



**भारतीय प्रबंध संस्थान, लखनऊ नोएडा परिसर**  
**INDIAN INSTITUTE OF MANAGEMENT LUCKNOW NOIDA CAMPUS**

Plot no. B-1, Sector -62 Institutional Area, Noida-201307, U.P

Contact No Tel: 0120-6678515 – 8426 | Fax: 0120-6678506

Website: [www.iiml.ac.in](http://www.iiml.ac.in); E-mail: [purchase\\_iimlnc@iiml.ac.in](mailto:purchase_iimlnc@iiml.ac.in)

Ref. No.- IIML/AMC/DGSET- KIRLOSKAR/2024-25/01

Date: 22.08.2024

**SUBJECT:- E-Tender Notice inviting for Comprehensive Annual Services and Maintenance Contract (CASMC) of one (1) 500 KVA and two (2) 250 DG SET of KIRLOSKAR MAKE at IIM, Lucknow Noida Campus Plot B-1 Sector -62 Noida UP 201307.**

**E-TENDER NOTICE**

Dear Sir,

E-Tenders are invited from reputed agencies/firms for Comprehensive Annual Services and Maintenance Contract (CASMC) of one (1) 500 KVA and two (2) 250 DG SET of KIRLOSKAR MAKE at IIM, Lucknow Noida Campus Plot B-1 Sector -62 Noida UP 201307.

Reputed agencies/firms who have relevant experience and should supply Genuine Spare Parts of 500 KVA (1) and 250 DG SEs (2 nos.) of KIRLOSKAR MAKE are eligible only to submit their best quotes in the enclosed bill of quantity. The general terms & conditions of the service contract are also enclosed which have to be duly signed indicating acceptance by the tenderer.

<b>Name of work</b>	:	<b>Comprehensive Annual Services and Maintenance Contract of one (1) 500 KVA and two (2) 250 DG SET of KIRLOSKAR MAKE at IIM, Lucknow Noida Campus Plot B-1 Sector-62 Noida UP 201307.</b>
<b>Earnest Money Deposit</b>	:	Rs 10,000/- (Rupees Ten Thousand only) Payee Name: Indian Institute Of Management Lucknow- Noida Campus Banker Name: Axis Bank Ltd. Account No.: 022010100356060 IFSC Code: UTIB0000022 Copy of the EMD receipt should be uploaded on the website <a href="http://www.eprocure.gov.in">www.eprocure.gov.in</a>
<b>Period of Contract</b>	:	04 Years
<b>Date of issue of tender document</b>	:	22.08.2024
<b>The last Date for submission of the tender document</b>	:	17.09.2024 at 3:00 PM
<b>Pre-Bid Meeting Date &amp; Time and Venue</b>	:	30.08.2024 at 11.30 A.M Meeting Room IIM Lucknow Noida Campus plot B-1 Sector 62 Noida up-201307
<b>Date of opening of Technical Bid</b>	:	Wednesday 18 <sup>th</sup> , Sep 2024 at 3:00 PM
<b>Date of opening of Financial Bid</b>	:	This will be intimated later on
<b>Date of starting of work</b>	:	As per the date of the Work Order

On behalf of the Director of the Indian Institute of Management, Lucknow, quotes are hereby invited for the Comprehensive Annual Services and Maintenance Contract (CASMC) of one (1) 500 KVA and two (2) 250 DG SET of KIRLOSKAR MAKE as per details given below:

1. The bidders are advised to submit an undertaking for service and maintenance by genuine spare and material in both KIRLOSKAR DG SETs.
2. The terms and conditions/scope of work for (CASMC) given in the notice inviting tender is also part of the Tender. If any of these are contradictory, the most favorable to the Institute will prevail. The validity of the tender shall be at least **120 days** from the date of opening of tenders.
3. Tenderers are advised to visit the Noida Campus and physically check the volume of work at the workplace before quoting the rates. No deviation of rates or new conditions of the contract will be accepted after the award of the work.
4. The complete tender document is available on the website <https://eprocure.gov.in> which can be downloaded. This tender document is also available on the Institute website: [www.iiml.ac.in](http://www.iiml.ac.in). The Tender which is uploaded by the bidders without required supported documents as per tender notice, shall be rejected. The bidder incorporating additional terms & conditions is also liable to be rejected. Without submission of EMD/inadequate EMD shall be summarily rejected. EMD receipt should be deposited in the below account details:

- **Payee Name: INDIAN INSTITUTE OF MANAGEMENT LUCKNOW-NOIDA CAMPUS**
- **Banker Name: AXIS BANK LTD.**
- **Account Number: 022010100356060**
- **IFSC Code :UTIB0000022**

A scanned Copy of the receipt of the deposit as EMD of Rs. 10,000/- (Rupees Ten Thousand only) should be uploaded on [www.eprocure.gov.in](http://www.eprocure.gov.in).

5. The firm registered with NSIC/MSME should attach a VALID document regarding the exemption of EMD. Further in that case the firm may be exempted only from depositing EMD but in case of awarding the contract/order the vendor has to deposit a Performance Security deposit
6. Initially contract will be awarded for one year. After satisfactory completion of One year, the contract may be extended for a further period (1+1+1) on mutual consent of the Institute and the contractor. The total period of the contract would be of total four years; however, both the Institute and the contractor shall have the right to end the contract by serving notice three months in advance in writing to the other party. Also if the contractor is found to be grossly negligent or inadequate in execution of the work, the Institute shall have full right to notify the contractor of the gross defects and to terminate the contract at any time during the contract period without any prior notice.
7. Before uploading the duly filled tender document on [www.eprocure.gov.in](http://www.eprocure.gov.in) please mark the signature (Contractor (or) His authorized signatory) with the seal on each page. The last date and time for submission of tender is **17<sup>th</sup> September, 2024 at 3:00 PM only through online mode. (through CPP portal)**

Thanking you,

For Head Administration,  
Indian Institute of Management  
Lucknow Noida Campus

## **INTRODUCTION**

The Indian Institute of Management Lucknow is a national-level educational institute under the Ministry of Education, Government of India. The Noida Campus of the Indian Institute of Management Lucknow intends to engage reputed agencies/firms for a Comprehensive Annual Services and Maintenance Contract (**CASMC**) of one (1) 500 KVA and two (2) 250 DG SET of KIRLOSKAR MAKE at IIM, Lucknow Noida Campus Plot B-1, Institutional Area, Sector -62 Noida UP 201307. The general terms & conditions of the service contract are also enclosed which are to be duly signed, indicating the acceptance by the tenderer as under: -

## **ELIGIBILITY CRITERIA**

1. The Firm must have GST registration.
2. The Firm must have a minimum work experience of 5 (Five) years in the line of Comprehensive Annual Services and Maintenance Contract of 500 KVA DG Set and 250 KVA DG Set of KIRLOSKAR MAKE. Out of Five years' experience, the firm must have at least 02 years' experience in Govt. Organization/Semi Govt./State Govt. IITs, IIMs, and State/Central University in providing Comprehensive Annual Services and Maintenance Contract. Total experience will be evaluated/counted as of 31<sup>st</sup> March 2024. Upload a copy of Work Orders and Work Completion Reports.
3. The Firm must produce an undertaking to provide a service and maintenance by genuine spare and material of original OEM (Make: Kirloskar)
4. Annual IT Return of the last three financial years (2021-22, 2022-23, 2023-24) duly audited by a Chartered Accountant should be over Rs.20 Lac, each year. The vendor will have to submit an Audited Balance Sheet in support.
5. The Firm must have an Office in Delhi & NCR Region.
6. A Certificate/Undertaking on the letterhead of the Company to the effect that the bidder has not been blacklisted anywhere in India by any organization. A self-certification to this effect is required to be enclosed.

## **SELECTION METHOD**

Only those bidders, who meet the above-mentioned eligibility criteria and qualify in the Technical Bid (**Annexure-A**) in all respects would be considered as technically qualified bidders. Bidders are advised to fill out their rates as per the attached Financial Bid (**Annexure-B**) in the BOQ format which needs to be uploaded on the CPP portal. The Financial Bids will be opened only for the Technically Qualified bidder.

The bidder who meets all technical aspects and quotes the lowest rates in all four years (in Totality) in the Comprehensive Annual Services and Maintenance Contract of one (1) 500 KVA and two (2) 250 DG SET of KIRLOSKAR MAKE will be treated as the successful bidder to award work. The Least Cost System under GFR 2017 will be followed.

**Bids need to be submitted on the CPP portal through online mode. No hard copy will be entertained.**

## **SCOPE OF WORK**

The scope of work includes providing a technically qualified engineer for the Comprehensive Annual Services and Maintenance Contract including all preventive maintenance as per the scope below and all breakdown maintenance as described in the price bid. Certified Service report will be submitted for every work carried out and work will be done as per OEM recommendation only.

- 1) The work shall be carried out as per CPWD general specification for Electrical work 2013 with an up-to-date correction slip. The contractor shall be responsible for the functioning of all the equipment as per the site requirement—general checkup & preventive maintenance and filling up preventive checkup schedule for each machine.
- 2) The contractor shall not be allowed to change the specifications of repaired/replaced components during service and maintenance of DG Sets without the approval of competent authority/Engineer-in-charge, IIML-NC.
- 3) The CASMC covers all the functioning 'of all the equipment to run all three DG Sets in excellent conditions round the clock and year-round, all types of breakdowns, and periodic/routine service of the DG sets as required at the site.
- 4) Check the lube oil level and condition of lube oil, top up/refill if required.
- 5) The oil filters shall be replaced whenever the oil is changed.
- 6) The air filters shall be cleaned periodically with compressed air, check batteries, and top up the distilled water if required.
- 7) Check and ensure proper battery voltage, if not up to the mark, then charge the battery.
- 8) Check the functioning of the changing alternator.
- 9) Engine safety viz. high-water temperature gauge, oil pressure gauge, oil temperature gauge, and high-speed gauge shall be checked for their functions and repaired/ replaced if required.
- 10) Coolant level and conditioning coolant shall be checked and refilled if required.
- 11) Check fan and alternator drive belts and tighten them if required.
- 12) The governor shall be checked and tuned for proper functioning
- 13) Check for leaks if any and shall be rectified.
- 14) Check reports shall be submitted every month/every breakdown call.
- 15) Checking and servicing of engine for smooth running, its unusual sound and color of smoke and exhaust, and set it right in case of deviations.
- 16) Checking and repairing and leakage of fuel, lubricating oil, and coolant.
- 17) Cleaning and changing of Air filters as per requirement.
- 18) Setting of Valve tappets whenever required.
- 19) Checking and repairing of accessories drive, Turbo Charger, and crankshaft endplay whenever required.
- 20) Checking of alignment and alignment of Engine and Alternator as per requirement.
- 21) Checking of throttle control and its setting.
- 22) Checking of the instrument of the instrument panel.
- 23) Checking of rotating diodes assembly in brushless alternator including replacement as and when required as per instruction issued by Engineer In-charge, IIML-NC.
- 24) Checking of wiring system and repairing/replacement as and when required.
- 25) Repair and Maintenance of Relays including contractors in the control panel.
- 26) Checking of battery terminal and de-sulfating/battery replacement.
- 27) Checking of battery specific gravity every month and acid level once in three months and top with distilled water if required(Applicable for lead acid battery). Output voltage check and condition check to be carried out in SMF type battery.
- 28) Diagnosis of faults in the engine and Alternator and its rectification.
- 29) Break down calls to be attended on priority within 6 hrs.
- 30) Providing a spares AVR, Self Starter and accessories, free of charge, if the repair/overhaul/ replacement are expected to be taken in more than two days.

- 31) Checking/repair/adjustment/replacement/ servicing shall be carried under AMC except the cost of components/ parts to be replaced due to wear and tear.
- 32) The contractor should undertake to arrange genuine **Kirloskar Make** spares of the Diesel engine, alternator, and AMF panel as and when required within two working days.
- 33) The Tenderer's service engineer shall visit the site to attend the generator sets not less than twelve times during the contract period (minimum once a month) and shall inspect the generator set thoroughly. Each visit shall take place during 1st week of each month. In case of emergency as per instructions issued by Engineer In-charge, IIML-NC.
- 34) The contractor's service engineer shall visit once in two months to check the electrical side viz., alternator, AMF Control panel, if any.
- 35) The engine shall be run on no load or at available load and should be checked for any leakage and abnormal noise. If any such abnormality is noticed shall be diagnosed **for immediate remedial action** shall be taken.
- 36) The material like kerosene oil, cotton dhoti, grease, Mobil oil, nut bolts, washers, and vibration pads shall be borne by the contractor within the quoted rate.
- 37) After the contract is over, all three DG SETs will be jointly inspected (Engineer In-charge, IIML-NC, and the Contractor) and any shortcomings or defects pointed out shall be removed by the contractor before handing over both DG SETs in perfect running condition otherwise work shall be carried out at the risk and cost of the contractor.
- 38) Any breakdown of a minor nature should be attended to on the same day and major breakdowns including repairing/overhauling and rewinding of the motor shall be within two days. Thereafter a penalty of Rs. 2000/- (Rupees Two Thousand Only) per day shall be imposed on the contractor recovery will be made from the bill and work shall be carried out at the risk and cost of the contractor.
- 39) The **service engineer** has to submit the monthly report for the status of the equipment otherwise penalty will be Rs. 1000/- (One Thousand Only) per report on this account.
- 40) The contractor will display the Emergency Telephone numbers of the concerned Engineer/ technician/operator/contractor/expert at the site which shall be contacted in the event of an emergency.
- 41) The watch and ward of installation and accessories shall be the responsibility of the contractor till these are handed over back to the department.
- 42) Change of the defective parts will be in the scope of the agency (like pistons, rings, etc.)
- 43) DG sets HEAD repair works and defective parts like valve guide, seal, etc.
- 44) Control minor repair work including Engine panel/PCC will be covered under the contract.
- 45) FIP & injector & turbocharger testing/calibration
- 46) All rubber parts, joints, Fuel filters, etc. will be replaced during the scheduled service, and as and when required all defective parts will be changed by the agency.
- 47) Radiator/heat exchanger cleaning, is covered under the scope of the contract.
- 48) Diesel tank minor / major cleaning work is covered under the scope of the contractor.
- 49) Major overhauling, top overhauling, PT Pump and injector calibration, alternator bearing, greasing, rewinding job site AC Alternator & major controller, Fuel injector pump repairing work, in case of engine contract, the alignment are not covered under the contract and its charge extra as mentioned by the contractor and it will be done on need basis.
- 50) Any major parts/spare replacement such as controller, ECU, AMF Panels, AC Alternator, Fuel Injector pump, Injector, Batteries, Batteries charger, diesel tank, canopy work, oil filter housing, etc which are not covered under the scope of AMC will be paid extra and the procurement of major spares as recommended by service engineer will be same as original OEM make(Kirloskar).

**SCHEDULE OF WORK OF COMPLETE SERVICE OF ALL DG Sets:**

<b>WEEKLY CHECK</b>	<b>MONTHLY CHECK</b>	<b>QUARTERLY CHECK</b>
<ul style="list-style-type: none"> <li>a) Cleaning of dust from DG Sets</li> <li>b) Clean the Radiator and FAN</li> <li>c) Check the oil level</li> <li>d) Clean the entire Air filters, 'V' belt tension, bearings, and strainers.</li> <li>e) Leak test of rectification.</li> <li>f) Checking of all electrical connections.</li> <li>g) Check the DG sets, accessories, and required parameters.</li> <li>l) Check all the control devices, safety devices, etc.</li> <li>J) Recording of fuel consumption average in a register.</li> <li>K) Checking of the battery terminal.</li> </ul>	<ul style="list-style-type: none"> <li>a) Lubrication of all the bearings.</li> <li>b) Cleaning of all the electrical contacts.</li> <li>c) Check and adjust all the controls.</li> <li>d) Check and repair all the seals.</li> <li>e) Check and tighten the C.T. fan nut-bolts.</li> <li>f) Check all electrical connections/ground connections.</li> <li>g) Check and repair for any abnormal noise in the system.</li> <li>h) Check the electric control panel power, switches, and accessories.</li> <li>i) Checking Battery specific gravity.</li> </ul>	<ul style="list-style-type: none"> <li>a) Checking of bearing and rectification.</li> <li>b) Tightening of foundation bolts of the entire equipment.</li> <li>c) De-scaling of Radiator if required.</li> <li>d) Checking of entire electrical panels and fault rectifications.</li> <li>e) Checking of DG Sets and associated controls.</li> <li>f) Battery Acid level check and top-up with distilled water, if required.</li> </ul>
<p><b>HALFY EARLY COMPLETE SERVICE</b> of All DG Sets should be serviced completely with associated controls twice a year.</p>		

## **TERMS & CONDITIONS OF CONTRACT**

1. The successful bidder's EMD will be discharged upon the bidder's submission of the performance Security. The Contractor shall deposit 10% of the estimated annual work value along with the acceptance of the contractor as security in the form of a Bank Guarantee (BG) in favor of the Indian Institute of Management Lucknow Noida Campus and this will be refunded after the contract has been terminated or ended. In case of deficiency in service specifically pointed out by the Institute to the contractor, the appropriate penalty will be levied by the Director, IIML, and will be adjusted against future bills and /or security deposit. The validity of the BG should be beyond Ninety (90) days of the contract period.
2. The Institute reserves the right to curtail or enhance the scope of work either by deletion of certain items entirely or by reducing/increasing the quantities of certain items as required and reviewed by the Institute from time to time and therefore, the final value of the work shall be worked out and paid to the extent of work carried out.
3. No Subletting of contract OR substandard work will be accepted in any case and no payment will be made.
4. Payment will be made quarterly after satisfactory completion of service on presentation of the bill. No advance payment will be made.
5. All equipment, and materials used in the work shall be brand new and free from manufacturing defects. The material that requires replacement shall be of the same quality/manufacturer and specifications.
6. All Central, State, and Local laws & by-laws applicable must be observed by the contractor and the Indian Institute of Management Lucknow Noida Campus will be kept indemnified of such payable by the contractor. The contractor will pay the wages to his staff as fixed by the Central Govt. of India from time to time including ESI and PF.
7. Rates shall be firm throughout the contract period. Rates are inclusive of payment of dues by the contractor to the Labor Department in accordance with the prevailing Labor law, including all statutory liability fixed by the Labor Commissioner or any other law enforcement agency.
8. A qualified Engineer/technician of the agency shall periodically visit, and inspect the proper conditions of all the DG Sets. A report to this effect signed by the Engineer-in-charge shall be submitted along with bills.
9. Checking/replacement of spares, contactors, ACBs spares, or any other type of electrical spares, checking and cleaning of electrical panels.
10. Checking/cleaning/replacement of all parts/components found defective.
11. Painting (spray/brush) of all equipment, all DG Sets complete as required as per the direction of the Engineer-in-charge by using ISI mark synthetic enamel paint once in year. Besides this in case of requirement in nature, as and when directed by the engineer in charge.
12. The supervisor should be skilled with an ITI pass/3-year Diploma Holder (Electrical/Mechanical) and have a of minimum five years' working experience in the Operation and Maintenance of DG sets.
13. The skilled operation and maintenance staff should be ITI pass (Electrical/Mechanical) having a of minimum two years' working experience in relevant area.
14. Records to be maintained
  - I. Maintenance register.
  - II. Logbook.
  - III. Individual Job card for each piece of equipment.
  - IV. Any other registers as directed by the Engineer in charge.
15. Since the services are specialized in nature, the contractor should deploy, skilled/duly trained/qualified employees who can maintain comprehensively. In case any unskilled is found the contract shall be canceled.
16. It's the duty of the contractor to provide 24 X 7 services IIML-NC sub-station and in the event of a breakdown it's his/her duty the Engineer/technician/operator/contractor/expert should reach the site at

the earliest and also should restore the system to normal working conditions, failing which penalty will be imposed on the contractor at the discretion of the competent authority of IIML NC.

17. The IIML-NC sub-station, HPC, and all other installations are critical and will be functioning around o'clock 365 days a year on all holidays and Sundays. The party/bidder shall have to take care of D.G. system exigencies that may be encountered promptly.
18. During IIML-NC power shutdown complete PM of D.G Sets to be done.
19. All disputes arising out of the order will fall under the jurisdiction of Lucknow Court.
20. If the contractor makes any damages to any DG Set or the property of the Institute, during execution of the work, the total cost will be recovered by the contractor. The Director, IIML OR, DEAN NC, OR the nominated committee/person has sole discretion to decide the penalty amount that will be commensurate with any deficiency in the work of the agency.
21. Before the commencement of the work, the contractor shall have to sign the inventory of all the equipment and accessories being acceptable of physical existence and normal working of the same and all the new Components/control/accessories to be provided during maintenance shall be the responsibility of the contractor within the quoted rates.
22. The contractor will be fully responsible for the complete safety norms of his workers/staff during the performance of their duty in the institute, IIM Lucknow Noida Campus. In case of any mishap/accident, the contractor will take full responsibility relating to paying compensation/medical care to any of the staff.
23. Successful bidder will be required to enter into an agreement with the IIML-NC on a Stamp Paper of Rs 100/- (Rupees One Hundred only). The Letter of Award of the Contract, Terms & Conditions contained in this Tender Document, and the indemnity bond shall collectively form part of the agreement.
24. The IIML-NC (Institute) reserves the right to accept or reject any or all tenders received by it without assigning any reason whatsoever. The Institute also does not bind itself to accept the lowest bid.
25. No support of manpower, material, cartage transport, etc. will be provided by the Institute. All these have to be arranged by the contractor at their own cost.
26. IIML-NC reserves the right to obtain feedback from the previous/present clients of the Tenderer and also depute its team(s) to inspect the site(s) at present contract(s) for on-the-spot firsthand information regarding the services provided by the Tenderer. The decision of IIML-NC about the award of the contract will depend upon the feedback received by it from the previous/and present clients and also from its team(s) deputed for the purpose. The decision of the Institute in this regard will be final and binding on all bidders.
27. If the tenderer fails to start the work within 10 days of receipt of the letter of acceptance, the work shall be withdrawn and the EMD deposit will be forfeited
28. For Monitoring and performance of the contract, all maintenance schedules will be issued by the Engineer In-charge, IIML-NC for which proper accounting shall be kept. All dismantled/worn-out materials will be returned to IIML-NC.



**DECLARATION FORM (ON LETTERHEAD OF FIRM/COMPANY/ORGANIZATION)**

- I. I/We hereby declare that I/We have visited the IIML NC site and fully acquainted myself /ourselves with the local situation regarding materials, labor, and other factors pertaining to the work before submitting this tender.
- II. I/We certify that we have carefully read each and every working terms & conditions of the contract, specifications, and the scope of work given in the BID document, and having understood the same we confirm our acceptance in without any condition or deviation. I/We hereby agree to execute the same accordingly.
- III. This is to notify you that our Firm/Company/Organization-----  
----- intends to submit a BID document for a Comprehensive Annual Services and Maintenance Contract (**CASMC**) of one (1) 500 KVA and two (2) 250 DG SET of KIRLOSKAR MAKE at IIM, Lucknow Noida Campus Plot B-1, Institutional Area, Sector -62 Noida UP 201307. In accordance with the above I/we declare that our Firm/Company/Organization does not involved in any major litigation that may have an impact of affecting or compromising the delivery of services as required under this assignment.
- IV. I/We certify that our Firm/Company/Organization-----  
----- is not blacklisted by any Central/State Government/agency of Central/State Government of India or any other country in the world/ Public Sector Undertaking/ any Regulatory Authorities in India or any other country in the world for any kind of fraudulent activities.
- V. I/We have read the terms and conditions of the tender document and understand that in case any of the statements furnished by the undersigned is found to be false OR if any/all the terms and conditions are not complied with, the tender is liable to be canceled and the earnest money deposited shall be forfeited by IIML NC.

Date:

Place:

Signature of the authorized signatory of the agency  
Official seal/ stamp



भारतीय प्रबंध संस्थान, लखनऊ नोएडा परिसर  
**INDIAN INSTITUTE OF MANAGEMENT LUCKNOW NOIDA CAMPUS**

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IIML/AMC/DGSET- KIRLOSKAR /2024-25/001

**TECHNICAL BID**

**ANNEXURE – A**

**Pre-qualifications for tenderers for technical evaluation**

S. No.	Particulars	Uploaded on Page No.	Please indicate the requisite information
1.	Name of the firm/agency		
2.	PAN No. (upload a certified copy).		
3.	GST No. of the Firm/Agency (upload a certified copy).		
4.	Address of the firm/agency with address proof.		
5.	Name, Contact No, and E-mail Address of the authorized person of the firm/agency.		
6.	Does the Firm have a minimum work experience of 5 (five) years in the line of Comprehensive Annual Services and Maintenance Contract of 500 KVA DG Set and 250 KVA DG Set of KIRLOSKAR MAKE? Does the firm have a minimum work experience of 02 years' experience in Govt? Organization/Semi Govt./State Govt. IITs, IIMs, State/Central University in providing Comprehensive Annual Services and Maintenance Contract?  Upload a copy of Work Orders and Work Completion Reports.		
7.	Does the Firm have submitted an undertaking to do service and maintenance by genuine spare and		

	material in both dg sets Make: Kirloskar.		
8.	Does the firm have an Annual IT Return for the last three financial years (2021-22, 2022-23, 2023-24) is above than Rs. 20 Lac, each year? Upload a copy of the Audited Balance Sheet in support.		
9.	Does the firm have an Office in Delhi & NCR Region? Upload a copy of the Address proof in support		
10.	List of Clients (upload a certified copy).		
11	Uploaded Certificate/Undertaking on the letterhead of the Company to the effect that the bidder has not been blacklisted anywhere in India by any organization?		
12	Details of Earnest money deposit of Rs. 10,000/- (Rupees Ten Thousand only), Receipt No, and Date of deposit.		

Total \_\_\_\_ number of pages/ documents from S.No. \_\_\_\_ to \_\_\_\_\_ are uploaded with the tender document and all the duty numbered, signed, and stamped on each page with the office seal and date.

I/We have read the terms and conditions of the tender document. I hereby agree to abide by all the terms & conditions of this tender document. In case any of the statements furnished by the undersigned is found to be false OR if any / all the terms and conditions are not complied with, the tender is liable to be canceled and the earnest money deposited shall be forfeited by IIML NC.

Date:

Place:

Signature of the authorized signatory of the agency  
Official seal/ stamp



भारतीय प्रबंध संस्थान, लखनऊ नोएडा परिसर  
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Contact No Tel: 0120-6678545 – 8426 | Fax: 0120-6678506

Website: [www.iiml.ac.in](http://www.iiml.ac.in); E-mail:- [purchase\\_iimlnc@iiml.ac.in](mailto:purchase_iimlnc@iiml.ac.in)

Ref. No.: IIML/AMC/DGSET- KIRLOSKAR/2024-25/01

ANNEXURE –B

**FINANCIAL BID**

E-Tenders are invited from reputed agencies/firms for Comprehensive Annual Services and Maintenance Contract (CASMC) of one (1) 500 KVA and two (2) 250 DG SET of KIRLOSKAR MAKE at IIM, Lucknow Noida Campus Plot B-1 Sector -62 Noida UP 201307.

Sr. No.	Description of work	Quantity	Total Amount (in Rupees)
1.	Comprehensive Annual Services and Maintenance Contract of two (2) 250 KVA DG SET of KIRLOSKAR MAKE as per recommendations of OEM which includes routine servicing including supply of Lubrications Oil, oil filter, fuel filter, Air filter, bypass filter, coolant, lube oil, seal o’ring and required servicing spare parts like filter hose pipe .V Belt, All fuel pipe, Hoses Relay S/W, Sensor, LLOP, k Cool super Radiator de-scaling and cleaning with chemical etc as required. This also includes preventive & periodical maintenance of DG Sets including AMF Panels, switchgear, ACBs, Protective circuits & weekly testing, repair (minor/major), and adjustment (as per the scope of work).	Two (2)	
2.	Comprehensive Annual Services and Maintenance Contract of one (1) 500 KVA DG SET of KIRLOSKAR MAKE as per recommendations of OEM which includes routine servicing including supply of Lubrications Oil, oil filter, fuel filter,Air filter, bypass filter, coolant, lube oil, seal o’ring and required servicing spare parts like a filter hose pipe. V Belt, All fuel pipe, Hoses, relay S/W Sensor, LLOP, K Cool super, Radiator de-scaling and cleaning with chemicals etc as required. This also includes preventive & periodical maintenance of DG Sets including AMF Panels, switchgear, ACBs, Protective circuits & weekly testing, repair (minor/major), and adjustment (as per the scope of work).	One (1)	
	TOTAL AMOUNT		
	GST		
TOTAL AMOUNT (in words)			

Comprehensive Annual Services and Maintenance Contract of one (1) 500 KVA DG SET **AND** two (2) 250 KVA DG SETs of KIRLOSKAR MAKE as per recommendations of OEM which includes routine servicing including supply of Lubrications Oil, oil filter, fuel filter , Air filter, bypass filter, coolant, lube oil, seal o’ring and required servicing spare parts like a filter hose pipe, V Belt, all fuel pipe, Hoses, Relay, S/W Sensor, LLOP, Kcool super, Radiator de-scaling and cleaning with chemical etc as required. This also includes preventive & periodical maintenance of DG Sets including AMF Panels, switchgear, ACBs, Protective circuits & weekly testing, repair (minor/major), and adjustment (as per scope of work).

	Sr No. 1	Sr No. 2	Sr No. 3	Sr No. 4	Sr No. 5.
<b>Details</b>	<b>First Year CASM Amount (in Rupees)</b>	<b>Second Year CASM Amount (in Rupees)</b>	<b>Third Year CASM Amount (in Rupees)</b>	<b>Fourth Year CASM Amount (in Rupees)</b>	<b>Total Amount (complete of Sr No. 1+2+3+4) (in Rupees)</b>
<b>Amount</b>					
GST					
Total					
<b>Total Amount (complete of Sr No. 1+2+3+4) (in words)</b>					

I/We have read the terms and conditions of the tender document. I hereby agree to abide by all the terms & conditions of this tender document. In case of any of the statement furnished by the undersigned is found to be false OR if any / all the terms and conditions are not complied with, the tender is liable to be cancelled and the earnest money deposited shall be forfeited by IIML NC.

Date:

Place:

Signature of the authorized signatory of the agency  
Official seal/ stamp