

## Consultancy Services for Installation & replacement of lift and related Structural Work

Name of the Consultant:

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Address:

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CALENDAR EVENTS	
ISSUE OF ADVERTISEMENT	02/09/2019
DATE OF PRE-BID MEETING	23/09/2019
LAST DATE FOR SUBMISSION OF TENDERS	30/09/2019
DATE OF OPENING OF TECHNICAL BIDS	10/10/2019
DATE OF OPENING OF COMMERCIAL BIDS	Will be intimated to eligible Consultants



Bankers Institute of Rural Development  
An Institution promoted by NABARD  
Sector-H, LDA Colony Kanpur Road, Lucknow-226 012

## Consultancy Services for Installation & replacement of lift and related Structural Work

<b>CONTENTS</b>			
<b>Sr No</b>	<b>DOCUMENT</b>	<b>Page No</b>	
		<b>From</b>	<b>To</b>
<b>VOLUME – I TECHNICAL BID</b>			
1	निविदा आमंत्रण सूचना	3	5
2	NOTICE INVITING TENDER	6	8
3	FORM OF TENDER	9	9
4	ARTICLES OF AGREEMENT	10	15
5	SCHEDULE OF COMPLETION OF WORK	16	16
6	PROFORMA FOR ELECTRONIC PAYMENT	17	17
7	DESIGN BRIEF	18	18
8	PRE-QUALIFICATION CRITERIA AND CHECKLIST OF DOCUMENTS	19	20
9	CHECKLIST FOR PERFORMANCE TEST OF LIFT INSTALLATIONS	21	24
10	PART-I : BASIC INFORMATION	25	25
11	PART-II : PREVIOUS AND CURRENT WORKS	26	27
12	PART-III : TECHNICAL PERSONNEL AND EXPERIENCE	28	28
<b>VOLUME – II PRICE BID</b>			
1	PRICE BID	29	29

खंड – एक

तकनीकी निविदा  
निविदा आमंत्रण सूचना

संदर्भ सं बर्ड/लख/ लिफ्टस /2019-20

दिनांक :

महोदय,

**बैंकर्स ग्रामीण विकास संस्थान, लखनऊ, उत्तर प्रदेश में लिफ्ट की स्थापना, प्रतिस्थापन तथा संबंधित संरचनात्मक कार्य के लिए परामर्श सेवाएं**

1. बैंकर्स ग्रामीण विकास संस्थान (बर्ड), लखनऊ, उत्तर प्रदेश, लिफ्टों की स्थापना और संबंधित संरचनात्मक कार्यों के लिए सलाहकार को नियुक्त करने हेतु प्रस्ताव आमंत्रित करता है। सलाहकार के चयन पर निर्णय लेने में, निर्दिष्ट समय सीमा के भीतर आवश्यक सेवाएं प्रदान करने के लिए आवेदकों की क्षमता पर जोर दिया जाएगा।
2. आवेदक कार्यरत वास्तुकार/पी.एम.सी./एलीवेटर सलाहकार होना चाहिए। पर्याप्त योग्य सहायक कर्मचारियों के साथ कम से कम निम्न प्रकार के तीन कार्य सफलतापूर्वक पूरे किए हो क) नए भवन में लिफ्ट के डिजाइन, निर्माण और चालू करना, या ख) मौजूदा इमारत में पुराने लिफ्ट का आधुनिकीकरण, या ग) मौजूदा भवन में पुराने लिफ्ट का पूर्ण प्रतिस्थापन निजी/ भारत सरकार /अर्ध सरकारी/ भारत सरकार के उपक्रम के लिए 31 मार्च 2019 को समाप्त होने वाले पिछले 7 वर्षों में प्रत्येक के दौरान रु 46 लाख तक की कीमत का कार्य किया हो । संरचनात्मक सलाहकार जिसे वास्तुकार/ पी.एम.सी. द्वारा नियुक्त किया गया हो, उसको आरसीसी /स्टील संरचना के डिजाइन में अनुभव होना चाहिए।
3. आवेदन पत्र हमारी वेबसाइट <https://www.birdlucknow.org/English/Tenders.aspx> से दिनांक 02 सितंबर 2019 से 30 सितंबर 2019 तक डाउनलोड किए जा सकते हैं और दिनांक 30 सितम्बर 15:00 बजे तक जरूरी सूचनाओं के साथ जमा किए जा सकते हैं।
4. निविदा से पहले की बैठक 23 सितम्बर 2019 को 15.00 बजे बैंकर्स ग्रामीण विकास संस्थान , लखनऊ में कॉन्फ्रेंस हॉल में आयोजित की जाएगी। निविदा से पहले की बैठक

मे मांगे जा रहे स्पष्टीकरण को कम से कम दो कार्यदिवस पहले (19 सितंबर 2019) तक प्रस्तुत कर देना चाइये । पूर्व-निविदा बैठक के सभी स्पष्टीकरण निविदा का हिस्सा होंगे और किसी भी प्रकार का /परिशिष्ट / पूर्वनिविदा स्पष्टीकरण आदि केवल उपर्युक्त वेबसाइट पर अपलोड किए जाएंगे।

5. निविदा दाता को पूर्व-निविदा बैठक में भाग लेने की सलाह दी जाती है और काम की समग्र व्यवहार्यता के बारे में खुद को संतुष्ट करने के लिए एक साइट सर्वेक्षण करने की सलाह दी जाती है ।
6. निविदाओं को दो अलग अलग मुहूरबंद लिफाफों में जमा करना होगा और हर पृष्ठ पर हस्ताक्षर और मुहर लगनी चाइये। सीलबंद कवर पर स्पष्ट रूप से बैंकर्स ग्रामीण विकास संस्थान, लखनऊ, उत्तर प्रदेश में लिफ्ट की स्थापना और प्रतिस्थापन संबंधित संरचनात्मक कार्य के लिए परामर्श सेवाएं हेतु लिखा होना चाहिए। निविदाये निदेशक, बैंकर्स ग्रामीण विकास संस्थान, सेक्टर -H, LDA कॉलोनी, कानपुर रोड, लखनऊ -226012 को संबोधित होनी चाहिये। निविदा को निविदा बॉक्स में 04 अक्टूबर को 15.30 बजे से पहले जमा कर देना चाहिए निविदा बॉक्स बर्ड ऑफिस, लखनऊ में रखा गया है। फैंक्स या पोस्ट/कूरियर द्वारा प्राप्त निविदायों पर विचार नहीं किया जाएगा।
7. निविदा लागत का भुगतान रु 500 के डिमांड ड्राफ्ट/भुगतान रसीद द्वारा किया जा सकता है, जो बैंकर्स ग्रामीण विकास संस्थान, लखनऊ के पक्ष में देय हो या सीधे कोटक महिंद्रा बैंक, आशियाना के बर्ड के सेविंग अकाउंट नंबर 5411848265- शाखा, लखनऊ- 226010 पर जमा किया जा सकता है (IFSC Code – KKBK0005199) कोई नगद भुगतान स्वीकार नहीं किया जाएगा ।
8. EMD का भुगतान रु 5000/- (पाँच हजार रुपए मात्र) डिमांड ड्राफ्ट ई-पेमेंट द्वारा बैंकर्स ग्रामीण विकास संस्थान के पक्ष में, या बर्ड के कोटक महिंद्रा बैंक के सेविंग अकाउंट नंबर - 5411848265, आशियाना शाखा, लखनऊ-226012 (IFSC Code – KKBK0005199) में जमा किया जा सकता है ।
9. असफल निविदाताओ की ईएमडी वापस कर दी जाएगी, जबकि सफल निविदा दाता की ईएमडी को परियोजना के पूरा होने तक बरकरार रखा जाएगा।
10. कार्य की दोष निवारण अवधि पूरी होने और ठेकेदार द्वारा दोषों के संतोषजनक सुधार के बाद ईएमडी सलाहकार के अंतिम भुगतान के साथ जारी की जाएगी । ईएमडी पर कोई ब्याज नहीं देय होगा ।

11. तकनीकी निविदा, निविदा जमा करने वाले दिन 15.30 पर खोली जाएगी।
12. केवल योग्य निविदादाताओं का खंड –II (मूल्य बोली) उपयुक्त तिथि पर खोली जाएगी, जिसे बाद में केवल योग्य निविदादाताओं को सूचित किया जाएगा।
13. निविदाएं भरने से पहले, निविदादाता निम्नलिखित नोट कर सकते हैं:
  - अ) निविदा तकनीकी निविदा खोलने की तिथि से 03 महीने तक के लिए मान्य होगी ।
  - आ) बर्ड ने परियोजना की अधिकतम व्यावसायिक शुल्क वास्तविक लागत के 4% तक रखी है।
  - इ) बर्ड को कोई कारण बताए बिना किसी भी फर्म के टेंडर को पूर्ण या आंशिक रूप से स्वीकार या अस्वीकार करने का अधिकार है ।
14. सफल निविदा दाता प्रस्ताव की स्वीकृति की तिथि से 14 दिनों के भीतर संलग्न मानक प्रारूप के अनुसार बर्ड के साथ एक समझौते को निष्पादित करेगा, ऐसा नहीं करने की स्थिति में निविदा देने वाले की EMD जब्त हो सकती है।
15. गलत और /या अधूरी जानकारी वाले प्रार्थना पत्र अस्वीकृति कर दिये जाएंगे ।
16. बर्ड के पास कोई भी कारण बताए बिना किसी भी आवेदन को स्वीकार करने या अस्वीकार करने का अधिकार सुरक्षित है

धन्यवाद ,

[मुकेश वत्स]  
संयुक्त निदेशक

**VOLUME – I**  
**TECHNICAL BID**

**NOTICE INVITING TENDER**

Ref. No. BIRD/LKO/Gen-1/1031/Lifts/2019-20      Date: 02 September 2019

Dear Sir,

**Consultancy Services for Installation & replacement of lift and related Structural Work at Bankers Institute of Rural Development, Lucknow, Uttar Pradesh**

17. Bankers Institute of Rural Development (BIRD), Lucknow, Uttar Pradesh, proposes to engage a consultant for installation of lifts and related structural work. A great emphasis will be given on the ability and competence of applicants to render required services within the specified time frame, in deciding upon selection of a consultant.
18. Applicants should be the practicing architect, PMC or elevator consultants with adequate qualified supporting staff and should have successfully completed at least three work of a) designing, erection & commissioning of elevators in new building, or, b) modernization of old elevators in existing building, or, c) full replacement of old elevators in existing building, costing Rs. 46 lakhs for the Private/ Government/Semi-Government/Government of India Undertaking, during each of the last 7 years ending 31 March 2019. The structural consultant engaged by architect/ PMC should be experienced in designing of RCC/Steel Structure.
19. Application forms can be downloaded from the website <http://www.birdlucknow.in/tender-and-adv/> from 02 September 2019 to 20 September 2019 and shall be submitted with all the required information latest by 15:00 hrs. on 30 September 2019.
20. The Pre-Bid meeting will be held at 15:00 hrs. on 23 September 2019 (Monday) in the conference hall at the Bankers Institute of Rural Development, Lucknow. The clarifications being sought in the pre-bid meeting should be submitted in writing at least two working days prior to the date of pre-bid meeting i.e. by 19 September 2019. All the clarifications of the pre-bid meeting will be part of tender and any corrigendum/addendum/pre-bid clarifications, etc. will be uploaded only on above mentioned website.
21. The bidders are advised to attend the pre-bid meeting and also conduct a site survey to satisfy themselves about the overall feasibility of the work.
22. The bids have to be submitted in two separate sealed covers and every page should be signed and stamped. The sealed covers should be clearly superscribed

‘Consultancy Services for Installation & replacement of lift and related Structural Work at Bankers Institute of Rural Development, Lucknow, Uttar Pradesh’. Volume-I (Technical Bid)/Volume-II (Price Bid)’ and they shall be addressed to the **Director, Bankers Institute of Rural Development, Sector-H, LDA Colony, Kanpur Road, Lucknow-226012**. The bids should be physically dropped in the tender box kept at the BIRD Office, Lucknow, latest by 15:30 hrs. on 04 October 2019. Bids received by fax or post/courier will not be considered.

23. Tender cost may be paid by demand draft/e-payment receipt of Rs.500/-, drawn in favour of Bankers Institute of Rural Development payable at Lucknow or may be directly credited to BIRD’s Saving Account Number-5411848265 with Kotak Mahindra Bank, Ashiyana Branch, Lucknow-226010 (IFSC Code- KKBK0005199). No cash payment will be accepted.
24. EMD may be paid by demand draft/e-payment receipt of Rs. 5000/- (Rupees Five Thousand Only), drawn in favour of Bankers Institute of Rural Development, payable at Lucknow or directly credited to BIRD’s Saving Account Number-5411848265 with Kotak Mahindra Bank, Ashiyana Branch, Lucknow-226010 (IFSC Code- KKBK0005199).
25. The EMD of unsuccessful bidders will be refunded, whereas the EMD of the successful bidder will be retained till completion of project.
26. This EMD will be released along with consultant’s final payment, only after completion of the Defect liability period of the work and satisfactory rectification of the defects by the contractor. The EMD will not bear any interest.
27. The Technical bid will be opened on the same day as that of due date of submission of tender at 15:30 hrs.
28. The Volume-II (Price Bid) of only the qualified bidders will be opened at some suitable date which will be communicated later only to the qualified bidders.
29. Before filling up the tenders, the bidders may note the following:
  - a) The bid shall remain valid and open for acceptance for 3 months from the date of opening of technical bid,
  - b) BIRD has kept the limit for maximum professional fee @ 4% of the actual cost of the project.
  - c) BIRD reserves the right to accept or reject any/all tender/s in part or whole of any firm/firms without assigning any reasons for doing so.

30. The successful bidder shall execute an agreement with BIRD in accordance with the standard format enclosed within 14 days from the date of acceptance of the offer failing which the bidder's EMD may stand forfeited.
31. Applications containing false and/or incomplete information are liable for rejection.
32. BIRD reserves the right to accept any or reject all the applications without assigning any reasons therefor.

Thanking you,

Yours faithfully,

Sd/-  
(Mukesh Vats)  
Joint Director

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## FORM OF TENDER

Date:

Director,  
Bankers Institute of Rural Development  
Sector-H, LDA Colony  
Kanpur Road,  
Lucknow – 226 012

Dear Sir,

**Consultancy Services for Installation & replacement of lift and related  
Structural Work at Bankers Institute of Rural Development,  
Lucknow, Uttar Pradesh**

1. I/We have read and understood the instructions and the terms and conditions contained in the tender. I/We do hereby declare that the information furnished by us in the bids are correct to the best of my/our knowledge and belief.
2. Having examined the Technical bid and Price Bid relating to the works specified in the tender hereinafter set out, having visited and examined the site of the works specified in the said tender and having acquired the requisite information relating thereto as affecting the tender, I/We hereby offer to execute the works specified in the said tender within the time specified, at the rates mentioned in the Price Bid and in accordance in all respects with the tender and with services as are provided for, by and in all other respects in accordance with such conditions so far as they may be applicable.
3. We understand that the time for completion shown above shall be reckoned from the date of issue of the Letter of Work Order.
4. Should this tender be accepted, I/We hereby agree to abide by and fulfill the terms and provisions or the said Conditions of Contract annexed hereto so far as they may be applicable or in default thereof to forfeit the EMD and pay to the Banker Institute of Rural Development, the amount mentioned in the said Conditions.
5. Decision of BIRD, Lucknow in regard to selection of the consultants shall be final. BIRD is not bound to assign any reasons therefore.
6. All the above conditions are acceptable to me/ us.

Yours faithfully,

**Signature of applicant with full address, contact number and e-mail**

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## ARTICLES OF AGREEMENT

This AGREEMENT made on this \_\_\_\_\_ day of \_\_\_\_\_ between the Bankers Institute of Rural Development, Lucknow, a Society promoted by NABARD (National Bank for Agriculture and Rural Development) and having its office at BIRD Campus, Sector-H, LDA Colony, Lucknow-226012 (hereinafter called “the Employer” which expression shall, unless repugnant to the context, mean and include its successors and assigns) of the ONE PART and Shri/M/s \_\_\_\_\_ (constitution to be described) carrying on the business under the name and style of \_\_\_\_\_ and having their \_\_\_\_\_ place \_\_\_\_\_ of \_\_\_\_\_ business \_\_\_\_\_ at \_\_\_\_\_ (hereinafter referred to as “the Consultants” which expression shall, unless repugnant to the context, or meaning thereof, mean and include heirs, executors and administrators) of the OTHER PART.

### WHERE AS

- a) The Employer is desirous of getting executed the work of providing Consultancy Services for Installation & replacement of lift and related Structural Work at Bankers Institute of Rural Development, Lucknow, Uttar Pradesh- 226 012, AND,
- b) The Employer is desirous of appointing a Consultant for rendering consultancy services in relation to the above work, AND,
- c) The consultant is agreeable to provide consultancy service in relation to the above work to the employer.

### NOW THEREFORE THIS AGREEMENT WITNESSETH-

That the employer hereby appoints the consultant for providing Consultancy Services for Installation & replacement of lift and related Structural Work at the BIRD Office, Sector-H, LDA Colony, Kanpur Road, Lucknow- 226012 on the following terms and conditions and the consultant agrees for the same:-

#### 1. WORKS

- a) Dismantling of Existing Lift and Replacement with new lift at the same place and also Installation of New Lift and provision of new structure for lift shaft at Bankers Institute of Rural Development, Lucknow, Uttar Pradesh
- b) Civil, Electrical works and structural design which may be required for the purpose,
- c) Associated works, if any, (hereinafter referred to as the ‘said works’ ) more fully detailed in the schedule hereto :
- d) Obtaining/Taking applicable permission form local authorities.

#### 2. CONSULTANT’S SERVICE

The consultant agrees to and shall render the following services in connection with and in regard to the above works :

- a) Study of building requirements with respect to the work and any specific additional provisions that need to be made,
- b) Study the building traffic including the occupants and visitors,
- c) Prepare at least three options/choices of schemes with respect to (i) Higher reliability (ii) Lower power consumption (iii) Lower/higher capacity per elevator (iv) Speed (v) Automatic staggering of operation times (vi) Appealing car aesthetics (vii) Useful life after installation (viii) Total lifecycle costs/Total cost of ownership (ix) Comprehensive, effective and implementable annual maintenance contract (x) Installation costs (xi) Improved safety (xi) Structural design including foundation & superstructure for construction of new lift shaft & required dismantling. (xii) Detailed feasibility/project report on the various options for Institution specific requirements so as to enable the employer to take a decision on the designs.
- d) On receipt of approval for the scheme from the employer, prepare tender documents including specifications, drawings, schedule of quantities and materials, etc. and work out detailed estimate of cost for the employer's approval,
- e) Conduct a pre-bid meeting with the prospective bidders,
- f) The consultant shall scrutinize credentials of the bidders and submit their recommendations for qualifying/disqualifying the bidders,
- g) The consultant shall scrutinize tenders received and submit their recommendations to the employer ensuring that all bidders are technically on par,
- h) Scrutinize and approve the working drawings, specifications, check quality of materials and supervise the work of dismantling old elevators and installation of the new elevators and all other works, monitor work progress with vendor and BIRD,
- i) Prepare detailed drawings for construction of new shaft for installation of a lift including structural design & supervision of construction work. Any approval from local authorities for construction of shaft, installation of lifts, its inspection & approval etc. shall be obtained by the consultant. Any fee charged by local authority in this connection will be borne by BIRD, subject to demand letter/receipts.
- j) Check bills and submit recommendations for payment due to the contractors,
- k) Certify with tests, if necessary, and as per Institutions' standard checklist , the completion of the satisfactory supply, erection and performance of the elevator systems with all other works,
- l) Obtain from the contractors and supply to the employer a set of 'As-built drawings' pertaining to the elevator system and all other works,
- m) Attend to any other work connected with the dismantling old elevator and installing new elevator, but not referred to in any of the paras mentioned above.
- n) Other incidental items as may be necessary for execution of the above work.

### 3. CONDITIONS OF ENGAGEMENT

- a) For supervision during execution of works, recording of measurement of work, etc., to ensure proper workmanship, quality and progress of work etc., the consultant shall periodically/ as frequently as necessary visit the work at site, either themselves OR if a qualified and experienced resident engineer is appointed at the cost of and responsibility of the consultants, on approval by the employer and who shall be appointed during execution period shall undertake such works as is otherwise required to be carried out by the consultant as per the terms of this agreement and to such extent as is approved by the employer at the costs, risk and responsibility of the consultant as aforesaid.
- b) In cases where the work is examined by any technical audit team or CVC of the Chief Technical Examiner and defects etc., are pointed out, the Consultant will assist BIRD in giving suitable replies or take action as may be necessary.
- c) The consultant shall render service to the employer till completion of the defects liability period as indicated in the agreement executed between the employer and the contractor.

### 4. TERMINATION OF AGREEMENT

- a) The agreement may be terminated at any time by either party by giving written notice of two months to the other party by either party. Even after termination of their engagement, the consultants shall remain liable and be responsible for due certification/ approval of any bills submitted by the contractors in respect of the work executed before termination of the consultant's appointment.
- b) If the consultants shall close their business or wind up or otherwise become incapacitated from acting as such consultants, then the Agreement shall stand terminated.
- c) If the consultants fail to adhere to the time schedule stipulated in the schedule hereto annexed or the extended time which may be granted by the employer in its sole discretion. or
- d) The Agreement shall stand terminated in the event of any violation of clauses by the consultants.
- e) In case of termination under sub-clauses (a) & (b) or (c), (d) the consultants shall not be entitled to any fees or compensation except the fees payable to them for the work actually done, so far. In such cases, the decisions of the Employer as to what is the work actually done and what is the amount of the fees due to the consultants on the basis of actual work done shall be final and binding on the consultants.
- f) In case of the termination under sub-clause (a), (b), (c), or (d) the employer shall make use of all or any drawings, estimates or other documents, prepared by the consultants after payment for the services of the consultants for preparation of the same in full as provided herein.

### 5. SCALE OF CHARGES

- a) The employer shall pay to the consultant as fee for the services to be rendered by the consultant in relation to the said works, an amount quoted & approved by employer as per BOQ. The GST at the applicable rate will be paid extra. Statuary deductions as per prevailing rules will be made from the payment. .
- b) The consultants shall be paid fees referred to above in the manner laid down in Clause (6) detailed below in respect of the preparation of drawings and specifications, calling of tenders, etc., up to stage of the work done by them on the value of works estimated by them and approved by the employer initially; however, the employer shall be entitled to adjustments subsequently to secure that the total fees payable to the consultant does not exceed the aggregate of the percentages referred to on sub-clause (a) above on the value of works actually executed and completed. The employer, shall, however have the liberty to omit, postpone or not execute any work and the consultants shall not be entitled to any compensation or damages for such omission, postponement or non-execution of the work, except the fees which have become payable to them for the services actually rendered by them.

#### 6. MODE OF PAYMENT

The employer shall pay fees to the consultants in stages as follows:

- a) 10% of the total fees payable after completion and approval of the preliminary drawings/ schemes by the employer.
- b) 30% of the total fees (less any amounts paid under clause (a) above) payable after completion of all specifications, drawings, estimate and tender documents.
- c) 50% of the total fees (less any amounts paid under clauses (a) and (b) above) payable after tenders are invited and submission of recommendations to the employer for award of work and execution of contract agreements.
- d) 90% of total fees (less already paid) shall be paid in installments as the work proceeds and in proportion to the value of the said works as accepted from time to time.
- e) 95% (less already paid) after final completion of the work and settlement of the final bill.
- f) 100% of the total fees (less already paid) shall be released after defects liability period and satisfactory rectification of the defects by the contractors, as pointed out during the defects liability period.

#### 7. VISIT TO THE SITE

The consultant or his representatives shall visit the site periodically and as frequently as the works require and inspect and supervise the work. For this, no charges shall be payable by the employer.

8. Notwithstanding anything contained herein above, it shall always be open to the employer to exclude from the scope of the services to be rendered by the consultants under these presents, the supervision and execution part of the work. The scale of fees under such circumstances shall be 70% of the fees payable when supervision & execution are included.

## 9. PENALTY

Notwithstanding that is mentioned above, if the employer is put to any loss or suffers any damages ( including cost escalation in the execution of said works) due to the delays in carrying out the obligations under these terms or negligence, indolence or breach of the terms and the conditions herein contained on the part of the consultant, whether the cause of such damage or loss is immediate or remote, the consultants shall be liable to not only to forego their fees for the quantum of work thus done but also make good such losses and damages on a written demand made by the employer and a certificate issued by the employer as regards to the amount of such loss or damage shall be final and conclusive as between the employer and the consultant and shall not be questioned either inside or outside a court, tribunal or arbitration. Such loss or damage, if not reimbursed within the time stipulated by the employer, shall, without prejudice to the employer's right to recover the same in accordance with the law, be recovered by the employer from any sums payable to the consultant either under this contract or any other contract made between the employer and the consultant for any loss recoverable from the consultants shall not be more than 10% of the fees payable to them under the contract.

## 10. ARBITRATION

- a) If any dispute, difference, or question shall at any time arise between the parties as or the execution of this project or concerning anything herein contained or arising out of this agreement or as to the rights, liabilities and duties of the parties hereunder, except in respect of matters for which it is provided hereunder that the decisions of the employer is final and binding, the same shall be referred to arbitration and a final decision after giving at least 30 days notice in writing to the other (hereinafter referred to as the Notice for Arbitration) clearly setting out disputes to a sole arbitrator who shall be appointed as hereinafter provided.
- b) For the purpose of appointing the sole arbitrator referred to above, the employer shall send to consultants within 30 days of the notice of arbitration a panel of three names of persons who shall be presently unconnected with this organization of the employer or the consultants.
- c) The consultants shall on receipt of the names as aforesaid select any of the persons so named to be appointed as the sole arbitrator and communicate his name to the employer within 15 days of receipt of the names. The employer shall thereupon without any delay appoint the said person as the sole arbitrator. If the consultant fail to communicate such selections as provided above within the period specified, the employer shall make the selection and appoint the sole arbitrator from the panel notified to the consultants.
- d) If the employer fails to send to the consultants the panel of three names as aforesaid within the period specified, the consultant shall send to the employer a panel of three names of persons who shall be unconnected with either party. The employer shall on receipt of the names as aforesaid select any one of the person and appoint him as the sole arbitrator. If the employer fails to select the person and appoint him as the sole arbitrator within 30 days of the panel and inform the consultant accordingly the

consultant shall be entitled to appoint one of the persons from the panel as sole arbitrator and communicate his name to the employer.

- e) If the arbitrator so appointed is unable or unwilling to act or refuse his appointment or vacate his office due to any reason whatsoever another sole arbitrator shall be appointed as aforesaid.
- f) The arbitration shall be governed by the Indian Arbitration and Conciliation Act, 1996 as in force from time to time. The award of the arbitrator shall be binding and final on the parties. It is hereby agreed that in all disputes referred to the arbitration, the arbitrator shall give a separate award in respect of reference and the award shall be a reasoned award.
- g) The fees, if any, of the arbitrator shall if required to be paid before the award is made and published be paid in equal proportion by each of the parties. The cost of the arbitration including the fees, if any, of the arbitrator shall be directed to be borne and paid by such party or parties the dispute in such manner or proportion as may be directed by the arbitrator in the award.
- h) The employer and the consultants also hereby agree the arbitration under this clause shall be a condition precedent to any right of action under the contract with regard to the matters hereby expressly agreed to be so referred to arbitration.

11. TRANSFER OF INTEREST

The consultants shall not assign to transfer their interest in this agreement, without the written consent of the employer.

12. EXECUTION OF AGREEMENT

This Agreement shall be executed in duplicate and the employer shall retain the original and the consultants shall retain the duplicate.

13. STAMP DUTY

The consultants shall bear the stamp duty on the original and the duplicate of this Agreement.

IN WITNESS WHEREOF, the parties hereto have subscribed their respective hands hereto and on a duplicate hereof on the day and year herein above first mentioned.

Signed and delivered by Shri.....

And

Shri.....

For and on behalf of the .....

And in the presence of.....

Signed and delivered by the

Within named Shri.....

Its duly authorized official for and on behalf of the Banker Institute of Rural Development, Lucknow in the Presence of.....

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## **SCHEDULE OF COMPLETION OF WORK**

1. Furnishing of preliminary feasibility report – 1 week from the day of award of contract.
2. Preparation of drawing/detailed project report and cost estimates – 4 weeks after approval of (a) above.
3. Time for tender – 4 weeks.
4. Scrutiny of tenders/offers, submission of recommendations – 1 week from the date of opening of the tenders,
  - 4.1. Execution –
    - i) 6 months from date of award of work to contractor for replacement of lift.
    - ii) 6 months from date of award of work to contractor for new lift after construction of shaft.
  - 4.2. Time extension can be granted by BIRD, if the delay is due to any circumstances beyond control of consultant. No extra charge shall be paid to consultant in this account.

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**PROFORMA FOR ELECTRONIC PAYMENT**

Details of Bank account to be furnished by the contractors/ service providers for effecting payment through NEFT (e-payments)

Name and address of consultant with phone nos.

.....  
.....  
.....  
.....  
.....

Name of the account holder (As appearing in the Bank account)	
Name of the Bank	
Name of the Branch	
Account number	
RTGS/ NEFT/ IFS Code	
Type of account (Savings, current, etc.)	
PAN Number	
Service Tax No.	

Signature

- Encl: - 1) One cancelled cheque leaf  
2) A copy of the PAN card

NB. : - Please attach a photocopy of one cancelled cheque leaf of the above Bank account and a copy of the PAN card

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## DESIGN BRIEF

- 1) Number of existing elevators : 01- passenger elevator,
- 2) Banker Institute of Rural Development, Lucknow, building has 3 floors & Ground Floor,
- 3) Traffic pattern : ( may be studied by the consultant from on the site)
  - a. Office staff
  - b. Maintenance staff
  - c. Security staff
  - d. Visitors
  - e. Traffic relative to time of day
- 4) Desired results after installation of dismantling of one old lift/elevator and installation of one new lift at the same place and also installing one more new lift/elevator :
  - a. Higher reliability,
  - b. Improved safety,
  - c. Lower power consumption,
  - d. Possibility of Lower / higher capacity per elevator,
  - e. Possibility of lower/ higher Speed,
  - f. Possibility of automatic staggered operation time,
  - g. Reasonable useful life after modernization,
  - h. Comprehensive, effective and implementable annual maintenance contract terms and conditions,
  - i. Total lifecycle costs/ Total cost of ownership,
  - j. Appealing car aesthetics,

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**PRE-QUALIFICATION CRITERIA AND CHECKLIST FOR DOCUMENTS**

<b>Sr No</b>	<b>Criteria for lift design</b>	<b>Supporting Document to be Submitted</b>
1(a)	Should have successfully completed at least 3 works of lift design as consultant a) designing, supervision of erection & commissioning of elevators in new building, or, b) modernization of old elevators in existing building, or, c) full replacement of old elevators in existing building, costing Rs 20.00 lakh for the Private/ Government /Semi-Government/Government of India Undertaking, during each of the last 5 years ending 31 March 2019.	Work orders and completion certificate. Only those works which cost not less than Rs 20.00 lakhs to be submitted. The lift work being a part of whole building project is also acceptable where cost of lift is more than Rs.22.00 lakhs.
1(b)	The structural consultant engaged by consultant should have designed at least three RCC structures of Ground plus three of more floors.	Work orders and completion certificate.
2	Should himself or engage such persons for the project having working experience in the elevator industry for at least 10 years prior to consultancy. Similarly, the structural engineer engaged for designing should have 10 years of experience.	Experience certificate from the company/organisation.
3	Name and Registered address of the consultant	Supporting documents
4	Organizational set up of the firm including names, qualifications and experience of partners/ Associates and staff.	As per the enclosed format (Part 1 – Basic Information) and (Part III – Technical Personnel and Experience)
5	Whether registered as a fellow or a member of any of the Institution of Engineers etc	Copy of membership certificate or identity card
6	Experience as practicing elevator consultant (mention number of years)	Copies of consultancy work orders.
7	Important large projects executed during the last 5 years by the firm together with approximate cost of the individual project. The full postal address of the clients for whom the works have been executed shall also be given	As per the enclosed format {Part II (a) and (b) – Previous and current works}
8	Important large projects on which the firm is engaged at present and their estimated cost (stages of works, viz, planning and construction) The full address of the clients shall be indicated against each project.	As per the enclosed format {Part II (a) and (b) – Previous and current works}
9	Important large projects if any completed	Attach a separate neatly typed

	by the partners prior to joining the firm (these projects shall not be included under 8 & 9 above, but shall be shown separately)	sheet on letter head
10	Name and address of the Banker/s of the firm	Attach a separate neatly typed sheet on letter head
11	Turnover of the firm during last 7 years (year – wise)	Attach a separate neatly typed sheet on letter head of Chartered Accountant.
12	Proforma for electronic payment	As per enclosed proforma

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## Checklist for performance test of lift installations

### Check List for Performance Test for Lift Installations

#### Site Tests:

Before a new lift is taken from a manufacturer and put into commission, certain essential tests shall be performed to ensure that the lift is satisfactory and conforms to the various conditions laid down in the specifications.

- 1) **Overload Test:** During this test, the car shall be loaded with 10% more than the contract load and the lift shall be run in both the directions with stops at all the floors. The starting and running currents, the speeds and accuracy of levelling shall be recorded.
- 2) **Buffers:** The car shall be run on to its buffers at contract speed and with contract load in the car to test whether there is any permanent distortion of the car or the buffer. In case of oil buffers, after conducting the test it shall be ensured that there is no leakage of oil from the buffers.
- 3) **Size of the Car:** The floor area of the car shall be measured in order to check that passenger capacity plate is correctly engraved.
- 4) **Earthing:** Two earthing points shall be available in the Machine Room from two separate earth stations. This earth shall be extended to metal parts of all the lifts' electrical equipment's.
- 5) **Emergency Signal:** The bell/buzzer fitted in the car shall be operated and shall be clearly audible outside the lift well/lobby. Wherever there are large number of lifts, this signal shall be arranged to give warning in the Maintenance Engineers Room/Machine Room.
- 6) **Insulation and Earth Test:** All the electrical equipment shall be tested for insulation and earth test.
- 7) **Rope Test:** The car shall be loaded until the weight on the rope is twice the combined weight of the car and the specified load. This load test shall be carried out for about 30 minutes without any sign of weakness, temporary set or permanent elongation of the suspension rope strands.

### Technical Particulars

Elevator

Manufacturer

Type & Model No.

Number offered

Pay load in Kilogram/persons

Weight of unloaded Car in Kgs.

Rate speed (minutes/min)

Travel and landing as per specifications requirement

Design life as per Indian Electricity Act

Design, fabrication and testing of elevator conform to the

I.S. Code (Mention the name and serial number of I.S. Code)

Car

Size in mm. (specify height, width and length of the car)

Type and material of consumption

Thickness of wood/block board on sides and thickness and  
Quality of laminate

Lighting inside the car

- a) Type of lighting (filament/fluorescent etc.)
- b) Number and wastage (total watts)
- c) Type of fitting of above

Isolating cushion between car and car frame

Details of isolating cushion

Car Platform

Overall platform size (mm x mm.)

Inside platform size (mm x mm.)

Type of construction

Thickness of wood flooring (mm.)

Car Roof

Type & material of construction

Car Frame

Materials

Type of construction

No. of Renewable Guide Shoes

Door

Type of Door

Type of Door operation

Control & Operation

Type of control

Type of operation

Car operating Panel supplied as per specification requirement

Type of construction

Car position Indicator provided in the car as per specification requirement

Type of Construction

Terminal buffers

Type of buffers

Stroke of buffers

Number (s)

Location of buffers

Material of buffer

Load Plate supplied as per specification

Counter Weights

Type and materials of construction

Shades

Type of section and weights per metric length

Material of construction

Lubrications particulars

Limit Switches  
Number(s)  
Location  
Type  
Operation  
Controller  
Manufacturer  
Type & Model Co.

Cubicles  
a) Size  
b) Construction

Car safety and Conveyor  
Safety Gears  
a) Type, No. and Location  
b) Stopping distance  
c) Conforms to IS – 4666

Over-speed governor devices  
Separate safety governor provided  
For car and counter weight  
a) Type and model of operation for Car  
b) Tripping speed  
c) Location  
d) Material of construction  
e) Design conform to applicable standards  
f) Mode of operation  
Any other safety devices provided  
a) Location  
b) Mode of operation

Ropes  
Manufacturer  
Number of ropes  
Type and size of rope  
Conforms to I.S. Code (Mention Number)  
Breaking strength of one rope  
Design factor of safety  
Hoist rope compensation

Sheaves and Pulleys  
Material of construction  
Size (mm)  
Type of bearing

Hoistway doors  
Number(s)  
Whether all required landing entrances materials  
Have been provided?

Elevator machine room size  
Elevator traction machine  
Number  
Manufacturer  
Type and Model number  
Motor Particulars  
KW Rating  
Rated Voltage (volts)  
Full load current (Amps.)  
Starting current with full load on lift (Amps.)  
Full load torque (kg-m)  
Starting torque \_\_\_\_\_% of full load torque  
Rated speed (rpm)  
Type of enclosure  
Insulation class  
Temperature rise above 50° C ambient temperature  
Tropical Protection

Power Transmission Gearing  
Type  
Speed reduction ratio  
Material of construction

Breaking Device  
Type of operation  
Type of brakes  
Whether all required starters, overload, relays,  
Reverse phase relay and other protective  
Devices for traction motor have been furnished?

Hand lamp with adequate length of cables  
Type, quality and quantity of final paints to be provided



## **Part-1 Basic Information**

1. Name of the Applicant/Organisation and address of the registered office.
2. Type of the organisation (whether Sole Proprietorship/Partnership/Private Limited/Limited or Cooperative Body etc.)
3. Name of the Proprietor/Director of the Organisation/Firms.
  - a)
  - b)
  - c)
  - d)
  - e)
  - f)
  
4. Details of Registration (whether Partnership firm, company etc) – Registering Authority, date, Registration No. etc mentioning the business/activity of the firm.
5. Experience in the field of \_\_\_\_\_ years
6. Technical personnel available in the Organisation-Details to be furnished in Part-III
  
7. Address of office through which the proposed work of Bankers Institute of Rural Development, Lucknow will be handled and the name and designation of the Officer-in-Charge.
8. Adequate and satisfactory evidence to Indicate financial capacity of the Organisation to undertake the said work with names of Bankers and their full address. (Solvency certificate form the bank and income tax certificate shall be attached)
9. Yearly turnover of the company during the last 5 years (year-wise)
10. Whether any Civil Suit/Litigation arisen in the contracts executed during the last 5 years/being executed If yes, please furnish the name of the project, employer, nature of work, contract value, work order and date and brief details of litigation.

**Part-II-Previous and Current Work Experience**

**a) Previous Experience:**

List of Important works by the firm during the last five years Rs. 20.00 lakhs and above.

Sr. No.	Name of work and location	Nature of work involved in the contract (eg. Residential, offices, industrial, etc.)	Name of owner and Architect Also indicate whether Govt. or Semi-Govt./Govt. of India Undertaking or Private body which full addresses & full name of the officials from the owners side for whom the work was executed*	Contract Amt.	Completion period		Whether the work was left Incomplete or contract was terminated from the either side. Give full details.	Any other relevant information including reasons, If any, for delay in completion of work
					Stipulated	Actual		

**b) Current Experience:**

List of Important works by the firm during the last five years Rs. 20.00 lakhs and above.

Sr. No.	Name of work and location	Nature of work involved in the contract (eg. Residential, offices, industrial, etc.)	Name of owner and Architect Also indicate whether Govt. or Semi-Govt./Govt. of India Undertaking or Private body which full addresses & full name of the officials from the owners side for whom the work was executed*	Contract Amt.	Completion period		Whether the work was left Incomplete or contract was terminated from the either side. Give full details.	Any other relevant information including reasons, If any, for delay in completion of work
					Stipulated	Actual		

### **Part III- Technical Personnel and Experience**

List of Technical Personnel, giving details about their technical qualifications, experience, etc.

Sr. No	Name	Age	Qualification	Experience	Nature of works handled	Name of the projects handled costing more than Rs.....lakh	Date from which employed in your organisation	Any others remarks
1	2	3	4	5	6	7	8	9

Signature of the applicant

Note: Indicate other points, if any, to show your technical and managerial competency to emphasis any important point in your favour.

VOLUME – II

PRICE BID

**Consultancy Services for Installation & replacement of lift and related Structural Work at BIRD Campus, Sector-H, LDA Colony, Kanpur Road, Lucknow-226012**

<b>Sr No</b>	<b>Description</b>	<b>Quote in % Excluding Service Tax (a)</b>	<b>Cost for comparison only (b)</b>	<b>Approximate Cost of work. Amount in (INR) (a x b/100)</b>
1	Comprehensive consultancy services for the proposed work of dismantling of One Old Elevators and Installing New Elevator at the same place as per the scope of work mentioned in the tender.		20,00,000/-	
2	Consultancy Services for Structural design of new lift shaft including foundation & superstructure preparation of drawings, supervision during execution etc. complete as per scope of work mentioned in tender.		4,00,000/-	
3.	Consultancy services for installation of new lift after construction of new shaft at BIRD Office as per scope of work mentioned in the tender.		22,00,000/-	

Total: .....

GST.....

**Quote in words:**

Note: Statutory deductions as per prevailing rules will be deducted from the payment. Final payment will be done on the basis of actual cost of work done. The quoted percentage (%) must include the work of taking necessary permission from local authorities and meeting all the contractual obligations.

Accepted all terms and conditions.

AUTHORIZED SIGNATORY

Date :

Place :

SEAL

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