

**Expression of Interest(EoI)
For Empanelment of Vendor For Civil &
Electrical Maintenance Work At CIPET-IPT,
Lucknow**

EoI.No.:CIPET/LKO/ADMN/CIVIL & Eletrical/EOI/2021-22/02 dated : 21.03.2022



**CIPET:INSTITUTE OF PETROCHEMICALS ENGINEERING &
TECHNOLOGY, LUCKNOW
(Dept. of Chemicals & Petrochemicals,
Ministry of Chemicals & Fertilizers, Govt. of India)
B-27,AmausiIndustrialArea,Nadarganj,Lucknow**

☎:+91 7607194014 / 9706061931

E-mail-lucknow@cipet.gov.in, Website: www.cipet.gov.in

CENTRAL INSTITUTE OF PETROCHEMICALS ENGINEERING & TECHNOLOGY-IPT
(Department of Chemicals & Petrochemicals, Ministry of Chemicals & Fertilizers, Govt. of India)
B-27, Amausi Industrial Area, Nadarganj, Lucknow-226 008 (UP)

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EXPRESSION OF INTEREST (EOI)

Sub : Expression of Interest(Eoi) For Empanelment of vendor for civil & electrical maintenance Work At CIPET-IPT, Lucknow.

CIPET: IPT, Lucknow intends to prepare a panel of reputed contractors/ vendors for providing of various services such as Civil, Plumbing, Carpentry and Electrical Maintenance work for its office building and staff quarters. Accordingly Sealed EOI are invited from interested vendors for empanelment of vendor for Civil, Plumbing, Carpentry/Electrical Maintenance work .

CIPET Lucknow reserves the right to accept or reject any or all EOI either in whole or in part, without assigning any reason for doing so.

1. Last date & time for submission of filled in EOI documents :31.03.2022 up to 02.00 PM
2. Date & Time of Opening of EOI : 31.03.2022 at 03.00 PM

Principal Director & Head
CIPET-IPT,
B-27, Amausi Industrial Area, Nadarganj,
Lucknow-226 008 (UP)

General Instructions and Terms & Conditions

1. Any EOI received after the scheduled date and time or incomplete in any manner will not be accepted.
2. The bidder is expected to examine all instructions, terms & Conditions, specifications in the EOI form. Failure to furnish information required in every respect will be the Bidders risk and may result into rejection of the bid.
3. **Amendment of Bidding Documents:**
 - (a) At any time prior to the submission of the bids, the service receiver may, for any reason, whether at their own initiate or in response to the clarification requested by the prospective Bidder, may modify the Bidding Documents by amendments.
 - (b) The amendment will be notified in writing or by telephone to all prospective Bidders who have received the EOI documents.
4. **Signing of Bid:**

The bid shall be typed or written in indelible ink and shall be signed by the Bidder or a person or persons duly authorized to bind the Bidder to Contract.
5. **Submission of Bid:**

The applications, duly filled in the prescribed format and complete in all respects, may be submitted in a sealed cover clearly super-scribing it as "Application for Empanelment of contractors/ Vendors for (Trade to be indicated)"
6. If the envelope is not sealed and marked, the Service Receiver will assume no responsibility for the bid's misplacement or premature opening.
7. **Deadline for submission of Bids:**

Bids must be received by the Service Receiver at the address specified under commercial bid not later than 02.00 PM on 31.03.2022
8. The Service Receiver may, at its discretion, extend this deadline for the submission of bids by amending the Bidding Documents in accordance with clause 3, in which case all rights and obligations of the Service Receiver and Bidders previously subject to the deadline will thereafter be subject to the deadline as extended.
9. **Contacting the Service Receiver:**

No bidder shall contact the Service Receiver on any matter relating to its bids, from the time of bid opening to the time the contract is awarded.
10. **Scope of work : As per attached enclosures (A)**
11. **Evaluation of Bid:**
 - (a) The envelope containing the Technical details will be opened.
 - (b) The bidders will be pre-qualified in technical bid, who fulfills the following criteria:
 - i. Experience of having successfully completed similar works/service in the last three year. At least one work should have been done in government departments/PSU/ Universities or any other reputed institution.
 - ii. Turnover/Income Tax Return (Last 03 Year)

- iii. Valid GSTIN No.(Copy/Certificate to be enclosed)
- iv. Valid PAN. (Copy to be enclosed)
- v. Valid Bank Account along with IFSC Code (Cancelled cheque to be enclosed)

12. The empanelment will remain in force for Two years subject to annual performance review every year. If the services provided by the vendor / service provider are found to be unsatisfactory or at any time it is found that the information provided for empanelment or for any quotation is false, CIPET reserves the right to remove such vendor / service provider from the empanelled list.
13. Quotation will be called from empanelled vendors whenever required.
14. The vendor must have own adequate technical set up in Lucknow so that the complaints / works May be attended to well in time.
15. Payment shall be made preferably within 15 days following submission of tax invoices in original by the Service Provider.
16. Interested parties may view and download detailed EOI tender documents from www.cipet.gov.in
17. CIPET reserve the right to reject any or all EoI in full or part thereof without assigning any reason.
18. No advance payment will not be made.
19. TDS will be deducted at source from hiring bill/s as per the Income Tax Act.
20. GST TDS will be deducted at source from monthly hiring bills as per GST Act.
21. 3% of the bill amount shall be deducted as Deposit/Contract Performance Guarantee which shall be refunded CONTRACTOR after the expiry of DEFECTS LIABILITY PERIOD.
22. Defects Liability Period (Six months period of liability from the date of completion of work)
21. All legal disputes will have the jurisdiction of Lucknow only.

Enclosure (A)

Trade wise list of items for, Maintenance and Repair Services at CIPET-IPT, Lucknow

SI No.	Trade/Nature of Works	Description
1	Civil Plumbing and Carpentry Services in Office premises and Staff Quarters	<p>(a) Civil Works : (1) Civil repair, maintenance works related to minor water proofing works in buildings and construction of minor building & other ancillary structures (2) Supplying and/or fixing of different types of building materials viz. cement, sand, reinforcement, all types of granites, tiles, marbles, kota stone, cuddapa, marble mosaic tiles, all types of precast paver blocks, bricks, centering & shuttering materials, manhole / gullytrap chamber cover (3) Repair, maintenance and construction of all types of underground sewer lines, manhole chambers, gully trap chambers, roads & pathways (4) Internal painting / polishing of building and its parts (5) Structural repair works in buildings, water tanks, sumps etc. (6) Repair, maintenance and fabrication of all types of M.S. Grill and sheet works, (7) Minor structural rehabilitation works of buildings.</p> <p>(b) Plumbing and Sanitary works : (1) All types of plumbing, sanitary works in the residential / office complex including supply of plumbing and sanitary materials as per the requirement (2) Repair, maintenance of rain water pipes, Sewerage / stack lines in the duct / other area of the buildings (3) Maintenance of water supply line from Lucknow Municipal Corporation's water line to UG sump, valves, meter chambers, water meters, foot valves, sewerage system for buildings & other ancillary structures (4) Cleaning of water tanks & U.G. Sumps and disinfecting with chlorine based approved chemicals etc. (5) Removing the deposits from the septic tanks, soak pits and cleaning the underground sewage lines etc. (6) Cleaning the open surface drains clean and free from deposits.</p> <p>(c) Carpentry & Interior decoration: (1) Repair, painting, maintenance and construction of all types of wooden works including the fittings and fixtures attached to wooden works (2) Ancillary civil related works in connection with wooden, aluminium or steel works (3) Fixing of all types of glass in doors, wooden or steel windows, (4) Writing inventory no. and name plates (5) All types of wooden works related to interior decoration. Aluminum door and window work, venetian blinds, etc. (7) Door closer, louver window work, floor spring etc., (8) Miscellaneous works pertaining to maintenance of Buildings.</p>
2	Electrical Work Office and staff quarters	Operational maintenance and Repair of Electrical Installations

Note:- The above list is only illustrative. The trades may include all the necessary items which are required by the CIPET from time to time. CIPET, Lucknow may increase or decrease the scope of work if need arises in future. This change in scope of work shall be binding on the contractor.

CIPET-INSTITUTE OF PETROCHEMICALS TECHNOLOGY (IPT)
B-27, Amausi Industrial Area, Lucknow

Sub: Expression of Interest(EoI) For vendor Registration for civil & electrical maintenance Work At CIPET-IPT, Lucknow

TECHNICAL BID

S. No.	Particulars	Please Fill/ Tick(✓)
1	Name of the Company/Firm	
2	Year of Establishment	
3	Registration No. & Date	
5	PAN & GST No. (Attach Copy)	
6	Valid Registration certificate of establishment	
7	Address for communication	
8	Telephone/Mob. No.	
9	E-Mail ID	
10	Address of the registered office.	
11	Telephone/Mob. No.	
12	E-Mail ID	
13	Name of the Proprietor/Partner/Directors	
14	The firm should enclose CA (Chartered Accountant) Signed Certificate confirming the Turnover valuing more than Rs. 10.00 Lakhs for the past three years (2018-19,2019-20 & 2020-21)	
15	The firm should enclose Audited Final Account (Balance Sheet, Profit & Loss A/c & Trading A/c) during the last Three Financial Years (2018-19, 2019-20 & 2020-21)	

16	The firm should enclose Income Tax Return during the last Three Assessment Years (2018-19, 2019-20 & 2020-21)	
17	Valid Bank Account along with IFSC Code (Cancelled cheque to be enclosed)	
18	Duly sealed and signed copy of EOI	

Date:

Place:

Signature & Seal of the bidder with date