



**THE INSTITUTE OF  
Company Secretaries of India**  
**IN PURSUIT OF PROFESSIONAL EXCELLENCE**  
Statutory body under an Act of Parliament

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**NOTICE INVITING TENDER**

**FOR  
SUPPLY AND INSTALLATION**

**OF  
FIRE FIGHTING SYSTEM**

**AT  
FARIDABAD CHAPTER**

**OF  
THE INSTITUTE OF COMPANY  
SECRETARIES OF INDIA**

**AT  
PLOT NO. 1 A, SECTOR-16A,  
NEAR SAI TEMPLE,  
FARIDABAD – 121 002**

## **FIRE FIGHTING SYSTEM FOR NEW BUILDING OF THE ICSI – FARIDABAD CHAPTER**

### **NOTICE INVITING TENDER**

Item rate tenders are invited on behalf of the THE INSTITUTE OF COMPANY SECRETARIE OF INDIA from reputed contractors with experience of at least three years for execution of the FIRE FIGHTING SYSTEM at ICSI, Sector-16A, Near Sai Temple, Faridabad.

#### **1. Scope of Work**

The scope of work includes detailed design, getting approval, supplying, installing and testing of materials as defined in the Tender document.

There are 2 parts, which are to be submitted for the Item rate tender.

- (I) Technical Bid,
- (II) Financial Bid.

#### **2. Technical Bid:**

Bidder must provide the details of company, relevant work done in recent past etc. in the form of documents in prescribed format. This should be submitted in a separate sealed envelope labeled as “TECHNICAL BID FOR FIRE FIGHTING SYSTEM FOR THE ICSI-FARIDABAD CHAPTER, AT SECTOR-16A, NEAR SAI TEMPLE, FARIDABAD” BY “\_\_\_\_NAME OF BIDDER\_\_\_\_”.

#### **3. Financial Bid:**

This should be submitted in a separate sealed envelope labeled as “FINANCIAL BID FOR FIRE FIGHTING SYSTEM FOR THE ICSI-FARIDABAD CHAPTER, AT SECTOR-16A, NEAR SAI TEMPLE, FARIDABAD” BY “\_\_\_\_NAME OF BIDDER\_\_\_\_”. Bidder must quote cost which is all inclusive and in accordance with the likely Bill of Quantities.

#### **4. Time:**

The time allowed for carrying out the complete supply and installation work will be 1 month from the date of issue of LOI / Work Order. The site for the work shall be made available on award of work.

5. The Tender forms will be issued from present ICSI-Faridabad Chapter office at C-34A, Ground Floor, Vardhman Mall, Sector- 19, Faridabad – 121002 during the office working hours since 17<sup>th</sup> August 2015 on payment of Rs. 500/- in cash (except Holidays and Public Holidays). Tender documents can also be downloaded from the respective link in the Institute’s website and in that case, an additional demand draft of Rs. 500/- from any nationalized bank, issued in favor of “The Institute Of Company Secretaries Of India” payable in New Delhi will be required to be submitted in a separate sealed envelope labeled “Cost of Tender NAME OF BIDDER” along with other two sealed envelopes for the Technical and Financial Bids within a big size main sealed envelope, with the name of work – “FIRE FIGHTING SYSTEM FOR ICSI-FARIDABAD CHAPTER” written on it.
6. The Tender document complete in all respect will be received from the bidders till 3.00 P.M. on 26<sup>th</sup> August 2015 in the following address -

**The Chairman,  
Faridabad Chapter of ICSI,  
C-34A, Ground Floor,  
Vardhman Mall, Sector- 19,  
Faridabad – 121002**

The bidders may submit their sealed bids by post. However, any delay in receiving the Sealed tenders from bidders will not be the responsibility of the Institute. The bids received will be opened at Chapter office in presence of the authorized representatives bidders on the same day at 4:00 P.M.

7. The bidders to take note that the main sealed envelop shall mandatorily have three(3) sealed envelopes inside it with the respective labels on them namely,
  - (A) “EARNEST MONEY DEPOSIT (EMD) FOR FIRE FIGHTING SYSTEM FOR ICSI – FARIDABAD CHAPTER – NAME OF BIDDER” (To be submitted in the format given in sub-head Sl. No. 7 below);
  - (B) “TECHNICAL BID \_\_\_\_\_ – NAME OF BIDDER” and
  - (C) “FINANCIAL BID \_\_\_\_\_ – NAME OF BIDDER”.
8. The tender shall be accompanied by the Earnest Money Deposit (EMD) of Rs. 10,000/-, in the shape of crossed Demand Draft / Pay Order of any nationalized bank issued in favour of “THE INSTITUTE OF COMPANY SECRETARIES OF INDIA” payable in New Delhi. The EMD of the successful tenderer shall be converted into the Security Deposit (SD). In respect of the unsuccessful tenderers, the same shall be refunded/ returned after completion of process of award of work to the successful bidder, under sole discretion of ICSI.
9. The Earnest Money deposit shall be submitted in a separate envelope with the title “EARNEST MONEY DEPOSIT (EMD) FOR FIRE FIGHTING SYSTEM FOR ICSI – FARIDABAD CHAPTER – NAME OF BIDDER”. Tenders without Earnest Money Deposit shall be summarily rejected.
10. All the rates / item rates / amount need be mentioned in both words and figures. The rate quoted must be inclusive of all charges and taxes including service tax. Institute being a statutory body does not have CST or LST number and further, no Way Bill Form (FORM NO-32) will be provided for delivery of any material or equipment.
11. The ICSI does not bind itself to accept the lowest or any other tender, and reserves its right to reject any or all of the tenders received without the assigning any reason whatsoever.
12. All or any of the tenders in which any of the aforesaid prescribed conditions are not fulfilled or are incomplete in any respect are liable to be rejected.
13. The ICSI reserves the right of accepting the whole or any part of the tender and the tenderer shall be bound to perform the same at the rate quoted.
14. Other relevant instructions / orders prior to the commencement of work or during the work under execution, as applicable and if required, will be issued in advance from time to time.
15. The itemwise quantities mentioned in the Bill of Quantities are tentatively only for the purpose of reference. However, the payment will be made based on actual quantities supplied and installed / actual work executed at site and approved unit rate.
16. No-objection Certificate (NOC) from Fire Department shall be obtained on behalf of the Institute by the Contractor with his own arrangement and cost. However, statutory Fees paid in this regard, shall be reimbursed on submission of receipt of the payment made.

**17.** In addition to the above clauses, following relevant details as part of this Tender Document are attached as under:

- Schedule of the Fiscal Aspects, as applicable as 'APPENDIX – I';
- Undertaking by the Tenderer, as need be submitted, as 'APPENDIX – II';
- Schedule of the Approved Makes, as applicable as 'APPENDIX – III';
- Tentative Bill of Quantities, for reference, as 'APPENDIX – IV';

**Chairman,  
Faridabad Chapter of ICSI.**

**APPENDIX – I**  
**SCHEDULE OF FISCAL ASPECTS**

|     |  |   |
|-----|--|---|
| 1.  | Entry to site                                  | : On award of work and acceptance by the contractor in writing.   |
| 2.  | Time of Completion                             | : 1 Month from the date of issue of LOI / Work Order  |
| 3.  | Payments to the contractor                     | : Within 15 (Fifteen) days from the date on which the certificate of payment is issued by the independent Designer / Architect.   |
| 4.  | Minimum period for submission of interim bills | : 30 (Thirty) days  |
| 4.a | Minimum Amount of bill                         | : Rs. 1.00 lakh   |
| 5.  | Mobilization Advance                           | : 10% against equivalent amount of bank guarantee from any nationalized bank, which will be adjusted against the future running bill on pro rata basis.   |
| 6.  | Retention Money on interim Bill                | : 10% (Ten percent) of value of interim bills   |
| 7.  | Period for submitting final Bill               | : Within 15 (Fifteen) days of virtual completion of work.   |
| 8.  | Release of retention money                     | : After the expiry of defects liability period of 1 year  |
| 9.  | Defects liability period                       | : 1 year after completion of work. Retention money will be refunded against equivalent amount of bank guarantee.  |
| 10. | Escalation                                     | : No escalation   |
| 11. | Taxes  | : Rates quoted shall be inclusive of all taxes.<br><br>The Contractor should produce Tax Identification Number (TIN) and Permanent Account Number (PAN) obtain from Commercial Tax Department while concluding the agreement. |
| 12. | ESI & PF obligation for workman                | : Copies of latest challans to be enclosed with the running bills. In case any liability accrues to the owner as the Principal employer, the same shall be reimbursed by the Contractor to the owner.                         |
| 13. | Future Levies                                  | : Since it is a short period contract, no reimbursement shall be made for the future levies, which may be imposed by the legislation during the contract period.  |
| 14. | Liquidated Damages                             | : 0.05% of total contract value per day of delay inclusive of Sundays & Holidays above year of and date of certified completion of works subject to a maximum 10% Contract value of the delayed work                          |

**APPENDIX – II**

**UNDERTAKING BY THE TENDERER**

TENDER UNDERTAKING TO BE GIVEN ON COMPANY LETTER HEAD  
ALONG WITH THE TECHNICAL BID

To,  
The ICSI-FARIDABAD Chapter,  
Sector 16A, Near Sai Temple,  
FARIDABAD.

1. I/We do hereby tender and if this tender be accepted undertake to execute the following work viz, Addition Alteration and Construction works for ICSI and in accordance with the tender documents attached therein.
2. I/We agree to keep the offer this tender valid for period of Two Months mentioned in the tender notice and not to modify the whole or any part of it for any reason within in the above period. If the tender is withdrawn by me/us will be forfeited to ICSI.
3. I/We hereby distinctly and expressly declare and acknowledge that before the submission of my/our tender. I/we have carefully understood the instruction in the tender notice and have read the contract documents and of the plan, specifications and quantities etc. rates and of the location and alignment where the said work is to be done and such investigation of work required to be done & materials required for the work as to enable me/us to thoroughly understand the intension of the same in the requirement, covenants, agreements, stipulations and restrictions contained in the contract and in the contract and in the said plans and specifications and distinctly agree that I/We will not hereafter make any claim or demand upon the ICSI based upon or a raising out of any alleged misunderstanding or misconception or mistake or my/our part of the said requirement, covenants, agreements, stipulations, restrictions and conditions.
4. If my/our tender is not accepted EMD paid by me/us shall be return to me/us on our application soon after the tender is decided or expiration of Six Months after the last date prescribed for the receipt of tenders whichever is earlier. If my/our tender is accepted the earnest money shall be retained by the ICSI as security for the due fulfillment of the contract. If upon written to me/us by the ICSI, I/We fail to attend the said office on the date herein fixes or if upon intimation being given to me/us by the ICSI of accepted of my/our tender. If I/We fail to make the additional security deposit or enter into the required agreement as defined in tender notice, then I/We shall agree to the forfeiture of the earnest money.

**APPENDIX – III**

**SCHEDULE OF APPROVED MAKES**

LIST OF APPROVED MANUFACTURES FOR DIFFERENT  
MATERIALS TO BE USED IN THIS PROJECT

**SCHEDULE OF MAKES:**

|     |                                    |   |  |
|-----|------------------------------------|---|--|
| 1.  | Pumps                              | : | Kirlosker/ Matter & Platt                  |
| 2.  | Electric Motor                     | : | Kirlosker/ Crompton/ ABB/ SIEMENS          |
| 3.  | Diesel Engine                      | : | Kirlosker/ Cummins/ ASHOK LELYAND          |
| 4.  | Amp Meter & Volt Meter             | : | A.E.I., Havells                            |
| 5.  | Moulded Circuit Breaker            | : | Siemens, L & T                             |
| 6.  | Battery                            | : | Exide                                      |
| 7.  | M.S. Pipe                          | : | Jindal Hissar/ Surya/ Prakash              |
| 8.  | Butter Fly Valve                   | : | SANT/ C & R/ KSB/ ARROW/ CASTLE            |
| 9.  | Non Return Valve                   | : | C & R/ Advance/ ARROW/ CASTLE              |
| 10. | Fire Bridge inlet collection       | : | SAFE GUARD/ NEWAGE                         |
| 11. | Pressure Switches                  | : | INDFOSS/ H. GURU/ or approved equal        |
| 12. | Pressure Gauges                    | : | H. GURU/ FIEBIG/ INDFOSS or approved equal |
| 13. | Copper Armoured cable              | : | Kalinga/ GLOSTER/ POLYCAB/ PARAGON/ NICCO  |
| 14. | Hose Rubber Reel                   | : | JYOTI/ MARUTI/ PADMINI                     |
| 15. | Hose Pipe                          | : | New Age/ CRC                               |
| 16. | Branch Pipe                        | : | SAFE GUARD/ NEWAGE                         |
| 17. | Hooter/ M.C.P./ F.A. Panel         | : | Agni/ ASE/ Safe Zone                       |
| 18. | Fire Hydrant Landing Valve         | : | SAFE GUARD/ NEWAGE                         |
| 19. | Anti – Corrosive coating for pipes | : | PYPKOT E (4mm)                             |
| 20. | MCCB                               | : | L & T/ Siemens                             |
| 21. | Protective Relays                  | : | GEC, Alsthom/ ABB                          |
| 22. | Thimbles/ Ferrules                 | : | Dowell                                     |
| 23. | Cable Jointing Kits (1.1 Kv)       | : | M. Seal                                    |

|     |  |   |                                      |
|-----|--|---|--------------------------------------|
|     |  |   |                                      |
| 24. | Cable Glands   | : | Commex/ Gripwel                      |
| 25. | Paint  | : | ASIAN/ NEROLAC                       |
| 26. | Contractor   | : | Siemens                              |
| 27. | Timer  | : | BCH/ Siemens/ L & T                  |
| 28. | Switch Fuse Unit                                     | : | Siemens                              |
| 29. | Bimetal Overload Relay indicating Lamp & Start/ Stop | : | Siemens                              |
| 30. | Indicating Lamps & Start/ Stop Push Button           | : | Siemens                              |
| 31. | Auxiliary Transformer                                | : | Crompton/ AEI                        |
| 32. | Selector Switch                                      | : | L & T/ Siemens                       |
| 33. | A.R. Circuit Breaker                                 | : | L & T/ Siemens                       |
| 34. | Motor Control Centre                                 | : | Risha/ Diamond                       |
| 35. | Fire Extinguisher                                    | : | SAFE GUARD/ NEWAGE/ OMEX/ LIFE GUARD |
| 36. | Flow Switch  | : | SYATEM SENSOR/ RAPID CONTROL         |
| 37. | Ball Valve   | : | SANT/ ZOLOTO/ ITALY/ IMPOTERD        |
| 38. | Hose Box   | : | Fabricated from 16 SWG M.S. Sheet    |
| 39. | Y – Strainer   | : | BHATIA/ KARTAR                       |
| 40. | P. A. System   | : | AHUJA/ AGNI                          |
| 41. | Smoke / Heat Detector                                | : | Appolo/ System Sensor                |
| 42. | Sprinkler  | : | Tyco/ Best/ H.D./ GLOBE/ IMPORTED    |
| 43. | Exit Sign  | : | Glow Light                           |
| 44. | Installation Control Valve                           | : | H.D.                                 |



**APPENDIX – IV**

**TENTATIVE BILL OF QUANTITIES**

| <b>BOQ - Fire Fighting &amp; Manual Fire Alarm System</b> |   |     |       |      |        |
|---|---|-----|-------|------|--------|
| Sl. No.   | Description   | Qty | Unit  | Rate | Amount |
| <b>I SUB-HEAD - FIRE FIGHTING PUMP</b>                    |   |     |       |      |        |
| 1   | Providing and fixing single stage horizontal centrifugal pump set with volute bronze impeller connected to a TEFC induction motor suitable for operation on 410/440 Volt, 3 phase, 50 cycles AC supply as per details given below-  | 1   | Set   |      |        |
| a)  | 7.5 HP with required head, No of stage(s) - single  |     |       |      |        |
| b)  | RPM 2900, Shaft & Sleeve - SS410  |     |       |      |        |
| c)  | Casing - CI, Impeller - Bronze  |     |       |      |        |
| d)  | Mover- Electrical motor driven  |     |       |      |        |
| e)  | Bearing- Grease Lubricated, Seal- Mechanical  |     |       |      |        |
| 2   | Control Panel   |     |       |      |        |
|   | Supply, installation, testing and commissioning of electric fire pump control panel metal clad cubicle type suitable for operation on 415 V, 3 phase, 4 wire, 50 Hz AC supply system. The panel shall be suitable for auto operation for fire pump as per specified parameters. The panel shall be compartmentalized and complete with relay, contractors and starters complete in all respect as required. | 1   | Set   |      |        |
| 3   | Providing, fixing and installation of 10 sq. mm x 4 core aluminum cable (for Fire pump) from electric panel to pump motor   | 20  | RMT   |      |        |
|   | <b>TOTAL OF SUB-HEAD (I)</b>  |     |       |      |        |
| <b>II SUB-HEAD - FIRE HYDRANT, WET RISER SYSTEM</b>       |   |     |       |      |        |
| 1   | Providing, laying, testing and commissioning of 'C' class heavy duty MS Pipe conforming to IS 3589 and 1239 including fittings like elbows, tees, flanges, nuts bolts, gaskets etc., fixing the pipe on the wall/ceiling with suitable clamps and painting with two or more coats of synthetic enamel paint of required shade complete as required.   |     |       |      |        |
| a   | 80 mm dia   | 18  | RMT   |      |        |
| b   | 100 mm dia  | 5   | RM    |      |        |
| 2   | Excavation and anti-corrosive treatment with PVC Wrapping with Black Japan Coating, refilling the trench etc. of following sizes complete as required.  |     |       |      |        |
| a   | 100 mm dia (Soft Soil)  | 5   | Meter |      |        |

|    |  |   |     |  |  |
|----|--|---|-----|--|--|
| 3  | Supplying, fixing, testing and commissioning of butterfly valve PN 1.6, with bronze/ gunmetal seat duly ISI mark complete with nuts, bolts, washers, gasket, confirming to I.S. 13095, of following sizes as required.   |   |     |  |  |
| a  | 80 mm dia  | 2 | Nos |  |  |
| 4  | Providing, installation, testing and commissioning of dual plate wafer type non-return valve of following sizes complete with rubber gasket, GI bolts, nuts, washers etc. as required.   |   |     |  |  |
| a  | 80 mm dia  | 1 | Nos |  |  |
| 5  | Providing and fixing pressure gauge with isolation cock suitable for a working pressure of 0-10 kg/cm <sup>2</sup> , complete in all respect.  | 4 | Set |  |  |
| 6  | Providing, fixing, setting, testing and commissioning of Pressure Switch complete, as required for operation of fire pump.   | 4 | Set |  |  |
| 7  | Providing and fixing ball valve for Hose Reels and Drains  |   |     |  |  |
| a  | 25 mm dia  | 4 | Nos |  |  |
| 8  | Constructing masonry chamber 100cm x 100cm x 120cm, inside with 75 class designation brick work in cement mortar 1:4 (1 cement : 4 coarse sand) for sluice valve, with MS surface 600mm x 600mm sheet covers with chained lid and RCC top slab 1:2:4 mix (1 cement : 2 coarse sand : 4 graded stone aggregate of 20 mm nominal size), necessary excavation foundation concrete 1:5:10 (1 cement : 5 fine sand:10 graded stone aggregate 40 mm nominal size) and inside plastering with cement mortar 1:3 (1 cement : 3 coarse sand) 12mm thick finished with a floating coat of neat cement complete as per standard design: |   |     |  |  |
|    | a) With F.P.S. bricks  | 1 | Nos |  |  |
| 9  | Supplying and fixing single headed internal yard hydrant valve with instantaneous FM Gun metal coupling of 63 mm dia with cast iron wheel, ISI marked, conforming to IS 5290 (type-A) with blank cap and chain as required.  | 4 | Nos |  |  |
| 10 | Supplying and fixing of hose cabinet of size 750 mm x 600 mm x 250 mm made of 1.6 mm thick MS sheet with 4 mm thick glazed glass thick doors i/e necessary locking arrangement suitable to 2 Nos. 15 meter long Hose pipe, 1 No. branch pipe, mounted on wall OR raised brick platform & duly painted with red externally and white internally with synthetic enamel paint complete in all respect, as required.   | 4 | Nos |  |  |

|            |  |    |       |  |          |
|------------|--|----|-------|--|----------|
| 11         | supplying and fixing 63 mm dia 15 meter long RRL hose pipe with 63 mm dia male and female gun metal couplings duly bind with GI wire, rivets etc. conforming to IS 636 (type-A) as required (ISI Marked).                      | 8  | Nos   |  |          |
| 12         | Providing and fixing standard short size gunmetal branch pipe with gunmetal nozzle of 20 mm dia outlet with standard instantaneous type 63 mm dia coupling (ISI Marked).   | 4  | Each  |  |          |
| 13         | Providing and fixing standard fireman's axe with heavy insulated handle.   | 4  | Each  |  |          |
| 14         | Supplying and fixing First-Aid Hose Reel with MS construction spray painted in Post office Red, conforming to IS 884 with up to date amendments, complete with the following as required.                                      |    |       |  |          |
| a)         | 30 m long 20 mm (nominal internal) dia rubber water hose (ISI Marked) IS-444.  |    |       |  |          |
| b)         | Drum and brackets for fixing the equipment on wall.  |    |       |  |          |
| c)         | Connections from riser M.S. Pipe.  | 4  | Set   |  |          |
| 15         | Supply and fixing Air release valve.   | 1  | Each  |  |          |
|            | <b>TOTAL OF SUBHEAD (II)</b>   |    |       |  | <u>0</u> |
| <b>III</b> | <b>SUB-HEAD - PORTABLE FIRE EXTINGUISHERS:</b>   |    |       |  |          |
| 1          | Providing and fixing ISI marked (IS: 940) portable fire extinguisher, water (gas pressure) type capacity 9 liter with gunmetal cap and nozzle and complete in all respects including initial fill and wall suspension brackets | 4  | Nos.  |  |          |
| 2          | Providing and fixing ISI marked (IS: 2878) fire extinguisher, carbon dioxide type capacity 4.5 kg.   | 4  | Nos.  |  |          |
| 3          | Providing and fixing ISI marked fire extinguisher, ABC type capacity 5 kg.   | 2  | Nos.  |  |          |
|            | <b>TOTAL OF SUB HEAD (III)</b>   |    |       |  |          |
| <b>IV</b>  | <b>SUB-HEAD - MANUAL FIRE ALARM SYSTEM</b>   |    |       |  |          |
| 4          | Providing and fixing PVC insulated copper conductor armored cable (GLOSTER)  |    |       |  |          |
| a          | 4 core x 1.5 sq. mm  | RO | Meter |  |          |
| b          | 2 core x 1.5 sq. mm  | RO | Meter |  |          |
| 5          | Providing and fixing of Manual call box (AGNI)   | 4  | nos   |  |          |
| 6          | Providing and fixing of Electronics Fire hooter wall mounted (AGNI)  | 4  | nos   |  |          |

|   |   |    |     |  |  |
|---|---|----|-----|--|--|
| 7 | Providing and fixing Main Fire Alarm panel testing of each circuit separately and resetting complete (AGNI)<br>a) 4 zones     | 1  | nos |  |  |
| 8 | Providing and fixing of Fire Exit Sign Board size 600 x 300mm Red Letter on Acrylic Sheet with tube light with battery backup | 10 | nos |  |  |
| 9 | Providing and fixing of Fire Exit Sign Board size 300 x 150mm Photo luminescent type  | 10 | nos |  |  |
|   | <b>TOTAL OF SUB HEAD (IV)</b>   |    |     |  |  |
|   | <b>SUMMARY</b>  |    |     |  |  |
|   | <b>SUBHEAD (I) FIRE FIGHTING PUMPS</b>  |    |     |  |  |
|   | <b>SUBHEAD (II) FIRE HYDRANT, WET RISER SYSTEM</b>  |    |     |  |  |
|   | <b>SUBHEAD (III) PORTABLE FIRE EXTINGUISHERS:</b>   |    |     |  |  |
|   | <b>SUBHEAD (IV) MANUAL FIRE ALARM SYSTEM</b>  |    |     |  |  |
|   | <b>GRAND TOTAL</b>  |    |     |  |  |