



Chandigarh Judicial Academy

Sector-43-D, Chandigarh - 160032

Ph.No.0172-6662161 Fax No.0172-6662178

Website: www.cja.gov.in e-mail id: cja.chd@hotmail.com

NO : Dir/CJA/1732/2017

Dated 30.05.2017

CHANDIGARH JUDICIAL ACADEMY SECTOR 43-D, CHANDIGARH

Invited sealed proposals for providing Maintenance Contract of GYM Equipments installed in the GYM of Chandigarh Judicial Academy. A complete set of request for proposal documents containing all terms & conditions can be downloaded from the Academy website i.e. www.cja.gov.in. The last date for submission of offers is upto 13.06.2017 till 03:00 P.M.

Sd/-
Director (Administration)
Chandigarh Judicial Academy

Signed by:-
Sd/-
Director(Admn.)

Checked by:-
Sd/-
Dr.Gopal Arora,
ADJ-cum-Faculty Member

Drafted by:-
Sd/-
Pankush Sharma
Office Executive



Chandigarh Judicial Academy

Sector-43-D, Chandigarh - 160032

Ph.No.0172-6662161 Fax No.0172-6662178

Website: www.cja.gov.in e-mail id: cja.chd@hotmail.com

**REQUEST FOR PROPOSAL
(RFP)**

FOR

ANNUAL MAINTENANCE CONTRACT FOR PROVIDING

MAINTENANCE

OF GYM EQUIPMENTS INSTALLED IN THE GYM OF

CHANDIGARH JUDICIAL ACADEMY

Signed by:-
Sd/-
Director(Admn.)

Checked by:-
Sd/-
Dr.Gopal Arora,
ADJ-cum-Faculty Member

Drafted by:-
Sd/-
Pankush Sharma
Office Executive

IMPORTANT INFORMATION

Availability of the RFP document	The RFP document can be downloaded from the website of the Academy i.e. www.cja.gov.in
EMD	Rs. 2,500/- in the form of Demand Draft in favour of Chandigarh Judicial Academy from a scheduled bank.
Last date of submission of bids	Upto 13.06.2017 (03:00 PM) in Chandigarh Judicial Academy
Opening of pre-qualification Technical Bid	To be announced subsequently due to Summer Vacations in Chandigarh Judicial Academy
Language of the bid	This bid should be filed in English language only

Signed by:-
Sd/-
Director(Admn.)

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Sd/-
Dr.Gopal Arora,
ADJ-cum-Faculty Member

Drafted by:-
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Pankush Sharma
Office Executive

1. INTRODUCTION

The Chandigarh Judicial Academy is inviting proposals for providing Maintenance of GYM equipments as mentioned at Annexure-A as installed in the GYM of Chandigarh Judicial Academy.

2. SCOPE OF WORK

- a) Monthly service of all GYM equipments as covered under maintenance contract as mentioned at Annexure-A.
- b) Maintenance Contract will include all parts and spares of the GYM Equipments and labour including repairs/replacement and monthly servicing.
- c) Running of day functioning of GYM Equipments installed in Chandigarh Judicial Academy.
- d) The operation and maintenance of the GYM installed in the Chandigarh Judicial Academy.
- e) The detail scope of work is given in Clause-5 below.
- f) The initial period of contract would be 1 year and term can be extended as per the detail given in para 15 below of this document.
- g) The 03(three) GYM Equipments which are currently under warranty period till 29.03.2018 (01 GYM Equipment) and 30.01.2018 (02 GYM Equipments) respectively should be included in Maintenance Contract after vanishing of their said warranty period.

Interested vendors are advised to visit the academy and survey the GYM area included in the scope; on any working day between 10.00 A.M. to 4.00 P.M. with prior intimation to the Maintenance Officer (Contact No.0172-6662449) to ascertain the nature and extent of services to be provided.

3. KEY ACTIVITIES

The schedule of activities for the purpose of RFP is outlined below:-

Sr. No.	Key activities	Date and Time
1	Last date and time for submission of proposal	at 03:00 PM on 13.06.2017
2	Opening of pre-qualification and technical bid	To be announced subsequently to summer vacations.
3	Opening of commercial bids	To be announced subsequently
4.	To be addressed to	The Director (Admn), Chandigarh Judicial Academy
5.	Words to be prescribed at Envelope	AMC FOR GYM EQUIPMENTS

Note:

- i. Chandigarh Judicial Academy shall not be responsible for any postal delay for non-receipt/non-delivery of the documents.
- ii. Any modification in the RFP document shall be made by Chandigarh Judicial Academy exclusively through the issuance of an Addendum/corrigendum on our website

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- iii. If any of the days in the above said schedule falls on any Gazetted Holiday, then next working day will be treated as schedule for that activity.

4. ELIGIBILITY CRITERIA

General eligibility criteria:-

- A. The Bidder should have the capability to implement projects in terms of industry experience, requisite manpower of required qualification and experience, project/facility management skills and quality/level of work.
- B. The bidder should not have been blacklisted by any central/state government department/organization in the last three years.

Minimum Eligibility criteria

- a) The bidder should be a single entity. The bidder may be proprietary firm/partnership firm/limited company/corporate body legally constituted who should possessed the requisite licence/registration as per law valid atleast for 08 years before the date of opening the tender.
- b) Consortium is not allowed for participation in this bid.
- c) The bidder shall have at least 3 years work experience of providing preventive maintenance of GYM equipments services preferably in an Institution of kind and size & repute where similar services have been provided by them in last three years.
- d) The Academy reserves the right to get the service done from any other agency/persons at the cost of the agency, if the services provided by the agency are not found satisfactory.
- e) The bidder must have a Service Tax registration number, PAN Number and TIN/TAN Number. Please attach a copy of the same with the prequalification-cum-technical bid.
- f) The bidder must be a registered entity with EPF and ESI wherever required as per law. Please attach a copy of the said registration with the pre-qualification-cum-technical bid.
- g) The bidder (in case of company) should have ROC Registration and Articles of Association. Please attach a copy of the registration certificate and Article of Association with the prequalification cum technical bid.

5. SCOPE OF WORKS AND RESPONSIBILITIES

- a. That the 'Agency' will be required to maintain the running of GYM equipments as mentioned at Annexure-A as installed in the GYM of the Academy.

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- b. The "Agency" would do the service in presence of concerned technical person as deputed by the Academy of the GYM Equipments as covered under the AMC on monthly basis and thereafter necessary report will be submitted in the office monthly.
- c. The 'Agency' would ensure that any emergency call from the Academy shall be attended instantly.
- d. The 'Agency' would ensure that the staff deputed by the Agency must have upto date and thorough knowledge of the GYM Equipments and must be competent to handle the normal as well as emergency situations.
- e. The allotted work to the 'Agency' also includes cleaning, oiling, servicing, etc as related to maintenance work of all GYM equipments as mentioned at Annexure-A.
- f. The operation/job includes mental alertness and aesthetic/pleasing etiquette and it will not cause any public inconvenience.
- g. The 'Agency' will remove and plug defects and ensure satisfactory running of the equipments covered under this Agreement as required from time to time.
- h. Without prejudice to the generality of the above, the 'Agency' shall carry out such other jobs as may be incidental to services and assigned to it by the 'Academy' from time to time without any delay.
- i. The maintenance will cover the replacement of all kinds of faulty spares and parts of the GYM equipments in one year.
- j. Agency will not take GYM Equipments out of the Academy premises for its repair or replacement of faulty parts. However in exceptional cases, agency with the prior permission of the Authorities of the Academy can take the requisite faulty GYM Equipment out of the Academy.
- k. The dismantle material as specified in para Nos. 7 and 8 of these conditions shall be taken back by the Academy. However, all the replacement shall be carried out in presence of the staff deputed by the Academy.

The Agency shall be duty bound to:-

- (i) Maintain a local office at Chandigarh with telephone facility and have sufficient original spare parts and maintenance staff at their own cost for attending the call backs and faults immediately within two hours maximum and efficiently on the call complaint during days & nights. The name of the contact person and telephone no. be intimated to the Academy and any change be also instantly informed.
- (ii) Provide the Services according to the specification and site requirement.
- (iii) To ensure periodic maintenance of the system.
- (iv) File no claim on account of fluctuation in prices due to any reason and the same shall not be entertained by the academy.
- (v) Produce the invoice/gate pass of the material to be installed against supply and erection for genuineness of the material.

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- (vi) Provide all the parts which are to be installed/replaced should be of same as per the relevant make of addressable fire alarm system of Bosch make installed.
- l. The 'Agency' shall bear any damage/loss to the machinery and any other installation due to the negligence of the Company, its staff and no payment on this account will be made by the Academy.
 - m. The 'Agency' has to arrange yearly inspection and approval of the functioning of the GYM equipments from the Expert/Engineers.
 - n. The 'Agency' shall maintain separate register/log book to the office in which the entry of the regular maintenance would be made.
 - o. The 'Agency' would ensure that its Manager will visit the 'Academy' on quarterly basis specially for joint inspection with the Maintenance Officer of the 'Academy' or any other official authorized by Director (Admn) so that he may be made aware of work. He will give quarterly feedback to all the staff so that they would perform their duties properly and regularly.
 - p. The 'Agency' would pay the wages to their employees as per the notification of minimum rates by Deputy Commissioner, U.T. Chandigarh and alone shall be responsible for compliance of all Labour Legislations (as amended from time to time), Contract Labour (Regulation and Abolition) Act 1972, Minimum Wages Act 1948, Payment of Wages Act 1936, Workmen Compensation Act, Employees Provident Fund/Miscellaneous Provisions Act 1954, Employee State Insurance Act 1948, Payment of Bonus Act 1965 and Payment of Gratuity Act 1972. It shall be sole responsibility and liability of the 'Agency' to defend any action or infringement of any statutory provision and to bear the cost of defending such actions.
 - q. It shall be the responsibility of the 'Agency' to deposit all taxes. if any leviable. The 'Agency' shall also provide photocopy of the challans to the 'Academy' showing deposit of EPF of its each and every employees account , ESI, Service Tax and any other Govt. levy alongwith its Bill on monthly basis. The 'Academy' shall not be liable in this regard and it shall be the sole responsibility of the 'Agency' to defend infringement of any statutory provisions and bear the cost of defending such actions.
 - r. The 'Agency' will submit in writing to the Director (Admn.) by 22nd of every month that it has complied with all the statutory obligations i.e. EPF, ESI, Service Tax etc. for the preceding month.

6. MANPOWER INVOLVEMENT

- ❖ The 'Agency' will also provide suitable number of workers for cleaning and maintenance of the system.
- ❖ The persons employed by the 'Agency' shall be under its overall control and supervision.

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- ❖ In case of any complaint against any member of staff deployed by the 'Agency', it shall immediately replace the person so deployed and the 'Agency' should take appropriate action against the defaulting officials/staff and convey the same to the Academy as and when any complaint regarding non performance of duty is reported either telephonically or in writing.
- ❖ The 'Agency' will ensure that all the persons appointed by it are physically fit, free from any contagious disease and are otherwise capable to discharge their duties.
- ❖ The employees of the 'Agency' should have no police record against their names for at least 5 years preceding their employment at the 'Academy'.
- ❖ The list of workers deputed by the Agency including the name of the worker with complete particulars along with the copies of identity cards must be submitted in the office of the Academy.

7. MODE OF PAYMENT

- The 'Academy' will make payment subject to satisfactory performance of services as well as compliance of all the terms and conditions of the agreement.
- The payment will be processed on quarterly basis after due verification. Payment of each quarter will be released within 15 days of close of each month through IDBI Bank, Sector 43, Chandigarh after deduction of applicable taxes, as notified by the Government from time to time after deduction of applicable taxes, as notified by the Government from time to time.
- The 'Agency' will maintain attendance registers, individual's ledger/wage book, wage slip, publications of scale of wages and terms of appointment which shall be open for inspection to the representative of the Academy.

8. COMPENSATION/ PENALTY

- In case of non-providing of services/inferior quality services, Academy reserves the right to levy penalty on the 'Agency' on following counts:-
 - a. If the company fails to deliver the stipulated period the required services of the same shall be liable to pay as penalty/damages which may extend to ½ percentage of the contract amount per day, as may be determined by Director(Admn.).
 - b. Any complaint/inferior/poor quality of service if not attended in the 2 hours:- Rs. 200/- per day.
 - c. The amount of penalty imposed will be recovered from the monthly bills of the Agency.
- The Agency shall be liable to bear for the breakage/theft, damage of articles, fixtures in the area under contract.
- The Agency shall not have any right to lay any claim against 'Academy' in respect of its staff, employees and representatives or his/her heirs for the death, injury, disability arising out of the work carried in pursuance of this contract nor any right for employment, damages, dues or claims as being workman of 'Academy'.

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9. BIDDING PROCESS

The tender forms can be downloaded from the website of the Academy Bid Submission

- a) Bidders are advised to study the Bid Document carefully. Submission of the Bid will be deemed to have been done after careful study and examination of all instructions, eligibility norms, terms and requirement specifications in the RFP document with full understanding of its implications. Bids not complying with all the given clauses in this RFP document are liable to be rejected. Failure to furnish all information required in the RFP Document or submission of a bid not substantially responsive to the RFP document in all respects will be at the bidder's risk and may result in the rejection of the bid.
- b) All the bids must be valid for a period of 120 days from the opening of the commercial bid or six months from the last date of submission of the bids, whichever is later. If necessary, the Academy will seek extension in the bid validity period beyond 120 days.
- c) The bidders, not agreeing for such extensions will be allowed to withdraw their bids without forfeiture of their E M D.
- d) The bidders should submit their bids in two parts i.e. Prequalification-cum-Technical Bid and Commercial Bid. All bids sealed individually should be kept in a separate sealed cover superscribed with separate titles as specified below:-
 - i. "Pre-qualification-cum-technical bid"
 - ii. Commercial bid"

The bid be submitted in a single sealed cover containing both the above referred sealed covers.
- e) The lump sum rates of the entire work as detailed in **Annexure-1** be mentioned in the bid. The Academy reserves the right to negotiate the rates as well as the terms and conditions as it may deem necessary before allotting the contract.
- f) The Service Tax, if applicable, should be indicated clearly in the form as "Service Tax Extra" alongwith the percentage of Service Tax as applicable failing which, it would be treated that the rates quote by the Agency are inclusive of service tax.

a. Submission of bids

Sealed offers prepared in accordance with the procedures enumerated in the RFP should be submitted to the office of Director (Admn.), Chandigarh Judicial Academy on or before **03:00 PM on 13.06.2017**

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Office Executive

10. EARNEST MONEY DEPOSIT

- a. The Bidders shall furnish, Earnest Money Deposit (EMD) of **Rs. 2500/-(Rupees Two Thousand and Five Hundred Only)** in the form of Demand Draft / Bankers' Cheque, from a scheduled commercial bank, drawn in favour of Chandigarh Judicial Academy, Chandigarh.
- b. The envelope should be sealed and superscripted "EMD for RFP for Annual Maintenance contract for providing maintenance of GYM Equipments as mentioned in Annexure-A.
- c. The envelope may be addressed and submitted to the office of "The Director (Admn.), Chandigarh Judicial Academy, Sector-43D, Chandigarh" before due date and time specified.
- d. The EMD of unsuccessful bidders shall be returned without interest after finalization of the bid. EMD of the successful bidders shall be returned without any interest after the receipt of security deposit in the form of Bank Guarantee in favour of Chandigarh Judicial Academy.

Forfeiture of Earnest Money Deposit/Security Deposit

The Earnest Money Deposit can be forfeited if a Bidder

- a. Withdraws its bid during the period of bid validity.
- b. Does not accept the correction of errors.
- c. In case the successful Bidder fails to sign the contract within the stipulated time.
- d. In case the bidder fails to accept the Letter of Intent within the stipulated time.
- e. If the services provided by the firm are not found satisfactory, the Academy retains the right to terminate the Contract at any time and even Bank Guarantee provided will be liquidated.

11. LAST DATE FOR SUBMISSION OF BIDS

- (a) Bids, complete in all respects, must be submitted to this Academy by the due date and time as mentioned above in this RFP
- (b) The Academy may, at its own discretion, extend the date for submission of bids. In such case all rights and obligations of Chandigarh Judicial Academy and the Bidders shall be applicable to the extended time frame.
- (c) At any time, prior to the last date for receipt of bids, the Academy may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective bidder, modify the RFP Document by an amendment. The amendment will be notified on website www.cja.gov.in and should be taken into consideration by the prospective bidders while preparing their bids.
- (d) In order to give prospective bidders reasonable time to take the amendment into account in preparing their bids, this Academy may, at its discretion, extend the last date for the receipt of bids. No bid may be modified subsequent to the last date for receipt of bids. No bid may be withdrawn in the interval between the last date for receipt of bids and the expiry of the bid validity period specified by the bidder in the bid. Withdrawal of a bid during this interval may result in forfeiture of Bidder's EMD.
- (e) The bidders will bear all costs associated with the preparation and submission of their bids. This Academy will, in no case, be responsible or liable for those costs, regardless of the outcome of the empanelment process.

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Office Executive

12. OPENING OF BIDS**Pre Qualification cum Technical Bid**

- a. Chandigarh Judicial Academy shall convene the bid opening session on duly notified date (to be announced) in the office of Director (Admn.) where one representative from the bidders, who have successfully uploaded the bid, can participate.
- b. The bids will then be passed on to a duly competent authority for further evaluation.

13. EVALUATION OF THE BIDS

- a. The Pre qualification cum technical bids will be evaluated by a duly competent authority. The first process for the competent authority is to examine the eligibility of the bidders as per the eligibility criteria. Bids, not satisfying the eligibility criteria will be rejected. However, the competent authority reserves the right to call for additional information from the bidders to fully establish their eligibility. Such information should be submitted within the timeframe set aside by the competent authority otherwise the bid may not be considered for further evaluation.
- b. Subsequently, the competent authority would examine the technical details and may ask for additional information and may call the eligible bidders for a presentation of the projects handled by them and quoted in their bids. The time limit, in which the bidders' have to submit the additional information or present their projects, will be decided by the competent authority and its decision will be final in this regard. The bidders shall also assist the competent authority in getting relevant information from the bidders' references. Bidders failing to adhere to the specified time limit will not be considered for further evaluation.
- c. The competent authority may also ask the bidders to give a demonstration of the proposed work, which would form a part of evaluation.

FINANCIAL BIDS

- a. Financial bids of the qualified bidders shall be opened by competent authority, on a date and time duly notified on the website of the Academy, in the presence of bidders' representatives (only one per bidder) who chose to be present.
- b. The negotiation shall be carried out with the lowest bidder by a competent authority.
- c. The competent authority reserves the right to award the work in part or whole of the bids at individual costs quoted in the commercial bids.

14. AWARD OF CONTRACT

- a. Letter of intent shall be issued to the successful bidder by this Academy. The successful bidder shall accept the said letter of intent within 15 days from the date of the issue of the said letter of Intent and will communicate the acceptance to the Academy.
- b. The successful bidder will submit a security deposit of 5% of the total annual value of the contract/work order in the form of Bank Guarantee from a scheduled commercial bank for entire duration of the contract period in favour Chandigarh Judicial Academy, Chandigarh. The said Bank guarantee shall be submitted alongwith the acceptance of the Letter of Intent issued by the Academy.
- c. The successful bidder will also sign an agreement with the Academy within 15 days of the submission of acceptance of the Letter of Intent. However, the stipulated period of the signing the contract can be mutually extended further by the Academy and the successful bidder. In case the agreement is not signed by the successful bidder, the offer shall be treated as withdrawn and the EMD shall be forfeited.

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- d. The engagement will be for an initial period of 1 year from the date of signing the contract. The Academy reserves the right to extend the period of contract by further period of one year on year to year basis (total for a period of 3 years on mutually negotiated rates, subject to satisfactory performance of services and compliance of all terms and conditions of the agreement).
- e. The incidental expenses of execution of agreement/contract shall be borne by the successful bidder.
- f. The conditions stipulated in the contract shall be strictly adhered to and violation of any of these conditions by the bidder will entail termination of the contract without prejudice to the rights of the CJA. In addition, CJA shall be free to forfeit the EMD/bank guarantee and get the assigned work done from alternate sources at the risk and cost of the defaulting bidder.
- g. The successful bidder should submit its Labour License Registration certificate within one week from the date of award of contract.
- h. Canvassing any contractor who directly or indirectly canvasses any member or official of the Academy concerning the award of the contract for the provision of the Goods/Services, or who directly or indirectly obtains or attempts to obtain information from any such member or official concerning any other tender for the Goods/Service will be disqualified. If discovery occurs after the award of the contract, the Council shall then entitle to summarily terminate the contract.

15. INDEMNITY

- a. The successful bidder will indemnify Chandigarh Judicial Academy of all legal obligations of its professionals deployed for the said project.
- b. The Chandigarh Judicial Academy also stands absolved of any liability on account of death or injury sustained by the manpower and the workers deputed by the Agency during the performance of the work and also for any damages or compensation due to any dispute between the Agency and its workers.

16. TERMINATION OF CONTRACT

- a. The Chandigarh Judicial Academy may at any time terminate the work order contract by giving written notice of four weeks to the agency, without any compensation to the agency, if the agency becomes bankrupt or otherwise insolvent.
- b. For continuously providing of inferior quality of services for more than 5 times the 'Agency' on account of any one of the deficiencies in services as indicated above, the 'Academy' reserves the right to cancel the contract. In this eventuality, the security deposit will be forfeited and blacklisting of the 'Agency' upto the period of five years.
- c. In case a penalty is imposed for more than 5 times on the 'Agency' on account of any one of the deficiencies in services as agreed to be done, the contract would automatically stands terminated and security forfeited.
- d. If the agency, in either of the above circumstances, does not take remedial steps within a period of 30 days after receipt of the default notice from Chandigarh Judicial Academy. The CJA may terminate the contract / work order in whole or in part.
- e. In case of temporary break-down of service by the Agency, before the termination of the contract, the Director (Admn) reserves the right to get the urgent and routine essential works done from other agencies/persons at the cost of the Agency.
- f. The Chandigarh Judicial Academy may transfer upon such terms and in such manner, as it deems appropriate for work order for similar support service to other agency and the defaulting agency will be liable to compensate the Academy for

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Office Executive

- any extra expenditure involved towards support service to complete the scope of work totally.
- g. Further Chandigarh Judicial Academy shall also have the unfettered right to repudiate and rescind the Contract if there is any breach of the Contract by the Successful Bidder including but not limited to the occurrence of any of the following events or contingencies:-
- i. Performance Bank Guarantee not submitted within the stipulated time as mentioned in the RFP.
 - ii. Bank guarantee not renewed as mentioned in the RFP.
 - iii. Default achieving milestones affecting the overall time schedule.

17. ARBITRATION

All disputes or differences, including the claims for damages and compensation whatsoever, arising between the parties, out of or relating to this agreement or the breach thereof shall be settled amicably. In case the dispute is not amicably settled then the dispute would be referred to the Arbitrator suggested by the Hon'ble President, Board of Governors of Chandigarh Judicial Academy. The law relating to arbitration shall apply to the arbitration proceedings. The venue for the arbitration proceedings shall be Chandigarh and Courts at Chandigarh shall have exclusive jurisdiction.

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Office Executive

To

Director (Admn.)
Chandigarh Judicial Academy
Chandigarh.

Subject: Engagement of agency for providing Maintenance of GYM Equipments as mentioned at Annexure A for Chandigarh Judicial Academy.

Dear Sir,

1. We, M/s _____ having read and examined in detail the specifications, requirements and other conditions as mentioned in the RFP do hereby propose to act as agency for providing Maintenance of GYM Equipments as mentioned at Annexure-A as installed in the GYM of Chandigarh Judicial Academy.
2. PRICE AND VALIDITY
All the prices mentioned in our proposal are in accordance with the terms as specified in bidding documents. All the prices and other terms and conditions of this proposal are valid for a period of 120 days from the opening of the commercial bid or six months from the last date of submission of the RFP, whichever is later. We agree to extend that period.
3. EARNEST MONEY
We have enclosed the earnest money in the form of Bank Draft amounting to Rs. _____(Rs. _____ only) in favour of Chandigarh Judicial Academy, Chandigarh. It is liable to be forfeited in accordance with the provisions of RFP document.
4. ASSURANCE
We declare that all the services shall be performed strictly in accordance with the technical specifications and other terms and conditions covered in RFP document.
5. QUALIFYING DATA
We confirm having submitted the qualifying data as required by you in you RFP document. In case you require any further information/documentary proof in this regard before evaluation of our bid, we agree to furnish the same, in time to your satisfaction.
6. We hereby declare that in case the contract is awarded to us, we shall submit the Bank Guarantee as per terms of RFP document.
7. We hereby declare that our proposal is made in good faith, without collusion or fraud and the information contained in the proposal is true and correct to the best of our knowledge and belief. We further declare that we have read the provisions of this RFP and confirmed that these are acceptable to us.
8. Bid submitted by us is properly prepared and sealed so as to prevent any subsequent alteration and replacement.
9. We understand that you are not bound to accept the lowest or any bid by you.

Thanking you.

Yours faithfully,

Date:

(Authorized Signatory)

Place:

Name:

Business Address:

Designation:

Seal of the company.

Signed by:-
Sd/-
Director(Admn.)

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Sd/-
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ADJ-cum-Faculty Member

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Office Executive

PERFORMA 1**PRE-QUALIFICATION-CUM-TECHNICAL BID PROFORMA**

To

The Director (Admn.)
Chandigarh Judicial Academy,
Chandigarh.

We M/s _____ offer to undertake to act as agency for providing Maintenance of GYM equipments for Chandigarh Judicial Academy as per the terms and conditions mentioned in RPF documents uploaded on the website of Chandigarh Judicial Academy. The pre-qualification and technical bid is submitted is enclosed herewith.

Signature of the Tenderer

Name

Address

Signed by:-
Sd/-
Director(Admn.)

Checked by:-
Sd/-
Dr.Gopal Arora,
ADJ-cum-Faculty Member

Drafted by:-
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Particulars of Bidders

(To be enclosed with pre qualification cum technical bid)

Bidder's Proposal		
Reference No. and Date		
Bidder Name and Address		
	Tel No.	Fax No.
Bidder Correspondence address		
	Tel No.	Fax No.
Name of the contact person		
Designation		
Telephone No. (S)		
Fax No. (s)		
Mobile No.		
Email ID		

Signed by:-
Sd/-
Director(Admn.)

Checked by:-
Sd/-
Dr.Gopal Arora,
ADJ-cum-Faculty Member

Drafted by:-
Sd/-
Pankush Sharma
Office Executive

EXPERIENCE DETAILS

1	Name of the bidder		
2	Address of the Bidder		
		Tel	Fax
3	Year of Establishment		
4	Bidder's Legal Status i.e. Proprietorship Firm/Private Limited Company/Limited Company etc.		
5	List of the documents regarding the legal status of the bidder		
6	Detail of the experience in previous 3 years		
7	Whether any contract with the agency has been terminated before term in the previous 5 years		
8	Details of the present contract with Govt./Semi Govt. Undertakings		
9	Name, Designation and address of the officer to whom all references shall be made regarding this RFP		
		Tel	Fax
		Fax	Email
9	Detail of Draft for Earnest money deposit	Draft No.	
		Bank Name	
10	Detail of ISO 9001 Certification		
11	Service tax registration no and date of issue		
12	Pan No. of the bidding company		
13	Registration no. of EPF and date of issue		
14	Registration no. of ESI and date of issue		
15	ROC registration.		

Signature of the Witness

Signature of the Tenderer

Name

Name

Address

Address

Signed by:-
Sd/-
Director(Admn.)

Checked by:-
Sd/-
Dr.Gopal Arora,
ADJ-cum-Faculty Member

Drafted by:-
Sd/-
Pankush Sharma
Office Executive

Performa -2

COMMERCIAL BID

To

The Director (Admn.)
Chandigarh Judicial Academy
Chandigarh

We M/s _____ offer to undertake to act as agency providing Maintenance of GYM Equipments for Chandigarh Judicial Academy as per the terms and conditions mentioned in RPF documents uploaded on the website of Chandigarh Judicial Academy at the following

Lumpsum monthly cost Exclusive of all taxes:

Amount in figures: _____

Amount in words: _____

Signature of the Witness

Signature of the Tenderer

Name

Name

Address

Address

Signed by:-
Sd/-
Director(Admn.)

Checked by:-
Sd/-
Dr.Gopal Arora,
ADJ-cum-Faculty Member

Drafted by:-
Sd/-
Pankush Sharma
Office Executive

ANNEXURE A

LIST OF GYM EQUIPMENTS TO BE INCLUDED IN AMC FOR ONE YEAR

Srl. No	Model	Machine Name	Make	No. of Visits
1.	T7000Pro	Treadmill	JOHNSON	12
2.	T7000Pro	Treadmill	JOHNSON	12
3.	E8000	CROSS TRAINER	JOHNSON	12
4.	MXR1X	Recumbent Bike	MATRIX	12
5.	MXU1X	UPRIGHT CYCLE	MATRIX	12
6.	ROWER	ROWING MACHINE	JOHNSON	12
7.	GM152	LAT PULL DOWN	JOHNSON	12
8.	GM153	LEG EXTENSION	JOHNSON	12
9.	GM159	LEG PRESS	JOHNSON	12
10.	GM160	SEATED LEG CURL	JOHNSON	12
11.	MS20	CABLE CROSSOVER	JOHNSON	12
12.	FW161	SMITH MACHINE	JOHNSON	12
13.	SU166	DIP/CHIN ASSIST	JOHNSON	12
14.	SU164	PECTORAL FLY	JOHNSON	12
15.	SU165	HIP ABDUCTOR / ADDUCTOR	JOHNSON	12
16.	G3S76	ROTARY HIP	MATRIX	12
	VALUE		Rs. 22,04,295/-	
17.	-	TWISTER (Sitting and Standing)	LOCAL	12
18.	-	Wrist Curl with external weight	LOCAL	12
	VALUE of aforesaid 02 GYM Equipments		Rs. 12,700/-	

LIST OF GYM EQUIPMENTS UNDER WARRANTY AT THIS STAGE

SRL. NO	MODEL	MACHINE NAME	MAKE	Warranty Expires
1.	PL9021	MULTI PRESS	PLAMAX	29.03.2018
2.	G3S51	AB CRUNCH	MATRIX	30.01.2018
3.	G3S52	BACK EXTENSION	MATRIX	30.01.2018

Signed by:-
Sd/-
Director(Admn.)

Checked by:-
Sd/-
Dr.Gopal Arora,
ADJ-cum-Faculty Member

Drafted by:-
Sd/-
Pankush Sharma
Office Executive