



# ડૉ. બાબાસાહેબ આંબેડકર ઓપન યુનિવર્સિટી

(ગુજરાત સરકાર દ્વારા સ્થાપિત)

“જ્યોતિર્મય” પરિસર, ડૉ.બાબાસાહેબ આંબેડકર ઓપન યુનિવર્સિટી માર્ગ,  
સરખેજ-ગાંધીનગર હાઈવે, છારોડી, અમદાવાદ-૩૮૨૪૮૧.

Email: [baou.estate@baou.edu.in](mailto:baou.estate@baou.edu.in) Website: [www.baou.edu.in](http://www.baou.edu.in)



TENDER NO. BAOU/VAHI/ESTATE/E-TENDER/2024-25/

Dated: 01.02.2025

## TENDER DOCUMENT

### FOR

**Engagement of Fire Consultant for Preparing  
Estimates, Tender Documents, Scrutiny of  
Tenders received, and supervision of the  
operation and maintenance/up-gradation of  
Existing fire-fighting System/Equipment at  
Dr.Babasaheb Ambedkar Open University,  
Ahmedabad---382481.**

### REGISTRAR

Regd. Office: Dr.Babasaheb Ambedkar Open University  
Chharodi, S.G.Highway, Ahmedabad-382481.

Website: [www.baou.edu.in](http://www.baou.edu.in)

Mo.no.- +919978408906

Signature of the Bidder with Company seal

1. Dr.Babasaheb Ambedkar Open University, was set up in 1994, having its Registered Office at Dr.Babasaheb Ambedkar Open University, Chharodi, S.G.Highway, Ahmedabad-382481. Dr.Babasaheb Ambedkar Open University is a Government of Gujarat Undertaking under the Education Department.
2. Name of Work: Engagement of Fire Consultant for Preparing Estimates, Tender Documents, Scrutiny of Tenders received, and supervision of the operation and maintenance/up-gradation of Existing fire-fighting System/Equipment at Dr.Babasaheb Ambedkar Open University, Ahmedabad-382481.
3. Dr.Babasaheb Ambedkar Open University invites bids by E-tender system in two bid system (Technical & Financial Bid) from experienced and reputed consultants/agencies/firms having minimum of five year experience in the field, as under:-

S. No.	Tender No.	:	<b>BAOU/VAHI/ESTATE/E-TENDER/2024-25/</b> <b>Dated: 01.02.2025</b>
1.	Name of Work	:	Engagement of Fire Consultant for Preparing Estimates, Tender Documents, Scrutiny of Tenders received, and supervision of the operation and maintenance/up-gradation of Existing fire-fighting System/Equipment at Dr.Babasaheb Ambedkar Open University, Ahmedabad-382481.
2.	Tender Fee	:	Rs. 1,500/-
3.	Earnest Money Deposit(EMD)	:	Rs. 50,000/-
5.	Site Inspection	:	On 01.02.2025 from 11:00 Hrs. to 17:00 Hrs. at Dr.Babasaheb Ambedkar Open University, Ahmedabad.
6.	Pre Bid Meeting	:	On 07.02.2025 at 14:30 Hrs. at Dr.Babasaheb Ambedkar Open University, Ahmedabad.
7.	Date of downloading of tender document	:	Up to 01.02.2025 (17:00 Hrs.) from <a href="http://tender.nprocure.com">http://tender.nprocure.com</a>
8.	Deposit of EMD including in original Hard Copy Document(Through R.P.A.D/Speed Post/Courier in Sealed Cover)	:	Up to 25.02.2025 (17:00 Hrs.) at Registrar Dr.Babasaheb Ambedkar Open University, Chharodi, S.G.Highway, Ahmedabad-382481. Phone- +919978408906
9.	Last date and time of submission of electronic bid	:	21.02.2025 upto 15:00 Hrs. on <a href="http://tender.nprocure.com">http://tender.nprocure.com</a>
10.	Opening of Technical bid	:	On 27.02.2025 at 16:00 Hrs. on <a href="http://tender.nprocure.com">http://tender.nprocure.com</a>
11.	Opening of Financial Bid	:	On 27.02.2025 at 17:00 Hrs. on <a href="http://tender.nprocure.com">http://tender.nprocure.com</a>

The bids are to be submitted online in electronic format on website <http://tender.nprocure.com> Bidder may download Tender Document along with terms and conditions from Dr.Babasaheb Ambedkar Open University website [www.baou.edu.in](http://www.baou.edu.in) home page by clicking e-tendering portal <http://tender.nprocure.com>. The bidders are requested to submit their bids prior to last date of submission to avoid non-submission of their bids due to non-

Signature of the Bidder with Company seal

availability of/hanging of website in last moments or any reason whatsoever. Neither Dr.Babasaheb Ambedkar Open University or the E-Tendering service provider shall be responsible for any issues such as internet connectivity or internet browser etc.

The last date of submission of bids will not be extended if system is hung up at the last hours or congestion due to internet at the end of the bidders at the time of filling of tender. **Dr.Babasaheb Ambedkar Open University reserves the right to reject all or any tender wholly or partly without assigning any reason whatsoever.**

4. Bidders who wish to participate in this tender will have to register on line <http://tender.nprocure.com>. To participate in the e-tendering process, bidders will have to procure Digital Signature Certificate (Type-II or Type-III) as per information Technology Act-2000 by the use of which they can sign their electronic bids. Bidders who already have a valid Digital Certificate do not need to procure a new Digital Certificate. **The bidders are requested to read carefully the user manual available on website <http://tender.nprocure.com> before initiating the process of E-Tendering.**
5. Bidder shall submit their offers online in an electronic format both for "Technical" and "Financial bid". However, Earnest Money Deposit (EMD) as prescribed, in original should be submitted physically in the office of Registrar Dr.Babasaheb Ambedkar Open University, Chharodi, S.G.Highway, Ahmedabad-382481 on all working days during working hours before the last date and time of submission of bid.
6. Before electronically submitting the tenders, it should be ensured that all the tender papers are digitally signed by the bidders.
7. **On Line submission of bids:** The online bidders will have to be digitally signed and submitted within the time specified on website <http://tender.nprocure.com> the following manner:-

**a) Technical Bid: Scanned Copies to be uploaded (.pdf):-**

- i)** The bidder will have to deposit EMD Rs.50,000/-(Rupees Fifty Thousand Only) in the form of Demand Draft on any Nationalized/Schedule bank in favour of "Dr.Babasaheb Ambedkar Open University" payable at Ahmedabad before opening of "Technical Bid" in the office of Registrar Dr.Babasaheb Ambedkar Open University, Chharodi, S.G.Highway, Ahmedabad-382481 and obtain a receipt thereof and bidders shall upload the scan copy of receipt as proof of depositing EMD along with technical bid. Otherwise the bid in electronic form will not be considered.
- ii)** The technical information has to be prepared very carefully as indicated in the tender document since it will be the basis for the pre- qualification of bidders. Only relevant and to the point information/document should be uploaded. Failure to provide any required information, may lead to the rejection of the offer. Bidders must read the tender document very carefully before signing on it. Technical formats i.e. all Annexures, except Financial Bid Annexures/Schedule, any other relevant

Signature of the Bidder with Company seal

supporting documents including all the pages of tender document must be signed by hand of the authorized representative along with date as token of acceptance of the terms & conditions of tender.

- b) **Financial Bid: (.pdf):-** This envelope shall consist of financial format/schedules, they must be signed by hand of the authorized representative along with date. The consultancy fee as given in the schedule shall quote in figures and the consultancy fee must be exclusive of all taxes in financial bid. The bidder is required to check the fee carefully before uploading financial bid.
8. Proof for submitting EMD are essential with technical bid otherwise bid in electronic form will not be considered.
  9. Submission of more than one bid is not allowed.
  10. **Opening of Technical Bids:** Technical bids will be opened on **27.02.2025 at 16:00 Hrs.** on <http://tender.nprocure.com>. by the Tender Committee. Dr.Babasaheb Ambedkar Open University shall evaluate the technical bid to pre-qualify the bidders.
  11. **Opening of Financial Bids:** Financial bids will be opened on **27.02.2025 at 17:00 Hrs.** on <http://tender.nprocure.com>. by the Tender Committee.
  12. **Validity of bids:** Tender submitted by Bidders shall remain valid for acceptance for a minimum period of 90 (ninety) days from the last date of submission of Bid.
  13. Dr.Babasaheb Ambedkar Open University reserves the right to reject any or all the offers without assigning any reasons thereof.
  14. Conditional bids would be summarily rejected.
  15. In case, no bid or single bid is received, the bid will get extended by 15 days. The exact date and time of e-tender will be displayed on the E-tendering portal <http://tender.nprocure.com>.
  16. **Pre-bid Meeting:** For any clarification on the Bidding Document, a pre bid meeting will be held on **07.02.2025 at 14:30 Hrs.** at in Dr.Babasaheb Ambedkar Open University, S.G.Highway, Ahmedabad-382481.
  17. Any separately submitted discount letter on the financial bid shall not be considered by Dr.Babasaheb Ambedkar Open University and shall be a ground for disqualification. Evaluation of financial bid shall be considered only on the quoted price/Fee in the financial bid submitted by the bidders.
  18. **Earnest Money Deposit(EMD):** Bidder should pay specified amount towards Earnest Money deposit as follows:
    - i) Rs. 50,000/- (Rupees Fifty Thousand Only) in the form of Demand Draft/ any Nationalized /Schedule bank in favour of "Dr.Babasaheb Ambedkar Open University" Payable at Ahmedabad.

Signature of the Bidder with Company seal

- ii) EMD will not carry any interest.
- iii) EMD will be refunded to the unsuccessful bidders after finalization of the bid and EMD of successful bidder will be refunded after execution of entire work.
- iv) **The Earnest Money Deposit submitted by the bidder may be forfeited if,**
  - a) Successful bidder fails to execute the awarded work within specified time as per intimation/request of the Dr.Babasaheb Ambedkar Open University,
  - b) Successful bidder withdraws his tender or backs out after acceptance,
  - c) Bidder with draws his tender before the expiry of validity period stipulated in the bidding document,
  - d) Bidder violates any of the terms and conditions of the tender,
  - e) Bidder revises any of the items quoted during the validity period,
  - f) Evidences are found to be fraudulent/non-genuine.

19. Dr.Babasaheb Ambedkar Open University reserve the right to change /modify/amend any or all provisions of this tender document. Such revision/ amendments etc. will be made available on Dr.Babasaheb Ambedkar Open University e-tendering portal <http://tender.nprocure.com> only.

20. **Scope of Work:**

**DETAILS OF EXISTING EQUIPMENT IN RESPECT OF FIRE FIGHTING SYSTEMS ETC. AT DR.BABASAHEB AMBEDKAR OPEN UNIVERSITY, AHMEDABAD:**

**FIRE EXTINGUISHER**

**Refilling Dt.17/03/2024 to Next Refilling Dt.16/03/2025**

NO	Building Name	Built-up Area	ABC (6kg)	ABC (9kg)	Co2 (2kg)	Co2 (4.5Kg)	M.foam (50 Ltr)	Total	New Purchased (Co2 4.5kg)
1	Auditorium Building	1421 sq.mtr.	23	24	-	03	-	50	Nil
2	Administrative Building	2560 sq.mtr.	09	08	01	-	-	18	04
3	Academic Building	1935 sq.mtr.	02	02	-	-	-	04	03
4	Canteen Building	859 sq.mtr.	02	02	-	-	-	04	01
5	Computer Building	442 sq.mtr.	10	01	-	-	-	11	02
6	Library Building	971 sq.mtr.	04	02	-	-	-	06	01
7	Examination Building	738 sq.mtr.	02	02	-	-	-	04	01
8	Storage Ritrivel Building	4413.05 sq.mtr.	13	08	-	-	-	21	05
9	Convation hall and studio Building	1012 sq.mtr.	06	02	-	02	-	10	Nil
10	Electric Sub-Station	293.10 sq.mtr.	04	03	02	-	01	10	01
11	Security Office	157	02	-	-	-	-	02	01

Signature of the Bidder with Company seal

		sq.mtr.							
12	Guest house Building	2645.85 sq.mtr.	18	-	-	18	-	36	Nil
13	Assesment Bhavan Building	2180.76 sq.mtr.	08	-	-	08	-	16	Nil
14	Class room Building	1607.86 sq.mtr.	06	-	-	06	-	12	Nil
15	Vice Chancellor Bunglow	429 sq.mtr.	-	-	-	-	-	-	01
	<b>TOTAL</b>		<b>109</b>	<b>54</b>	<b>03</b>	<b>37</b>	<b>01</b>	<b>204</b>	<b>20</b>

NO	DEPARTMENT	Hose Box With Hose	Hydrant Valve	Hose reel
1	Administration	05	04	04
2	Academic	02	02	02
3	Canteen	02	02	02
4	Library	02	02	02
5	Exam	02	02	02
6	Material	06	06	04
7	Studio/Gautam hall	01	01	01
8	IHTM/Post	02	02	02
9	Auditorium	06	06	-
10	Computer	01	01	-
11	Sub station	03	03	-
12	Main gate near	01	01	-
13	Security Office Behind	01	01	-
14	Under tank To Main gate Compound wall	03	03	-
15	Near To B.E.D. Department	01	01	-
16	Behind To B.E.D. Department	01	01	-
17	Near To V.C Office	01	01	-
18	Behind To F.O Office	01	01	-
19	Opposite To Exam	02	02	-

**Guest House**

NO	ITEMS NAME	NOS.
1	Jockey Pump	01
2	Hose Box With Hose	06
3	Hydrant Point / Valve	06
4	Fire brigade inlet	01
5	Hose reel	06
6	Short Branch	00
7	Manual Call Point	12
8	Fire Alarm system	01
9	ABC type Fire Extinguisher 6Kg	18
10	CO2 type Fire Extinguisher 4.5Kg	18
11	Modular Type Fire Extinguisher	01

**Class Room**

NO	ITEMS NAME	NOS.
1	Hose Reel	02
2	Manual Call Point	06
3	Fire Alarm system	Yes

Signature of the Bidder with Company seal

4	ABC type Fire Extinguisher 6Kg	06
5	CO2 type Fire Extinguisher 4.5Kg	06
6	Modular Type Fire Extinguisher	01
7	Fire brigade inlet	01
8	Short Branch	00
9	Jockey Pump	01

**Assesment Bhavan**

NO	ITEMS NAME	NOS.
1	Hose Reel	04
2	Manual Call Point	08
3	Fire Alarm system	Yes
4	ABC type Fire Extinguisher 6Kg	08
5	CO2 type Fire Extinguisher 4.5Kg	07
6	Modular Type Fire Extinguisher	01
7	Fire brigade inlet	02
8	Short Branch	00
9	Jockey Pump	01

DETAIL OF FIRE PUMP IN DR.BABASAHEB AMBEDKAR OPEN UNIVERSITY		
NO	DESCRIPTION	QTY.
1	Diesel Engine Pump	1
2	Main Fire Pump	1
3	Jockey Fire Pump	1

**Note: The above list of equipment is indicative only. The consultant may inspect the building/premises thoroughly, before submitting offer.**

D. Dr.Babasaheb Ambedkar Open University: Total building (the site) 15 nos. is located at Dr.Babasaheb Ambedkar Open University, Ahmedabad-382481.

E. Dr.Babasaheb Ambedkar Open University Car Parking: Dr.Babasaheb Ambedkar Open University Car Parking having Ground Floor is located at Dr.Babasaheb Ambedkar Open University, Ahmedabad-382481.

The proposed Engagement of Fire Consultant for Preparing Estimates, Tender Documents, Scrutiny of Tenders received, and supervision of the operation and maintenance/up-gradation of Existing fire-fighting System/Equipment are to be got done by selected vendors/contractors through e-tender process (under two bid system) in the above site, as per directions of Dr.Babasaheb Ambedkar Open University. The general scope of your professional work in consultation /association with Dr.Babasaheb Ambedkar Open University will be as under:

- a) Initially preparation of detailed survey report of condition of existing Fire Fighting System of Dr.Babasaheb Ambedkar Open University, preparation of existing material/Parts list which can be used during up-gradation/ Modernization in Fire Fighting System.
- b) Preparation of drawings (working, structural, detailed etc.) and lay out as per Dr.Babasaheb Ambedkar Open University requirements with revisions thereof, if necessary. Submissions of copies thereof to Dr.Babasaheb Ambedkar Open University & Contractor, as per requirements.
- c) Preparation of technical specifications.
- d) Preparation of Bill Quantities (BOQ).
- e) Submission of detailed cost estimate.
- f) Specification - quality standard against supply items and quality check against services item to be prepared.

Signature of the Bidder with Company seal

- g) Conduct site visit of Dr.Babasaheb Ambedkar Open University & coordination during site visit/site inspection by Fire Fighting vendors/Contractors.
- h) Preparation of the tender document with terms and conditions after consultation with Dr.Babasaheb Ambedkar Open University.
- i) Participation of pre bid meetings, post bid meetings etc.
- j) Evaluation of bid (s) and preparation of comparative statement/ report.
- k) Finalization of contractor/vendor and furnishing recommendations for award of work as per directions of Dr.Babasaheb Ambedkar Open University.
- l) Issue of Work Order/LOI and execution of Contract Agreement with the selected Contractor as per directions of Dr.Babasaheb Ambedkar Open University.
- m) Day to day/periodical supervision, monitoring and execution of work as per the tender document, specifications and time schedule till completion of entire work to the satisfaction of Dr.Babasaheb Ambedkar Open University.
- n) To ensure completion of work within the stipulated time to the satisfaction of Dr.Babasaheb Ambedkar Open University.
- o) Verification of material at site/material at manufacturer shops, measurement of work, recording of measurement and quality.
- p) Certifying the bills for payment of selected contractor and giving completion certificate.
- q) Submitting a proper per chart/Bar chart incorporating all the activities required for the completion of the work well in time.
- r) The appointed Consultant shall be wholly responsible for the successful completion of the work in all respects consistent with safety and structural stability from the inception up to the handing over the completed job to Dr.Babasaheb Ambedkar Open University.
- s) The appointed Consultant shall ensure that the selected vendor/contractor fulfills all the statutory compliances such as obtaining of Fire Safety Certificate (NOC) etc. from Ahmedabad Fire Services Department or any other such authority (s) upon completion of the up-gradation work.
- t) The appointed Consultant shall assist Dr.Babasaheb Ambedkar Open University in all arbitration proceedings between the contractor and Dr.Babasaheb Ambedkar Open University and also defend Dr.Babasaheb Ambedkar Open University in such proceedings, if any.
- u) The appointed Consultant shall furnish complete set of structural design, calculations and structural drawings for Dr.Babasaheb Ambedkar Open University record.
- v) In case, the appointed Consultant engage qualified any other consultant(s), as per requirement of the job, to assist them, the fees payable to these consultants shall be borne by the Consultant, out of the fees received by them from Dr.Babasaheb Ambedkar Open University. Dr.Babasaheb Ambedkar Open University will not pay any separate fee/consultancy charges to them. The Consultant shall be fully responsible for the works of such consultants(s) and shall also co-ordinate the activities of such consultants.
- w) The appointed consultant has to complete work up to preparation and finalization of BOQ, Presentation, Preparing Estimates, Tender Documents, Scrutiny of Tenders received, and supervision of the operation and maintenance/up-gradation of Existing fire-fighting System/Equipment etc. **within 30 days** from the date of LOI/Work Order.

Signature of the Bidder with Company seal



- x) The work is to be done on priority basis and in a time bound manner.
- y) The duties and functions mentioned above are only indicative and not exhaustive. Any other services usually and normally rendered by the Consultant for the said work may also be provided as per need of Dr.Babasaheb Ambedkar Open University.

**21. Criteria for Pre-Qualification:**

The eligibility criteria for pre-qualification of bidder are as under:-

- a) Average Annual financial turnover during the last 3 years, ending March 31, 2024 should be at least Rs.5 Lakhs
- b) Experience of having successfully completed similar works during the last 5 years either of the following:
  - i) Three similar completed works costing not less than the amount equal to Rs.40 Lakhs.  
OR
  - ii) Two similar completed work costing not less the amount equal to Rs.50 Lakhs  
OR
  - iii) One similar completed work costing not less than the amount equal to Rs.80 Lakhs.
- c) The agency should have a **Certificate of Registration** with Registrar of Companies/Registrar of Firms.
- d) The agency should have latest Certificate from **ESI** Corporation.
- e) The agency should have latest Certificate from **EPF** Organization.
- f) The agency should be registered with Govt. under Contract Labour Act.
- g) The agency should have registered with appropriate authority for Service Tax.
- h) The agency should have latest documents ensuring compliance with the Minimum Wages Act.
- i) The agency should have Permanent Account Number.
- j) The agency should have a proper office at Gujarat with adequate manpower to take care of replacements/relievers

**22. IMPORTANT NOTE:**

- i) The bidder shall submit authenticated documentary proof in support of financial turnover certificates/annual audited reports of last 3 years certified by Chartered Accountant.
- ii) **Similar works means** monitoring, supervision of Fire Fighting System work in High rise building/multistoried modern building of minimum 5-6 floor in Government/Government Grant-in aid/PSUs/PSU Banks/Financial Institutions/MNCs/Municipal Corporations/Educational Institute etc. and similar works further mean that the Consultant (s) involved in the Construction of high rise building/multistoried modern residential or corporate buildings also executed/supervised Fire Fighting System work in addition to the other works.
- iii) The bidder shall submit copies of PO/Work-order/Completion Certificate/Performance certificate issued by client in support of satisfactory completion of similar works during the last 5 years.

Signature of the Bidder with Company seal

- iv) The Bidder should be having adequate manpower, equipment etc.
- v) The bidder should be well qualified, experienced in having done similar work of Fire Fighting System, well qualified technical and experienced adequate staff having knowledge of Fire Fighting System installation, Testing & Commissioning, supervision & monitoring of work.
- vi) Should have a Registered Office/Branch in Ahmedabad at least for the last 3 years.

The bidder shall be summarily disqualified in case of non-submission of required documents.

**23. Authorization and Attestation:**

The bidder has to submit an authorization letter or valid Power of Attorney on behalf of company/firm for signing the document.

- 24. Abnormal Rates:** In case, it is noticed that the rates quoted by the bidder for the said job are unusually high or unusually low, it will be sufficient case for the rejection of the tender unless the reasonableness of the rates is convincing. For scrutiny, the analysis for such rates is to be furnished by the bidder on demand.

**25. Acceptance / Rejection of Bid:**

- i) Dr.Babasaheb Ambedkar Open University also reserves the absolute right to reject any or all the Bids at any time solely based on the past unsatisfactory performance by the bidder(s). The opinion/decision of Dr.Babasaheb Ambedkar Open University regarding the same shall be final and conclusive.
  - ii) Dr.Babasaheb Ambedkar Open University does not bind itself to accept the lowest tender
26. Bidders are advised to study the tender documents carefully and accordingly submit the bid. If any doubt in the tender document or find discrepancies or omissions in the scope of work or require clarification on any of the technical aspect, in the scope of work etc., bidder shall contact to the authority inviting the tender well in time for clarification, before the submission of the tender. The specifications and terms and conditions shall be deemed to have been accepted by the bidders in his offer. Non-compliance with any of the requirements and instructions of the tender enquiry may result in the rejection of the tender.
27. The successful Consultant responsibility under this contract commences work from the date of issue of the Letter of Intent/Work Order by Dr.Babasaheb Ambedkar Open University. The successful firm shall be required to execute an agreement (in the prescribed form) with Dr.Babasaheb Ambedkar Open University within 15 days after the acceptance of the Letter of Intent/Work Order. The bidder shall pay for all stamps duty and legal charges, incidental expenses, if any.

**28. Qualification & Experience of Site Engineer:-**

The Consultant shall also deploy at site a qualified and experienced Site Engineer/Supervisor in the relevant field with diploma/ degree in

Signature of the Bidder with Company seal

mechanical/Fire engineering having minimum 5 years experience, handled similar job of Fire Fighting installation in high rise/modern buildings. The site engineer shall be responsible for liaisoning & maintaining all the standard safety norms during Fire up gradation/Modernization activities at site and liaisoning with Dr.Babasaheb Ambedkar Open University. All break-down shall be reported to Dr.Babasaheb Ambedkar Open University immediately and rectified without any loss of time.

Site Engineer should have -

- a) Dedicated and seasoned Fire safety Engineer with the highest commitment to public safety.
- b) Strong background in team supervision and direction. Innovative proponent of technological options for fire and safety regulation.
- c) Excellent experience in fire fighting and validation maintenance system support.
- d) Superior ability to supervise fire fighting installation.

29. The Consultant for the said work will have to give detailed presentation before the committee of experts as appointed by Dr.Babasaheb Ambedkar Open University. The venue of presentation may at Ahmedabad.

30. The quoted fees should be inclusive of all charges including incidental expenses, preparation of reports, engaging any other consultant, sites visit etc. However, the applicable GST is to be paid extra by Dr.Babasaheb Ambedkar Open University.

31. Before submission of quotation/bid, you are advised to inspect the site of work and the environments and be well acquainted with the actual working and other prevalent conditions, facilities available at site etc. No claim will be entertained later on the grounds of lack of knowledge of any of these conditions.

32. Payment Terms:

- i) 20% of consultancy/professional fee on finalization of BOQ, tender document along with terms and conditions and issue of LOI/Work Order to selected Contractor.
- ii) 30% consultancy fee shall be release after delivery of material at site by selected vendor/contractor.
- iii) 30% consultancy fee shall be released after Installation of complete fire fighting system in Dr.Babasaheb Ambedkar Open University.
- iv) 20% of consultancy fee after successful completion and handing over the complete job to satisfaction with Fire NOC of Dr.Babasaheb Ambedkar Open University.

33. Income tax and other taxes and surcharge at source, as applicable will be deducted from your payments at the prevailing rates.

34. In case where the consultant perform partial services for any reason, including the abandonment, deferment, substitution or omission of any project and /or work, or part thereof, and if the services of the consultant are terminated, the payment will be made in accordance with the payment clause and for the stages that have been completed. For the incomplete stage, payment will be made on quantum-merit basis in

Signature of the Bidder with Company seal

which case assessment of fees will be made with due regard to all relevant factors.

35. In case at any stage, if it is found that Consultant is not adhering to the time schedule for completion of work, delivering things with inordinate delay and not co-operating, Dr. Babasaheb Ambedkar Open University may terminate the contract any stage giving short notice and Dr. Babasaheb Ambedkar Open University may impose penalty as deemed fit.

**36. Arbitration/ Dispute Resolution**

In case any disputes arise out of the contract the party shall try to negotiate the same within 30 days of such dispute. In case the matters remain unresolved the same shall be referred to the Arbitration in accordance with Arbitration and Conciliation Act, 1996 after giving the notice of such reference to the other party. The Arbitral Tribunal shall consist of a sole arbitrator, who shall be appointed by Dr. Babasaheb Ambedkar Open University. The venue of the arbitration shall be Ahmedabad and the language preferred will be English. The award of the Arbitral Tribunal shall be final and binding on the parties. The expenses of arbitration shall be shared equally among both parties.

Signature of the Bidder with Company seal

**BIDDER INFORMATION**

Dated: \_\_\_\_\_

S. No.	Particulars/Details	
1.	Name of the Bidders/ Firm	
2.	Communication Address	
3.	Telephone No. Office	
	Mobile	
	Fax	
	E-Mail	
	Website	
4.	Authorised Person - Name	
	Designation	
	Mobile	
	E-Mail ID	
5.	Alternate Authorised Person - Name	
	Designation	
	Mobile	
	E-Mail ID	
6.	PAN	
7.	TIN No.	
8.	Service Tax Registration No.	
9.	Beneficiary Bank Details	
	Bank Account No	
	IFSC/NEFT Code	
	Name of Bank	
	Address of Branch	
10.	Particular of Tender Fee (if any)	
	Amount	Rs.
	(DD) No.	
	Date	
	Name of the Bank	
	Address of Bank	
11.	Particular of Earnest Money Deposit (EMD)	
	Amount	Rs.
	(DD/PO) No.	
	Date	

Signature of the Bidder with Company seal

	Name of the Bank	
	Address of Bank	
12.	Furnish the names with address & telephone nos. of three responsible persons who will be in a position to certify about the services/quality as well as the past performance of your organization.	
13.	Attached Detailed Company/Firm Profile	

Date:  
Place:

Signature of authorized person  
Full Name & Designation:  
Company's Seal

**Annexure-2**

**A. Details of Similar Experience:** Monitoring, Supervision of Fire Fighting work in High rise building or multistoried modern building of minimum 5-6 floor during the last 5 years.

Sr. No.	Name & Address of the client, Concerned Person and contact/ Mobile No	Name & Location of work	No. of Floor in Building in which Fire Fighting installed	Value of Work (In lakh)	Contract Period (from_To)	Completion/ Performance Certificate enclosed 'Yes' or 'No'	Any other information you would like to give
1	2	3	4	5	6	7	8

(Fill up the above table & Enclose legible copies of the supporting documents)

**Note:** We hereby confirmed that in the above said projects in addition to other works, Fire Fighting installation was also part of the work executed by us

**B. Details of Technical and skilled manpower**

Sr. No	Name and Designation	Qualification	Experience	Any Other Information
1	2	3	4	5

**C. Financial Capability:** Average Annual Turn Over of the bidder during the last 3 years

Sr. No.	Financial Year	Turnover (Rs. in lakh)
1.	2021-22	
2.	2022-23	
3.	2023-24	
	Average	

(Fill up the above table and Enclose copy of Turn over certificates, profit/loss statement certified by any Chartered Accountant.)

Date:  
Place:

Signature of authorized person  
Full Name & Designation:  
Company's Seal

Signature of the Bidder with Company seal

**DECLARATION**

(TO BE TYPED ON A LETTER HEAD OF THE COMPANY/ FIRM)

Dated: \_\_\_\_, 2025.

The Registrar  
Dr.Babasaheb Ambedkar Open University,  
Chharodi, S.G.Highway,  
Ahmedabad-382481.  
Mo.no.+919978408906.

**Re:** Engagement of Fire Consultant for Preparing Estimates, Tender Documents, Scrutiny of Tenders received, and supervision of the operation and maintenance/up-gradation of Existing fire-fighting System/Equipment at Dr.Babasaheb Ambedkar Open University, Ahmedabad-382481.

Dear Sir,

This is with reference to your Tender No.BAOU/VAHI/ESTATE/E-TENDER/2024-25/ Dated: ..... 2025 on the above subject that:-

1. We have carefully read and understood all the terms and conditions of the tender and hereby convey our acceptance to the same.
2. The information / documents furnished along with the above offer are true and authentic to the best of my knowledge and belief. We are well aware of the fact that furnishing of any false information / fabricated document would lead to rejection of our tender at any stage besides liabilities towards prosecution under appropriate law.
3. We have apprised our self fully about the job to be done during the currency of the period of agreement and also acknowledge to bear consequences to of nonperformance or deficiencies in the services on our part.
4. We have no objection, if enquiries are made about the work listed by us.
5. We have not been blacklisted by Dr.Babasaheb Ambedkar Open University or any other organization where we have worked. Further, if any of the partners/directors of the organization /firm is blacklisted or having any criminal case against them, our bid shall not be considered. At any later point of time, if this information is found to be false, Dr.Babasaheb Ambedkar Open University may terminate the assigned contract immediately, and imposed the penalty.
6. We have not been found guilty by a court of law in India for fraud, dishonesty or moral turpitude.
7. We agree that the decision of Dr.Babasaheb Ambedkar Open University in selection of Bidders will be final and binding to us.

Date:  
Place:

Signature of authorized person  
Full Name & Designation:  
Company's Seal:

Signature of the Bidder with Company seal



**TENDER FORM**

Dated: \_\_\_\_\_, 2025.

The Registrar  
Dr.Babsaheb Ambedkar  
Open University,  
Chharodi, S.G.Highway,  
Ahmedabad-382481.  
Mo.no.+919978408906.

**Re:** Engagement of Fire Consultant for Preparing Estimates, Tender Documents, Scrutiny of Tenders received, and supervision of the operation and maintenance/up-gradation of Existing fire-fighting System/Equipment at Dr.Babasaheb Ambedkar Open University, Ahmedabad-382481.

Dear Sir,

This is with reference to your Tender No. BAOU/VAHI/ESTATE/E-TENDER/2024-25/ Dated: ..... 2025 on the above subject. After reading above documents, Amendments/ Clarifications/ Corrigenda/Errata/etc issued in respect of tender document by Dr.Babasaheb Ambedkar Open University, your requirement, scope of work, site inspection and after discussions, we have understood them fully and we accept all the terms and conditions mentioned therein.

We are also enclosing duly stamped and signed copy of the above form along with annexures as token of acceptance of the terms indicated therein.

Name & Address of \_\_\_\_\_  
the Bidders \_\_\_\_\_

Contact phone Nos. \_\_\_\_\_  
of the key person. \_\_\_\_\_

Official E-mail ID: \_\_\_\_\_

Signature of Authorized \_\_\_\_\_  
Signatory with date and seal \_\_\_\_\_

Signature of the Bidder with Company seal

**Annexure-5****Details of Proprietor/Partners/Directors**

<b>Sr. No</b>	<b>Name</b>	<b>Designation</b>	<b>Qualification</b>	<b>Any other information</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>

(Name, Signature, Seal of the agency/firm with date)

**Annexure-6****List of Key personnel permanently employed in your firm**

<b>Sr. No</b>	<b>Name and Designation</b>	<b>Qualification</b>	<b>Experience</b>	<b>Particulars of Work Done</b>	<b>Employed n Your Firm Since</b>	<b>Any Other Information</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>

(Name, Signature, Seal of the agency/firm with date)

**Annexure-7****List of Associates**

<b>Sr. No</b>	<b>Name and address of the Associate</b>	<b>Specify the field (area of operation)</b>	<b>Experience</b>	<b>Associated in the project (give name of work)</b>	<b>Any other information</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>

(Name, Signature, Seal of the agency/firm with date)

Signature of the Bidder with Company seal

**Annexure-8**

**Details of Empanelment, if any (with Govt. Organization/PSUs/Banks /Educational Institute etc.) with proof**

<b>Sr. No</b>	<b>Name and address of the Organization and Contact No. of concerned official</b>	<b>Nature of Works</b>	<b>Value of Works</b>	<b>Date of Registration</b>	<b>Any other information</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>

(Name, Signature, Seal of the agency/firm with date)

**Annexure-9**

**Details of Major Clients**

<b>Sr. No</b>	<b>Name and address of the Organization</b>	<b>Name of the concerned official</b>	<b>Contact no.</b>	<b>Give nature of work carried out</b>	<b>Any other information</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>7</b>

(Name, Signature, Seal of the agency/firm with date)

Signature of the Bidder with Company seal

**FINANCIAL BID**

**Annexure-10**

Dated: \_\_\_\_, 2025

The Registrar  
Dr.Babasaheb Ambedkar Open University,  
Chharodi, S.G.Highway,  
Ahmedabad-382481.  
MO.no.+919978408906.

**Annexure-10**

**Re:** Engagement of Fire Consultant for Preparing Estimates, Tender Documents, Scrutiny of Tenders received, and supervision of the operation and maintenance/up-gradation of Existing fire-fighting System/Equipment at Dr.Babasaheb Ambedkar Open University, Ahmedabad-382481.

Dear Sir,

This is with reference to your Tender No. BAOU/VAHI/ESTATE/E-TENDER/2024-25/ Dated: ..... 2025 on the above subject. After reading above documents, Amendments/Clarifications/Corrigenda/Errata/etc issued in respect of tender document by Dr.Babasaheb Ambedkar Open University, your requirement, scope of work, site inspection and after discussions, we have understood them fully and we accept all the terms and conditions mentioned therein. We quote our consultancy charges/ professional fee as \_\_\_\_\_% of the actual cost of work executed. The fees quoted by us are inclusive of all other charges and incidental expenses for the sites visit, etc. However, the service tax/GST, as applicable, is to be payable extra by Dr.Babasaheb Ambedkar Open University on the fees payable to us.

We are also enclosing duly stamped and signed copy of the above letter along with annexures as token of acceptance of the terms indicated therein.

Name & Address of \_\_\_\_\_  
the Bidders

Contact phone Nos. \_\_\_\_\_  
of the key person.

Official E-mail ID: \_\_\_\_\_

Signature of Authorized \_\_\_\_\_  
Signatory with date and seal

Signature of the Bidder with Company seal

