

**TATA MEMORIAL
CENTRE A GRANT-IN-
AID INSTITUTE UNDER DEPARTMENT OF ATOMIC ENERGY,
GOVERNMENT OF INDIA**

**HOMI BHABA CANCER HOSPITAL & RESEARCH
CENTRE, ENGINEERING DEPT., MULLANPUR, NEW
CHANDIGARH, SAS NAGAR (MOHALI), PUNJAB-
140901.**



Volume-I

**Notice Inviting Tender
FOR**

Sub : Annual Maintenance Contract (AMC) for Electrical Breakers/Switchgear for LT Panel, Electrical Room, etc. at Homi Bhabha Cancer Hospital and Research Centre, Mullanpur, New Chandigarh Punjab- 140901 for 3 year

NIT No. : TMC/ENG/HBCH&RC/New Chandigarh/Electrical/Switchgear/AMC/2025- 26/NIT/20 Date 13/06/2025

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NOTICE INVITING TENDER

NIT. No.: **TMC/ENG/HBCH&RC/NewChandigarh/Electrical/Switchgear/AMC/2025-26/NIT/20** Date **13/06/2025**

PART- A: Special Instructions and Information's to
Bidders for submission of Tenders

- 1) The Chief Engineer, HBCH&RC, New Chandigarh on behalf of Director, HBCH&RC, New Chandigarh invites sealed tender (two bid) for the following work from the contractors having adequate experienced and capabilities to execute such magnitude of similar works.

Name of work	Estimated cost	Period of completion
Annual Maintenance Contract (AMC) for Electrical Breakers/Switchgear for LT Panel, Electrical Room, etc. at Homi Bhabha Cancer Hospital and Research Centre, Mullanpur, New Chandigarh Punjab-140901 for 3 year	Rs.30,45,018/- Plus applicable GST(per year)	03 Years (Including monsoon period)

- 2) The Tenderis required to be submitted online in two parts as follows:

A)	Part I–Technical Bid	1	i. Annual Income Tax return filed with I.T. Department.
			ii. Certificate of Registration for GST/Sales Tax/VAT/WCT
			iii. TIN, Service Tax, EPFO, ESIC, BOCW Welfare Board registration certificate, etc.
			iv. PAN Card (Permanent Account Number), GSTN
			v. Annual turn over of latest five year ending in March 2025 duly certified by Chartered Accountant. (Form A)
			vi. Profit & Loss statement certified by CA
			vii. Bank Solvency Certificate of a Nationalized Bank/Scheduled Bank and should not be Older than one year from the date of opening Of tender (Form B) PDF File Name should be “1”
		2	Letter of Transmittal (The bidders have to mention the similar nature of works to be considered for pre-qualification in the letter fo transmittal (Section III) itself. Only those work will be consider for pre qualification. PDF File Nameshouldbe “2”

		3	List of similar works carried during past 7 years with performance certificate, work order copies, etc. (Form C) PDF File Name should be "3"
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		4	List of works in Hand indicating: (Form D) i) Agency ii) Value of work iii) Stipulated time of completion iv) Present position PDF File Name should be "4"
		5	Performance Report of Works referred in "Letter of Transmittal", Form "C" & "D" (Form E) PDF File Name should be "5"
		6	Structure & Organization (Form F) PDF File Name should be "6"
		7	List of Staff (Form G) and Plant & Machinery (Form H) PDF File Name should be "7"
		8	Certificate of Declaration confirming the Knowledge of site conditions (Form I) PDF File Name should be "8"
		9	Details of court cases pending against Tenderer (Form J) PDF File Name should be "9"
		10	Payment details towards cost of Processing Fee. (if applicable)
		11	Earnest Money Deposit in the form of Demand Draft, Pay order, F.D. receipt of nationalized or Scheduled bank in Favour of Tata Memorial Centre, Payable at Chandigarh. OR 50% of EMD or Rs. 20 Lakhs whichever is less in the form of Demand Draft/Pay Order/Fixed Deposit receipt (FDR), issued by nationalized or scheduled Bank in favour of Accounts Officer, Tata Memorial Centre, payable at Chandigarh/Sangrur. and balance amount in the form of Bank Guarantee of Scheduled bank format as enclosed In the tender. Cheques will not be accepted. PDF File Name should be "EMD"
		12	Valid authorization from OEM (i.e., Crompton Greaves, C G Power & Industrial Solutions Ltd.)

			PDFFileName shouldbe“10”
		13	Valid Electrical License PDF File Name should be “11”
		14	Undertaking-the eligible similarwork(s)havenot Been executed through another contractor PDF File Name should be“12”

		15	Undertaking for having gone through the documentsas per Technical Bid PDF File Name should be“13”
		16	Undertaking for downloaded the Pre- bid clarifications issued by the Department after closeof sale of tenders as indicated in the Technical Bid. PDF File Name shouldbe“14”
		17	(Scanned copy of original certificates to be uploaded)
B)	PartII–Financial Bid /Price Bid	1	Items rate contract. The rates shall be inclusive of all taxes, levies, cess,e tc.but exclusive of GST.

3) Bidder is requested to upload the **Part I– Technica lBid** as per file name suggested above

- 4) The intending bidders must read all the tender documents. They should only submit bids if heconsidershimselfeligibleandheis possessionofalldocuments required.
- 5) Theinformationandinstructionforbidderspostedonwebsitesshallformpartofthebiddocument.
- 6) The processing fees / tender cost shall not be refunded irrespective of qualified or disqualifiedbidder (ifapplicable).
- 7) Submission of the tender documents after the due date and time (including extended period) shallnotbepermitted.Theagenciesshallsubmittheirbidswellinadvancebeforetheduedateandtime to avoid any network/communication problems. The date and time as displayed on websitewillbefinalandnocorrespondenceinthis regardsshallbeentertained.
- 8) Thesub-contracting,sub-letting,jointventureisnotpermitted.

GUIDELINES FOR E-TENDERING:-

The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at: <https://eprocure.gov.in/eprocure/app>

1. REGISTRATION

- 1) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link “**Online bidder Enrollment**” on the CPP Portal which is free of charge.
- 2) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- 3) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- 4) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CC A India (e.g. Sify/ nCode/ eMudhra etc.), with their profile.
- 5) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
- 6) Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC/e-Token.

2. SEARCHING FOR TENDER DOCUMENTS

- 1) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
- 2) Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective ‘My Tenders’ folder. This would enable the CPP Portal to intimate the bidder through SMS / e-mail in case there is any corrigendum issued to the tender document.
- 3) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification/help from the Helpdesk.

3. PREPARATION OF BIDS

- 1) Bidders should take into account any corrigendum published on the tender document before submitting their bids.

2) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.

3) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF/JPG formats. Bid documents may be scanned with 100dpi with black and white option which helps in reducing size of the scanned document.

4) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use "My Space" or "Other Important Documents" area available to them to upload such documents. These documents may be directly submitted from the "My Space" area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

Note: *My Documents space is only a repository given to the Bidders to ease the uploading process. If Bidder has uploaded his Documents in My Documents space, this does not automatically ensure these Documents being part of Technical Bid.*

4. SUBMISSION OF BIDS

1) Bidder shall be submitted online only at CPPP website: <https://eprocure.gov.in/eprocure/app>

2) Bidders should log into the site well in advance for bid submissions so that they can upload the bid in time i.e. one before the bid submission time. Bidder will be responsible for any delay due to other issues.

3) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.

4) Bidder has to select the payment option as "offline" to pay the tender fee / EMD as applicable and enter details of the instrument.

5) Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be posted/couriered/given in person to the concerned official, latest by the last date of bid submission or as specified in the tender documents. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.

6) The agency shall download the pre bid clarification if any for the work and upload the same (scanned copy) duly signed and sealed. The revised documents (if any) shall be uploaded in the tender portal.

7) Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BoQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BoQ file, open it and complete the SKY BLUE coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.

8) Tenderers are advised to upload their documents well in advance, to avoid last minutes rush on the server or complications in uploading. HBCH&RC, NEW CHANDIGARH, in any case, shall not be held responsible for any type of difficulties during uploading the documents including server and technical problems whatsoever.

9) Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.

10) The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.

10) Submission of the tender documents after the due date and time (including extended period) shall not be permitted.

11) All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid opener's public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.

12) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.

13) Upon the successful and timely submission of bids (i.e. after clicking "Freeze Bid Submission" in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.

14) The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

15) Intending Bidders are advised to visit this website regularly till closing date of submission to keep them updated as any change/ modification in the tender will be intimated through this website only by corrigendum/addendum/amendment.

5. ASSISTANCE TO BIDDERS

1) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.

2) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk / support-eproc@nic.in / contact NIC Officials at 022-25487480.

3) All bidders who have logged in (Not Guest Login) with their respective credentials in NIC & have downloaded Tender(s), must click on the **FAVOURITE button**, so that the tenders will move into their **FAVOURITE ZONE**, to get the uploaded corrigendum intimation from website.

ADDITIONAL INSTRUCTIONS

If any information furnished by the tenderer is found incorrect at a later stage, he shall be liable to be debarred from tendering/taking up of work in HBCH & RC, NEW CHANDIGARH. HBCH & RC, NEW CHANDIGARH reserves the right to use in-house information to verify the particulars furnished by the tenderer and assess the capability of the tenderer independently.

HBCH & RC, NEW CHANDIGARH shall not be responsible for any cost or expenses incurred by the tenderer in connection with the preparation or delivery of bids, including costs and expenses related with visits to the work site.

Please note that to enter HBCH & RC premises; photo-identity (passport, driving license, voter's I-card, employer's I-card etc.) is a must.

The acceptance of a tender will rest with Director HBCH & RC, NEW CHANDIGARH, who does not bind himself to accept the lowest tender and reserves to himself the authority to reject any or all the tenders received without assignment of reason. Also he reserves to himself the right to accept the whole or any part of the tender and the tenderers shall be bound to perform the same at the rate quoted.

PART B: NOTICE INVITING TENDER DETAILS

1	NIT No.: TMC/ENG/HBCH&RC/NewChandigarh/Electrical/Switchgear/AMC/2025-26/NIT/20 Date 13/06/2025
2	Name of work: Annual Maintenance Contract (AMC) for Electrical reakers/Switchgear for LT Panel, Electrical Room, etc. at Homi Bhabha Cancer Hospital and Research Centre, Mullanpur, New Chandigarh Punjab-140901 for 3 year
3	Estimated cost: Rs.30,45,018/-plus applicable GST
4	<p>EMD of Rs. 71,863/- to be submitted in form of Demand Draft/PayOrder/Banker'scheque/Fixed Deposit Receipt (FDR), issued by a Nationalized /Scheduled Bank drawn in favour Tata Memorial Centre.</p> <p style="text-align: center;">OR</p> <p>50%of EMD or Rs. 20 Lakhs whichever is less in the form of Demand Draft/Pay Order / Fixed deposit receipt (FDR), issued by nationalized or scheduled Bank in favour of Tata Memorial Centre, and balance amount in the form of Bank Guarantee of Scheduled bank format as enclosed in the tender.</p> <p>Note:</p> <ul style="list-style-type: none"> i. EMD in the form of cheque will not be accepted ii. The Security Deposit/Performance Guarantee shall be endorsed in favour of TATA MEMORIAL CENTRE,NEW CHANDIGARH.
5	Tender Processing fees: NIL
6	Completion Period:03 Year (including monsoon period if any)
7	Security Deposit:2.5% of tendered value
8	Performance Guarantee:5% oftenderedvalue
9	Date of Publish:13/06/2025(18:00hrs) websiteonCPPPsite https://eprocure.gov.in/eprocure/app
10	Document Download/Sale Start Date:13/06/2025(18:00hrs) web site on CPPPsite https://eprocure.gov.in/eprocure/app
11	Document Download/Sale End Date:Upto19/06/2024(18:00hrs)

12	Validity Of Tender: One Hundred Eighty(180)days from the date of opening of Technical Bid
13	Online Bid submission start date: From 13/06/2025(18:00hrs)
14	Online Bid submission endd ate: Upto19/06/2025(18:00hrs)
15	Submission of receipt of original (hard copies) DD, FDR& BG towards tender fees, Processing fees,& EMD etc. On or before 21/06/2025 (14:00 hrs) in the Service Block, Engineering Dept., HBCH&RC, New Chandigarh,Punjab-140901.
16	Online opening of Part I i.e. Technical Bid: 21/06/2025 (14:30 hrs) in the ServiceBlock, Engineering Dept., HBCH&RC,New Chandigarh, Punjab-140901.
17	Online opening o fPart III. e. Financial Bids of technical qualified bidders: Will be notified later.
18	TheDirector/ChiefEngineer,HBCH&RC, NEWCHANDIGARH,reservestherightto accept the work in full or in part or reject the tender in full or in part without assigning any reason there of.
19	Tenders with any condition including condition alrebate shall be rejected forth with.

The Director / Chief Engineer, HBCH&RC, NEW CHANDIGARH, reserves the right to accept the work in full or in part or reject the tender in full or in part without assigning any reason there of.

Sd/-
CHIEF ENGINEER, TMC