

**GOVERNMENT OF INDIA
MINISTRY OF ELECTRONICS & INFORMATION TECHNOLOGY
UNIQUE IDENTIFICATION AUTHORITY OF INDIA
Aadhaar Complex, NTI Layout,
Tata Nagar, Kodigehalli, Bengaluru - 560092.**

TC-UID/ADMIN/FACILITY MANAGEMENT HDC/106/BLR/2019-2020/Vol-II Dt.25.07.2019

**Sub: Comprehensive Facility Management Services (FMS) for UIDAI, Technology
Centre Building, Tata Nagar, Bengaluru-560092.**

Disclaimer

1. This Request for Proposal ("RFP") is issued by the Unique Identification Authority of India (UIDAI).
2. This RFP is not a contract and is neither an offer nor invitation by UIDAI to the prospective Bidders or any other person. Whilst the information in this RFP has been prepared in good faith, it is not and does not purport to be comprehensive or to have been independently verified. Neither UIDAI, nor any of its officers or employees, nor any of their advisers nor consultants accept any liability or responsibility for the accuracy, reasonableness or completeness of, or for any errors, omissions or misstatements in the information or makes any representation or warranty, express or implied, with respect to the information contained in this RFP or on which this RFP is based or with respect to any written or oral information made or to be made available to any of the recipients or their professional advisers and, so far as permitted by law and liability therefore is hereby expressly disclaimed.
3. The purpose of this RFP is to provide the Bidder(s) with information that may be useful to them in the formulation of their Proposals in pursuant to this RFP. The information contained in this RFP is selective and is subject to updation, expansion, revision and amendment at the sole discretion of UIDAI. This RFP document is not exhaustive and does not purport to contain all the information that a Bidder may require for the purpose of making a decision for participation in this bidding process. Neither UIDAI nor any of its officers, employees nor any of its advisers nor consultants undertakes to provide any party with access to any additional information or to update the information in this RFP or to correct any inaccuracies therein which may become apparent. Each Bidder should conduct its own analysis of the information contained in this RFP, correct any inaccuracies therein and is advised to carry out its own investigations on the project, the regulatory regime which applies thereto and by and all matters pertinent to UIDAI and to seek its own professional advice on the legal, financial and regulatory consequences of entering into an agreement or arrangement relating to the project.
4. UIDAI accepts no liability of any nature whether resulting from negligence or otherwise however caused arising from reliance of any Bidder upon the statements contained in this RFP.

SECTION I – Instruction to Bidders

Unique Identification Authority of India (UIDAI), Technology Centre invites tender for “Comprehensive Facility Management Services (FMS)” for UIDAI Technology Building, Tata Nagar, Bangaluru-560092, through CPP Portal.

1.1 Introduction: The Unique Identification Authority of India (UIDAI) is mandated to issue unique numbers (Aadhaar numbers) to every resident in the country. The UIDAI has been issuing Aadhaar numbers in partnership with large number of Registrars across the country. The process of enrolments has gained momentum since the launch of project on 29th September, 2010 and more than 123 crore Aadhaar have been issued till date.

Aadhaar number is a 12- digit nationally valid unique life time identifier for Indian residents and many services are expected to ride on Aadhaar in future. Aadhaar platform is expected to become the country’s central identity management system. The initiative to issue an Aadhaar number to every resident in India has at its heart, an ambitious objective to make identity easily authenticable and verifiable for residents across the country and to make service delivery more effective and efficient. The Aadhaar number is expected to become a convenient real time means for individuals to verify their identity anywhere in India. Any agency wishing to authenticate the identity of any resident would be able to contact the UIDAI’s Aadhaar database, the Central Identification Data Repository (CIDR), to verify that the residents are who they claim they are.

1.2 Bidder(s) are advised to study the Bid document carefully. Online bid Submission shall be deemed to have been done after careful study and examination of the bid document with full understanding of its implications. Bid offers prepared in accordance with the procedures enumerated in the bid should be submitted online only through CPPP website: <https://eprocure.gov.in/eprocure/app> not later than the date and time laid down in the Schedule for Invitation under Clause 1.13. The Bidders are advised to follow the instructions provided in the ‘Instructions to the Bidder for submission of bids online through the Central Public Procurement Portal for e-Procurement at <https://eprocure.gov.in/eprocure/app>’. Bid documents may be scanned with 100 dpi with black and white option, which helps in reducing size of the scanned document.

1.3 Manual bids shall not be accepted.

1.4 One bidder or bidders having business relationship shall submit not more than one tender. Under no circumstance will father/mother and his/her son/daughter or other close relations who have business relationship with one another (i.e. when one or more partner(s)/ Director(s) are common) be allowed to tender for the same contract as separate competitors. A breach of this condition will render the tenders of both parties liable to rejection.

The Bidder/s who have downloaded the tender from the UIDAI website www.uidai.gov.in and Central Public Procurement Portal (CPPP) website <https://eprocure.gov.in/eprocure/app>, **shall not tamper/modify the tender form including downloaded price bid template in any manner.** In case if the same is found to be tempered/modified in any manner, **tender will be completely rejected and EMD would be forfeited and bidder(s) is liable to be banned from doing business with UIDAI.**

- 1.5** Intending bidders are advised to visit CPPP website <https://eprocure.gov.in/eprocure/app> and UIDAI website www.uidai.gov.in regularly for any corrigendum/addendum/amendment.
- 1.6** The Hard Copies of the original Financial instruments in respect of '**Tender fee and Earnest Money Deposit (EMD)** must be delivered to the address as mentioned in the bid on or before the date & time of bid submission as mentioned in critical date sheet. In case of failure, Bidder(s) shall be rejected summarily for non-submission of original payment instrument. The Demand Draft submitted for tender fee shall be non-refundable and for **EMD/bid security shall be interest free.**
- 1.7** The Bids will be opened as per schedule mentioned in the bid and the schedule of Price-Bid will be intimated to technically qualified bidders with the approval of competent authority.
- 1.8** All the Bids must be accompanied by an **EMD/Bid Security of an amount of Rs.10 Lakh/- (Rupees Ten Lakh only)**, in the form of Demand Draft drawn on any Nationalized Bank/ Scheduled Commercial Bank in favour of "**UIDAI Technology Centre**" and payable at Bengaluru, except those who have been exempted as per directive of Govt. of India (enclose certificate as applicable).
- 1.9** The Bidder/s is required to pay **Rs. 100/- (Rupees One hundred Only)** towards Tender fee, at the time of bid submission, in the form of a Bank Demand Draft drawn on any Nationalized Bank/ Scheduled Commercial Bank in favour of "**UIDAI Technology Centre** " and payable at Bengaluru, except those who have been exempted as per directive of Govt. of India (enclose certificate as applicable).
- 1.10** **The transfer of Bid and subcontracting is not allowed. In case any bidder found to be subcontracting at any stage , the Bid/contract will be rejected/cancelled along with forfeiture of EMD/PBG.**
- 1.11** **Schedule for Invitation to Bid:**
- a. Name of the Purchaser:**
The Assistant Director General (Admin),
Unique Identification Authority of India,
Technology Centre, Ministry of Electronics &
Information Technology, Govt. of India (GoI),
TataNagar, Bengaluru-560092.

b. Addressee and Address:

The Deputy Director (Admin.)
Unique Identification Authority of India,
Technology Centre, Ministry of Electronics & Information Technology,
Govt. of India (GoI), Tata Nagar, Bengaluru-560092.

c. Name of the Contact Person for any clarification :

Mr. P.Prabhu , Technical Officer (Electrical)
Unique Identification Authority of India,
Technology Centre, Ministry of Electronics &
Information Technology, Govt. of India (GoI),
Tata Nagar, Bengaluru-560092.
Phone no. 080-23099216 & 080-23099212

d. Queries should be submitted via E-mail and followed by paper copy by post

E-mail-prabhu.periyasamy@uidai.net.in
shaikh.azharuddin@uidai.net.in

1.12 Important/Critical Dates: The following table provides information regarding the important dates of the Bid process for this Bid:

CRITICAL DATE SHEET

Published Date & Time	25/07/2019, 01:00 PM
Pre-Bid Meeting	07/08/2019, 11:30 AM
Submission of Clarification, if any	09/08/2019, 03:00 PM
Clarification / corrigendum to be uploaded on the CPPP Portal	13/08/2019, 12:00 PM
Bid Submission Start Date	13/08/2019, 05:00 PM
Bid Submission End Date	22/08/2019, 03:00 PM
Technical Bid Opening Date	23/08/2019, 04:00 PM
Tender fee	Rs.100/- (INR One hundred only)
EMD	Rs.10,00,000/- (INR Ten Lakhs only)
Financial Bid Opening Date	Will be communicated later

Bid Validity	180 days
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Note: Firms/Agencies/Contractors interested in participation of Pre-Bid meeting send an email on or before 05/08/2019 upto 3:00 PM to

E-mail prabhu.priyasamy@uidai.net.in
shaikh.azharuddin@uidai.net.in

Note: The UIDAI shall not be responsible for delay in online submission of the bid, whatsoever may be the reasons. Also, ensure delivery of the original financial instruments (EMD/Tender Fee/ exemption certificate as per Govt Directions) to the addressee on or before the date & time of bid submission.

1.13 Procedure for Submission of Online Bids on CPP Portal: 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>.

1.13.1 Registration: The Bidders are required to enroll 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. As part of the enrolment process, the bidders will be required to choose a unique user name and assign a password for their accounts.

1.14 The 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.

1.15 Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / TCS / nCode / eMudhra etc.), with their profile.

1.16 A bidder should register only one valid DSC. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others, which may lead to misuse. The Bidder then login to the site in a secured manner by entering their user ID/password and the password of the DSC/e-Token.

1.17 Searching for tender documents: 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.

1.18 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/e-mail in case there is any corrigendum issued in the tender document.

1.19 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.

1.20 Preparation of bids: The Bidder should take into account any corrigendum published on the tender document before submitting their bids. 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.

1.21 The 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.

1.22 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.

1.23 Submission of bids:

Bidder should login to 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 date & time. Bidder will be responsible for any delay on their part.

1.23.1 The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.

1.23.2 Bidder has to select the payment option as “offline” to pay the tender fee/EMD as applicable and enter details of the financial instruments.

1.23.3 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, on/before the last date & time of bid submission or as specified in the tender documents. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copies and the data entered during bid submission time. Otherwise, the uploaded bid will be rejected.

All the pages of bid being submitted must be signed and sequentially numbered by the bidder irrespective of nature of content of the documents before uploading. All the files mentioned below should be in PDF except for the BoQ which should be .xls format.

The offers submitted by Telegram / Fax./ email shall not be considered . No correspondence will be entertained in this matter.

1.23.4 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 file name. If the BoQ file is found to be modified by the bidder, the bid will be rejected.

1.23.5 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.

1.23.6 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 openers’ public keys. Overall, the uploaded

tender documents become readable only after the tender opening by the authorized bid openers.

1.23.7 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 bid submission with all other relevant details.

1.23.8 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.

1.24 BIDDER’S PRE-QUALIFICATION CRITERIA

Bidder shall fulfill the following Bidder’s Pre-Qualification Criteria.

1.24.1 Experience Criteria / Technical Criteria

The Bidder shall possess valid ISO 9001, 14001 & OHSAS 18001 certification.

a) Bidder should have completed in previous three 3 years ending on 31.03.2019.

- ONE similar work of single contract value **not less Rs. 4.0 Cr.**

OR

- TWO similar works with each of single contract value **not less than Rs.2.5Cr.**

OR

- THREE similar works with each of single contract value **not less than Rs.1.5 Cr.**

Similar work(s) shall mean “Operation & Maintenance of atleast 03 of the below mentioned works:

Sophisticated and latest IT Equipments, Electrical Systems, Fire Fighting System, lifts, HVAC Air-conditioning System, DG Sets, Sewage treatment plant, Water treatment plant, Building Management System in a Central Government / State Government/ Central autonomous body/ Central PSU/ Municipal corporations /State PSU/ Railway stations / Government hospitals, Metro Station, Airports or reputed industrial house”.

b) The firm should have hired/engaged at least 300 skilled/semi-skilled / unskilled workers during any of the last three financial years ending on 31.03.2019.

c) A company incorporated in India under the Company Act, 1956 / 2013 and subsequent thereto.

Or

Partnership register under the India Partnership Act, 1932 or Limited Liability Partnership Firm registered under the Limited Liability Partnership Act, 2008 with

their registered office in India.

Registered with the GST Authorities.

Company shall not have been debarred or blacklisted from carrying out business with the UIDAI or the Ministry of Electronics & IT or the entire Central Government at the time of the submission the proposals.

d) The UIDAI may at any time during the period of empanelment contract, by a written order given to the Bidder, make changes within the general scope of the Contract.

e) The UIDAI reserves the right to accept any bid and to annul the Bid process and reject all the bids at any time prior to award of Contract, without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or Bidders of the grounds for the UIDAI's action.

f) When deemed necessary, the UIDAI may seek clarification on any aspect from the Bidder. However, that would not entitle the Bidder to change or cause any change in the substance of the Bid submitted or price quoted.

g) At any time prior to the last time and date for receipt of bids, the UIDAI, may for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, modify the Bid Document by a an amendment.

h) It is required that Bidders participating in the project adhere to the highest ethical standards both during the selection process and throughout the execution of contract

i) Bidder shall be a single entity (called sole bidder).

1.25 Check list

- a) **Please check whether following have been enclosed in the respective covers, namely, Technical Bid and Commercial Bid:**
- b) **Check list (as in Table-1 below) should be duly filled, signed and scanned and should be uploaded as part of Technical Bid.** The Annexures supporting the above list shall be placed along with the Technical Bid.
- c) **Check-list (as in Table-2 below) should be duly filled, signed and scanned and should be uploaded as part of Commercial Bid.** The Annexures supporting the above list shall be placed along with the commercial bid.

Table - 1

1.25.1 Check List of Eligibility Criteria documents/supporting documents to be uploaded in the Technical Bid

S. No.	Eligibility Criteria	Whether Uploaded(Y/N)
(i)	Signed and scanned copy of Bid Document Fee Demand Draft (of original) in case RFP document is downloaded, else copy of document purchase receipt from UIDAI. (To be enclosed along with the technical bid).	
(ii)	Signed and scanned copy of (EMD) Bid Security (in original) to be enclosed along with the technical bid.	
(iii)	<p>The bidder should be a registered company or partnership firm or sole proprietorship.</p> <p>In case of partnership firms/Sole proprietorship, a scanned copy of the partnership or sole proprietorship agreement, else general power of Attorney (GPA) duly attested by a Notary Public furnished on stamped paper duly signed or affirmed by all the partners admitting execution of the partnership agreement or in case of proprietorship GPA duly affirmed by proprietor .</p> <p>In case of registered company, scanned self attested copy of the certificate of registration of firm should also be enclosed along with the technical bid.</p>	
(iv)	The bidder should not have been blacklisted / under a declaration of ineligibility for corrupt and fraudulent practices with any of the departments of the Central, State Governments and PSUs. The scanned copy of the undertaking from bidder in this regard to be submitted.	
(v)	The Bidder should have office in Bengaluru. Self attested copy of the proof to be enclosed along with the tender.	
(vi)	Bidder should have a valid GST Registration, PAN/TAN Number and PF code. Self-attested copy to be enclosed along with the technical bid.	
(vii)	The bidding Company / Firm / Agency must have a minimum annual average turnover of Rs. 3,00,00,000 (Rupees Three Crore) per year during the last three financial year till year ended on 31.03.2019. Self attested copy of audited balance sheet or CA's / CS certificate as proof to be enclosed along with the technical bid.	
(viii)	Bidding Company/Firm/Agency should be registered with Employees Provident Fund	

	organization (EPFO), Employees State Insurance Corporation (ESIC) under the respective Acts/laws and Labor Commissioner under Contract Labor Act, 1972. Self attested copy of proof to be enclosed along with the technical bid.	
(ix)	<p>The bidder must have completed/executed at least</p> <p>(A) One (1) workof the value of at least Rs.4,00,00,000/- (Rs Four Crores only) or</p> <p>(B) Two (2) worksof the value of at least Rs.2,50,00,000/- (Rs Two Crores fifty lacs only) Or</p> <p>(C) Three (3) works of the value of at least Rs. 1,50,00,000/- (Rs One Crores fifty lacs only)</p> <p>From Facility Management (Technical) services in the last 3 financial years. Signed and scanned copy of following shall be uploaded</p> <p>i. Copy of each such purchase order clearly indicating the value of the Order.</p> <p>ii. A certificate in original from the Statutory Auditor/ Chartered Accountant / Company Secretary/ Director of the bidder's company indicating and certifying the value of the components relating to Facility Management services work.</p> <p>iii. A copy of completion certificate from respective customers indicating satisfactory execution of such order/contract /payment milestones of customer.</p>	
(x)	The bidding agency/firm should have a minimum of 300 employees on their roll. Supporting proof thereof should be attached with the Technical Bid	
(xi)	Income Tax Payment Certificate for last three years as on 31.03.2019. Self-attested copy of proof to be enclosed along with the technical bid.	
(xii)	Service Provider Company / Firm/ Agency should have at least five years' experience in providing Facility Management services to reputed Private and/or Public sector	

	companies/banks/Government. Details need to be provided as per of Section IV Departments etc.	
(xiii)	All pages Signed and Scanned copy of Technical Bid with Annexures 4.2.1 and Annexure- D, E	

Table – 2

1.25.2 Check List of Annexure / Appendix to be uploaded in the Commercial Bid

S. No.	Description	Whether Uploaded(Y/N)
(i)	Signed and Scanned Copy of Details of consolidated Cost for providing Facility Management services (Annexure 4.2.2) and Annexure 4.2.3 and Annexure -F	
(ii)	Signed and scanned copy of cost Of Facility Management Services Per Month (to be downloaded online In the Form Of BoQ of .Xls format (Annexure 4.2.3) and Annexure –F uploading the soft copy	

1.26 Assistance to bidders:

1.26.1 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.

1.26.2 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. The contact number for the helpdesk is 180030702232.

1.27 Discount:

The bidders are advised not to indicate any separate discount. Unconditional Discount, if any should be merged with the quoted prices. Discount of such type indicated separately will not be taken into account for evaluation purpose. However, in the event of such an offer without considering discount is found to be the lowest the UIDAI shall avail such discount at the time of awarded of contract.

SECTION II –Evaluation of bids

2.1 TECHNICAL BID EVALUATION

The bidders who shall meet the qualification criteria mentioned under clause-1 of Section-II be considered for Technical Evaluation.

- a. The UIDAI shall follow two bid systems (Technical Bid and Financial Bid) and the same shall be evaluated separately. UIDAI may seek clarification from any or all the Bidders during bid processing, if required.
- b. The Technical bid evaluation shall be done based on the criteria mentioned in the following clause.
- c. Each bidder shall be assigned marks out of a total of 100 marks as specified in the below table:

1.	Number of years in Operations	Max 10 Marks
1.1.	Less than 5 years	05 Marks
1.2.	More than 5 years	10 Marks
2.	Company's total Turnover (2018-19 Last Financial Year)	Max 10 Marks
2.1.	Between 3 to5 crores	05 Marks
2.2.	More than 5 crores	10 Marks
3.	Number of Manpower on roll	Max 10 Marks
3.1.	Less than 500	05 Marks
3.2.	More than 500	10 Marks
4.	Quality Related Marks	Max 15 Marks
4.1.	ISO 9001	05 Marks
4.2.	ISO 14001	05 Marks
4.3.	OHSAS 18001	05 Marks
5	Bidder's Experience in similar works in last 03 years (Total Value of Purchase Order/Completion order will be considered for calculation)	Max 20 Marks
5.1	Upto 10 Crores	10 Marks
5.2	More than 10 Crores	20 Marks
6	Manager and Supervisor CV and Interview	10 Marks
7	PowerPoint presentation by qualified bidders based on site visit of UIDAI which would include detailed Scope of Work and to deal with and client feedback.	25marks (To be allotted by TEC)

- d. Bidder should secure mandatorily a minimum of 70% marks (i.e. 70 marks out of total 100 marks as per para-2.3 of Technical Bid Evaluation) in Technical Evaluation to be a qualified bidder for **opening of financial bids.**

- e. Financial bids of only those bidders will be opened who have qualified in Technical Evaluation by scoring more than 70%marks. UIDAI shall intimate the bidders, the schedule for the **financial Bid opening**.
- f. The evaluation will be done in 3 phase by the Evaluation Committee (EC) setup by UIDAI. Any time during the process of evaluation the UIDAI may seek specific clarification from any or all Bidders. The Evaluation Committee (EC) shall first evaluate the Pre-qualification proposal as per the pre-qualification criteria mentioned below. The Pre-qualification proposal shall be evaluated based on the information provided in the standard Forms and the supporting documents.

2.2 FINANCIAL BID OPENING PROCEDURE

- 2.2.1 The Financial Bids of all the technically qualified Bidders shall be opened on the scheduled date &time which should be communicated later.
- 2.2.2 Mere becoming the lowest bidder, prior to financial bid scrutiny shall not give any right to the lowest bidder to claim that he/she is successful in the bidding process. The successful bidder (L1) shall be decided only after following due procedure and on approval of competent authority of UIDAI.

2.3 FINANCIAL BID EVALUATION AND DETERMINATION OF THE SUCCESSFUL BIDDER

- 2.3.1 The financial evaluation shall be carried out and financial bids of all the bidders will be evaluated on overall least cost basis.
- 2.3.2 The Bidder with the lowest bid Prices (L1) shall be considered for further processing of Bids for the approval of competent authority.
- 2.3.3 The Bidders' ranking shall be arranged depending on the total cost quoted by them.
- 2.3.4 The Bidder meeting the minimum eligibility criteria by scoring 70% marks in technical evaluation and with lowest financial bid will be considered as L1.
- 2.3.5 If there is a discrepancy between words and figures, the amount in words shall prevail.

SECTION III – General and Specific Terms and Conditions

GENERAL

3.1 Definitions

In this Contract, the following terms shall be interpreted as indicated:

- a) **"UIDAI"** means the Unique Identification Authority of India.
- b) **"The Purchaser/Owner"** means the Chief Executing Officer (CEO), Unique Identification Authority of India or any other representative authorized by the CEO.
- c) **"Purchase Officer"** means the officer signing the acceptance of Bid and includes any officer who has authority to execute the relevant contract on behalf of the Purchaser.
- d) **The "Contract"** means the agreement entered into between the Purchaser and the Vendor as recorded in the Contract Form signed by the Purchaser and the Vendor, including all attachments and annexes thereto and all documents incorporated by reference therein.
- e) **The "Agency/Vendor/Contractor"** means the person or the firm or the company with whom the contract of the Facility Management Services is entered and shall be deemed to include the Vendor's successors, representatives (approved by the Purchaser), heirs, executors, administrators and permitted assigns, as the case may be, unless excluded by the terms of the contract.
- f) **"The Contract Value"** means the price payable to the Vendor under the Contract for the full and proper performance of its contractual obligations;
- g) **"The Goods"** mean all of the equipment, hardware, software, machinery, accessories and/or other material which the Vendor is required to maintain the Facility of the Purchaser under the Contract;
- h) **"Service"** means Facility Management Services as mentioned in the RFP at different its sections;
- i) **"Acceptance of Bid"** means the letter/telex/telegram/fax or any memorandum communicating to the selected Vendor the acceptance of his Bid.
- j) **"Supply"** means once the purchaser issues a Purchase Order, the vendor has to provide the Facility Management Services (FMS) within stipulated time.
- k) **"Clause"** means a clause of this Contract and the term "Clauses" means more than one clause.

- l) "Calendar Day" means any day of the calendar month.
- m) "Working Day" means days of the calendar month excluding Sundays or designated government holidays i.e. gazette holidays.
- n) "Calendar Month" means any of the twelve months of the Calendar Year.
- o) "Calendar Year" means a period of twelve consecutive Months according to the Gregorian calendar, commencing with the first day of January and ending with the thirty-first day of December.
- p) "Contract Term": means a period of one calendar year counted from the Effective Date.
- q) "Dispute" means any dispute/ differences/ controversy/ disagreements which arise "between the parties to this Contract/ Agreement in relation to/ in connection with/ the terms of/ ambit hereof.
- r) "Expiry date" means the date on which the terms of the contract which is for a period of one calendar year comes to an end.
- s) "Government Authorities" means the Government of India (GOI) and provincial, state or local government in India and any political subdivision thereof
- t) "Business Day" means any day that is not a Sunday or a public holiday (as per the official holidays observed by UIDAI).
- u) TC means Technology Centre.
- v) "Notice" means:
 - a. an information, announcement, message, notification, warning etc. which is in writing; or
 - b. a consent, approval or other communication required to be in writing under this Contract.

3.2 Read in conjunction with other provision: Specific Conditions of Contract shall be read in Conjunction with the other conditions of Contract, Schedule of Rates, specification of work, Drawings and any other document forming part of this Contract wherever the context so require.

3.3 Every part Supplementary: Notwithstanding the sub-division of the document into these separate sections and volumes every part of each shall be deemed to be supplementary to and complementary of every other part and shall be read with and into the Contract so far as it may be practicable to do so.

3.4 The UIDAI Officers/Staff and “Engineer-in-Charge” shall mean the authorized representative of UIDAI TC.

3.5 SCOPE OF WORK

2.1 Refer Section-IV for scope of work.

3.6 LOCATION OF WORK:

The work shall be carried out at UIDAI Technology Centre Building, Tata Nagar, Bengaluru-560092.

3.7 HANDING OVER OF SITE:

The site shall be handed over by the existing FMS to the contractor in neat and tidy condition along with all available documents operation & Maintenance manuals after a joint inspection.

3.8 MOBILIZATION ADVANCE

No mobilization advance and secured advance against materials shall be paid to the contractor.

3.9 BASIC GUIDELINES W.R.T MANPOWER, SHIFT DUTIES AND OTHER ISSUES:

- 3.9.1** No workman shall leave the site without handing over duties to his/her reliever or proper permission of authorized representative of UIDAI.
- 3.9.2** Contractor shall ensure all the manpower are deployed on company’s pay rolls only. Sub-contracting of manpower is not allowed.
- 3.9.3** Contractor has to ensure presence of 100 % strength of manpower as per the duty chart. No worker shall leave the site without proper handing/taking over of duties or without proper permission from authorized representatives.
- 3.9.4** In case of Critical operations area contractor has to provide reliever for the person who is on leave / absent from duties. In case of non-compliance of the above, deduction shall also be made for non deployment period from the monthly bills in addition to penalty as defined in the penalty clause of this RFP.
- 3.9.5** Manpower shall be eligible for leave as per the leave policy of FMS Agency. However, Contractor shall ensure availability of manpower as per the requirement of client.
- 3.9.6** The contractor has to make arrangement for additional staff after normal working hours or on overtime for attending breakdown/repairs/as & when required, the same shall be treated as part of the scope of work of this contract with no additional cost.

3.9.7 The contractor will be fully responsible for any consequences & claims under the law arising out of any accident caused by the workmen to the equipment / property/ personnel of UIDAI / engineer- incharge etc. Contractor shall also be responsible for any claim by third party i.e. due to loss of life / injury / property etc. as a result of accident caused by their workmen.

3.10 SCOPE OF SUPPLY

3.10.1 All tools/tackles/safety gears etc. required for successful operation and maintenance shall be in the scope of FMS agency. UIDAI shall not supply any tools/tackles/safety gears etc.

3.10.2 UIDAI reserves the right to reduce or obliterate any item/work/service from the scope of work even without giving any explanation for the same.

3.11 SUPPLY OF OTHER UTILITIES

An office area of appropriate size shall be provided to FMS agency with free water & power. Central store Room for keeping consumables / Tools etc shall be provided by UIDAI

3.12 CONTRACT PERIOD /TIME OF COMPLETION

3.12.1 The Contract shall be initially for a period of 02 (TWO) YEARS and further extendable for one year on the same rates with the consent of contractor, subject to satisfactory performance (during the last year) and administrative convenience of UIDAI. It is further clarified that any such extension shall be done only at the option of UIDAI and the Contractor shall have no right to claim/demand any extension.

3.12.2 Maximum lead time of 02 (Two) weeks from the date of signing the Agreement shall be given to the Contractor before deployment of personnel at site. The Contractor shall also prepare OEM spare list and a list of all usable spares available for the equipment, for which maintenance is in scope of Contractor at the time of taking over.

3.13 FACTORS TO BE CONSIDERED FOR PRICING

The following items are included in the quoted rate and no separate payment shall be tenable to the FMS agency/contractor:

- a. Salary of all workmen including facility manager and supervisors.
- b. ESI Payment
- c. Bonus Payment
- d. PF Payment
- e. Leave salary per month basis.
- f. Charge for Uniform during Summer & Winter and Shoes
- g. Laundry Charges for the Uniforms

- h. Conveyance Paid to and from the workplace.
- i. Cost of providing reliever.
- j. Charges for comprehensive and non-comprehensive AMC.

3.13.1 Contractor has to ensure that the resources employed by them are paid not less than minimum wages notified by Central government from time to time. Further , the FMS agency has to comply with all relevant laws like labour laws / minimum wages act /PF act / ESI act etc at all times.

3.13.2 As and when wages are being revised by the Gazette notification of Govt. of India, the increased wages shall be paid during the contract period subject to maximum amount of minimum wages. However, if the initial rate of wages quoted are already higher than the increased wages ,there would not be any revision.

3.14 IN THE EVENT THAT THE CONTRACT IS NOT RENEWED OR IS TERMINATED

3.14.1 The Contractor shall furnish UIDAI with a detailed handing over plan and schedule at least one (1) months prior to the effective date of the completion of contract/termination. The handing over plan and the detailed schedule shall be subject to UIDAI approval.

3.14.2 In the event of Poor performance by the Contractor, UIDAI may issue notice to the contractor for improvement within a month. In case there is no improvement, UIDAI may initiate action to terminate the contract at the risk and cost of contractor by giving another one month's notice.

3.14.3 The Contractor shall be responsible to conduct a detailed handover of the complete system to the next Contractor during last one (1) month of the contract. The handover shall be conducted concurrently with the ongoing normal support required of the Contractor without affecting the maintenance of a service level. Similarly, if the Contractor is asked to take over the maintenance of a system, he is to work with the previous maintenance personnel to understand the system. The taking over of the system shall be conducted concurrently with the ongoing normal maintenance support required of the Contractor without affecting the maintenance service level.

3.14.4 Proper documents will be exchanged between both the parties (UIDAI and the Contractor) at the beginning of the contract and during handing over of the job on expiry of the contract and/or on termination. These documents will clearly indicate the details of the state of equipments, the inventory and asset details; the knowledge base, drawings, O&M Manuals, and the data transferred etc. when placed under the services of the vendor and at the time of handing over. The documents will be duly signed by the authorized representatives of UIDAI and the Contractor.

3.15 SERVICES

All the services in general shall be provided as stipulated under Scope of Work/ Schedule of Rates, given in the Tender Documents herewith.

3.16 HOLIDAYS

3.16.1 Contractor is expected to provide 24x7 operations/manpower for the sensitive Areas/facilities (IBMS, Fire services, Electrical services, STP etc.).

3.16.2 According to UIDAI requirement, the manpower to be deputed on holidays may change. Therefore, the Contractor has to cooperate on such issues. Wherever required 24X7 there manpower have to deputed in holidays also.

3.16.2 Definition of Holiday: Holidays, declared by UIDAI in a calendar year for Bengaluru.

3.17 CONTRACTOR'S OBLIGATION.

3.17.1 The following facilities shall be provided by the Contractor to its staff working at the site without any extra cost to UIDAI. It is deemed that cost towards these facilities is already included in the quoted price by bidders.

3.17.2 PPE (Personnel Protective Equipments)etc.

3.17.3 Tools and Tackles etc

3.17.4 Ladders / Stools etc

3.17.5 The Contractor shall:

- a) Ensure that its Facility Manager and Supervisors are equipped with mobile phones.
- b) Provide a roster chart giving service wise deployment plan.
- c) Maintain all plants and machineries on regular basis and shall arrange for all durables, safety gears, tools, equipment& machinery required for the maintenance work.
- d) Contractor shall provide uniforms and shoes to all workmen, suitable for summer and winter season. Following items are to be provided to each and every workman in a year:
 - Two Sets of trousers,
 - Two sets of cotton shirts
 - One pair of safety shoes.
 - ID Cards for the manpower deployed.Colour of the uniform to be decided mutually between Contractor & UIDAI. Before issuing uniform, it is the responsibility of Contractor to get the approval regarding the quality of uniform by UIDAI officials/Engineer-In-Charge.

- e) Contractor has to ensure that all his staffs attend duty in proper uniforms. Cost of uniform shall be considered to be included in the quoted rate and no separate payment towards this account is tenable.

3.17.5 The Contractor shall engage only such workers, whose antecedents have been thoroughly verified, including character and police verification (Within 02 weeks from the date of on-boarding) and other formalities.

3.17.6 Staff deployed by the Contractor shall perform their duties at the premises of UIDAI with due diligence and take all precautions to avoid any loss or damage to the Government property/person.

3.17.7 Be it private or public areas, CISF security personnel of the UIDAI shall have the authority to frisk the staff of the Contractor while entering or leaving the premises of the UIDAI.

3.17.8 The Contractor shall ensure regular and effective supervision of the personnel deployed by him.

3.17.9 Contractor has to submit documentary evidences along with monthly invoice towards depositing of PF and ESI payment against each workman.

3.17.10 Payment to workmen to be paid either by Cheque or through electronic transfer to all workmen by 7th of each calendar month. Documentary evidence towards payment / deposit of amount towards PF , ESI etc to be attached along with monthly invoice.

3.17.11 The Contractor shall ensure that its employee(s)/ labourers refrain from smoking / consuming alcohol and other intoxicant substance or carrying any inflammable substances etc., inside the premises. If anybody found to be consuming alcohol or any other intoxicating substance or carrying any inflammable substance during the duty hours/presence in Aadhaar Complex, forthwith he/ she shall be expelled from the complex and shall be barred to enter again. Contractor at its own discretion shall arrange alternative workman within 48 Hrs, failing which penalty shall be imposed as per the terms and conditions as already specified in the bid.

3.17.12 Coordination with other agencies: Contractor shall be responsible for proper coordination with other agencies operating at the site of work so that work may be carried out concurrently, without any hindrance to others. UIDAI shall resolve disputes, if any, in this regard, and his decision shall be final and binding on the Contractor.

3.17.13 Conduct, discipline and sanctioning of leave: The contractor being the employer of the workmen shall be exclusively responsible to control day to day conduct and discipline of the workmen so as to maintain congenial working environment in UIDAI premises. The contractor shall be responsible to control leave of the workmen and provide replacement for leave/absence

3.18 PERSONNEL/MANPOWER

3.18.1 The Contractor shall deploy competent, skilled and trained personnel having following minimum requirements to perform services under this agreement. All personnel shall carry proper identity cards and shall be dressed in uniform with badges displaying their name and designations at all times while on duty. The staff shall maintain discipline and conform to office etiquette. UIDAI may at any time instruct to remove undesirable staff of the Service provider at their sole discretion. The UIDAI can also verify the qualification of the deputed staff in line with the guidelines provided in Scope of Works. No child labour will be permitted.

3.18.2 The contractor shall deploy the same person as Manager / Supervisor who were interviewed at the time of evaluation and no change in this regard will be accepted. However, if the person has resigned / leaving the company, the contractor may offer alternate CVs for UIDAI's evaluation/ acceptance.

3.19 Exit Management Policy (EMP)

- i) NOC to be obtained from UIDAI Tech Centre, Bengaluru.
- ii) ID card and Access card if any issued to be returned to UIDAI.
- iii) Any official documents, information etc. UIDAI to be returned back.
- iv) Incase existing employees is being relieved suitable replacement to be provided by FMS agencies at least one week before date of relieving and KT (Knowledge Transfer) to be completed during the last week.
- v) Proper knowledge transfer with documents handover to new FMS agency finalized by UIDAI to be completed by the incumbent FMS agency.

3.20 PENALTY

3.20.1 The Contractor/FMS agency shall disburse salary to its deployed manpower inclusive of DA, if any, latest by 7th of every month, failing which penalty of Rs.2000/- per day will be imposed from 8th-10th day, Rs. 5000/- from 11th to 15th&Rs. 10000/- from 16th to 20th of the month and further failure the contract shall liable to be terminated. Security Deposit / Performance Bank Guarantee shall be forfeited and Bank guarantee will be encashed. The UIDAI will have the power to appoint any other agency for the manpower services at the risk and cost of the Contractor/FMS agency.

3.20.2 If anybody found to be smoking/consuming alcohol or any other intoxicating substance or carrying any inflammable substance, forthwith he/ she shall be expelled from the complex and shall be barred to enter again. Contractor at its own discretion shall arrange alternative workman within 48 Hrs. In addition to this a penalty of Rs.10000/- per case shall be imposed and deducted from monthly bills.

3.20.3 Whenever and wherever it is found that the assigned work is not performed upto the entire satisfaction of the UIDAI, it will be brought to the notice of Contractor/FMS agency by the representative of UIDAI and if no action is taken immediately or the time specified by the UIDAI, penalty of Rs.5000/- per day per complaint will be imposed by invoking penalty clause. In case deficiencies persist & Contractor/FMS agency is fined more than three times a month action to terminate the contract along with forfeiture of bank guarantee shall be initiated at the discretion of Engineer In-charge. AV System, EPABX. Network System, HVAC, lifts, fire fighting, UPS, DG sets to be fixed within 24 hours of reporting. The penalty amount shall not exceed 10% of the payable amount in any month.

3.20.4 The Contractor/FMS agency has to maintain number of manpower as per this contract and also arrange a pool of standby manpower / supervisor. If the required number of workers/supervisors /managers are less than the minimum specified number as mentioned in the contract, a penalty of Rs.1000/- per absentee per day shall be deducted from the bill(s), subject to penalty capping specified above at 16.3 .

3.20.5 In case the Contractor/FMS agency fails to fulfill the minimum statutory requirements (ESIC/EPF/Minimum Wages, etc) as per the conditions of the tender document and fails to produce the concerned documents, it shall be treated as breach of the Contract and the Contractor/FMS agency is liable to be blacklisted by the UIDAI, in addition to forfeiting of Performance Security Deposit.

3.20.6

In case of breach of any conditions of the contract and for all types of losses caused including excess cost due to UIDAI directly hiring manpower services in the event of Contractor/FMS agency failing to provide requisite number of manpower, the UIDAI shall make deductions at double the rate of hiring rate on prorata basis from the bills preferred by the Vendor or that may become due to the Vendor under this or any other contract or from the security deposit or may be demanded from him to be paid within seven days to the credit of the UIDAI. In such cases penalty capping stipulated at 16.3 shall not apply.

3.20.7 In addition , if FMS agency fails to attend complaints within stipulated time , UIDAI may directly call the the OEM / their authorized agency and the service charges including spares shall be recovered from the monthly bills of FMS agency and in such cases penalty capping stipulated at 16.3 shall not apply.

3.21 PAYMENT TERMS

3.21.1 Payment shall be made within 15 working days of submission of monthly bill along-with expenditure bills along with supporting documents, if the same is found in order. Income tax & other statutory fee etc. shall be deducted from the bill as per Govt. guidelines.

3.21.2 The UIDAI shall not be liable to pay any claims whatsoever other than the monthly bills for the services rendered as per the item rate mentioned in Contract. UIDAI reserves the right to reject the bills in the event of non- fulfillment of statutory obligation of PF contribution, ESI contribution, GST, etc under the various laws.

- 3.21.3 In case of wrong payments is made then same shall be adjusted. Also payment of invoice shall be made after deduction of any penalty or losses.
- 3.21.4 It will be mandatory for the Successful Bidder to indicate their bank account numbers and other relevant e-payment details so that payments could be made through ECS/NEFT mechanism instead of payment through cheques, wherever feasible. No advance payment(s) will be made in any case whatsoever.

3.22 WAGES AND INCENTIVES

3.52.1 Contractor understands constitutional obligations of principal employer. Accordingly, the Contractor shall ensure timely payment of Minimum wages, ESI, PF Contribution, fixed allowance, if any to the Employees.

3.23 INSURANCE:

3.23.1 The Contractor shall have insurance policies in respect of workmen engaged by him for providing services under this Contract at his own cost and initiative take out and maintain at all times until the expiry/ termination of the Contract, in order to keep himself as well UIDAI fully indemnified from and against all claims whatsoever including but not limited to those arising out of the provisions contained in Workmen's Compensation Act, 1923. Should the Contractor fail to take insurance as provided for in the foregoing paragraph, UIDAI shall be entitled (but without any obligation to do so) to take such insurance at the cost and expense of the Contractor and without prejudice to any other rights or remedies of UIDAI in this behalf, to deduct the sum(s) incurred thereof from any amounts due to the Contractor. Contractor shall at his own expenses carry and maintain insurance with reputable insurance companies to the satisfaction of UIDAI as follows:

3.23.2 Employees State Insurance Act.

The Contractor agrees to and does hereby accept full and exclusive liability for the compliance with obligations imposed by the Employees State Insurance Act, 1948, as amended from time to time and the Contractor further agrees to defend, indemnify and hold UIDAI harmless from any liability or penalty which may be imposed by Central, State or local authority by reason of any asserted violation by Contractor of State Insurance Act. 1948, and its amendments and also from all claims, suits or proceedings that may be brought of by reason of the work provided for by this contract whether brought by employees of the Contractor or his employees by third parties or by Central or State Govt. authority or any administrative sub-division thereof, or other local authorities.

The Contractor agrees to fill in with Employee's State Insurance Corporation, the Declaration Forms and all forms which may be required in respect of the Contractor's employees. Who are employed in the work provided for or those

covered by ESI from time to time under the Agreement. The Contractor shall deduct and secure the agreement of the employee's contribution as per the first Schedule of the Employee's State Insurance Act from wages and affix the Employee's Contribution card at wages payment intervals. The Contractor shall remit and secure the agreement to account of Employee's State Insurance Corporation. The employer's contribution as required by the Act, the term employer being understood as the Contractor.

The Contractor agrees to maintain all cards and records as required under the Act in respect of employees and payments. Any expenses, incurred for making contributions or maintaining records by Contractor shall be to the Contractor's account. UIDAI shall retain such sum as may be necessary from the total contract value until the Contractor shall furnish satisfactory proof that all contributions as required by the Employees State Insurance Act, 1948, and its amendments from time to time have been paid.

3.23.3 Workman's Compensation & Employer's Liability Insurance

Insurance shall be affected for all the Contractor's employees engaged in the performance of this contract to provide Workman's Compensation and responsibility insurance.

3.23.4 Any other Insurance required under Law or Regulations or Contractor shall also carry and maintain any and all other insurances which may be required under any law or regulations from time to time.

3.24 SAFETY REGULATIONS

3.24.1 In respect of all staff, directly or indirectly employed in the work for the performance of Contractor's part of this agreement, the Contractor shall at his own expense arrange for all the safety provisions as per safety codes of CPWD, Indian Standards Institution, the Electricity Act, and such other Acts as applicable.

3.24.2 The Contractor shall observe and abide by all fire and safety regulations.

3.24.3 The Contractor's staff shall abide by the existing security and safety rules/ regulations/ precautions as per instruction issued to them from time to time by UIDAI. The Contractor and its staff may also be required to pledge secrecy and non-divulgence of the nature of the work of UIDAI that may prejudice the interests of UIDAI. Contractor shall also ensure to engage persons by him whose character and antecedents have been got verified by the contractor & police authorities and furnish a certificate, in a form and manner prescribed by UIDAI.

3.24.4 The Contractor will have to sign Non-Disclosure Agreement (NDA) as per Annexure -.....at the time of signing contract and ensure that all the employees on-boarded are also informed to submit the NDA as per the format prescribed by UIDAI.

3.24.5 The Contractor undertakes to ensure due and complete compliance with all laws,

regulation, rules etc. whether of the Central Government or the State Government or of any other competent authority applicable to the workmen employed or whose services are otherwise availed of by the Contractor whether in connection with the construction work at the site or otherwise. The UIDAI shall have the right to inspect the records maintained by the Contractor concerning such workmen from time to time and the Contractor shall whenever required by the UIDAI produce such records as the UIDAI may call upon the Contractor to produce for the UIDAI inspection in order to ascertain whether or not the requirements of all such laws, regulations, rules etc. have been complied with by the Contractor. In the event of any contravention of such laws, regulations, rules etc. coming to light whether as a result of such inspection or to otherwise the UIDAI shall have the right to require the Contractor to effect such compliance within such time as the UIDAI prescribe in that behalf and in the event of the Contractor failing to effect such compliance within the time prescribed by the UIDAI then the UIDAI shall without prejudice to his other rights be entitled to withhold from the amount payable to the Contractor any amount payable to the workmen under any such laws, regulations or rules and to make payment thereof to the workmen. The UIDAI shall also have in that event the right to terminate the contract with immediate effect and to exercise powers reserved to the UIDAI under the contract as a result of termination.

3.25 TAXES & DUTIES

The quoted rate shall be inclusive of all, Statutory payment, etc but excluding GST which shall be paid as per actual against receipt of Tax Invoice with valid GST number.

3.26 Statutory Variation

No variation on account of taxes and duties, statutory or otherwise, shall be payable to Contractor except for the following:

GST: If after the due date of submission of last price bid and up to the contractual completion period, any increase/decrease occurs in the applicable rate of GST, the variation in such GST shall be to UIDAI's account and shall be adjusted (increase/decrease) to / from the Contractor's invoices based on the documentary evidence.

3.27 New Taxes & Duties

Any new taxes, duties, cess, levies notified or imposed after the due date of submission of last/final price bid but before the contractual date of completion of work shall be to UIDAI's account. These shall be reimbursed against documentary evidence.

However, if such new taxes are in substitution of other taxes, same shall be considered

on merit of each case.

3.28 FIRM PRICE

The contracted prices shall be firm and fixed for the entire Contract Period and no escalation in prices on any other account shall be admissible to the contractor except in case of revision of minimum wages and other statutory payment by Govt. of India, subject to maximum of minimum wages.

3.29 CONTRACT PERFORMANCE BANK GUARANTEE / SECURITY DEPOSIT

The Contractor shall within 15 days of award (i.e. issue letter of Acceptance), deposit with the UIDAI an interest free Security Deposit (SD) for an amount equivalent to 10% of the contract value in the form of Bank draft/ Pay Order/ Bank Guarantee (BG). If the Security Deposit is submitted in the form of Bank Guarantee, the bank guarantee towards security deposit shall be from a Scheduled Bank and kept valid till 6 months beyond the expiry of the contract period.

3.30 FORM OF CONTRACT PERFORMANCE BANK GUARANTEE

The 'FORM OF CONTRACT PERFORMANCE BANK GUARANTEE' attached with the bidding document. Annexure –E.

3.31 Interpretation

In this Contract unless the context otherwise requires:

3.31.1 The headings of the Sections, Clause, Appendices, Schedules, Attachments and Annexures in the Contract are inserted for convenient reference only and shall not affect the meaning and/ or interpretation of this Contract;

3.31.2 Unless otherwise specified a reference to a clause number is a reference to all of its sub-clauses;

3.31.3 A reference to the singular includes the plural and vice-versa;

3.31.4 A reference to a gender shall include any other gender;

3.31.5 The word "include" or "including" shall be deemed to be followed by "without limitation" or "but not limited to" whether or not they are followed by such phrases;

3.31.6 Unless categorically specified, reference to a Section, Clause, sub-clause, Appendix, Schedule, Attachment or Annexure shall be to a Section, Clause, Sub-clause, Appendix, Schedule,

Attachment or Annexure of this Contract, including any amendments or modifications to the same from time to time;

3.31.7 All appendices, Schedules, Annexures and Attachments form an integral part of this Contract/ Agreement. In an event of conflict between any provision of the Clause and any provision of the Appendix, Schedule, Attachment or Annexure, the provision of the Clause shall prevail;

3.31.8 A reference to a person includes a partnership and a body corporate;

3.31.9 A reference to any legislation/ regulation having force of law includes legislation/ regulation time to time repealing, replacing, modifying, supplementing or amending that legislation;

3.31.10 Where a word or phrase is given a particular meaning it includes the appropriate grammatical forms of that word or phrase which have corresponding meanings.

3.31.11 In the event of an inconsistency between the terms of this Contract and the Tender and the Bid, the terms hereof shall prevail.

3.31.12 Any reference to time shall, except where the context otherwise requires and specifies, be construed as a reference to the time in India. Any reference to the Calendar shall be construed as reference to the Gregorian calendar.

3.31.13 Unless the context otherwise requires, any period of time referred to shall be deemed to expire at the end of the last day of such period;

3.31.14 The rule of construction, if any, that a contract should be interpreted against the parties responsible for drafting and preparation thereof, shall not apply;

3.31.15 All references to agreements, documents or other instruments include (subject to all relevant approvals) a reference to that agreement, document or instrument as amended, supplemented, modified, substituted, assigned or renovated from time to time.

3.32 Standards

3.32.1 The goods/spare parts/services supplied under this Contract shall conform to the standards mentioned in the Technical Specifications, and, when no applicable standard is mentioned, to the authoritative standards, such standard shall be the latest issued by the concerned institution.

3.32.2 The Vendor shall ensure that the goods/spare parts/services supplied under the Contract against all purchase orders are of the most recent or current models and incorporate all recent improvements in design and materials without any additional cost to the Purchaser.

3.33 Use of Contract Documents and Information

3.33.1 The Vendor shall not, without the Purchaser's prior written consent, disclose the Contract, or any provision thereof, or any specification, plan, drawing, pattern, sample or information furnished by

or on behalf of the Purchaser in connection therewith, to any person other than a person employed by the Vendor in the Performance of the Contract. Disclosure to any such employed person shall be made in confidence and shall extend only so far as it may be necessary for purposes of such performance.

3.33.2 The Vendor shall not, without the Purchaser's prior written consent, make use of any document of information enumerated in Clause 2.3 of Section II except for purposes of performing the Contract.

3.33.3 Any document, other than the Contract itself, enumerated in Clause 2.3 of Section II shall remain the property of the Purchaser and shall be returned (in all copies) to the Purchaser on completion of the Vendor's performance under the Contract, if so required by the Purchaser.

3.34 Installation, Commissioning, Testing and Acceptance Tests

3.34.1 The Vendor shall be responsible for installation, commissioning and warranty cum support of the goods/spare parts/services.

3.34.2 The acceptance test which involves the testing and acceptance of the complete equipment along with software, if any; shall be conducted by the Vendor in the presence of the Purchaser and/or by authorized officials and/or by any other team or agency nominated by the Purchaser.

3.34.3 The above test shall demonstrate the satisfactory operation of all supplied/rectified equipment covering full range of the facilities of the equipment. As and when required, simulation equipment shall be provided by the Vendor wherever necessary, to simulate all input and output functions on the test configuration

3.34.4 The acceptance test shall be carried out by the Vendor in the presence of the Purchaser or any other person(s) or agency designated by the Purchaser.

3.35 Incidental Services

The Vendor shall be required to provide any or all of the following services without any additional cost to UIDAI:

3.35.1 Installation, testing and commissioning, warranty and support in respect of supplied/rectified Goods.

3.35.2 Performance or supervision of on-site assembly and start-up of the supplied/rectified Goods;

3.35.3 Furnishing of tools required for assembly and start-up of the supplied/rectified Goods;

3.35.4 Furnishing of detailed operations and maintenance manuals for each appropriate unit of the supplied/rectified Goods.

3.36 Warranty

Whenever any existing item acquires its age and is replaced by new item/similar item under this contract; it will be governed by following warranty conditions:

- 3.36.1 The Vendor warrants that the goods supplied under the contract conform to technical specifications prescribed and shall perform according to the said technical specifications.
- 3.36.2 The vendor warrants for a period of 12 months from the date of acceptance of material/stores or date of installation and commissioning, whichever is later, that the material /stores supplied under the contract and each component used in the manufacture thereof shall be free from all types of defects/failures.
- 3.36.3 If within the period of warranty, the goods are reported by the Buyer to have failed to perform as per the specifications, the vendor shall either replace or rectify the same free of charge, within a maximum period of 45 days of notification of such defect received by the vendor, provided that the goods are used and maintained by the Buyer. Warranty of the equipment would be extended by such duration of downtime. Record of the down time would be maintained by the user in the logbook. Spares required for warranty repairs shall be provided free of cost by the vendor.
- 3.36.4 The vendor also warrants that necessary service and repair back up during the warranty period of the equipment shall be provided by the vendor
- 3.36.5 The vendor shall associate technical personnel of the Maintenance and Quality Assurance Division of the UIDAI during warranty repair and shall also provide the details of complete defects, reasons and remedial actions for defects.
- 3.36.6 If a particular equipment/goods fails frequently and/or, the cumulative down time exceeds 50% of the warranty period, the complete equipment shall be replaced free of cost by the vendor within a stipulated period of 45 days of receipt of the notification from the Buyer.
- 3.36.7 Warranty of the replaced equipment would start from the date of acceptance by the Buyer after installation and commissioning.

3.37 Currency of Payment

Payment shall be made in Indian Rupees only.

3.38 Dispute Resolution

- 3.38.1** If during the subsistence of this Contract or thereafter, any dispute between the Parties hereto arising out of or in connection with the validity, interpretation, implementation, material breach or any alleged material breach of any provision of this Contract or regarding any question, including as to whether the termination of this Contract by one Party hereto has been legitimate, the Parties hereto shall endeavor to settle such dispute amicably and/or by Conciliation to be governed by the Arbitration and Conciliation Act, 1996 or as may be agreed to between the Parties. The attempt to bring about an amicable settlement is considered to have failed as soon as one of the Parties hereto, after reasonable attempts; which attempt shall continue for not less than thirty (30) days, gives thirty (30) days' notice to refer the dispute to arbitration to the other Party in writing.

3.38.2 The Arbitration proceedings shall be governed by the Arbitration and Conciliation Act, 1996.

3.38.3 The Arbitration proceedings shall be held in Bengaluru, India.

3.38.4 The Arbitration proceeding shall be governed by the substantive laws of India.

3.38.5 The proceedings of Arbitration shall be in English language.

3.38.6 Except as otherwise provided elsewhere in the contract if any dispute, difference, question or disagreement arises between the parties hereto or their respective representatives or assignees, at any time in connection with construction, meaning, operation, effect, interpretation or out of the contract or breach thereof the same shall be decided by an Arbitral Tribunal consisting of three Arbitrators. Each party shall appoint one Arbitrator and the Arbitrators so appointed shall appoint the third Arbitrator who will act as Presiding Arbitrator.

3.38.7 In case, a party fails to appoint an arbitrator within 30 days from the receipt of the request to do so by the other party or the two Arbitrators so appointed fail to agree on the appointment of third Arbitrator within 30 days from the date of their appointment upon request of a party, the Chief Justice of India or any person or institution designated by him (in case of International commercial Arbitration) shall appoint the Arbitrators/Presiding Arbitrator. In case of domestic contracts, the Chief Justice of the High Court or any person or institution designated by him within whose jurisdiction the subject purchase order/contract has been placed / made, shall appoint the arbitrator/Presiding Arbitrator upon request of one of the parties.

3.38.8 If any of the Arbitrators so appointed dies, resigns, incapacitated or withdraws for any reason from the proceedings, it shall be lawful for the concerned party/ arbitrator to appoint another person in his place in the same manner as aforesaid. Such person shall proceed with the reference from the stage where his predecessor had left if both parties consent for the same; otherwise, he shall precede de novo.

3.38.9 It is a Scope of the contract that the party invoking arbitration shall specify all disputes to be referred to arbitration at the time of invocation of arbitration and not thereafter.

3.38.10 It is also a Scope of the contract that neither party to the contract shall be entitled for any interest on the amount of the award.

3.38.11 The Arbitral Tribunal shall give reasoned award and the same shall be final, conclusive and binding on the parties.

3.38.12 The fees of the arbitrator shall be borne by the parties nominating them and the fee of the Presiding Arbitrator, costs and other expenses incidental to the arbitration proceedings shall be borne equally by the parties.

3.38.13 Subject to as aforesaid the provisions of the Arbitration and Conciliation Act, 1996 and any statutory modifications or re-enactment in lieu thereof shall apply to the arbitration proceedings under this clause.

3.38.14 Continuance of the Contract: Notwithstanding the fact that settlement of dispute(s) (if any) under arbitration may be pending, the parties hereto shall continue to be governed by and perform the work in accordance with the provisions under this Contract.

3.38 Applicable Law

The Contract shall be governed by and construed in accordance with the laws of India.

a. Relationship between the parties

Nothing contained herein shall be construed as establishing a relationship of master and servant or of principal and agent as between UIDAI and the bidder and/or its personnel. The bidder, subject to this Contract, has complete charge of the personnel and sub-contractors, if any, performing the Services and shall be fully responsible for the Service performed by them or on their behalf here under.

b. Governing Language

The Contract shall be written in the English language. Subject to Clause 3.38.5, that language version of the Contract shall govern its interpretation. All correspondence and other documents pertaining to the Contract which are exchanged by the parties shall be written in that same language.

SECTION IV-Scope of Work

INTRODUCTION

The facility management services shall be provided for the following office complex:
UIDAI Aadhaar Complex, Tata Nagar, Bengaluru-560092.

4.1 SCOPE OFWORK

The scope of work envisaged in this tender for **UIDAI Aadhaar Complex, Tata Nagar, Bengaluru-560092** is given below:

4.2 **OPERATION** – operation of all services/systems/equipment shall start within 02 weeks from date of Signing of contract.

4.3 COMPREHENSIVE AND NON COMPREHENSIVE OPERATION AND MAINTENANCE

- The comprehensive maintenance of all systems/services/equipment installed in the building except the exclusions as defined in the clause no. **4.23.2 below** are deemed to be included the scope of FMS agency,
4.3 (A) Comprehensive AMC of E&M equipments
- a) Comprehensive AMC of equipments has to be done with OEM/OEM authorized channel partner as per schedule given elsewhere in the tender document.
- b) Where warranty is not available or has/expired, comprehensive AMC has to be done by FMS agency within one month of issue of LOA by UIDAI.
- c) All comprehensive AMC taken by FMS Agency should continue beyond 4 month after completion of contract. Also extension of comprehensive AMC should be done such that it expires at the end of 4th month beyond completion period of FMS. Copy of all contract agreement of running comprehensive AMC done by FMS agency would be handed over to UIDAI within 04 weeks of on-boarding, failing which no invoice would be processed for payment.
- **The contractor may quote item wise AMC cost for 24 months and AMC Cost beyond 24 months will be paid on prorata basis up to maximum of 4 months.**
- d) The cost/charges of AMC of all these equipments shall be borne by FMS agency which will be reimbursed to FMS agency in their monthly bills.

List of equipments must be under comprehensive AMC with OEM or Authorized service partner only:

S.No	Description	UNIT	Qty	MAKE	LOCATION
1	Lifts (16 passengers)	NO	5	KONE	NDC building
2	Lifts (13 passengers)	NO	2	KONE	DC building
3	CCTV System (138 Cameras, Server)	NO	138	Pelco	NDC building
4	Telephone communication system and EPABX	NO	Lumpsum	UNIFY	NDC & DC

5	Network switches	NO		ENTRASYS	NDC
6	AV system (1 st , 2 nd , & 3 rd floor)	NO	03	CRESTRON	NDC

4.3 (B) Non Comprehensive AMC of E&M equipments

List of equipments shall be Non comprehensive maintenance with OEM or Authorized service partner.

S.No	Description	UNIT	Qty	MAKE	LOCATION
1	Boom Barrier	NO	6	Magnetic Auto control	Ground floor External
2	DG set 750 KVA	NO	1	Perkins	Ground floor External
3	DG set 500 KVA	NO	1	Perkins	Ground floor External
4	MV Panel with ACB and PLC systems	NO	1	SCHENIDER	Ground floor
5	Entry, Exit and material gate motorized Grill door	NO	3	BFT & BENINCA	Ground floor External
6	200 KVA UPS with batteries	NO	3	APC	NDC building
7	140 TrChiller A/C plant	NO	3	Carrier	NDC building
8	AHU (Variable CFM)	NO	17	EDGETECH	NDC building
9	VAV (Variable CFM)	NO	72	Johnson control	NDC building
10	VFD Panel	NO	All		NDC building
11	DX –Unit	NO	All	CARRIER	NDC building
12	FCU unit	NO	All	EDGETECH	NDC building
13	HRW		All		NDC building
14	DIDW		All		NDC building
15	SISW		All		NDC building
16	AXIAL		All		NDC building
17	Material Lifts	NO	2	KONE	NDC & DC
18	Fire Alarm System	NO	Total building	Honeywell	NDC building
19	IBMS	NO	LOT	...	NDC
20	RO Plant	NO	1 (500 LPH)	Fontus	NDC
21	Automatic Twin car parking	Nos	71	RR PARKON	NDC
22	Access controls				NDC

4.3.1 The details of facilities/ services UIDAI Technology building are given in

the following sections, however, Bidder is advised to visit the site to understand the various systems/services installed/equipped.

- 4.3.2 The unit rates quoted should be kept firm and valid during the entire period of contract and no escalation shall be permissible for any reason whatsoever after award of contract except in case of revision of minimum wages and other statutory payment by Govt. of India.
- 4.3.3 The rates quoted by Vendor shall include all liabilities such as supervision, wages, overtime, leave, bonus, increment, retrenchment compensation, insurance and all other statutory payments, including providing of tools and tackles under contractor's scope of supply, overheads, profits etc. for which no extra payment whatsoever will be made by UIDAI.
- 4.3.4 FMS agency to operate and maintain all equipment as per OEM guidelines/O&M manuals.
- 4.3.5 FMS agency to log the complaints with OEM and get the repairs/rectifications done, service report have to be submitted to the concern engineers.
- 4.3.6 Bidder to note that the scope of work does not include the following:
- Housekeeping
 - Security
 - Security Gadgets such as X-ray baggage scanner, DFMD, handheld metal detector, etc.

4.4 Area of the Complex and buildings

The total plot area is 3.02Acres, the scope of work includes operation and comprehensive maintenance of the followings:

Sr. No.	Description
1.	Non- Data Centre
1.1.	Basement
1.2.	Ground Floor
1.3.	First Floor
1.4.	Second Floor
1.5.	Third Floor
1.6.	Fourth Floor
1.7	Fifth Floor
2.	MV panel Room (G)

3.	Guard rooms
4.	2Nos Staircases from ground to Terrace
5.	Terrace, etc.
6.	UG tank and STP& WTP

4.5 Complex Working Hours

The working hours of office are from 9.30 AM to 6.00 PM with weekly off on Sundays. However, the office may be open on Sundays also as per the requirement.

4.6 Civil & Furnishing works

a) Maintenance/minor repairs for all the civil works such as expansion joints, painting, Door frames, flush door shutters, Fire Doors, flooring(Italian marble, vitrified tiles/carpet), wall paneling (Laminate/veneer), Pantry cabinets, Aluminum/glazed windows, Spider glazing, Granite Dry Cladding, False Ceiling, Rest room cubicles, Acrylic solid surfaces in toilets, sign ages, roller blinds, roads, pavements/foot paths etc, SS railing, Staircases, Lift lobbies, furniture, sofas, chairs, tables etc.

4.7 General Scope of work for Electrical& Mechanical works

- a. The agency shall depute well experienced staff in the relevant field for maintenance of electrical services. The minimum deployment for three shifts.
- b. All the installations shall be kept neat and clean and in working order.
- c. It will be responsibility of FMS agency to ensure immediate operation of the DG Set in case of power failure.
- d. Mobile oil and filters of DG Set should be changed at least once in 12 months or after running of 250 Hrs.,
- e. All other good maintenance practices shall be followed.
- f. Watch and ward of the installations shall also be the responsibility of the FMS agency.
- g. All losses due to theft or pilferage etc. shall be borne by the FM agency.
- h. The FMS agency shall ensure that his staffs follow all safety precautions. In case of any mishappening or injury FMS shall be fully responsible for the same.
- i. Electricity Bills & Waters Bills shall be paid by UIDAI.
- j. The details of Labour/Technicians deployed on various activities by FMS shall be submitted daily to UIDAI for information & record.
- k. Office complex& lighting etc. of all electrical points should be in working order of entire office building at all floors/locations.
- l. Temperature in AC area should be maintained at suitable temperature as decided by UIDAI.
- m. CCTV System will be operated by CISF & maintained by FMS Agency.
- n. Fire Control Room shall be manned separately by FMS agency only and shall

carry out the comprehensive maintenance only.

o. Minimum required E&M staff for electrical accessories i.e. DG sets, pumps, STP, WTP and Fire etc. services per day on three shiftbasis.

o.p. The CCTV cameras , Solar panels shall be cleaned by FMS agency periodically .

4.8 LT power supply and distribution

- a) Operation & Preventive maintenance shall be carried out as per specification/ recommendation of Original equipments manufacturers.
- b) Preventive and break down maintenance and record keeping etc. in respect of electrical substation, transformers Panel Bus Bar, LT Panel, AMF Panel, capacitor panel, Distribution Panel etc. Electrical Control Panel room including maintenance of switch gears, panels for AC, garden light and lift room, water pump and power factor panels, UPS, earthing system etc., and co-ordination & getting necessary assistance from statutory authorities in emergency situations.
- c) Preventive and breakdown maintenance, record keeping etc., of Distribution Boards For AC, light and power and MCBs on all floors Maintenance of lighting, power points, switches, fans, water pumps, motors etc.
- d) Replacement of faulty lights and maintenance of other installations on continuous basis both indoor and outdoor.
- e) Checking the power factor and operating the capacitor bank for PF correction to avoid any penalty.
- f) Daily checking of the working of UPS, load sharing conditions, maintaining battery bank, reporting faults.
- g) Visual inspection of LT panels every day, cleaning of panel, recording of various data including; voltage, power, energy at different areas. Periodic checking of protection relays for correct operation, tripping etc.
- h) Visual checking of Vacuum circuit Breaker and transformers.
- i) Visual inspection of main L.T. panel and capacitor panel, checking of breaker operation, replacement of any blown control fuses/ indicating lamps, recording readings of voltmeter, ammeter, etc. Cleaning of panel and periodic checking of relays for proper tripping.
- j) Visual checking and regular cleaning of all distribution boards, checking of proper operation of MCB's, tightening of any loose contacts and wires, replacement of faulty MCB's / ELCB's etc.
- k) Visual checking feeder pillars and cables, cleaning of feeder cables, checking and tightening of loose connections, replacement of lamps in street lighting poles, garden lighting, façade lighting, Checking of Cables & Cable Trays and Necessary Attention etc.
- l) Physical checking and Attention of bus duct and bus risers for loose connections, cleaning of bus ducts, checking of bus duct insulation by instruments, fire barriers, etc., tightening of nuts and bolts for incoming and outgoing, checking of hot spots

in bus ducts and cables.

- m) Tightening of wiring wires, checking of conduits and wiring above false ceiling.
- n) Watering of earth pits, checking of earth resistance by instruments, tightening of all nuts and bolts and cleaning of all joints, Checking & Attention of Earthing System.
- o) Ensuring Availability & Reliability of 415 V Power Supply to All Occupants as well as to the Common Services including all E&M Systems. Attention of All Breakdowns & Restoration of Power Supply in the minimum possible time.
- p) Periodic Checking & Attention of LT cables, Cable Trays, Raceway etc.
- q) Periodic maintenance and servicing of Transformers.

4.9 Diesel generating sets

- a) Operation of DG sets, preventive maintenance, checks and minor maintenance
- b) Major breakdowns, '**B**' and '**C**' checks on the diesel engine in coordination with OEM during maintenance by them.
- c) Daily & Weekly trials (no load). cleaning of filters.
- d) Diesel Stock Monitoring and reporting requirement for fresh stock
- e) Operation & Day to Day Maintenance of DG Sets including Cleaning of generating sets, visual inspection of diesel leakage and checking lubricating oil and diesel levels, test starting of generating sets ensuring the set voltage etc., logging the data, Periodic change of oil filters etc., checking of Radiators, pumps, DG Auxiliary Panels, etc.
- f) Checking & Attention of AMF panel, cleaning, and setting relays for correct sequence, cleaning of relay contacts, testing of AMF panel.
- g) Visuals checking & Attention of LT bus duct for loose joints, loose suspension etc and rectifying the same, checking of insulation & temperature rise by instruments. Temperature measuring instrument will be provided by FMS Agency.
- h) Regular checking of battery voltage and adding distilled water if required and, if necessary, tightening of terminals on the batteries and the engine, Day to Day Maintenance as per the Manufacturer's Recommendations
- i) Checking & Attention of the exhaust fans for any noise, balancing works etc.
- j) Monitoring the consumption of diesel/HSD and lube oil. Keep a check on the levels of the H.S.D/diesel and individual day tanks daily and report for the same.
- k) Standard operating procedure will be prepared and followed as per norms for Disposal of waste & scrap, if any.
- l) Periodic checking and maintenance of All Electrical equipments and Earthing system as per Indian Standard/ National/ International standards as applicable.
- m) Day to Day Maintenance & Periodic checking of Online Uninterrupted Power Supply System (UPSs) including Batteries/water.
- n) Operation & Annual Maintenance Contracts of DG Sets & Online UPS and Liaisoning with AMC Vendor/ Contractor/ and Day to Day Execution of AMC shall

be the Responsibility of FMS Agency.

4.10 Daily Checks for Electrical System/UPS/DG Sets

4.10.1 Electrical System

- i) All electrical fittings/ fixtures are in working condition and any replacement, if required, is under taken with immediate effects so as to avoid any- unanticipated inconvenience. The work involves cleaning of louvers, replacement of damaged chokes, tube light lamps, High mast lights, Solar lights, starter, holders, rewiring for fittings, repair of defective circuits and rewiring of circuits if required including shifting of fixtures or lights/ power points etc.
- ii) Lighting power points at walls, floors and other places i.e. 6 A & 16 A switches and sockets etc. including Lighting distribution network, DP switches, MCBs, Industrial sockets for window/ split AC units.
- iii) Wall mounted fans, Exhaust fans, Pedestal fans, Ceiling fans, Air Circulators, Hot case, Heat converters, Room Heaters etc.
- iv) Plant Rooms, Electrical rooms in different floors including lift machine rooms from ground floor to terrace comprising of power & lighting distribution boards, UPS- DBs, MCBs, Fuses, power contactors, Switch Fuse Units etc.
- v) Rising main for normal/ Emergency lighting circuits and UPS supply and associated junction boxes, contractors, control switches, MCCB's/ Switch fuse units.
- vi) Capacitor banks of rating specified including auto/manual control to improve power factor between 0.98 to 0.99 and as per prevailing Electricity acts /norms in force.
- vii) Power Supply to LT motors including air-conditioning, Fire Pump motors, water supply pumps and STP & WTP plant etc. & their control panels and push button stations. The scope of work shall also include crimping of Lugs, fixing of glands, re-winding of motors as per written instructions of Engineer-in-Charge.
- viii) Providing telephone connection and shifting of telephones whenever required in office buildings and elsewhere as desired by Engineer-In-Charge.
- ix) All the equipments & the area shall be kept clean at all the time.
- x) Cleanliness of electrical cables, cable trays, wire and gadgets in the common areas, exposed ducts, piping.
- xi) L.T. cables (11 KV and 415 Volts) including end terminations, straight through jointing, Glanding & Crimping of Lugs, testing including shifting of cables as and when required. All type of Electrical connections is to be maintained.
- xii) Insulation of live connections and joints in live wire is to be undertaken properly by using PPE(Personal Protective Equipment).

- xiii) Proper Maintenance of the earthing system
- xiv) Preventive & Predictive Maintenance schedules for DG sets.
- xv) Performance parameter of DG sets.
- xvi) Routine maintenance of equipments.

4.10.2 UPS

- i) Operation of UPS systems comprising of UPS panels with SVR Panels, AC Distribution Boards & battery Banks & maintenance of AC Distribution Boards.
- ii) UPS power points at walls, floors and other places i.e. 6 A & 16 A switches and sockets etc. including UPS distribution network, DP switches, MCBs, Industrial sockets.
- iii) Cleaning of battery terminals, application of Petroleum Jelly on battery terminals, tightening of inter connections etc. for all the UPS systems as mentioned elsewhere.
- iv) Maintaining logbook for recording the on/ off operations and input/ output parameters i.e. voltage, current, frequency etc.
- v) It shall be the responsibility of contractor to monitor the function, healthiness & operational parameters of the UPS systems. Any abnormality or defect noticed should be immediately brought to the notice of engineer in charge.
- vi) Specialized repairs by OEM shall be provided to the UPS systems as & when required.
- vii) Logging of complaint & follow up with the OEM.
- viii) Operation timings of UPS systems shall be as per direction of engineer in charge.

4.11 Works which are required to be carried out on WEEKLY BASIS for Electrical System/UPS/DG Sets

- 4.11.1 All the feeders of MCCs & PCCs are to be checked for trouble free operation i.e. operation of switch fuse units, proper rating of fuses, over load relays, checking of contacts for the contactors, over heating of coils or wiring due to loose connection etc. For this purpose a schedule is required to be made identifying the numbers of Panels/ transformers, which are to be taken on which Saturday, i.e. 1st, 2nd, 3rd and 4th Saturday in a Month. Schedule is required to be approved by Engineer – In-Charge.
- 4.11.2 Floor wise lighting fixtures are required to be cleaned. For this purpose also, a schedule is required to be made underlying in which Saturday which floors are to be taken up for cleaning purpose of lighting fixtures. However for cleaning purposes, proper cover is required to be provided for spreading over to avoid falling of dust/ dirt on Workstations/ Tables/

other furniture's and documents.

4.12 Works which are required to be carried out on MONTHLY BASIS for Electrical System/UPS/DG Sets

- 4.12.1 On fourth Sunday, all panels (LT), transformer, DG Sets are required to be thoroughly cleaned and checked for any loose connection.
- 4.12.2 The contractor shall carry out regular routine & preventive maintenance of the ACDBs & battery banks & shall maintain records in the formats approved by Engineer in Charge.
- 4.12.3 All the safety relays of AMF panel are to be functionally checked and calibrated as & when required by the testing agency.
- 4.12.4 Contractor has to arrange for preventive maintenance of all electrical equipments once in a Month, which includes thorough cleaning of Panels/ Transformers (inside/ outside), checking for loose bolts/ cable connections/ busbar joints and tightening of the same, verification for any opening in Panels/ Terminal boxes and sealing of the same immediately to prevent entry of Rodent/ Lizards/ Insects inside Panel. A register is to be maintained indicating no of Panels and date, when preventive maintenance is carried out. Same is required to be carried out on Sunday only, since shutdown is required to be taken. Cost towards this shall be considered inclusive in the quoted price and no separate payment is tenable.

4.13 Documentations

- 4.13.1 Ensure maintenance of log books/register for as per the instructions of UIDAI.
- 4.13.2 Ensure proper functioning & correct readings of Electrical meters. Daily recording of meters shall be undertaken. Log sheet to be made with consultation with Engineer-In-Charge for recording of electrical data shift-wise. It is the responsibility of the contractor to maintain all the data in soft form, shift wise on monthly basis.
- 4.13.3 All standard formats recommended by Equipment manufacturers are to be followed & maintained.
- 4.13.4 A proper record of diesel consumption shall be maintained by the operator and same shall be reviewed by the contractor's supervisor before submission to Engineer-in-charge.
- 4.13.5 Generating Equipment History – Contractor shall maintain equipment failure report, service reports, maintenance cost and related information.

4.14 Lifts

- a) Monitoring and day to day maintenance of lifts inside the building, operating

(Switching on & off) lifts and as per instructions of the office, monitoring the working of lifts, reporting faults to the AMC provider and coordinating during maintenance by them.

- b) Record keeping of the maintenance details.
- c) Annual Maintenance Contract of the Lifts and Liasoning with AMC Vendor and Day to Day execution of AMC shall be the responsibility of the FMS Agency.

4.15 Water systems – raw water, drinking water, flush water and sanitation, water tank cleaning

- a) Checking & satisfactory operation of water pumps & accessories, water level in the main tanks, overhead tanks etc.; operation and maintenance of all kinds of Water Supply, Distribution, Drainage, STP, Sump & Dewatering pumps installed in the building checking for water leakage's in pipe lines and rectifying the same to ensure proper and regular supply of water to the building.
- b) Checking of all Services shafts/ rainwater shaft, drain shafts, toilet shafts, Other Shafts etc for leakages or other defects and immediate rectification of the same.
- c) Cleaning of all tanks at least once a month and also whenever need arises. The cost of cleaning of water tanks which shall be borne by the agency.
- d) To ensure that all sumps are maintained clean at all times.
- e) To ensure that toilet fittings/ loose connections, leakages, etc in common area are not there. Replace all damaged / broken or lost fittings within 24hrs.
- f) Cleaning of external drain periodically.
- g) Ensuring adequate water supply to various pantries and toilets.
- h) Day to Day Operation & Maintenance of RO units installed at terrace(Make & Model : Fontus RO purifier having purification capacity 500 litre/hr – 1nos). The water sample to be sent for testing to any Govt accredited lab every Month and FMS agency shall bear the cost of the same.**
- i) Monitoring and ensuring satisfactory functioning of STP& WTP Plant. The water sample to be sent for testing to any Govt accredited lab every quarter and FMS agency shall bear the cost of the same.**
- j) Non Comprehensive Annual maintenance contract of STP and liasoning with comprehensive AMC with OEMs/equivalent Vendors to ensure uninterrupted services at all times of the day.
- k) Pumping of water from underground tanks to overhead tanks as per requirement and ensuring continuous supply in the premises.
- l) Coordinating with an external agency for any major repair needed in pipe line requiring modification, welding and re-routing of pipe lines etc.
- m) Minor plumbing and sanitation works including minor repair of pump and motor like rewinding of motor etc.
- n) Maintenance, repair and removal of blockage if any in drains and manholes,

the charges to which shall be borne by the agency.

- o) Material purchases in coordination with UIDAI for plumbing and sanitation works as and when required.
- p) Regular draining out of water collected in the drains of underground plant room.
- q) Proper maintenance of tap sensors and replacement of batteries as required during operation. No separate payment shall be made on this account.
- r) Maintenance of Irrigation System for Horticulture.
- s) Maintenance of Rain water harvesting pit.

4.16 Fire fighting system - fire hydrants, smoke detectors & fire extinguishers

- a) Operation, Monitoring and Maintenance of Fire Hydrant System, hose pipe & nozzle etc.
- b) Operation & Maintenance of Fire Pumps, Valves & other Accessories as per recommendations of the Manufacturer/ Relevant BIS Standards.
- c) Operation and maintenance of motors.
- d) Preventive and minor break down maintenance of pipe lines and distribution valves.
- e) Major repairs like rewinding of motors, pipe line modification etc.,
- f) Actual fire fighting in the event of fire, fire information & reporting to UIDAI and nearest fire station in coordination with Fire Safety Agency hired by UIDAI in a separate contract.
- g) Periodic Checking and maintenance of Portable Fire Extinguishers including refilling as per periodical schedules / as required and Record maintenance.
- h) Testing of fire fighting system after once in a month by using water for plantation and cleaning of building
- i) Fire/Smoke Detection/ Fire Alarm System - First line maintenance, responding to fire alarm, checking the reason for alarm and taking corrective action. Further conducting periodical Fire Evacuation Drills with Fire Safety Agency.
- j) Annual maintenance contracts of fire/Smoke detection and alarm system and liasioning with comprehensive AMC Vendor/Contractor/FMS agency and day to day execution of AMC shall be responsibility of FMS.
- k) To carry out mock fire drill as per the guidelines of Delhi Fire Service in coordination with Fire Control Room /Fire Safety Agency.
- l) Fire training from Karnataka state fire and emergency services to be provided to the manpower.

4.17 HVAC systems

Non Comprehensively maintain and operate the HVAC system and carry out periodic scheduled preventive maintenance as per relevant BIS/OEM's instructions, International Standards as applicable of the entire HVAC system by the contractor as per details below:

4.17.1 Monitoring of Chillers

- a) Day to day operation of Chiller plants and logging the running parameters as per the guidelines of manufacturer.

4.17.2 Non Comprehensively maintain and operate the HVAC system and carry out periodic scheduled preventive maintenance as per relevant BIS/OEM's instructions of HVAC:

- a) Maintaining the temperature as per the designed parameters or as specified by Purchaser
- b) Operating of AHU's as and when required
- c) Operation of Primary Chilled Water, Secondary Chilled Water & Condenser Water Pumps, Piping, Valves and other Associated Equipments.
- d) Regular checking of AHU's (Like checking of bearing, belt and greasing)
- e) Regular checking of chilled water pumps. (Checking of Bearing, gland leaks and greasing)
- f) Regular checking of drive assembly of pumps.
- g) Regular electrical termination checks up of AHU's and pump starters and motor.
- h) Periodic cleaning of AHU filters.
- i) Periodic cleaning of AHU cooling coils.
- j) Periodic checking of AHU drain.
- k) Replacement of AHU bearing, shaft, belts as and when required.
- l) Checking of water level in the expansion tanks.
- m) Attending to the A/C breakdown calls in the building.
- n) Checking the noise level of A/C equipment.
- o) Operation & Maintenance of AHUs.
- p) Operation & Maintenance of Primary Chilled Water, Secondary Chilled Water & Condenser Water Pumps, VFD Panels, Piping, Valves and other Associated Equipments.
- q) Operation and maintenance of the Ventilation fans.
- r) Operation & Maintenance of Cooling Towers.
- s) Regular checking & Attention of Ducting, Insulation, Grills & Diffusers.

t) Comprehensively maintain and operation of the HVAC system and carry out periodic scheduled preventive maintenance as per relevant BIS/OEM's instructions.

4.17.3 Monthly Maintenance:-

- a) Maintenance of all filters, fans, diffusers, cooling coils, Refrigerant Gas make up etc.
- b) Tightening of belts, foundation bolts of equipment, alignment of belt pulleys and couplings.
- c) Examining indoor/outdoor units & operating linkage for smoothness.
- d) To check the gland /seal, coupling of units.
- e) To check the safety controls mechanical, Electrical/ Electronics and inter-locking of the various equipments.
- f) To check all piping/insulation/proper positioning/damage and rectifying the same where ever required.
- g) Inspect/check entire line for leakage and rectification of leakage, if any.
- h) To check and lubricant (if required) the bearing of the fans/motors and keep the proper record.
- i) To check the foundation bolts of the units/motors and to take the necessary action if required.
- j) Check the quantity of Air flow from various out lets in each room/ Area as per drawings and do adjustment of dampers etc as and when required.
- k) Check the performance of equipment of VRF plant for proper functioning
- l) Any other job required to be attended during course of Checking and to keep the plant in perfectly working conditions.

4.17.4 Quarterly Maintenance:

- a) Checking / setting / rectification of all safety and automatic controls.
- b) Complete Overhauling of indoor/outdoor units, FCU, Fans.
- c) Maintenance of Fresh Air & Exhaust Air Fans and their Balancing, if required. Observe the operation of all the dampers and make necessary adjustment in linkage and blade orientation for proper operation.
- d) Functional checks & calibration of all switches, thermostats, humidistat and other instruments rectification of the same if required.
- e) Any other job required to be attended during course of checking / as per OEM and to keep the plant in perfectly working conditions.
- f) Maintenance of all Electrical equipment Feeders, Panels, Bus Bars, Cubicles, Motors, Heaters, Circuit Breakers, Power Points, etc. pertaining to HVAC as per standard electrical maintenance practice and as directed by concerned maintenance engineer. The maintenance and repairing of motors, Software re installation (if required) etc. are also within the Vendor's scope of work.
- g) The gas charging in VRF system will be executed by vendor, whenever required.

NOTE: All the equipments/installations shall always be kept in good and trouble free operating conditions. All the required record for break-downs/repairs and maintenance etc. shall be maintained in the form of history books and logbooks etc. as per directions. All the maintenance works shall be carried out in accordance with the manufacturer's specifications and instructions of UIDAI/Engineer- In – Charge or his representative.

All the general & special tools, tackles required for proper maintenance and repairs/break down etc, shall be arranged by the contractor at his own cost.

The rates shall be all inclusive of establishment as well as spares and consumables as per schedule of work. The contractor is required to assess the probable quantity of all types of spares likely to be required for replacement for keeping all the installations in good working conditions and include the lump sum cost of these spares. Nothing extra on any account shall be payable over and above the approved all-inclusive rates of the contract. The spares shall be of best standard quality purchased from the original manufactures or authorized dealers only and shall be approved by the UIDAI/Engineer-In-Charge before use. UIDAI may direct the contractor to use spares of its choice from the listed/approved vendors. All spares shall be arranged by the contractor for which nothing extra shall be payable. A list shall be prepared by the Contractor for major& minor spares the decision of UIDAI/Engineer – In – Charge regarding the major /minor spares shall be final. Replaced parts/ spares, used brunt oil etc will be property of vendor. It is his responsibility to disposed of immediately.

4.18 AV& IT System

4.18.1 Day to Day Operation & Maintenance of Building Management System, PA/BGM, Fire Alarm & Detection System, CCTV System, Access Control System & Boom Barriers, Lift Management System, AV System Telephone & EPABX System. Internal/passage area/toilet/office complex & external lighting panel.

4.18.2 Maintenance of the following Systems with OEM/OEM Authorized channel partner:

- CCTV System
- Data Networking system including networking elements switches/firewalls/routers etc
- Access Control System
- EPABX System
- Fire alarm & P.A. System
- Integrated Building Management System

- Audio Visual Equipment/Video Conferencing

4.18.3 Liasoning with AMC Vendor and Day to Day execution of AMC shall be the responsibility of the FMS Agency.

Comprehensive maintenance & scheduled preventive Maintenance as per the recommendation of BIS/OEM of Intelligent Building Management System, PA, , CCTV System, and Networking system Telephone & EPABX System and AV (Audio Visual) System.

4.19 Civil asset's maintenance

- Maintenance of building structure by checks of building defects through regular walkthrough and identifying the defects.
- All (except structural changes/modifications) civil repairs like leakage, replacement/repair of false ceiling, flooring, cracks, replacing glass panels, plumbing and carpentry works and other repairs, touching up painting etc.
- Monitoring and reporting of major civil works those need to be done.
- Maintenance of aluminium, wood and glass doors, partitions and windows and repair of handles, locks, lockers, any carpentry work etc.
- Maintenance of all signage's in the building.
- Major repairs and material purchases in coordination, approval of Purchaser.

4.19.1 Gardening & Horticulture : Daily Maintenance of lawns and surroundings, watering of plants, soil maintenance by use of fertilizers etc., preventive measurements against plant diseases using insecticides, pesticides and fungicides, cutting of hedges, cutting/shaping of plants, de-weeding, maintenance of flower beds, removal of garbage etc. Sowing/planting of seasonal plants, preparation of lawns and flower beds etc. all to be done by the agency's own cost; Trimming, Raking, Spiking and Top Dressing; Control of Weeds; Control of humps and hollows provided inside lawns; Pesticides, soil spreading, compost and fertilizing; Watering; Maintenance of Plants, Lawns, Flower Pots, indoor plants etc; Planting of Seasonal Flowers as per the Owner requirements; Replacement of plants & to develop New Lawn in place of Existing Lawn if not maintained properly by FM Agency (with no extra cost to Owner); Operation and Maintenance of Irrigation System (Sprinkler and Drip irrigation System); Removal of fallen leaves dead plants, broken branches etc.

4.19.2 Pest Control in the Aadhaar complex

- a. Residual Spraying for control of Mosquitoes, spiders etc. in the Lift Lobbies, AHU Rooms, Electrical Rooms, Basement, Toilets, Staircases, Common areas, All other Service Rooms, Sub-station, security posts etc.
- b. Larvicidal Spraying for control of Mosquito & Fly Larvae in Drains Manholes in basement, substation, STP&WTP plant, in and around the building and Common areas etc.
- c. Daily spraying for control of General pests in and around the building, Lift lobbies, around floor, Basement, Main Entrance, Material gate entrance etc.
- d. Rodent control for control of Rats, Mice etc. in entire building including basement, Cable Trenches, Electrical Rooms, AHU Rooms, Substation, All the shafts Rooms Etc.
- e. Disinfestations services in and around the building.
- f. Honeycomb removal as and when required.
- g. All other services not listed in the categories pertaining to the building regarding pest control shall come under the purview of pest control. These activities shall be carried out as & when required but at least once a month and a proper record maintained.

4.20 Providing work force

The contractor has to provide workforce in numbers as mentioned below to maintain the building as required and of quality to ensure workmanship of the degree specified in the job order and to the satisfaction of the UIDAI. Contractor shall ensure manpower are deployed on the pay rolls of company only. Sub-contracting of manpower is not allowed.

(A) Requirement of Manpower for the services

S.N O	DESIGNATION	DEPARTMENT	QTY	SHIFT
1	MANAGER	TECHNICAL SERVICES	1	General Shift(8hrs/6days per week)
2	Supervisor	TECHNICAL SERVICES	1	General Shift(8hrs/6days per week)
3	ELECTRICIAN	ELECTRICAL	5	24X7, 1 Per Shift of 8 hrs
4	Helper(Electrician)	ELECTRICAL	3	2Shifts ,each shift of 8 hrs/6days per

				week
5	FIRE TECHNICIAN	FIRE	4	24X7, 1 Per Shift of 8 hrs
6	HVAC Technician	H.A.V.C	2	2 Shifts ,each shift of 8 hrs/6days per week
7	HVAC Helper	H.A.V.C	1	General Shift(8hrs/6days per week)
8	W.T.P/STP OPERATOR	CIVIL	4	24X7, 1 Per Shift of 8 hrs
9	Plumber	CIVIL	1	General Shift(8hrs/6days per week)
10	CCTV Technician	ELECTRICAL	1	General Shift(8hrs/6days per week)
11	ACCESS CONTROL /LAN NET WORKING/EPABX/Telephone	LAN & NETWORKING	2	2 Shifts, each shift of 8 hrs/ 6 days per week
12	AV (Audio Visual) Operator	AV	1	General Shift(8hrs/6days per week)
13	IBMS	BMS	3	3 Shifts, each shift of 8 hrs/ 6 days per week. 24x7
14	Master Gardener	CIVIL	1	General Shift(8hrs/6days per week)
15	Gardener	CIVIL	1	General Shift(8hrs/6days per week)
16	Carpenter	CIVIL	1	General Shift(8hrs/6days per week)
	Total		32	Each shift is of 8 hours daily

(B) Essential Qualification and Experience of required staff

S.No	Designation	Minimum Education Qualification	Remarks
1	TECHNICAL MANAGER	B.Tech/B.E Electrical / Mechanical Engg with 7 years of Experience in similar work	Highly Skilled
2.	SUPERVISOR	B.Tech/B.E Electrical / Mechanical Engg with 3 years of Experience in similar work or Diploma with 05 years of experience in similar work	Highly Skilled
2	Electrician	Diploma in Electrical Engg required Field with 2 years of experience or ITI Electrician / Wireman with 3 years of experience in relevantfield.	Skilled
3	Electrician (Helper)	Diploma in Electrical Engg required Field with 1 years of experience or ITI Electrician / Wireman with 2 years of experience in relevant field.	Un Skilled
4	Fire Technician	Diploma in required Field with 2 years of experience or ITI with 3 years of experience in relevantfield.	Skilled
5	HVAC TECHNICIAN	Diploma in Mechanical / Electrical engg with 2 years of experience or ITI with 3 years of experience in relevantfield.	Skilled
6	HVAC Helper	Diploma in Mechanical / Electrical engg with 1 years of experience or ITI with 2 years of experience in relevant field	Un Skilled
7	W.T.P/STP OPERATOR	Diploma in Civil engg with 2 years of experience or ITI with 3 years of experience in relevant field	Skilled
8	PLUMBER	ITI with 3 years of experience in relevant field OR HSc with 5 years of experience in relevant field.	Skilled

9	CCTV Technician	Diploma in Electrical/ Electronic Engg relevant Field with 2 years of experience or ITI with 3 years of experience in relevant field	Skilled
10	ACCESS CONTROL /LAN NET WORKING/EPABX/Tel	Diploma in Electrical/ Electronics Engg relevant Field with 2 years of experience or ITI with 3 years of experience in relevant field.	Skilled
11	AV (Audio Visual) Operator	Diploma in Electrical/ Electronics Engg relevant Field with 2 years of experience or ITI with 3 years of experience in relevant field.	Skilled
12	IBMS	Diploma in Electrical/ Electronics Engg required Field with 2 years of experience or ITI with 3 years of experience in relevant field.	Skilled
13	Master Gardener	10 th Pass with experience of 3 years in relevant field.	Skilled
14	Gardener	8 th Pass with experience of 2 years in relevant field.	Unskilled
15	Carpenter	ITI with 3 years of experience in relevant field OR HSc with 5 years of experience in relevant field	Skilled

4.21 Supply of material:

- a) The Tools/Tackles required for successful operation & maintenance of the office complex shall be in the scope of contractor/FMS agency
- b) The contractor shall assess the quantity of consumables to be used and procure them in advance and store them at complex on fortnightly/monthly basis with the approval of UIDAI. The materials are to be replenished at least 5 days in advance.

4.22 Tentative list of Engineering tools/Masonry Tools/PPEs

The tentative list of tools to be deployed is given below and cost towards this shall be deemed to be included in the quoted monthly rate.

S.No.	Item Description
1.	Description
2.	Megger (500 V)
3.	Tong tester
4.	Screw Spanner

5.	Shim cutter
6.	Pipe wrench
7.	Digital Thermometer
8.	Drilling machine – ½ inch
9.	Standard Tools like Spanner sets, Hammer, files, steel rule, screw driver, hacksaw with frames, cutting pliers, testers, measuring tape, etc.
10.	Air Blower
11.	FRP Ladder 6' and 20'
12.	Tools Box
13.	Re chargeable Torch Light– 3
14.	First aid box
15.	Safety belts
16.	Ht gloves
17.	Safety shoe
18.	HVAC tool kit
19.	All major Masonry tools such as trowel, hammer, blocking chisel, power saw, levels, nylon or Dacron line, steel square, chalk line, mixing tools etc.
20.	Multimeter
21.	Brazing tool
22.	Flaring tool
23.	Pipe cutter/tube cutter
24.	Tube press plier
25.	All major types of carpentry tools such as measuring tapes, folding ruler, pocket tapes, different types of squares, cutting tools, fastening tools, drilling tools etc.
26.	Any other items not prescribed but required for operation and maintenance.

4.23 Inclusion & Exclusion of the services:

4.23.1 Inclusions

The following are deemed to be **included** in the scope of services of FMS agency:

- a) Replacement of bulbs/ tubes /chokes/starters/ Ballasts for high mast in entire internal & external area.
- b) Connectors/ contactors/lugs/etc Belts / Bearings / Grease & gland-dori/ cotton waste / Silica Gel / etc and all other similar minor items completed.
- c) Replacement of damaged toilet fixtures & fittings, broken glass etc.
- d) PVC / GI couplings, Conductors, Bends, fuse and other similar minor items
- e) Repair& Rewinding of AHU / Ventilation Fans / Pumps / Motors
- f) Submission of Daily Position Reports, Failure Investigation Reports, operation & Maintenance Reports as prescribed by UIDAI.
- g) Maintenance Reports, Log Books etc for Operation & Maintenance of Various Systems &Equipments.

h) Maintenance of History books of all equipments.
i) Specialized Tools / Tackles i.e. Chain Pulleys, Telescopic Ladder, portable Hoists (Tractel Machine), Sludge Pumps, OTDR, Welding Generators etc. required for operation and maintenance.

j) All items of work relating to replacement/repair shall be done with the prior concurrence/approval of Engineer Incharge. The quality of material/item shall be same as originally provided by UIDAI or of equivalentmake

k)The FMS agency is expected to bear the cost of Consumables/materials/spares, etc for the items not covered under Comprehensive AMC up to a maximum of Rs. 70,000/- (excluding GST) per month subject to the condition that cost of each item is less than Rs. 5000/- (excluding GST) in each case. Where the cost of item to be replaced/repair is more than Rs. 5000/-(excluding GST) in each case approval of UIDAI shall be obtained andwhere the monthly limit of Rs. 70,000/- (excluding GST) is exhausted, the excess amount shall be reimbursed by the UIDAI on production of proper bills of authorized vendor, wherever applicable having valid GST number. The cost of items mentioned in the bills should not be more than the prevailing market price.In case , FMS agency is not able to produce bills uptoRs 70,000/- (excluding GST) in any month , the shortfall amount would be deducted from monthly bill.

l) Wherever the replacement/repair is necessitated due to negligence/carelessness on the part of the FMS agency, in such cases, the total cost of replacement/repair shall be borne by the FMS agency & it shall not be included in the monthly limit of Rs. 70,000/- (excluding GST). The discretion of Engineer In- charge (Authorized Representative of UIDAI) in this regard shall be final & binding.

4.23.2 Exclusions

a. Capital Equipments Replacement / Major Repair of items.

b. Equipment in consultation with UIDAI

h) Cost of Diesel of running DG sets shall be provided by UIDAI.

i) Statutory Payment to Govt. Bodies for NOC/renewals.

4.24 Office space for FMS Agency

4.24.1 An office area of appropriate size shall be provided to FMS agency with free water &power.

4.24.2 Central store Room for keeping consumables / Tools etc shall be provided by UIDAI.

4.25 DETAILS OF UTILITIES IN THE UIDAI BUILDING

GENERAL

The FMS agency shall operate and maintain all the equipment mentioned this section. However, any equipment installed in the building but not mentioned this section shall also deemed to be included in the scope of works.

BASIC FINISHES OF THE BUILDING

The Building façade is consisting of ACP Cladding, structural glazing, spider glazing and granite dry cladding.

4.26 Service Charges:

All service charges borne by FMS agencies only (UIDAI will not reimburse).

DETAILS OF EQUIPMENTS, MACHINERIES, FITTINGS, FIXTURES, FINISHES ANNEXURE – ‘1’

1. INTRODUCTION

The details of various utilities listed at Annexure 1 are given in this section.

Note: List is indicative only. Bidders are requested to visit the site with prior appointment before quoting the price.

a. AREA OF THE COMPLEX AND BUILDINGS

The total plot area :3.02 Acres

The floor wise area details are given below:

S. No.	Description	Area	Unit
1.	TECH CENTRE BUILDING (G+5)		
1.1.	Basement (One level)	3895	Sq.mt.
1.2.	Ground Floor	2256	Sq.mt.
1.3.	First Floor	1985	Sq.mt.
1.4.	Second Floor	2246	Sq.mt.
1.5.	Third Floor	2302	Sq.mt.
1.6.	Fourth Floor	2246	Sq.mt.
1.7.	Fifth Floor	1731	Sq.mt.
1.8.	UTILITY BUILDING (G)	511	Sq.mt.
	Total	17172	Sq.mt.

b. BASIC FINISHES OF THE BUILDING

The Building façade is consisting of structural glazing and granite dry cladding.

2. ELECTIRCAL SYSTEM

ELECTRICAL SYSTEM					
SL	Description	UNIT	Qty	MAKE	LOCATION
1	Transformer (1000 KVA)	NO	2	KIRLOSKAR	EXTERNAL
2	DG set 750KVA	NO	1	PERKINS	EXTERNAL
3	DG set 500KVA	NO	1	PERKINS	EXTERNAL
4	BBT 4P 1600AMP	NO	4	VIVID	EXTERNAL
5	BBT 4P 1250AMP	NO	2	VIVID	EXTERNAL
6	BBT 4P 800AMP	NO	2	VIVID	EXTERNAL
7	Main L.T Panel	NO	1	TRICOLITE	EXTERNAL
8	CAPACITOR PANEL(350KVAR)	NO	2	TRICOLITE	EXTERNAL
9	External Lighting panel	NO	1	TRICOLITE	EXTERNAL
10	FIRE FIGHTING PANEL	NO	1	TRICOLITE	STP
11	STP PANEL	NO	1	TRICOLITE	STP
12	WTP PANEL	NO	1	TRICOLITE	STP
13	UPS(200KVA)	NO	3	APC	BASEMENT
14	UPS OUTPUT PANEL	NO	1	SCHNEIDER	BASEMENT
15	UPS INPUT PANEL	NO	1	TRICOLITE	BASEMENT
16	BASEMENT PANEL	NO	1	TRICOLITE	NDC
17	FLOOR PANELS (GROUND TO FIFTH)NDC BUILDING	NO	6	TRICOLITE	NDC GROUND TO FIFTH
18	VTPN UPS PANEL (WALL Mounted)	NO	6	TRICOLITE	(BASEMENT TO 5TH) NDC BUILDING
19	LIFT PANEL	NO	1	TRICOLITE	NDC TERRACE ELECTRICAL ROOM
20	HEAT RECOVERY PANEL;	NO	3	TRICOLITE	NDC TERRACE
21	HVAC PANEL		1	TRICOLITE	NDC

22	BASEMENT VENTILATION PANEL	NO	1	TRICOLITE	NDC
23	AHU PANEL	NO	1	TRICOLITE	NDC
24	PLUMBING PANEL	NO	1	TRICOLITE	NDC
25	TERRACE VENTILATION PANEL	NO	1	TRICOLITE	NDC
26	CAR PARKING SYSTEM	NO	71	PARKON	BASEMENT
27	LIGHTING ARRESTER	NO	1	LPI	NDEC
28	LIGHTING ARRESTER	NO	1	LPI	DC
29	LIFT PANEL 1A	NO	1	TRICOLITE	DC
30	CHILLER(140TR)	NO	3	CARRIER	NDC
B	Distribution Board				
1	8 way (4+24), Double door	No	17	HAGER	NDC
2	12 way (4+36), Double door (Part-C)	NO	25	HAGER	NDC
3	4 way (4+12), Double door	NO	14	HAGER	NDC
C	LUMINARIES				
1	Aviation obstruction light	Nos	2	Wipro	NDC
2	Double T5 lamp of 28 watts. (Wipro cat No. WIF 20228SGW)	Nos	143	Wipro	NDC
3	Bulkhead 9W Wipro cat No. WKP14109	Nos	76	Wipro	NDC
4	WIF20128SGW	Nos	59	Wipro	NDC
5	Surface mounted down light 2 x 18w. Wipro cat no. WVP41218	Nos	89	Wipro	NDC
6	Recessed accent down light LED lamps. (Wipro cat No.	Each	641	Wipro	NDC

	LD35-400-XXX50-XX)				
7	Recessed light fixture 14w TL5 Wipro cat No. WVF22414SGW	Each	391	Wipro	NDC
8	2 x 28 W Weather Proof Light (Wipro cat No. WIF83228)	Noc	73	Wipro	NDC
9	70W HPSV Lamp. (Wipro cat No. WWS62071).	Each	12	Wipro	NDC
10	Mirror light fixture	Nos	84	Wipro	NDC

a. FIRE FIGHTING SYSTEM

SI	Location	Quantity (Nos.) & Make								
		FHC Door	Hydrant Valve	Branch Pipe	RRL Hose	Hose Reel Drum	Fireman Axe	Sprinkler	Nozzle	Flow Switch
			NEWAGE	NEWAGE	NEWAGE	NEWAGE	NEWAGE	TYCO	HD	SYSTEM SENSOR
1	Basement	1	2	2	4	2	2	284	2	2
2	Ground Floor	2	3	3	4	2	2	209	2	2
3	First Floor	2	3	3	4	2	2	237	2	2
4	Second Floor	2	3	3	4	2	2	327	2	2
5	Third Floor	2	3	3	4	2	2	314	2	2
6	Fourth Floor	2	3	3	4	2	2	212	2	2
7	Service Floor	2	3	3	4	2	2	51	2	2

Sl	Location	Quantity (Nos.) & Make										
		Hydrant Valve	Branch Valve	RRL House	Fireman Axe	FHC Cabinet	4-way fire brigade	Electric Driven pump (7.5 HP)	Diesel Pump (7.5 HP)M	Jockey Pump (7.5 HP)	WTP Pump	STP pump
		NEWAGE	NEWAGE	NEWAGE	NEWAGE	PADMINI	NEWAGE	MATHER & PLATT	MATHER & PLATT	MATHER & PLATT	KIRLOSKAR	KIRLOSKAR/JOHNSON EVEREST
1	External area	12		38	12	19	3					
2	UG tank							2	1	1	8	16
	Total	12		38	12	19	3	2	1	1	8	16

S.No	Type of Extinguisher	Floor	Location	Qty
1	ABC	Basement	FHC Shaft	1
2	ABC		Electrical Room	1
3	ABC		Two wheeler parking area	1
4	ABC		Two wheeler parking area	1
5	ABC		Two wheeler parking area	1
6	ABC		Parking Entrance	1
7	ABC		Four wheeler Parking	1
8	ABC		Chiller Room	2
9	ABC		Car parking area	1
10	ABC		Passenger lift lobby-1&2	1
11	ABC		Lift Entrance car parking-1&2	1
12	W/Co2		Lift Entrance car parking-3&4	1

13	W/Co2		Store Room	2
14	ABC		Store Room	2
15	ABC		Store Room	2
16	ABC		UPS Room	1
17	ABC	Ground Floor	BMS Room	1
18	ABC		CCTV Room	1
19	ABC		Electrical Room	1
20	ABC		Staircase no-2	1
21	W/Co2		FHC Shaft -Front side	1
22	ABC		FHC Shaft -Back side	1
23	ABC	First Floor	Common area-Work station	1
24	ABC		Electrical room Back side	1
25	ABC		Staircase no-1	1
26	W/Co2		Staircase no-2	1
27	ABC	Second Floor	Electrical Room Front side	1
28	ABC		Work station	1
29	ABC		Electrical room Back side	1
30	ABC		FHC Shaft -Front side	1
31	ABC		FHC Shaft -Back side	1
32	ABC		Staircase no-1	1
33	W/Co2	Staircase no-2	1	
34	ABC	Third Floor	Electrical Room Front side	1
35	ABC		Work station	1
36	ABC		Glass Room(Small)	1
37	ABC		Electrical room Back side	1
38	ABC		FHC Shaft -Front side	1
39	ABC		FHC Shaft -Back side	1
40	ABC		Staircase no-1	1
41	W/Co2	Staircase no-2	1	
42	ABC	Fourth Floor	Electrical Room Front side	1
43	ABC		Electrical room Back side	1
44	ABC		FHC Shaft -Front side	1
45	ABC		FHC Shaft -Back side	1
46	W/Co2		Staircase no-2	1

47	ABC	Fifth Floor	Electrical Room Front side	1
48	ABC		Electrical room Back side	1
49	ABC		FHC Shaft-Back side	1
50	ABC		Staircase no-1	1
51	W/Co2		Staircase no-2	1
52	ABC	Terrace	Electrical Room	1
53	ABC		Lift Room	1
54	Co2	Common Area	HSD Yard	1
55	Co2		Transformer-1	1
56	Co2		Transformer-2	1
57	Co2		Transformer-3	1
58	Co2		Transformer-4	1
59	Co2		Transformer-5	0
60	Co2		Transformer-6	0
61	Co2		LT Room	0
62	ABC		DC Building	6
63	Co2		DC Building	1
64	Foam		DC Building	1
65	Co2		DG Area	2

Extinguisher Type	Qty
ABC(2 kg)	1
ABC(4 kg)	48
ABC(6 kg)	3
CO2 (4.5kg)	6
CO2 (22.5kg)	2
W/CO2(9 Ltrs)	9
Total No.of Extinguisher	70

b. WATER TREATMENT PLANT

The capacity of the water treatment plant is 15 KL/Sqm/Hr. The details of major equipment installed are given below:

sl	Pump description	Nos x Capacity	Make
1	Raw Water Filter Pump	2x3HP	KIRLOSKAR

2	Make up Water Pump	2x2HP	KIRLOSKAR
3	Treated Water Transfer Pump	2x5HP	KIRLOSKAR
4	Sump PUMP	2x1HP	KIRLOSKAR

c. SEWAGE TREATMENT PLANT

The capacity of the Sewage treatment plant is 61 KLD. The details of major equipment installed are given below:

s.no	Pump description	Nos x Capacity	Make
1	Soft Water Transfer Pump	2x5HP	KIRLOSKAR
2	Flushing Water Transfer Pump	2x5HP	KIRLOSKAR
3	Irrigation pump	2x7.5HP	KIRLOSKAR
4	Filter press feed pump	2x1HP	KIRLOSKAR
5	Sewage Transfer Pumps	2x1HP	KIRLOSKAR
6	Air Blower	2x5HP	KIRLOSKAR
7	Sump Pump	2x1HP	KIRLOSKAR
8	External bore well pump	1 x 1.5 HP	KIRLOSKAR

d. HVAC SYSTEM

Sl	Location	Description	Make	Quantity
1	Ground floor	AHU-2(9500 CFM)	EDGETECH	2
		AHU-1(4900 CFM)	EDGETECH	1
		FCU-3 TR	EDGETECH	1
		FCU-1.5 TR (Gas)	EDGETECH	2
		DX Unit -1.5 TR-CCTV & LV Room	CARRIER	2
		VAV (1300CFM)	JHONSON CONTROL	1

		VAV(1000CFM)	JHONSON CONTROL	1
		VAV(1600CFM)	JHONSON CONTROL	4
2	First Floor	AHU-1(4900 CFM)	EDGETECH	1
		AHU-2(8000 CFM)	EDGETECH	2
		FCU-3 TR	EDGETECH	1
		FCU--1.5 TR (Gas)	EDGETECH	3
		DX Unit -1.5 TR -Server Eroom& LV Room	CARRIER	2
		DX Unit -3 TR -Server Room	CARRIER	1
		VAV(550CFM)	JHONSON CONTROL	11
		VAV(1000CFM)	JHONSON CONTROL	5
		VAVA(3100FM)	JHONSON CONTROL	2
		VAV(4100CFM)	JHONSON CONTROL	1
		VAV(1600CFM)	JHONSON CONTROL	1
3	Second Floor	AHU-1(4900 CFM)	EDGETECH	1
		AHU-2(8000CFM)	EDGETECH	1
		AHU-2(10660 CFM)	EDGETECH	1
		FCU-3 TR	EDGETECH	3
		FCU--1.5 TR	EDGETECH	4
		DX UNIT -1.5 TR-LV ROOM	CARRIER	1
		VAV(550CFM)	JHONSON CONTROL	11
		VAV(1000CF)	JHONSON CONTROL	11
		VAV(3100CFM)	JHONSON CONTROL	3
		VAV(4100CFM)	JHONSON CONTROL	1
		VAV(1600CFM)	JHONSON CONTROL	1
4	Third floor	AHU-2 (10660 CFM)	EDGETECH	1
		AHU-2 (5500CFM)	EDGETECH	1
		AHU-1 (8000 CFM)	EDGETECH	1
		FCU-3 TR	EDGETECH	4
		FCU--1.5 TR	EDGETECH	3
		DX UNIT-1.5 TR - LV ROOM	CARRIER	1
		VAV (1000CFM)	JHONSON CONTROL	17

		VAV(550CFM)	JHONSON CONTROL	1
		VAV(1600CFM)	JHONSON CONTROL	2
		VAV(4100CFM)	JHONSON CONTROL	4
5	Fourth Floor	AHU-2 (10000CFM)	EDGETECH	1
		AHU-2 (8000 CFM)	EDGETECH	1
		AHU-1(4300 CFM)	EDGETECH	1
		FCU-3(TR)	EDGETECH	4
		DX Unit-1.5 TR-LV Room	CARRIER	1
		VAV(4100CFM)	JHONSON CONTROL	1
		VAV(1600CFM)	JOHONSON CONTROL	1
6	Fifth Floor	AHU-2(5500 CFM)	EDGETECH	1
		FCU-3 TR	EDGETECH	2
		FCU--1.5 TR	EDGETECH	4
		DX Unit-1.5 TR -Maids Room	CARRIER	
7	Terrace	AHU-1 (4300 CFM)	EDGETECH	1
		DIDW FANS-10000CFM	EDGETECH	3
		DIDW FANS-7000CFM	EDGETECH	2
		SISW FANS-2880 CFM	KRUGER	2
		HEAT RECOVERY UNIT-8500 CFM	ZECO	1
		HEAT RECOVERY UNIT-12000 CFM	ZECO	1
		HEAT RECOVERY UNIT-2000CFM	ZECO	1
		COOLING TOWERS	BELL	3
		HEAT RECOVERY PANEL	TRICOLITE	3
		OUTDOOR VENTIALTION PANEL	TRICOLITE	1
		LIFT PANEL	TRICOLITE	1
		SOLAR WATER HEATING SYSTEM (500 LPM)	PHOTON	2
8	Basement	CHILLER-140 TR	CARRIER	3
		PRIMARY PUMPS-336 USGPM	ARMSTRONG	4
		SECONDARY PUMPS-336US GPM	ARMSTRONG	4
		VFD PANEL	EMATION	1
		CONDENSOR PUMPS-560US GPM (20HP)	ARMSTRONG	4
		AXIAL FAN -14000 CFM	KRUGER	15
		FCU--1.5 TR (Gas)	CARRIER	3
		AXIAL FAN -42000 CFM	KRUGER	8

e. **ACCESS CONTROL SYSTEM**

Following Equipments (Including accessories) installed at different floors of NDC building

Sl. No.	Location	Description (Make/Model)/ Quantity (Nos.)							
		Access Intelligent Controller	Smart Card Reader	Single Leaf Lock	Double Leaf Lock	Release to Exit Switch	Break Glass Unit	Magnetic Contact	Power Supply 12V/24V
		DDS/JET	HID/iclass R10	BEL	BEL				Ctech/S1205 W, S2402 W
1	BASEMENT	1	1	1		1	1	3	1
2	GROUND FLOOR	1	4	3		2	3	5	6
3	FIRST FLOOR	2	8	5	1	4	6	9	2
4	SECOND FLOOR	1	4	3	1	4	4	7	1
5	THIRD FLOOR	3	10	11		9	9	13	3
6	FOURTH FLOOR	1	4	6		4	4	8	1
7	FIFTH FLOOR	1	2	1			1	3	1
8	ENTRY GATE								1
9	NON DC LT ROOM	1	1	1	1	1	1	2	2
10	TERRACE		2	2				2	
8	SERVICE GAT								
9	EXIT GATE								
	TOTAL	11	36	33	3	25	29	52	18

Sl. No.	Location	Description (Make/Model)/ Quantity (Nos.)						
		Workstation	Monitor	Key Board	Mouse	Badge Printer	Web Cam	Boom Barrier
		HP/ Prodesk 4000 series	Compaq / G9F92AS	HP/ KU1156	HP/ MODGUO	Fargo/ DTC1250e	Logitech / C270	Boom Barriers (Magnetic Controls)
1	SECOND FLOOR	1	1	1	1	1	1	
2	ENTRY GATE							2
3	SERVICE GAT							2
4	EXIT GATE							2
	TOTAL	1	1	1	1	1	1	6

f. CCTV SYSTEM

SL. No.	Location	Description (Make/Model/quantities)					
		Fixed TYPE Camera	DOME Camera	DOME TYPE CAMER A	PTZ CAMER A	WEATHE R PROOF BOX	Joystick Controlle r
		IXPS1+13V D2.8-12+EH16-MTS	IMSODN1 0-1V	IMPS-1	SD4E36 -PG-E1+IWM	HENSEL	Pelco/ KBD5000
1	BASEMENT	1	11		2	2	
2	GROUND FLOOR	3	12	6	1	1	1
3	FIRST FLOOR		8	1			
4	SECOND FLOOR		9	1			

5	THIRD FLOOR		9	1			
6	FOURTH FLOOR		12				
7	SERVICE FLOOR			2			
8	5TH FLOOR		9	1			
9	TERRACE	2		2	1	2	
10	EXTERNAL AREA	40			4	25	
	TOTAL	46	70	14	8	30	1

S L. N o.	Location										
		32" color Monitor	WORKS TATION COMPU TER	KEY BO AR D	MO USE	COLO R MONI TOR	VIDEO RECORDIN G & MANAGEM ENT S/W 6USER	MAPPI NG S/W	TV REM OTE	S/W LICENC ESE OF ALL CAMER A	
		PANASO NIC 32A300D X	DELL/O PTIPLEX 3020	DEL L	DELL	DELL	PELCO/EN DURA WS- 5+WS-1	PELCO /ENDU RA	PANA SONI C	PELCO/ ENDUR A	
1	GROUND FLOOR(CC TV ROOM)	12	6	6	6	6	1	1	12	1	
	TOTAL	12	6	6	6	6	1	1	12	1	

SL. No	Location	Description(Make/Model/quantity)				
		SYSTEM MANAGER		NETWORK STORAGE(NAS)	DEVICE OF 3RD PARTY CAMERA	SYSTEM MANAGE R
		PELCO		PELCO/NSM- 5200	PELCO/UDI500	PLECO/S M-5200
1	1ST FLOOR	1		3	7	1
	TOTAL	1		3	7	1

g. Audio Visual (AV) System (Video conferencing equipment)

MEETING ROOM (1 No in First Floor, 2 Nos in Second Floor and 1 No in Third Floor)				
Sl.No	Item Description	Qty.	Make	Model
1	Face Plate with inbuilt connectors at both side of plate	5	Kramer	WXA-H
2	50" Inches Display with wall mount	5	Panasonic	TH50LFE7
3	High speed 10 m (35 ft) standard legth- HDMI cable	5	Kramer	C-HM/HM-35
4	High speed 1.8 m (6 ft) standard legth- HDMI cable	5	Kramer	C-HM/HM-6
5	1.8 m (6 ft) standard legth- VGA/A cable	5	Kramer	VGA-A
6	Cable cubby	2	Kramer	TBUS-1AXL+T1AF-26+TS-2U+WCP+WCP-2
Conference Room (First Floor)				
Sl.No	Item Description	Qty.	Make	Model
1	70 Inches Display Unit	2	Panasonic	TH-70 LF 50W
2	program power-ceiling speaker	6	Apart	CM6T
3	program power-wall mount speaker)	2		OV05T
4	Having 4 nos. HDMI input terminals, 2 nos. OUTPUTS HDMI SWITHER	1	Kramer	VS42HN
5	8 multi-channel amplifier	1	Crown	CT8150
6	Boundary Layer Microphone	9	Shure	395b/c
7	DSP	1	BSS	BLU101
8	Polycom VC unit	1	Polycom	Group 500
9	Audio de-embedder	1	Kramer	FC-46XL
10	Scaling Presentation Switcher (scaler-	1	Kramer	VP-444

	cum switcher) of having 2 VGA 15-pin input, 2 stereo 3.5mm jack audio input, 4HDMI input, 2HDMI output, standard indicators and control connectors			
11	Apple I-Pad with docking station	1	Apple	Air-2
12	Control processor	1	Crestron	CP3
13	High speed 1.8 m (6 ft) standard length (HDMI Cable)	1	Kramer	C-HM/HM-6
14	Standard Speed 10.6 m (35 ft) standard length (HDMI CABLE)	7	Kramer	C-HM/HM-35
15	IR PROBE	4		
Training Room (Third Floor)				
Sl.No	Item Description	Qty.	Make	Model
1	5000 ANSI Lumens	2	Panasonic	PT-VW530
2	screen size 109"	2	Da-lite	Cosmopolitan
3	Power amplifier-dual channel	2	Crown	XLS 1000
4	program power-ceiling Speaker	12	Apart	CM6T
5	VGA & stereo audio to HDMI scaler	1	Kramer	VP-425
6	Button Panel controller	1	Crestron	MPC-M10-B-T
7	Having 4 nos. HDMI input terminals, 2nos. or more output terminals	1	Kramer	VS42HN
8	DSP	1	BSS	BLU101
9	HDMI transmitter	1	Kramer	TP-580T
10	HDMI Receiver	1	Kramer	TP-580R
11	Audio de-embedder	3	Kramer	FC-46XL
12	Face Plate	2	Kramer	WXA-H
13	Standard Speed 15.2 m (50 ft) standard	2	Kramer	C-HM/HM-50

	length (HDMI Cable)			
14	Standard Speed 1.8 m (6 ft) standard length HDMI patch cord	9	Kramer	C-HM/HM-6
15	1.8 m (6 ft) standard length m(VGA/A patch cord)	3	Kramer	VGA-A
16	12 U Rack	1	Val rack	12 U
17	IR PROBE	2		
18	Livelier and Hand held microphone set	1	Shure	BLX 88+BLX2+BLX1+WL93
Board Room (Second Floor)				
Sl.No	Item Description	Qty.	Make	Model
1	6000 Lumen Projector	1	Panasonic	PT-EW730
2	Projector Lift	1	Remaco	PLT-412
3	screen size 123" Diagonal	1	Da-lite	Cosmopolitan
4	program power of 60W (ceiling speaker)	8	Apart	CM6T
5	program power of 50-80W (wall mount speaker)	2	Apart	OVO5T
6	8 multi-channel amplifier	1	Crown	CT8150
7	Boundary Layer Microphone	13	Shure	395b/c
8	dual channel power amplifier	1	Crown	XLS 1000
9	Cable cubby	5	Kramer	TBUS-1AXL+T1AF-26+TS-2U+WCP+WCP-2
10	70 Inches display	2	Panasonic	TH70LF50W
11	DSP	2	BSS	BLU101
12	Polycom VC unit	1	Polycom	Group 500
13	HDMI switcher	1	Kramer	VS88HN
14	VGA SWITCHER	1	Kramer	VP-61XL

15	HDMI transmitter	4	Kramer	TP-580T
16	HDMI Receiver	4	Kramer	TP-580R
17	HDMI audio de-embedder	1	Kramer	FC-46XL
18	scaler	1	Kramer	VP-425
19	Apple I-Pad with docking station	1	Apple	Air-2
20	Control processor	1	Crestron	CP3
21	Wireless presentation device	1	Barco	Click share CSM-1
22	1.8 m (6 ft) standard length (VGA cable)	1	Kramer	VGA-A
23	1.8 m (6 ft) standard length (HDMI CABLE)	13	Kramer	C-HM/HM-6
24	High speed 7.6 m (25 ft) standard length (HDMI CABLE)	3	Kramer	C-HM/HM-25
25	Standard Speed 15.2 m (50 ft) standard length (HDMI CABLE)	2	Kramer	C-HM/HM-50
26	IR PROBE	5		
NDC Building AUDIO VIDEO System accessories like remotes, HDMI & VGA patch Cables are handed over to UIDAI as mentioned				
No.	Item Description	Qty	Remarks	
1	Panasonic TV Remotes	7		
2	Frame Switch Remote	4		
3	Projector Remote	1		
4	Screen Remote	2		
5	HDMI Patch Cable 1.8 Mt	11		
6	VGA-A Patch Cable 1.8 Mt	9		

7	USB Patch Cable	1		
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h. LIFTS

SL	Description	Location	Capacity	Qty	Make
1	Passenger Lifts	NDC	16 pax	5	KONE
2	Service Lift	NDC	1000 kg	1	KONE
3	Passenger Lifts	DC	13 pax	2	KONE
4	Service Lift	DC	1700kg	1	KONE

i. TOILETS

Details of toilets are given below:

Sl. No.	Location	Quantity (Nos.) / Make & model No.												
		Was h basin	Angle valve	Soap Disp ense r	Urinal	Urinal Senso r	Wate r Close t	Cister n	Healt h Fauce t	Two way bib cock	Pape r Hold er	Han d Drie r	Grab bars	Mi rro r
		Hind ware	Jaqua r	Jaqu ar	Hind ware	Jaqua r	Hind ware	Jaqua r	Jaqua r	Jaqua r	Jaqua r	Eur onic s	Jaqu ar	Sai nt Go bai n
		ZEN 1004 9	VGP8 1053	ACN 1137 N	6001 2	SNR5 1087	9202 8/920 43	CIBW HT31 8010 11X	ALD - 573	FLR50 47N	ACN 1153 N	EH0 6S	1507	
1	Ground floor													
	Toilet T1													
	Male	3	5	3	5	5	2	2	2	1	2	1		3

	Female	3	5	3			2	2	2		2	1		4
	Toilet T2													
	Male	3	5	3	3	3	2	2	2		2	1		4
	Female	2	4	2			2	2	2		2	1		4
	Specially abled	1	2				1	1	1		1		1	1
	Driver's toilet	2	4	2	2	2	2	2	2		2	1		2
2	First floor													
	Toilet T1													
	Male	3	5	3	5	5	2	2	2	1	2	1		3
	Female	3	5	3			2	2	2		2	1		4
	Toilet T2													
	Male	3	5	3	3	3	2	2	2		2	1		4
	Female	2	4	2			2	2	2		2	1		4
	Specially abled	1	2				1	1	1		1		1	1
3	Second floor													
	Toilet T1													

	Male	3	5	3	5	5	2	2	2	1	2	1		3
	Female	3	5	3			2	2	2		2	1		4
	Toilet T2													
	Male	3	5	3	3	3	2	2	2		2	1		4
	Female	2	4	2			2	2	2		2	1		4
	Specially abled	1	2				1	1	1		1		1	1
4	Third floor													
	Toilet T1													
	Male	3	5	3	5	5	2	2	2	1	2	1		3
	Female	3	5	3			2	2	2		2	1		4
	Toilet T2													
	Male	3	5	3	3	3	2	2	2		2	1		4
	Female	2	4	2			2	2	2		2	1		4
	Specially abled	1	2				1	1	1		1		1	1
5	Fourth floor													
	Toilet T1													

	Male	3	5	3	5	5	2	2	2	1	2	1		3
	Female	3	5	3			2	2	2		2	1		4
	Toilet T2													
	Male	3	5	3	3	3	2	2	2		2	1		4
	Female	2	4	2			2	2	2		2	1		4
	Specially abled	1	2				1	1	1		1		1	1
6	Fifth Floor													
	Toilet T1													
	Male	2	4		5				2	2	2	1		3
	Female	2	4						2	2	2	1		3
	Total	66	117	57	47	42	47	47	51	9	51	23	5	88

Sl. No.	Description	Make	Model No.	Quantity (Nos.) of V Floor				
				Suite room	Guest rooms	Locker room (Male)	Locker room (Female)	Total
1	Wash basin	Hindware	ZEN 10049	4	19	2	2	27
2	Basin Mixer	Jaquar	SNR51027	4	19	2	2	27
3	Angle valve	Jaquar	VGP81053	4	19	2	2	27

4	Soap Dispenser	Jaquar	ACN1137N	4	19	2	2	27
5	Urinal	Hindware	60012	-	-	6	-	6
6	Urinal Sensor	Jaquar	SNR51087	-	-	6	-	6
7	Water Closet (EWC)	Hindware	92028	4	19	2	2	27
8	Cistern	Jaquar	CIBWHT318010 11X	4	19	2	2	27
9	Health Faucet	Jaquar	ALD - 573	4	19	2	2	27
10	Two way bib cock	Jaquar	FLR5047N	-	-	-	-	-
11	Paper Holder	Jaquar	ACN 1153N	4	19	2	2	27
12	Hand Drier	CERA	EH06S	-	-	1	1	2
13	Shower assembly							
	Divertor	Jaquar	FLR 5065K & ALD065	2	19	2	2	25
	Spout	Jaquar	SPJ5429	2	19	2	2	25
	Shower rose	Jaquar	OHS1999	2	19	2	2	25
	Shower arm	Jaquar	SHA479L450	2	19	2	2	25
14	Looking Mirror	Saint Gobain		4	19	3	3	29

Sl. No.	Location of PANTRY	Quantity (Nos.) / Make & model No.	
		Kitchen sink	Sink Mixer
		Jaguar	Jaguar
		ALD-769B	FLR 5039N
1	Ground floor	1	1
2	First floor	1	1
3	Second floor	2	2
4	Third floor	1	1
5	Fourth floor	1	1
	Kitchen	1	1
	Total	7	7

Sl. No.	Location	SANITARY FIXTURES IN THE DATA CENTRE BUILDING : Quantity (Nos.) / Make & model No.												
		Was h basi n	Angl e valv e	Soap Dispe nser	Urin al	Urin al Sens or	Wat er Clos et	Ciste rn	Healt h Fauc et	Two way bib cock	Pape r Hold er	Han d Drie r	Grab bars	Mirro r
		Hind war e	Jaqu ar	Jaqua r	Hind ware	Jaqu ar	Hind ware	Jaqu ar	Jaqu ar	Jaqu ar	Jaqu ar	Eur onic s	Jaqu ar	Saint Gobai n
		ZEN 100 49/ 100	VGP 8105 3	ACN1 137N	6001 2	SNR 5108 7	9202 8/92 043	CIB WHT 3180 1011	ALD - 573	FLR5 047N	ACN 1153 N	EHO 6S	1507	

		36						X						
1	Ground floor													
	Male	1	1	1	1	1	1	1	1	1	1	1		1
	Female	1	1	1			1	1	1	1	1	1		1
2	First floor													
	Male	2	3	2	2	2	2	2	2	2	2	1		3
	Female	2	2	1			2	2	2	2	2	1		2
	Specially abled	1	1				1	1	1	1	1	1	1	1
3	Second floor													
	Male	1	1	1	1	1	1	1	1	1	1	1		1
	Female	1	1	1			1	1	1	1	1	1		1
4	Third floor													
	Male	2	2	2	2	2	2	2	2	2	2	1		3
	Female	2	2	1			2	2	2	2	2	1		2
	Specially abled	1	1				1	1	1	1	1	1	1	1
	Total	14	15	10	6	6	14	14	14	14	14	10	2	16

WATER TANKS

S.No.	Description	Capacity	Quantity (Nos)
1.	Underground Storage Tank	160 KL	1
2.	Underground Fire Water Tank	50 KL	2
3.	Underground Raw Water Tank	65 KL	1
4.	Underground Treated Water Tank	35 KL	1
5.	Overhead Fire water tank	10 KL	3
6.	Overhead Domestic Water tank	10 KL	2
7.	Overhead Flushing Water Tank	10 KL	1
8.	Overhead Soft water tank	10 KL	1
9.	Overhead Soft water tank	5 KL	1
10.	Overhead R.O. Water tank	2 KL	1
11.	Underground STP Flush water sump	10 KL	1

Intelligent Building Management System
PA System
EPABX System
LAN networking/EPBAX

5 RO System:

1	RO System	500 LPH	1 no	Fontus make
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17.Solar Systems:

1.	On grid solar system	10 KWp	4 nos	Emvee photovoltaic
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				pvt ltd.
2.	Solar water heater	500 LPD	1 no	PHOTON

18. Boom barriers

1	Access Pro (Materials Gate)	1	nos	Magnetic Auto control make
2	Toll pro (Entry & Exit gate)	2	nos	Magnetic Auto control make

19. Motorized GI Grill gate

1	(Materials Gate)	1	nos	BFT make
2	(Entry & Exit gate)	2	nos	BFT make

20. Basement automatic car parking system

Note: List is indicative only. Bidders are requested to visit the site before quoting the price.

DETAILS OF FURNITURE'S

ANNEXURE - '2'

Ground Floor			
No.	Description of Furniture	QTY	Remarks
1	Linear Work station	12	
2	ADG Cabin	3	
3	Elate MB chair	1	
4	Elate visitor chair	2	
5	Smart HB chairs	2	
6	Smart visitor chairs	4	
7	Smart MB chairs	12	
8	Sofa 1 seater	12	
9	Sofa 3 seater	1	
10	Side Table	2	
11	Center Table	3	
12	Storage 750x425x1200ht	16	
13	Guard room table	6	
14	Pantry furniture	1	
First Floor			
No.	Description of Furniture	QTY	Remarks
1	Linear Work station	36	
2	Team Work Station L-shape	40	
3	Half Cabin Type 1	22	

4	ADG Cabin	4	
5	DDG Cabin	1	
6	Meeting Room Table	1	
7	Repro graphic	1	
8	Elate MB chair	4	
9	Elate visitor chair	8	
10	Smart HB chairs	24	
11	Smart MB chairs	139	
12	Smart visitor chairs	48	
13	Sofa 3 seater	6 nos	
14	Side Table	12	
15	Center Table	2	
16	Storage 750x425x1200ht	84	

Second Floor

No.	Description of Furniture	QTY	Remarks
1	Linear Work station	83	
2	Team Work Station L-shape	49	
3	Half Cabin Type 1	41	
4	Discussion table	3	
5	Meeting Room Table	3	
6	ADG Cabin set	7	
7	DDG & DDG CHAIRMAN set	2	
8	Repro graphic	1	
9	Executive Dining table	3	
10	Executive Dining chairs	24	

11	Define HB chairs	4	
12	Define MB chairs	38	
13	Elate HB chair	7	
14	Elate visitor chair	14	
15	Smart HB chairs	41	
16	Storages 900x1200	5	
17	Smart MB chairs	27	
18	Smart VS chairs	18	
Third Floor			
No.	Description of Furniture	QTY	Remarks
1	Linear Work station	37	
2	Team Work Station L-shape	38	
3	Half Cabin Type 1	22	
4	ADG Cabin	7	
5	Meeting Room Table	3	
6	Repro graphic	1	
7	Elate MB chair	7	
8	Elate visitor chair	14	
9	Smart HB chairs	22	
10	Smart MB chairs	101	
11	Smart visitor chairs	44	
12	Sofa 3 seater	9	
13	Sofa 1 seater	4	
14	Side Table	18	
15	Center Table	1	

16	Storage 750x425x1200ht	91	
17	Storage 900x425x1200ht	12	
18	Storage 1200x425x1200ht	4	
19	Training Table	26	
20	Annex chair	50	
21	Sliding folding partition	1	

Fourth Floor

No.	Description of Furniture	QTY	Remarks
1	Cafeteria Table 1200x800	18	
2	Cafeteria Table 1800x800	10	
3	PEPPER bottles Red colour	66	
4	PEPPER bottles yellow colour	66	

Fifth Floor

No.	Description of Furniture	QTY	Remarks
1	Cafeteria Table 1200x800	2	
2	Paper chair yellow colour	4	
3	Paper chair yellow colour	4	
4	Personal Locker 4 Door	14	
5	Personal Locker 2 Door	31	
6	Changing Bench	6	
7	Single Bed	17	
8	Mattress & Pillow	17	
9	Steel Almirah	17	

Other furniture						
No.	Description of Furniture	GF Qty	1F Qty	2F Qty	3F Qty	4F Qty
1	CREDENZA	0	0	4		
2	RECEPTION TABLE	1	1	1	1	1
3	BLACKOUT BLINDS	3	3	9	23	
4	PERFORATED BLINDS	0	45	46	67	
5	PANTRY ROOMS CABINETS	1	1	2	1	
6	COMPACTOR Single Last Drive Cover Unit 3 Bay Type		4			
7	COMPACTOR Single Static Drive Cover Unit 3 Bay Type		4			
8	COMPACTOR Twin Mobile Drive Unit 3 Bay Type		33			

4.1 TECHNICAL BID

4.2.1 TECHNICAL BID LETTER

(Annexe 4.2.1)

To

The Assistant Director General
Unique Identification Authority of India (UIDAI)
Technology Centre, NTI Layout, Tata Nagar
Kodigehalli, Bengaluru,
Karnataka-560092.

Ref : Bid No. _____

Sir,

We declare:

- (i) That we are provider of Facility Management Services.
 - (ii) That we/ are equipped with adequate manpower required for Facility Management Service and that our establishment is open for inspection by the representatives of the Unique Identification Authority of India.
2. We hereby offer to supply the Facility Management Services for 1 year at the Contract value and prices/rates as mentioned in the **Annexure 4.2.2 and Annexure 4.2.3 respectively**, of the Commercial Bid.
3. **PERIOD OF DELIVERY**
- We do hereby undertake that, in the event of acceptance of our bid, the Facility Management services shall be made as stipulated in the Schedule to the Bid Document and that we shall perform all the incidental services.
4. **TERMS OF DELIVERY**
- The prices quoted are inclusive of all charges in the UIDAI at the location as mentioned in **Appendix C**.
5. We enclose herewith the complete **Commercial Bid** as required by you. This includes:

S. NO.	CONTENTS
1.	Technical Bid Letter (Annexure 4.2.1)
2.	Cost for providing Facility Management services (Annexure 4.2.2 – Annexure 4.2.3)
3.	Soft copy and hard copy of Cost Of providing Facility Management Service (to be downloaded online in the Form Of BoQ_ Facility Management Service_.Xls)

6. We agree to abide by our offer for a period of **180 days** from the last date of submission of the bid and that we shall remain bound by a communication of acceptance within that time.
7. We have carefully read and understood the terms & conditions of the tender and the conditions of the contract applicable to the tender and we do hereby undertake to supply service as per these terms and conditions.

8. Certified that the bidder is :

a) The Constituted attorney of the company and the person signing the bids is the constituted attorney of the Company.

OR

b) The Principal Officer or his duly Authorized Representative of the Company, and he has the authority to refer to arbitration disputes concerning the business of the Company by virtue of the general power of attorney.

(**NOTE:** Delete whatever is not applicable. All corrections/deletions should invariably be duly attested by the person authorized to sign the tender document.)

9. Self attested scanned copy of Bid Security (**Earnest Money Deposit**) for an amount equal to **Rs. _____ (Rupees _____ only)** is attached in the Cover containing **Technical Bid** in the form of specified in **Clause 2 of Section II. Original has been dispatched/delivered to the address mentioned in clause 1.2 of Section I.**
10. We do hereby undertake, that, until a formal contract is prepared and executed, this bid, together with your written acceptance thereof and placement of awarding the Contract, shall constitute a binding contract between us.

Signature of the bidder

Name :
Full Address :
Telephone No :
Fax No :
Email ID :

Details of enclosures:

- 1.
- 2.
- 3.

Commercial Bid

(Annexe 4.2.2)

S.No	Item Name	Qty.	Rate for 24 months inclusive of all except GST				Remarks
A	AMC Charges		Rate in Rs.	GST	Amount	Amount in words	
1	Comprehensive AMC charges for items referred at Annexure- F	Lump sum					Contractors are advised to get the details from the OEM/ OEM authorized service Partner before quoting.
2	Non-Comprehensive AMC Charges for items referred at Annexure G (Including monthly expenditure uptoRs. 70000/-)	Lump sum					
	Amount in Words						
B.	Manpower Cost						
1	MANAGER (Technical)	1					
2	SUPERVISOR (Technical)	1					
3	ELECTRICIAN	5					
4	Helper(Electrician)	3					
5	FIRE TECHNICIAN	4					
6	HVAC Operator	2					
7	HVAC Helper	1					
8	W.T.P/STP OPERATOR	4					
9	Plumber	1					
10	CCTV Technician	1					

11	ACCESS CONTROL /LAN NET WORKING/EPABX/Tel	2					
12	AV (Audio Visual) Operator	1					
13	IBMS	3					
14	MASTER GARDENER	1					
15	GARDENER	1					
16	CARPENTER	1					
	Total	32	Total Rs.				
	Grand Total A + B		Rs.				
	Amount in words						

Note: During the execution of contract; if in case, the manpower deployed by vendor is increased/decreased at discretion of UIDAI, then the payment to the vendor for the change is manpower will be governed by the above discovered prices.

The quoted monthly rate shall be inclusive of all applicable taxes including service tax and including contribution towards ESI, PF, Gratuity, Bonus, etc. It shall also include cost of training and uniform. Please read section V of RFP carefully before quoting the price.

Signature & seal of the bidder

Name :
Full Address :
Telephone No :
Fax No :
E mail ID :

Sl. No.	Details of Scope of work	Contract value (for 24 months) - Total cost of Annexe - 4.2.3
1.	Carrying out the Facility Management services as per the scope of work/requirement mentioned in Annexure - 4.2.2 (A) and by deploying appropriate manpower as mentioned in Annexure - 4.2.2 (B) .	Rs. _____
Contract value (Inclusive of GST)		Rs. _____
In word (Rupees _____)		

Date:

Signature of authorized person

Full Name:

Seal:

Place:

CONTRACT/AGREEMENT FOR SUCCESSFUL BIDDER

CONTRACT/AGREEMENT NO DATED.....

THIS AGREEMENT is made on between **Unique Identification Authority of India** (hereinafter referred to as "UIDAI, TC " which expression unless excluded or repugnant to the context be deemed to include his successors and assigns), and whose principal place of office is at UIDAI, Technology Centre, Aadhaar Complex, NTI Layout, Tata Nagar, Kodigehalli, Bengaluru-560092 of the One Part,

AND

M/s _____ is having its registered office at _____ (Hereinafter referred to as "the Contractor") which expression shall unless excluded by or repugnant to the context be deemed to include his successors, heirs, executors, administrators, representatives and assigns) of the other part for providing Facility Management Services to UIDAI, Technology Centre.

NOW THIS AGREEMENT WITNESSTH as follows:

- I. WHEREAS the UIDAI, Technology Centre invited bids through open tender, vide Notice Inviting Tender No. _____ dated-----
For "**Comprehensive Facility Management Services (FMS) for UIDAI, Technology Centre, Aadhaar Complex, NTI Layout, Tata Nagar, Kodigehalli, Bengaluru-560092**"
- II. AND WHEREAS the Contractor submitted his bid in accordance with the procedure mentioned along with the bid documents and represented therein that it fulfills all the requirements and has resources and competence to provide the requisite services to the UIDAI, Technology Centre.
- III. AND WHEREAS the UIDAI, Technology Centre has selected M/s _____ as the successful bidder ("the contractor") pursuant to the bidding process and negotiation of contract prices ,awarded the Letter of Acceptance(LoA)No _____ dated _____, to the Contractor for a total sum of _____ (Rupees _____ Only) for providing **Comprehensive Facility Management Services (FMS) for UIDAI, Technology Centre Bengaluru.**
- IV. AND WHEREAS the UIDAI, Technology Centre desires that the **Comprehensive Facility Management Services** (as defined in the Bidding Document) be provided, performed, executed and completed by the Contractor, and wishes to appoint the Contractor for carrying out such services.
- V. AND WHEREAS the Contractor acknowledges that the UIDAI, Technology Centre shall enter into contracts with other contractors / parties for the Comprehensive Facility Management Services of its premises in case the Contractor falls into breach of the terms and conditions as stipulated in the Tender Document and shall waive its claim whatsoever in this regard,

- VI. AND WHEREAS the terms and conditions of this Contract have been fully negotiated between the UIDAI, Technology Centre and the Contractor as parties of competent capacity and equal standing.
- VII. AND WHEREAS the Contractor has fully read, understood and shall abide by all the terms and conditions as stipulated in the Tender Documents for providing Comprehensive Facility Management Services (FMS) for UIDAI, Technology Centre, Aadhaar Complex, NTI Layout, Tata Nagar, Kodigehalli, Bengaluru- 560092, failing which the Contract is liable to be terminated at any time, without assigning any reasons by the UIDAI, Technology Centre.
- VIII. AND WHEREAS the Contractor shall be responsible for payment of PF, ESI, GST, etc with the respective Authority/Department. The documentary proof of the same must be submitted within one month of payment of particular bill for the same charged in the said bill.
- IX. AND WHEREAS the UIDAI, Technology Centre and the Contractor agree as follows:
- (i) In this Agreement (including the recitals) capitalized words and expressions shall have the same meanings as are respectively assigned to them in the Contract documents referred to.
 - (ii) The following documents shall be deemed to form and be read and construed as part of this Agreement. (This Agreement shall prevail over all other Contract documents):-
 - a. The Letter of Acceptance (LoA) issued by the "UIDAI, Technology Centre Notice to Proceed (NTP) issued by the UIDAI, Technology Centre.
 - b. The complete Bid, as submitted by the Contractor.
 - c. The Addenda, if any, issued by the UIDAI, Technology Centre.
 - d. Any other documents forming part of this Contract Agreement till date (Performance Bank Guarantee, Bank Guarantee) Charges - Schedule annexed to this Article of Agreement and Supplementary Agreements executed from time to time.
 - e. Any changes/modifications/amendments required to be incorporated in the Contract Agreement at a later stage shall be discussed and mutually agreed by both the parties and such supplementary agreements shall be binding on both the parties and shall from the part of this contract agreement.
- X. The Contract shall be governed by and construed in accordance with the laws of India. Each Party hereby submits to the jurisdiction as set out in the Dispute Resolution Procedure in the Conditions of Contract.

IN WITNESS WHEREOF the parties hereto have caused this Agreement to be executed in accordance with the laws of India on the day _____, month _____ and year _____.

Signed on behalf of the Contractor

Signed on Behalf of

Admin Division

Unique Identification Authority of India of

(Authorized Signatory)

(Authorized Signatory)

PERFORMANCE BANK GUARANTEE

(To be stamped in accordance with Stamp Act)

The non-judicial stamp paper should be in the name of issuing Bank

Ref.....

Bank Guarantee No.....

Date.....

To

**Assistant Director General
(Admin), UIDAI Technology
Centre, Bengaluru-560092.**

Dear Sir,

- In consideration of the Unique Identification Authority of India, Ministry of Electronics & Information Technology (MeitY), Government of India, on behalf of the CEO, UIDAI, (hereinafter referred to as the 'Owner' which expression shall unless repugnant to the context or meaning thereof include its successors, administrators and assigns) having awarded to M/s..... with its Registered/Head office at (hereinafter referred to as the "Contractor" which expression shall unless repugnant to the context or meaning thereof, include its successors, administrators, executors and assigns), a Contract by issue of Notification of award No..... dated and the same having been acknowledged by the Contractor, resulting in a Contract, bearing No..... dated.....valued at.....for **"Comprehensive Facility Management Services (FMS) for UIDAI, UIDAI Technology Centre, Tata Nagar,Bengaluru-560092"** and the Contractor having agreed to provide a Contract Performance Guarantee for the faithful performance of the entire Contract not exceeding Rs (in words &figures).
- We.....(Name & Address of Bank Branch) having its Head office at (hereinafter referred to as the 'Bank', which expression shall, unless repugnant to the context or meaning thereof, include its successors, administrators, executors and assigns) do hereby guarantee and undertake to pay the amounts due and payable under this guarantee without any demur, reservation, context, recourse or protest and/or without any reference to the Contractor merely on a demand from the Owner stating that the amount claimed is due by way of loss or damage caused to or would be caused to or suffered by the Owner by reason of breach by the said Contractor(s) of any of the terms or conditions contained in the said Agreement or by reason of the Contractor(s)' failure to perform the said Agreement. Any such demand made on the Bank shall be conclusive and binding notwithstanding any difference between the Owner and the Contractor or any dispute pending before any Court, Tribunal, Arbitrator or any other authority. We agree that the guarantee herein contained shall be irrevocable and shall continue to be enforceable till the Owner discharges this guarantee.

3. The Owner shall have the fullest liberty without affecting in any way the liability of the Bank under this guarantee, from time to time to extent the time for performance of the Contract by the Contractor. The Owner shall have the fullest liberty, without affecting this guarantee, to postpone from time to time the exercise of any powers vested in them or of any right which they might have against the Contractor, and to exercise the same at any time in any manner, and either to enforce or to forbear to enforce any covenants, contained or implied, in the Contract between the Owner and the Contractor or any other course or remedy or security available to the Owner. The Bank shall not be released of its obligations under these presents by any exercise by the Owner of its liberty with reference to the matters aforesaid or any of them or by reason of any other act of omission or commission on the part of the Owner or any other indulgences shown by the Owner or by any other matter or thing whatsoever which under law would, but for this provision have the effect of relieving the Bank.
4. The Bank also agrees that the Owner at its option shall be entitled to enforce this Guarantee against the Bank as a principal debtor, in the first instance without proceeding against the Contractor and not withstanding any security or other guarantee the Owner may have in relation to the Contractor's liabilities.
5. This guarantee will not be discharged due to the change in the constitution of the Bank or the Contractor(s)/Service Provider(s).
6. Notwithstanding anything contained herein above:
 - a. Our liability under this guarantee is restricted to Rs(in words & figures), as per **Clause 3.29 of Section III.**
 - b. This Bank Guarantee will be valid upto.....;and
 - c. We are liable to pay the guarantee amount or any part thereof under this Bank Guarantee only upon service of a written claim or demand by you on or before.....

In witness whereof the Bank, through its authorized officer, has set its hand and stamp on this.....day of.....20.....at.....

WITNESS

.....
(Signature)

.....
(Signature)

.....
(Name)

.....
(Name)

.....
(Official Address)

.....
(Designation with Bank Stamp)

Attorney as per
Power of Attorney No.....
Dated.....

A. COMPREHENSIVE AND NON COMPREHENSIVE OPERATION AND MAINTENANCE

- The comprehensive maintenance of all systems/services/equipment installed in the building except the exclusions as defined in the clause no. **4.23.2**. The below are deemed to be included the scope of FMS agency,

(i) Comprehensive AMC of E&M equipments

- a) Comprehensive AMC of equipments has to be done as per OEM recommendation and as per schedule given elsewhere in the tender document.
- b) Where warranty is not available or has/expired, comprehensive AMC has to be done within one month of issue of LOA by FMS agency.
- c) All comprehensive AMC taken by FM Agency should continue till minimum of 4 month after completion period of FMS. Also extension of comprehensive AMC should be done such that it expires at the end of 4th month beyond completion period of FMS. Copy of contract agreement of running comprehensive AMC done by FMS would be handed over to UIDAI.
- d) The cost/charges of AMC of all these equipments shall be borne by FMS agency.

List of equipments shall be comprehensive maintenance with OEM or Authorized service partner only.

BOQ

Annexure –F

A. AMC COST

(I) Comprehensive AMC of E&M equipments

S.No	Description	UNIT	Qty	MAKE	Rate in Rs.(24 months)	GST	Amount in Rs.
1	Lifts (16 passengers)	NO	05	KONE			
2	Lifts (13 passengers)	NO	02	KONE			
3	Telephone communication system and EPABX (OSV server)	NO	01	UNIFY			
4	AV system	NO	03	CRESTRON			
5	Network switches	NO	01	ENTRASYS			
6	CCTV system (138 camera, server)	NO	01	PELCO			
					Total Rs.		

(II). Non Comprehensive AMC of E&M equipments

List of equipments shall be Non comprehensive maintenance with OEM or Authorized service partner.

S.No	Description	UNIT	Qty	MAKE	Rate in Rs.(24 months)	GST	Amount in Rs.
1	Boom Barrier	NO	06	Magnetic control			
2	DG set 750 KVA	NO	01	Perkins			
3	DG set 500 KVA	NO	01	Perkins			
4	MV Panel ACB and PLC systems	NO	01	ABB			
5	Entry, Exit and material gate motorized Grill door	NO	03	BFT & BENINCA			
6	200 KVA UPS with batteries	NO	03	APC			
7	140 Tr Chiller A/C plant	NO	03	CARRIER			

8	AHU (Variable CFM)	NO	17	EDGETECH			
9	VAV (Variable CFM)	NO	72	JOHNSON Control			
10	VFD (All types)	NO	21	ABB			
11	DX –Unit (All types)	NO	11	CARRIER & LG			
12	FCU unit (All types)	NO	34	EDGETECH			
13	HRW (All types)	NO	03	EDGETECH			
14	DIDW (All types)	NO	05	EDGETECH			
15	SISW (All types)	NO	02	EDGETECH			
16	AXIAL (All types)	NO	28	KRUGER			
17	Material Lifts	NO	02	KONE			
18	Fire Alarm System	NO	01	HONEYWELL			
19	IBMS Software	NO	01	SCHNEIDER			
20	RO Machine 500 LPH	NO	01	FONTUS			
21	Automatic Twin car parking	NO	71	RR PARKON			
22	Access control Systems	NO	01	KOSMOSYS			
				Total			
			(I)	CAMC		Rs.	
			(II)	NCAMC		Rs.	
			A	Grand Total		Rs.	

B. Manpower Cost

B.	Position	Qty	Rate in Rs.(per month)	Rate in Rs.(24 months)	GST	Amount
1.	Manager	1				
2	SUPERVISOR (Electrical)	1				

3	ELECTRICIAN	5				
4	Helper(Electrician)	3				
5	FIRE TECHNICIAN	4				
6	HVAC Operator	2				
7	HVAC Helper	1				
8	WTP/STP OPERATOR	4				
9	Plumber	1				
10	CCTV Technician	1				
11	ACCESS CONTROL /LAN NET WORK/EPABX/Tel	2				
12	AV (Audio Visual) Operator	1				
13	IBMS	3				
14	MASTER GARDENER	1				
15	GARDENER	1				
16	CARPENTER	1				
	B. Grand Total					Rs.
	A + B					Rs.

Note: Taking over from the existing FMS agency and Handing over to new agency at the end of contract period.