

Office of District & Sessions Judge, Rewa (M.P.)

:- Notice inviting Tender :-

Sealed tenders are invited for the Annual Maintenance Contract (AMC) of DG sets installed in District and tehsil courts of Rewa (M.P.) from manufacturing companies, reputed vendors/dealers and registered /reputed experienced and eligible firms. Last date of tender submission is 11.12.2020 till 05:00 pm, tender shall be opened by committee on 12.12.2020 at 05:00 pm in District court, Rewa. Detailed information about terms and conditions is available on Hon'ble High court of M.P. website [www.mphc.in](http://www.mphc.in).

  
District & Sessions Judge,  
Rewa (M.P.)

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-: Terms and Conditions:-

1. Tenders will be invited in single sealed envelope containing two separate sealed envelope of technical and financial bid, single envelope title "Tender for AMC of DG set in District and Tehsil courts of Rewa (M.P.)" addressed to District and sessions Judge, Rewa (M.P.). All the pages of the tender document to be serially numbered and duly stamped and signed by the bidder.
2. Period of AMC will be for 05 years (in compliance of registry memo B/2528 /II-15-13/82 jabalpur dated 17.10.19) which will reviewed yearly subject to satisfactory performance of the contractor.
3. The Place of performance for AMC will be in District Court Rewa (01 DG set), Tehsil Court Mauganj (01 DG set), Tehsil Court Sirmor (01 DG set) and Tehsil Court Teonthar (01 DG set) in the state of M.P.
4. The successful vendor should attend to all complaints of DG set within 02 days and maintaining the DG sets in perfect working condition and deputed the service engineer to check the DG sets and rectify the problem immediately to make it functional.
5. The successful vendor will replace all such parts which are damaged and which cannot be repaired to keep the DG set in good working condition and use only genuine original spare parts of manufacturing companies in the DG sets.

6. The successful vendor will carry out preventive maintenance on every 06 months of all the DG sets and submit the report to the office of district and sessions judge Rewa. Vendor also maintains decorum of courts.
7. The agency applying should attach self attested copies of letter of tender conditions acceptance, PAN number, last 03 year income tax return, Turnover details, GST registration, Company profile, EMD of Rs. 10,000/- (ten thousand only) through DD /Pay order etc in favor of District and sessions judge Rewa and Documentary proof regarding experience of 3 years in providing complete AMC of DG sets in Govt. departments /reputed private sector. The EMD deposit will be returned to all unsuccessful tenderers, after finalization of the work.
8. The successful bidder shall give performance security in the form of DD /Bank guarantee from a nationalized bank amounting to 10% of the total contract value in favor of district and sessions judge Rewa. This security deposit will be refunded only after the expiry of contract and liable to be forfeited, if during the period of contract the services of the contractor are found to be unsatisfactory in any respect, and/or if any of the conditions of the contract is breached.
9. The district and sessions judge Rewa has the full right of accepting or rejecting any or all tenders without specifying any reason, and there is no obligation to accept the lowest tender also there is no obligation on the part of district court Rewa to inform unsuccessful tenderer of the outcome of tender process and reasons for rejection of tender.

10. Payment of contractual value, in appropriate proportion, shall be released every quarter (3 months) based on the performance of the vendor duly certified by the officer nominated by district judge rewa in headquarter and tehsil places regarding the AMC of DG sets.
11. In case of pecuniary loss suffered by any of the user/beneficiaries of the district/tehsil courts attributed to the contractor, the district judge rewa will have the right to forfeit the security deposit and in case the security deposit falls short to match the pecuniary loss being insufficient, such balance will be recovered from the payments due to the contractor.
12. Rates offered in the tender will not be enhanced during the period of contract and no upward revision will be allowed under any circumstances whatsoever.
13. Under no circumstances, shall the successful firm appoint any sub-contractor or sub-lease the contract. if it is found that the contractor has violated these conditions, the contract will be terminated without any notice.
14. The bills in two copies for the services prepared on the basis of rates will have to be submitted in favor of District and sessions judge Rewa for effecting payment, no advance payment shall be made for the services. Premature withdrawal of the tender by the tenderer shall make him liable for forfeiture of the Earnest Money.
15. The job carried out shall be to the satisfaction of district judge rewa, after getting clarification from the concerned officer failing which deductions @10% of the total bill shall be made. The decision of district and session judge rewa in this context shall be final and binding on the firm /agency.

16. A penalty of 100/- per day will be imposed after 02 days the call is registered for non-attendance of the service engineer to DG set problem.
17. The tenderer should visit the DG set installed in district and tehsil places before submitting the bid for AMC.
18. The district and sessions judge Rewa reserves the right to cancel the tender process without mentioning any reason at any point of time.

  
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-: Technical Bid:-

<u>S.N</u>	<u>Item description</u>	<u>Qty</u>	<u>Place of installation</u>
1	DG set of 5 KVA capacity.	01	Rewa District Court
2	DG set of 10 KVA capacity.	01	Tehsil Mauganj Court
3	DG set of 5 KVA capacity.	01	Tehsil Sirmor Court
4	DG set of 5 KVA capacity.	01	Tehsil Teonthar Court

Documents check list

<u>S.N</u>	<u>Document description</u>	<u>Mark</u>
1	Two Separate envelope of technical and financial bid.	
2	EMD of Rs. 10000/-	
3	Letter of tender conditions acceptance	
4	PAN number	
5	Last 03 year income tax return	
6	Turnover details	
7	GST registration	
8	Company profile	
9	Last 3 Year experience Documents	

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-: Financial Bid:-

<u>S.N</u>	<u>Item description</u>	<u>Qty</u>	<u>Item Per</u> <u>unit Rate</u>	<u>Taxes</u> <u>Per unit</u>	<u>Total</u> <u>amount</u>
1	DG sets of various ratings (As mentioned in technical bid)	04			
	Total Amount (Incl. all charges)				

Name of bidder /agency.....

Address details.....

Contact No./E-mail.....

Total Bid Value (in Rs.) .....

Total Bid Value (in Words).....

I /we before signing this tender have read and fully understood all the terms and conditions contained in the tender document and undertake myself to strictly abide by them.

Seal and signature of bidder