

**NATIONAL INSTITUTE OF TECHNOLOGY: TRICHIRAPPALLI 620 015.**

ELECTRONICS AND COMMUNICATION ENGINEERING DEPARTMENT (Campus Communication Services)

**Web: [www.nitt.edu](http://www.nitt.edu)**

**Phone: 0431 – 2503304.**



# TENDER DOCUMENT

Tender Notification No.: **NITT/ECE/CCS/TEL/11A.**

**Dated: 11.8.2011.**

Name of the component : **Out sourcing of the maintenance work of NIT campus telephone network.**

Quantity required : Not Applicable.

EMD Amount : NIL.

Last Date of submission of Tender : **23.08.2011 : Tues day : 3.00 p.m.**

Address for submission of Tender : The Director  
National Institute of Technology  
Tiruchirappalli-620 015  
Tamil Nadu, India.

**With kind attention to:** The Convenor, Campus Communication Services.

Date of opening of bid : **23.08.2011 at 4 . 0 0 p.m.**



**NATIONAL INSTITUTE OF TECHNOLOGY  
TIRUCHIRAPPALLI – 15**

**ECE Department  
(CCS)**

Tender Notification No.: **NITT/ECE/CCS/TEL/11A.**

Dated: **11.08.2011**

**NOTICE INVITING TENDER**

The National Institute of Technology, Tiruchirappalli (NITT) is an autonomous body under MHRD, GOI, imparting Technical Education and engaged in Research Activities. It is proposed to out source the maintenance work of the NITT campus wide internal telephone network.

Sealed Quotations are invited for the above mentioned work, subject to the terms and conditions given in Annexure-1 from the reputed firms familiar with the maintenance work of the telephone network. The quotation should reach this office on or before scheduled date and time. The quotations will be opened on the same day in the presence of bidders or their authorized agents who may choose to be present.

Name of the component : Maintenance of Telephone network of NITT campus.

EMD Amount : NIL

Last Date of submission of Tender : **23.08.2011: Tuesday: 3.00 p.m.**

Address for submission of Tender : The Director  
National Institute of Technology  
Tiruchirappalli-620 015  
Tamil Nadu, India.

**With kind attention to:** The Convener , Campus Communication  
Services.

***Place, Date and time of opening of bid*** :

Date: 23.08.2011      Time: 4.00 p.m.      Venue: **A 11 Hall / Admin. Block of NITT.**

**Note :** The Institute shall not be responsible for any postal delay about non-receipt / non delivery of the bids or due to wrong addressee.

## ANNEXURE -1

### TERMS and CONDITIONS.

#### Testing and Maintenance.

1. The details of the intercom facility existing in the Institute are given in the figure -1.
2. The maintenance of the Main exchange and the remote exchanges up to the verticals will be taken care of by the equipment supplier (M/s Siemens India Pvt. Ltd., Chennai) or by the Institute. The approved contractor has to maintain and take care of the network starting from the other end of vertical up to the rosette point at the subscriber/user's end which is the sole subject of interest of this tender. The primary aim of this tender is to ensure/render a trouble-free service to all the users of telecom facilities within the campus including hostels, quarters, etc. through a contractor, who is having sufficient experience in this field.
3. The periodic testing and maintenance of verticals which includes continuity checking of Gas discharge tubes (GD tubes).
4. Periodic testing and maintenance of pillar boxes in various departments, hostels, and streets in the quarter's side.
5. Maintenance and testing of two pair/drop wires from pillar box to the rosette- boxes.
6. In case of any damage to the underground armoured (20, 50, 100 pairs) cables, the fault to be restored using a new joining kit. The joining kit of approved quality must be supplied by the contractor. The cost of the joining kit can be claimed from the Institute by producing the bill. The labour charges involved in digging the soil, joining the kit, testing the pairs, and closing will not be borne by NIT, Trichy-15.
7. In case of instrument faults, after the rosette point, it should be intimated to the concerned authorities of NIT, Trichy-15. The instrument for replacement will be provided by the Institute.
8. Minimum Two qualified technical personnel should be made available in the Institute campus round the clock.
9. An office room with intercom facility will be provided within the campus as rent free.
10. The Major underground cable fault:  
The underground cables that are running from exchange up to the **Pillar** are called Primary cables, which are also higher in size. If any fault occurs in the above cables, it is called a **Major Fault**.  
Any major fault should be intimated to authorities of NIT, Trichy-15 immediately. It should be localized and rectified within 48 hours (Two days) from the time of occurrence.
11. The Minor faults:  
The fault in the distribution cable (Pillar box to the rosette box) is called minor fault.  
The minor fault should be rectified with in 72 hours (Three days) of its occurrence.
12. The details of the Major faults occurred should be recorded in the log book (The date and time of occurrence, cause of fault, date and time of fault correction).
13. The minor faults are to be recorded in the complaint slip supplied by NIT, Trichy-15. After rectifying the complaint it should be filled. The details of the same should be submitted to authorities of NIT, Trichy-15 once in every three months.
14. The report of periodic testing of verticals and pillar boxes and GD tubes are to be submitted to authorities of NIT, Trichy-15 once in every three months.
15. The contract includes the labour charges for the testing and maintenance of all the lines and labour charges for carrying out the major and minor faults.

16. The contractor shall be responsible for minimum wages, EPF, ESI, Bonus, workman compensation etc. and other labour act requirements for the labourers engaged for the internal telephone network maintenance of the campus.
17. The pay roll for the labourers may be prepared by the contractor and paid on or before 10<sup>th</sup> of every month in the presence of person nominated by NIT, Trichy. authorities and counter signed by them and a copy of the pay roll must be submitted to the Registrar , NIT every month..
18. The contractor shall provide the list of names of persons employed for the above mentioned purpose. The employees of the contractor shall be liable for thorough check up by security staff at any point of time during the tenure of the contract..
- 19 The contractor shall obtain necessary license under contract labour (Regulations and Abolition act 1970), if necessary and shall produce the same for verification and record with in 30 days from the date of signing this contract failing which the contract is liable to be terminated.
20. PAN and IT clearance certificate for atleast 2 years should be furnished by the contractor before taking up the work.

#### PENALTY:

1. If the major fault is not rectified within 48 hours (Two days) of its occurrence, 5% of the annual maintenance cost will be deducted per day as penalty from the third day onwards.
2. If the minor fault is not rectified within 72 hours (Three days) of its occurrence, 2% of the annual maintenance cost will be deducted per day as penalty from the fourth day onwards.

#### TERMINATION OF CONTRACT:

The annual maintenance contract will be terminated immediately in the event of lapses/occurrence as listed below:

1. If two (2) or more numbers of major faults are not rectified within the stipulated time over a period of six months.
2. If five (5) or more numbers of minor faults are not rectified within the stipulated time over a period of six months.
3. If the periodic maintenance work is not carried out two times (2) successively within a period of six months.
4. Any complaints received from the faculty, staff and students regarding the misbehavior of the persons looking after the maintenance work.
5. Any issue arising related to safety of the components.

#### GENERAL TERMS AND CONDCTIONS:

1. If the contract is assigned, the contract agreement should be signed by the contractor accepting the terms conditions of the Institute.

2. The contract is valid only a period of one year from the date of signing of the contract. On satisfactory performance the contract may be extended for one more year .
3. The contract amount will be paid to the contractor on monthly basis by way of cheque only, after getting the report from the concerned authorities of the Institute, in proper claim bill. The contractor should have at least two years of experience in the maintenance of EPABX systems and telephone lines.
4. The persons involved in the maintenance work , should wear the temporary identity card issued by the institute.
5. TDS will be made as per the IT act from the bills of the contractor.

\*\*\*\*\*

## NITT, VoIP EPABX LAYOUT DIGARAM

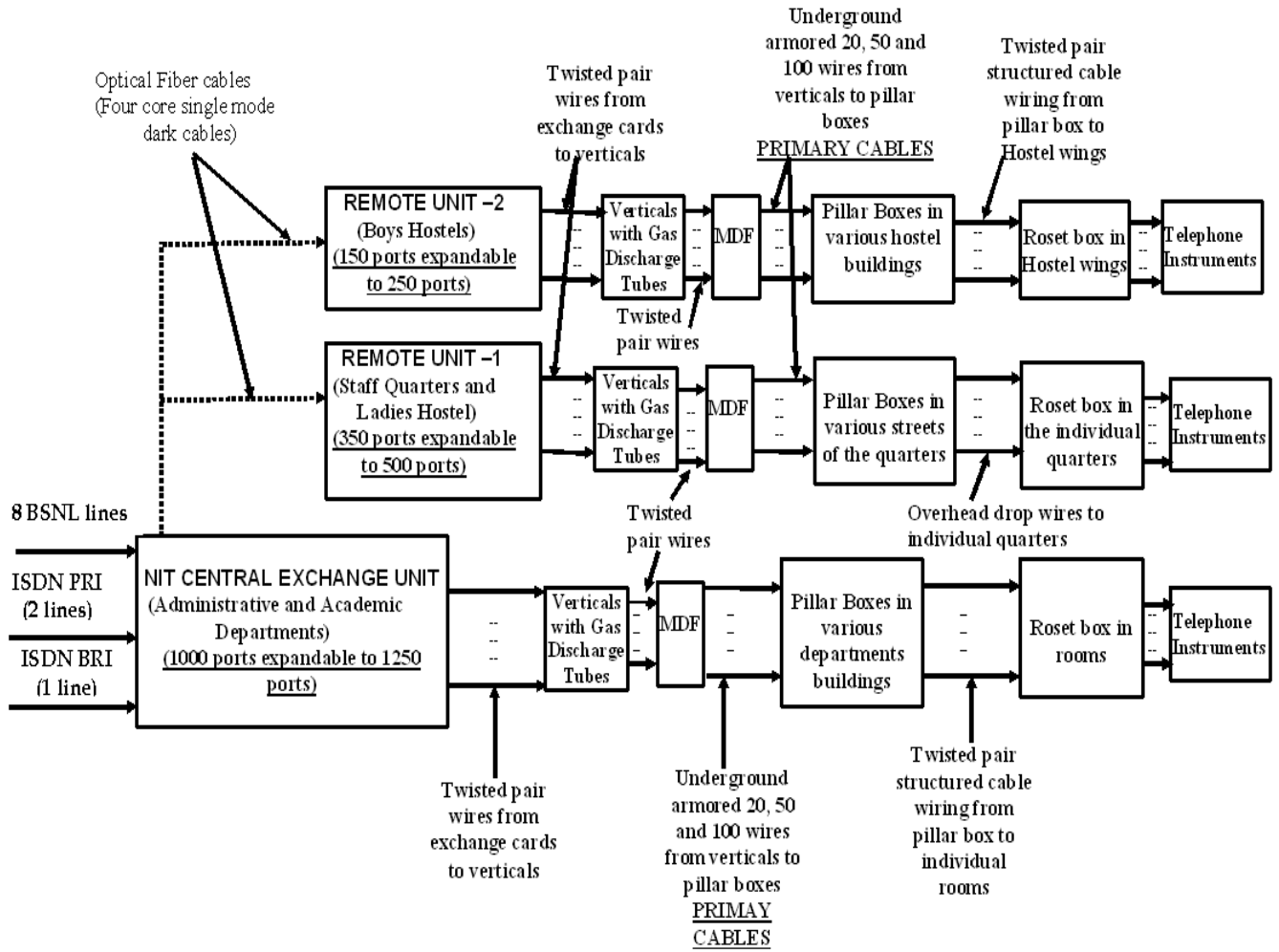


Figure -1

PLEASE QUOTE THE CONSOLIDATED MONTHLY CONTRACT AMOUNT IN INDIAN RUPEES TO MEET THE LABOUR CHARGES FOR TESTING AND MAINTENANCE OF ALL THE LINES, LABOUR CHARGES FOR CARRYING OUT THE MAJOR AND MINOR FAULTS and THE SALARY COMPONENT OF THE TWO TECHNICAL PERSONS.

**DECLARATION**

I/we have not tampered/modified the tender forms in any manner. In case, if the same is found to be tampered/modified, I/we understand that my/our tender will be summarily rejected. and I/we am/are liable to be banned from doing business with NIT, Trichy.

**Signature of the Bidder** : .....

**Name and Designation** : .....

**Business Address** :  
.....  
.....  
.....

**Place :**

**Date :**      **Seal of the Bidder's Firm**

Any other details required may be obtained from the contact person given in the notice inviting tender during the office hours.

