

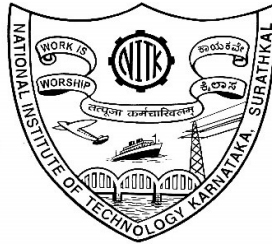
NATIONAL INSTITUTE OF TECHNOLOGY KARNATAKA, SURATHKAL

(An Autonomous Institute of the Ministry of Education, Govt. of India)

POST SRINIVASNAGAR, MANGALURU – 575 025

Phone: (0824) 2474 000. Fax: (0824) 2474 033/ 2474 039

Website: <http://www.nitk.ac.in>



TENDER DOCUMENT

[Technical bid and Price bid system – e-Procurement mode]

NIT Ref: No. 99/CAMC(Johnson Lift)/Tender-34/2026-27/HD Dated 07.10.2026

Name of work	Providing Comprehensive Annual Maintenance Contract for 30 No's of Johnson make Passenger and goods lifts installed at various building in NITK
Contract period	One year (extendable for further 1+4 years based on satisfactory performance).
Estimated amount put to tender	₹31,69,112.00 /- (Inclusive GST)
EMD amount	₹63,382.00/-
Start date for downloading Tender Document	07-10-2026 (13:00 Hours)
Date for seeking pre-bid clarifications	07-10-2026(16:00 Hrs) to 16-10-2026(12:00 Hrs)
Start date for e-Bid submission	08-10-2026 (10:00 Hours)
End date for e-Bid submission	21-10-2026 (10:00 Hours)
e-Bid Opening date (Technical Bid)	22-10-2026 (10:00 Hours)
Central Public Procurement Portal URL	https://eprocure.gov.in/eprocure/app

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अनुभाग / Section

भवन एवं कार्य

Building and

Works

राष्ट्रीय प्रौद्योगिकी संस्थान कर्नाटक, सुरत्कल, मंगलूरु-५७५०२५

(राष्ट्रीय महत्व का संस्थान, एनआईटीएसईआर अधिनियम के तहत स्थापित, भारत सरकार)

National Institute of Technology Karnataka, Surathkal, Mangaluru 575025

(An Institute of National Importance, Established under NITSER Act, Government of India)

दूरभाष / Phone: +91-824-2473018 (O), वेबसाइट / Website: <http://www.nitk.ac.in>

No. 99/CAMC(Johnson Lift)/Tender – 34 /2026-27/HD

07-10-2026

NOTICE INVITING e-TENDERS [On e-Procurement mode in CPPP portal]**Name of work: Providing Comprehensive Annual Maintenance Contract for 30 No's of Johnson make Passenger and goods lifts installed at various building in NITK.**

Estimated amount put to tender : ₹ 31,69,112.00 per year (Inclusive GST)

Earnest Money deposit (EMD) : ₹ 63,382.00

1. National Institute of Technology Karnataka, Surathkal (in short - NITK, Surathkal; hereinafter referred as the "Institute") is an autonomous Technical Education Institute of the Ministry of Education, Government of India imparting technical and science education. National Institute of Technology Karnataka, Surathkal is an "Institutes of National Importance" notified by the Govt. of India under the NITSER Act – 2007 (Act No. 29 of 2007). The Institute is fully funded by the Government of India; and is governed by NITSER Act. NITK, Surathkal is located about 22 KM north of Mangaluru within Mangaluru City Corporation limits.
2. The Institute has installed about 30 numbers of Jhonson Passenger lifts (elevators) and Goods lifts (elevators) of different capacities at various buildings in the Institute campus. The details of these lifts have been provided in the Tender Document. The Institute intends to engage a contractor meeting the eligibility criteria as specified in the tender document, for providing the services of **comprehensive Annual maintenance** of these lifts on contract basis.
3. In this connection, e-tenders are invited from the intending bidders meeting the eligibility criteria as specified in Para – 10 below.
The contract shall be effective from the date of handing over the site, as specified in the Letter of Intent/Work Order. **The initial contract period shall be for ONE YEAR and may be extended annually for a further period of FOUR YEARS (1+4), subject to a maximum contract period of FIVE YEARS**, based on the satisfactory performance of the Contractor and fulfillment of all the terms and conditions of the contract, subject to satisfactory performance of the Contractor and approval of the Competent Authority.
4. The e-tenders invited are on techno-commercial basis on e-Procurement mode. **The intending bidders shall submit their bids through the e-Procurement module of the Central Public Procurement Portal-URL: <https://eprocure.gov.in/eprocure/app>**. Any tender, if submitted off-line (Manually) shall not be entertained.
5. Detailed procedure for submission of e-tenders is available in the website <https://eprocure.gov.in/eprocure/app>
6. The calendar of events of e-Tender are as follows:

(i)	Start date for downloading Tender Doc	07-10-2026 (13:00 Hours)
(ii)	Date for seeking pre-bid clarifications	07-10-2026(16:00 Hrs) to 16-10-2026(12:00 Hrs)
(iii)	Start date for e-Bid submission	08-10-2026 (10:00 Hours)
(iv)	End date for e-Bid submission	21-10-2026 (10:00 Hours)
(v)	e-Bid Opening date (Technical Bid)	22-10-2026(10:00 Hours)
	CPPP URL	https://eprocure.gov.in/eprocure/app

Pre-bid clarifications (There is no in-person meeting): In case, intending bidder has any doubt about the specification, scope of work, terms and conditions of contract, clauses of contract or meaning of any contents of the tender document, he shall seek clarification by sending his query through email as follows:

Email address for sending query: se@nitk.edu.in (with cc to ee.electrical@nitk.edu.in, bwsection@nitk.edu.in)

Query seeking clarification should be e-mailed before the scheduled end date and time mentioned above. **No query shall be entertained if received after the said end date and time.** The Institute shall upload its clarifications to the e-procurement portal as per the schedule mentioned above under "Corrigendum". This corrigendum shall form part of the tender document.

7. **Earnest Money Deposit (EMD):** The intending bidder (except NSIC/MSME/Startups) must submit a 'Bid Security Declaration' declaring disqualification of his bid in case the bid is withdrawn or modified by him during the bid validity period. The format of 'Bid Security Declaration' is available in the Tender Document. 'Bid Security Declaration' duly signed be uploaded while submitting the e-bid. Tenders received without the 'Bid Security Declaration' will be rejected. In the case of NSIC/MSME/Startup bidders seeking exemption from EMD, they shall upload NSIC/MSME/Startup certificate (obtained for relevant NIC & Activity).
 - a) Earnest Money is to be paid by each tenderer to ensure that the tenderer does not refuse to execute the work after it is awarded to him.
 - b) EMD of the successful **contractor** shall be refunded when the work is completed and unsuccessful Contractor shall be refunded immediately after finalization of the contractor. EMD shall not carry any interest.
 - c) EMD in any other form will not be accepted. **Without submission of Proof for EMD to the Tender Inviting Authority, Technical Bid will be rejected.**
 - d) No tenderer will be allowed to withdraw/alter/modify after submission of tender within the **bid** validity period otherwise the EMD submitted by the tenderer would stand forfeited.
 - e) EMD will be liable to be forfeited, if the tenderer selected for the work fails to accept and **sign** the formal agreement or to start the work on the date stipulated in the work order.
8. **SECURITY DEPOSIT (SD):** The **successful bidder** should deposit an interest free security deposit of 2.5% before entering into the contract through RTGS/NEFT/ Bank guarantee bond [in the specified format] / Demand Draft of any scheduled bank drawn in favour of the **Director, NITK, Surathkal.** while executing the Contract Agreement **OR** the same shall be deducted from the contractor's work bills.
9. **Instructions for submission of e-tenders:**
 - 9.1 **Technical bid:** The bidder shall upload all documents that are insisted in the Tender Document for evaluation of the technical bid. The bidders are advised to note that not furnishing complete information that are called for or not giving it in clear terms or making any changes in the prescribed formats or deliberately suppressing the information shall result in rejection of their bid. The bidders are advised not to upload any documents that are not insisted/ irrelevant documents such as copy of agreement, work order etc. The bidders may follow the check-list on "Documents to be uploaded" given in the Tender Document. The bidder will have to submit an 'Tender Conditions Acceptance' letter.
 - 9.2 **Price bid:** The intending bidder shall quote his **price per lift per year for Comprehensive Maintenance** which shall include cost of genuine spare parts required for replacement and labour for installation/ replacement of spare parts, all type taxes, levies, duties, transport of spare parts, handling, insurance etc., and all consumables. The quoted bid shall comply to all the requirements and obligations of the bidder under Contract labour (Regulation and Abolition) Act 1970 and latest amendments; Contract Labour (Regulation and Abolition) Rules 1971 and latest amendments; The Code on Wages (Act

No. 29 of 2019) and the Rules notified under the Code on Wages; The Code on Social Security (Act No. 36 of 2020) and Rules notified under Code on Social Security [erstwhile Payment of Gratuity Act 1972 and amendments; Employees' Provident Fund and Miscellaneous Provisions Act – 1952; Amendment Act 1988 and other amendments; Employees State Insurance Act – 1948 and Amendment Act – 1989 & 2010 and other amendments; The Employees Compensation Act, 1923 and its amendments]; Shops and Commercial Establishments Act as amended up to date; all other acts and rules related to Labour employment - failing which the price bid is liable for rejection. Price bid should be quoted downloading the specified format and then be uploaded.

10. Minimum eligibility criteria for qualifying in Technical bid:

- 10.1 OEM Authorization certificate for this work from OEM of Johnson Lifts and Escalators. – self attested copy should be uploaded.
- 10.2 The bidder must possess valid registration of 'Manufacturer or Maker or other person for installation and maintenance of Lifts/ escalators' issued by the Chief Inspectorate of Lifts, Escalators and Passenger Conveyors/ Chief Electrical Inspector to Government, Department of Electrical Inspectorate, Govt. of Karnataka issued under Karnataka Lifts, Escalators and Passenger Conveyors Act. A self-attested copy of registration should be uploaded to e-Procurement portal while submitting e-tenders.
- 10.3 The bidder must possess GST registration – self attested copy should be uploaded.
- 10.4 The bidder must possess PAN registration with Income Tax department – self attested copy should be uploaded.
- 10.5 The bidder must be registered under Employees Provident Fund (EPF) & Employees State Insurance (ESI) Act. Proof of **statutory compliance** in past contracts (last 2 years EPF/ESI challans, wage registers, etc.) - self attested copy should be uploaded.
- 10.6 The bidder must have following minimum technical staff on regular employment in his Roll:
- (i) One Graduate Engineer (Mechanical Degree holder) with 2 years of experience OR Diploma in Mechanical Engineering with 4 years of experience in erection/ maintenance of lifts or escalators or passenger conveyors
 - (ii) One Graduate Engineer (Electrical Degree holder) with 2 years of experience OR Diploma in Electrical Engineering with 4 years of experience in erection/ maintenance of lifts or escalators or passenger conveyors.
 - (iii) Two numbers of ITI holder Electrician Trade with Wireman Permit with 3 years of experience in erection/ maintenance of lifts or escalators or passenger conveyors
 - (iv) Two numbers of ITI holder in Fitter trade with 3 years of experience in erection/ maintenance of lifts or escalators or passenger conveyors
 - (v) Two numbers of ITI holder Electronic Mechanic or Instrumentation with 3 years of experience in erection/ maintenance of lifts or escalators or passenger conveyors

Documentary proof not older than two months (copy of Wage slip/ muster roll/ EPF payment vouchers/ any other document evidencing their appointment/ Notarized affidavit indicating the name of the staff) shall be scanned and uploaded along with a duly filled format.

- 10.7 The bidder should not have abandoned or suspended any awarded work of any organization during the past five financial years. The bidder should not have been blacklisted / debarred for competing by any organization during the past five financial years. Relevant proof in the form of affidavit (format as in the Tender Document) duly sworn in this regard should be uploaded
11. If a later date, it is found that the documents and certificates submitted by the bidder are forged or have been manipulated the Work Order issued to the bidder shall be cancelled and Earnest Money issued to the Institute

shall be Forfeited without any claim whatsoever on Institute and the Tenderer is liable for action as appropriate under the extant laws.

12. The Price bid of those bidders who qualify in the Technical bid shall only be opened. The Institute shall evaluate the Technical bid strictly on the basis of eligibility criteria stipulated in the Tender document. If found necessary, the Institute shall verify the veracity of such documents from any sources as deemed fit and/or seek clarifications from the bidder. The decision of the Institute in this regard is final and binding on the bidder. No representations from the bidder in respect of decision of the Institute on evaluation of the technical bid shall be entertained.
13. If a bidder qualifies in the technical bid and if his price bid is found to be violating any of the provisions/ obligations of the bidder as mentioned in Para 9.2 above, then such price bid will be treated as "Non-responsive" and rejected.
14. **Site Visit:** The bidder should inspect and examine the Lifts/Escalators [for which bids are invited for comprehensive maintenance] before quoting his rate and obtain all related information from the Institute. Prior permission from the Superintending Engineer, NITK, Surathkal, shall be mandatory for such inspection during working hours. The bidder shall obtain permission through E-mail: se@nitk.edu.in (cc to ee.electrical@nitk.edu.in). Submission of bids through e-procurement mode shall be deemed that the bidder has inspected the Lifts/Escalators and acquired all the information required for quoting the rates. Any further details, if required, may be obtained from the office during office hours. Submission of tender by a tenderer implies that he/she has read this notice and all other contract documents and has made himself/herself aware of the scope and specifications of the work to be done, local conditions and other factors having a bearing on the execution of the work.
15. All Statutory tax deductions at source (TDS) connected with the contract shall be made from the contractor's bill at the rates in force time to time. Any tax omitted for deduction shall be deducted from the subsequent bills/security deposits.
16. Income tax shall be deducted at source at the rate in force from time to time from the contractor's bill.
17. The price quoted by the bidder should be INCLUSIVE of all statutory obligations, as applicable.
18. The Institute reserves the right of rescheduling the calendar of events, make modifications to tender document before its submission by the bidder, cancelling the tender or accepting any tender other than the lowest or rejecting all the tenders.

Sd/
Dy. Director
NITK, Surathkal

INSTRUCTIONS TO THE BIDDER FOR ONLINE BID SUBMISSION

The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates.

The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal. More information useful for submitting online bids on the CPP Portal may be obtained at: <https://eprocure.gov.in/eprocure/app>

REGISTRATION:

- 1) Bidders are required to enrol on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link "Online bidder Enrolment" on the CPP Portal which is free of charge.
- 2) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- 3) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- 4) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / nCode / eMudhra etc.), with their profile.
- 5) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
- 6) Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

SEARCHING FOR TENDER DOCUMENTS:

- 1) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
- 2) Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective 'My Tenders' folder. This would enable the CPP Portal to intimate the bidders through SMS / email in case there is any corrigendum issued to the tender document.
- 3) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

PREPARATION OF BIDS:

- 1) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- 2) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.

- 3) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- 4) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use "My Space" or "Other Important Documents" area available to them to upload such documents. These documents may be directly submitted from the "My Space" area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

Note: My Documents space is only a repository given to the Bidders to ease the uploading process. If Bidder has uploaded his Documents in My Documents space, this does not automatically ensure these Documents being part of Technical Bid.

SUBMISSION OF BIDS:

- 1) Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- 2) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- 3) Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be posted/couriered/given in person to the concerned official, latest by the last date of bid submission or as specified in the tender documents. The details of the any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise, the uploaded bid will be rejected.
- 4) Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BoQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BoQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.
- 5) The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
- 6) All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128-bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid opener's public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 7) Upon the successful and timely submission of bids (i.e. after Clicking "Freeze Bid Submission" in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
- 8) The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

ASSISTANCE TO BIDDERS:

- 1) Any queries relating to the **tender document** and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.

Contact persons of the **Tender Inviting Authority**:

Queries relating to the **tender document** : **Tendering Section (BWO), NITK.
Phone 0824 – 2473018.**

Queries relating to the **Site visit / work** : **Superintending Engineer, NITK.
Phone 0824 – 2473028/ 2473029/ 2473031/
2473036**

Permission for campus entry : **Security Officer – Phone 0824 – 2473026**

- 2) Any queries relating to **the process of online bid submission** or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk.

For any technical related queries- 24 x 7 Help Desk Number: 0120-4001 002 /0120-4001 005/ 0120-6277 787

PRICE BID

1. If the price bid format is provided in a spread sheet file like BoQ_XXXXX.xls, the rates offered should be entered in the allotted space only and uploaded after filling the relevant columns. The Priced-bid / BOQ template shall not be modified / replaced by the bidder; else the bid submitted is liable to be rejected for the tender
2. The bidders are advised to submit the bids through online e-tendering system to the Tender Inviting Authority (TIA) well before the bid submission due date and time (as per Server System Clock). The TIA shall not be held responsible for any delay or the difficulties faced during the submission of bids online by the bidders.
3. The time settings fixed in the server side and displayed at the top of the tender site, shall remain valid for all actions of requesting, bid submission, bid opening etc., in the e-Tender system. The bidders should follow such time during bid submission.

[Form of “Bid Security Declaration” - To be submitted in the Letterhead of the Bidder]

“BID SECURITY DECLARATION”

To:

**The Director,
National Institute of Technology Karnataka, Surathkal.
Post Srinivasnagar, Mangaluru – 575025.**

Sir,

Sub.: Submission of Bid Security/ EMD Declaration – Reg.

Ref.: e-Tenders invited for **“Providing Comprehensive Annual Maintenance Contract for 30 No's of Jhonson make Passenger and goods lifts installed at Various building at NITK, Surathkal.-Reg.”** vide NIT No. 99/CAMC(Johnson Lift)/Tender-34 /2026-27/HD Dated 07-10-2026.

I/ We declare that:

1. I/ We understand that according to the tender document, bids must be accompanied by EMD or a Bid Security Declaration. Accordingly, I/ We have opted for submitting this Bid Security Declaration.
2. I/ We declare that I / We will not withdraw our bid during the Bid validity period or make any modifications to my/ our bid.
3. I/ We understand that if I/ we withdraw my/ our bid or modify the bid, I/ we will be automatically suspended from being eligible for bidding and also will be debarred from competing for bids in your esteemed Institute for a period of one year from the date of occurring of such breach.
4. I/ We understand that if I/ We fail to furnish the Performance Guarantee before the deadline specified in the LoA / Lol, my/ our bid will be automatically cancelled and I/ We will also be debarred from competing for bids in your esteemed Institute for a period of one year from the date of occurring of such breach.
5. I/ We further understand that if I/ We fail to sign the contract in case the work is awarded to me/ us or fail to furnish the Performance Guarantee, my/ our bid will be automatically cancelled and I/ We will also be debarred from competing for bids in your esteemed Institute for a period of one year from the date of occurring of such breach.
6. I/ We understand that this Bid Security Declaration will automatically expire if we are not the successful bidder/ upon the expiry of bid validity period.
7. I/ we declare that I am/ we are authorized to sign this declaration.

Duly signed this Declaration on this day - - 2026 in the presence of following witnesses:

Signature of the Bidder with seal

In the presence of:

Signature of witness :
Signature :
Postal address :

In the presence of:

Signature of witness :
Signature :
Postal address :

(To be typed and submitted (uploaded) by the bidder on Bidder Company Letter Head)

TENDER CONDITIONS ACCEPTANCE LETTER

No.:

Date:

To:

The Director,
National Institute of Technology Karnataka, Surathkal,
Post Srinivasnagar, Mangaluru – 575025.

Sir,

Sub: Acceptance of Terms & Conditions of Tender – Submission of declaration letter - Reg.

Tender Reference No: **No. 99/CAMC(Johnson Lift)/Tender – 34 /2026-27/HD Dated 07-10-2026**

Name of Tender/ Work: **“Providing Comprehensive Annual Maintenance Contract for 30 No's of Jhonson make Passenger and goods lifts installed at Various building at NITK, Surathkal.-Reg.”vide NIT No. 99/CAMC(Johnson Lift)/Tender – 34 /2026-27/HD Dated 07-10-2026**

1. I/ We have downloaded / obtained the tender document(s) for the above mentioned 'Tender/Work' from the web site(s) namely <https://eprocure.gov.in/eprocure/app> as per your advertisement, given in the above-mentioned website.
2. I / We hereby certify that I / we have read the entire terms and conditions of the tender documents from Page No. **1 to 66** (including all documents like annexure(s), schedule(s), etc.), which form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein.
3. The corrigendum(s) issued from time to time by your department/ organisation too have also been taken into consideration, while submitting this acceptance letter.
4. I / We hereby unconditionally accept the tender conditions of above-mentioned tender document(s) / corrigendum(s) in its totality / entirety. I/ we hereby declare that I/ we will sign the entire tender document while signing the contract in case the work is awarded.
5. I / We do hereby declare that our Firm has not been blacklisted/ debarred by any Govt. Department/Public sector undertaking.
6. I / We certify that all information furnished by our Firm is true & correct and, in the event, that the information is found to be incorrect/untrue or found violated, then your Institute, without giving any notice or reason, shall summarily reject the bid or terminate the contract in case tender is awarded, without prejudice to any other rights or remedy including forfeiture of the full Security Deposit absolutely.
7. I / we hereby certify that I am/ we are authorised to sign this declaration. The original of this letter shall be submitted to the Institute while signing the contract in case the work is awarded.

Yours faithfully,

(Signature of the Bidder, with Seal)

Documents to be kept ready for uploading after scanning (.pdf)

The bidder shall verify his bid properly before its submission in e-procurement portal and satisfy that all the documents are uploaded. The following documents be kept ready duly scanned (.pdf) for uploading while submission of e-bids.

Sl. No.	Requirement	Document to be scanned and uploaded
Cover – 1: EMD/ Bid Security/GCC related/ General documents:		
1	EMD/ Bid Security	Bid Security Declaration duly signed (Format as in Page No. 10) OR MSME (under relevant NIC & Activity)/ NSIC/ Start-up certificate in case seeking exemption of EMD under MSE orders
2	Tender Conditions Acceptance Letter	Declaration on acceptance of Tender conditions duly signed (Format as in Page No.11)
Cover - 2: Documents required - Eligibility criteria (Please refer Para 10 of the Notice inviting e-tenders):		
1	Original equipment manufacture (OEM) Authorization certificate/PAC for this work from OEM of Johnson Lifts and Escalators.	OEM Authorization certificate
2	The bidder must possess valid registration of 'Manufacturer or Maker or other person for installation and maintenance of Lifts/ escalators' issued by the Chief Inspectorate of Lifts, Escalators and Passenger Conveyors/ Chief Electrical Inspector to Government, Department of Electrical Inspectorate, Govt. of Karnataka issued under Karnataka Lifts, Escalators and Passenger Conveyors Act	Registration certificate
3	The bidder must possess valid GST registration	GST registration
4	The bidder must possess valid PAN registration with Income Tax department	PAN card
5	The bidder must be registered under Employees Provident Fund (EPF) Act	EPF registration
6	The bidder must be registered under Employees State Insurance (ESI) Act	ESI registration
7	The bidder must have minimum technical staff on regular employment in his Roll as mentioned in the Notice inviting e-tenders	Documentary proof not older than two months (copy of Wage slip/ muster roll/ EPF payment vouchers/ any other document evidencing their appointment/ Notarized affidavit indicating the name of the staff) and the duly filled format (as in Page No. 14 of tender Document)
8	The bidder should not have abandoned or suspended any awarded work of any organization during the past five financial years. The bidder should not have been blacklisted / debarred for competing by any organization during the past five financial years.	Affidavit (format as in Page No. 15 the Tender Document) duly sworn
Cover - 3: Price bid:		
1	Price Bid	BoQ to be downloaded, filled and then to be uploaded.

Note:

1. The bidders are advised **not to upload** any documents **that are not insisted/ irrelevant documents** such as copy of agreement, work order etc to avoid uploading documents of bulky file size.
2. The Tender document need not be signed and uploaded. **Only Declaration on acceptance of Tender conditions duly signed need to be uploaded.**
3. Submission of tender in e-Procurement portal is deemed as acceptance of all the terms and conditions that mentioned in the tender document. The successful bidder will have to sign these documents while entering into the agreement.
4. It is the responsibility of the bidder to ensure that **only related documents** in support of the eligibility criteria are uploaded.
5. Any representations received on offline mode/ e-mails after opening the tenders will not be entertained.

FORMAT OF FURNISHING DETAILS OF STAFF ON ROLL

[Please refer Para 10.6 of Eligibility Criteria]

Documentary proof not older than two months (copy of Wage slip/ muster roll/ EPF payment vouchers/ any other document evidencing their appointment/ Notarized affidavit indicating the name of the staff) shall be scanned and uploaded along with duly filled format as follows:

Sl. No.	Staff category	Name of Staff	Qualification	Experience in Lift maintenance (Years)	Length of Service with the Bidder (Years)	License/ permit number, if any
1	Engineers - Mechanical					
2	Engineers - Electrical					
3	Electrician – ITI holder					
4	Mechanical Fitter – ITI holder					
5	Electronic / Instrumentation Mechanic – ITI holder					

Seal and signature of the bidder

FORMAT OF AFFIDAVIT

[To be submitted in support of Eligibility Criterion No. 10.7]

[On a stamp paper of ₹ 100 duly sworn before the Public Notary/ Oath Commissioner]

Name of work: Providing Comprehensive Annual Maintenance Contract for 30 No's of Jhonson make Passenger and goods lifts installed at Various building at NITK, Surathkal .

Affidavit of Mr./Ms. _____, S/o/ of Mr. _____ aged about _____ years, resident of _____, working as ----- (designation) for ----- (name and address of the bidding agency).

I, the deponent named above, solemnly affirm and state as under:

1. That I am working as ----- /proprietor of the ----- (name of the firm) and authorized to sign this affidavit.
2. That the firm M/s---- (complete address of the firm) has not abandoned or suspended any contract work of any organization/ department so far/ during the previous five financial years.
3. That the firm M/s---- (complete address of the firm) has not been blacklisted/ debarred for competing in tenders by any organization/ department so far/ during the previous five financial years.
4. I solemnly verify that the facts stated above are true and nothing material has been concealed.

Seal and Signature of deponent

Identified by:

Solemnly affirmed and signed before me by the Deponent after the contents of this affidavit were read over to him, and stated by him to be true and correct, on this ---- day of ----- 2026, at -----.

Public Notary/ Oath Commissioner

INTEGRITY PACT

To:

..... (Name of the bidder)
.....
.....
.....

Sir,

Sub.:

Notice inviting e-tenders No. 99/CAMC(Johnson Lift)/Tender – 34 /2026-27/HDdated 07-10-2026 for the work of “Providing Comprehensive Annual Maintenance Contract for 30 No’s of Jhonson make Passenger and goods lifts installed at Various building at NITK , Surathkal .”

It is hereby declared that NITK, Surathkal is committed to follow the principles of transparency, equity and competitiveness in public procurement.

The subject Notice Inviting Tender (NIT) is an invitation to offer made on the condition that the bidder will sign the Integrity Agreement, which is an integral part of tender/bid document, failing which the tenderer/bidder will stand disqualified from the tendering process and the bid of the bidder would be summarily rejected.

This declaration shall form part and parcel of the Integrity Agreement and signing of the same shall be deemed as acceptance and signing of the Integrity Agreement on behalf of the NITK, Surathkal.

Yours sincerely

Dy. Director,
NITK, Surathkal.

LETTER ACCEPTING INTEGRITY PACT

To:

**The Director,
NITK, Surathkal,
Srinivasnagar Post,
Mangaluru – 575025.**

Sir,

Sub: Submission of Tender for the work of **“Providing Comprehensive Annual Maintenance Contract for 30 No's of Jhonson make Passenger and goods lifts installed at Various building at NITK, Surathkal.”**

I/We acknowledge that NITK, Surathkal is committed to follow the principles thereof as enumerated in the Integrity Agreement enclosed with the tender/bid document.

I/We agree that the Notice Inviting Tender (NIT) is an invitation to offer made on the condition that I/We will sign the enclosed integrity Agreement, which is an integral part of tender document, failing which I/We will stand disqualified from the tendering process. I/We acknowledge that THE MAKING OF THE BID SHALL BE REGARDED AS AN UNCONDITIONAL AND ABSOLUTE ACCEPTANCE of this condition of the NIT.

I/We confirm acceptance and compliance with the Integrity in letter and spirit and further agree that execution of the said Integrity Agreement shall be separated and distinct from the main contract, which will come into existence when tender/bid is finally accepted by NITK, Surathkal. I/We acknowledge and accept the duration of the Integrity Agreement, which shall be in the line with Article 1 of the enclosed Integrity Agreement.

I/We acknowledge that in the event of my / our failure to sign and accept the Integrity Agreement, while submitting the tender/bid, NITK, Surathkal shall have unqualified, absolute and unfettered right to disqualify the tenderer/bidder and reject the tender/bid in accordance with terms and conditions of the tender/bid.

Yours faithfully,

Date:

(Duly authorized signatory of the Bidder)
Seal and signature of the contractor.

INTEGRITY PACT AGREEMENT

(To be signed by the bidder/ same signatory authorized to sign the relevant contract)

This Integrity Agreement is made at Surathkal on this day of2026.

BETWEEN

National Institute of Technology Karnataka, Surathkal, an Institute of National Importance (under NITSER Act -2007) represented through the Dy.Director, NITK, Surathkal (hereinafter referred as the '**Principal/Owner**', which expression shall unless repugnant to the meaning or context hereof include its successors and permitted assigns)

AND

..... (Name and Address of the Individual/firm/Company) Through (Hereinafter referred to as the "**Bidder/Contractor**" and which expression shall unless repugnant to the meaning or context hereof include its succession and permitted assigns)

Preamble

WHEREAS THE Principal / Owner has floated the Tender (No. 99/Tender –33 /2026-27/HD dated 02-09-2026) (Hereinafter referred to as "Tender/Bid") and intends to award, under laid down organizational procedure, contract for Providing Comprehensive Annual Maintenance Contract for 30 No's of Jhonson make Passenger and goods lift installed at Various building at NITK, Surathkal"

[Hereinafter referred to as the "**Contract**").

AND WHEREAS the Principal/Owner values full compliance with all relevant laws of the land, rules, regulations, economic use of resources and of fairness/transparency in its relation with its Bidder(s) and Contractor(s).

AND WHEREAS to meet the purpose aforesaid both the parties have agreed to enter into this Integrity Agreement (hereinafter referred to as "**Integrity Pact**" or "**Pact**"), the terms and conditions of which shall also be read as integral part and parcel of the Tender/Bid documents and Contract between the parties.

NOW, THEREFORE, in consideration of mutual covenants contained in this Pact, the parties hereby agree as follows and this witnesses as under:

Article 1: Commitment of the Principal/Owner

- i. The Principal /Owner commits itself to take all measures necessary to prevent corruption and to observe the following principles:
 - (a) No employee of the Principal /Owner, personally or through any of his/her family members, will in connection with the Tender, or the execution of the Contract, demand, take a promise for or accept, for self or third person, any material or immaterial benefit which the person is not legally entitled to.
 - (b) The Principal /Owner will, during the Tender process, treat all Bidder(s) with equity and reason. The Principal /Owner will, in particular, before and during the Tender process, provide to all Bidder(s) the same information and will not provide to any Bidder(s) confidential

- / additional information through which the Bidder(s) could obtain an advantage in relation to the Tender process or the Contract execution.
- (c) The Principal /Owner shall endeavour to exclude from the Tender process any person, whose conduct in the past has been of biased nature.
- ii. If the Principal /Owner obtains information on the conduct of any of its employee which is a criminal offence under the Indian Penal code (IPC)/Bharatiya Nyaya Sanhita (BNS) 2023/Prevention of Corruption Act, 1988 (PC Act) or is in violation of the principles herein mentioned or if there be a substantive suspicion in this regard, the Principal /Owner will inform the Chief Vigilance Officer and in addition can also initiate disciplinary actions as per its internal laid down policies and procedures.

Article 2: Commitment of the Bidder(s)/ Contractor(s)

- 1) It is required that each Bidder/Contractor (including their respective officers, employees and agents) adheres to the highest ethical standers, and report to the Government / Department all suspected acts of **fraud or corruption or Coercion or Collusion** of which it has knowledge or becomes aware, during the tendering process and through the negotiation or award of a contact.
- 2) The Bidders(s)/Contractor(s) commit himself to take measures necessary to prevent corruption. He commits himself to observe the following principles during his participation in the Tender process and during the Contact execution:
- a. The Bidders(s)/Contractor(s) will not, directly or through any other person or firm, offer, promise or give to any of the Principal/Owner's employees involved in the Tender process or execution of the Contract or to any third person any material or other benefit which he/she is not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever during the Tender process or during the execution of the Contractor.
- b. The Bidders(s)/Contractor(s) will not enter with other Bidders(s) in to any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to cartelize in the bidding process.
- c. The Bidders(s)/Contractor(s) will not commit any offence under the relevant IPC/PC Act/ Bharatiya Nyaya Sanhita (BNS) 2023. Further the Bidders(s)/Contractor(s) will not use improperly, (for the purpose of competition or personal gain), or pass on to others, any information or documents provided by the Principal/Owner as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.
- d. The Bidders(s)/Contractor(s) of foreign origin shall disclose the names and address of agents/representatives in India, if any. Similarly Bidder(s)/Contractor(s) of Indian Nationality shall disclose names and address of foreign agents/representatives, if any. Either the Indian agent on behalf of the foreign principals or the foreign principal directly could bid in a tender but not both. Further, in cases where an agent participates in a tender on behalf of one manufacturer, he shall not be allowed to quote on behalf of another manufacturer along with the first manufacturer in a subsequent/parallel tender for the same item.
- e. The Bidders(s)/Contractor(s) will, when presenting his bid, disclose (~~with each tender as per proforma enclosed~~) any and all payments he has made, is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the Contract.

- iii. The Bidders(s)/Contractor(s) will not, instigate third persons to commit offences outlined above or be an accessory to such offences.
- iv. The Bidders(s)/Contractor(s) will not, directly or through any other person or firm indulge in fraudulent practice **means a will-full misrepresentation or omission of facts or submission of fake/forged documents in order to induce public official to act in reliance thereof, with the purpose of obtaining unjust advantage by or causing damage to justified interest of others and/or to influence the procurement process to the detriment of the Government interests.**
- v. The Bidders(s)/Contractor(s) will not, directly or through any other person or firm use Coercive practices (means the act of obtaining something, compelling an action or influencing a decision through intimidation, there or the use of force directly or indirectly, where potential or actual injury may befall upon a person, his/her reputation or property to influence their participation in the tendering process).

Article 3: Consequences of Breach

Without prejudice to any rights that may be available to the Principal/Owner under law or the Contract or its established policies and laid down procedures, the Principal/Owner shall have the following rights in case of breach of this Integrity Pact by the Bidders(s)/Contractor(s) and the Bidders/Contractor accepts and undertakes to respect and uphold the Principal/Owner's absolute right:

- 1) If the Bidders(s)/Contractor(s), either before awarded or during execution of Contract has committed a transgression through a violation of Article 2 above or in any other form, such as to put his reliability or credibility in question, the Principal/Owner after giving 14 days' notice to the contractor shall have powers to disqualify the Bidders(s)/Contractor(s) from the Tender process or terminate/determinate the Contract - if already executed, or exclude the Bidders/Contractor from future contract award processes. The imposition and duration of the exclusion will be determined by the severity of transgression and determined by the Principal/Owner. **Such exclusion may be forever or for a limited period as decided by the Principal/Owner.**
- 2) **Forfeiture of Security Deposit:** If the Principal/Owner has disqualified the Bidders(s) from the tender process prior to the award of the Contract or terminate/determinate the Contract or has accrued the right to terminate/determinate the Contract according to Article 3(1), the Principal/Owner apart from exercising any legal rights that may have accrued to the Principal/Owner, may in its considered opinion forfeit the entire amount of Security Deposit of the Bidders/Contractor.
- 3) **Criminal Liability:** If the Principal/Owner obtains knowledge of conduct of a Bidder or Contractor, or of an employee or a representative or an associate of a Bidder or Contractor which constitutes corruption within the meaning of Indian Penal code (IPC)/Bharatiya Nyaya Sanhita (BNS) 2023/Prevention of Corruption Act, or if the Principal/Owner has substantive suspicion in this regard, the Principal/Owner will inform the same to law enforcing agencies for further investigation.

Article 4: Previous Transgression

- 1) The Bidder declares that no previous transgressions occurred in the last 5 years with any other Company in any country conforming to the anticorruption approach or with Central Government or State Government or any other Central/State Public Enterprises in India that could justify his exclusion from the Tender process.

- 2) If the Bidder makes incorrect statement on this subject, he can be disqualified from the Tender process or action can be taken for banning of business dealings/ holiday listing of the Bidder/Contractor as deemed fit by the Principal/Owner.
- 3) If the Bidder/Contractor can prove that he has resorted / recouped the damage caused by him and has installed a suitable corruption prevention system, the Principal/Owner may, at its own discretion, revoke the exclusion prematurely.

Article: 5 Equal Treatment of all Bidder/Contractors/Subcontractors

- 1) The Bidders(s)/Contractor(s) undertake(s) to demand from all subcontractors a commitment in conformity with this Integrity Pact. The Bidders/Contractor shall be responsible for any violation(s) of the principles laid down in this agreement/Pact by any of its Sub-contractors/sub-vendors.
- 2) The Principal/Owner will enter into pacts on identical terms as this one with all Bidders and Contractors.
- 3) The Principal/Owner will disqualify Bidders, who do not submit, the duly signed pact between the Principal/Owner and the bidder, along with the Tender or violate its provisions at any stage of the Tender process, from the Tender process.

Article 6: Duration of the Pact

This Pact begins when both the parties have legally signed it. It expires for the Contractor/Vendor 12 months after the completion of work under the contractor or till the continuation of defect liability period, whichever is more and for all other bidders, till the Contract has been awarded.

If any claim is made/lodged during the time, the same shall be binding and continue to be valid despite the lapse of this pacts as specified above, under it is discharged/determined by the Competent Authority of NITK, Surathkal.

Article 7: Other Provisions

- 1) This Pact is subject to Indian Law, place of performance and jurisdiction is **Mangaluru**, the Headquarters of the Principal/Owner, who has floated the Tender.
- 2) Changes and supplements need to be made in writing. Side agreements have not been made.
- 3) If the Contractor is a partnership or a consortium, this Pact must be signed by all the partners or by one or more partner holding power of attorney signed by all partners and consortium members. In case of a Company, the Pact must be signed by a representative duly authorized by board resolution.
- 4) Should one or several provisions of this Pact turn out to be invalid; the remainder of this Pact remains valid. In this case, the parties will strive to come to an agreement to their original intentions.
- 5) It is agreed term and condition that any dispute or difference arising between the parties with regard to the terms of this Integrity Agreement / Pact, any action taken by the Owner/Principal in accordance with this **Integrity Agreement / Pact or interpretation thereof shall not be subject to arbitration.**

Article 8: LEGAL AND PRIOR RIGHTS

All rights and remedies of the parties hereto shall be in addition to all the other legal rights and remedies belonging to such parties under the Contract/ or law and the same shall be deemed to be cumulative and not alternative to such legal rights and remedies aforesaid. For the sake of brevity, both the Parties agree that this Integrity Pact will have precedence over the Tender/Contract documents with regard any of the provisions covered under this Integrity Pact.

IN WITNESS WHEREOF the parties have signed and executed this Integrity Pact at the place and date first above mentioned in the presence of following witnesses:

.....
(For and on behalf of Principal/Owner)

.....
(For and on behalf of bidder/ contractor)

WITNESSES:

1.
(Signature, name and address)

2.
(Signature, name and address)

Place: Surathkal.

Date:

DEFINITIONS AND INTERPRETATIONS

DEFINITIONS: The following terms shall have the meaning hereby assigned to them unless the context otherwise requires:

Where the context so requires, words imparting the singular only also include the plural and vice versa. Any reference to masculine gender shall whenever required include feminine gender and vice versa.

1) INSTITUTE / NITK, Surathkal

Shall mean National Institute of Technology Karnataka, Surathkal, Post Srinivasnagar, Mangaluru – 575 025, represented by its Director or Dy. Director or their authorized representatives.

The **Director** means the Director of the Institute.

The **Dy. Director** means the Dy. Director of the Institute.

The **Engineer- in- charge** of the Institute shall mean the Superintending Engineer / Executive Engineer (Elect) / Executive Engineer (Civil) / Engineer who supervise the work.

The **“bidder”** means the individual, firm, or Company participating in this tender and submitting its bid

The **“supplier”** means the individual, firm, or Company providing services under the contract.

The **“Services”** means all the Services, which the supplier is required to provide under the contract

Letter of Intent (LOI) means the written communication to the successful bidder of the intention of the purchaser to accept the tender as per the terms & conditions contained & referred to their in.

The **Purchase/work Order** means the written order placed by the purchaser on the supplier signed by purchaser including all sections incorporated by reference therein. The purchase order shall be deemed as “Contract” appearing in the document.

The records, terms & expressions not specifically defined herein or in the tender documents, shall have the same meaning assigned to them, as the case may be. The Head notes are for guidance only & shall not affect the interpretation or construction of any provision thereof in the tender documents.

Date of receipt of communication of purchase/work order will be taken as actual date of receipt or 7 days from date of dispatch

2) CONTRACTOR

Shall mean the successful bidder to whom the contract is awarded which expression shall unless the context otherwise requires, include his legal heirs, executors, administrators and assigns. The **Contractor** shall mean the individual, firm or company, whether incorporated or not, undertaking the works and shall include the legal personal representative of such individual or the persons composing such firm or company, or the successors of such firm or company and the permitted assignees of such individual, firm or company.

3) CONTRACT; CONTRACT AGREEMENT

Shall mean and include the following:

Notice inviting e-tenders; tender document containing general instructions to the bidder and conditions of contract; scope of work; clauses of contract etc., documents furnished by the bidder; Letter of Intent; Work order; all related Acts and Rules specified in the tender document; and/or any other correspondences of negotiations and the price bid, all future correspondences.

The **Contract** means the documents forming the tender and acceptance thereof and the formal agreement executed between the competent authority on behalf of the Institute and the Contractor, together with the documents referred to therein including terms & conditions, the specifications, designs, drawings and instructions issued from time to time by the Engineer-in-Charge and all these documents taken together, shall be deemed to form one contract and shall be complementary to one another.

4) WORK

Of the Contractor shall mean and include all necessary works required to be undertaken the comprehensive maintenance and operation of entire water supply system in NITK Surathkal as per the terms and conditions of the Contract.

5) CONTRACT PRICE

Shall means the price payable to the supplier under the purchase order / work order for the full & proper compliance of his contractual obligations

6) SHIFT

Shall mean the duration of eight continuous working hours.

7) DAY:

Shall mean calendar day. Day means a period of 24 hours beginning at mid-night. A day is normally divided into three shifts of eight hours of duration each.

For the purpose of calculation of minimum wages, a day shall be treated as a shift of 8 hours.

8) MONTH

Shall mean a calendar month.

9) LIFTS/ ELEVATORS:

Shall have the same meaning as assigned to it under 'The Karnataka Lifts, Escalators & passenger conveyors act, 2012 and all its amendments'

GENERAL TERMS & CONDITIONS; AND CLAUSES OF CONTRACT:

1. The tender is for engaging a contractor for providing comprehensive maintenance of different capacities of Lifts (passenger and goods) installed in various buildings at the Institute campus including cost of spare parts and other consumables. The contractor shall see that the Lifts are properly working as per the norms of Karnataka Lifts, escalators and passenger conveyors Act and Rules framed thereunder. He shall also carryout preventive maintenance. He shall use his best endeavours to provide satisfactory services as per the requirement of the Institute.
2. The contractor, upon entrustment of the contract, shall carry out comprehensive maintenance including preventive maintenance of Lifts by deploying experienced and trained workers. The contractor is responsible for supplying all required consumables, genuine spare parts; and shall supervise their work. The lifts which are readily available for maintenance shall be taken over for maintenance immediately from the date of contract. The Lifts which are under warranty shall be taken over for maintenance after the warranty period as specified in "Details of Lifts to be under taken for comprehensive maintenance", and maintained till the end of the contract.
3. All statutory benefits to the employees/ workers engaged under this contract shall be given to them by the contractor including leave, leave wages and national & festival holidays as per the statutory norms and Labour Laws.
4. Verification of Character & Antecedents: The antecedents of employees/ workers deployed shall be got verified by the contractor from Police authority and an undertaking in this regard should be submitted to the Institute along with the list of employees/ workers engaged.
5. The successful bidder shall take group insurance on workers.
6. Canvassing or offer of an advantage or any other inducement by any person with a view to influencing acceptance of a bid will be an offence under Laws of India. Such action will result in outright rejection of bid, in addition to other punitive measures.
7. The bidder who submits a tender shall fill up the e-tender stating at what price he shall provide the services of comprehensive maintenance. The rates be quoted on PER YEAR basis. The price quoted shall satisfy all terms and conditions of the tender document including all statutory obligations of the bidder.
8. The bid shall be valid for **90 days** from the date of its submission for acceptance. Withdrawal of a bid after its submission is not permitted. If a bidder withdraws his bid after its submission, then suitable action as per the Bid Security Declaration shall be taken.
9. The tender of any bidder who does not accept the terms and conditions contained in the tender document is liable to be rejected. Submission of tender on e-procurement portal shall be deemed as acceptance of all the terms and conditions by the bidder. Tenders not properly filled, mutilated with incorrect calculations or generally not complying with the conditions shall be rejected.
10. All Statutory tax deductions at source (TDS) connected with the contract shall be made from the contractor's bill at the rates in force from time to time. Any tax omitted for deduction shall be deducted from the subsequent bills/security deposit. Income tax shall be deducted at source at the rate in force from time to time from the contractor's bill.
11. The work to be carried out under the Contract shall, except as otherwise provided in these conditions, include all labour, materials, tools, plants, equipment and transport which may be required in preparation of and for and in the full and entire execution and completion of the works and hence the rate to be quoted accordingly.

The price quoted by the bidder should be **INCLUSIVE** of cost of materials required for maintenance, labour of all statutory obligations, **excluding only GST**. The bidder shall quote his rate in Indian rupees.

12. The price quoted by the bidder **shall be firm throughout the contract** period and there shall be no upward revision of the rates for any reasons whatsoever. Any claim for changes in price quoted will not be entertained in any case once the tenders are opened.
13. The acceptance of tender shall rest with the Institute. The Institute is not bound to accept the lowest tender; and reserves the authority to reject any or all the tenders. The Institute reserves the right of accepting whole or any part of the tender and the bidder shall be bound to perform the same at the accepted rates.
14. On accepting the tender, the contractor shall intimate the name(s) of his accredited representative who would be supervising the work and would be responsible for taking instructions for carrying out the work.
15. The decision of the Institute with regard to the quality/performance of work shall be final and binding on the contractor.
16. One bid per bidder: Each bidder shall submit only one bid either by himself or by representing a firm.
17. Cost of bid: The bidder shall bear all costs associated with the preparation and submission of his bid. The Institute, in no case, shall be responsible or liable for those costs.
18. The bidders are advised to visit the Institute for inspecting the Lifts to be maintained and acquaint themselves with all the information required. The cost of the visiting shall be borne by the bidder. It shall be deemed that the bidder has undertaken a visit to the Institute, inspected the Lifts and is aware of the operational conditions prior to submission of his bid.
19. The bidder shall not make or cause to be made any alteration, erasure or obliteration to the text of the tender document.
20. **In case the bidder has any doubt about the meaning of anything contained in the tender document, he shall seek clarification online.** All such clarifications, together with all details on which the clarification had been sought shall form part of the tender document.
21. Bid and all accompanying documents shall be in English. In case any accompanying documents are in other languages, it shall be accompanied by an English translation. The English translation shall prevail in matters of interpretation.
22. Conditional bids/ offers shall summarily be rejected.
23. A bidder signing the bid document (during signing the contract) must specify whether he signs as:
 - a. A sole proprietor of the firm or constituted attorney of such proprietor;
 - b. A partner/ managing partner of a partnership firm. In this case, he must have a clear legal authority to sign for the firm.
 - c. Constituted attorney, if for a Company.
24. If an individual makes the tender, it shall be signed (during signing the contract) with his full name and his complete address shall be given. If it is made by partnership firm, it shall be signed by all the partners or the authorized signatory who shall sign his own name and give the name and address of each partner of the firm and attach a copy of 'Power of Attorney' with the tender authorizing him to sign on behalf of the other partners. A certified copy of the 'Registered Partnership Deed' shall also be submitted along with the tender. In case the tender is made by or on behalf of a company incorporated under the Companies Act 1956, it shall be signed by the Managing Director or by one of the Directors duly authorized on this behalf and shall include a

copy of the 'Power of Attorney' with the tender. A certified copy of the registered Deed shall also be submitted along with the tender.

25. The Institute will declare a bidder ineligible either indefinitely or for a specified period of time, at the sole discretion of the Institute for the award of contract/ participating in the tenders if at any time the Institute determines that he has furnished false information/ engaged in corrupt or fraudulent practices.
26. The price bid of bidders who have not qualified in the technical bid shall not be opened.
27. The contractor is not entitled for any compensation for any loss suffered by him on account of delays in commencing or executing the work, whatever the cause for such delays may be.
28. The work to be carried out under the Contract shall, except as otherwise provided in these conditions, include all labour, materials, tools, plants, equipment and transport which may be required in preparation of and for and in the full and entire execution and completion of the works and hence the rate to be quoted accordingly. The price quoted by the bidder should be INCLUSIVE of cost of materials required for maintenance, labour of all statutory obligations.
29. **SECURITY DEPOSIT:** The **successful bidder** shall deposit an interest free security deposit of **₹79,228.00 (Rupees Seventy-Nine Thousand Two Hundred and Twenty-Eight Only.)** before entering into the agreement by means of RTGS/ Demand Draft / FDR/ Bank guarantee bond [in the specified format valid for a minimum of 42 months] of any scheduled bank drawn in favour of the **Director, NITK, Surathkal.**
30. **Forfeiture SD:** The Security Deposit shall be forfeited in case of any breach of terms and conditions of the contract.
31. **Release of Security Deposit:** The Security Deposit shall be returned without any interest on completion of the contract period, after adjusting any dues from him on the recommendations of the Engineer-in-charge of the Institute.
32. The Contractor shall not sub-let the contract or any part thereof or any benefit or interest therein or thereunder.
33. The Institute will not provide residential accommodation to any of the employees/ workers of the contractor.
34. The Institute shall not be under any obligation for providing employment to any of the employees/ workers of the contractor after the expiry of the contract. The Institute does not recognize any employee- employer relationship with any of the employees/ workers of the contractor.
35. If any overpayment is detected as a result of post-payment audit, it shall be recovered by the Institute from the contractor out of his bills or Security deposit.
36. The contractor shall ensure full compliance with tax laws of India with regard to this contract and shall be solely responsible for the same. The contractor shall submit copies of acknowledgements evidencing filing of returns and shall keep the Institute fully indemnified against liability of tax, interest, penalty etc of the contractor in respect thereof, which may arise. The Institute in no way shall be responsible / held responsible for the statutory compliances of the Contractor. In case the Institute is required by the order of the Law to fulfill the obligations of the Contractor, the same shall be recovered from the contractor out of his bills or security deposits.
37. Subject to the Institute's right to accept any tender/ reject any or all the tenders, the Institute will award the contract to the bidder whose bid has been determined to be substantially responsive and who has offered evaluated Tender Price, provided further that the bidder has the capability and resources to carryout similar type contracts effectively. Eligibility shall be based on the evaluation of the details furnished in the bid. Copies of the testimonials and other documentary evidences must be submitted along with the Bid for evaluation and

confirmation of qualifying requirements. Bids of those tenderers, who in the opinion of the Institute do not satisfy the above requirements, will not be considered.

38. **Determination of successful bidder:** Quoting rate for all the items is must. The bidder (technically qualified) who quotes total lowest price bid shall be the successful bidder subject to its meeting to the statutory requirements.
39. Prior to the expiry of the period of validity of the tender, the Institute will notify the successful bidder in writing by registered/ speed post that his tender has been accepted. This letter (hereinafter referred as the Letter of Intent/ acceptance) shall name the sum, which the Institute will pay the contractor in consideration of the execution of the work by the contractor as specified in the contract document (hereinafter called as the contract price). This letter of Intent/ acceptance will form a part of the Contract.
40. On receipt of this letter of Intent/ acceptance, the successful bidder will have to enter into an agreement. If the bidder fails to execute the agreement within the specified time, the earnest money deposit shall be forfeited to the Institute/ action will be taken as per the Bid Security declaration – as the case may be; and the tender will be rejected. If any loss to the Institute results as a result of such measures due to the default of the bidder, the same will be recovered from the bidder by suitable course of action including legal proceedings.
- The cost of the non-judicial stamp paper required for the agreement shall be borne by the bidder.
41. If there are varying or conflicting provisions made in any one document forming part of the contract, the Accepting Authority shall be the deciding authority with regard to the intention of the document and his decision shall be final and binding on the contractor
42. Amendment of tender document: At any time prior to the start date of submission of bids, Institute may for any reason, whether at its own initiative or in response to a clarification requested by prospective bidder, modify the Tender document by an amendment. The Institute may at its own discretion extend the last date for the receipt of bids
43. The Courts at Mangaluru shall have the exclusive jurisdiction to try any disputes, if any, arising out of this contract between the parties.

CLAUSES OF CONTRACT

1. CONTRACTOR IS THE EMPLOYER OF ALL WORKERS ENGAGED BY HIM:

The contractor is the employer of all employees/ workers engaged under this contract. They shall not be treated as employees of the Institute. The Institute does not recognize any employee- employer relationship with any of the workers/ employees of the contractor.

All statutory payments in connection with the employment of the workmen under this contract shall be borne by the Contractor.

The contractor shall take all necessary registrations and pay premiums correctly to labour welfare funds; ESI; EPF etc. constituted by the Union Government and Government of Karnataka from time to time.

2. PERIOD OF VALIDITY OF TENDER

The tender shall remain valid for acceptance for a period of 90 days from the date of submission of the tenders (except for the Minimum wage). If any bidder withdraws his tender before it or makes any modifications in terms and conditions of the tender, then the Institute has the right to reject the bid and to take legal actions.

3. SUB-LETTING IS NOT PERMITTED:

No part of the contract shall be sublet without the written permission of the "Institute" nor shall transfers be made by "Power of Attorney" authorizing others to carry out the work.

4. SUB-CONTRACTING:

The Contractor shall not sub-contract any part of the Work/ service without the written consent of the "Institute" and such consent, if given, shall not relieve the Contractor from any liability or obligation under the contract and the Contractor shall be responsible for all the acts, defaults and neglects of the sub-contractor, his agents, employees or workmen as fully as if they were the acts, defaults or neglects of the Contractor or his agents, servants or workmen.

5. DURATION OF CONTRACT:

Subject to the fulfillment of the terms and conditions of contract, the contract period shall be for ONE YEAR from the date as specified in the Letter of Acceptance/ work order. The performance of the contractor shall be evaluated by the Institute. If the performance is not satisfactory in the opinion of the Institute (which is final and binding on the contractor), then the Institute shall terminate the contract giving two months' notice. The contract is also extendable on a yearly basis for further 4 years subject to the fulfillment of contract conditions and on mutual consent with a provision for enhancement of price with the approval of Competent Authority.

6. INSURANCE:

The contractor shall take group insurance on employees/ workers engaged under the contract on signing the contract to meet his obligations under Workmen Compensation Act/ Code on Social Security – as applicable.

7. INDEMNITY BOND:

The Contractor shall indemnify the Institute against all claims for loss or damages or compensation due to the negligence of the Contractor in performing his responsibilities and duties and that may be made by his employees or users or third parties.

The Contractor shall indemnify against all losses and claims for injuries, death or damages to any person or property whatsoever which may arise out of or in consequence of the contractor's work and against all claims, demands, proceedings, damages, costs, charges, expenses, whatsoever in respect thereof in relation thereto.

8. REMOVAL OF WORKMEN/ EMPLOYEE:

The "Institute" shall be at liberty to object to, and to remove from the Work, any person employed by the Contractor who in the opinion of the "Institute" misconduct himself or is incompetent or negligent in proper performance of his duties or whose employment is otherwise considered by the "Institute" to be undesirable and such person shall be replaced by the Contractor without delay by a competent substitute approved by the "Institute".

9. COMMUNICATIONS TO BE IN WRITING:

All references, communications, correspondences made by the "Institute"/ the Institute's representative or the Contractor in connection with the work shall be in writing and no reference, communication, or complaint which is not in writing, shall be recognized.

10. USE OF PREMISES:

The Contractor shall not occupy any land, building belonging to or in the possession of the "Institute" without prior approval of the Institute.

11. LABOUR RULES:

In respect of all labour (directly or indirectly) employed by the Contractor, the Contractor shall comply with the provisions of the Contract labour (Regulation and Abolition) Act 1970 and latest amendments; Contract Labour (Regulation and Abolition) Rules 1971 and latest amendments; The Code on Wages (Act No. 29 of 2019) and the Rules notified under the Code on Wages; The Code on Social Security (Act No. 36 of 2020) and Rules notified under Code on Social Security [*erstwhile Payment of Gratuity Act 1972 and amendments; Employees' Provident Fund and Miscellaneous Provisions Act – 1952; Amendment Act 1988 and other amendments; Employees State Insurance Act – 1948 and Amendment Act – 1989 & 2010 and other amendments; The Employees Compensation Act, 1923 and its amendments*]; Shops and Commercial Establishments Act as amended up to date; all other acts and rules related to Labour employment notified from time to time, governing the protection of health, sanitary arrangements, wages, welfare and safety for labour employed on Work and for bonus, EPF, retirement benefits, retrenchment/lay off, compensation etc.

The rules and the other statutory obligations with regard to minimum wages, welfare and safety measures, maintenance of registers etc. will be deemed to be part of the Contract. Violation of any of these shall be deemed as violation of the clause/ clauses of this contract.

It shall be the responsibility of the contractor to provide the details of manpower engaged by him to the Institute as well as to the Labour department.

The contractor shall also abide by the provisions of the Child Labour (Prohibition and Regulation) Act, 1986.

Failure to comply with this, the contract is liable for termination without any notice.

12. RESPONSIBILITY OF SAFETY & REPORTING ACCIDENT.

The Contractor shall be responsible for the safety of all employees and/or Workers employed or engaged by him and shall forthwith report all cases of accidents to any of them, however caused and whenever occurring, to the "Institute" and shall make every arrangement to render all possible assistance and aid to the victims of the accident.

The "Institute" shall not be liable for, in respect of any damages to the workers of the contractor or compensation payable in consequence of any accident or injury or death of the employees/ workers engaged by the contractor.

13. PRESERVATION OF PEACE:

The Contractor shall take requisite precautions to prevent any riotous or unlawful behavior by or amongst his workmen and/or others, for the preservation of peace and protection of the inhabitants and security of property.

14. TERMINATION OF CONTRACT:

The Contract can be terminated by giving **two months** prior notice on either side. But the prior notice is not required for **termination of contract** if the contractor violates any of the terms and conditions of the agreement.

Determination of the contract/ rescinding the contract:

Subject to other provisions contained in this clause, the Institute may, without prejudice to its any other rights or remedy against the contractor in respect of any delay, inferior service, any claims for damages and/or any other provisions of this contract or otherwise, and whether the date of completion has or has not elapsed, by notice in writing absolutely, determine the contract in any of the following cases:

- i) If the contractor having been given by the Institute a notice in writing to rectify, improve the quality of service, quality of work or replace any worker or that the work is being performed in an inefficient or improper or bad manner - shall omit to comply with the requirement of such notice for a period of seven days thereafter.
- ii) If the contractor being a company shall pass a resolution or the court shall make an order that the company shall be wound up or if a receiver or a manager on behalf of a creditor shall be appointed or if circumstances shall arise which entitle the court or the creditor to appoint a receiver or a manager or which entitle the court to make a winding up order.
- iii) If the contractor has, without reasonable cause, suspended the work or has failed to proceed with the work with due diligence – and in the opinion of the Institute (which shall be final and binding) that the contractor is unable to perform the contract properly and continues to do so after a notice in writing of seven days from the Institute.
- iv) If the contractor persistently neglects to carry out his obligations under the contract and/or commits default in complying with any of the terms and conditions of the contract and does not remedy it or take effective steps to remedy it within 7 days after a notice in writing is given to him in that behalf by the Institute.
- v) If the contractor fails to start the contract within the time that stipulated in the work order.

When the contractor has made himself liable for action under any of the cases aforesaid, the Institute shall have powers:

- a) To determine or rescind the contract as aforesaid (of which termination or rescission notice in writing to the contractor under the hand of the competent authority of the Institute shall be conclusive evidence). Upon such determination or rescission, **Security Deposit shall be forfeited and shall be absolutely at the disposal of the Institute.** - the competent authority is Dy. Director of the Institute.
- b) To take any legal actions against the contractor.

In the event of above course (s) being adopted by the Institute, the contractor shall have no claim to compensation for any loss sustained by him by reason of his having purchased or procured any materials or entered into any engagements or made any advances on account or with a view to the execution of the contract or the performance of the contract.

15. PAYMENT OF BILLS OF THE CONTRACTOR:

The payment shall be made as follows, against the production of invoice/ bill by the contractor:

Payment as arrears of bills: Quarterly payment at the rate of 25% of the accepted price of individual lift.

The Contractor shall submit his bill in duplicate pertaining previous/ preceding quarter before the 5th day [of the next first month] to the Engineer-in-charge along with the copy of all related documents. The bill shall be cleared by 15th day of the receipt of bill. However, for any delay in clearing the bill, no interest shall be paid.

All payments to the contractor against his bill are as arrears. No advance payment shall be made. In case, bill amount is required to be calculated for one month, the same shall be determined by dividing the AMC rate by '12'

16. RECOVERY OF STATUTORY PAYMENT DUE:

In case in which by virtue of the provisions of the Contract Labour (Regulation and Abolition) Act, 1970; Contract Labour (Regulation and Abolition) Central Rules, 1971; Workmen Compensation Act, The Code on Wages Act 2019; Code on Social Security/Payment of Gratuity Act 1972; Employees' Provident Funds and Miscellaneous Provisions Act – 1952 and Amendment Act 1988; Employees State Insurance Act – 1948 and Amendment Act – 1989 & 2010; related Rules framed under these Acts; other Statutory obligations on the part of the contractor, Institute is obliged or made to pay or happens to pay any amount or wages to workmen employed by the contractor in execution of the work, or to incur any expenditure in providing welfare and health amenities required to be provided under the above said Acts, or under the Rules framed by Government from time to time for the protection of health and sanitary arrangements for workers employed by the contractor, then the Institute will recover from the contractor the amount of wages so paid or the amount of expenditure so incurred.

Without prejudice to the right of the Institute under sub-section (2) of Section 20, and sub-section (4) of Section 21 of the Contract Labour (Regulation and Abolition) Act, 1970, Institute shall be at liberty to recover such amount or any part thereof by deducting it from the Security Deposit or from any sum due by the Institute to the contractor whether under this contract or otherwise. The Institute shall not be bound to contest any claim made against it under sub-section (1) of Section 20, sub-section (4) of Section 21, of the said Act, except on the written request of the contractor and upon his giving to the Institute full security for all costs for which Institute might become liable in contesting such claim.

17. ENSURING PAYMENT AND AMENITIES TO WORKERS IF CONTRACTOR FAILS:

In every case in which by virtue of the provisions of the Contract Labour (Regulation and Abolition) Act, 1970, and of the Contract Labour (Regulation and Abolition) Central Rules, 1971, the Institute is obliged to pay any amounts or wages to a workman employed by the contractor in execution of the works, or to incur any expenditure in providing welfare and health amenities required to be provided under the above said Act, or under the Rules framed by Government from time to time for the protection of health and sanitary arrangements for workers employed by Contractors, the Institute will recover from the contractor the amount of wages so paid or the amount of expenditure so incurred; and without prejudice to the rights of the Institute under sub-section (2) of Section 20, and sub-section (4) of Section 21, of the Contract Labour (Regulation and Abolition) Act, 1970, the Institute shall be at liberty to recover such amount or any part thereof by deducting it from the security deposit or from any sum due by the Institute to the contractor whether under this contract or otherwise the Institute shall not be bound to contest any claim made against it under sub-section (1) of Section 20, sub-section (4) of Section 21, of the said Act.

18. LIQUIDATED DAMAGES/ COMPENSATION FOR DEFAULT:

In case of any default by the contractor, non-performance of scope of work, damage to the Institute property on account of negligence of the contractor in performing the obligations under this contract, non-adherence

to the instructions or similar default, then the contractor shall be liable to pay liquidated damages at the rate mentioned below:

Sl. No.	Nature of default	LD charges
1	Non-submission of periodic service report	₹ 500 per default + taxes as applicable
2	Non-maintenance of Log books	₹ 500 per default/Lift + taxes as applicable
3	Non-attending to complaints in time – Minor/ Medium rectification	₹ 500 per default + taxes as applicable And ₹ 300 per day of delay + taxes as applicable
4	Non-attending to complaints in time – Major	₹1,000 per default + taxes as applicable And ₹ 300 per day of delay + taxes as applicable
5	In case of damages to any Institute property (connected to Lift / Lift equipment)	₹1,000 per incident + taxes as applicable Plus cost of making good as decided by the Institute
6	In case of theft of any institute property (connected to Lift / Lift equipment) if reason is attributable to the lapse of the contractor	₹ 5,000 per incident + taxes as applicable Plus cost of material as decided by the Institute
7	Non-adherence of Instructions of the Engineer in charge	₹500 per default + taxes as applicable

The liquidated damages shall be recovered by the Institute out of the amounts, payable to the Contractor or from the Security deposits, if not paid by the contractor. The liquidated damages so collected are not refundable. The contractor shall not recover the same from the wages of employees/ workers unless due procedure is adopted and prior approval of the Institute is obtained.

19. SETTLEMENT OF DISPUTES / ARBITRATION:

As far as possible, disputes shall be settled mutually.

In case of any dispute or difference (*unsettled mutually*) in relation to the contract, the same shall be decided by an Arbitrator to be appointed by the Director of NITK under Arbitration and Conciliation Act, 1996 (26 of 1996). The venue of arbitration shall be at Surathkal/ Mangaluru.

It is also a term of the contract that if any fees are payable to the arbitrator these shall be paid equally by both the parties. All disputes are subject to courts at Mangaluru jurisdiction.

20. FORCE MAJEURE

Any delay in or failure of the performance of either part hereto shall not constitute default hereunder or give rise to any claims for damage, if any, to the extent such delays or failure of performance is caused by occurrences such as Acts of God or an enemy, expropriation or confiscation of facilities by Government authorities, acts of war, rebellion, sabotage or fires, floods, explosions, riots, or strikes. The Contractor shall keep records of the circumstances referred to above and bring these to the notice of the Institute in writing immediately on such occurrences.

20. JURISDICTION OF COURT:

The Courts at Mangaluru shall have the exclusive jurisdiction to try any disputes, if any, arising out of this contract between the parties.

SCOPE OF WORK OF THE CONTRACTOR:

The scope of comprehensive Annual maintenance Contract maintenance shall include the following:

1. The broad objective of the comprehensive Annual maintenance contract for Lifts/ elevators (electro – mechanical equipment) is to ensure the equipment (lifts) installed at various buildings of the Institute that it always functional and maintained to achieve optimum life and safety. To ensure safety of the users, required measures are to be taken and consistently maintained for efficient operations.
2. The contractor shall carry out comprehensive maintenance including preventive maintenance of various capacities of Lifts/ elevators (passenger and goods) installed in various buildings at the Institute campus (listed separately) through trained personnel. The scope of work includes cost of all manpower, genuine spare parts and other consumables.
3. The contractor shall see that the Lifts/ elevators are properly working as per the norms of Karnataka Lifts, Escalators and Passenger conveyors Act & Amendments; and Rules framed thereunder.
4. The contractor shall provide trained and qualified engineers and technicians to provide routine maintenance, examination, and lubrication service once in a month during the normal business hours. The cost of lubricants, cleaning materials, hydraulic fluid, machine gear oil, spare parts, tools and plants required for regular maintenance shall be borne by the contractor.
5. All the components shall be checked for its proper functioning and rectified immediately. The rectification work shall include cost of spare parts also.
6. The contractor shall diagnose the faults and rectify the defect detected in reasonable time, with minimum down time; and shall repair / replace the faulty parts of the equipment.
7. Any spare part/ equipment of the Lift(s) is required to be taken for the service center for repairs, proper out-pass should be obtained from the Engineer in-charge of the work; and intimated while bringing it back.
8. The contractor shall see that maintenance of lifts shall be in conformity with manufacturer's maintenance manual of respective lifts.
9. The contractor shall maintain the Log Book for each Lift.
10. The contractor shall submit periodical (monthly/ quarterly/ annually - as the case may be) compliance report (Service Report) to the Engineer in-charge of the work as per the format provided in the Tender Document.
11. The contractor shall attend to the complaints immediately on receipt of the Complaint cum Fault Docket (as per the format provided in the Tender Document) from the Engineer in-charge of the work.
12. The contractor shall attend to any Lift Operational problems and rectify the defects within the time limit as follows:

Minor/Medium rectification works: Within 24 hours of receipt of the Complaint cum Fault Docket from the Engineer in-charge of the work.

Minor/ Medium rectification means (but not limited to): Repair / replacement of switches sockets plugs miscellaneous electrical / mechanical, miscellaneous repair/rectification works including cleaning of contacts, contact points, earthing points & filters etc, replacement of eyelets, socket, lugs & gaskets etc. in panels or motors.

Major rectification works: Within 72 hours of receipt of the Complaint cum Fault Docket from the Engineer in-charge of the work.

Major rectification means (but not limited to): Repair / replacement of Transformers, Steel suspension ropes and other major components.

However, in case of any doubt in classification of rectification work, contractor can give technical justification and ask for extra time for approval of Engineer in-charge who will have power to grant such extra time/ change the classification of rectification work depending upon the proper technical justification and a reasonability of time scheduling for such extension/ change of classification of a particular rectification work.

Time limit for other Fault call services is as indicated in **Para 20.14.2.**

In case the contractor fails to rectify the defect(s) beyond seven days, the Institute reserves the right to get the defect(s) rectified at risk and cost of the contractor without further notice and will charge **30%** extra on the actual expenditure incurred (material, manpower, machinery etc.) and the contractor is obliged to remit the same, failing which the same shall be deducted from his bills payable. In such an event, the Institute reserves the right of termination of contract also.

13. The contractor shall present during the inspection of the Lifts by the Governmental authorities and assist the Institute in replying their observations, if any.
14. The contractor shall furnish the names, locations, complete postal address, telephone numbers and e-mail address of all technical support centers and also alternate contact persons. Any change in the above details shall have to be intimated in writing by the contractor.

In case, the contractor does not have any local office, the contractor will have to establish a local office on signing the contract for smooth and timely execution of the contract. The local office may be either in Udupi or Mangaluru or in between Udupi and Mangaluru.

15. Any damages caused by the Contractor to the existing facilities while carrying out the work shall be made good by the contractor.
16. All dismantled / replaced parts should be handed over to the Institute's Engineer in-charge.
17. The contractor and his workers must strictly follow all safety precautions and shall wear safety appliances like hand-gloves, safety boots, safety belt, safety helmets, duster cloth, dust mask etc. They shall wear uniforms while on duty.
18. The contractor shall take adequate safety precaution to prevent accidents at site. The contractor shall also ensure that his workers follow the statutory safety rules and regulations and also those laid down by the employer from time to time, and promptly submit report of accident and state the measures taken by him to prevent their recurrence and also keep the employer indemnified of all claims arising out of such accidents.

19. In case of any default by the contractor, LD charges/ compensation as specified in **Clause No. 14** shall be levied. This amount shall be paid by the contractor on intimation, failing which the same shall be deducted from the bills payable to him.

20. Scope of Work also includes the following:

20.1 General

The Contractor shall attend to fault call, inspect, service, repair, maintain, modify, and test the lifts to meet the functional requirements of various areas of the institute. All materials, equipment and appliances shall be originated from the original equipment manufacturers only.

All materials and workmanship shall comply with all relevant sections of the latest edition of the following and all current amendments thereto issued, unless otherwise specified on a particular Works Order or instructed by the Institute:

a) The Karnataka Lifts, Escalators & passenger conveyors act, 2012 and all its amendments.

b) The maintenance & up-keeping of lifts shall be carried out by the lift manufacturers, authorized & approved lift Agencies only. Every Lift shall be maintained or used as per the requirements specified in the relevant code of practices prescribed by the Bureau of Indian standard, Electricity Act, 2003 (Central Act 36 of 2003) and amendments; and any rules or Regulations made there under including national Electrical Code, National Building Code or specifications of International Electro-technical Commission

c) All apparatus and components of Lifts shall be of sufficient ratings and of sufficient mechanical strength for the duty which they may be required to perform under the environmental conditions of installation and shall be constructed, Installed, protected, worked and maintained to ensure safety of human beings and property

20.2 Site Visits before Submitting Tender

Before completing and submitting tenders, the tenderers are advised to visit the sites to appreciate and familiarize the extent of work. Venue address can be viewed at the Institute's office and site visit could be arranged by contacting the Institute whose name is given in the **Notes to Tenderers** of the tender document. Failure to visit site(s) prior to tendering will not be entertained as an excuse for deviations once the tender is submitted.

20.3. Provision of Experienced and Competent Staff

The Contractor shall make all necessary arrangements and also provide sufficient qualified technical and professional staff to facilitate during the inspection by the statutory bodies.

The Contractor shall assign at least 1 no. of Registered Lift Engineer/supervisor carrying out Lift works concerning all design, statutory and technical matters. The Registered Lift Engineers shall be registered with the Karnataka Lifts, Escalators & Passenger Conveyor as a Registered Lift Engineer under the Lifts and Escalators and shall have at least of 3-year experience in maintenance and testing and commissioning of lift.

The Contractor shall assign at least 3 nos. of Registered Lift Worker serving for routine and comprehensive maintenance service and emergency service, under close direct supervision of the Contractor. The Registered Lift Workers shall have at least of 3 years of which shall be in lift/escalator maintenance. They shall be registered with the Karnataka Lifts, Escalators & Passenger Conveyor as a Registered Lift Worker under the Lifts.

The Contractor shall provide sufficient qualified skilled technical staff, field staff and safety personnel to ensure the works under this contract be satisfactorily carried out safely. The Contractor shall also provide competent attendant(s) to monitor any works in relation to the lift maintained (e.g. cleaning of lift pits, electrical system maintenance, drain out the accumulated water from the lift pits and fire services system maintenance etc.)

20.4. Provision of Tools, Consumables and Safety Facilities

The Contractor shall provide all tools, consumables (e.g. oil, grease, detergents, cleaners, preservatives, cotton waste, etc.), safety facilities (e.g. working platform), personal protection equipment and other necessary materials as required for the execution of duties as required by this Contract. All necessary labour and materials of any value, tools, instruments, testing equipment, and transportation, etc. required for carrying out fault attendance, routine and emergency inspection, testing, repair, replacement and maintenance services shall deem to be included in the tender only.

20.5. Stock of Spare Parts, Replacement and Use of Alternative Make

In the execution of servicing and maintenance, repair and operation work on site, apart from transport, necessary labour, tools, equipment, testing instruments, the Contractor shall also be responsible for keeping adequate stock of spare parts. All labour costs and costs for repair or replacement of parts whenever required shall be included under this tender only.

(a) All the parts shall be provided to site within 24 hours for replacement/rectification works. Otherwise, the Contractor shall maintain the sufficient spare parts.

(b) The Contractor shall keep adequate stocks of essential spare parts, equipment and other components which are necessary to maintain the safe and satisfactory working condition and operation order of the lift at all times. Replacement of equipment, parts and components shall be made in accordance with manufacturer's spare part list.

(c) A permanent replacement of the genuine equipment, parts and/or components with alternative products shall **not** be implemented without good reasons, subject to the manufacturer's warranty that the safe and satisfactory working condition and operation order of the installation will not be affected due to the use of alternative make. The approval of Institute shall be obtained prior to the replacement.

(d) Subject to Institute's approval on each case, alternative and compatible equipment, parts and/or components are allowed to be used as contingent measure to temporarily re-instate the function and operation of the lift during on-call maintenance and emergency repair services, and subject to the Contractor's undertaking for their subsequent replacement by genuine products as quoted in the manufacturer's spare part list on or before a specified date to be agreed by the Institute. Unless otherwise specified in the Particular Specification, the temporary and subsequent replacement works including provision of equipment, parts, components, all necessary tools and materials shall be provided under the Contract at no extra cost.

20.6. Log Book

Separate log book for individual lifts shall be provided by the Contractor and kept at appropriate places on site as agreed by the Institute. Every attendance and detail of work done to each lift shall be entered into the log book by the Contractor so as to form a maintenance record, and/or to certify the Contractor's attendance visits as required by this Contract. The log book entries will be taken as record for the services provided by the Contractor in accordance with the requirements stipulated in the Lifts. The Institute's Representative will check the entries randomly to ascertain the work described in the Contract properly executed. If the lift is found not attended for a period of time, the monthly payment will be adjusted accordingly.

In addition to record in the log book, the Contractor shall also inform the Institute's Representative in writing for any anomaly found during the routine inspection which may not cause present danger to the passenger but awareness is to be taken.

20.7. Shut-down of Lift and Escalator System

Shut-down of lift system at the premises or site concerned during execution of works shall be kept to minimum. **The maximum shutdown period shall not exceed 72 hours in any case.** The Contractor shall dispatch sufficient technical staff to execute diligently the works within a reasonable period of time or as directed by the Institute.

If shut-down is deemed necessary the following guidelines must be observed:

- (a) Shut down of any lift must be strictly on need basis and resumed as soon as possible.
- (b) Avoid shutting down all lifts within a building at the same time.

The Contractor shall be responsible for giving well in advance verbal and written notice to the Institute or his representative on any shut down indicating the scheduled shut down period and the resumption of the system. If extension of shut down period is required for the system, the Contractor shall report the case to the Institute and the venue-in-charge immediately. Any shut down case and details of shut down shall be recorded in the maintenance log book kept at site.

The Contractor shall provide and fix at all landings with appropriate notice and guard railing during each shut down incident. The temporary guard railing and notice should be taken away immediately when the system is resumed to normal or upon instructed.

20.8. Security

The Contractor shall ensure that lift included in this Contract is properly and adequately executed in good working order, safe operation condition and for its efficient performance. Before leaving the Site and on completion of execution of work each time, the Contractor shall be responsible for keeping all tools, materials in safe custody, and relevant access doors and panels locked.

20.9. Clearance of Debris and Unwanted Materials, etc.

On completion of the repair or maintenance or other contract works, the Contractor shall remove, to an appropriate disposal point, all old parts or debris arising out of the works on daily basis at the

Contractor's own expenses. All parts removed from the installation should be inspected and agreed by the Institute's Representative before they are to be disposed of. The Contractor shall keep the equipment and its surrounding area clean and tidy to the satisfaction of the Institute.

The Contractor shall be responsible for keeping each lift and machine room on Site in a clean and orderly condition to the satisfaction of the Institute or his representative at no extra cost. Should the Contractor fail to comply with this requirement, the Institute may order the cleaning work to be carried out by others and subsequently reimburse the full cost of the work from the amount payable to the Contractor.

Lift pits of all lifts/ elevators shall be kept neat by cleaning at regular intervals (once in every week)

20.10. Site Safety Requirement

The Contractor shall also take all necessary safety measures, e.g. use of barriers, to the satisfaction of the Institute, to prevent people from getting accidental access to the lift shaft at all points of entry and to maintain the same during the entire period of maintenance or repair work.

20.11. General Requirement

The Contractor shall provide the all-in-all comprehensive maintenance service and to maintain efficient and prompt response to breakdown; emergency call-out or complaint for the timely attendance of equipment failure and/or unsatisfactory services.

The Contractor shall properly, effectively and efficiently operate and maintain all the lift involved in the Contract for their reliable, satisfactory and safe operation.

For the supply, repair and replacement of parts like: hoist lights, car ceiling, fan/blower louver, light diffuser, landing door, emergency door, car wall panel, car decoration, handrail, skirting, entrance column, and front return panel, car flooring, landing architrave, emergency door architrave, and emergency door sill for lift; and landing plate, lamp cover, cladding, decorative, and rubber handrail for escalator. The contractor has to make separate arrangements & cost will be added in tender only.

The Contractor shall make good, repair or replace all parts at his own cost if the damage or defect is due to the negligence of the Contractor.

20.12. Rope Maintenance

- 1) Rope measurement should be taken monthly & report to the NITK representative.
- 2) Floor wise rope marking should be checked monthly, if worn out marked immediately.
- 3) If any changes found, the Contractor shall replace all wire ropes for all lifts at his own cost when any one of the following conditions exists: -
 - (a) Where undue stretching occurs after the initial stretch has taken place;
 - (b) There is corrosion / rust
 - (c) There is bird caging of strands

(d) The rope has been damaged; and physical condition of the Rope/Ageing of the rope.

20.13. Site Co-ordination

The Contractor shall co-operate and co-ordinate with the Institute's personnel, students, staffs, venue management, the public authorities, and other contractors engaged in work on Site for the smooth progress and satisfactory completion of his Works. The Contractor shall continually keep the Institute and his representative informed of all matters involving coordination for the smooth progress of the work and shall inform and obtain approval from the Institute on the execution of the work, method of execution, programme of execution.

20.14. On-call Maintenance and Emergency Repair Services

20.14.1 Contractor's Emergency Call Centre

The Contractor shall operate a Contractor's Emergency Call Centre (CECC). The CECC should be operated 24hrs a day throughout the whole year. The CECC shall be equipped with at least two mobile phones manned by sufficient number of technical staffs as agreed by the Institute to meet the fault calls

(a) The Contractor shall also supply and install permanent labels made of plastic material or stainless steel indicating the Contractor's name and emergency telephone numbers for each lift or a group of lift in the main landing within one month after commencement of contract or immediately upon any changes.

20.14.2 Fault Call Service

(a) A 24-hour, 7 day per week, 365 days per year call-out and repair service is to be in force throughout the duration of the Contract.

(b) All calls to the Contractor's emergency services are to be responded to promptly and the Contractor is to be on site and report to the Institute's Representative following the fault call procedures.

(c) Response Time

The Contractor shall respond to the Company's call for service and arrive the site:

- Within 30 minutes in case of lift trap; and**
- Within 60 minutes in case of non-lift trap.**

(d) After receiving instructions from the Institute or his representative, either verbal or written, all faulty systems should be restored to its normal condition within one day or as the date agreed by the Institute.

(e) If the Contractor fail to respond promptly within the specified period, the Contractor shall immediately contact the Institute or his representative and provide sufficient justification for his incapability to comply with the requirement of response.

(f) If a failure occurs in the emergency devices of the lift, i.e. alarm, intercom system, emergency lighting system and ventilation fan of the lift car, the Contractor should take immediate action to repair/replace on emergency basis.

(g) If the lift is beyond emergency repair, the contractor is required to make safe the lift and install a suitable notice indicating "Out of Service" at a prominent position and inform the Institute and any other party as directed by the Institute.

20.14.3: Upon instructed by the Institute or his representatives, the Contractor shall submit to the Institute a detailed inspection, service and repair report within 48 hours of receipt of fault call. The report shall at least include the following information: -

(a) Date/time of receipt of fault call.

(b) Date/time of arrival of Service Team to the site of incident.

(c) Date/time of reinstatement of safe and satisfactory working condition and operation order of the Lift.

(d) Causes of fault/alarm.

(e) List/details of repairs and/or replacement works.

(f) Follow-up action if required.

(g) Tentative time schedules for completion of off-site repair works and all other necessary works.

(h) Photo records

(i) Description of the fault.

(j) Fault symptoms

(k) Remedial action taken

(l) Preventive measure

(m) Location

20.15. Regular Inspection and Servicing

All maintenance works should be well planned, coordinated, equipped with sufficient staff and organized to the satisfaction of the Institute and his representatives.

20.15.1 Scope of Inspection and Servicing

The Contractor shall dispatch competent and specially trained technicians to each lift regularly according to the Maintenance Schedules **specified below** in terms of frequency and scope of work, to keep the lifts in a clean, smooth, quiet and safe operating condition. The Contractor shall also check and clean the drain holes in the lift:

Maintenance Schedule for Electric Passenger and Goods Lifts

Schedule No	Description of Job
Weekly Maintenance	
1	(a) Top up lift machine gearbox and lubricate bearings. (b) Check brake for correct mechanical action. Ensure linings and drums are free from oil or grease. (c) Clean overspeed governor and lubricate. (d) Inspect bearings of drums, sheaves and pulleys. Lubricate. (e) Inspect motor/exciter commutators and sliprings operating under working conditions and stationary. Lubricate bearings. (f) Clean, inspect and adjust controller contacts, interlocks and dashpots. Lubricate. Observe and adjust operation sequence and timing of contactors. (g) Clean floor selector, check action and adjust. Lubricate drive gear. (h) Top up counterweight guide shoes lubricators. (i) Clean up lift well as necessary. Clean pit. Inspect condition of lift well enclosure. (j) Clean guides and lubricate where applicable. (k) Check limit switches, direction switches and their operating devices. Ensure rollers and spindles are free to rotate. Lubricate. (l) Inspect car exterior and clean car top. Top up car guide shoe lubricators. Inspect tensioning devices for correct adjustment. Clean and inspect door operating gear and check for oil leaks. Lubricate. (m) Check door locks for safe operation. Ensure rollers and spindles are free to rotate. Lubricate. (n) Check that car and landing doors operate freely and bottom tracks are clear of debris. (o) Ride in car, observe and record irregularities in starting, stopping and general running. (p) Check for correct operation: - Car controls, car door switches, door re-opening device, emergency stop, alarm bell and intercom system. Inspect condition of car interior and floor covering. Observe levelling accuracy. (q) Test operation of landing buttons, indicators, and fireman switch. (r) Checking of lift cabin lights, fans & Hoist lights.
Monthly service	
2	(a) Inspect lift machine gearing and bearings. Ensure keys and fixing bolts are secure. (b) Inspect brake coupling and linings for wear. See that keys and fixing bolts are secure. Check that brake release gear and hand winding wheel are readily available. (c) Check drums, sheaves and pulleys for visible cracks, ensure keys and fixing bolts are secure. Inspect bearings and sheave grooves. (d) Check condition of wire ropes. Ensure suspension ropes are evenly tensioned. (e) Inspect over speed governor for wear. Ensure keys and fixing bolts are secure. (f) Extract dust from interiors of motors and generators. Inspect bearings, ensure fixing bolts are secure. (g) Inspect floor selector bearings. Check connections and flexes. Inspect driving rope, tape or chain for wear and correct tension. (h) Inspect and operate by hand the slack rope switch, safety-gear switch, broken tape or rope switch and over speed governor switch. (i) Inspect guides for wear and ensure fixings are secure.

	(j) Check counterweight clearances for rope stretch. Inspect rope equalizer. Ensure main tie bolts are secure. Inspect guide shoes for wear and "float". Ensure filler weights are properly positioned and secure. Check safety-gear for guide clearance and free movement. (k) Open, clean and inspect limit switches, direction switches. Inspect fixed ramps and in duct or plates. (l) Ensure spring buffers are secure. Clean oil buffers and top up. Check for oil leaks. (m) Inspect conditions of landing and car sill nosing and check car clearance. Inspect lock beaks, door rollers and spindles for wear. Inspect door inter-connecting wires or chains for wear and correct tension. (n) Ensure car frame bolts are secure. Check guide shoes for minimum "float". Ensure car body is secure in frame. Check safety-gear for guide clearance and free movement. Check tension of safety rope. Inspect door operating mechanism for wear and ensure driving sprockets, keys and fixing bolts are secure. Ensure that the "pick-up" between car and landing doors is correctly aligned. (o) Open, clean and inspect car controls, floor switches, door switches. Check action of emergency opening and movable floor. Inspect car lighting. (p) Inspect travelling cables and their anchorages (q) Open, clean and inspect landing button boxes and ensure that they and any indicator boxes are securely fixed (r) Checking of ELCB provided in the DB. (s) Checking of Fire extinguishers & the safety devices.
Three-Month (quarterly) service	
3	(a) Open, clean and inspect landing door locks. (b) Carry out electrical load test on emergency lighting, batteries and battery charger for a period of 1 hour.
Other Maintenance Services	
4	(a) Renew wire rope. (b) Test safety gear on no load. Frequency: (i) After major repair (ii) Every year (c) Test over speed governors and safety gear on full load. Frequency: (i) After major repair (ii) Every year

20.15.2 Monthly Service Report and Quarterly Inspection Report

The Contractor shall submit to the Institute Monthly Service Report on the routine maintenance services delivered to each lift and escalator in the calendar month and Quarterly Inspection Report on the conditions of each lift and escalator. Specimen formats of these reports are attached. Each Quarterly Inspection Report shall: -

- (a) State the condition of the major safety components as detailed in the Appendixes and detail any unsatisfactory items or any wrong method of operation by the users, or any improvement work which may be considered necessary;

(b) State clearly dates of replacement for major parts such as travelling cable, suspension wire rope, motor, driving chain, handrail, etc. in the reporting quarter;

20.16 Periodic Examination, Testing and Maintenance

20.16.1 Lift Inspection

All the lifts and their associated equipment or machinery shall be thoroughly examined by the Registered Lift Engineer at intervals not exceeding the period specified by chief electrical inspectorate of Karnataka

20.16.2 Safety Equipment

Safety equipment means, in relation to a lift, the safety gear and governor or other device by which it is operated, the emergency signals and where provided, the stop switch, and all machinery and equipment connected therewith, and all machinery and equipment connected therewith.

20.17 Auto Rescue Device (ARD)

Auto Rescue Device of all the Lifts should be in working condition with proper maintenance of Battery and Inverters.

21. Considering huge numbers of Lifts to be maintained in the Institute campus, the contractor shall deploy and station **at least two of his maintenance engineers** in the Institute campus on all week days (Monday to Saturday) **from 9:00AM to 10:00PM**. They shall be provided with seating arrangement at the Office of the Engineer in-charge.
22. The contractor shall arrange for renewal of Licence of Lifts. The statutory fee payable to the Department of Electrical Inspectorate shall be borne by the Institute.

23. **Responsibility of the contractor at end of the contract period:**

- (i) All Lifts taken for maintenance during the contract period shall be handed over back to the Institute in good working condition.
- (ii) Any equipment/ Spare part taken outside for repair from the Institute shall be handed over in good working condition; and properly fitted to the Lift.
- (iii) Passes issued by the Institute to the contractor/ contractor's employees, if any, shall be returned to the Institute.

Format of "Monthly Fault Call and Emergency Repair Report"

Contractor Name :

Department: NITK, Surathkal

Month:

LIFT IDENTIFICATION NUMBER:

Mandatory										Optional			
Job Ref.	Call Received Date	Call Received Time	Arrival Date	Arrival Time	Work Completion Date	Works Completion Time	Activity Code (P01 / P02 / C01 / C02)	Activity Description (40 chars)	Priority (U/N)	Damage Code Group	Damage Code	Cause Code Group	Cause Code

LEGEND:

Activity Code Priority

P01 = Preventive Maintenance U = Urgent

P02 = Overhaul Maintenance N = Non-urgent

C01 = Corrective Maintenance for fault without trapped passenger

C02 = Corrective Maintenance for fault with trapped passenger

Monthly Services Report for Electric Passenger & Goods Lift**Lift Inspection Report for:**

(Month/Year)

Maintenance Contract No.:**Location:****Lift No.****Contractor's Name:**

Item		Description of Service	N/A	Weekly					Remarks
				Date	Date	Date	Date	Date	
				Properly Done					
1	(a)	Top up lift machine gearbox and lubricate bearings.							
	(b)	Check brake for correct mechanical action. Ensure linings and drums are free from oil or grease.							
	(c)	Clean overspeed governor and lubricate.							
	(d)	Inspect bearings of drums, sheaves and pulleys. Lubricate.							
	(e)	Inspect motor/ generator / exciter commutators and sliprings operating under working conditions and stationary. Lubricate bearings.							
	(f)	Clean, inspect and adjust controller contacts, interlocks and dashpots. Lubricate. Observe and adjust operation sequence and timing of contactors.							
	(g)	Clean floor selector, check action and adjust. Lubricate drive gear.							
	(h)	Top up counterweight guide shoes lubrications.							
	(i)	Clean up lift well as necessary. Clean pit. Inspect condition of lift well enclosure.							
	(j)	Clean guides and lubricate where applicable.							
	(k)	Check limit switches, direction switches and their operating devices. Ensure rollers and spindles are free to rotate.							
	(l)	Inspect car exterior and clean car top. Top up car guide shoe lubricators. Inspect tensioning devices for correct adjustment. Clean and inspect door operating gear and check for oil leaks. Lubricate.							
	(m)	Check door locks for safe operation. Ensure rollers and spindles are free to rotate. Lubricate.							
	(n)	Check that car and landing doors operate freely and bottom tracks are clear of debris.							
	(o)	Ride in car, observe and record irregularities in starting, stopping and general running.							
	(p)	Check for correct operation: - Car controls, car door switches, door re-opening device, emergency stop, alarm bell and intercom system. Inspect condition of car interior and floor covering. Observe leveling accuracy.							
	(q)	Test operation of landing button, indicators and fireman switch.							

Item	Description of Service	N/A	Monthly	Remarks
2	(a)	Inspect lift machine gearing and bearings. Ensure keys and fixing bolts are secure.		
	(b)	Inspect brake coupling and linings for wear. See that keys and fixing bolts are secure. Check that brake release gear and hand winding wheel are readily available.		

Seal and signature of the contractor

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Dy. Director, For NITK

<u>Item</u>	<u>Description of Service</u>	<u>N/A</u>	<u>Monthly</u>	<u>Remarks</u>
(c)	Check drums, sheaves and pulleys for visible cracks, ensure keys and fixing bolts are secure. Inspect bearings and sheave grooves.			
(d)	Check condition of wire ropes. Ensure suspension ropes are evenly tensioned.			
(e)	Inspect overspeed governor for wear. Ensure keys and fixing bolts are secure.			
(f)	Extract dust from interiors of motors and generators. Inspect bearings, ensure fixing bolts are secure.			
(g)	Inspect floor selector bearings. Check connections and flexes. Inspect driving rope, tape or chain for wear and correct tension.			
(h)	Inspect and operate by hand the slack rope witch, safety-gear switch, broken tape or rope switch and overspeed governor switch.			
(i)	Inspect guides for wear and ensure fixings are secure.			
(j)	Check counterweight clearances for rope stretch. Inspect rope equalizer. Ensure main tie bolts are secure. Inspect guide shoes for wear and "float". Ensure filler weights are properly positioned and secure. Check safety-gear for guide clearance and free movement.			
(k)	Open, clean, inspect limit switches, direction switches. Inspect fixed ramps and inductor plates.			
(l)	Ensure spring buffers are secure. Clean oil buffers and top up. Check for oil leaks.			
(m)	Inspect conditions of landing and car sill nosings and check car clearance. Inspect lock beaks, door rollers, spindles for wear. Inspect door inter-connecting wires or chains for wear and correct tension.			
(n)	Ensure car frame bolts are secure. Check guide shoes for minimum "float". Ensure car body is secure in frame. Check safety-gear for guide clearance and free movement. Check tension of safety rope. Inspect door operating mechanism for wear and ensure driving sprockets, keys and fixing bolts are secure. Ensure that the "pick-up" between car and landing doors is correctly aligned.			
(o)	Open, clean and inspect car controls, floor switches, door switches. Check action of emergency opening and movable floor. Inspect car lighting.			
(p)	Inspect travelling cables and their anchorages.			
(q)	Open, clean and inspect landing button boxes and ensure that they and any indicator boxes are securely fixed.			

<u>Item</u>	<u>Description of Service</u>	<u>N/A</u>	<u>Quarterly</u>	<u>Remarks</u>
3	(a) Open, clean and inspect landing door locks.			
	(b) Carry out electrical load test on emergency lighting, batteries and battery charger for a period of 1 hour.			
	(c) Inspect and operate by hand the ascending car overspeed protection device switch and rope break protection device.			

Signature:
Name of competent technician:
Staff Identification No.:

Department seal and signature
Seal and signature of the contractor

Agency seal and signature

Dy. Director, For NITK

Quarterly Inspection Report for LiftQuarterly Inspection Report for Lift: (Month/Year)Maintenance Contract No.: Location: Lift No. Contractor's Name: Type of Installation: Passenger Lift ☐ Hydraulic Lift ☐ Goods Lift ☐ Services Lift ☐

Date of last periodic examination as per section 22 of the Lifts and Escalators

Ordinance: _____ (Date)

Date of last examination with load as per section 23 of the Lifts and Escalators

Ordinance: _____ (Date)

Details of Test:

- | | | | |
|--|--|-------------------------------|-------------------------------|
| (a) Normal/emergency lift, batteries and battery charger | Good ☐ | Fair ☐ | Poor ☐ |
| (b) Emergency release equipment | Good ☐ | Fair ☐ | Poor ☐ |
| (c) Machine gear box | Good ☐ | Fair ☐ | Poor ☐ |
| (d) Brake system | Good ☐ | Fair ☐ | Poor ☐ |
| (e) Hoisting rope | Good ☐ | Fair ☐ | Poor ☐ |
| (f) Sheave and pulleys | Good ☐ | Fair ☐ | Poor ☐ |
| (g) Governor and rope | Good ☐ | Fair ☐ | Poor ☐ |
| (h) Levelling at each landing | Good ☐ | Fair ☐ | Poor ☐ |
| (i) Operation of ascending car overspeed protection device switch and rope break protection device | N/A ☐ Good ☐ | Fair ☐ | Poor ☐ |
| (j) Car / Landing doors | | | |
| - Safety edges | Good ☐ | Fair ☐ | Poor ☐ |
| - Door lock | Good ☐ | Fair ☐ | Poor ☐ |
| - Door operation | Good ☐ | Fair ☐ | Poor ☐ |
| - Door sill | Good ☐ | Fair ☐ | Poor ☐ |
| - Door gap clearance | Good ☐ | Fair ☐ | Poor ☐ |
| (k) Car interior | | | |
| - Normal lighting | Good ☐ | Fair ☐ | Poor ☐ |
| - Load test on emergency lighting, batteries and battery charger | Good ☐ | Fair ☐ | Poor ☐ |
| - Ventilation fan | Good ☐ | Fair ☐ | Poor ☐ |
| - Emergency alarm | Good ☐ | Fair ☐ | Poor ☐ |
| - Intercom system | N/A ☐ Good ☐ | Fair ☐ | Poor ☐ |
| - Overload indication | Good ☐ | Fair ☐ | Poor ☐ |
| - Warning notice | Good ☐ | Fair ☐ | Poor ☐ |
| - Tactile braille plate | N/A ☐ Good ☐ | Fair ☐ | Poor ☐ |
| (l) Main landing | | | |
| - Firemen's switch | N/A ☐ Good ☐ | Fair ☐ | Poor ☐ |
| - Emergency alarm bell | Good ☐ | Fair ☐ | Poor ☐ |
| - Lift service call notice board | Good ☐ | Fair ☐ | Poor ☐ |
| (m) Hydraulic Lift | | | |
| - Ram and cylinder | Good ☐ | Fair ☐ | Poor ☐ |
| - Control, pilot and levelling valves and adjust. | Good ☐ | Fair ☐ | Poor ☐ |
| Lubricate. | | | |
| = Control rope and chain, rope gripper and terminal stops | Good ☐ | Fair ☐ | Poor ☐ |
| = Rollers and spindle | Good ☐ | Fair ☐ | Poor ☐ |
| = Pump Motor | | | |
| (n) Measured Rate Speed: _____ m/s | | | |
| (o) Measured Lift Door Opening Time (for lift door at terminal floor only): _____ sec | | | |

(p) Measured Lift Door Closing Time (for lift door at terminal floor only): _____

(q) Others:

Major Repairs:

Remarks: (1) The lift is in a satisfactory and serviceable condition Yes ☐ No ☐

(2) Others:

Checked by:

Date:

Certified by:

--	--	--

Date:

Name

RLE No.

Signature

Department seal and signature

Agency seal and signature

List of the Lifts/ elevators to be undertaken for Comprehensive maintenance:

Sl.No	Lift Details	Location	No.of Lift
1	Type: Passenger Lift G+3 (4 Stop) MRL Make: Jhonson Lifts Pvt.Ltd Capacity:20 passenger (Lift No:-L-P4811& Lift No:-L-P4812)	COE Building	2.00
2	Type: Passenger Lift G+3 (4 Stop) MRL Make: Jhonson Lifts Pvt.Ltd Capacity:20passenger (Lift No:-L-P4813)	CRF Building	1.00
3	Type: Passenger Lift G+7 (4 Stop) MRL Make: Jhonson Lifts Pvt.Ltd Capacity:16passenger (Lift No:-L-P4814)	CRF Building	1.00
4	Type: Passenger Lift G+7 (4 Stop) MRL Make: Jhonson Lifts Pvt.Ltd Capacity:16passenger (Lift No:-L-8451)	10 TH New Boys Hostel Building Brahmagiri	1.00
5	Type: GOODS Lift G+7 (8 Stop) MRL Make: Jhonson Lifts Pvt.Ltd Capacity:0passenger(1000KG), (Lift No:- L-P8452)	10 TH New Boys Hostel Building Brahmagiri	1.00
6	Type: Passenger Lift G+7 (4 Stop) MRL Make: Jhonson Lifts Pvt.Ltd Capacity:16passenger (Lift No:-L-8453)	10 TH New Boys Hostel Building Brahmagiri	1.00
7	Type: Passenger Lift G+7 (4 Stop) MRL Make: Jhonson Lifts Pvt.Ltd Capacity:16passenger (Lift No:-L-8454)	10 TH New Boys Hostel Building Brahmagiri	1.00
8	Type: Passenger Lift G+7 (4 Stop) MRL Make: Jhonson Lifts Pvt.Ltd Capacity:16passenger (Lift No:-L-8455)	10 TH New Boys Hostel Building Brahmagiri	1.00
9	Type: Passenger Lift G+7 (4 Stop) MRL Make: Jhonson Lifts Pvt.Ltd Capacity:20 passenger (Lift No:-L-R2948)	11 TH New Boys Hostel Building Shivalika	1.00
10	Type: Passenger Lift G+7 (8 Stop) MRL Make: Jhonson Lifts Pvt.Ltd Capacity:20 passenger (Lift No:-L-R2949)	11 TH New Boys Hostel Building Shivalika	1.00
11	Type: Passenger Lift G+7 (8 Stop) MRL Make: Jhonson Lifts Pvt.Ltd Capacity:13passenger (Lift No:-L-R2950)	11 TH New Boys Hostel Building Shivalika	1.00
12	Type: Passenger Lift G+7 (8 Stop) MRL Make: Jhonson Lifts Pvt.Ltd Capacity:16passenger, Job No. L-L5485	At Bramhagiri BoysHostel Block No.10	1.00

13	Type: Passenger Lift G+7 (8 Stop) MRL Make: Jhonson Lifts Pvt.Ltd Capacity:16passenger, Job No. L-L5481	At Bramhagiri BoysHostel Block No.10	1.00
14	Type: GOODS Lift G+6 (7 Stop) WMR Make: Jhonson Lifts Pvt.Ltd Capacity:1500kg, Job No. L-J7929	At Chemical Engineering Building	1.00
15	Type: Passenger Lift G+6 (7 Stop) MRL Make: Jhonson Lifts Pvt.Ltd Capacity:13 passenger, Job No. L-J7930, L-J7931	At Chemical Engineering Building	2.00
16	Type: Passenger Lift G+6 (7 Stop) MRL Make: Jhonson Lifts Pvt.Ltd Capacity:16 passenger, Job No. L-J7641, L-J7642	At Mechanical Engineering Building	2.00
17	Type: GOODS Lift G+6 (7 Stop) WMR Make: Jhonson Lifts Pvt.Ltd Capacity:1000kg, Job No. L-3946	At Mechanical Engineering Building	2.00
18	Type: Passenger Lift G+2 (3 Stop) MRL Make: Jhonson Lifts Pvt.Ltd Capacity:13 passenger, Job No. L-J7403	At Library Annex Building	1.00
19	Type: Passenger Lift G+6 (7 Stop) MRL Make: Jhonson Lifts Pvt.Ltd Capacity:16 passenger, Job No. L-J1742, L-J1743	At Computer Science &Engineering	2.00
20	Type: Passenger Lift G+6 (7 Stop) MRL Make: Jhonson Lifts Pvt.Ltd Capacity:13 passenger, Job No. L-D4907, L-D4908	At Basic Sciences Building	2.00
21	Type: Passenger Lift G+5 (6 Stop) MRL Make: Jhonson Lifts Pvt.Ltd Capacity:16 passenger, Job No. L-I6275, L-I6276, L-I6277	At Girls Hostel Block No.5 “Nethravathi”	3.00
22	Type: Passenger Lift G+3 (4 Stop) MRL Make: Jhonson Lifts Pvt.Ltd Capacity:20 passenger, Job No. L-G4541, L-G4542	At Lecture Hall Complex-c	2.00
Total Number of Lifts			30.00

Specimen Proforma for evaluation of performance of the contractor:

Performance for the Quarter No. --- (Months from ----- to -----)

Sl. No.	Activity	Performance of the contractor				Remarks in brief
		Very good	Good	Satisfactory	Poor	
1	Attending to the emergency calls					
2	Capacity to diagnose the faults					
3	Attending to the repairs within the timeframe stipulated					
4	Maintaining the Log books					
5	Maintaining the Service Records					
6	Carrying out of Preventive maintenance works					
7	Carrying out of periodical maintenance works					
8	Maintaining spares in Store and arranging it to work					
9	Arranging Tools required for the AMC					
10	Discipline of the contractor's staff and their behaviour with the Institute Officials					

Please ✓ at the appropriate cell

Junior Engineer/ Assistant Engineer :

Executive Engineer (Ele) :

Engineer in charge/ Resident Engineer.

Note:

Very good - 10 marks

Good - 08 marks

Satisfactory - 06 marks

Poor - 04 marks

Obtaining average **6 marks in every quarter is necessary** for treating the performance as satisfactory for continuation of the contract

Average marks = Total marks / 10

Letter of Transmittal cum undertaking

To:

The Dy. Director,
NITK, Surathkal,
Srinivasnagar Post, Mangaluru – 575 025.

Sir,

Sub.: Tender for **Providing Comprehensive Annual Maintenance Contract for 30 No's of Johnson make Passenger and goods lifts (Elevators) installed at various building in NITK.**

Having examined and understood the details given in the Notice inviting e-tenders and the tender document for the above work, I / we hereby submit our tender with the following declaration:

1. I/ we hereby declare that all the statements made by me/ us in my/ our bid are true and correct to the best of my/our knowledge and belief.
2. I/ we have herewith furnished all the information and details. I/ we have no further pertinent information to furnish.
3. I/ we declare that before uploading this bid, I/ we have read and fully understood all the terms and conditions, instructions contained therein and undertake myself/ ourselves to abide by the said terms and conditions.
4. I/ we also agree that the NITK, Surathkal can approach individuals, departments, employees or firms mentioned in our statements or any other firms/ agencies/ departments to verify our competence and general reputation.
5. I/ we agree that the bid quoted by me/ us is valid for 180 days from the date of submission of the bid for its acceptance. I/ we further agree that I/ we will not make any change in our price bid after its submission or withdraw the same (However, revision of minimum wage shall be considered by the Institute separately under related Clause of the contract).
6. I/ we declare that we have considered all related Acts and Rules framed there-under such as Minimum Wages Act and its amendments; Contract Labour (R&A) – Act and its amendments; and other statutory obligations/provisions such as Code on Wages Act; Code on Social Security/ Workmen Compensation Act, Payment of Gratuity Act 1972 and its amendments; Employees' Provident Funds and Miscellaneous Provisions Act – 1952 and Amendment Act 1988 and its amendments; Employees State Insurance Act – 1948 and Amendment Act – 1989 & 2010 and its amendments while deriving our price bid. I/ we further declare that I / we abide by the said Acts and Rules.
7. I/ we hereby agree to take group insurance on award of work.
8. I/We hereby declare that, I/We have visited, inspected and examined the site and its surroundings and satisfied ourselves before submitting this tender about the nature of the work, facilities that may be required and obtained necessary information about working conditions, risk contingencies etc., which may influence our bid.

Yours faithfully,

Date:

Seal & signature of Authorized signatory

Declaration by the Bidder:

I/We have read and examined the notice inviting tender, General Rules and Directions, Conditions of Contract, clauses of contract, other documents and Rules referred to in the conditions of contract and all other contents in the tender document before submitting my/our tender on e-Procurement portal.

I/We hereby tender for the work specified in the notice inviting e-tenders for the National Institute of Technology Karnataka, Surathkal and agree to undertake the same if awarded within the time specified in the tender document/ letter of acceptance/ work order.

I/ we declare that the decision of the Institute on determination of lowest price bid is final and binding on me/ us.

A sum of ` ----- is hereby forwarded by means e-payment/ Bid Security Declaration/ exempted (MSME/NSIC/ Startup). If I/we, fail to commence the work specified I/we agree that the Institute shall without prejudice to any other right or remedy, be at liberty to forfeit the said earnest money absolutely.

Seal and signature of the bidder with date

Address:

ACCEPTANCE

The above tender (as modified and provided in the letters mentioned hereunder) is accepted by me for and on behalf of the Board of Governors, National Institute of Technology Karnataka, Surathkal.

The letters referred to below shall form part of this contract agreement:

- a) Letter of Intent dated - -2026
- b) Work order and all future correspondences
- c) Bid Documents and the documents submitted by the bidder.

Dy. Director
For & on behalf of NITK, Surathkal

Dated

Format of Letter of Intent/ Acceptance

(In the Letterhead of the Institute)

No. 99/CAMC(Johnson Lift)/Tender – 34 /2026-27/HD

Date:

Through Speed Post

To:

(Name and address of the contractor)

Sir,

Sub.: **Providing Comprehensive Annual Maintenance Contract for 30 No's of Johnson make Passenger and goods lifts (Elevators) installed at various building in NITK**
Letter of Intent/ Acceptance – Reg.

Ref.: 1. No. 99/CAMC(Johnson Lift)/Tender – 34 /2026-27/HD dated:07.10.2026
2. Your e-tender submitted through e-procurement portal
(<https://eprocure.gov.in/eprocure/app>)

This is to inform you that, subject to the terms and conditions of Notice inviting tender No. 99/CAMC(Johnson Lift)/Tender – 34 /2026-27/HD dated:07.10.2026 and the tender document, your tender submitted through e-procurement portal for the work mentioned above is accepted as follows:

Details of Price bid as accepted

Note: GST is extra as applicable.

You are requested to submit a Security deposit of 2.5% by means of Fixed Deposit Receipt or Demand Draft of any scheduled bank drawn in favour of the Director, NITK, Surathkal or through e-payment [RTGS or NEFT] OR Bank Guarantee bond of any scheduled bank (in the approved format, valid for 36 months) within **Seven days** from the date of issue of this letter.

You are also requested to attend this office within **Seven days** from the date of issue of this letter along with a non-judicial stamp paper of ₹ 500 for executing an agreement. You are further requested to submit a certified/ self-attested copy of all the documents uploaded while submitting e-tender on e-procurement portal, and the original affidavit.

Subject to the fulfilment of the terms and conditions of the tender/ contract documents, the period of contract shall be for One year starting from ----- . Hence you are requested to take all needful action to commence the work from -----.

Yours sincerely,

Dy. Director
NITK, Surathkal.

Copy to:

Format of Agreement

(To be made on Rs 500.00 Non-Judicial Stamp Paper)

AGREEMENT FOR COMPREHENSIVE Providing Comprehensive Annual Maintenance Contract for 30 No's of Johnson make Passenger and goods lifts (Elevators) installed at various building in NITK .

This agreement is made on ... day of.....Two thousand Twenty Six between NATIONAL INSTITUTE OF TECHNOLOGY KARNATAKA as one part, hereinafter called 'NITK' and M/s....., having its registered office at ... hereinafter called the 'Agency' for Providing Comprehensive Annual Maintenance Contract for 30 No's of Johnson make Passenger and goods lifts (Elevators) installed at various building in NITK on the terms and conditions stated below:

1. The Agency shall be solely responsible for compliance to provisions of various labour, Industrial and any other laws applicable and all statutory obligations, such as, wages, Allowances, compensations, EPF, Bonus, Gratuity, ESI, etc. relating to electrical maintenance personnel deployed in NITK. The NITK shall have no liability in this regard.
2. The Agency shall be solely responsible for any accident/medical/health related Liability/compensation for the personnel deployed by it at NITK. The NITK shall have no liability in this regard.
3. Any violation of instruction/agreement or suppression of facts will attract cancellation of agreement without any reference or any notice period.
4. The contract can be terminated by giving one month notice on either side. In case of non-compliance with the contract, the NITK reserves its right to:
 - a) Cancel/revoke the contract; and/or
 - b) Impose penalty up to 10% of the total annual value of contract.
5. Security deposit equal to 2.0% of the Annual Contract Value (refundable Without interest after three months of termination of contract) in the form of Pay Order/Demand Draft or Bank Guarantee shall be furnished at the time of signing of the Agreement.
6. The Agency shall be fully responsible for timely monthly payment of wages and any other dues to the personnel deployed in NITK.
7. The Technical personnel provided by the Agency shall not claim to become the employees of NITK and there will be no Employee and Employer relationship between the personnel engaged by the Agency for deployment in NITK.
8. There would be no increase in rates payable to the Agency during the contract period except reimbursement of the statutory wages revised by the Govt.
9. Decision of NITK with regard to interpretation of the Terms and Conditions and the Agreement shall be final and binding on the Agency.
10. In case of any dispute between the Agency and NITK, NITK shall have the right to decide. However, all matters of jurisdiction shall be at the local courts located at MANGALORE.

This Agreement will take effect from _____ day of Two thousand Twenty Six and shall be valid for One year & the contract may be extended for another 1+4 year on the basis of satisfactory service.

IN WITNESS WHEREOF both the parties have set and subscribed their respective hands with their Seal in Mangalore in the presence of the witness:

NATIONAL INSTITUTE OF TECHNOLOGY KARNATAKA, Surathkal

Witness: 1.

2.

AGENCY

Witness: 1.

2.

Format of Work Order

(In the Letterhead of the Institute)

No. 99/CAMC(Johnson Lift)/Tender – 34 /2026-27/HD

Date: -----

Through Speed Post

To:

(Name and address of the contractor)

Sir,

Sub.: **Providing Comprehensive Annual Maintenance Contract for 30 No's of Johnson make Passenger and goods lifts installed at various building in NITK – Work Order issued – Reg.**

Ref.: This office letter of acceptance No. 99/CAMC(Johnson Lift)/Tender – 34 /2026-27/HD dated:07.10.2026

The agreement dated ----- for the above work is accepted. A copy of the agreement is enclosed. You are requested to contact the Superintending Engineer of this Institute for further instructions.

Subject to satisfactory performance and subject to terms and conditions of the agreement, the contract is for two years starting from ----- . The payment payable under this contract is as follows:

Details of Price bid as accepted

Note: GST is extra as applicable.

You are requested to obtain Labour Licence from the Assistant Labour Commissioner (C) as per Contract Labour (Regulation and abolition) Act 1970 and the Central Rules framed thereunder, and submit a copy of the same to this office for record purpose. Form No. 3 required in this connection is enclosed herewith.

You are further requested to submit an Indemnity bond as per the terms of the contract within seven days.

Yours sincerely,

Encl.: As above.

Dy. Director
NITK, Surathkal.

Copy to:

1. Assistant Labour Commissioner (C), BSNL building, Padua, NH-66, Kadri, Mnagaluru - 575004 - for information.

Copy to:

Format of Indemnity bond (To be submitted by the successful bidder after executing the Contract)

(TO BE NOTORISED ON A STAMP PAPER OF APPROPRIATE VALUE)

Name of the work: **Providing Comprehensive Annual Maintenance Contract for 30 No's of Johnson make Passenger and goods lifts installed at various building in NITK**

KNOW all men by these presents that M/s ----- (name and address of the contractor) do hereby execute Indemnity bond in favour of the National Institute of Technology Karnataka, Surathkal, Mangaluru – 575 025, on this ----- day of -----

THIS DEED WITNESSED as follows:

We (Name and address of the contractor) do hereby indemnify and save harmless National Institute of Technology Karnataka, Surathkal, Mangaluru – 575 025 from:

1. Any third-party claims, civil or criminal complaints/ liabilities/ site mishaps and other accidents or disputes; and/ or damages occurring or arising out of any mishap due to my/ our negligence in performing the contract for :: **Providing Comprehensive Annual Maintenance Contract for 30 No's of Johnson make Passenger and goods lifts installed at various building in NITK .**
2. Any damages, loss or expenses due to or resulting from any negligence or breach of duty on the part of me/ us or my workers/employees;
3. Any claims by workers of mine/ ours under the Workman Compensation Act or Employees Liability Act or Minimum Wages Act or any other Act/ Law/ Rules and regulations in force from time to time under any Law in respect of injuries to persons or property arising out of in the course of execution of contract and/ or arising out of in the course of employment of any workers/ employees;
4. Any act or omission of mine/ ours which involve any loss or damages or liability or civil or criminal action.

IN WITNESSETH WHEREOF the above named has set his signature on this day-----

Signed and delivered by the aforesaid in the presence of witness:

- 1.
- 2.

Seal and signature of the Notary

FORMAT OF BANK GUARANTEE FOR SECURITY DEPOSIT

1. THIS DEED OF GUARANTEE made this Date of PBG commencement By Name of Bank i n f a v o r of M/s. National Institute of Technology Karnataka, Surathkal, having its registered office at National Institute of Technology Karnataka, Surathkal
2. WHEREAS Ms. National Institute of Technology (hereinafter called the "COMPANY ") have placed work order(s) which are pending as on date and also proposes to place further work order(s) (hereinafter called the "CONTRACT" up to Date of PBG commencement for Work order no
Providing Comprehensive Annual Maintenance Contract for 30 No's of Johnson make Passenger and goods lifts installed at various building in NITK .Dated With (Name of the Contractor & Address) (herein after called the "CONTRACTOR") and as per the terms of the contract, the company has issued/proposes to issue raw materials to the contractor to enable them to complete the work.
3. AND WHEREAS one of the conditions for placing such contract(s) is that the Contractor/ Supplier shall provide the Company a Bank Guarantee for ₹ -----/(2.5% of contract value) in lieu of cash and towards the security deposit for the raw materials supplied and to be supplied, in pursuance of the contract(s) already placed but pending as on date and the contract(s) to be placed from time to time up to -----(date) and also for the satisfactory performance and completion of work/supply as per the terms and conditions of the said contract(s).
4. AND WHEREAS the Name of the Contractor approached the Name of the Bank and at their request and in consideration of the arrangement arrived at between the said Contractor Name of the Contractor and the said Bank.
5. We Name of the Bank do hereby undertake to pay the amounts due and payable under this guarantee without any demur, merely on a demand from the Company stating that the amount claimed is due by way of Inss or damage caused to or would be caused to or suffered by the Company by reason of breach by the said Contractor(s) of any of the terms and conditions contained in the said Agreement or by the reason of the contractor(s) 'failure to perform' the said agreement. Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding -----/-
6. We Name of the Bank further assure that the Contractor/ Supplier shall be responsible for the safe custody and protection of the raw materials that have been supplied/and to be supplied to NITK under the contract(s) already placed but pending as on date and to be placed up to End date of the against all risks till they are delivered back as finished products to NITK as per the terms and conditions of the Contract or as they may direct and until such time, the Contractor/ Supplier shall hold the raw materials in trust for NITK and shall not alienate the same in any manner whatsoever by way of sale or mortgage or charge or hypothecation etc. in favour of anyone else including the bank herein or any other banks /financial institutions etc.

The raw materials shall always remain the property of NITK and the Bank shall indemnify NITK against the loss, damage or deterioration whatsoever in respect of the said raw materials while in the possession of the Contractor/Supplier. The raw materials of NITK shall always be open for inspection by any Officer authorized by NITK. The liability under this Guarantee is a continuing one covering all contracts already placed but pending as on date and to be placed up to and should any loss or damage occur on account of the breach of the terms and conditions of the said contract(s) by the Contractor/ Supplier or should any surplus raw materials become due to the Company under the Contract(s) and remains undelivered by the Company, the Bank shall indemnify the Company for the loss /damage for the value of raw materials for `-----/- (Rupees _____ only) and this is without prejudice to any other remedies which may be otherwise available to the

Company by deduction from any sum due or any sum which at any time hereinafter become due from the Contractor/ Supplier under this or any other Contract(s).

7. We undertake to pay unconditionally to the Company any money so demanded notwithstanding any dispute(s) raised by the Contractor in any suit, or proceedings pending before any Court or Tribunal or Arbitration or before any other authority relating thereto our liability under this present being absolute and unequivocal. The payment under this guarantee would not wait till the disputes have been decided by any Court or Tribunal or in the arbitration proceedings or by any other authority. The payment so made by us under this Bond shall be a valid discharge of liability for payment there under and the Contractor(s) shall have no claim against us for making such payment.
8. We Name of the Bank further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken force of the said Agreement and that it shall continue to be enforceable till all the dues of the Company under or by virtue of the said Agreement have been fully paid and its claims satisfied or discharged or till End date of PBG Office / Department/ Division of the Company certifies that the terms and conditions of the said Agreement have been fully and properly carried out by the said Contractor(s) and accordingly discharges this guarantee.
9. (i) Unless a demand or claim under this guarantee is made on us in writing on or before the End date of PBG we shall be discharged from all the liability under this guarantee thereafter. But where such claim or demand has been preferred by the Company with the Bank before the expiry of the said date, the claim shall be enforceable notwithstanding the fact that the said enforcement is affected after the said date.

(ii) For the purpose of this clause, any letter making demand on the Bank by M/s. NIT dispatched by Registered Post with Ack. Due or by Telegram or by any Electronic media addressed to the above-mentioned address of the Bank shall be deemed to be the claim / demand in writing referred to above irrespective of the fact as to whether and when the said letter reaches the Bank, as also any letter containing the said demand or claim is lodged with the bank personally.
10. We Name of the Bank further agree with the company that the Company shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said agreement or to extend time of performance by the said Contractor (s) from time to time or to postpone for any time or from time to time any of the powers exercisable by the Company against the said Contractor(s) and to forbear or enforce any of the terms and conditions relating to the said agreement and we shall not be relieved from our liability by any reason of any such variation or extension being granted to the said Contractor(s) or for any forbearance, act or omission on the part of the company or any indulgence by the company to the said Contractor(s) or by any such matter or thing whatsoever which under the law relating would but for this provision have effect of not so relieving us.
11. This guarantee will not be discharged due to the change in the constitution of the Bank or the Contractor(s).
12. It shall not be necessary for the company to proceed against the contractor before proceeding against the guarantor-bank and the guarantee herein contained shall be enforceable against them notwithstanding any security, which the company may have obtained or obtain from the Contractor shall, at the time when proceedings are taken against the guarantor hereunder be outstanding or unrealized.
13. Any claim or dispute arising under the terms of this document shall only be enforced or settled in the Courts at Mangalore.

14. The guarantor hereby declare that it has power to execute this guarantee and the executant has full powers to do so on its behalf under the proper authorities granted to him/them by the guarantor.
15. We Name of Bank lastly undertake not to revoke this guarantee during its currency except with the previous consent of the company in writing.

In witness whereof, we Name of Bank have hereunto setout Bank Seal the Date of PBG commencement.

Dated:

(Name of the bank)

Note: This guarantee should be issued on non-judicial stamped paper, stamped in accordance with stamp ac

Schedule – A: Price Schedule format (Only indicative, not comprehensive)

(Please note: Please Do not fill this format. Price bid to be submitted through e-procurement portal duly downloading the BoQ and then to be uploaded duly filled.)

The price quoted shall be inclusive of cost of all materials, all labour, all taxes (except GST, which shall be shown separately), cess and royalties on materials, installation of spares at the site, hire charges of all tools and plants, contractor's profit and all other overheads for successfully carrying out of comprehensive maintenance work. Quoting rate for all the items is must.

Tender Inviting Authority: National Institute of Technology Karnataka, Surathkal, Mangaluru - 575025.

Name of Work: Providing comprehensive maintenance of passenger and goods lifts (30 nos.) installed at various buildings at NITK, Surathkal.

Contract No: Notice inviting e-Tenders No. _____ dated _____

Name of the Bidder:

Item No.	Item Description - Lift location details	Estimated Quantity	Unit of measurement	RATE per UNIT per YEAR (Without GST) In Figures To be entered by the Bidder in Rs. P	GST amount at 18% on rate quoted (GST present tariff)	Total rate per Unit incl. GST	TOTAL AMOUNT Without GST in Rs. P	TOTAL AMOUNT With GST	TOTAL AMOUNT with GST In Words
1	COE Building - Passenger Lift (20 Passengers) Lift No. L-P4811	1.00	Number						
2	COE Building - Passenger Lift (20 Passengers) – Lift No. L-P4812	1.00	Number						
3	CRF Building - Passenger Lift (20 Passengers) – Lift No. L-P4813	1.00	Number						
4	CRF Building - Passenger Lift (16 Passengers) – Lift No. L-P4814	1.00	Number						
5	10 th Block New Boys Hostel Building, Brahmagiri Passenger Lift (16 Passengers) Lift No. L-8451	1.00	Number						

NITK, Surathkal | CAMC for 30 No's of Jhonson make passenger & goods lifts.

Item No.	Item Description - Lift location details	Estimated Quantity	Unit of measurement	RATE per UNIT per YEAR (Without GST) In Figures To be entered by the Bidder in Rs. P	GST amount at 18% on rate quoted (GST present tariff)	Total rate per Unit incl. GST	TOTAL AMOUNT Without GST in Rs. P	TOTAL AMOUNT With GST	TOTAL AMOUNT with GST In Words
6	10th Block New Boys Hostel Building, Brahmagiri Goods Lift (1000 kg) Lift No. L-P8452	1.00	Number						
7	10th Block New Boys Hostel Building, Brahmagiri - Passenger Lift (16 Passengers) Lift No. L-8453	1.00	Number						
8	10th Block New Boys Hostel Building, Brahmagiri - Passenger Lift (16 Passengers) Lift No. L-8454	1.00	Number						
9	10th Block New Boys Hostel Building, Brahmagiri Passenger Lift (16 Passengers) Lift No. L-8455	1.00	Number						
10	11th New Boys Hostel Building, Shivalik Passenger Lift (20 Passengers) Lift No. L-R2948	1.00	Number						
11	11th New Boys Hostel Building, Shivalik Passenger Lift (20 Passengers) Lift No. L-R2949	1.00	Number						
12	11th New Boys Hostel Building, Shivalika Passenger Lift (13 Passengers) Lift No. L-R2950	1.00	Number						

Seal and signature of the contractor

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Dy. Director, For NITK

NITK, Surathkal | CAMC for 30 No's of Jhonson make passenger & goods lifts.

Item No.	Item Description - Lift location details	Estimated Quantity	Unit of measurement	RATE per UNIT per YEAR (Without GST) In Figures To be entered by the Bidder in Rs. P	GST amount at 18% on rate quoted (GST present tariff)	Total rate per Unit incl. GST	TOTAL AMOUNT Without GST in Rs. P	TOTAL AMOUNT With GST	TOTAL AMOUNT with GST In Words
13	Brahmagiri Boys Hostel Block No. 10 - Passenger Lift (16 Passengers) – Lift No. L-L5485	1.00	Number						
14	Brahmagiri Boys Hostel Block No. 10 – Passenger Lift (16 Passengers) – Lift No. L-L5481	1.00	Number						
15	Chemical Engineering Building - Goods Lift (1500 kg) Lift No. L-J7929	1.00	Number						
16	Chemical Engineering Building - Passenger Lift (13 Passengers) – Lift No. L-J7930	1.00	Number						
17	Chemical Engineering Building - Passenger Lift (13 Passengers) – Lift No. L-J7931	1.00	Number						
18	Mechanical Engineering Building - Passenger Lift (16 Passengers) – Lift No. L-J7641	1.00	Number						
19	Mechanical Engineering Building - Passenger Lift (16 Passengers) – Lift No. L-J7642	1.00	Number						
20	Mechanical Engineering Building - Goods Lift (1000 kg) – Lift No. L-3946	1.00	Number						

Seal and signature of the contractor

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Dy. Director, For NITK

NITK, Surathkal | CAMC for 30 No's of Jhonson make passenger & goods lifts.

Item No.	Item Description - Lift location details	Estimated Quantity	Unit of measurement	RATE per UNIT per YEAR (Without GST) In Figures To be entered by the Bidder in Rs. P	GST amount at 18% on rate quoted (GST present tariff)	Total rate per Unit incl. GST	TOTAL AMOUNT Without GST in Rs. P	TOTAL AMOUNT With GST	TOTAL AMOUNT with GST In Words
21	Library Annex Building - Passenger Lift (13 Passengers) – Lift No. L-J7403	1.00	Number						
22	Computer Science & Engineering - Passenger Lift (16 Passengers) – Lift No. L-J1742	1.00	Number						
23	Computer Science & Engineering - Passenger Lift (16 Passengers) – Lift No. L-J1743	1.00	Number						
24	Basic Sciences Building - Passenger Lift (13 Passengers) – Lift No. L-D4907	1.00	Number						
25	Basic Sciences Building - Passenger Lift (13 Passengers) – Lift No. L-D4908	1.00	Number						
26	Girls Hostel Block No. 5 'Nethravathi' - Passenger Lift (16 Passengers) Lift No. L-I6275	1.00	Number						
27	Girls Hostel Block No. 5 'Nethravathi' - Passenger Lift (16 Passengers) – Lift No. L-I6276	1.00	Number						
28	Girls Hostel Block No. 5 'Nethravathi' - Passenger Lift (16 Passengers) – Lift No. L-I6277	1.00	Number						

Seal and signature of the contractor

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Dy. Director, For NITK

NITK, Surathkal | CAMC for 30 No's of Jhonson make passenger & goods lifts.

Item No.	Item Description - Lift location details	Estimated Quantity	Unit of measurement	RATE per UNIT per YEAR (Without GST) In Figures To be entered by the Bidder in Rs. P	GST amount at 18% on rate quoted (GST present tariff)	Total rate per Unit incl. GST	TOTAL AMOUNT Without GST in Rs. P	TOTAL AMOUNT With GST	TOTAL AMOUNT with GST In Words
29	Lecture Hall Complex-C - Passenger Lift (20 Passengers) – Lift No. L-G4541	1.00	Number						
30	Lecture Hall Complex-C - Passenger Lift (20 Passengers) – Lift No. L-G4542	1.00	Number						

Seal and signature of the contractor

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Dy. Director, For NITK