Sealed Tenders are invited in two bid systems (Technical & Financial bid) for the AMC of two lifts of Vigilance Directorate so as to reach this office on or before 3PM on 17.11.2017.

<table>
<thead>
<tr>
<th>Sl.No.</th>
<th>Tender No.</th>
<th>Name of the contract</th>
<th>Required EMD</th>
<th>Cost of tender Forms in Rs.</th>
<th>Date &amp; Time of Tender opening</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>01/2017</td>
<td>AMC of two lifts</td>
<td>Rs.1500/-</td>
<td>400+GST</td>
<td>20.11.2017. 3 PM</td>
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</tbody>
</table>

1. The bidder should be a reputed Original Equipment Manufacturers (OEM) or authorized dealer of OEM, who is having an Authorization certificate from the OEM to participate in the tender at Vigilance & Anticorruption Bureau and Certificate from the OEM for sales and service.

2. One bidder cannot represent two suppliers/OEMs or quotes on their behalf in a particular tender.
3. The OEM/Bidder should have a well equipped service centre functioning in India. Copy of Service Centre details must be enclosed along with Tender document. (Preferably bidder should have a Service Centre in South India).

4. The Bidder should have valid registration. Copy of registration certificate should be enclosed along with the tender.

5. The bidder should have valid GST, copy of GST allocation letter should be enclosed along with the tender.

6. The Bidder must fulfil the following minimum qualification criteria to prove the techno-commercial competence and submit the documents in support thereof:
   
a) Valid Authorization letter from the OEM to attend this particular Tender.

b) Certificate of Registration/Incorporation Certificate of the Bidder.

c) Last 3 year’s financial status of the Bidder’s P&L and Balance Sheet/audit report of last 3 years.

d) The bidder (authorized dealer/distributor) should have the dealership/distributionship for at least 3 (three) continuous consecutive year with the OEM.

Conditions:

1. The Tender should be superscribed with Tender Number and name of the work and addressed to the Director, Vigilance & Anti-Corruption Bureau, Thiruvananthapuram, Late Tenders will not be accepted.

2. The tender should be submitted in two separate parts containing Technical and Financial bids in separate sealed envelopes clearly superscribed and should be put together in a large envelope, all envelopes sealed and superscribed with “Tender No. and name of item”. If any offer contains technical bids and financial bids together in one envelope, such offers should be rejected outright.
3. Opening of Tender: Technical bids of the offers received with requisite EMD or Bid security with samples will be opened on 20/11/2017 at 3 PM in the presence of the representatives of the firms who may be present at that time. All tenders received without EMD will be rejected, outright. The technical bids will be evaluated by a Technical Evaluation Committee and those that do not conform to the specifications will be rejected. The financial bids of the technically qualified tenders only will be considered for opening at a later date. The date for opening of financial bids will be intimated to the concerned parties. Unopened financial bids of the technically disqualified bidders shall be returned to them. All prices quoted should be inclusive of all levies and taxes.

4. The Technical Evaluation Committee will be consisting of the following officials.
   1. Superintendent of Police (Int), VACB, TVPM – Chairman. (Ph.No.0471-2303293)
   2. A Technical expert (Mechanical Engineer) from PWD (Mechanical Division)
   3. Administrative Assistant, VACB, TVPM – Member (Ph.No.0471-2305393)
   4. IOP(IB), VACB, TVPM – Member (Ph.No.0471-2305393)

Any clarification/doubts regarding the specification or related matters pertaining to the items tendered may be freely got cleared through the officers included in the above committee by contacting them in the numbers shown against their designation during office hours.

5. Intending Tenderers may, on application to the Director, Vigilance & Anti-corruption Bureau obtain requisite tender forms on which the tenders should be submitted or download the tender forms from the website www.keralavigilance.gov.in. The tenderers who download forms should submit the required tender value as a Demand Draft along with the tender.
6. **Earnest Money Deposit (EMD)** should be furnished along with the Tender. EMD may be submitted either in crossed Bank Draft/Treasury Saving Bank Deposits/Government Promissory Notes/Bank Guarantee or National Saving Certificates drawn in favour of The Director, Vigilance & Anti-Corruption Bureau, Thiruvananthapuram. The name of the firm and Tender number should be mentioned in the reverse side of the EMD and Tender cost. Firms which are exempted from furnishing EMD should produce a copy of relevant authorized document for verification. Without EMD, the Tenders will be rejected forthwith.

7. Intending Tenders also shall include charges for installation (of technical items), training of officers and on-site support for at least 1 year as warranty.

8. **Specifications and list of items of each tender shall be obtainable from the Vigilance Directorate or from the vigilance website as mentioned above.** The firms should also furnish the detailed specifications, make, brochures, Test Report from Government Laboratories/Agencies, (wherever possible) technical support network in Kerala etc. of the equipments along with the Tenders. The Tenders without detailed specifications of quoted items, Brochures, make etc. are liable to be rejected forthwith. The Tender without separate envelope and without superscribing the Tender number etc. will be rejected.

9. Preference will be given to the offer submitted by the manufacturer or their authorised dealers having authorisation from the original equipment manufacturer. Similarly preference will be given to the Tenderers having experience of supplying similar/same items to Government Departments or Organisations, for which the Tenderer has to produce proof of purchase/installation/satisfaction of the customer.

10. Vigilance & Anti-Corruption Bureau Department is not liable to send any individual communication. The rates quoted should be valid for two months after opening the financial bid.

11. The Director is empowered to reject any tender without assigning any reason.
12. Fifty percentage of the agreed rate will be released after executing the agreement and the balance fifty percentage of the amount will be released after expiry of the AMC period.

13. If any complaint is reported from this office, the firm should attend the work within 24 hours, failing which the work will be carried out at the firm's risk and cost.

14. For any further clarification please contact SP(Int) (Ph: 0471-2303293) or Senior Superintendent 'M' Section (Ph: 0471-2305393) Vigilance Directorate.

For Director
Minutes of the meeting of Technical Committee constituted to prepare specifications of AMC of two lifts installed at VACB Directorate on 05.10.2017

The meeting commenced at 11.00 am in the chamber of the Supdt. of Police (HQ). All members of the Committee were present. The Committee discussed in detail the parameters that are relevant for a trouble free operation of the two lifts installed at VACB Directorate and prepared the following specifications that are required in the AMC of the two lifts installed at VACB Directorate.

**Specifications**

I. Monthly checking and service including lubrication of all moving parts.

II. In case of any break down reported from this office, Service Technician should attend within two hours and the lifts should be made operational within a short period.

III. Providing insurance is also in the scope of the bidder.

IV. Replacement of items installed in the control panel is in the scope of the bidder.

The Committee also decided to entrust the tender procedure for awarding of AMC of the two lifts to M section of VACB Directorate.

1. Sri. V. S. Aji,
   Supdt. of Police (HQ)
   VACB Directorate.

2. Sri. G. Santhosh Kumar,
   Exe. Engineer (Mech),
   VACB Directorate.

3. Smt. S. Jaya
   Admin. Asst, VACB Directorate.

4. Sri. J. Chandrababu
   IOP (IB), VACB Directorate.