

ASSAM ELECTRICITY GRID CORPORATION LIMITED
Regd. Office: 1st Floor, Bijulee Bhawan, Paltan Bazar, Guwahati-781001
CIN:U40101AS2003SGC007238
Ph:-0361-2739520/Fax:-0361-2739513 Web: www.aegcl.co.in

EXPRESSION OF INTEREST

FOR

Design, Supply, Installation And Commissioning Of Four Numbers Ten Passenger Capacity Elevator along with suitable capacity Automatic Voltage Regulator By Dismantling Existing Old Elevator And Five Years Comprehensive Annual Maintenance Beyond Warranty Period at Bijulee Bhawan.

EOI No. AEGCL/DGM (Civil) /2017-18/01

CALL FOR EXPRESSION OF INTEREST

Assam Electricity Grid Corporation Limited (AEGCL) invites Expression of Interest (EOI) from reputed Original Manufacturer (OEM)/ Authorized Dealer or Distributor of OEM for ***“Design, Supply, Installation And Commissioning Of Four Numbers Ten Passenger Capacity Elevator along with suitable capacity Automatic Voltage Regulator By Dismantling Existing Old Elevator And Five Years Comprehensive Annual Maintenance Beyond Warranty Period at Bijulee Bhawan”***.

(A) **INSTRUCTION TO TENDERERS.**

(1) **Place of submission of EOI**

The application with all documents duly signed by authorised signatory should be submitted in sealed envelope. The envelope should be addressed to:-

The Deputy General Manager (Civil)
Assam Electricity Grid Corporation Limited
Ground Floor, Bijulee Bhawan, Paltanbazar, Guwahati-01

Envelopes should be superscribed **EXPRESSION OF INTEREST** for ***“Design, Supply, Installation And Commissioning Of Four Numbers Ten Passenger Capacity Elevator along with suitable capacity Automatic Voltage Regulator By Dismantling Existing Old Elevator And Five Years Comprehensive Annual Maintenance Beyond Warranty Period at Bijulee Bhawan”*** along with name of the applicant.

(2) **Key dates for submission of EOI**

EOI Available on website date:- 12.00 Hrs. of 29/12/2017

EOI Submission Time & date:- From 12.00 Hrs. To 14.00 Hrs. of 19/01/2018

(3) **Addenda to the EOI**

AEGCL may consider an instruction amending the EOI, as a result of an applicant's request for clarification or any other reason. Any such instruction will be issued in writing in the form of a corrigendum, which becomes part of this EOI. Written corrigenda issued by AEGCL are the only recognised explanations of, or amendments to the EOI documents.

(4) **Clarification on applicants queries**

In case applicant has any query to respond to EOI, they can send an email with their query to above mentioned authorities.

(5) **Disclaimer**

AEGCL is not committed contractually in any way to those applicants whose applications are accepted. The issue of this EOI does not commit or otherwise oblige AEGCL to proceed with any part or steps of the process.

(6) **Cost of EOI Document:-**

Bidder has to pay Non-Refundable EOI document cost **@Rs.5,000.00** (five Thousand) only in the form of Demand Draft/Banker Cheque from any Nationalised Bank payable at Guwahati in favour of the Managing Director, AEGCL, Bijulee Bhawan, Paltanbazar, Guwahati-1.

(7) **Validity of EOI:-**

EOI shall remain valid for the period of 180 days after the submission deadline date prescribed by AEGCL. In exceptional circumstances, prior to the expiration of the EOI validity period, AEGCL may request Bidders to extend the period of validity of their bids. The request and the responses shall be made in writing.

(8) **The Expression of Interest (EOI) process**

The EOI is the first stage of a multi-stage tender process. The objective of EOI process is to identify and pre-register organizations that are interested in entering into the proposed contract and have suitable capacity, capability and experience.

An Evaluation Committee will evaluate EOI applications on the basis of the evaluation criteria set out in Section 3 of this Request for Expressions of Interest (Request for EOI).

Unless specifically stated in this EOI, AEGCL will not be liable for any costs incurred by applicants through participation in the EOI process.

After evaluating EOI responses, shortlisted applicants will be invited for detailed presentation of their proposals for which the time and venue will be communicated accordingly.

After presentation of their proposal, final short listing will be done and BOQ will be prepared. Only the qualified bidder will be eligible to participate in the final Tender.

(9) **SITE PARTICULARS:-**

The Bidder is advised to visit and examine the site where the work is to be Carried out and its surroundings, nature of work, site conditions, means of access to the site etc. and obtain for itself on its own responsibility all information that may be necessary for preparing the bid and entering into a contract. The costs of visiting the site shall be at the Bidder's own expense. Non-familiarity with the site conditions will not be considered a reason either for extra claims or for not carrying out the work in strict conformity with the specifications & requirement. For site visit and any clarification/information/Assistance, the intending tenderers may contact the Nodal officer, Bijulee Bhawan Maintenance, AEGCL, Ground Floor, Bijulee Bhawan, Paltan Bazar, Guwahati, Assam-781001.

The site of installations: Four nos. 10 Passenger elevator in Bijulee Bhawan, Paltan Bazar, Guwahati, Assam - 781001.

(10) **Preparation of EOI and Bids by the Bidders:-**

(a) Cost of Bidding:- The Bidder shall bear all costs associated with the preparation and submission of its Bid, and AEGCL shall not be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

(B) **PRE-QUALIFICATION CRITERIA.**

(Documentary proof for each item is to be furnished with Tender document as applicable)

Tenderers having following valid documents will be technically qualified and considered for opening of their price bid. Submitted documents will be verified from the issuing Authority.

(1) Subject to meeting the Qualifying Requirements, a Bidder shall be Original Manufacturer (OEM)./ Authorized Dealer or Distributor of OEM.

(a) When the bidder is an OEM, the names and address of the partners should be indicated and a copy of the certificate of registration with the concerned Registrar of firms should be enclosed with the Bid.

- (b) When the bidder is an Authorized Dealer, the company registration document along with Memorandum of Association & Copy of Authorization deed issued by OEM should be submitted.
 - (c) When the bidder is a Distributor of the OEM, the tender should be submitted by the owner of the firm, who may describe himself as carrying on business in the firm's name and copy of deed from the OEM engaging his firm as Distributor.
- (2) **Financial Capability:-**
- (a) *Average Annual Turnover:-*
Minimum average annual turnover required is Rs.5,00,00,000.00 (five crores) for last 3 (three) years. The audited balance sheet shall have to be furnished in support of turnover.
 - (b) Bidder will require to submit along with the bid the audited balance sheets, IT return and other legal financial statements acceptable to AEGCL, for the last 3 (three) years to demonstrate the current soundness of the Bidders financial position and its prospective long term profitability. As a minimum, an Applicant's net worth calculated as the difference between total assets and total liabilities should be positive.
 - (3) The Bidder must submit the design and specification of the lift to be installed.
 - (4) The proposal of Annual maintenance contract submitted by the contractor will also be taken into account for the technical bid evaluation process.
 - (5) The firm shall be in the business of manufacture & installation of Elevators for the last 15 (fifteen) years.
 - (a) Details of 100 (Hundred) similar nature and value of works executed on commercial/Office buildings during last 3 (three) years along with completion certificate within stipulated time. Refer to Annexure-1.
 - (b) Details of 100 (Hundred) Annual maintenance contract (AMC) executed on commercial/Office buildings during last 3 (three) years. Similar work shall mean of "Design, Supply, installation, testing and commissioning of 10 passenger Elevators or above capacity for any Central Government/State Government/Central Autonomous Body/State Government Autonomous Body/Central Public Sector undertaking/State Public Sector under taking/Reputed private organization". Refer to Annexure-2.
 - (c) Filled up copy of all the annexure are to be submitted with Techno-Commercial Bid.
 - (d) **Documents Establishing Conformity of the Goods and Services.**
The documentary evidence of the conformity of the goods and services to the Bidding Document may be in the form of literature, drawings and data, and shall furnish:
 - i. a detailed description of the essential technical and performance characteristics of the goods and services, including the functional guarantees of the Goods, in response to the Specification;
 - ii. a commentary on the Purchaser's Specification and adequate evidence demonstrating the substantial responsiveness of the plant and services to those specifications. Bidders shall note that standards for workmanship, materials and equipment designated by the Purchaser in the Bidding Document are intended to be descriptive (establishing standards of quality and performance) only and not restrictive. The Bidder may substitute alternative standards, brand names and/or catalog numbers in its bid, provided that it demonstrates to the Purchaser's satisfaction that the substitutions are substantially equivalent or superior to the standards designated in the Specification.
 - (e) Arithmetical Error, if observed while in Price Bid evaluation, same will only be corrected.

(C) GENERAL CONDITIONS OF CONTRACT.

(1) Contract Agreement:-

(a) An agreement shall have to be drawn on non judicial stamp of appropriate value with the Department by the selected Contractor in AEGCL's General Conditions of Supply and Erection 2009 of contract within 10 (ten) days from the date of issue of the LOI/Work Order.

(b) Wherever there is any variation in between the conditions of the AEGCL's General Conditions of Supply and Erection 2009 and the above terms & conditions, this bid conditions will supersede the conditions of the AEGCL's General Conditions of Supply and Erection 2009.

(2) Time of Completion:-

The work has to be executed in phased manner. The building in which lift installation is to be carried out is having four lifts (two lifts per duct). The dismantling and installation of the second pair of lifts (operated by the same duct) is to be proceeded only after completion of the first pair of lifts. The entire work is to be completed in all respects within the stipulated period. The work shall not be considered as complete until the AEGCL have certified in writing that the work has been virtually completed and defect liability period one year shall commence from the date of such certificate.

(3) Extension of Time:-

The time is the essence of the Contract. If the Contractor commits default in the execution of the work as aforesaid, the AEGCL shall without prejudice to any other right or remedy available in law is at liberty to forfeit the earnest money absolutely.

Request for extension of time, to be eligible for consideration, shall be made by the Contractor to the accepting authority in writing within seven days of the happening of the event causing delay. The Contractor shall also, if practicable, indicate in such a request the total period for which extension is desired, overlapping period, if any, with earlier events causing delays.

In such case the authority may give a fair and reasonable extension of time for completion of work. Such extension shall be communicated to the Contractor by the AEGCL in writing. Non application by the Contractor for extension of time shall not be a bar for giving a fair and reasonable extension by the AEGCL and this shall be binding on the Contractor. The decision of the AEGCL for an extension of time for completion hereunder (which decision shall be final and binding on the Contractor) shall be promulgated on completion of the work or at the conclusion of such events based on which the extension of time was sought by the Contractor, and the AEGCL shall then, in the event of an extension being granted, determine and declare the final completion date. The provision in clause with respect to payment of Liquidated Damages shall, in such case, be read and construed as if the extended date fixed by the AEGCL were substituted for and the damage shall be deducted accordingly.

(4) PERT Chart and/or BAR Chart:-

The successful bidder within 10 (ten) days before the contract is awarded will make out a detailed PERT Chart covering all activities along with detailed program chart on accepted scheme indicating various stages of execution, method of execution and completion of

work in different stages keeping the period of completion in view and submit the same to the Engineer for the consideration and approval.

(5) Site Facility:-

- (a)** AEGCL will not provide any accommodation at the work site for the contractor and their field personnel. The same have to be arranged by the Bidder/Firm from their own.
- (b)** The AEGCL shall not be responsible for the safety of the workers at site either on account of the works executed by the Contractor or on account of the works executed by any other agency involved at that time.
- (c)** The AEGCL shall on no account be responsible for the expenses incurred by the Contractor during the progress of work at site, towards any incidental expenditure like medical amenities to the workers at site, security arrangements.
- (d)** The quoted price shall be deemed to include charges for all site facilities for labour that are considered necessary for execution of the work. Subject to availability of land the AEGCL may provide free site for labour camp, construction of yard etc close to site of work.
- (e)** No assurance can be given regarding the availability of AEGCL's land given for use to the Bidder to natural calamities. The AEGCL undertakes no responsibility or liability in this regard.
- (f)** The bidder shall make his own arrangement for arranging power supply as may be required for work. The AEGCL may, however assist in recommending his/their application to the Electricity Supply Utility for the power supply on payment basis as per norms of the Electricity Supply Utility.
- (g)** No claim shall be entertained from the bidder for making his own arrangement for approach roads from outside PWD road to the site and bidder will bear entire expenses.
- (h)** The AEGCL on no account shall be responsible for storage of materials or loss or pilferage or theft either in respect of the material stored or material already billed and paid for by the AEGCL.
- (i)** Any facilities available at site shall be utilized only with prior permission of the AEGCL and it should not be taken as granted for availing such services.

(6) Insurance:-

The bidder shall arrange for any pay/cost of personnel accident insurance, medical treatment etc. in respect of their employees assigned to the works for all time and shall govern by Law of the land.

(7) Warranty:-

The term period of warranty shall mean the period of 12 months from the date of Taking Over of the Work by AEGCL. A Taking over Certificate (TOC) will be issued by the appropriate authority.

(8) Safety:-

Each and every safety measures for MAN and MACHINE will be the sole responsibility of the Contractor without any prejudice. Compensation claim if any will also be the responsibility of the contractor without any prejudice. As the contract is Turnkey in nature hence AEGCL will not bear any responsibility towards such claim.

(9) Government and local rules:-

The Contractor shall conform to the provisions of all local bye-laws and acts relating to the work and to the regulations etc. of the Government and Local Authorities and of any Company whose system and design is proposed to be connected/utilized. The cost, if any,

shall be deemed to have been included in his quoted rates, taking into account all liabilities and shall indemnify AEGCL against such liabilities and shall defend all actions arising from.

(10) Pollution:-

(11) Each and every measure should be taken to adhere to the standard norms to avert any occasion of Air Pollution, Water Pollution, Soil Pollution and Sound Pollution. In case of any deviation leading to any legal action the Contractor will be solely responsible without any prejudice.

(12) Damage to persons and property insurance etc. :

The Tenderer shall be responsible for all injury to the work or to workmen, to persons, animals or things and for all damages to the structural and/or decorative part of property which may arise from the operations or neglect of contractor or its employees, against whether such injury or damage arise from carelessness, accident or any other cause whatsoever in any way connected with the carrying out of this Contract. The Tenderer shall at his cost effect the insurance necessary and indemnify the AEGCL entirely from all responsibility in this respect. The scope of insurance is to include loss or damage to the work and workmen due to carelessness, accident including fire, earthquake, floods, all medial expenses, compensation to be borne in the event of accident etc., damage or loss to the Contract itself till this is made over a complete state. Insurance is compulsory and must be affected from the very initial stage and should cover the entire contract period till handing over of complete works. The Contractor shall also be responsible for anything which may be excluded from damage to any property arising out of incidents, negligence or defective carrying out of this Contract.

The AEGCL shall be at liberty and is hereby empowered to deduct the amount of any damages, compensations, costs, charges and expenses arising or occurring from or in respect of any such claim or damages from any sums due or to become due to the Contractor.

(13) Settlement of Dispute and Arbitration:

Any dispute arising out of the contract will be first settled bilaterally between AEGCL and Contractor. In case, dispute cannot be settled bilaterally, it will be referred to arbitration to be by an arbitrator appointed by AEGCL. The contractor shall not stop the work during settlement of any dispute. All disputes shall be subjected to the jurisdiction of District Court of Kamrup District.

(14) Final Acceptance and Taking Over:

When the term of contract shall be fully complied with completing all works as per approved drawing and technical specifications to the satisfaction of the Department for a period as applicable, the Contractor/Firm shall have to submit completion certificate to the office of the undersigned after the satisfactory completion of the work through the executing authority for finalization of the work/payment as well as for the final acceptance and taking over the completed work and to issue the necessary certificate thereof.

(15) Performance Guarantee / Defect Liability Period:-

The materials and entire work is to be guaranteed against defective design, materials and workmanship and for satisfactory performance for a period of 365 days from the date of final acceptance of the completed work.

(16) Suspension of Works:-

If the contractor persistently neglects to carry out his obligations under the contract and/or commits default in complying with any of the terms and conditions of the contract and does not remedy it or take effective steps to remedy it within 7 days after a notice in writing is given to him in that behalf by the AEGCL subject to other provisions contained, the AEGCL may without prejudice to his any other rights or remedy against the Tenderer in respect of any delay in commencing, completing the work may serve notice in writing absolutely determine and cancel the Contract.

(17) Labour legislation:-

The Tenderer shall comply with the provisions of the Apprentices Act 1961, payment of Wages Act 1936, Minimum Wages Act 1948, Employees Liability Act 1938, Workmen's Compensation Act 1923, Industrial Disputes Act 1947, Maternity Benefits Act 1961, and the Contract Labour (Regulation and Abolition) Act 1970, Provident Fund Act or the modifications thereof or any other laws relating thereto and the rules made there under from time to time.

The Tenderer shall indemnify and keep indemnified the AEGCL against payments to be made under and for the observance of the laws aforesaid and the Contractors' Labour Regulations without prejudice to his right to claim. The laws aforesaid shall be deemed to be a part of this contract and any breach thereof shall be deemed to be a breach of this contract.

The Tenderer shall at his own expense arrange for all the safety provisions for the safety of all workers and employees directly or indirectly employed on the work by the Tenderer.

The Tenderer shall be fully responsible at his own expenses for compliance all the labour regulations and rules to be observed by them. The Tenderer shall fully indemnify the AEGCL against any action by the state and/or Central Government for any default or alleged default by the Tenderer for violation of any of such rules and regulations. If, due to any default of the Tenderer, the AEGCL has to incur any expenditure for compliance of the rules and regulations or for any other reason connected with such default, the AEGCL shall be entitled to recover from the Tenderer all such expenditure in full from any payment due to the Tenderer.

(18) Jurisdiction:

Notwithstanding any other Court or Courts having jurisdiction to decide the questions forming subject matter of suit, any and all actions and proceedings arising out of this Contract (including arbitration in terms thereof) shall be only in the Court of competent civil jurisdiction in this behalf at Guwahati where this Contract is to be signed on behalf of the AEGCL.

(D) SCOPE OF WORK.

The scope of work covers:-

- (1)** The work consists of dismantling the existing elevator, design, supplying and installing, testing and commissioning of four new elevator based on the Contractor's own design and technical specifications to be furnished with the Tender and the inputs required by him which is to be obtained by the Contractor/Supplier himself by visiting the site. The

Contractor / supplier shall be responsible for its functioning according to the design criteria and its parameters. Elevator system designed should be suitable for existing shaft and machine room dimensions and also conforming to the relevant IS Standards. Notwithstanding the details furnished in the Tender, any discrepancies shall be brought out in the technical bid highlighting the shortcomings and suggest modifications.

- (2) The work also included dismantling the entire elevator machinery including all accessories in respect of existing four Elevators, shifting of dismantled materials and debris from the site immediately and disposal at site as directed by AEGCL within Bijulee Bhawan Complex.
- (3) All civil / PCC/ RCC work modifications with proper finishing of modified portions/surfaces including water curing of RCC/PCC works in the existing Elevator shaft and in machine room for the erection of new Elevators.
- (4) Major structural changes will not be permitted for the design of new elevator system.
- (5) Providing necessary scaffolding in elevator hoisting required during dismantling/ erection work of entire elevator system and carrying out all Civil/minor building work inside the Elevator pit, providing buffer springs, providing bedding to the buffer springs in the Elevator shaft and Elevator machine room, cutting walls, floors, partitions, grouting of all bolts, sills, steel members, indicator and button boxes of elevator system, structural angles, wiring work pertaining to the elevator system shall be the responsibility of the Tenderer.
- (6) The work is to be carried out under the Contract shall include all labour, materials, tools, plants, equipment and transport, insurance which may be required in preparation of and for and in the full and entire execution and completion of the works.
- (7) To carry out minor civil work, such as chipping & making openings in slabs, grouting of foundation bolts in shaft, pit and machine room, modification and making rail bracket, hall buttons indicators and laying of sills in positions wiring from controller to hall buttons. Or any other work required for smooth operation/ commissioning of lifts. All chiseling and cutting of pockets and making good. Providing Sill tracks including sill supports, supporting protection at all landings.
- (8) Painting of the Elevator Shaft and machine room, modification of lift entrance door openings, front architrave work, deepening of the Elevator pit (if necessary), Elevator shaft lighting, providing earthing point in machine room, providing 415 Volt 3 phase and 230 Volts single phase power supply in machine room for elevator system with all necessary switch gears etc.
- (9) Quantity of work to be executed:-
The Tenderer have to submit the detail quantity breakup of the work and respective rates as per their assessment and design specification. Refer to Annexure-4.
- (10) Tools, Storage of materials, Protective works:-
Storage of materials: The Contractors shall make use of existing facilities with due permission of the AEGCL for storage of materials at site, but watch & ward arrangements for the safety of materials shall be the responsibility of the Contractor.
- (11) Fixing, Fastening of equipments :-
The contractor shall not puncture the existing civil structures like beams, columns and shall not undertake any type of activity which could affect the structural stability. Contractor

shall be responsible for any damages and costs in its rectification.

(12) Materials, Workmanship, Samples, Testing of materials:-

All the works and material shall be in accordance with the design and specifications of the Tenderer and approved by AEGCL. The work has to be done in order to perform and complete any part thereof shall be executed in the best and most workmanlike manner with materials of the best and approved quality of the respective kinds in accordance with the particulars contained in and implied by the specifications and as represented by the approved drawings or according to such other additional particulars, and instructions as may from time to time be given by the AEGCL during the execution of the work, and to the entire satisfaction of the AEGCL.

All material must be the best of their kind available and the contractors must be entirely responsible for the proper and efficient carrying out of the work. Samples of all the materials to be used must be submitted to the AEGCL when so directed by the AEGCL.

(13) Variation / Deviation:-

The Tendered rates shall hold good for any variations in the Tendered quantities for legitimate completion of works as per original design on account of any modification in the bill of quantities. The discretion of purchasing/finalizing the number of elevators shall remain with the AEGCL. As regards purchasing / finalizing the number of elevators, the decision of the AEGCL shall be final.

(14) Substitution:-

Should the contractor desire to substitute any materials and workmanship, He must obtain the approval of the AEGCL in writing for any such substitution well in advance. In respect of Materials whose makes are not specified in the Tender, specific approval of the AEGCL has to be obtained in writing before their usage.

(15) Preparatory work for utilization of the facility after completion:-

The whole of the work will be thoroughly inspected by the Contractor and deficiencies and defects set right. On completion of such inspection the Contractor shall inform the AEGCL that they have completed the work and it is ready for inspection.

On completion the Contractor shall clean all the area and its surroundings, equipments etc. and will leave the entire area clean and ready for immediate usage to the satisfaction of the AEGCL.

(16) Defect after completion:-

The contractor shall make good at his own cost and to the satisfaction of the AEGCL all effects, or other faults which may appear during the defect liability period.

In case of specialized work based on the contractors own design and their standard manufacturing product incorporated in the works and in the event of the design of the system being defective or any components used found to be defective on account of manufacturing defects or otherwise forcing, any improvement thereof to be implemented or undertaken to rectify such inherent defects, notwithstanding additional cost of components or design modification, they shall be undertaken at contractor's own cost.

In default, the AEGCL may employ and pay other agency or persons to amend and make good such damages, losses and expenses consequent thereon or incidental thereto such expenses shall be made good and borne by the contractor failing which the same shall be recoverable from the payment due to the contractor and in the event of amount

retained being insufficient, recover the balance from the contractor from the amount retained together with any expenses the AEGCL may have incurred in connection therewith.

(17) Right to audit/technical examination:-

The AEGCL shall have the right to cause an audit and technical examination of the works and the final bills of the contractor including all supporting vouchers, abstract, etc., to be made even after payment of the final bill and if as a result of such audit and technical examination any sum is found to have been overpaid in respect of any work done by the Tenderer under the contract or any work claimed to have been done by him under the contract and found not to have been executed, the Tenderer shall be liable to refund the amount of over-payment and it shall be lawful for the AEGCL to recover the same from him or in any other manner legally permissible.

(18) External inspection & Audit:-

All works under or in course of execution or executed in pursuance of the Contract shall at all times be open and accessible to the inspection of the Quality Control Personal of the AEGCL or any designated auditor / officials of the AEGCL and of the Chief Technical Examiner's Office under Central Vigilance Commission.

(E) SPECIAL CONDITION OF CONTRACT.

(1) This specification shall be read in conjunction with Other conditions of contract as applicable for this project.

(a) The successful Tenderer shall furnish all the necessary load data/ information, insert details etc, to the AEGCL to verify the compatibility of the design and civil alterations. The connections between elevator frame and the respective building / columns shall be provided by the Tenderer. The equipment shall be designed keeping in view the provisions of the statutory regulations and safety codes in force in the locality of installation. All such minor civil works like chipping, grouting, drilling, etc for fixing guide rails and other accessories and finishing the chased portions are to be executed by the supplier. Chasing/cutting the RCC slab projection inside the Elevator shaft and in machine room by cutting and bending the reinforcement provided for mounting the old landing doors and making the surface good one is in the scope of Tenderer.

(b) Scaffolding provided for dismantling of old elevator and erection of new elevator shall be permitted to be used by other Contractors without extra cost to the AEGCL for providing other ancillary works such as electrical work inside the shaft, civil/ masonry works inside the lift shaft and doors , shaft painting etc which are in the AEGCL's scope

(c) Within two weeks of placement of order, the Tenderer shall furnish the load data, insert details and other such details/ information as are necessary to carry out the alterations of foundation by the supplier for the information of the AEGCL.

(d) The following drawing/ documents shall be submitted by the Tenderer for approval by the AEGCL before commencement of manufacture.

(e) A general arrangement drawing indicating various dimensions, parameters, illumination and ventilation requirement, power requirement and characteristic of the elevator to be installed including load diagram and loadings to be taken into consideration in the machine room, elevator shaft and the elevator pit shall be submitted for approval of the

purchaser within 2 weeks of placement of order.

- (f)** The electrical schematic drawings, single line diagram, control circuit diagram, technical plan diagram, cable schedule, bill of materials etc to be submitted for approval by the AEGCL
- (g)** The following drawings/ documents shall be submitted for records before handing over the elevator.

 - (i).** One copy of reproducible along with prints of approved drawings.
 - (ii).** The copies of all operating manuals, maintenance schedules, lubrication charts, electrical power/ control circuit diagram, specification of the equipment, oils, lubricants and other consumables. Regarding number of copies etc., refer to relevant articles.
 - (iii).** The copies of erection schedule and manuals, assembly erection sequence, special precautions to be followed.
- (h)** The supplier shall submit test Certificates for all electrical equipment, cables, and all parts used in handling loads, wire ropes, pulleys etc.
- (i)** The supplier shall submit relevant material test Certificates for structural steel and mechanical components such as gear boxes, couplings, pulleys, shafts, gears etc.
- (j)** List of preferred make of electrical and mechanical components as per list furnished in this specification shall be adhered to for bought out items. A write – up on testing facilities available in the works of Tenderer shall be furnished.
- (k)** Rates shall also be given in the Tender for comprehensive maintenance Contract with full responsibility of carryout out repair with supply of required original spare parts to keep the elevator in fully operational condition for a minimum period of 5 years after expiry of one year of free servicing and guarantee/warranty period.
- (l)** The Tenderer shall indicate price for supply, Installation, testing, erection and commissioning of the elevator. The quoted price shall include charges on account of taxes, duties, packing, forwarding, transport, labour charges, all overheads all types of insurance etc. The quoted price shall remain firm and binding on the Contractor and shall not be subjected to any escalation whatsoever on any account including IEEMA Clause for price variation during entire period of supply, installation, testing & commissioning.
- (m)** Elevator shall be guaranteed for a minimum period of one year of trouble free operation after commencement of regular operation and shall include free servicing, repair and replacement of parts by the Contractor.
- (n)** Workmanship and performance warranty:
- (o)** Since the building is an occupied office building without alternate elevator for used during the dismantling work, entire work of dismantling of old Elevator and installation of new Elevator has to be completed within the stipulated time with bare minimum inconvenience to the office staff of the Building.
- (p)** The supplier shall guarantee satisfactory performance of equipment/ system as per relevant guidelines.
- (q)** The guarantee shall also cover faulty design/materials/workmanship. All rectification or replacement under guarantee period shall be done by the supplier free of cost.
- (r)** The conditions regarding guarantee of equipment shall also be governed by the relevant clauses of general commercial conditions.

- (s) Permanent, non-rusting metal tag shall be affixed to the equipment with tag number.
- (t) The Tenderer shall furnish the questionnaire as asked for in of this document, along with the Tender.
- (u) Tenderer has to prepare a Bar/Pert Chart providing the detailed program of the works to be carried out by him in the chronological order within 14 days of issue of work order.
- (2) **MECHANICAL:-**
- (a) The passenger elevator shall be of latest design having directional group collective control with or without attendant. Digital indicators and illuminated buttons shall be provided in the elevator and at the landings, as per technical specification. The car should be accommodated in the elevator shaft and elevator pit within the dimensions recommended by relevant standards (in the present case, within the dimension of the existing Elevator well)
- (b) The elevator shall be designed in accordance with the latest edition of IS:14665-2000 (Part 1)/ (Part 2)/ (Part 3)/ (Part 4)/ and other relevant specifications and subject to any modifications and recruitments specified hereinafter.
- (c) All machinery or equipment included under this specification shall be equipped with safety devices and clearance to comply with recognized standards and purchaser's requirement. Difference in levels of the car floor and landing, shall be within + or -5 mm. The hoist shall have adjustable self-aligning hitches.
- (d) Spring buffers shall be provided as a means of stopping the car and counter weight at the extreme limits of travel.
- (3) **ELECTRICAL:-**
- (a) The scope of supply shall include all the electrical equipment/ items required for smooth and efficient operation of elevator.
- (b) The scope of work also includes the following:
- (c) The elevator electrics such as protective switch gear, motors, drive control panels, car operating panels, brakes, limit switches, cables, lighting of car/ cage, push buttons, emergency switch, signaling devices and other necessary equipment required for efficient operation of the elevator. A three phase 4 pole main switch of suitable capacity to cut off the entire power supply to the elevator system is to be provided by the Supplier in their control panel
Complete lighting of elevator car etc.
- (d) Supplying, installation, testing and commissioning of a suitable capacity Automatic Voltage Regulator (AVR) after load survey.
- (e) Earthing point.
- (f) All sundry erection materials required for installation and wiring of electrical equipment and for cable laying.
- (g) Statutory clearances, approvals from concerned statutory authorities for dismantling of existing elevators, erection of new elevators and commissioning of new elevators is in the scope of supplier
Emergency alarm wired to both ground and machine room
- (h) Emergency light with maintenance free battery shall be provided
- (i) Mechanical terminal limit switches

- (j) Overload warning device
- (k) Emergency key opening at all landing doors
- (l) Fireman's switch at Ground floor
- (m) Manual raising or lowering of the Elevator in case of emergency
- (n) Safety gear : In the event of rope breaking or loosening the car shall be brought to rest by means of gibes on the guides
- (o) Motor Protection : The motor shall be protected with circuit breaker Car light fittings, fan etc.
- (p) A switch also shall be provided inside the car for the car fan apart from its automatic function Fan should automatically switch on during the car movement and switch off automatically during idle position.
- (q) A button for reversing the door operation while closing shall be provided in the car operating panel.
- (r) Key operating switch for cutting in and out the additional equipment for "WITH ATTENDANT OPERATION"
- (s) Up and Down scrolling indicators for indicating the direction of movement of the car
- (t) The car automatically returns to the home landing after answering the last pending calls.
- (u) **Automatic Rescue Device with suitable UPS and battery to be provided with all elevators so that it can land to the nearest level in case of power failure. Automatic Rescue Device shall have suitable battery backup so that it can operate minimum 20 times in 8 hours duration.**
- (v) The electrical equipment shall comply with the latest revision of relevant standards and wherever such Indian Standard is not available, International codes and practices shall be followed. The equipment shall be dust and water proof.
- (w) Electrical equipment shall conform to latest Indian electricity rules and regulations and the statutory requirement of Government of India and the Government of Assam State as regards to the safety requirement, earthing and other essential provisions specified therein.
- (x) The power shall be made available by the AEGCL in the machine room at 415 V, 50 Hz, 3 phases for elevator. For lighting, supply will be made available in elevator machine room at 230 V Single phase.
- (y) The operating voltage for control supply shall be indicated by the Tenderer.
- (z) The minimum rating of the isolating switch and contactor shall be 63A and 32 A or 125% the full load current of the drive, whichever is higher.
- (aa) The switches shall be suitable for AC 23 duty. The contactor shall be suitable for AC 3 or AC 4 duty as applicable. The overload relay shall have in built single phasing protection.
- (bb) Motors shall be VVVF system controlled and shall be capable of achieving desired speed and smooth running and stopping of elevators.
- (cc) The starting of the motor shall be smooth irrespective of the load/ direction of movement. Suitable control scheme incorporating VVVF system shall be provided to achieve smooth acceleration/ deceleration.
- (dd) The elevator control shall be Microprocessor based to ensure high performance with maximum efficiency of operation. The control shall be site programmable with all safety interlocks/ features.

- (ee)** Suitable braking system shall be provided to hold the drive when it is switched off.
- (ff)** It shall be possible to control the elevator from inside the cabin as well as from the shaft car.
- (gg)** Controller shall be state of the art controller to control starting/ stopping and arrest the speed of the elevator motor and also to automatically apply brake if any of the safety devices operate or the power fails due to any cause. Door operation shall be automatic with safety interlocks.
- (hh)** Provision shall be made for a safety gear which shall operate in the event of free fall or over speeding of elevator car. This safety gear, while freezing the cabin mechanically to the guides, shall also interrupt the control supply through a limit switch.
- (ii)** The over speeding governor shall have a governor switch to interrupt the control supply in the event of over speeding.
- (jj)** In addition to the terminal limit switches for the final landings, pack up emergency limit switches shall be provided and shall be connected in the power circuit of the driving motor. In the event of these switches operating due to over travel, it shall be possible to operate elevator only after manually resetting the backup limit switches. For this purpose, these switches shall be installed in accessible locations for easy manual resetting.
- (kk)** Additional provision shall be made for opening of the landing door in case of emergency by means of a special key. The landing doors shall be so designed that their closing and opening is not likely to injure a person.
- (ll)** Provision shall be made to prevent the opening of any landing door when the car is passing that zone in response to a call from another landing.
- (mm)** An automatic floor leveling device shall be incorporated in the elevator control to ensure leveling accuracy within the specified limits.
- (nn)** A reverse phase relay shall be provided in the elevator control in order to protect the elevator equipment from danger against inadvertent phase reversal in course of elevator maintenance or repair. Control supply shall be made off in case of any single phasing in the system.
- (oo)** There shall be a provision of initiating audible signals from inside the cabin in the event of elevators getting stuck between the landings due to break down or power failure. The source of supply for these signaling devices shall be through a suitable battery source with its own charger unit. A push button and a bell in the cage and a bell in the control station shall be provided along with battery. Emergency lighting fed from battery source shall also be provided in the cage.
- (pp)** In the event of power failure there shall be a provision to operate the elevators manually to the nearest landing. Necessary devices to release the brake and turn the traction pulley shall be built into the drive. Necessary interlocks shall be provided to cut off the control supply during manual operation. It shall not be possible to operate the elevator after resumption of power supply unless these devices are put back properly. The Elevator shall be provided with battery operated automatic rescue device to land at the nearest floor and the doors open during the power failure.
- (qq)** Call indicators to inform the attendant, under attendant mode that the elevator car is required at a certain floor shall be provided.

- (rr) Indicators to show the position of elevator car and the direction in which it is traveling shall be provided both inside the cabin and at each landing.
- (ss) There shall be a provision for initiating audible and visible signals including telephone cable in the event of emergency.
- (tt) Earthing of all electric equipment shall be done as per relevant BIS, latest IE rules and statutory regulation of the Government. The Contractor shall connect his earthing grid to this point.
- (4) **PAINTING:-**
This includes structures, plate works etc. After erection of the elevator at site, damaged areas shall be touched up with primer and proper Paint shall be applied.
- (5) **INSPECTION & TESTING:-**
 - (a) The Bidder based on the broad outline inspection procedure indicated in this Section shall finalize with AEGCL the detailed procedure for inspection, testing (at factory/ site) along with the schedule of time and period of individual activities.
 - (b) The Contractor shall submit relevant test Certificates for all electrical equipment, cables. Following are the guidelines for shop testing.
 - (c) All motors to be routine tested as per IS standard.
 - (d) All control panels/ MCCBS shall be routine tested as per IS standards.
 - (e) Similar test Certificates shall be submitted in respect of items like wire ropes, chains, couplings, gears, gear boxes, rope drums, pulleys, shafts etc.
 - (f) Contractor shall give adequate notice to the owner in regard to shop testing of major items like motors, etc. in order to enable the owner/ his consultant to witness the tests if required by the AEGCL.
 - (g) Work shall be carried out in accordance with prevalent/ relevant standards like Indian Electricity Act, IEE rules, Lift Act, etc. It will be the responsibility of the firm to arrange for inspection by the concerned statutory authorities at the appropriate time, obtain necessary Certificates, dismantling approvals for old elevator, erection permission for new elevators, commissioning approvals for the new elevators and handover the same to the AEGCL for the record.
- (6) **INSPECTION AT SITE:-**
 - (a) These tests shall be carried out after erection of the elevator in plant and shall comprise of the following:
 - (b) The supplier's tests.
 - (c) Acceptance tests/ performance guarantee tests.
 - (d) After the elevators are erected all equipment and machinery shall be tested as required by the owner/ inspector in line with latest edition of IS:4666. The elevator shall be run without load and the adjustments shall then be completed.
 - (e) All tests shall be carried out in the presence of the owner/ Inspector and any corrections found necessary shall be approved by the owner/ inspector and shall be carried out with minimum of delay The supplier shall be responsible for producing all necessary working sketches and drawings to the approval of the owner/ inspector.
 - (f) The elevators after erection shall be tested as follows:

- (g) Performance guarantee test:
- (h) The elevators after completion of erection shall be performance tested to meet the following acceptable limits of design parameters.
- (i) SPEED: 1.0m/sec with LANDING ACCURACY within + or - 5mm
- (j) In case of unit capacities and design parameters guaranteed by the Contractor are not established during the performance guarantee testing, the AEGCL at their discretion may reject or accept the elevator after assessing its technical suitability. The Contractor shall be given 2 months time after commissioning for rectification to achieve the necessary design parameters, beyond which the AEGCL may reject the elevator.

(7) ELECTRICAL TESTS:-

- (a) Visual check for adequacy & completeness of scope of supply.
- (b) Insulation test on electrical equipment wiring.
- (c) Satisfactory operation of controllers, limit switches, safety devices etc.
- (d) Correctness of all circuits and interlocks.
- (e) Satisfactory operation of electric Elevator for all motions/ stops.
- (f) It is the responsibility of the Tenderer to arrange for inspection by the statutory authorities and to obtain commissioning approvals, certificates etc before putting the Elevator into service. Time of completion will be treated completed only after obtaining commissioning approvals and certificates from the appropriate statutory authority.
- (g) The Elevator shall be under the warranty of a minimum of 12 months from the date of handing over during which all the regular servicing /breakdowns are to be done with free of cost. AEGCL will not make any extra Payment.

(8) ACCEPTANCE TEST:-

- (a) After supplier's tests are completed, an acceptance test shall be carried out by the AEGCL's operator, and if accepted, the elevator shall be handed over to the AEGCL.
- (b) Operation & capacity tests will be conducted as specified in IS 4666 and as specified above. Insulation and other tests applicable to the electric Elevator shall be done as per relevant IS standards.
- (c) The date(s) for operation and capacity tests shall be set by the AEGCL/ inspector and the supplier shall be informed of the date (s) in advance. The supplier shall be represented at the tests by a qualified engineer or erection superintendent familiar with erection and commissioning of the elevator.

(F) BASIC DESIGN CRITERIA FOR 10 PASSENGER ELEVATORS.

- | | | |
|-----|-----------------|--|
| (1) | Location | Bijulee Bhawan, Paltan Bazar, Guwahati, Assam-781001. |
| (2) | Quantity | 4 (four). |
| (3) | Capacity | 10 passenger (680 kgs) each. |
| (4) | Speed | 1.0 mtr/sec or higher. |
| (5) | Travel | Vertical. |
| (6) | No. of landings | 7 stops (Ground + 6 upper floors) with variable floor heights. |

(7)	Location of machine room	Machine room less.
(8)	Number of openings	7 on the same side
(9)	Power supply available at site	415 V AC 50 Hz.
(10)	Landing and car door operation	Automatic power operated biparting center opening panel sliding doors or as per latest Design of manufacturer to be approved by AEGCL.
(11)	Signals	Dynamic Car Direction Display, Digital position indicators, up/down (visual) in car and in all landings, Audio Visual over load indicator, landing call registers.
(12)	Elevator operation	Microprocessor based selective collective simplex automatic operation with or without attendant
(13)	Hoist way size	As per site requirement.
(14)	Allowable level difference between car floor and landing	+ OR -5 mm
(15)	Details of car body	Floor:- Marble or Granite. Wall, ceiling & Door:- Silver Mirror Polish Stainless Steel. Handrail:- 38 mm dia Round hairline stainless steel.
(16)	Belt cord	Polyurethane coated steel belt or carbon fiber core with cord status & safety monitoring system.
(17)	Auto rescue device	To enable the Elevator to land at the nearest floor and the doors open automatically during power failure with suitable UPS and battery is to be provided.
(18)	Manual rescue operation	For rescue of the people trapped within car.
(19)	Infrared Screen Sensor.	Multiple infrared device to cover the total height and width of the door with protective leading edge device to operate in case of failure of infrared protection to be provided.
(20)	Voice Synthesizer	To announce the respective floor numbers and emergency situations is to be provided.
(21)	Control System:	Microprocessor controlled VVVF drive
(22)	Door Safety:	Full length Infra Red Curtain for door operation safety
(23)	Annunciation:	Voice synthesizer to be provided in the elevator for floor announcement and other emergency operations announcements.
(24)	Ventilation:	Axial flow (strong air flow)
(25)	Other options:	1. Overload Device with indicator. 2. Nudging door operation is to be provided.

3. Door close, door open button with arrow indicator and door hold operation buttons to be provided.
4. Emergency Alarm Button, Non Stop operation Button to be provided.
5. Built in two way intercom system is to be provided.
6. Ventilation fan 'ON' / 'OFF' switch with auto off when there is no calls after 120 seconds.
7. Accessibility into the Elevator to a person on wheel chair.

(G) TERMS AND CONDITIONS FOR COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT.

- (1) Comprehensive annual maintenance for 4 (four) nos of 10 Passenger Elevator with full responsibility of carrying out maintenance, repair and supply of required original spare parts with all necessary materials to keep the elevator in fully operational condition for a period of 5 years after expiry of warranty period of one year from the date of handing over the Elevator.
- (2) **Custody and Supply of Drawings and Documents:-**
The Drawings shall remain readily available with the Contractor as well as persons to be engaged for inspection and maintenance.
- (3) **Contractor's Employees:-**
The Contractor shall provide on the Site qualified and experienced technical staff in connection with the Repair and Maintenance of the Works and the remedying of any defects therein.
- (4) **Engineer at Liberty to Object:-**
The AEGCL's Engineer in-charge shall have right to remove any person provided by the Contractor who, in the opinion of the Engineer in-charge, misconducts himself, or is incompetent or negligent in the proper performance of his duties, or whose presence on Site is otherwise considered by the Engineer to be undesirable, and such person shall not be again allowed upon the Works without consent of the Engineer. Any person so removed from the Works shall be replaced immediately without hampering the work.
- (5) **Safety, Security and Protection of the Environment:-**
 - (a) The Contractor shall, throughout the execution and completion of the Works and the remedying of any defects therein:
 - (b) Have full regard for the safety of all persons entitled to be upon the Site and keep the Site (So far as the same is under his control) and the Works in an orderly state appropriate to the avoidance of danger to such persons, and
 - (c) Provided and maintain at his own cost all lights, guards, fencing, warning signs and watching, when and where necessary or required by the Engineer or by any duly constituted authority for the protection of the Works or for the safety and convenience of the public or others, and Take all reasonable steps to protect the environment on and off the Site and to avoid damage or nuisance to persons or to property of the public or others resulting from

pollution, noise or other causes arising as a consequence of his methods or Repair

(6) Insurance of work by the Contractor for his liability:-

- (a) During the Repair and Maintenance period for loss or damage to property and life arising from a cause for which contractor is responsible.
- (b) For loss for damage occasioned by the Contractor in the Course of any Repairs carried out by him for the purpose of complying with his obligations.
- (c) It shall be the responsibility of contractor to notify the Insurance Company of any change in the nature and extent of the works and to ensure the adequacy of the insurance cover at all times during the period of contract.

(7) Damage to Persons and Property:-

The Contractor shall, except if and so far as the Contract provided otherwise, indemnify the Employer against all losses and claims in respect of:

death of or injury to any person, or loss or damage to any property (other than the Works): Which may arise out of or in consequence of the “Comprehensive maintenance and repairs of 4 nos. lifts” and the remedying of any defects therein, and against all claims, Proceedings, damages, costs, charges and expenses whatsoever in respect thereof.

(8) Accident or injury to Workmen:-

The Employer shall not be liable for or in respect of any damages or compensation payable to any workman for death or injury resulting from any act or default of the contractor. The Contractor shall indemnify and keep indemnified the Employer against all such damages and compensation and expenses whatsoever in respect thereof or in relation thereto.

(9) Evidence and Terms of Insurance:-

The Contractor shall take out appropriate insurance to cover his work and workers and staff employed by him fully. The contractor shall provide evidence to the Engineer/Employer as soon as practicable after the respective insurance have been taken out but in any case prior to the start of work at the Site that insurance required under the Contract have been effected.

(10) Compliance with Statutes, Regulations:-

The Contractor shall conform in all respects, including by the giving of all notices and paying of all fees, with the provision of:

- (a) Any National or State Statute, Ordinance, or other Law, or any regulation, or bye-Law of any local or other duly constituted authority in relation to the execution and completion of the works and the remedying of any defects therein, and
- (b) The rules and regulations of all public bodies and companies whose property or rights are affected or may be, affected in any way by the works, and the Contractor shall keep the Employer indemnified against all penalties and liability of every kind for breach of any such provisions.
- (c) Any changes required for approval due to revisions of the local laws.

(11) Default of contractor in Compliance:-

In case of default on the contractor in carrying out such instruction within the time specified therein or, if none, within a reasonable time, the Employer shall be entitled to employ and pay other persons to carry out the same and all costs consequent therein or

incidental thereto shall, be determined by the Engineer and shall be recoverable from the Contractor by the Employer, and may be deducted by the Employer from any monies due or to become due to the contractor and the Engineer shall notify the Contractor accordingly.

(12) Defect Identification and its Rectifications:-

Agency shall immediately attend the defects and complaints noticed at site. The agency shall provide and develop a system for regular “Comprehensive maintenance and repairs of 4 nos. lifts” of all the services which includes defects identifications and its immediate rectification so, that services are not affected. It shall be the sole responsibility of the agency that all the services are kept in functional condition round the clock during the contract. On failure of the contractor to do so, the same shall be completed by the employer at the risk and const of the contractor.

(13) Penalty for Delay:-

If the Contractor fails to attend any complaint or defect in due course of time and if in the opinion of engineer delay is on the part of agency, the employer can impose liquidated damages on the contractor as detailed in the particular conditions.

(14) Deduction of Income Tax:-

The amount to be deducted towards the advance income tax shall be at the rate applicable.

(15) Payment:-

After submission of quarterly bill complete in all respects by the contractor, Engineer shall check the bill with the help of contractor and certify for payment.

(16) Correction of Certificates:-

The Engineer may by any Interim Payment Certificate make any correction or modification in any previous interim payment Certificate which has issued by him, and shall have authority, if any work is not being carried out to his satisfaction, to omit or reduce the value of such work in any Interim Payment Certificate.

(17) Final Certificate:-

Within 28 days after receipt of the final statement, and the written discharge, the Engineer shall issue to the employer (with a copy to the contractor) a Final certificate stating:

The amount which, in the opinion of the Engineer, is finally due under the Contract, and After giving credit to the Employer for all amounts previously paid by the Employer and for all sums to which the Employer is entitled under the Contract.

(18) Default of Contractor:-

If the performance of the contract is not satisfactory and not corrected within 15 days of receiving notice, then employer shall be at liberty to terminate the contract and get the work executed through other means at the risk and cost of the Contractor.

(19) Amicable Settlement of Dispute:-

The party shall use their best efforts to settle amicable all disputes arising out of or in connection this contract or the interpretation thereof.

(20) Arbitration:-

Any dispute arising out of the contract will be first settled bilaterally between AEGCL and Contractor. In case, dispute cannot be settled bilaterally, it will be referred to arbitration to be by an arbitrator appointed by AEGCL. The contractor shall not stop the work during settlement of any dispute. All disputes shall be subjected to the jurisdiction of District Court

of Kamrup District.

(21) Payment on Termination:-

In the event of termination of the contract, AEGCL shall be at liberty to get balance work done by any third party at the risk and cost of the contractor and due payment of the contractor, if any shall be released after the completion of whole of the works.

(22) Particular Conditions of Contract:-

- (a)** All related complaints shall be attended to within two hour failing which a recovery of Rs.500.00 per event per hour shall be made from the subsequent payment certificate of the contractor.
- (b)** As the work will have to be carried out in building and area in use the contractor shall ensure:-
- (c)** That the normal functioning of AEGCL activity is not effected as far as possible.
- (d)** That the work is carried out in an orderly manner without noise and obstruction to flow of traffic.
- (e)** That all rubbish etc. is disposed off at the earliest and the place is left clean and orderly at the end of an each day's work.
- (f)** The Contractor shall ensure that his staff is qualified and licensed for their part of work. He shall be responsible for their conduct. The staff should behave in a courteous manner. The contractor shall be held responsible for any loss or damage to AEGCL property.
- (g)** When instructed to do so, the contractor shall ensure proper record keeping and storing of irreparable/dismantled material.
- (h)** Water and electricity shall be made available nearby source of work. The contractor has to make his own arrangement for use of the same including drawing temporarily lines etc.
- (i)** The responsibility for following relevant rules, regulations and loss in the regard shall be entirely that of the contractor.
- (j)** All the Salvage materials/ dismantled material shall be the property of AEGCL.

ANNEXURE:-1

COVERING LETTER (ON THE APPLICANT'S LETTER HEAD)

To,

The Deputy General Manager (Civil),
Assam Electricity Grid Corporation Limited
Bijulee Bhawan, Paltanbazar, Guwahati-01.

Sub: EOI for ***“Design, Supply, Installation And Commissioning Of Four Numbers Ten Passenger Capacity Elevator along with suitable capacity Automatic Voltage Regulator By Dismantling Existing Old Elevator And Five Years Comprehensive Annual Maintenance Beyond Warranty Period at Bijulee Bhawan”***.

Ref: 1. Notice Inviting EOI-
2. EOI document-

Sir,

We hereby submit our ***“EOI for “Design, Supply, Installation And Commissioning Of Four Numbers Ten Passenger Capacity Elevator along with suitable capacity Automatic Voltage Regulator By Dismantling Existing Old Elevator And Five Years Comprehensive Annual Maintenance Beyond Warranty Period at Bijulee Bhawan”*** in full compliance with terms and conditions of the above referred Expression of Interest document.

(Signature of Applicant with seal)

ANNEXURE:-4
Specimen copy

Manufacturer's Authorization Format

Date:-

NIT No.

To:

Whereas _____ who are official manufacturer of _____ having factories at _____ do hereby authorise to submit a bid in relation to the invitation for Bids indicated above, the purpose of which is to be provide the following goods, manufactured by us _____ and to subsequently negotiate and sign the contract.

We hereby extent comprehensive maintenance for 5 (five) years in accordance with this NIT with respect to the goods offered by the above firm in reply to this Invitation of the Bids.

Name _____

In capacity of _____

Signed _____

Duly authorized to sign the Authorization for and on behalf of

Date:-

ANNEXURE:-5
Specimen copy
TECHNICAL DATA TO BE FILLED IN BY THE TENDERER:

1.	Make (Manufacturer) of the Elevator:	
2.	Capacity of elevator	
3.	Rated speed m/s	
4.	Travel	
5.	No. of floors served	
6.	Method of control	
7.	Position of M /C Room	
8.	Type of Machine.	
9.	Internal size of elevator car	
10.	Construction, design and finish of car body work	
11.	<i>CAR DETAILS</i>	
12.	Number, size and type of doors with drive	
13.	Car light	
14.	Car fan	
15.	Call indicator & position indicator in car	
16.	Ceiling details	
17.	Car Flooring Details	
18.	<i>ELECTRIC SUPPLY</i>	
19.	Voltage (power)	
20.	Frequency	
21.	Permissible variation in voltage & frequency	
22.	<i>MOTOR DETAILS</i>	
23.	Make	
24.	Type of motor	
25.	KW rating	
26.	Speed	
27.	Duty cycle	
28.	FL Amperes	
29.	Reference IS STD	
30.	<i>INDICATOR DETAILS (OVERLOAD ETC.)</i>	
31.	Arrangements of moving the Elevator car in case	
32.	Automatic Voltage Regulator details	
33.	Additional information if any	

Note:-This Annexure is tentative parameter only, the bidder has to make their own data sheet and to be submitted.

Seal & Signature of the Bidder

ANNEXURE:-6

Specimen copy

Particulars of Office Set up and Maintenance Section to be provided by the Tenderer.

1.	Name of the Company/ Organization with Address:	
2.	Year of Establishment:	
3.	Status of the Establishment: (Proprietary/ Partnership/ Public / Private Company) :	
4.	Place of Head Office / Registered Office with Postal address	
(i).	Telephone No:	
(ii).	Fax No:	
(iii).	Email Id.	
(iv).	Website	
5.	Branch Office in Guwahati with postal address :	
(i).	Telephone No:	
(ii).	Fax No:	
(iii).	Email Id.	
6.	Name of Chief Executive/Head at the Guwahati Office	
(i).	Telephone No:	
(ii).	Fax No:	
(iii).	Email Id.	
7.	Name of the person in-charge of Maintenance Section in Guwahati Office	
(i).	Telephone No:	
(ii).	Fax No:	
(iii).	Email Id.	
8.	Any Other particular	

Seal & Signature of the Bidder