The instrument shall be valid for a period of 3 months from the date of issue of tender notice. In the absence of EMD, the tender shall be summarily rejected.
3. The Financial bids of only that Tenderer/Bidder, who qualify in Technical bid evaluation by the concerned committee of this office, shall be opened. The financial bids of all those Tenderer/Bidder who have failed to qualify in the technical bid will not be opened under any circumstances. The Tenderers/Bidders have to achieve minimum 50% marks in the evaluation of Part-II of Technical bid to qualify for financial bid. Part-I of Technical bid is mandatory to qualify for financial bid.
4. The tender document issued by this office (total 13 pages), duly signed by the tenderer/bidder on each page, will only be entertained by this office.
5. Incomplete tender form will not be considered by this office. All entries in the tender documents should be legible and filled clearly. Any overwriting or cutting which is unavoidable shall be signed by the authorized signatory. Any alterations without authentication will be treated as a 'NIL' entry.
6. The successful bidder/tenderer will have to deposit an amount, equal to the 10% to the total contract value, as Security Deposit before execution of Agreement failing which the earnest money of the successful bidder/tenderer will be forfeited. The amount should be payable through FDR/TDR, pledged in favour of "Pay & Accounts Officer, Office of the Accountant General (A&E)-I, U.P., Allahabad" for a period of 13 months.
7. The Office of the Accountant General (A&E)-II, U.P., Allahabad reserves full right to accept or reject any tender or all the tenders without assigning any reason.
8. All the disputes and differences arising out of or in connection with this tender shall be subject to the exclusive jurisdiction of Court of Law at Allahabad only.
9. The Agreement shall be executed on a stamp paper of Rs.100/-. The cost of stamp paper and agreement shall be borne by the Agency/Firm.
10. The earnest money of all the unsuccessful bidders/tenderers will be returned after fifteen days of the execution of the Contract/Agreement. The EMD shall be refunded to the

successful bidder/tenderer on receipt of Security Deposit. No interest is payable on the EMD to either the successful or the unsuccessful bidders/tenderers.

Dated signature of the Tenderer/Bidder:

Name & Address of Tenderer/Bidder with seal:

Office of the Accountant General (A&E)-II, Uttar Pradesh, Allahabad

Conditions of Contract/Agreement

1. The agreement will be effective during the period 2021-22
2. The agency should be agreeable to provide one 60 KVA Diesel Generator Set (DG Set) with acoustic canopy on hire basis in the Office of the Accountant General (A&E)-II, U.P., Allahabad.
3. The agency should be agreeable for installation, testing and commissioning of said DG set from the date of agreement/contract.
4. The agency will provide skilled operators to operate and maintain the said DG set in the Office of the Accountant General (A&E)-II, U.P., Allahabad on all working days between 9:00 AM to 7:00 PM. However in case of emergency the services of operators can be utilised beyond the said working hours and holidays also.
5. The hiring charges for DG set will be without the cost of Diesel for running DG set.
6. The rate includes all costs for loading, unloading, transport, shifting complying local Government Regulations, Maintenance and servicing of the DG set including the cost of spare parts, lubricants and all other consumables required from time to time as well as wages and allowances of Operators, incidental charges, etc.
7. The rate should also include supply & installation of accessories like cables, change-over switches, AMF Panel, earth pits & strips etc. for supplying generator power to a point in MS Building, AG's chamber and Cash Room of Office of the Accountant General (A&E)-II, U.P., Allahabad.
8. The Office of the Accountant General (A&E)-II, Uttar Pradesh, Allahabad is not liable to pay any amount to the Operators deployed by the agency.
9. The agency will make arrangements for obtaining the permission from statutory authorities towards installation and operation of DG set. The Office of the Accountant General (A&E)-II, U.P., Allahabad is not liable to pay any fee/cost in this respect.
10. The agency should install and commission the DG set in the premises of Office of the Accountant General (A&E)-II, U.P., Allahabad within three days from the date of awarding the agreement/contract.
11. The agency may be required to dismantle the components of DG set and re-assemble those components in identified location of the office premises for the purpose of relocation i.e. installation & commissioning of DG set, if required, for which no extra charges will be paid by the Office of the Accountant General (A&E)-II, U.P., Allahabad.
12. The DG set offered on hire basis should not be more than 03 years old.
13. In case of major break-down of DG set requiring repairing time for more than two hours, an alternative DG set for the same capacity will be made by the agency immediately without any extra cost. In case of failure to provide alternative interim DG set of same capacity, within two hours, penalty at double the pro-rata rate will be imposed and deducted from monthly bill of the agency for the period the DG set remains non-functioning and also the Office of the Accountant General (A&E)-II, U.P., Allahabad has right to forfeit the Security Deposit of the agency.

14. The agency will have to deposit an amount, equal to the 10% to the total contract value, as Security Deposit before execution of Agreement failing which the earnest money of the successful bidder/tenderer will be forfeited. The amount should be payable through FDR/TDR, pledged in favour of "Pay & Accounts Officer, Office of the Accountant General (A&E)-I, U.P., Allahabad" for a period of 13 months.
15. The agency will have to remove the DG set within three days from the date of termination or closure of the agreement/contract, at their cost, else demurrage charges @ Rs.1000/- (Rupees One thousand only) per day will be levied by the Office of the Accountant General (A&E)-II, U.P., Allahabad on the agency.
16. If the agency fails to perform the commencement of the agreement/contract within the specified time period, the security deposit of the agency will be forfeited by the Office of the Accountant General (A&E)-II, U.P., Allahabad.
17. A log-book of said DG set shall be maintained by the Operator in format as per instruction of Office of the Accountant General (A&E)-II, U.P., Allahabad and the log-book shall be submitted to the Office of the Accountant General (A&E)-II, U.P., Allahabad regularly for scrutiny. In case of loss of log-book the decision of the Office of the Accountant General (A&E)-II, U.P., Allahabad regarding payment will be final.
18. The bill should be submitted to the Office of the Accountant General (A&E)-II, U.P., Allahabad by the agency on monthly basis.
19. The Operator must carry Mobile Phone. The cost of set as well as of recharge/bill shall have to borne by the agency. The antecedents of all the operators will be got verified from police by the agency before deployment.
20. The agency will be responsible for quick response for disaster management as and when required.
21. The contract/agreement will be in the public interest and in the interest of the Office of the Accountant General (A&E)-II, Uttar Pradesh, Allahabad. Changes in rules, regulations, enactments and notification issued by the Office of the Accountant General (A&E)-II, Uttar Pradesh, Allahabad or otherwise subsequent to the Contract/Agreement towards facilitating performance of services in an improved manner, will be a part of the agreement automatically.
22. The Office of the Accountant General (A&E)-II, U.P., Allahabad will not be responsible for payment of any compensation to the Operators deployed by the agency, in case of any mishappening/accident occurs to the Operators deployed by the agency in exercise of performing of their duty in the office premises.
23. The agency shall pay all kinds of Central & State taxes as applicable from time to time. Office of the Accountant General (A&E)-II, Uttar Pradesh, Allahabad shall not be liable to pay any amount towards such taxes and shall also not be liable for any legal proceedings on account of any default in any judicial/quasi judicial forum.
24. The platform for the DG set should be constructed by the agency at its own cost.
25. Any matter during the period of this contract which has not been specifically covered by this agreement/contract shall be decided by the Dy. Accountant General/Admn., Office of the Accountant General (A&E)-II, U.P., Allahabad, whose decision shall be final and conclusive.

26. In case of any dispute of any kind and in respect whatsoever, the decision of the Dy. Accountant General/Admn., Office of the Accountant General (A&E)-II, U.P., Allahabad shall be final and binding.
27. The Operator should report the office on Monday to Friday on due time and for every delay of more than half an hour a penalty @ Rs. 500/- per hour will be deducted from the monthly bill of the concerned month.
28. The agency should have not been blacklisted in the past by any Govt. department. If any information in this respect comes to notice of the Office of the Accountant General (A&E)-II, U.P., Allahabad, the Security Deposit of the agency will be forfeited and the agreement/contract will be cancelled immediately.
29. The agency shall be responsible to pay minimum wages to the Operators as fixed by the U.P. Govt. time to time.
30. All the disputes and differences arising out of or in connection shall be subject to the exclusive jurisdiction of Court of Law at Allahabad only.
31. The agency may terminate the Agreement/Contract before the expiry of stipulated period of agreement/contract by giving at least three months advance notice in writing to the Office of the Accountant General (A&E)-II, Uttar Pradesh, Allahabad mentioning reason to terminate the Contract/Agreement.
32. The Office of the Accountant General (A&E)-II, Uttar Pradesh, Allahabad reserves its right to delete or modify any of the conditions imposed in the contract/agreement. The Office of the Accountant General (A&E)-II, U.P., Allahabad also reserves the full right to terminate the contract/agreement at any time without any notice.
33. If the services of the agency at any stage are found unsatisfactory, the Office of the Accountant General (A&E)-II, U.P., Allahabad is likely to cancel the agreement/contract without assigning any reason/notice and the Security Deposit of the agency will be forfeited without any intimation.
34. Once the period of Contract/Agreement is completed, the Contract/Agreement will stand terminated automatically unless it has been extended by the Office of the Accountant General (A&E)-II, Uttar Pradesh, Allahabad subject to mutual agreement on existing terms and conditions. No notice in this regard will be issued.
35. Office of the Accountant General (A&E)-II, Uttar Pradesh, Allahabad reserves the right to extend the period of contract, subject to its satisfaction. However this provision shall not entail the agency to continue operation beyond the period of contract unless the Office of the Accountant General (A&E)-II, Uttar Pradesh, Allahabad allows the agency to do so in writing before the contract period expires.
36. The agency shall be responsible for complying with all municipal laws, rules and regulations. Office of the Accountant General (A&E)-II, Uttar Pradesh, Allahabad is not liable for any of the mistakes committed by the agency. The agency shall be personally liable for any lapses in observance of the provisions of the Rules, Laws and Regulations and it shall be liable for the prosecution for violating any of the laws of the land.
37. Office of the Accountant General (A&E)-II, Uttar Pradesh, Allahabad is also entitled to recover the damages if any, for the lapse on the part of the agency in following any Laws, Rules and Regulations and also loss caused by negligence of the agency or the persons deployed by the agency.

38. In every case of any deficient services, for each incidence of inaction & insubordination of Operator(s) engaged and for any loss of property/life which could have been prevented by due procedure, the agency shall be liable to pay penalty as decided by the authorized person of the Office of the Accountant General (A&E)-II, Uttar Pradesh, Allahabad. The penalty can also be recovered from the security deposit and any payment due to the agency. The decision of the authorized person of the Office of the Accountant General (A&E)-II, Uttar Pradesh, Allahabad will be final.

39. If the agency ceases to provide services before the lapse of three months after giving due notice as stipulated above, the Office of the Accountant General (A&E)-II, Uttar Pradesh, Allahabad will impound the security deposit of the agency. The agency shall also be liable for the losses, inconvenience risk suffered by Office of the Accountant General (A&E)-II, Uttar Pradesh, Allahabad and the quantum of such losses, damage inconvenience etc. shall be determined by Office of the Accountant General (A&E)-II, Uttar Pradesh, Allahabad whose decision shall be final and binding. The agency shall have no right to challenge it.

40. Payment will be made to the agency through e-payment on monthly basis, subject to the availability of Budget/Fund, submission of bill complete in all respect by the agency and after due verification by Office of the Accountant General (A&E)-II, Uttar Pradesh, Allahabad. Bill must be submitted by the 5th of each month for claims of previous month.

41. Office of the Accountant General (A&E)-II, Uttar Pradesh, Allahabad shall be entitled to deduct taxes at source from all payments to be made to the agency in accordance with the Indian Tax Laws and Rules as amended from time to time and deposit it with the concerned Government Authorities within the prescribed time.

42. The agency shall be liable for payment of Income tax, surcharge on Income Tax and other taxes, if any, levied by the Government in this regard.

43. The Firm/agency will be subjected to false clause in case of services at lower rate than offered to Office of the Accountant General (A&E)-II, U.P., Allahabad from the date of offering the lower rate. The Price at which the agency will provide the services should not exceed the lowest price charge by the agency to any customer during the currency of rate contract and that in the event of prices going down below the rate contract prices, the agency shall promptly furnish such information to the Office of the Accountant General (A&E)-II, U.P., Allahabad.

Dated signature of the Tenderer/Bidder:

Name & Address of Tenderer/Bidder with seal:

Office of the Accountant General (A&E)-II, Uttar Pradesh, Allahabad

Technical bid for hiring of one 60 KVA Diesel Generator Set with acoustic canopy in the Office of the Accountant General (A&E)-II, U.P., Allahabad and its installation, testing and commissioning.

(To be put up in a separate sealed cover)

Part-I : Brief description of the firm

Sl. No.	Particulars	Reply	Document enclosed
1.	Name of the Agency/Firm		
2.	Name of Proprietor/Partners/ Directors		
3.	Full particulars of office		
	(a) Address		
	(b) Telephone No.		
	(c) Fax No.		
	(d) E-mail address		
4.	Full particulars of the bankers of the agency/firm		
	(a) Name of the Bank		
	(b) Account type		
	(c) Account Number		
5.	Registration details: (Self- attested copies of all Certificates/Licenses/Permits/ Registrations, etc., should be enclosed failing which the application is liable to be rejected outright)		
	(a) PAN/TAN Number		
	(b) Service tax/ GST registration number		
6.	Details of Earnest Money Deposit		
	(a) Amount		
	(b) DD/BD No. & Date		
	(c) Drawn on bank		
	(d) Valid up to		

(a) 3 or more than 3 DG sets (10 marks) (b) 2 DG sets (06 marks) (c) 1 DG set (03 marks) (d) None (Nil marks)					

(B) Total turnover declared in audited Financial Statements.

1.	Financial Statements (including Profit & Loss and Balance sheet) for the financial years:
	2019-20
	2018-19
	2017-18
	2016-17
	2015-16
	(a) More than 30 lakhs (10 marks) (b) 20 to 30 lakhs (08 marks) (c) Less than 20 & up to 10 lakhs (06 marks) (d) Less than 10 lakhs (03 marks)

Declaration

1. I Son/Daughter of Shri Proprietor/Partner/Director/Authorized Signatory of am competent to sign this declaration and execute this tender document.

2. I have carefully read and understood all the terms and conditions of the tender and hereby convey my acceptance of the same.

3. The information/document furnished along with this tender are true and authentic to the best of my knowledge and belief. I/We, am/are well aware of the fact that furnishing of any false information/fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.

Dated signature of the Tenderer/Bidder:

Name & Address of Tenderer/Bidder with seal:

Office of the Accountant General (A&E)-II, Uttar Pradesh, Allahabad

Financial bid for hiring of one 60 KVA Diesel Generator Set with acoustic canopy in the Office of the Accountant General (A&E)-II, U.P., Allahabad and its installation, testing and commissioning.

(To be put up in a separate sealed cover)

Sl. No.	Detail	Amount per month excluding taxes (in Rupees)	
		In Figure	In words
1.	Monthly rental amount of one 60 KVA Diesel Generator Set including Operators charges.		

Dated signature of the Tenderer/Bidder:

Name & Address of Tenderer/Bidder with seal