



ASSAM ELECTRICITY GRID CORPORATION LIMITED

OFFICE OF THE MANAGING DIRECTOR

Regd. Office: (FIRST FLOOR), BIJULEE BHAWAN, PALTANBAZAR; GUWAHATI - 781001

CIN: U40101AS2003SGC007238GSTIN: 18AAFCA4973J9Z3

PHONE: 0361-2739520 Web: www.aegcl.co.in



No. AEGCL/MD/BBM/AMC/Fire Fighting System/2024/137

Dtd. 07/11/2025

NOTICE INVITING QUOTATION

Sealed Quotations are invited from Contractors/Firms having work experience in Maintenance of Fire Fighting system, on behalf of the Managing Director, AEGCL, Bijulee Bhawan, Paltan Bazar, Guwahati-781001 for **Annual Maintenance Contract of Existing Firefighting System at Bijulee Bhawan, Paltan Bazar, Guwahati-01.**

Key Dates:

Tender Start Date & Time	10/11/2025	10:00 Hrs 00 Mins
Submission Start Date & Time	11/11/2025	14:00 Hrs 00 Mins
Tender Closing Date & Time	28/11/2025	12:00 Hrs 00 Mins
Tender Opening Date & Time	29/11/2025	12:00 Hrs 00 Mins

General Terms and Conditions:

1. Scope of work is as given in Annexure-I and the Contractor/Firm should visit the site to acquaint oneself with the existing fire fighting system (**description of existing firefighting system is given in Annexure-II/BoQ**) installed at Bijulee Bhawan, Paltan Bazar, Ghy-01. The Contractor/Firm can contact BBM Wing, AEGCL, Ground Floor, Bijulee Bhawan, Paltan Bazar, Guwahati-01 at the time of site visit.
2. Quotations should be submitted in Contractor/Firm's letter pad with supporting documents (point no 10). The quotations received after **28/11/2025** or in unsealed condition shall not be entertained under any circumstances whatsoever. In case of postal delay, AEGCL will not be responsible.
3. Quotations shall be opened on **29/11/2025**
4. Quotations must be in the enclosed prescribed format (BoQ/Annexure-II) duly signed by the Contractor/Proprietor/Partner/Director or their Authorized Representative, in case of signing of quotation by the authorized representative letter of authorization must be attached with the quotation. **Quotation must be submitted to the General Manager (M&PR), AEGCL, Bijulee Bhawan at the tender dropbox at BBM Wing Room, Ground floor, Bijulee Bhawan.** Quotation must be in a sealed envelope super scribed with NIQ number.
5. **Two envelopes should be provided, one envelope (Technical Bid) for required documents (described in point no 10) and one for Quotation (Price Bid).** Technical bid will be opened first. Those bidders whose technical bid is found to be substantially responsive will be considered for opening of price bid.

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6. Rates must be quoted in "Indian Rupees" and as per the format in **Annexure-II**.
7. Tender Fee (Non Refundable):- Rs. 500.00 (Rupees Five Hundred Only) in the form of Demand Draft drawn in favour of Managing Director, AEGCL, payable at Guwahati. This Demand Draft should be placed in Technical Bid envelope.
8. Period of Annual Maintenance Contract will be for 1 (One) year.
9. Earnest Money (Refundable):- Rs. 2,000.00 (Rupees Two Thousand Only) in the form of Demand Draft drawn in favour of Managing Director, AEGCL, payable at Guwahati. This Demand Draft should be placed in Technical Bid envelope.
10. The bidder must submit self attested copies of **PAN, GST Registration, Firm address & details etc, Trade License, Labour Licence, Last three F.Y ITR, similar work experience certificate (please refer to point 11 for work experience requirement)**.
11. **Work Experience requirement:** The Contractor/Firm should have minimum work experience of 2(two) years in maintaining Fire Fighting system in last 5 (five) years in any Government Organization/Department, Public Sector Undertaking. The Fire Fighting System the contractor/firm has previously maintained must include fire hydrant system with pumps and automatic fire alarm system.
12. No overwriting or cutting is permitted in the rate. If found, the quotation shall be summarily rejected.
13. The rates quoted must be valid for 180 days minimum from the date of opening of the quotation.
14. Payment Terms: Payment will be made only after satisfactory completion of work/supply of materials within stipulated time and after inspection by AEGCL officials of Bijulee Bhawan on producing GST invoice.
15. Payment shall be subject to availability of specific fund.
16. Paying authority: Managing Director, AEGCL, Guwahati-01.
17. Performance security: The successful bidder shall have to deposit through a Bank Guarantee from a nationalized bank or scheduled bank of RBI an amount equivalent to 10% (ten percent) of the total value of the order as performance security immediately on acceptance of letter of intent/ detailed order/ work order as the case may be duly pledged in favour of Managing Director, AEGCL. Performance security will be released after 18 (Eighteen) months of satisfactory completion of work as per work order. If AEGCL has to incur any cost/expenditure due to non-performance of work as per work order, same amount will be deducted from performance security and will be done by AEGCL departmentally.
18. Termination: Annual Maintenance Contract awarded to successful bidder may be terminated without prior notice in case the bidder fails to carry out maintenance work or respond to complaints as described in Annexure-I.
19. Any dispute will be subject to jurisdiction of Guwahati Courts.
20. Any other terms & conditions which are not mentioned here will conform to the "AEGCL's General Conditions of Supply & Erection 2009." This is available in the AEGCL's website www.aegcl.co.in under Acts, Rules and Policies.

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21. AEGCL, reserves the right to increase or decrease quantity of work.
22. AEGCL, reserves the right to reject any quotation or part or the whole of inviting quotation process without assigning any reason thereof. Decision of the AEGCL will be final in this regard.
23. The bidder will be liable to adhere to statutory compliance requirements in respect of Provident Fund, Employee State Insurance, labour laws in force.

[Handwritten signature]
7.11.25.
General Manager (M&PR)
AEGCL, Bijulee Bhawan

Memo No:- AEGCL/MD/BBM/ Firefighting Devices/2024/ 137(A) Dated: 07/11/2025

Copy to:

1. P.S to the Managing Director, AEGCL, Bijulee Bhawan, for kind information of the Hon'ble Managing Director.
2. The Chief General Manager (PP&D), AEGCL, Bijulee Bhawan, for kind information.
3. The Asstt. General Manager (IT), AEGCL, Bijulee Bhawan for publication of the NIQ in AEGCL's website.
- ✓ 4. R. File

[Handwritten signature]
7.11.25.
General Manager (M&PR)
AEGCL, Bijulee Bhawan



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Annexure-I

Description of work:

- 1.) The Contractor shall maintain the automatic fire detection system, fire hydrant system including pump house without any interruption.
- 2.) Technical person engaged by the contractor will carry out the inspection of the whole system once in a month and will rectify the same if any defect is found therein.
During inspection if any spare is found defective, it's cost of replacement/repairing will be borne by AEGCL. However, replacement of defective items shall be subject to prior approval of AEGCL before incurring cost.
- 3.) Complete checking of the fire fighting system which includes **(description of firefighting system is given in Annexure-II/BoQ):**
 - i) Cleaning and servicing of smoke detectors, R.I. (Response Indicator), MCP (Manual Call Point), Hooter, Hydrant Valve and fire extinguishers.
 - ii) Checking of all electrical connections to individual detectors, MCP (Manual Call Point), Hooter and in main control panel for pumps.
 - iii) Checking and testing of all local panels for detection cum alarm system, panel for hydrant system as required.
- 4.) After complete inspection, cleaning and rectification, technical person engaged by the contractor will test and run the whole system. After satisfactory testing, the contractor shall obtain a compliance report duly signed by the site in-charge of AEGCL.
- 5.) Technical person engaged by the contractor will have to attend the site immediately without fail, if any complaint/information is received about any problem in the fire fighting system. In any case the time to attend complaints should not exceed 30 (Thirty) Minutes.
- 6.) **AEGCL shall not be responsible for any accident or injury during execution; the contractor shall ensure all safety compliance.**

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