

**Government of India**  
**Department of Atomic Energy**  
**Global Centre for Nuclear Energy Partnership**  
**Kheri Jasaur, Bahadurgarh, Haryana 124 505**

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**TENDER ENQUIRY**

Ref: GCNEP/20/12-46

Date: 17/12/2020

**To,**

1	Name of work	Works related to providing onsite assistance, upkeep and maintenance of data, telephony, audio-video and surveillance infrastructure at GCNEP Bahadurgarh, as per the detailed technical specifications.
2	Location of work	Kheri-Jasaur & Jasaur-Kheri, Bahadurgarh, Haryana
3	Estimated Cost	<b>Rs. 22,00,000/- (Rupees Twenty Two Lakh only)</b>
4	Period of Completion	<b>12 months</b>
5	Security Deposit	<b>2.5%</b> of the gross amount; deductible from the running/ final bill of the agency.
6	Due date & time for Submission of quotations	<b>14/01/2021 upto 15:00Hrs</b>
7	Place for Submission	The address on the sealed envelope ( <b>Super-Scribed</b> with the <b>Tender Number and Name of Works</b> )  <b>Project Director,</b> <b>Global Centre for Nuclear Energy Partnership (GCNEP),</b> <b>Kheri Jasaur, Bahadurgarh, Haryana -124505</b>
8	Date and Place of opening	<b>14/01/2021 at 16:00Hrs</b> <b>GCNEP Bahadurgarh</b>
9	The quotation must be sent in a <b>Sealed Envelope Super-Scribed</b> with the <b>Tender Number, Name of Works &amp; Due Date</b> given above. <b>The quotations must be sent by either Registered Post OR Speed Post Services of India Post OR delivered by Hand against receipt on any working day at submission address from 10:00 hrs to 15:00 hrs.</b>	

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Project Director, GCNEP

## Scope of Work

**Description:** Works related to providing onsite assistance, upkeep and maintenance of data, telephony, audio-video and surveillance infrastructure at GCNEP Bahadurgarh, as per the detailed technical specifications.

**Scope of Work:** Global Centre for Nuclear Energy Partnership (GCNEP) is one of the units of Department of Atomic Energy (DAE) being established at Jasaur-Kheri and Kheri-Jasaur, near Bahadurgarh, Haryana. The work is spread across two sites – (a) GCNEP Township and (b) GCNEP Campus. The approximate separation via road between GCNEP Township and GCNEP Campus is 2Km.

The operational area included in the scope of work shall consists of all locations within GCNEP Campus & Township. This shall include all existing operational buildings or any other additional facility which is made operational within GCNEP campus & Township. The work related travel arrangements required between two sites shall be totally in the scope of the agency, at no extra costs to GCNEP.

The works shall be carried out as per the instructions of Engineer-in-charge for the works. *The agencies willing to take up this work should plan a visit to GCNEP Office to obtain the exact make, model and quantity of installed items being considered in the scope of these works. Such a visit, however, must be with a prior intimation to & approval of this office. The agencies should contact at mahender@gcnep.gov.in or help@gcnep.gov.in in this regard. The contact number for EIC is 01276-225217. The interested agencies shall plan a visit to GCNEP Office to overview the existing installation and for obtaining Technical Details (Annexure-I) & Financial Bid document (Annexure-II).*

1.	Supply, installation, integration, testing and commissioning of items meeting the specifications should include one year onsite comprehensive warranty. The installation, testing and commissioning shall be carried out as per the instructions of Engineer-in-Charge.
2.	Supply shall include all the installation material/ accessories/ consumables (e.g. screws, clamps, fasteners, ties anchors, supports, wires, patch cords, patch panels etc.) necessary for the installation of the systems. Any minor works related to laying of conduits, cables and conductors, installation of display, audio, and cabling (VGA, Audio, Speaker, LAN cabling etc.), providing access points that are required to make the system operational, is included in the scope.
3.	Successful agency shall have to program and configure the systems with proper inputs from Engineer-in-charge so that it can be operated by the staff involving minimum efforts. The scope of works also includes training of GCNEP staff on the configuration and use of the system as a whole. Installation work shall be done in a conscientious manner as per the OEM guidelines and best industry practices. The system shall be subjected to inspection at various stages.
4.	All items used should be as supplied by OEM. The specifications/ descriptions listed are the minimal ones. All licenses should be absolute lifetime licenses in the name of GCNEP. Anything higher/ better in configuration/ performance can be considered for acceptance.
5.	The successful agency shall submit to the Engineer-in-Charge detailed time schedule covering phases involved, detailed plans, procurement, inspection, test, delivery, and installation etc. within fifteen (15) days of receipt of work order by the agency.
6.	All offered components for the works should be compatible with each other for all functional and performance aspects to achieve the highest level of integrated services.
7.	The agency shall submit all the technical information/ details as requested, to enable the Department/ User to make an accurate comparison and evaluation of tenders without the need of further information from the agency .
8.	All rack items wherever included (like switches, rack servers, etc.) should include the rack mounting kit/ brackets.

9.	Unless otherwise specifically mentioned, design, manufacture, testing & performance of all items shall conform to the latest edition of the applicable codes/ standards/ regulatory norms.
10.	All material used including the color, texture, shade etc. wherever applicable should be with a prior approval of Engineer-in-charge.
11.	All equipment should operate under Indian power supply standards.
12.	Engineer-in-Charge reserves the right for inspection/ demonstration of any items proposed in the work, at supplier's premises.
13.	The vendor should be capable of providing local support at GCNEP Bahadurgarh.

**A. Terms and Conditions**

1. Agency is required to quote for above works after visiting GCNEP Office for detailed inputs on existing installations and as per the Financial Bid format (will be supplied at the time of visit by interested agencies).
2. **Technical Eligibility:**

The equipment presently installed primarily belongs to the following OEMs:

Category. No	Category	OEM Name
I	Network equipment	Ruckus
II	Firewall	Sophos
III	Audio-video systems	Polycom, EPSON
IV	Telephony	Unify
V	CCTV	Impulse

In order to ensure technical capability and quality of services by an agency, the agency must satisfy one of the following conditions to qualify for the bidding:

i) The agency must have OEM Certified engineers with 3 or more years of experience in the maintenance of at least THREE out of the above Five equipment category. The agency should carry a list of such qualified engineers on its payroll (on agency letterhead) while visiting GCNEP Office for obtaining technical requirements related to the work.

Or Alternatively,

ii) Agency must have an OEM Authorization Certificate from at least THREE out of the above Five OEM, for handling/ servicing the equipment. The agency must carry such authorization documents while visiting GCNEP Office for obtaining technical requirements related to the work.

**Note:** Agency preferably should have similar work experience of minimum three years. Works related to Data Networking with Telephony, Audio-Video and CCTV Surveillance Infrastructure. Agency should carry relevant documents to this effect while visiting GCNEP office to understand the installed infrastructure.

3. Any bid submitted by an agency without visiting the site to understand the installed infrastructure and detailed scope of work is liable to be rejected.
4. Agency should be an Indian Registered Company and should have PAN, GST Number, and Company registration certificate.
5. Partial quotes/ quotes for partial works are liable to be rejected without any further correspondence.
6. The agency shall not sub-contract the work or any part thereof without written consent from GCNEP, if at all required.
7. The item details and standards certifications should be submitted along with the product specifications.

8. Agency must give the declaration on the letter head that firm has not been BLACKLISTED by any PSUs/Govt. Bodies.
9. Project Director, GCNEP reserves the right to accept / reject any or all quotations without assigning any reason.
10. If an agency fails to fulfill its bid commitment or withdraw its within offer validity period after opening the bid the agency is liable to be debarred from participating in GCNEP Enquiries (Tender/LPS/Minor Fabrication) for a period of one year.
11. The specifications mentioned are minimal and the items/deviations are acceptable within acceptable engineering limits margins with the approval of GCNEP.
12. There is no free issue material. All items/material to be supplied/ used should be brand new and factory manufactured condition. All materials including the color, texture, shade etc. wherever applicable should be with a prior approval of Engineer in charge.
13. Preference may be given to technically suitable Make In India/ Made In India products. Such product(s) should have manufacturing and servicing facilities in India and should be open to technical inspection by GCNEP. The products should be competitive with standard market products in terms of performance and form factors.
14. As a routine, the onsite support shall be required five days a week during office days and office hours. However, EIC has the discretion to decide the working days and timings during which service will be required for a particular category. The agency must ensure the availability of services as per these office requirements. Any leave/relief arrangements shall be in the scope of the agency without any extra cost to GCNEP.
15. A **security deposit of 2.5%** of the gross amount is deductible from the final bill of the agency. The security deposit shall be refunded to the agency after the completion of one-year period as specified.
16. The safety & security of personnel, material & machinery shall be the responsibility of the agency. Agency should have a qualified person carrying out the job.
17. **Scope of onsite assistance works:**  
In order to ensure effective execution of the works related to onsite assistance in each of the three categories (Network/Telephony, Audio-Visual, E-surveillance), the agency must deploy at GCNEP one qualified and experienced workman per category. The deployed workman should preferably be an Engineering graduate or Diploma/ Science Graduate with minimum three years of onsite experience in the respective category of systems. All workmen to be deployed onsite for assistance works should be paid at least the minimum wages in the category of Highly Skilled workforce for Area 'C' as per Central Government notifications. The agency must submit the relevant documents to this effect at the time of billing. Any upward revision in the minimum wages for the said category will be reimbursed to the agency on production of valid documentary evidence. ***Detailed Technical Scope of work can be obtained by the agency upon visiting the centre for understanding installed infrastructure.***
18. **Scope of Periodic check and upkeep works:**  
This work for each category of equipment has to be executed by an OEM Certified Engineer with minimum 3 years of experience, for that particular category. ***Detailed Technical Scope of work can be obtained by the agency upon visiting the centre for understanding installed infrastructure.***
19. No housing accommodation will be provided by GCNEP to the workforce employed by the agency. No medical facilities will be provided by GCNEP to the workforce employed by the agency. The shortlisted Firm/ Agency shall be responsible for meeting the medical treatments of its engaged workers. No other support including conveyance to the place of duty will be provided by GCNEP to the workforce employed by the agency. Any travel arrangements required at site in connection with assigned works will be the responsibility of the agency.
20. **PROHIBITION AGAINST USE OF GCNEP'S NAME WITHOUT PERMISSION FOR PUBLICITY PURPOSES:** The agency, sub-agency, consultant advisor or the employees engaged by the agency shall not use GCNEP's name for any publicity purpose through any public media like Press, Radio, Television or internet without the prior written approval of GCNEP.

21. The quoted rate should be inclusive of all transportation, loading/ unloading, delivery or any other consequential charges. No extra costs shall be payable beyond the quoted price.
22. The agency shall work in close cooperation with other agencies working at site, so as to make the execution of works smooth.
23. Agency should provide 2 sets of uniform for each of its workforce member. The colour and style of the uniform should be approved by GCNEP. The agencies are liable to be penalized at @10% of the corresponding work value of the day's work if any workman is found not be in uniform.
24. The agency has to submit the duty roster to be finalized with the approval of EIC on monthly basis.
25. In case of unsatisfactory performance/ works, agency will be issued one-month notice for improvement. If satisfactory improvement is not noticed even after this notice period, a termination notice will be issued to the agency. During the notice period, the agency shall continue to discharge its duties/ obligations as per the terms and conditions of this contract. Notwithstanding any clauses, contract can be terminated with immediate effects on disciplinary grounds.
26. Either party can terminate the contract by giving three-month notice. During any notice periods, the agency should continue to discharge its duties/ obligations as per the terms and conditions of this contract. Any deficiency in work/ services will attract penalty/fine.
27. In case or situation, beyond the control of either party, the contract may be terminated with mutual consent by giving three-month notice without any degradation/shortcoming in the quality Works. Any degradation in work will be subjected to penalty.
28. The agency should strictly adhere to all the statutory obligations and compliance with labour laws, including age criteria and below 60 years of age with good health and sound mind. The agency has to submit the PVC of workman deployed at GCNEP. They are to be well disciplined, medically and physically fit and skilled enough to carry out the specified job. The Agency shall be responsible for fulfilling all the requirements of all the statutory provisions like minimum wages, ESI, EPF etc. at its own cost for all the staff deployed under this contract. In case the Agency fails to abide by the provisions of various labour laws, GCNEP reserves the right to terminate the contract or recover the amount from its bill.
29. The agency has to disburse the salary to workforce by 10<sup>th</sup> of every month for immediate previous months work. Salaries should mandatorily be disbursed in their respective bank accounts. The Payment shall be made strictly on satisfactory work and on daily availability of workforce.
30. **Payment Terms:** The agency should raise a bill on quarterly basis for the delivered services in a particular quarter. No advance is admissible. Payment including taxes will be made only after the successful completion of works and after the submission of signed & stamped documents (Original bills, Pre-receipt, cancelled cheque or Account details of the agency, Copy of PAN/ GSTN).
31. The following deductions will be made from the bill(s):
  - a. Security Deposit: The security deposit mentioned in the enquiry shall be deducted and is refunded to the agency one month after the expiry of the contract period.
  - b. Penalty: Any delay which is attributable to the agency is liable for penalty @ 1.5% per week of remaining work and upto a max. of 5% of Work Order value. Also, any shortfall in service is liable to be charged at 1.5 times the quoted service rate for that particular service category.
  - c. TDS: TDS shall be deducted as per the standard rates.
  - d. All Government Taxes shall be paid at prevailing rates.