

THE ORIENTAL INSURANCE COMPANY LIMITED
ORIENTAL HOUSE, A-25/27, ASAF ALI ROAD,
NEW DELHI-110002 (TEL : 011-43659435)

Deptt.: Establishment

28th December, 2015

N O T I C E

INVITING QUOTATION FOR SUPPLY, INSTALLATION, TESTING AND
COMISSIONING OF FIRE DETECTION/PROTECTION SYSTEM/DEVICES
AT ORIENTAL HOUSE, A-25/27, ASAF ALI ROAD, NEW DELHI-110002.

Chief Manager (Establishment), The Oriental Insurance Company Limited, Head Office, New Delhi, invites quotation from interested firms / agencies in a closed/sealed envelope for Supply, Installation, Testing and Commissioning of Fire Detection/Protection System/Devices as mentioned in the enclosed Quotation Format. The terms and conditions applicable in this regard is also enclosed herewith.

Interested firms/agencies are requested to **submit/send their quotation in the prescribed format only** along with the documents/requirements mentioned in the Terms and Conditions to Chief Manager/Manager (Establishment), The Oriental Insurance Company Limited, Oriental House, A-25/27, Asaf Ali Road, New Delhi, **by 15th January, 2015 upto 4.00 PM.** No change in the terms and conditions attached herewith will be accepted. Please note that Company will not consider quotations delivered elsewhere or lost in transit/delivered late, if sent by post and will be treated as rejected.


(A. R. JOSHI)
CHIEF MANAGER

THE ORIENTAL INSURANCE COMPANY LIMITED
A-25/27, ASAF ALI ROAD, NEW DELHI – 110 002.
TELEPHONE : 011-43659435.

**TERMS AND CONDITIONS APPLICABLE FOR SUPPLY, INSTALLATION, TESTING
AND COMMISSIONING OF FIRE DETECTION/PROTECTION SYSTEM/DEVICES
AT ORIENTAL HOUSE, A-25/27, ASAF ALI ROAD, NEW DELHI-110002.**

1. The Quotation should be valid for a period of atleast two months from the last date of receipt of quotation. The supply of items/materials mentioned in Quotation is to be made at Site i.e. at Oriental House, A-25/27, Asaf Ali Road, New Delhi, and the **rates/charges quoted should include freight and other charges, if any, for supply of items at Site.**
2. The Quotation be sent/made in a sealed envelope in the enclosed prescribed format only to Shri A. R. Joshi, Chief Manager (Estb.), The Oriental Insurance Company Limited, Oriental House, A-25/27, Asaf Ali Road, New Delhi-110002 on or before the last date and time of receipt of quotation.
3. The Firm/Bidder should be based in Delhi/New Delhi/NCR and are operating their business from Delhi/New Delhi/NCR or be having a registered Service Office based in Delhi. **Attach Certificate of Registration of Firm/Agency.**
4. The Firm/Bidder should have a minimum experience of five years in the field of supply, maintenance and installation of Fire Extinguishing Equipments.
5. The Firm/Bidder should have experience of having executed similar works. Similar work shall mean Supply, Installation, Testing and Commissioning of Conventional as well as Addressable Fire Alarm System valued not less than 80% (eighty per cent) of the quoted value of present system and as well as experience of having satisfactorily repaired and maintained Automatic Fire Detection and Alarm System installation comprising of not less than 200 numbers of Smoke/Heat Detectors during the Financial Years i.e. 2013-14, 2014-15, 2015-16.
6. The Firm/Bidder should **submit a List of Clients during the Financial Years 2013-14, 2014-15 and 2015-16** which should include atleast one Public Sector Undertaking / Public Sector Bank / Central or State Government Undertaking / Autonomous Institute / Corporate Establishment of repute **along with satisfactory Completion Certificate issued by them.**
7. The Firm/Bidder should have a valid PAN Number issued by Income Tax Authority. **A copy of PAN Card is to be attached.**
8. The Firm/Bidder should have a valid VAT Number, if applicable. **A copy of TIN Number is to be attached.**
9. The Firm/Bidder should have valid Service Tax Number. **A copy of the Service Tax Registration is to be attached.**
10. The Firm/Bidder is required to submit **Earnest Money Deposit of Rs. 10,000/- (Rupees Ten Thousand Only) in the form of Demand Draft/Bankers' Cheque Only** to be made in the name of "The Oriental Insurance Company Limited" payable at New Delhi along with the Quotation. Please note that submission of Earnest Money Deposit by "Account Payee Cheque" will not be accepted and the quotation received along with "Account Payee Cheque" will not be entertained and will be deemed as rejected.
11. The Earnest Money Deposit of Rs. 10,000/- submitted by the Firm/Bidder shall be forfeited if the L-1 (Lowest) Firm/Bidder fails/refuses to carry-out the complete work on

any ground, whatsoever, within the stipulated completion period of one month from the date of Purchase/Work Order and/or fails comply with any of the terms and conditions mentioned herein.

12. The Earnest Money Deposit of unsuccessful Firm/Bidders will be refunded within 20 days from the date of placing the order to Qualified L-1 (Lowest) Bidder.

13. The last date of receipt of quotation is 15/01/2016 upto 4.00 PM.

14. The entire work shall be completed within 30 days from the date of receipt of Work Order. However, in the event of delay in completion of work, The Oriental Insurance Company Limited reserves the right to cancel the order or to impose liquidated damages @ 1% per week subject to a maximum of 5% at the sole discretion of Chief Manager (Estb.) of The Oriental Insurance Company Limited.

15. 95% payment will be made after completion of supply and installation of the work to the satisfaction of The Oriental Insurance Company Limited. Balance 5% of gross amount of bill will be retained as Security Deposit for any defect liability and will be refunded after one year from the date of virtual completion.

16. The Firm/Bidder will have to repair and/or replace the defective part, if any defect is observed during the warranty period of one year otherwise the Security Deposit retained for any defect liability will be forfeited.

17. The Oriental Insurance Company Limited reserves the right to accept the quotation in full / part or to reject any or all quotations without assigning any reasons thereof.

18. The Agency/Firm/Bidder must obtain/gather for himself on his own responsibility and at his own expenses all the information which may be necessary to carry-out the complete job and must inspect the site of work and acquaint himself with all local conditions, means of access to the work, nature of work and all matters pertaining thereto.

19. The Successful Bidder will have to submit a Schematic/Line Diagram of Fire Alarm Circuit Wiring. The said Schematic will contain details and mark numbers of devices supplied and installed by them. Mark number of each device will be written on the devices itself by a water proof "Permanent Marker".

20. The prices to be quoted towards Dismantling/Installation/Testing and Commissioning of Devices and Equipments are deemed to include cost of all installation hardware viz. Bolts, Nuts, Gaskets, Cable Clamps/Saddles, Screws, End of Line Resistance etc. etc.

21. Since the Installation, Testing and Commissioning of Fire Detection and Alarm System are to be carried out in the operational office and therefore the job will be done during week days after the office hours in office areas and on Saturdays/Sundays/Holidays. The Successful Bidder will ensure that no damage of any kind is caused in any manner to the property of The Oriental Insurance Company Limited.

22. All dismantled material/devices are not to be re-used in the Fire Detection and Alarm System under this quotation and shall, being the property of M/s Oriental Insurance Company Limited, be handed over to them.

SIGNATURE & STAMP OF AUTHORISED OFFICER: _____

NAME OF AGENCY/FIRM: _____

DATE : _____

PLACE : _____

THE ORIENTAL INSURANCE COMPANY LIMITED, ORIENTAL HOUSE, A-25/27, ASAF ALI ROAD, NEW DELHI.

QUOTATION FOR SUPPLY, INSTALLATION, TESTING AND COMMISSIONING OF FIRE DETECTION/PROTECTION SYSTEM/DEVICES – SCHEDULE OF QUANTITIES

Sr. No.	Description of Goods/Job	Approved Make	Quantity	Unit	Unit Rate (INR) for supply	VAT/CST Amount (INR)	Cost per Unit including taxes (INR)	Total Amount Supply (INR)	Unit Rate For Installation (INR)	Total Amount for Installation (INR)
1	Dismantling, Repairs and Re-installation of existing Landing Valves on Terrace, Fourth Floor and Ground Floor by way of replacement of lugs and other missing Parts, Wheels, Nuts etc. including final painting.		4	No.						
2	Supply of ISI (IS-636, Type – A) RRL Hose of 63 mm dia x 15 M long having ISI Marked (IS-903) male and female IS-903, Marked Couplings of SS-304 riveted and bound by Stainless Steel/Copper Wire on both ends.	Hose – Newage CRC, Padmini Couplings - SS-304	7	Set						
3	Supply, Installation, Testing and Commissioning (SITC) of Conventional (Photoelectric or Ionisation) Type Smoke Detectors with or without base as required (35 Nos. for Fourth Floor, 45 Nos. for Third Floor, 13 Nos. for Ground Floor and Basement). The work involves dismantling of existing Addressable Detector Bases and Detectors (wherever installed) on Third and Fourth Floor and Conventional Detectors on Ground Floor, Checking and Repairs of already laid wiring and modifying the same for conventional Fire Detection and Alarm System which will be connected to existing 16 zone conventional Fire Alarm Panel on Ground Floor.	Apollo (LPCB reputed International Brand	93	No.						

9	Supply, Installation, Testing & Commissioning (SITC) of Goose Neck Mike (ACM-66CH). The mike is to be connected to existing PA System.	AHUJAV UNISOUND	1	No.							
10	Repairs, Re-connection and Testing of Existing 16 Zone Fire Alarm Panel of AGNI Make including re-connection of New Detection and Sounder Circuits of Ground, Third and Fourth Floor and all existing Detection and Sounder Circuits of other floors/portion of the building.		1	Job.							
11	Commissioning of above Fire Detection and Alarm Devices and Control Panel and including commissioning of Fire Detection and Alarm System of Ground, Third and Fourth Floor.		1	Job.							

The rate quoted for supply of items/material should include freight and other charges, if any, for supply of items/material at Oriental House, A-25/27, Asaf Ali Road, New Delhi.

- A Total of Charges for Supply of Items 2 & 3 and Item Nos. 5 to Item No. 9 at Site i.e. at Oriental House, A-25/27, Asaf Ali Road, New Delhi. : Rs. _____
- B Add : Total VAT/CST for above Items (i.e. A) : Rs. _____
- C TOTAL OF CHARGES FOR SUPPLY OF ITEMS AT SITE (A + B) : Rs. _____
- D Total of Charges of Item No. 1, Item No. 10 and Item No. 11 : Rs. _____
- E Add : Service Tax on amount of Column D : Rs. _____
- F Total of Installation, Testing and Commissioning Charges : Rs. _____
- G TOTAL AMOUNT PAYABLE FOR SUPPLY, INSTALLATION, TESTING AND COMMISSIONING CHARGES (C + F) : Rs. _____

SIGNATURE & STAMP OF AUTHORISED OFFICER : _____

NAME OF THE AGENCY / FIRM : _____

DATE : _____ PLACE : _____