Expression of Interest (EOI)

FOR

**Audio and Lighting System of Auditorium**

AT

INTERNATIONAL CENTRE FOR GENETIC ENGINEERING & BIOTECHNOLOGY (ICGEB)

Aruna Asaf Ali Marg, New Delhi – 110067

Website: [www.icgeb.res.in](http://www.icgeb.res.in)

**INTERNATIONAL CENTRE FOR GENETIC ENGINEERING AND BIOTECHNOLOGY**

JNU CAMPUS, ARUNA ASAF ALI MARG,

NEW DELHI 110067

NOTICE INVITING TENDER

Expression of Interest are invited from reputed and experienced contractors for undertaking the following work. Name of the Work: **Providing solution for Audio and Lighting system of Auditorium at ICGEB, New Delhi**

**Estimated cost of the work : Rs 40 – 45 Lacs**

Schedule of bid submission:

1. Date of bid submission and time: **12th March, 2020 and 3:00 PM**
2. Date of technical bid opening and time: **12th March, 2020 and 4:00 PM**
3. Date of Financial bid opening: **Will be intimated to technically qualified bidders**

The Scope of work and EOI document appended below can be down loaded from our website and access the links on to[**http://www.icgeb.res.in/ndinfo.htm**](http://www.icgeb.res.in/ndinfo.htm)Authorized distributor and dealers of Approved make are requested to submit the bid complete in all respect along with a EOI processing fee of **Rs 1500.00 (Non- refundable)**. And **EMD of Rs 90,000/-**

Bids received without EOI fee and EMD will be summarily rejected.

ICGEB reserves the right of outright rejection of all the EOIs received without assigning any reason. The decision of the Institute will be final and binding on all the bidders. In case of cancellation of tender for any reason, the bids will be retained with ICGEB and will not be returned back to the bidders, however EMD will be returned.

**Instructions for Bid submission**

1. **EOI should contain proof of the following:**
2. The Bidder should be Reputed contractor and must have executed at-least one similar work of Rs 36,00,000/- or Two similar work of Rs. 22,50,000/- each or 03 works of Rs 18,00,000/-each -in Govt./ PSU/Autonomous bodies, International institutions or Reputed training 0r Research Institute in private sector.

 (b) Bidder should have its firm/ and or office in Delhi-NCR.

 (c) Copies of documents for eligibility criteria (Annexure 1) must be submitted along with Draft of EMD and tender fee **in technical bid**.

 (d) Copy ofEOI document should be signed and stamped on each page by the authorized signatory

The envelops should be super-scribed clearly with Name of work and **EOI No 1/2020** and providing name(s)and postal address of the Bidder with Phone/ Mobile/ Fax numbers and e-mail address if any. And dropped in the tender box at the reception of ICGEB, New Delhi. Bids received after the schedule time & date will not be entertained or returned

The offer shall remain open for at least 60 days. and **EOI processing fee** of **Rs 1500.00 and EMD of Rs 90,000/-**shall be accepted only in the form of Demand Draft drawn in favour of the **ICGEB, New Delhi,** and payable at New Delhi.

The technical details of the EOI will be examined by an expert committee for evaluation and acceptance. The committee may call the representative of the bidder for a technical presentation/clarification for fine tuning the BOQ.

On the finalized BOQ of each vendor, the respective vendor would be invited to submit a competitive financial bid which would then be evaluated for award of work as per the terms and condition of EOI.

Training: The Company will provide onsite training to the technical personal of ICGEB to ensure trouble free services, including deputing manpower to site, as per requirement during the defect liability period.

**SCOPE OF WORK**

 **Providing solution for the Audio and Lighting system of the Auditorium at ICGEB.**

Note : Bidder should visit the site and create a simulation test report and BOQ and must submit the site acceptance certificate.

International Centre for Genetic Engineering and Biotechnology (ICGEB) is an international organization dedicated to advanced research and training in molecular biology and biotechnology, with special regard to the need of the developing world.  ICGEB, New Delhi Component has been given privileges and immunities as for other UN Organizations in India vide Government of India’s gazette notification no. 216, SO 403(E) dated 12 April 1988.

Auditorium Seating Capacity 172

 Area 153X38X28 feet

Purpose The objective is to provide solution for the Audio and Lighting system of the Auditorium at ICGEBwhich is predominantly used for scientific presentation / workshops/ Seminars.

Existing system **Audio**

|  |  |  |
| --- | --- | --- |
| ITEM | Qty  | Model |
| Mixing Console 24 Channel | 01 | YAMAHA MG24/14FX |
| Amplifier | 02 | BIAMP CPA650 |
| FOH Speakers | 04 | JBL |
| Master Speaker | 01 |  |
| Mounting rack | 01 |  |

 **Light**

|  |  |  |  |
| --- | --- | --- | --- |
| ITEM |  | Qty  | Model |
| Stage Focus light |  | 12 |  |
| Focus LightControl unit |  | 02 |  |
| Stage light | Bulbs 100 W |  6  |  |
|  | Stage mounting Halogen Fitting  | 18 |  |
| Ceiling light |  | 28 |  |
| Side Light |  | 30 |  |
| Ceiling Light controller |  | 01 |  |

**Approved Make**

 Sound

1. Bose
2. Harman International
3. Sennhesier
4. Sonos
5. Martin Audio

Mixing Control

1. Yamaha
2. Behringer
3. Allean Heath

Microphone

1. Sennhesier
2. Audix
3. Shure
4. Neumann

Light

1. Leksa
2. ETC
3. Robe
4. Martin

 Electrical Wire and Sockets

1. Havells
2. Finolex

 **GENERAL TERMS AND CONDITIONS**

Name of the Work: **Providing solution for the Audio and Lighting system of the Auditorium at ICGEB.**

1) The Work shall be done as per schedule of items, specification terms and conditions and instruction of Engineer-in-charge on as and when required basis.

2) Time limit for completion of work is 90 days from the date of the order issued.

3) The rates shall be inclusive of cartage/ loading unloading or any other expenses. GST should be clearly shown separately. Rate must be valid and firm for a period of one year from the date of award of contract/Letter.

4) No Extra charge or any escalation charge will be paid by ICGEB.

5) Inferior and Poor quality material shall not be accepted.

6) The contractor will have to undertake responsibility of accidents etc. for his persons working on site and same will be on stamped paper of Rs.50/100 or the appropriate value (if revised by Govt) The cost of stamp will be borne by the contractor.

7) Before quoting, the contractor must visit the site to inspect the work and shall fully acquaint himself about the conditions and scope of work with regard to accessibility of site required for the satisfactory execution of work. along with site visit certificate No claim whatsoever shall be entertained by the deptt. on this account.

8) Contractor is to follow relevant Indian standards codes for fire, electricity, safety and building rules.

9) The Contractor shall clean the site after completion of work. Any dismantled material shall be stacked in designated place as instructed by the Engineer-in-charge.

10) Charges for **scaffolding or jhula** if any, will be considered included in the quoted rates and no extra amount will be paid on this account.

11) Measurement shall be taken jointly by the Engineer-in-Charge or his authorized representative and by the contractor or his authorized representative.

12) All materials brought at site shall be got approved from the Engineer in charge.

13) Contractor shall carry out the various tests as enumerated in CPWD/BIS specification at his own cost.

14) The Director, ICGEB reserves the right to cancel any or all the tenders without assigning any reason.

15) **Performance Guarantee @5% shall be deposited to the department on the work order amount by the agency before commencement of work. Performance guaranty shall only be acceptable in the form of bank guarantee /DD and it will be returned after completion of work.**

**16) Security deposit of 10 % of final bill amount will be deducted and same will be released after successful expiry of defect liability of 12 months from date of completion of Work. EMD amount of successful bidder will be returned after submission of performance guarantee.**

**17) Payment terms:**

**(a) 30% mobilization advance of work order value against bank guarantee of equivalent amount.**

**(b) 70% of the work order value against supply of materials. Payment of this will be made after adjusting 30% mobilization advance.**

**(c) Balance final payment after completion of the work and submission of the final bill**

**18) Security deposit deducted from the final bill will only be released after submission of bank guarantee of CMC**

19) In case the bidder resiles from the offer within the validity of tender or contractor fails to work as per specification after issue of the award letter, the earnest money and performance guarantee will be forfeited. Other suitable administrative punitive action may also have imposed as deemed fit.

20) Time allowed for the work shall be strictly followed otherwise the Contractor shall be liable to pay compensation at the rate of 1 % of the contract value of the job undone per week of delay on the part of the Contractor subject to a maximum of 10% of the total contract value.

21) For site visit and any further clarifications, you may visit ICGEB on any working day (Monday to Friday) between 9.30 a.m. to 5 p.m. (contact person Mr. Naresh Chand Dabral and Mr. Ravindra Kumar Ravi).

22) Warranty of the equipment should be 5 years and support services should be available for 10 years.

**SPECIAL TERMS AND CONDITION**

1. **GENERAL STANDARD**

These standards are intended to describe a quality Audio and Lighting system using all new equipment, parts, materials, components installation, and service techniques. This is a lump sum contract. Any item which is essential for the completion of the job but inadvertently not mentioned in the Schedule of Quantities shall have to be executed by the Bidder within the quoted rate and nothing extra would be paid

1. **PROJECT EXECUTION AND MANAGEMENT**

The successful bidder shall ensure that senior planning and erection personnel from its organization are assigned exclusively for this project. The successful bidder shall appoint one senior supervisor who shall be posted at the site on full time basis during execution of work.

1. **GUARANTEE AND MAINTENANCE**

3.1 Guarantee - The successful bidder shall guarantee all equipment parts, materials and workmanship furnished for the installation. The guarantee warrants replacing parts. All failed parts during guarantee period shall be replaced without any cost to ICGEB and such replacement shall be factory approved new, equal or better than original. All expenses for labour, tools, materials, transportation, insurance, etc., required in performance of guarantee work shall be at the successful bidder’s expense.

3.2 Maintenance - The successful bidder shall maintain the Audio and Lighting system in a first class and safe manner during the guarantee period. Such maintenance shall be for the entire Audio and Lighting system. Responsibility entails unlimited call back service including weekends and holidays during the period of guarantee. The successful bidder shall maintain the Audio and Lighting system and its accessories in a professional, first class manner.

**4DRAWINGS, IF ANY-**

Before commencing the work, the bidder shall prepare and submit all drawings in required number necessary to show the general arrangement and details of Audio and Lighting system installation, electrical, etc. to ICGEB. Manufacturer’s drawings, catalogues, pamphlets and other documents submitted for approval shall be in two sets.

**5. PAINTING**

All exposed metal work furnished under these specifications, unless otherwise specified, shall be shop and properly painted. Shop coats of paint that have become marred during shipment or erection, shall be cleaned off with mineral spirits, wire brushed and spot painted over the affected areas, then coated with enamel paint to match the finish over the adjoining shop painted surface.

**6. TOOLS AND TACKLES**

All tools, tackles, supports and staging etc. required for erection and assembly of the equipment and installation covered in the contract shall be provided by the successful bidder himself. In addition, all other materials such as foundation bolts, nuts, etc., required for the installation of the equipment shall also be provided by the successful bidder at his cost.

**7. TESTING AND HANDING OVER**

i) The Installations shall be handed over to ICGEB after satisfactory testing along with

Two sets of completion documents each consisting of:

a) Detailed equipments data and catalogues.

b) Manufacturer’s maintenance chart including Check chart and Lubrication chart and maintenance manual.

c) Set of “AS INSTALLED DRAWINGS” showing layouts, equipment details, electrical power & control wiring diagrams etc.

d) Test Certificates for major equipments.

**ii) Submission of the above documents** shall form a pre-condition for the final acceptance of the installation and final payment.

**8. SAFETY PRECAUTIONS**

i) A competent and authorized Supervisor/Erector shall be on the site whenever the successful bidder’s men are at work. The supervisor/Erector should ensure that all plant and machinery used on the site are rendered safe for working and meets with the Indian or International safety standards applicable for the use and operation of such machinery. The supervisor/erector should also ensure that the workmen at site are made to use safety appliances such as safety belts, life lines, helmets, etc.

ii) It is entirely the responsibility of the successful bidder to practice the principles of ‘SAFETY FIRST’ during the entire tenure of work with adequate insurance covering injury or death of workmen, loss by theft or damage to materials and property and third party.

iii) The successful bidder should clear the site of all debris every day to avoid accidents. In case this is not done, the Owner may engage necessary labour to maintain the cleanliness of the premises and removal of debris and recover all or part of the expenditure so incurred from the successful bidder.

iv) The successful bidder shall, at his own cost, ensure that all of his personnel, employees, workmen and other associated persons working with him at the site are adequately insured as per labour laws and statutory provisions. The successful bidder shall be responsible for all injuries/damages to men, materials and properties etc., which may arise from the operations or negligence of himself and/or his sub- contractor and indemnify ICGEB for all such expenses, which shall be solely to successful bidder’s own account.’

\

**9. QUALITY ASSURANCE PROGRAM & TEST PROCEDURE FOR ACCEPTANCE**

Following test procedures shall be carried out prior to acceptance of the Audio and Lighting system :

a) Test to determine that the insulation resistance between power and control lines and earth is as per specified IS codes.

b) Test to determine that the earthing of all conduit, switch, casings and similar metal works is continuous and of low resistance.

c) Visual inspection for all components. Besides the above, successful bidder shall submit his standard quality assurance program and test acceptance procedures for reference of the Project Manager / Services Consultant.

**10. INSURANCE**

The successful bidder shall, at his own expense, arrange for insurance policies, such as Workmen Compensation Policy and Bidder’s All Risk Policy in the amount of the Contract effective from the date of commencement of work until final completion, against all of the following risks.

1. Injuries and damage of persons, property, animals or things, within or outside the site, arising out of his operations or of any sub-contractors, nominated or otherwise or out of any actions of his employees, agents or representatives.
2. Injuries to his or any sub-contractor’s employees.
3. Damage to or loss of property, equipment, and materials at site, of the Owner, Bidder and all sub-contractors, as a result of natural causes such as lighting, storm, flood, rain, fire, earthquake, explosion, landslide, etc.
4. Damage and injuries to persons, property and materials arising out of riot and civil commotion, theft, sabotage malicious acts, terrorist activities, etc.
5. No certificate of payment shall be issued by ICGEB if the Bidder fails to arrange for total insurance cover.
6. The bidder shall reinstate in a manner approved by the Project Manager, all damage of every sort entirely at his cost, so as to deliver up to the Owner the whole of the works complete and perfect in all respects and so certified by the Project Manager, ICGEB and also be made good or otherwise satisfy all clause for damage to the property of third parties.
7. The bidder shall be responsible for anything within his control and for all risks and consequences, which are not included in the purview of the insurance policies.
8. The insurance shall be extended until final completion.
9. The bidder undertakes not to cancel any insurance policy or reduce its scope without the written consent of the Project Manager, ICGEB.
10. **Jurisdiction** –

The Contract shall be construed in accordance with and governed in every respect by the laws of India and all actions arising out of or connected with the Contract shall be brought in the Courts of Delhi.

**RECOVERY CLAUSE**

1. Any damage to building due to negligence of the agency, the same shall be rectified by agency free of cost. Failure to which, the same will be rectified by ICGEB and the amount will be deducted from the agency’s bill.
2. Clear the debris from the site is the responsibility of the agency. Failure to which, an amount of Rs 10000/- will be deducted as penalty from the agency’s bill.
3. During CMC and Warranty period, the complaint should be attended within a period of 12hrs of complaint lodge. Failure to which, recovery of Rs 1000/- per day per complaint shall be made from the agency’s bill.
4. The complaint must be resolved within a period of 72 hrs of complaint lodge. Failure to which a fine of Rs 2000/- per day per complaint will be made from the agency’s bill.

**Finance bid**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sl. No** | **Description** | **Qty**  | **Rate**  | **Amount**  |
| 1 | Complete BOQ of Audio system  |  |  |  |
| 2 | Complete BOQ of lighting system  |  |  |  |
| 2  | CMC charges for 5 years after standard warranty  |  |  |  |
|  | 1st year |  |  |  |
|  | IInd year |  |  |  |
|  | III rd year |  |  |  |
|  | IV th year |  |  |  |
|  | V th year |  |  |  |
| 3 | Buy Back of existing equipment |  |  |  |
|  | Total(Sl. No1 + 2 -3) |  |  |  |

 **Annexure I**

**Performa for eligibility criteria**

1 Name of the Agency:

2. Office Address and Tel. Nos. Email ID:

3. Registration details (with documentary evidence)

4. PAN No. (with documentary evidence)

5. Annual turnover for last three years supported with documentary evidence.

6. Experience (last three years) (copies of work orders and completion certificates if fully executed)

7. Signed and stamped Tender document

8. Tender Fee

9. Earnest Money Deposit

10. Site visit acceptance certificate (signed and stamped)

11 OEM authorization certificate for all major products.

**Annexure II**

**CERTIIFACTE FOR SITE INSPECTION**

Certified that we have visited the site on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_and assessed the nature and amount of work involved before submitting our offer. We will be able to complete the works within the stipulated time and also we will be able to execute the work suit the site condition.

 (Signature of Bidder with Seal)

 Name:

 Address:

 Date:

Component In Charge

ICGEB