

Sub: Notice Inviting Tender for Refilling of Fire Extinguishers at IIM Tiruchirappalli

Indian Institute of Management Tiruchirappalli (IIM Tiruchirappalli), an Institute of National Importance, established by the Ministry of Education (Shiksha Mantralaya), Govt. of India. More details about IIM Tiruchirappalli are available on our website <http://www.iimtrichy.ac.in>.

IIM Tiruchirappalli invites Tender for Refilling of Fire Extinguishers at IIM Tiruchirappalli as per the specifications on the terms and conditions given below:

Sl. No.	Name of the items	UOM	Qty	Rate Per Unit	Total Amount
1	Dry Chemical Powder (Mono Ammonium Phosphate) Capacity: 6 Kgs Class: ABC Make: Safex	Nos	293		
2	Dry Chemical Powder (Mono Ammonium Phosphate) Capacity: 2Kgs Class: ABC Make: Safex,	Nos.	16		
Total Amount including supply, refilling, Labour, Loading, Unloading, Packing, Forwarding, Freight Charges and excluding GST					
GST @ _____ %					
Total amount including GST					

Terms & Conditions:

- The above cost should be inclusive of Supply, Labour, refilling, Packing, forwarding, Loading and unloading, freight, etc. and GST. *No extra amount will be paid apart from the above quoted price.*
- Refilling Work to be done at:**
Indian Institute of Management Tiruchirappalli,
Trichy- Pudukkottai High way, Chinna Suriyur, Tiruchirappalli – 620 024.
Contact: Email: purchase@iimtrichy.ac.in ; **Phone:** 0431 – 2505121/22
- The Bidder (s) should be registered with the Goods and Services Tax council for the purpose of Goods & Service Tax (GST). A copy of the GST registration certificate has to be submitted with the tender document. A copy of the GST Registration Certificate, PAN and Bank account details should be submitted along with the Bid. The names appearing on all these documents and the tender document should be the same or linked.

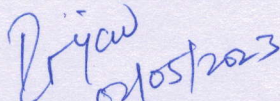
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4. The work is required to be done with precision and high quality is to be maintained and material with ISI certification should be refilled in the Fire Extinguishers. The refilling of Fire Extinguishers will be examined by the concerned department.
5. **Delivery Schedule:**
 - a. The Vendor should complete the refilling work within 15 days from receipt of the Work Order.
 - b. In case the firm fails to complete work within the specified period, the Work/Purchase Order as a whole will be terminated. Applicable penalties would be levied to the supplier/vendor. The decision of the competent authority in the matter of penalties would be final and binding.
6. **The below procedures need to be followed to refill the fire extinguishers:**
 - a. Emptying all the cylinders by removing old chemicals.
 - b. Through cleaning of all the cylinders and refilling properly with required fresh ISI certified chemicals.
 - c. Provide a list of all refilled extinguisher cylinders with a validity certificate.
 - d. To check nozzles, pot hole, vent hole, cap assembly, syphon tube, safety pin/clip, discharge pipe etc
 - e. Necessary clips/pins/nobs/Piston need to be changed by the vendor, if required, at no additional cost.
7. **Payment Terms:**
 - a. No advance payment will be made in any case.
 - b. Payment will be released within 25 days' subject to submission of Invoice/Bill.
 - c. TDS and any other Government levies applicable on bills as per Government instructions/ notifications issued from time to time shall be applicable and deducted from Service Provider's bills.
8. **Penalty Clause:**

Deficiency/delay in work/services, will be construed as lapses on the part of the vendor. Such lapses due to Vendor will be viewed seriously and penalties will be imposed on the Vendor in case of any delay in completing the required work as covered by this Tender within the stipulated date and timings. IIM Tiruchirappalli Trichy reserves the right to impose the penalty and the quantum of the penalty will be decided in individual cases and decision of the competent authority at IIM Tiruchirappalli, shall be final and binding.
9. **Warranty & Support:**
 - a. Two (02) Years from the date of commissioning.
 - b. If it is observed at any stage that the quality of the work is not satisfactory, the contract/ work order as a whole shall be terminated. Applicable penalties would be levied. The decision of the competent authority in the matter of penalties, would be final and binding.


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10. Performance Security Details:

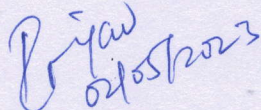
- a. The successful Bidder will be required to remit an interest free Performance Security Deposit of 3% of the Work Order value through online transfer to IIM Tiruchirappalli Bank Account, within ten working days from receipt of the work order. *The security deposit will be refunded to the vendor after completion of the refilling work along with the final payment after adjusting applicable deductions, if any.*
- b. Performance Security will be forfeited if the vendor fails to perform/abide by any of the terms or conditions of the contract.
- c. In case, the Vendor fails to provide the required services as covered by this Tender within a specified delivery period, the same items will be obtained from the open market, and the difference of cost, if any, will be recovered from the Performance Security or from the pending bill(s) of the defaulting firm or from the vendor if the recoverable amount exceeds the Performance Security and there are no pending bills due to be paid to the respective vendor.

11. The quote shall remain valid and open for acceptance for a period of 90 days from the date of opening of the bid.

12. **Subletting of Work:** The firm/agency should not assign or sublet the work/job or any part of it to any other person or party. The Tender is not transferable. Only one Tender shall be submitted by one tenderer.

13. Special Terms & Conditions

- a. IIM Tiruchirappalli shall have the right to inspect and/or to test the goods used to complete the work to confirm their conformity to the Tender's Specifications at no extra cost to the Purchaser.
- b. The contractor shall ensure availability of all necessary personal safety equipment/appliances such as safety helmet, safety boots, safety belts, leather/canvass gloves, welding helmets, safety goggles etc. as necessary according to the nature of work and as may be considered adequate by the Estate Office at work site. The contractor shall also maintain the same in good working conditions suitable for immediate use. The contractor shall also ensure that the workers employed by him/them or his/their representatives(s) on his/their behalf at the work site positively use necessary safety appliances.
- c. The person engaged by the contractor for the work shall be under the contractor directly and there shall be no Employer and Employee relationship between the contractor's employees and the company.
- d. The contractor will be responsible for payment of compensation caused to all his employees or caused by his employees/machines to others due to any incident/accident. In case of occurrence of any accident, it should be brought to the notice of the Management with immediate effect.



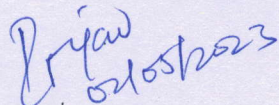
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- e. The contractor shall be solely responsible for compliance with all labour laws and Central / State Govt. statutory rules etc.,
 - f. **Works Site Cleanliness:** During the work, the contractor shall always keep the working area and store free from waste or rubbish. On completion of work, he shall remove all debris, additional materials and leave the premises clean to the full satisfaction of the Institute.
 - g. Some restrictions may be imposed for the movement of labour, materials etc., the contractor shall be bound to follow all such restrictions/instructions and nothing extra shall be payable on this account.
 - h. The work will be carried out as per instructions of the Estate Office at the site and nothing extra will be paid on this account.
 - i. The contractor shall bear all incidental charges for cartage, storage, and safe custody of the materials.
 - j. The contractor shall take instructions from the Estate Office for stacking of materials any place. No excavated earth or building materials shall be stacked on areas where other buildings, roads, services of compound walls are to be constructed.
 - k. The Department shall not provide any store accommodation for the stores brought by the contractor or issued by the Institute.
 - l. Damage to the building during the execution of work shall be made good by the contractor matching with the surrounding surface, otherwise the same shall be got done at the cost of the working contractor.
 - m. Any damage to the existing fittings shall be replaced by the contractor at his own cost and risk to the entire satisfaction of the Institute.
 - n. Any defective material/equipment shall be replaced/required at the discretion of the Institute.
14. Bidder should take into account the corrigendum/Addendum published in IIM Tiruchirappalli website in the tender page from time to time before submitting the bids.
15. If you have any technical queries, please e-mail: estatemanager@iimtrichy.ac.in with a copy to purchase@iimtrichy.ac.in. You may also call in **Phone: 0431 – 250 5166/5156** before **submission of the quotation.**
16. *The vendor should quote the rate for all the items, failing which the quotation will not be considered for further evaluation.*
17. *The bidder should submit the tender/quotation duly signed and stamped on all the pages.*
18. IIMT reserves the right to change/ extend/ modify/ amend or delete any of the conditions, clause or items stated therein any or all provisions of this tender document. Such revisions / amended/ corrigendum will be made available on the website of the IIMT Tender portal.
19. IIMT also reserves the right to withhold or withdraw the process at any stage with intimation to all the bidders who have submitted the quotation/tender.



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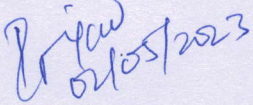
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20. **IIMT** will not be responsible for any loss in transit or postal delay.
21. Tax will be deducted as per the rule in force.
22. **Arbitration:** In case of any unreconciled disputes between the parties IIM Tiruchirappalli and the agency/firm to whom the contract had been awarded, arising out of any of the terms of the Contract Agreement, the dispute shall be referred to a single Arbitrator mutually agreed, as per Arbitration and Reconciliation Act 1996, in Tiruchirappalli jurisdiction. The decision of the Arbitrator shall be final and binding on the both parties.
23. **Jurisdiction:** All disputes arising out of this contract shall be subjected to the Courts at Tiruchirappalli.
24. **Force Majeure:**
 - a) Should any force majeure circumstances arise, each of the contracting parties be excused for the non-fulfillment or for the delayed fulfillment of any of its contractual obligations, if the affected party within 15 days of its occurrence informs in a written form the other party.
 - b) Force Majeure shall mean fire, flood, natural disaster, or other acts such as war, turmoil, sabotage, explosions, epidemics, quarantine restriction, strikes, and lockouts i.e. beyond the control of either party.
25. GST Number of IIM Tiruchirappalli is **33AAAI5004R1ZO**.

Tenders should be submitted in the sealed cover super scribing "**Tender for Refilling of Fire Extinguishers at IIM Tiruchirappalli**" addressed to, "The Chief Administrative Officer (i/c), IIM Tiruchirappalli, Trichy Pudukkottai Highway, Chinna Suriyur, Trichy – 620 024 to reach us **on or before 3.00 PM, May 22, 2023**."


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