

क्षेत्रीय जैवप्रौद्योगिकी केन्द्र

राष्ट्रीय महत्ता की संस्था, जैवप्रौद्योगिकी विभाग,
भारत सरकार द्वारा यूनेस्को के तत्वावधान में स्थापित

Regional Centre for Biotechnology

An Institution of National Importance
Established by the Department of Biotechnology
Government of India Under the auspices of UNESCO

75
आज़ादी का
अमृत महोत्सव



United Nations
Educational, Scientific and
Cultural Organization



क्षेत्रीय जैव प्रौद्योगिकी केन्द्र
Regional Centre
for Biotechnology

कोटेशन आमंत्रण सूचना

NOTICE INVITING QUOTATION

कार्य का नाम

Name of work

एनसीआर बायोटेक साइंस क्लस्टर फरीदाबाद में बीएसएल-3 कॉम्पैक्ट ईएसएस के 2 x 1250 केवीए मेक-वोल्टैम्प ट्रांसफार्मर का वार्षिक रखरखाव अनुबंध (एएमसी) प्रदान करना। Providing Annual Maintenance Contract (AMC) of 2 x 1250 KVA Make- Voltamp Transformer of BSL-3 Compact ESS at NCR Biotech Science Cluster Faridabad.

NIQ NO.: RCB/17019/2/2025-ENGG-RCB/NIQ-25

कार्यपालक निदेशक, आरसीबी की ओर से

On behalf of Executive Director, RCB



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कोटेशन आमंत्रण सूचना

NOTICE INVITING QUOTATION

NIQ NO.: RCB/17019/2/2025-ENGG-RCB/NIQ-25

आरसीबी के कार्यकारी निदेशक की ओर से, ठेकेदारों से निम्नलिखित कार्यों के लिए मुहरबंद दरों पर कोटेशन आमंत्रित किए जाते हैं। जिन्होंने पहले ही किसी सरकारी डिपार्टमेंट/PSU/प्राइवेट सेक्टर में कम से कम एक ऐसा ही काम किया हो (कम्प्लीशन सर्टिफिकेट/वर्क ऑर्डर साथ में लगाना होगा)। Sealed item rates quotation are invited on behalf of the Executive Director, RCB for the following work from the contractors. Who have already executed at least one similar work any Govt. department/PSU/Private sectors (completion certificate/Work order to be enclosed).

S. No.	Name of Work	EMD	Estimated Cost	Date of submission	Completion Period
1	Annual Maintenance Contract (AMC) of 2 x 1250 KVA Make-Voltamp Transformer of BSL-3 Compact ESS at NCR Biotech Science Cluster Faridabad.	Nil	₹224200/- Including GST	22.05.2026 at RCB Reception up to 15.00 Hrs	Annual

कोटेशन फॉर्म और शर्तें आरसीबी वेबसाइट (अर्थात www.rcb.res.in) से डाउनलोड की जा सकती हैं। वेबसाइट से एनआईक्यू डाउनलोड करने की स्थिति में, यह सुनिश्चित करना ठेकेदार/फर्म की ज़िम्मेदारी होगी कि सभी दस्तावेज़ डाउनलोड कर लिए गए हैं। कोटेशन जमा करने का समय दिनांक 22.05.2026 को 15:00 बजे तक है। बिना कोई कारण बताए किसी भी कोटेशन को स्वीकार या अस्वीकार करने का अधिकार अधोहस्ताक्षरी के पास सुरक्षित है।

Quotation forms and conditions can be downloaded from the RCB website (i.e. www.rcb.res.in). In case of downloading of NIQ from website, it will be the responsibility of contractor / firm to ensure that complete documents have been downloaded. ***The time for submission of quotations are up-to 15:00 Hrs. on dated 22.05.2026.*** The undersigned reserves the right to accept or reject any quotation without assigning any reason.

नोट: ठेकेदार को अपनी दरें आरसीबी वेबसाइट से डाउनलोड की गई एनआईक्यू में ही उद्धृत करनी होंगी। यदि अन्य किसी रूप में उद्धृत दरें मान्य नहीं होंगी, तो उन पर विचार नहीं किया जाएगा। ठेकेदारों/एजेंसियों को उपरोक्त एनआईक्यू के अनुसार कार्य करना होगा। Contractors must quote their rates in the NIQ downloaded from the RCB website. Rates quoted in any other form will not be considered. Contractors/agencies must perform the work in accordance with the NIQ above.

Contractor sign with Seal

SPECIFICATION & SPECIAL CONDITIONS OF CONTRACT

TERMS AND CONDITIONS

1. Before quoting the contractor shall inspect the site of work and shall fully acquaint himself about the conditions with regard to accessibility of site required for the satisfactory execution of work.
2. **The contractor must submit a Class 1 contractor License from the Central Public Works Department (CPWD) / Electrical License from state government.**
3. The contractor shall submit GST, PAN and Experience Certificate of firm.
4. The contractor should sign & stamp all pages of the quotation.
5. The work shall be completed as per Schedule of Work, specification and instruction of Engineer-In-charge.
6. All precautionary measures should be adopted for the safety purposes for any accident during the execution of work occurring at site, the contractor shall be overall responsible for the same.
7. RCB shall provide power & water at one point for the proper execution of the work free of cost under normal circumstances if available at site. In case RCB is not in a position to supply the water and / or power, the contractor will make his own arrangement so that the work does not suffer. However, no claim of the contractor whatsoever shall be entertained by RCB on this account.
8. The Contractor shall clean the site after completion of work in all. Any dismantled material shall be stacked in designated place as instructed by the Engineer-in-charge.
9. The time allowed for the work shall be strictly followed otherwise the Contractor shall be liable to pay compensation at the rate of 0.2% of the ordered value of the work per day of delay on the part of the contractor subject to a maximum of 10% of the total ordered value.
10. **Gate Pass** - A gate pass will only be issued only for defect material to and fro for repair/servicing after receiving of request by agency.
11. In the event of non-commencement or unsatisfactory performance of the work contract, Centre (RCB) reserves the right to cancel the contract agreement or to withhold the payment. In such an eventuality, Centre further reserves the right to get the work done from some other agencies at the cost of bidding agency. The Agency will also be black listed by the Centre for a period of 5 years from participating in such type of tender and his earnest money/security deposit will also be forfeited.
12. Taxes shall be deducted from the bill as per GOI rules for which the Contractor will submit a PAN, in the name of registered company proprietor for depositing TDS.
13. No advance payment will be made.
14. No T & P shall be supplied by the RCB.
15. **PENALTY** The follow penalty will be imposed in case of non-operation of Compact Sub-station (CSS).
 1. In case the agency fails to commence the work as stipulated in the agreement, after 02 weeks delay, RCB reserves the right to cancel the contract and withhold the agreement and forfeit the EMD as applicable and get this job to be carried out at the cost and risk of the Agency.
 2. The defaulting Bidder/ Agency will be blacklisted from participating in any tender of RCB for next five years.
 3. If the complaint is not attended within 48 hours, a penalty of Rs.1000 will be imposed for every hour after 48 hours.



16. **TERMINATION OF CONTRACT** This contract may be terminated at any time by either party on 30 days written notice. Any refunds or additional charges, as the case may be, shall be on a pro-rata basis.

17. **PERFORMANCE SECURITY DEPOSIT** :-Successful bidder must deposit the Performance Security Deposit of 10% tender value within 7 days after issue of Letter of Intent (LOI) in the form of Demand Draft/Bank Guarantee/ FDR from Nationalized/scheduled bank valid up to 15 Months from issue of work order, drawn in favor of "**Executive Director Regional Centre for Biotechnology**", Payable at Faridabad.

18. **CONTRACT TENURE (EXTENSION)**

1. The contract will be valid initially for **ONE YEAR** from the date of engagement of the agency.
2. After the completion of the assigned responsibilities during the initial tenure of the contract, Centre, at its sole discretion may extend the contract on year-to-year basis for maximum 03 years (01 Year initial +02 Years) based on satisfactory performance of the agency during the previous year(s).
3. In exceptionally deserving case, Centre, at its sole discretion and mutual consent, may consider further extension of the period of contact for which independent assessment of performance could be sought.
4. Centre will decide the date of commencement of the service, which will be duly notified at the time of Award of Tender.

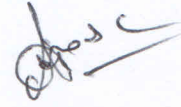
19. **PAYMENT TERM:** Payment for services rendered will be made quarterly. For this purpose, bills must be submitted in triplicate (pre-receipted) along with a monthly service report for each month during the AMC billing period. They must also include a certificate from the relevant user department confirming satisfactory services on a three-month basis.

- a) The payment for services rendered shall be made through electronic clearing system.
- b) After successful completion of quarterly AMC services, agency should be submitted service report of the both transformer along with invoice and spare parts/consumable list (after successful completion of each quarterly).
- c) No payment will be made for goods rejected.
- d) The above rates must be inclusive of all applicable Taxes, handling and freight charges etc. & all applicable taxes shall be deducted at source from the passed amount of the contractor bill.
- e) The party shall be deemed to have visited to the site, understood the work prior to quoting of rates.
- f) However, bidder should mention rate of applicable GST. In case applicable GST rate is not mentioned by the bidder in price bid; then it will be assumed that their quoted rates are INCLUSICE of all GST.
- g) Income tax and any other taxes shall be deducted from the agency bill as per govt. of India rules

Note: Repeat order or part quantity can be ordered after completion of work or before 01 years on same rate terms & conditions. A payment will be made as per actual measurement basis.

20. **ARBITRATION ON DISPUTE:** The Courts at Faridabad will have the jurisdiction to try any matter, dispute or reference between the both parties arising out the contract. It is specifically agreed that no Courts of outside Faridabad shall have jurisdiction in the matter.

Contractor sign with Seal

A handwritten signature in black ink, consisting of a stylized initial 'S' followed by a series of loops and a long horizontal stroke extending to the right.

वित्तीय बोली FINANCIAL BID

(कंपनी के लेटर हेड पर) (ON COMPANY LETTER HEAD)

NIQ NO.: RCB/17019/2/2025-ENGG-RCB/NIQ-25

कार्य का नाम - एनसीआर बायोटेक साइंस क्लस्टर फरीदाबाद में स्थित बीएसएल-3 कॉम्पैक्ट ईएसएस के 2 x 1250 केवीए वोल्टएम्प ट्रांसफार्मर के लिए वार्षिक रखरखाव अनुबंध (एएमसी) प्रदान करना।

Name of work- Providing Annual Maintenance Contract (AMC) of 2 x 1250 KVA Make- Voltamp Transformer of BSL-3 Compact ESS at NCR Biotech Science Cluster Faridabad.

कार्य की अनुसूची Schedule of Work

SI No.	Item name	Qty	Unit	Rate	Amount
1	Providing Annual Maintenance Contract (AMC) of 2 x 1250 KVA Make- Voltamp Transformer				
	Labour Charges for Preventive Maintenance of 1250kVA, 11/0.433kV, Outdoor CSS which includes below mentioned things. a) Servicing of RMU b) Servicing of Transformers c) Servicing of LT Panel	1	Year		
Total					
GST					
Total Amount including Tax					

राशि शब्दों में

Amount in word-

टिप्पणी:

उद्धृत दरें निविदा दस्तावेज के सामान्य नियम एवं शर्तों में उल्लिखित शुल्क और दुलाई शुल्क आदि सहित होंगी। हालांकि, बोलीदाता को लागू जीएसटी की दर का उल्लेख करना चाहिए। यदि बोलीदाता द्वारा मूल्य बोली में लागू जीएसटी दर का उल्लेख नहीं किया जाता है, तो यह माना जाएगा कि उनकी उद्धृत दरें सभी जीएसटी सहित हैं।

Notes:

Rates quoted shall be inclusive of duties & cartage etc. as mentioned in General Terms & Conditions of tender document. However, bidder should mention rate of applicable GST. In case applicable GST rate is not mentioned by the bidder in price bid; then it will be assumed that their quoted rates are inclusive of all GST.

ठेकेदार के हस्ताक्षर मुहर सहित

Contractor sign with Seal

साइट निरीक्षण के लिए प्रमाणपत्र CERTIFICATE FOR SITE INSPECTION

(कंपनी के लेटर हेड पर) (ON COMPANY LETTER HEAD)

NIQ NO.: RCB/17019/2/2025-ENGG-RCB/NIQ-25

कार्य का नाम - एनसीआर बायोटेक साइंस क्लस्टर फरीदाबाद में स्थित बीएसएल-3 कॉम्पैक्ट ईएसएस के 2 x 1250 केवीए वोल्टएम्प ट्रांसफार्मर के लिए वार्षिक रखरखाव अनुबंध (एएमसी) प्रदान करना।

Name of work- Providing Annual Maintenance Contract (AMC) of 2 x 1250 KVA Make- Voltamp Transformer of BSL-3 Compact ESS at NCR Biotech Science Cluster Faridabad.

प्रमाणित किया जाता है कि हम (एजेंसी का नाम) ने अपना प्रस्ताव प्रस्तुत करने से पहले दिनांक को साइट का दौरा किया और इसमें शामिल कार्य की प्रकृति और मात्रा का आकलन किया। Certified that we..... (Name of agency) have visited the site on dated.....and assessed the nature and amount of work involved before submitting our offer.

हम निर्धारित समय के भीतर काम पूरा करने में सक्षम होंगे और यह भी प्रमाणित करेंगे कि हम साइट की स्थितियों के अनुरूप विनिर्देशों के अनुसार सामग्री की आपूर्ति/कार्य निष्पादित करने में सक्षम होंगे। We will be able to complete the works within the stipulated time and also certified that we will be able to supply the material/executing the work as per specification to suit the site conditions.

कार्य स्थल का पता Address of work site: -

Regional Centre for Biotechnology (RCB)
NCR-Biotech Science Cluster
3rd mile stone Faridabad Gurgaon Expressway
Faridabad Haryana-121001

मुहर सहित निविदाकर्ता के हस्ताक्षर
Signature of tenderer with
Seal & Date

प्रभारी अभियंता (आरसीबी)
Engineer In-Charge (RCB)

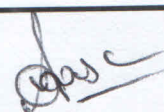
GENERAL INFORMATION
(To be submitted on Company Letter Head)

NIQ NO.: RCB/17019/2/2025-ENGG-RCB/NIQ-25

Name of work- Providing Annual Maintenance Contract (AMC) of 2 x 1250 KVA Make- Voltamp Transformer of BSL-3 Compact ESS at NCR Biotech Science Cluster Faridabad.

1.	Name of Firm	
2.	Head office address	
3.	Telephone No. with STD Code	Mobile No
4.	Fax. No.	Email ID
5.	Place of Incorporation registration	Year of incorporation/registration

Signature and seal of the Authorized Signatory of the bidder



SCOPE OF WORK

NIQ NO.: RCB/17019/2/2025-ENGG-RCB/NIQ-25

Name of work- Providing Annual Maintenance Contract (AMC) of 2 x 1250 KVA Make- Voltamp Transformer of BSL-3 Compact ESS at NCR Biotech Science Cluster Faridabad.

All the complaints received shall be attended to by the firm in following manner: -

- a) Critical faults immediately.
- b) Major faults within 24 hours by replacement method, with the available spares, if instructed by the in-charge of the Administrative Unit of Department of Justice.
- c) Major faults within 48 hrs, which are to be got serviced from authorized service centres of manufactures by making available of two ACs standby.
- d) If the Transformer and or its components is required to be transported to the service workshop for repairs, the same shall be undertaken at the risk and cost of the firm.
- e) The replacement of components shall be as per manufactures instructions and as per the decision of Engineer in-charge, RCB.
- f) The agency shall be responsible to carry out the Preventive Visit / Servicing at regular intervals i.e. 6 times in a year. Besides this, the agency will also depute their Engineer on receipt of letter or telephonic message, email and shall arrange Emergency Visits, any number of times, as and when required, to repair the equipment immediately.
- g) It has been agreed that the spare parts, Consumables required for servicing the equipment will be provided by the agency on payment basis. In case, the spares are imported ones and the same are not available with them it would be imported by the RCB under their own import license. Defective parts, spares, consumables oil will be the property of RCB.
- h) In case, the agency fails to comply with the terms and conditions of the contract or fails to carry out the servicing/maintenance, necessary action, as deemed fit under rules, will be taken against the defaulter, as decided by the Executive Director, RCB

DETAILS OF EQUIPMENT

Sr.No	Capacity	Qty	Type	Make
1	1250 KVA, 11/0.433kV	2 Nos	Compact	Voltamp

