

**AIPORT HEALTH ORGANISATION  
OPPOSITE RADDISON HOTEL  
MAHIPALPUR, NEW DELHI**

**TENDER DOCUMENT  
Tender No. Lift File/2018  
Through CPP Portal dated 20.08.2018**

The sealed Tenders Proposals are invited for Annual Maintenance Contract of one Johnson Lift installed at APHO, Delhi for a period of one year. The period of contract may be extended beyond one year at the discretions of the competent Authority.

**IMPORTANT DATES:-**

1. Tender Document/ Form can be collected personally from the office of the APHO, Delhi Or, can be downloaded from the “website – ‘CPP Portal’, ‘dghs.gov.in’ or ‘ihrpoe.co.in” ---- From 1200 hrs on 20.08.2018 to 1700 hrs on 28.08.2018.
2. Last date & time of submission of proposal in the office of the APHO, IGI Airport, New Delhi ---- upto 1100 hrs on 29.08.2018.
3. Due date & time of opening of sealed tender document in the office of the APHO, IGI Airport New Delhi in the presence of participants ---- At 1200hrs on 29.08.2018.

Rs. 100/- (Rupees One Hundred Only) would be charged for the Tender Document, if collected personally from the office of APHO, Delhi.

**Contd....P/2**

**(A) Job Description:-**

1. Annual Maintenance Contract (AMC) is to be awarded for one lift, **Johnson lift LC 1999** installed in the office premises of the APHO, with Man Power having capacity of 20 persons for transfer of persons from ground to fifth floor of the building with single door. (S.S. Car body).
2. **The firm shall be fully responsible for replacing & fitting of spare parts including the cost of spare parts, whatsoever it may be for smooth functioning of the lift in case of any break down.**
3. The firm shall depute only qualified & trained mechanic / engineer for undertaking of the AMC / repairing of the lift.
4. All expenses for transportation of manpower / spare parts etc. shall be borne by the firm.
5. The firm shall arrange to depute its representative at earliest not later than 12 hrs of the complaint of lift by the APHO Delhi.

**(B) General Terms & Conditions:-**

**Thereafter-**

**1<sup>st</sup> Party read as : APHO Delhi**  
**2<sup>nd</sup> Party read as : The Selected Agency**

The above proposal for Annual Maintenance Contract / (AMC) shall be awarded with the following terms & conditions:-

1. Firm having experience of maintenance & providing services to International Airport building will be given preference.
2. This agreement shall be valid for a period of one year, which may be extended for such period or periods on the terms and conditions as may mutually be agreed upon.
3. **The engineer of the 2<sup>nd</sup> party shall perform a fortnightly (twice in a month) visit at the office for the preventive maintenance of the lift and incase of breakdown of the lift as & when occurred/required. The engineer also shall make entry of each visit (regular maintenance and emergency visit) and action taken report in the lift register of 1<sup>st</sup> Party.**
4. The 2<sup>nd</sup> Party will be required to deposit security for a sum of Rupees equal to two months contract amount as Demand Draft in favor of Airport Health Officer, Airport Health Organization, Delhi, payable at Delhi, the same shall be retained by the APHO Delhi as interest free security deposit for due & complete performance of the terms of the contract, in case of any default the security deposit will be forfeited. However the same will be refunded to the firm after successful completion of contract tenure.
5. The security deposit of the firm will be forfeited in case the firm left the contract during the contract period for any reason whatsoever it may be.
6. The security deposit is also liable to be forfeited in case the firm is not found to provide satisfactory service to the organization. However organization will be required to give one month notice to the firm for any lapse(s) noticed.
7. The workers deployed by the 2<sup>nd</sup> Party at no point will seek regularization in the service of APHO Delhi, sub office of DGHS.
8. 2<sup>nd</sup> Party shall be responsible for providing first aid, Medical facilities, Hospitalization and any other claim in the event of any worker sustaining any injury due to accident falling ill etc., during the tenure or after the expiry of this agreement and the 1<sup>st</sup> Party does not bear any responsibility for any of the facilities in above circumstances.
9. 2<sup>nd</sup> Party shall be responsible for any loss or damage, theft etc. arising out of commission or omission on the part of workers provided by the agency.

10. 2<sup>nd</sup> Party shall ensure that its worker shall observe all formalities pertaining to safety and security.
11. PFI/ESI/Work contractor tax and
  - i. Other statutory deduction will be made from the bill by the 2<sup>nd</sup> Party/agency as per rule. 2<sup>nd</sup> Party is required to submit documentary evidence in support of PF deposit.
  - ii. 2<sup>nd</sup> Party shall be liable for the implementation of Labor Laws and Social legislation such as contract labor Act, EPF, ESI, Minimum wages, Workman compensation Act, Delhi Staff Establishment Act etc.
12. Relationship between 1<sup>st</sup> Party and 2<sup>nd</sup> Party shall be that of principal to principal and there shall be no employer - employee relationship between 1<sup>st</sup> Party and the person engaged or employed by the 2<sup>nd</sup> Party, for rendering the service to the APHO under this agreement. The employees of 2<sup>nd</sup> Party shall therefore never be deemed to the employees of 1<sup>st</sup> Party under any circumstances whatever. The 2<sup>nd</sup> Party has to strictly ensure that its employees shall not at any point of time during the validity of the contract or beyond divulge to any person/persons /or organization/organizations any information on documents concerning the 1<sup>st</sup> Party that they happen to acquire or be aware of in the course of execution of their duties, except with written permission of APHO.
13. The 2<sup>nd</sup> Party shall be responsible for the good conduct of these workers. If any of person engaged by them found guilty of misconduct or dereliction of duties, the 1<sup>st</sup> Party have right to refuse entry of such person(s).
14. In case of breakdown the lift should be put in functional order by the 2<sup>nd</sup> party in 48 hrs of information if not done so the 1<sup>st</sup> party may impose penalty to the tune of Rs 1000/- per day till the lift is made functional.
15. It will be open to the First Party to terminate the agreement at any time during the period of contract or forfeit the security money in case 2<sup>nd</sup> Party or its employees neglect or fail to perform the obligations as stipulated in this agreement or the 2<sup>nd</sup> Party fails to provide the satisfactory services. However, First Party shall give one month notice to 2<sup>nd</sup> Party for termination of contract.
16. The security money of 2<sup>nd</sup> Party is also liable to be forfeited in case firm left the contract in between during the contract period for any reason whatsoever it may be.
17. That in case, second party fail wholly or partly to carry out the assigned job within the assigned time or job is not performed to the satisfaction of First Party, the contracted job may be arranged by the 2<sup>nd</sup> Party through other agencies at their risk and cost.

18. The Second Party shall not assign the contract or any part of the contract to any other party without the prior approval of the First Party.
19. The officers of the First Party shall be entitled to inspect the records maintained by the Second Party in respect of the Second Party's employees deputed by it for providing the Services as referred to the First Party. The Second Party shall submit a certificate in the first week of every month to the First Party, certifying that the Second Party has complied with the provisions of all laws as applicable to it and or its employees deputed for providing the services to the First Party. The officers of the First Party shall be entitled to demand the requisite documentary proof in this regard from the Second Party, including attested photocopies of relevant registers, returns, etc. as maintained by the Second Party.
20. The decision of the selection committee of APHO, Delhi for tender will be final & binding to all concerned with regard to awarding of the contract.
21. The contracted firm will be required to follow all rules, regulation by laws & guidelines of the concerned departments of the local Body, State Govt. or Central Govt.
22. Any dispute with regard to this issue will be at the jurisdiction Delhi Court only.