



कार्यालय सेवा विभाग, क कार्यालय, "योगक्षेम", जीवन बीमा मार्ग, पो. बा.न. 19953, मु. बई 400 021.  
Office Services Dept., Central Office, "Yogakshema", Jeevan Bima Marg, P.B.No. 19953, Mumbai- 400 021.  
दूरभाष Tel.: 22810689 फै / Fax: 22045607

Ref: OS/OA/Fur/

Date 10<sup>th</sup> October, 2011.

**Re : Supply and Installation of Fire Extinguishers  
Tender Enquiry No Stores / OS / OA / 5381 / 07 / 2011.**

Life Insurance Corporation of India, Central Office, OS Department, Mumbai, invites sealed tenders from Indian Bidders, under two bid, for the following :-

**1) Empanelment of agencies for supply of Fire Extinguishers and refilling**

Quotations are invited from Mumbai-based Indian Bidders who are interested to be empanelled on our panel for supply of Fire Extinguishers to our Office at Nariman Point, Mumbai, and fulfill the technical conditions mentioned here. The agencies who qualify as per our technical analysis will be empanelled on our panel for "Agency for supply, installation and refilling of Fire Extinguishers at Central Office".

**2) Supply and installation of Fire Extinguishers at Yogakshema building as detailed below :-**

The agencies who qualify for empanelment on our panel of Agency for supply and installation of Fire Extinguishers at Central Office, will be invited for **Reverse Bid Auction to be conducted by the Corporation** for supply and installation of Fire Extinguishers at Yogakshema building. The day and the date of reverse auction will be intimated separately. The requirement of Fire Extinguishers at Yogakshema building are as detailed below :-

Sr. No.	Type of Fire Extinguishers	Capacity	Quantity	Warranty period
1.	Fire Extinguisher ABC Type	5 Kgs.	158	5 years
2.	Fire Extinguisher ABC Type	10 Kgs.	15	5 years
3.	Fire Extinguishers CO <sub>2</sub>	4.5 Kgs.	30	1 year
	<b>Total :</b>		<b>203</b>	

Interested Bidders should submit their application in Sealed Envelope as detailed below :-

Envelope I – Technical Bid – contains the offer letter, Application Form (Annexure I), supporting documents as mentioned under technical conditions specified here below, as also the EMD and the Tender Fees. This Envelope should be sealed and superscribed as “Technical Bids for empanelment of agencies for supply of Fire Extinguishers”.

The bidders found eligible as per the technical bid analysis will be empanelled on our panel as “Agencies for supply and refilling of Fire Extinguishers”. This panel will be valid for a period of 3 years.

Envelope II – The above envelope I should be placed in this Envelope alongwith the DD / Cheque towards EMD and Tender Fees. This Envelope should then be sealed and superscribed as “Tender for supply and installation of Fire Extinguishers – Enquiry No Stores / OS / OA / 5381 / 07 / 2011”, and should be addressed to the following :\_

**The Secretary (O.S.),  
L.I.C. of India, Central office,  
4<sup>th</sup> Floor, West Wing, Yogakshema,  
J.B. Marg, Mumbai – 400 021.**

and should reach us on or before **11.30 am on 4<sup>th</sup> November, 2011.**

The technical bid will be opened on **4<sup>th</sup> November, 2011 at 12.00 noon.** Only one representative of the bidder can remain present for the tender opening.

1) After scrutiny of the technical bids, verification of credentials, assessment of the offers, inspection visit to the Vendor, etc., technically qualified bidders will be empanelled on our Panel as ‘**Agency for supply of Fire Extinguishers**’.

2) A pre-bid meeting will be held on **17<sup>th</sup> October, 2011 at 11.30 am** in the 4<sup>th</sup> floor, Conference Hall, East Wing, Yogakshema, Jeevan Bima Marg, Mumbai – 400021. One representative of the bidder may remain present for the pre-bid meeting.

Interested Bidders who fulfil the criteria mentioned under Technical Conditions, can submit their application, in the format given under “Application Form”. The other terms and conditions of the tender enquiry is as given below :

1. It may be noted that the submission of the offer itself shall be construed as acceptance of all the terms and conditions mentioned here.

2. The Tenderer is required to submit non-refundable **Tender Fees of ` 100/- (Rupees One Hundred only) and refundable 'Earnest Money Deposit' of ` 10,000/- (Rupees Ten Thousand only) in the form of two separate Demand Drafts from any Scheduled Bank, drawn in favour of Life Insurance Corporation of India, payable at Mumbai.** The Earnest Money Deposit of Rs. 10,000/- (Rupees Ten Thousand only) will be refunded to unsuccessful bidders, after finalization of panel of Agency for supply of Fire Extinguishers. EMD of bidders who qualify for empanelment on our panel will be refunded after selection of L1 bidder through reverse auction.
3. All the agencies who qualify for empanelment on our panel of “Agency for supply of Fire Extinguishers” will be called for reverse auction for supply and installation of 203 Nos. of Fire Extinguishers at Central Office. The L1 bidder will be selected on the basis of the result of the reverse auction. The EMD of L1 bidder will be refunded after receipt of Security Deposit in the form of Bank Guarantee.
4. Refund of EMD – EMD of the bidder who is disqualified for empanelment, will be refunded after finalization of the panel for supply and installation of Fire Extinguishers. The EMD of the bidders who qualify for empanelment on our panel but are not successful in Reverse Auction, will be refunded after the result of reverse auction and the L1 bidder is selected. The EMD of bidder who is successful in the Reverse Auction, will be refunded after receipt of Security Deposit.
5. EMD will be refunded without any interest. However, the Corporation reserves the right to forfeit the EMD in case the bidder refuses the order, either full or part, if placed at the quoted rates. In addition to that LIC of India may decide to debar / blacklist the concerned Supplier and the decision will be final and binding on all concerned.
6. Once the tender is submitted, no tenderer will be allowed to withdraw the tender, for whatsoever may be the reason. If, any tenderer withdraws the tender, E.M.D. of that tenderer will be forfeited.
7. All the pages of the tender form are to be signed by the bidder. Incomplete bids are liable to be rejected.
8. The tender shall remain valid for an acceptance period of 90 ( ninety) days from the date of opening of the Technical bid. Relevant documents / certificates as called for, in the Technical condition should be enclosed alongwith the technical bids. Corporation reserves the right to call for the required documents / information, if needed, from any / all the bidders.
9. Please study the documents carefully and inspect the site before filling-in the tender. Any party tendering against the enquiry shall be deemed to have read and understood all the terms and conditions and familiarized themselves with the site and nature of work and quoted accordingly.

Such terms and conditions not appearing in the body of the tender will not be considered as forming a part of their tender.

10. The Corporation reserves the right to accept / reject any or all tenders at its sole discretion, without assigning reasons thereof. The Corporation also reserves the right to call for missing / additional documents, if required, from the responding bidders.

11. Payment Terms

- (i) No advance payment will be made.
- (ii) Full and Final payments shall be made only after successful installation of Fire Extinguishers and confirmation thereof from the Chief Security Officer, Central Office.

12. Penalty – In case of unsatisfactory performance, Penalty at the following rate will be levied :-

- (a) In case of delay in delivery and installation of Fire Extinguisher, penalty of `50/- (Rupees Fifty only), per machine, for each day of delay will be levied.
- (b) In case of non - functioning of the fire extinguisher, replacement of such defective fire extinguisher should be done within 5 days from the date of intimation, failing which penalty of ` 20/- (Rupees Twenty only), per machine, per day, will be levied.
- (c) In addition to above penalty, in case of non-satisfactory service or complaints received as regards to supply and refilling of Fire Extinguishers, the Corporation may also reserve the right to blacklist the empanelled bidder, for unsatisfactory performance.

Any dispute arising, out of or relating to this tender shall be deemed to have arisen at the headquarters of the Corporation's Office, placing the order and shall be subject to adjudication by the Court in that city.

**Secretary (OS)**

**Signature of vendor with seal**

**(Authorized Signatory)**

**Place:**

Date :

**TECHNICAL CONDITIONS :-**

- 1) Quotation for fire extinguisher should include 1 year warranty for CO<sub>2</sub> type and 5 year warranty for others, inclusive of coverage for manufacturing mechanical defects as well as the cost of refilling and recharging in case pressure falls below acceptance level.
- 2) Periodical inspection – The vendor should arrange for half yearly inspection of Fire Extinguishers, during the period of warranty. The inspection will be jointly conducted by an representative of the bidder and an representative of the Corporation.
- 3) Inspection and re-filling of the Extinguishers should be undertaken in a phased manner. Further, in case the Extinguishers are taken back for refilling during the warranty period, substitute arrangement should be made by the Vendor, till the original Extinguishers are replaced.
- 4) Copy of ISI certificate issued by Bureau of Indian Standard should be submitted alongwith the quotation. The Certificate should clearly mention the respective type of Extinguishers and the validity period.
- 5) Delivery and Installation should be within 15 days after placing the Order.
- 6) After installation of Fire Extinguishers, if any Fire Extinguisher is found defective, such defective fire extinguisher should be replaced within 5 days from the date of intimation.
- 7) The Tenderer responding to the enquiry, must be in the similar business for minimum 5 years, as on the date of issue of the tender. The Tenderer must enclose the necessary Incorporation Certificate.
- 8) The Tenderer must enclose copy of last 3 years Balance Sheet and copy of Profit & Loss Account. The annual turn over of the Tenderer should be minimum ` **10 Crores** on an average for the last 3 financial years.
- 9) The Tenderer must submit the Empanelment Certificate from any 3 PSUs / Government Institutions.
- 10)The Tenderer will require to submit the Sales Tax Certificate.
- 11)Security Deposit – The successful bidder will have to pay a security deposit to the tune of 10% of total order value.
- 12)On-site sample checking of the Fire extinguishers will be done at the time of installation, by us.

- 13) The L1 bidder will be decided on the basis of Reverse Auction. The technically successful bidder will be required to obtain Digital Signature. Digital Signature can be obtained either from the Service Provider finalized by the Corporation or from outside, at the bidder's own cost.

**TECHNICAL SPECIFICATIONS :-**

- 1) Specification for stored pressure, powder based ABC type of fire extinguishers capacity 5 kgs. and 10 kgs, as below :-
  - a) The fire extinguisher should be manufactured in accordance to IS: 13849 and relevant valid certificate needs to be produced with tender documents.
  - b) Extinguishing agent, powder should be Mono Ammonium Phosphate with more than 90% concentration. The tenderer should provide lab report for the same from Accredited Lab.
  - c) Can construction should be done using Deep Drawn Method to minimize the joineries and maximize seamless area to withstand stored pressure. Hydrostatic pressure testing upto 30 Kgf/cm<sup>2</sup> need to be done by manufacturer, certificate for the same needs to be produced with tender documents.
  - d) Helium leak deduction facility should be available with the firm and certificate for the same is to be provided with the supply of every cylinder.
  - e) 5 years Warranty.
  
- 2) Specification for CO<sub>2</sub> fire extinguishers (4.5 kgs.) are given below :-
  - a) 4.5 kgs. CO<sub>2</sub> gas type Fire extinguisher, trolley mounted for easy weight management, Used, Unused mechanism squeeze grip type.
  - b) Gross weight 19.1 Kgs., empty weight 14.6 Kgs.
  - c) Can Height 857 MM, diameter 140 MM, Metal sheet thickness 4.5 MM,
  - d) Discharge time 10 second with controllable discharge mechanism
  - e) Applicable on Class B & C Fire
  - f) Can Construction – Hot spinning / forging, Valve construction, forging and machining and external coating of can, spray painting.
  - g) ISI Approved. As per IS : 2878 tender should submit the valid certificate for the same alongwith tender documents.
  - h) PESO Certificate with test report bearing cylinder serial numbers to be provided with supplied extinguishers.
  - i) Ready to use indicator
  - j) 1 year warranty.

**Specifications for ABC Type Fire Extinguishers (10 Kg, 5 Kg,)**

1	The Extinguisher shall be able to operate between 0 – 60 <sup>0</sup> C
2.	The extinguisher to come fitted with an inbuilt pressure gauge
3.	The Unit to come with a Squeeze Grip of Metal to operate the valve of the extinguisher and the same should be fitted in such a way that post the usage, the visual indicator as explained in the Point No. 2 above shows the working condition of the extinguisher.
4	The unit should be pressurized to 15 Bars with dry Nitrogen gas
5	Extinguisher shall be fitted with a controllable valve allowing discontinuous of the

	emission of the power at any given time
6	The extinguisher should confirm to IS:13849 & should be ISI marked
7	The extinguisher should have been tested for leakage & pressure retention at a pressure test of 30 Bars & it should be mentioned on the unit
8	Mounting bracket shall be capable of supporting without permanent deformation a load of the twice the weight at the extinguisher
9	Each and every cylinder should undergo Mass Spectrometer Helium Leak Detection Test and should have individual test certificate with all the fire extinguishers provided by the QC Department
10	The fire extinguisher should have a plastic seal of yellow color fitted in such a way that it requires to be pulled & taken out before the operating lever can be squeezed. The word "PULL" with an arrow mark should be mentioned on the seal indicating the direction in which the seal has to be pulled.
11	The fire extinguisher should have a metallic pin as a second seal to protect any unintended usage / accidental discharge. This pin should have a finger grip to conveniently pull it out at the front & a plastic lock at the rear end.
12	Extinguisher shall include a feature to prevent the removal of valve before removal of all internal pressure
13	The Extinguisher body shall come fitted with the base stand made of ABC with a provision to hold the hose
14	The hose pipe discharge nozzle of the extinguisher should be fitted with a cap
15	Extinguisher body have only one circumferential welding & there will be no longitudinal seam
16	The fire extinguisher body should have been appropriately treated with an anticorrosive agent from the inside
17	The extinguisher should be Powder Coated from the outside
18	The container body should be made of CRCA sheets and the thickness should be 1.80 mm for 5 kg and 2.00 mm for 10 kg. CRCA sheets
19	5 year shelf life warranty against expiry. Free replacement / repair warranty
20	Effective throw should be not less than 4 Meters
21	Discharge Time - < 15 seconds for 5 Kg extinguishers and < 18 seconds for 10 kg extinguishers
22	Fire Rating – 21 A & 89B for 5 kg extinguisher and 34A & 144B for 10 kg extinguisher. The ratings should be mentioned on the extinguisher
23	Should have a battery operated gadget attached, which should sound an alarm on removal / movement of extinguishers from its position
24	Works on all classes of fire, i.e. A, B, C & Electrically started fires
25	Manufacturer's Name & complete address to be mentioned on the extinguisher
26	Manufacturer's 24 hours helpline phone no. for any after sales service to be provided on the extinguisher
27	Sl. No. of the unit along with the month & year of manufacturing to be provided on each unit
28	The hosepipe should be made of EPDM (Ethylene, Polypropylene Dimethylsiloxane) Rubber

**'ANNEXURE I'**

**APPLICATION FORM**

The interested tender will be required to submit their quotation in the format given below. The tenderer not filling even one of the following requirements / conditions will not be considered.

<b>SI No</b>	<b>Particulars</b>	<b>Remarks</b>
1	Name of the Firm :	
	Address of Mumbai Office:	
	Telephone Nos	
	Fax No	
	E – Mail ID	
2	Name of the Contact Person	
	Telephone Nos	
	Mobile No.	
3	Name of the dealing Representative	
	Telephone No.	
	Mobile No.	
4	Type of Firm : Sole proprietorship / Partnership / Ltd. Co / Others	**
5	Year of Establishment (Enclose Incorporation Certificate)	
6	PAN No. (Specify in whose name the Pan No.is available)	**
7	Sales Tax No (Enclose the certificate)	**

8	Service Tax No	**
9	ISI Certificate No. (enclose the copy with the validity date)	**
10	Whether copies of last 3 years Balance Sheet and Profit & Lost Account enclosed	Mention the period
11	Details of copies of last 3 years I.T. Returns	Mention the details
12	Details of Empanelment Certificate of any 3 PSUs / Govt. institutions, enclosed	1) 2) 3)
13	Whether half yearly inspection of Fire Extinguishers will be done	
14.	In case Extinguishers are required to be taken back for refilling, whether agreeable to make substitute arrangement of Fire Extinguishers.	
15.	Whether agreeable to undertake delivery and installation within 15 days after placing the Order	
16	Whether agreeable to replace the defective Extinguishers within 5 days from the date of intimation	
17	Whether agreeable to obtain Digital Signature for reverse auction (if found eligible)	
14	Name of the representative who will be conducting on-site joint inspection (if available)	

**\*\*Supporting documents in regard to the above mentioned points should be also be attached alongwith this Application Form..**

**Place:  
Date:**

**Signature of vendor with seal  
(Authorized Signatory)**

