

**TENDER DOCUMENT
FOR
ANNUAL MAINTENANCE CONTRACT
OF
ONE FRESH WATER AQUARIUM
AND
ONE MARINE AQUARIUM
INSTALLED AT
NATIONAL SCIENCE CENTRE**



Ministry of Culture
Government of India

**NATIONAL SCIENCE CENTRE, DELHI
National Council of Science Museums
(Ministry of Culture, Govt. of India)
Pragati Maidan, Near Gate No. 4, Bhairon Road
New Delhi – 110 001**



Ministry of Culture
Government of India

राष्ट्रीय विज्ञान केंद्र
(राष्ट्रीय विज्ञान संग्रहालय परिषद की एक इकाई)
संस्कृति मंत्रालय, भारत सरकार
प्रगति मैदान, भेरों मार्ग, गेट नं 4 के समीप
नई दिल्ली - 110001



ई-मेल : nscdelhi10@gmail.com / दूरभाष सं.: 7428693710 to 17

NOTICE INVITING TENDER

Tender No. 02 / 2024-25

Sealed tenders are invited from experienced and reputed dealers/agencies for **Annual Maintenance Contract of One Fresh Water Aquarium and One Marine Aquarium** installed at the above premises of this Centre as per the Terms & Conditions mentioned below:

TERMS & CONDITIONS

- 1) **The Sealed Tenders will be received upto 3.30 p.m. on 07-05-2024** and will be opened at 4.00 p.m. on the same day at the above cited address in presence of available tenderers. Offers received after the due date and time shall not be accepted.
- 2) The Centre does not bind itself to accept the lowest tender and reserves to itself the right to reject or partially accept any or all the tenders, tendered items, or schedules of receipt without assigning any reason whatsoever
- 3) **Earnest Money** amounting to ₹5,000.00 (Rupees Five Thousand only) in the form of Demand Draft/Banker's Cheque drawn in favour of "National Science Centre", payable at "Delhi" shall be enclosed alongwith the tender. The same may also be deposited through NEFT/RTGS in A/c of NSC, Delhi and receipt of the same is to be attached with the tender.
- 4) In case, the successful tenderer refuses to accept the offer after finalization or does not comply with the offer within 3 (three) days from the date of placement of the order as per the finalized and accepted terms & conditions, the order shall be cancelled forthwith without any further reference and the EMD will be forfeited.
- 5) Conditional offer shall not be accepted.
- 6) Tender should be placed in sealed cover superscribing "Tender for AMC of One Fresh Water Aquarium and One Marine Aquarium at NSC, Delhi".
- 7) Overwriting in the Offer Form is not permitted and shall be rejected straightway without giving any reason.
- 8) Validity of the approved rates shall be upto Three years from the date of issuing the Letter of Intent and the contract may be extended beyond the first year at the discretion of the National Science Centre authorities subject to satisfactory performance by the agency during the previous year of contract.
- 9) The successful bidder will have to deposit the prescribed Security (10% of the approved tender value) and to be paid in the form of Bank Draft/Banker's Cheque to the "National Science Centre", Delhi. If the successful tenderer fails to deposit the same at a time before taking up the job, deduction @10% shall be made from bill duly supported by receipted challan and satisfactory inspection/work completion certificate from NSCD authority and the said amount shall be retained by the Centre as Security Deposit. The Security Deposit shall be released after 3 months of the expiry of the AMC period of the last order under the contract, after deducting dues, if any, payable to NSCD. The Security Deposit is liable to be forfeited in case the bidder violates the terms and conditions of the agreement in any manner. No interest shall be paid on the security deposit retained with the Centre.
- 10) The contractors should quote in figures as well as in words the rates and amount tendered by them.

- 11) The agency shall execute an agreement on non-judicial stamp paper of appropriate value before commencement of the work.
- 12) The tenderer shall fill up the enclosed 'Offer Form' and submit the same alongwith the "General Terms and Conditions" in sealed envelope duly signed and stamped on all pages as a token of their acceptance.
- 13) The agencies participating in the tenders & bidding may obtain on specific request, details about the outcome of the Tender and other related details, if any.
- 14) No advance payment shall be made by this Centre under any circumstances. The payment will be made through E-transfer after satisfactory services provided during the contract and after receiving of the bill on quarterly basis. If, in case of any error found, payment will be made after deduction as per rules.
- 15) Notwithstanding anything mentioned herein, this Centre shall have the right to cancel the letter of intent, by giving 7 days' notice.
- 16) The work contract tax / service tax or any other statutory taxes / duties will be deducted from each bill sent by the successful tenderer / agency. The agency will have to provide its GST number.
- 17) **The Lowest tenderer shall be determined based on the overall lowest rates quoted for the entire work.**
- 18) The agency shall visit the site and see the quantum of work and other details and discuss the scope of work clearly before submitting their offer.
- 19) All disputes and differences between the successful tenderer and the Centre of any kind except quality of workmanship and materials whatever arising out of or in connection with the order on the carrying out the work (whether during the progress of the work or after their completion and whether before or after the determination, abandonment or breach of the terms and conditions of the order) shall be referred to the sole arbitration of a person nominated by the Director, National Science Centre, Delhi, whose decision in this regard will be final and binding on both the successful tenderer and the Centre. The provisions of the Arbitration and Conciliation Act, 1996 or any statutory modification or reenactment thereof and of the rules made hereunder for the time being in force shall apply to arbitrations proceedings under this Council.
- 20) The agency shall take care of all statutory obligations as required under the Contract Labour Act.
- 21) Canvassing in connection with tenders is strictly prohibited and the tenders submitted by the parties who resort to canvassing will be liable to rejection on that ground.

Date:

Signature of the Contractor
With Seal



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Tender No. 02 / 2024-25

OFFER FORM

I/We have read, understood and accepted all the Instructions, General Terms and Conditions, specification for **Annual Maintenance Contract of One Fresh Water Aquarium and One Marine Aquarium** installed at National Science Centre, Delhi as per the specifications at National Science Centre, Delhi.

I/We hereby offer my/our rates for the said tender: -

01. Name of the Tenderer :
02. Address (in case of Firm/company, registered Office address including jurisdiction of the police station should be given) :
03. Telephone Nos. a) Office :
b) Workshop :
c) Mobile :
04. Name of the Bankers and their addresses :

Annual Maintenance Contract of One Fresh Water Aquarium and One Marine Aquarium installed as per the specifications at National Science Centre, Delhi.

Sl. No.	Description of the job/material	Quantity	Rate/Amount
01	AMC of Fresh Water Aquarium of 1830 mm (L) x 460 mm (D) x 915 mm (H) installed at NSC, Delhi alongwith fresh water fishes as per our scope of work attached.	01 Job	
01	AMC of Marine Aquarium of 1830mm (L) x 460 mm (D) x 915mm (H) installed at NSC, Delhi alongwith marine fishes as per our scope of work attached.	01 Job	

05. Percentage of applicable rate of Service Tax, if extra. (No Sales Tax concessional or declaration form Either 'C' or 'D' shall be provided by NSC, Delhi. :
06. Any other duties/taxes/charges (indicate Clearly percentage of duties/taxes/charges to be imposed), if extra. :

The above rates quoted by us for **Annual Maintenance Contract of one fresh water Aquarium and one marine Aquarium** installed at NSCD strictly in accordance with the specification of the National Science Centre, Delhi. Deviation, if any, will make the tender/offer liable to be considered invalid.

Date.....

Signature of the Tenderer
Office Seal

SCOPE OF WORK

Annual Maintenance Contract of one Fresh Water Aquarium and One Marine Aquarium installed at the premises of National Science Centre, Delhi.

1. All glass must be regularly cleaned and maintained properly.
2. The water inside the tank should always be proportionate to the mineral content of clean and synthetic seawater, the pH factor and temperature etc. will have to be monitored on daily basis and necessary corrections, if any, will need to be made as per requirement.
3. The number of fish and sea creatures will have to be maintained at normal levels. If an organism loses due to any reason, then it has to be compensated within a week.
4. The rates quoted for the above work should be as per the above specifications and the rates will be valid for one year from the date of issuing order.
5. During the contract all the equipment installed in the aquarium like Air Pump, Water Filter, Heater, etc., all the necessary accessories and their auxiliary equipment will have to be intact by the agency at all times. The decoration materials of aquariums like wallpaper, gravel, plants and other essential materials etc. will also have to be maintained properly and may also need to be changed when required (or as directed by the department) which will be within the scope of the tender and for this No additional payment will be made.

The agency shall accept full responsibility for the following at their cost:

1. Maintenance of living rocks, vegetation, fish, crab, and all live specimens in the best of their health always upto a minimum of 90% of the original population at any point of time.
2. Maintenance of the aquarium tanks, and all supporting equipment, pumps, filter etc. in tip-top clean and in the best of their condition all the time.
3. Maintaining the quality of water in marine aquarium at all times for sustenance of live species.
4. Regular feeding of the fish population in the prescribed manner and quantity.
5. Regular medication and additives for proper health of the living specimens.
6. Regular maintenance of all electrical items and supporting equipment and prompt replacement of fused lamps and/or defective parts.
7. Maintenance of the minimum quantity of spares and pumps at the aquarium site for prompt replacement of all times.
8. Maintenance of the Inverter-based power back-up system for 15-20 min. duration.
9. Mending of accidental damages to the aquariums caused by visitors, or NSC staff or natural calamities at the cost of NSC. However, damages caused by the staff of the tenderer shall be mended by the tenderer at their cost.
10. Supply and installation of marble chips, stones, aragonite granites & pebbles and requisite artificial plants for fresh water aquarium.
11. Mention list of pumps/filters/animal species in the aquarium.

List of Plants required for the FRESH WATER AQUARIUM of NSC, Delhi

S. No.	Item	Quantity
1.	Cabomba	10
2.	Java Fern	10
3.	Cabomba	10
4.	Echinodorus	10
5.	Crypto Coryne	10

I/We hereby declare that I/We read and understood the above instructions for the guidance of bidders.

Date:
Address:

Signature & Stamp of Authorized Person

List of MARINE FISH for the AQUARIUM of NSC, Delhi

S. No.	Item	Quantity
1.	Blue Damsel	4
2.	Black & White Clown	2
3.	Percule Clown	2
4.	Tomato Clown	2
5.	Tentacle Anemone	2
6.	Mixed Anemone	2
7.	Moto Tang	1
8.	Koran Angel	1
9.	Sargent Meager	1
10.	Sand Goby	2
11	Red Star	2
12.	Color Star	1
13.	Yellow Tang	1
14.	Red Squirrel	1

I/We hereby declare that I/We read and understood the above instructions for the guidance of bidders.

Date:
Address:

Signature & Stamp of Authorized Person

List of FRESH WATER FISH for the AQUARIUM of NSC, Delhi

S. No.	Item	Quantity
1.	Tiger Barb	4
2.	Rainbow fish	4
3.	Angel Fish	4
4.	Albino Barb	4
5.	Rosy Barb	4
6.	Cardinal Tetra	4
7.	Algal Eater	4
8.	Clown Loach	4
9.	Kabuli Loach	4
10.	Ramirez	4
11.	Bela Shark	4
12.	Rainbow Shark	4
13.	Honey Gourami	4
14.	Blue Gourami	4
15.	Emperor Tetra	4
16.	Pearl Gourami	4

I/We hereby declare that I/We read and understood the above instructions for the guidance of bidders.

Date:
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BANK DETAILS OF NATIONAL SCIENCE CENTRE, DELHI

Name of the Account Holder	NATIONAL SCIENCE CENTRE, DELHI
Account No.	2417101004100
Bank Name	CANARA BANK
Bank Address	6, Bhagwan Das Road, New Delhi
IFSC Code	CNRB0002417
MICR Code	110015045
Type of Account	Saving Account
Branch Code	2417
GST No.	07AAAAN2541C1Z5