



Government of India
Ministry of Agriculture & Farmers Welfare
Department of Animal Husbandry, Dairying & Fisheries
C.C.S. National Institute of Animal Health
Baghpat, Uttar Pradesh-250609
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(An ISO 9001:2015 certified organization)

F. No:4/43/2017-18/CCSNIAH

Dated: 24.01.2018

e-Tender Call Notice

CCSNIAH intends to take up minor repair/renovation works and AMC/CMC & operation of various installations at the institute. Applications for EOI are invited through online bidding on the website <https://eprocure.gov.in/eprocure/apphaving> Digital Signature Certificate (DSC) issued from any agency authorized by Controller of Certifying Authority (CCA), Govt. of India and which can be traced up to the chain of trust to the Root Certificate of CCA in the prescribed format from eligible Public Works Organization (PWO) such as Central Public Works Department (CPWD), State Public Works Department, others Central Government organizations authorized to carry out civil or electrical works such as Military Engineering Service (MES), Border Roads Organization (BRO), etc. or Ministry/Department's construction wings of Ministries of Railways, Defence, Environment & Forests, Information & Broadcasting and Departments of Posts, and Space etc., any Public Sector Undertaking set up by the Central or State Government to carry out civil or electrical works or (ii) to any other Central / State Government organization /PSU which may be notified by the Ministry of Urban Development (MoUD) for such purpose.

TIME SCHEDULE OF EOI:

S/No.	Particulars	Date
1.	EOI e-Publication date	24.01.2018
2.	Document download start date	24.01.2018
3.	Document download end date	15.02.2018
4.	EOI Submission start date	25.01.2018
5.	EOI Submission end date	15.02.2018
6.	EOI Opening Date	19.02.2018

CONTRACTDATA

(A) GENERAL INFORMATION:

S/No.	Item	Details
1.	Name of the work	For minor repair/renovation works and AMC/CMC & operation of various installations at CCSNIAH Baghpat
2.	Employer	CCS National Institute of Animal Health
3.	Employer's Representative	Head of Office
4.	Accepting Authority	Director, CCS National Institute of Animal Health
5.	Executing Authority	Head of Office

(A) BID INFORMATION:

S/No.	Item	Details
1.	Intended completion period/ Time period assigned for completion/operation	03(Three) Years from the date of Commencement of the service, extendable for another term based on performance.
2.	Bid validity period	90 days from opening of Tender
3.	Currency of Contract	Indian Rupee
4.	Language of Contract	English

1. Bid documents consisting of e-EOI, Instruction to Tenderers for online bid submission, General Conditions of Contract (GCC), Terms and Conditions of Contract and Tender Schedule, Scope of Work. Submission of Offer and the set of terms and conditions of contract and tender details can be seen on the website: <https://eprocure.gov.in/eprocure/app>.
2. The EOI documents will be available on the website: 'https://eprocure.gov.in/eprocure/app' for online bidding.
3. The bidder must possess compatible Digital Signature Certificate (DSC) of Class-II or Class-III.
4. All Bids are to be submitted online on the website <https://eprocure.gov.in/eprocure/app>. No Bid shall be accepted off-line. The Bids shall be received only "online" as per Time Schedule.
5. After opening of Bid, the original documents as per requirement of the e- Tender Document will be verified by CCSNIAH.
6. After evaluation of bid, all the bidders will get the information regarding their eligibility / pre-qualification on website. Thereafter, a system generated e-mail confirmation will be sent to all successful bidders. The bidders can check the same from the portal.
7. Other details can be seen in the bidding documents.
8. The authority will not be held responsible for any technical snag or network failure during on-line bidding. It is the bidder's responsibility to comply with the system requirement, i.e. hardware, software and internet connectivity at bidder's premises to access the e-Tender

website. Under any circumstances, CCSNIAH shall not be liable to the tenderer for any direct / indirect loss or damages incurred by them arising out of incorrect use of the e-Tender system or internet connectivity failures.

9. The authority reserves the right to reject any or all tenders without assigning any reasons thereof and shall also not be bound to accept the lowest tender.
10. If the documents as per Notice Inviting Tender (NIT) are not submitted along with the bid or shortfalls are noticed, then the offer will be summarily rejected and no correspondence in this regard is to be entertained from any Bidder.
11. For any clarifications, if required, please contact to Head of Office, CCSNIAH, Baghpat (email: ccs.niah@gov.in).

Sd/-
Head of Office
CCSNIAH, Baghpat

INSTRUCTIONS TO TENDERERS FOR ONLINE BID SUBMISSION

The bidders are required to submit soft copies of their bids electronically on the Central Public Procurement (CPP) Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

Registration:

- I. Bidders are required to enrol on the e-Procurement module of the Central Public Procurement Portal by using the “Online Bidder Enrolment” option available on the home page. Enrolment on the CPP Portal is free of charge.
- II. During enrolment / registration, the bidders must provide the correct/true information including valid email-id & mobile No. All the correspondence shall be made directly with the contractors/bidders through e-Mail-id provided.
- III. As a part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- IV. For e-tendering possession of valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) is mandatory which can be obtained from SIFY/TCS/n-Code/e-Mudra or any Certifying Authority recognized by CCA India on e-Token/ Smart Card.
- V. Upon enrolment on CPP Portal for e-tendering, the bidders shall register their valid Digital Signature Certificate with their profile.
- VI. Only one valid DSC must be registered by a bidder. Bidders are responsible to ensure that they do not lend their DSCs to others which may lead to misuse and must ensure safety of the same.
- VII. Bidders can then log into the site through the secured login by entering their user ID /password and the password of the DSC / e-Token.

Note : Those who are already enrolled need not to go through the above steps.

Preparation of Bids:

- I. For preparation of bid, bidders shall search the tender from published tender list available on site and download the complete tender document and must take into account corrigendum if any published before submitting their bids. After selecting the tender document same shall be moved to the ‘My favourite’ folder of bidders account from where bidder can view all the details of the tender document.
- II. Bidder shall go through the tender document carefully to understand the documents required to be submitted as part of the bid. Bidder shall note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- III. For any clarifications, if required, they have to go through the contact details given in the tender document.

- IV. Bidders must get ready in advance for the bid documents to be submitted as indicated in the tender document/schedule in PDF/xls/rar/zip/dwf formats.

Submission of Bids:

- I. Bidder must log into the site well in advance for bid submission so that he/ she uploads the bid in time i.e. on or before the bid submission time.
- II. While submitting the bids online, the bidder shall read the terms & conditions (of CPP portal) and accept the same in order to proceed further to submit their bid.
- III. Bidder shall digitally sign and upload the required bid documents one by one as indicated in the tender details according to specified cover.
- IV. Bidders shall note that the very act of using DSC for downloading the tender document and uploading their offers is deemed to be a confirmation that they have read all sections and pages of the tender document without any exception and have understood the complete tender document and are clear about the requirements of the tender document.
- V. Bidders shall download the Price Bid, in pdf format and print it. Bidder shall quote their rates in figures and words in the appropriate boxes, thereafter scan as pdf file and upload the file.
- VI. Bidders shall submit their bids through online e-tendering system to the Tender Inviting Authority (TIA) well before the bid submission end date & time (as per Server System Clock). The TIA will not be held responsible for any sort of delay or the difficulties faced during the submission of bids online by the bidders.
- VII. After the bid submission (i.e. after Clicking “Freeze Bid Submission” in the portal), the bidders shall take print out of system generated acknowledgement number and keep it as a record of evidence for online submission of bid.
- VIII. Bidder must follow the server time that is being displayed on bidder’s dashboard at the top of the tender site, which shall be considered valid for all actions of requesting, bid submission and bid opening etc., in the e-tender system.
- X. All the documents being submitted by the bidders would be encrypted using PKI (Public Key Infrastructure) encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology

Assistance to Bidders:

- I. Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Head of Office, CCSNIAH (the tender inviting authority), Baghpat (Tel: 0121-2222472, email: ccs.niah@gov.in).
- II. Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24X7 CPP portal HelpdeskMobile no +918826246593 Tel: The 24X7 Help Desk Number 0120-4200462;0120-4001002

1. Scope of Work

Chaudhary Charan Singh National Institute of Animal Health (CCSNIAH) is the apex regulatory body for quality control (QC) of Veterinary Biologicals (VBs) in India working under Department of Animal Husbandry, Dairying and Fisheries, Ministry of Agriculture & Farmers Welfare, Government of India. The primary responsibility of the institute is the assay of veterinary vaccines for national use. The institute has been spread over 33 acres of land in District Baghpat (Uttar Pradesh). The infrastructural facilities at CCSNIAH consist of Bio Safety Level-2 (BSL-2) and Bio Safety Level-3 (BSL-3) Laboratories and experimental animal facility under containment. Each laboratory has its own entry and exit through air showers, triple air lock service doors, washing and sterilization facility, preparatory area, containment area under ISO class VIII, sterility room under ISO class VII, biosafety cabinets and decontamination room. Machinery and equipment have been installed and are being used in the respective laboratories.

The experimental house facility consists of Small and Large Animal House facility under containment area under ISO class VIII. Specific cages and other equipment have been installed and are being used for the respective animals. The containment facility is supported by a well-designed HVAC system, Liquid Thermal Decontamination Plant (LTDP), Effluent treatment plant (ETP), Incinerator, Fire-fighting system, rain water harvesting system and power back-up through two dedicated DG sets, one each of 500 kVA and 750 kVA. There are buildings which provide office accommodation, service areas and residences within the campus which is demarcated by a boundary wall all around with four entry/exit points. Two pump houses along with a 50kL overhead water tank are also available in the campus. Before tendering, the agency may visit the site to acquaint them with the functioning of institute and satisfy as to the conditions prevalent at the site. The information is also available on our website (ccsniah.gov.in).

CCSNIAH intends to take up minor repair/renovation works and AMC/CMC & operation of various installations at the institute (as per enclosed list). Applications for EOI are invited in the enclosed format from eligible Public Works Organization (PWO) such as Central Public Works Department (CPWD), State Public Works Department, others Central Government organizations authorized to carry out civil or electrical works such as Military Engineering Service (MES), Border Roads Organization (BRO), etc. or Ministry/Department's construction wings of Ministries of Railways, Defence, Environment & Forests, Information & Broadcasting and Departments of Posts, and Space etc. any Public Sector Undertaking set up by the Central or State Government to carry out civil or electrical works or (ii) to any other Central / State Government organization /PSU which may be notified by the Ministry of Urban Development (MoUD) for such purpose. The agency shall be selected after evaluating their financial strength and technical competence in the relevant areas.

List of works

(may be increased or decreased as per actual requirement at the time of execution)

1. Special repairs/renovation and modifications in laboratory block/animal houses including installation of Dynamic pass box and interlocking facility in sterility area
2. Repair of roofs of laboratory/animal house blocks and other buildings
3. Renovation and modular furnishing of various laboratories
4. Renovation and modular furnishing of administrative block/offices
5. Repair and raising of Boundary wall

6. Providing and installing underground/twisted overhead cables (to replace damaged overhead cables) for internal electric supply in the institute campus
7. Repair, binding and carpeting of internal roads and provision of barrier, barricades and automated gate.
8. Renovation and furnishing of Reception Area to develop visitors room
9. Renovation and modernization of Committee Room, including provision of AV and VC facilities.
10. Repair and renovation of Guest House at CCSNIAH, Baghpat
11. Development and installation of Signage and display boards inside and outside the institute premises
12. Parking area for office/ residence.
13. Annual Repair, Maintenance and Operations (ARMO) of various civil, horticultural, electrical, HVAC and special plants and installations of the institute including AMC/CAMC of HVAC plants, ETP, LTDP, firefighting system, rain harvesting system etc.
14. Other miscellaneous repair/renovation works

TERMS & CONDITIONS*

1. Only PSUs will be considered for the EOI (Not any individual person or private agency).
2. The agency will be selected based on the PMC charges, financial strength and technical competence. The financial strength and technical competence would be qualifying criteria.
3. The various works may be awarded to the PWOs/PSUs on the Project Management Consultancy basis on indicated PMC charges on the total cost of the work and Taxes on PMC charges, as deposit work for implementation and accounting purposes.
4. The CCSNIAH shall pay to the selected agency the agreed PMC charges on the total cost & taxes as applicable thereof for the awarded work.
5. Separate work agreements may be made for each work on case to case basis with the agreed PMC charges, following all codal formalities.
6. Separate designs and/or estimates for individual works may be obtained from the agency and may be got vetted by the institute for further action, if required as per rules/guidelines/norms. For this, the agency shall include the services of an architect for preparing the designs and executing the works as per vetted designs of the institute.
7. The duly vetted designs and estimates of works shall be executed by the agency.
8. The works need to be supervised by the authorities of the agency in consultation with the institute.
9. The agency shall undertake the work of day to day running, maintenance and operation of all installations within the estimates approved by the competent authority of the institute.
10. The agency shall work as a consultant to the institute and shall be responsible for providing planning and design/details Engineering Services as well as day to day supervision at the time of execution of the works and will be entirely responsible for the quality of work executed.
11. The institute may allow the cost escalation to the agency, if applicable with proper justification and prior approval.
12. The agency shall ensure that the works are carried out in accordance in all respect with the specification/details given in the work order.

13. The agency shall submit the copy of the work order of various works awarded to contractor/firm to the institute, to check quality and for security purposes.
14. The agency shall ensure that the contractor whom the work(s) are awarded follows the security instructions issued from time to time by the institute.
15. The institute shall not be responsible for and compensation which may be required to be paid to the worker of the contract engaged by the agency, consequent upon any injury/mishap.
16. The institute shall not be responsible for payment of wages to the labourers employed by the contractor for various works of the agency.
17. The agency shall discharge all its legal obligations in respect of the workers to be employed by it for the execution of the works in respect of the wages and service conditions and shall also comply with all the rules and regulations and provisions of extant laws in force that may be applicable to them from time to time.
18. The agency shall indemnify and keep indemnified the institute from any claim, loss or damages/accidents of workers that may be caused to it on account of any failure to comply with the obligations under various laws.
19. The agency also will undertake other works after proper estimates are submitted and duly approved by the Director, CCSNIAH.
20. The work has to be attended/completed within the stipulated time by the agency, failing which the penalty @1% per week, subject to maximum 10% of the total value of the contract will be recovered from the bill.

PAYMENT

1. The institute shall deposit a 25 percent amount of the total estimated cost of the ARMO works to the agency under deposit work after signing the agreement and thereafter shall be reimbursed from time to time. However, for repairing/renovation works, the agency shall be deposited with 33% of the vetted estimate and thereafter shall be reimbursed from time to time, as per demand and progress of work. In case of specific demand supported with full justification to be provided by the firm, 100% advance may be agreed upon.
2. The CCSNIAH shall not be responsible for any payment to the contractor engaged by the agency.
3. The agency shall submit to the institute the details of payments released to the contractor (s) along with the details of works done and the amount paid to the contractors(s) on monthly basis. Copies of the bill are to be sent to the institute along with details of payment, if required. The payment should be made by the agency on actual expenses.
4. The agency shall deduct the security deposit from the contractor as per rules to ensure satisfactory work.
5. The terms and conditions attached with Estimate by the agency shall also form part of the agreement.

ARBITRATION

Any difference at any time arising between the parties hereto on any matter arising out of this agreement which cannot be settled amicably and as to which the decision of any person is not herein otherwise provided for shall be referred to the arbitration of the Director, CCSNIAH, whose decision shall be binding on both the parties. Request for arbitration shall be made within 90 days of the occurrence of dispute.

** These T&C are just indicative, detailed T&C alongwith MoU will be informed/signed at a later stage.*

FORMAT FOR APPLICATION FOR EXPRESSION OF INTEREST#

1.	Name and full address of the Organization	:	
2.	Management Structure (also include manpower available)	:	
3.	Contact Person with designation	:	
4.	Contact Telephone No. (including Mobile No.) and Fax No.	:	
5.	Email address	:	
6.	Current operational areas of work	:	
7.	Average turnover for last three years (enclose proof)	:	
8.	Details of expertise available in the relevant areas of works (also include man-power to be engaged to this project)	:	
9.	Any other credentials in the subject area	:	
10.	Acceptance of terms and conditions	:	Agreed/Not agreed*
11.	The PMC Charges demanded by the agency (in figures and words)	:	

Use separate sheet, if required and indicate page number in the relevant space in the table

* Strike-off which is not applicable

**Name and signature of Authorized Signatory
(on behalf of the Organization)**

Seal

Date:

TENDER ACCEPTANCE LETTER
To be given on company letterhead

To

The Director
CCS National Institute of Animal Health
Baghpat-250609 UP

Sub: Acceptance of terms and conditions of EOI

EOI reference No:

Name of tender / Work:-

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Dear Sir,

1. I / We have downloaded / obtained the EOI document (s) for the above mentioned 'Work' from the web site (s) namely:

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As per your advertisement, given in the above mentioned websites (s)

2. I / We hereby certify that I/ we have read the entire terms and conditions of the EOI documents from Page No. to (including all documents like annexure (s), schedule (s) etc.,) which form part of the contract agreement and I / we shall abide hereby by the terms / conditions/ clauses contained therein.
3. The corrigendum(s) issued from time to time by your department / organization to have also been taken into consideration, while submitting this acceptance letter.
4. I / We do hereby declare that our firm has not been blacklisted/ debarred by any govt. Department / Public sector undertaking.
5. I / We certify that all information furnished by the our firm is true and correct and in the event that the information is found to be incorrect/ untrue or found violated, then your department / organization shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours faithfully

(Signature of the bidder, official Seal)