



Bid Number/बोली क्रमांक (बिड संख्या):  
GEM/2025/B/5847962  
Dated/दिनांक : 21-01-2025

### Bid Document/ बिड दस्तावेज़

Bid Details/बिड विवरण	
Bid End Date/Time/बिड बंद होने की तारीख/समय	04-02-2025 11:00:00
Bid Opening Date/Time/बिड खुलने की तारीख/समय	04-02-2025 11:30:00
Bid Offer Validity (From End Date)/बिड पेशकश वैधता (बंद होने की तारीख से)	100 (Days)
Ministry/State Name/मंत्रालय/राज्य का नाम	Ministry Of Labour And Employment
Department Name/विभाग का नाम	Na
Organisation Name/संगठन का नाम	Employees Provident Fund Organisation (epfo)
Office Name/कार्यालय का नाम	Regional Office Kollam
क्रैता ईमेल/Buyer Email	nisha.s@epfindia.gov.in
Item Category/मद केटेगरी	Refilling of Fire Extinguisher Cylinders - Carbon Dioxide Fire Extinguisher; 5 Litres; More than 5 Years
Contract Period/अनुबंध अवधि	1 Year(s)
Years of Past Experience Required for same/similar service/उन्हीं/समान सेवाओं के लिए अपेक्षित विगत अनुभव के वर्ष	2 Year (s)
Past Experience of Similar Services required/इसी तरह की सेवाओं का पिछला आवश्यक अनुभव है	Yes
MSE Exemption for Years Of Experience/अनुभव के वर्षों से एमएसई छूट/	Yes
Startup Exemption for Years Of Experience/अनुभव के वर्षों से स्टार्टअप छूट/	Yes
Document required from seller/विक्रेता से मांगे गए दस्तावेज़	Experience Criteria, Bidder Turnover, Certificate (Requested in ATC), OEM Authorization Certificate *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer
Do you want to show documents uploaded by bidders to all bidders participated in bid?/	Yes
Bid to RA enabled/बिड से रिवर्स नीलामी सक्रिय किया	No

**Bid Details/बिड विवरण**

Type of Bid/बिड का प्रकार	Two Packet Bid
Time allowed for Technical Clarifications during technical evaluation/तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय	2 Days
Evaluation Method/मूल्यांकन पद्धति	Total value wise evaluation
Financial Document Indicating Price Breakup Required/मूल्य दर्शाने वाला वित्तीय दस्तावेज ब्रेकअप आवश्यक है	Yes
Arbitration Clause	No
Mediation Clause	No

**EMD Detail/ईएमडी विवरण**

Required/आवश्यकता	No
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**ePBG Detail/ईपीबीजी विवरण**

Advisory Bank/एडवाइजरी बैंक	State Bank of India
ePBG Percentage(%) / ईपीबीजी प्रतिशत (%)	5.00
Duration of ePBG required (Months) / ईपीबीजी की अपेक्षित अवधि (महीने).	14

(a). EMD & Performance security should be in favour of Beneficiary, wherever it is applicable./ईएमडी और संपादन जमानत राशि, जहां यह लागू होती है, लाभार्थी के पक्ष में होनी चाहिए।

**Beneficiary/लाभार्थी :**

ACCOUNTS OFFICER

Employees Provident Fund Organisation (EPFO), Ministry of Labour and Employment Regional Office, Kollam Ponnamma Chambers - 1, Parameswar Nagar Opposite Archana - Aradhana Theatre Kollam - 691001 (Nisha S)

**MII Compliance/एमआईआई अनुपालन**

MII Compliance/एमआईआई अनुपालन	Yes
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**MSE Purchase Preference/एमएसई खरीद वरीयता**

MSE Purchase Preference/एमएसई खरीद वरीयता	Yes
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1. If the bidder is a Micro or Small Enterprise as per latest definitions under MSME rules, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria" subject to meeting of quality and technical specifications. If the bidder is OEM of the offered products, it would be exempted from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.
2. If the bidder is a Startup, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria" subject to their meeting of quality and technical specifications. If the bidder is OEM of the offered products, it would be exempted from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.
3. Years of Past Experience required: The bidder must have experience for number of years as indicated above in bid document (ending month of March prior to the bid opening) of providing similar type of services to any Central / State Govt Organization / PSU. Copies of relevant contracts / orders to be uploaded along with bid in support of having provided services during each of the Financial year.
4. Purchase preference to Micro and Small Enterprises (MSEs): Purchase preference will be given to MSEs as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail the Purchase preference for services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered service. If L-1 is not an MSE and MSE Service Provider (s) has/have quoted price within L-1+ 15% of margin of purchase preference /price band as defined in the relevant policy, then 100% order quantity will be awarded to such MSE bidder subject to acceptance of L1 bid price. The buyers are advised to refer to the OM No.1 4 2021 PPD dated 18.05.2023 for compliance of Concurrent application of Public Procurement Policy for Micro and Small Enterprises Order, 2012 and Public Procurement (Preference to Make in India) Order, 2017. Benefits of MSE will be allowed only if the credentials of the service provider are validated online in GeM profile as well as validated and approved by the Buyer after evaluation of submitted documents.
5. Past Experience of Similar Services: The bidder must have successfully executed/completed similar Services over the last three years i.e. the current financial year and the last three financial years(ending month of March prior to the bid opening): -
  1. Three similar completed services costing not less than the amount equal to 40% (forty percent) of the estimated cost; or
  2. Two similar completed services costing not less than the amount equal to 50% (fifty percent) of the estimated cost; or
  3. One similar completed service costing not less than the amount equal to 80% (eighty percent) of the estimated cost.

**Additional Qualification/Data Required/अतिरिक्त योग्यता /आवश्यक डेटा**

**Scope Of Work As Per Buyer's Requirement:**[1737451714.pdf](#)

**Any other details/ specific terms and conditions to be mentioned by the Buyer:**[1737451719.pdf](#)

**Refilling Of Fire Extinguisher Cylinders - Carbon Dioxide Fire Extinguisher; 5 Litres; More Than 5 Years ( 32 )**

**Technical Specifications/तकनीकी विशिष्टियाँ**

Specification	Values
<b>Core</b>	
Type Of Fire Extinguisher	Carbon Dioxide Fire Extinguisher
Fire Extinguisher Capacity	5 Litres
Age Of Fire Extinguisher	More than 5 Years
<b>Addon(s)/एडऑन</b>	

**Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़**

**Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी**

S.No./क्र. सं.	Consignee Reporting/Officer/परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Cylinders to be Refilled during Contract Duration	Additional Requirement/अतिरिक्त आवश्यकता
1	Nisha S	691001,EMPLOYEES PROVIDENT FUND ORGANISATION REGIONAL OFFICE, KOLLAM PONNAMMA CHAMBERS - 1 PARAMESWAR NAGAR OPPOSITE ARCHANA ARADHANA THEATRE KOLLAM	32	N/A

**Buyer Added Bid Specific Terms and Conditions/क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें**

**1. Generic**

**OPTION CLAUSE:** The buyer can increase or decrease the contract quantity or contract duration up to 25 percent at the time of issue of the contract. However, once the contract is issued, contract quantity or contract duration can only be increased up to 25 percent. Bidders are bound to accept the revised quantity or duration

**2. Generic**

Actual delivery (and Installation & Commissioning (if covered in scope of supply)) is to be done at following address

EMPLOYEES PROVIDENT FUND ORGANISATION  
PONNAMMA CHAMBERS - 1  
PARAMESWAR NAGAR  
OPPOSITE ARCHANA ARADHANA THEATRE  
REGIONAL OFFICE KOLLAM 691001

**3. Generic**

**Bidder financial standing:** The bidder should not be under liquidation, court receivership or similar proceedings, should not be bankrupt. Bidder to upload undertaking to this effect with bid.

**4. Generic**

Buyer Organization specific Integrity Pact shall have to be complied by all bidders. Bidders shall have to upload scanned copy of signed integrity pact as per Buyer organizations policy along with bid. [Click here to view the file](#)

**5. Generic**

Products supplied shall be nontoxic and harmless to health. In the case of toxic materials, Material Safety Data Sheet may be furnished along with the material.

## 6. Purchase Preference (Centre)

Bid reserved for Make In India products: Procurement under this bid is reserved for purchase from Class 1 local suppliers as defined in public procurement (Preference to Make in India), Order 2017 as amended from time to time and its subsequent Orders/Notifications issued by concerned Nodal Ministry for specific Goods/Products. The minimum local content to qualify as a class 1 local supplier is denoted in the bid document 50%. All bidders must upload a certificate from the OEM regarding the percentage of the local content and the details of locations at which the local value addition is made along with their bid, failing which the bid is liable to be rejected. In case the bid value is more than Rs 10 Crore, the declaration relating to percentage of local content shall be certified by the statutory auditor or cost auditor, if the OEM is a company and by a practicing cost accountant or a chartered accountant for OEMs other than companies as per the Public Procurement (preference to Make-in -India) order 2017 dated 04.06.2020 . In case Buyer has selected Purchase preference to Micro and Small Enterprises clause in the bid, the same will get precedence over this clause.

## 7. Service & Support

AVAILABILITY OF OFFICE OF SERVICE PROVIDER: An office of the Service Provider must be located in the state of Consignee. DOCUMENTARY EVIDENCE TO BE SUBMITTED.

## 8. Service & Support

Dedicated /toll Free Telephone No. for Service Support : BIDDER/OEM must have Dedicated/toll Free Telephone No. for Service Support.

## 9. Service & Support

Escalation Matrix For Service Support : Bidder/OEM must provide Escalation Matrix of Telephone Numbers for Service Support.

## 10. Certificates

Bidder's offer is liable to be rejected if they don't upload any of the certificates / documents sought in the Bid document, ATC and Corrigendum if any.

## 11. Purchase Preference (State)

**Bid reserved for MSE from the State of Bid Inviting Authority:** Procurement under this bid is reserved for purchase from Micro and Small Enterprises from the State of Bid Inviting Authority having valid Udyam Registration and whose credentials are validated online through Udyam Registration portal. If the bidder wants to avail themselves of the reservation benefit, the bidder must be the manufacturer / OEM of the offered product on GeM. Traders are excluded from the purview of Public Procurement Policy for Micro and Small Enterprises and hence resellers offering products manufactured by some other OEM are not eligible to participate in this bid. In respect of bid for Services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered product or service, and Buyer will decide eligibility based on documentary evidence submitted, while evaluating the bid. Benefits of MSE will be allowed only if seller is validated on-line in GeM profile as well as validated and approved by Buyer after evaluation of documents submitted.

## 12. Past Project Experience

**Proof for Past Experience and Project Experience clause:** For fulfilling the experience criteria any one of the following documents may be considered as valid proof for meeting the experience criteria:a. Contract copy along with Invoice(s) with self-certification by the bidder that service/supplies against the invoices have been executed.b. Execution certificate by client with contract value.c. Any other document in support of contract execution like Third Party Inspection release note, etc.**Proof for Past Experience and Project Experience clause:** For fulfilling the experience criteria any one of the following documents may be considered as valid proof for meeting the experience criteria:a. Contract copy along with Invoice(s) with self-certification by the bidder that service/supplies against the invoices have been executed.b. Execution certificate by client with contract value.c. Any other document in support of contract execution like Third Party Inspection release note, etc.

### 13. Forms of EMD and PBG

Bidders can also submit the EMD with Account Payee Demand Draft in favour of

REGIONAL PROVIDENT FUND COMMISSIONER - II  
payable at  
STATE BANK OF INDIA, KOLLAM MAIN BRANCH

Bidder has to upload scanned copy / proof of the DD along with bid and has to ensure delivery of hardcopy to the Buyer within 5 days of Bid End date / Bid Opening date.

### 14. Forms of EMD and PBG

Successful Bidder can submit the Performance Security in the form of Account Payee Demand Draft also (besides PBG which is allowed as per GeM GTC). DD should be made in favour of

REGIONAL PROVIDENT FUND COMMISSIONER - II  
payable at  
STATE BANK OF INDIA, KOLLAM MAIN BRANCH

. After award of contract, Successful Bidder can upload scanned copy of the DD in place of PBG and has to ensure delivery of hard copy to the original DD to the Buyer within 15 days of award of contract.

### 15. Buyer Added Bid Specific ATC

Buyer uploaded ATC document [Click here to view the file.](#)

### 16. Buyer Added Bid Specific Scope Of Work(SOW)

File Attachment [Click here to view the file.](#)

## Disclaimer/अस्वीकरण

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization, whereby Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any eccentricity / restriction arising in the bidding process due to these ATCs and due to modification of technical specifications and / or terms and conditions governing the bid. If any clause(s) is / are incorporated by the Buyer regarding following, the bid and resultant contracts shall be treated as null and void and such bids may be cancelled by GeM at any stage of bidding process without any notice:-

1. Definition of Class I and Class II suppliers in the bid not in line with the extant Order / Office Memorandum issued by DPIIT in this regard.
2. Seeking EMD submission from bidder(s), including via Additional Terms & Conditions, in contravention to exemption provided to such sellers under GeM GTC.
3. Publishing Custom / BOQ bids for items for which regular GeM categories are available without any Category item bunched with it.
4. Creating BoQ bid for single item.
5. Mentioning specific Brand or Make or Model or Manufacturer or Dealer name.
6. Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
7. Floating / creation of work contracts as Custom Bids in Services.
8. Seeking sample with bid or approval of samples during bid evaluation process. (However, in bids for attached categories, trials are allowed as per approved procurement policy of the buyer nodal Ministries)
9. Mandating foreign / international certifications even in case of existence of Indian Standards without specifying equivalent Indian Certification / standards.
10. Seeking experience from specific organization / department / institute only or from foreign / export experience.
11. Creating bid for items from irrelevant categories.
12. Incorporating any clause against the MSME policy and Preference to Make in India Policy.
13. Reference of conditions published on any external site or reference to external documents/clauses.

14. Asking for any Tender fee / Bid Participation fee / Auction fee in case of Bids / Forward Auction, as the case may be.
15. Any ATC clause in contravention with GeM GTC Clause 4 (xiii)(h) will be invalid. In case of multiple L1 bidders against a service bid, the buyer shall place the Contract by selection of a bidder amongst the L-1 bidders through a Random Algorithm executed by GeM system.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

**All GeM Sellers / Service Providers are mandated to ensure compliance with all the applicable laws / acts / rules including but not limited to all Labour Laws such as The Minimum Wages Act, 1948, The Payment of Wages Act, 1936, The Payment of Bonus Act, 1965, The Equal Remuneration Act, 1976, The Payment of Gratuity Act, 1972 etc. Any non-compliance will be treated as breach of contract and Buyer may take suitable actions as per GeM Contract.**

This Bid is governed by the General Terms and Conditions/सामान्य नियम और शर्तें, conditions stipulated in Bid and Service Level Agreement specific to this Service as provided in the Marketplace. However in case if any condition specified in General Terms and Conditions/सामान्य नियम और शर्तें is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws./जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो। बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्रवाई का आधार होगा।

---Thank You/धन्यवाद---



എംപ്ലോയീസ് പ്രോവിഡൻ്റ് ഫണ്ട് ഓർഗനൈസേഷൻ  
 कर्मचारी भविष्य निधि संगठन  
**EMPLOYEES' PROVIDENT FUND ORGANISATION**  
 (തൊഴിൽ & എംപ്ലോയ്മെൻ്റ് മന്ത്രാലയം, ഭാരത സർക്കാർ)  
 (श्रम एवं रोज़गार मंत्रालय, भारत सरकार)  
**(Ministry of Labour & Employment, Govt. of India)**



മെമ്പർ കോർപ്പറേഷൻ, കൊല്ലം  
 क्षेत्रीय कार्यालय, कोल्लम

**REGIONAL OFFICE, KOLLAM**

പൊന്നമ്മ ചേംബർസ്-1, പരമേശ്വർ നഗർ, അർച്ചന-ആരാധന തീയേറ്റർൻ്റെ എതിർവശം, കൊല്ലം-  
 691001

पोन्नम्मा चेंबर्स- I, परमेश्वर नगर, अर्चना-आराधना थिएटर के सामने, कोल्लम - 691001  
**Ponnamma Chambers-I, Parameswar Nagar, Opposite Archana -  
 Aradhana Theatre, Kollam - 691001**

ഫോൺ/ടൂൾ/ഫോൺ/Phone:- 0474-2767645, 9746122281

ഇ-മെയിൽ/ई-मेल/E-mail:- [ro.kollam@epfindia.gov.in](mailto:ro.kollam@epfindia.gov.in)

ടോൾ ഫ്രീ നമ്പർ/टोल फ्री संख्या/Toll Free Number:- 1800118005

सं: के.ए.ए.ए.एम./प्रशासन-II/अग्निशामक/2024-2025

दिनांक: 21/01/2025

**कोटेशन आमंत्रित करने की सूचना**

कर्मचारी भविष्य निधि संगठन, क्षेत्रीय कार्यालय, कोल्लम में मौजूदा अग्निशामक यंत्रों की सर्विसिंग, रिफिलिंग और प्रेशर टेस्टिंग के लिए गैर-व्यापक एएमसी के लिए कोटेशन।

कर्मचारी भविष्य निधि संगठन, क्षेत्रीय कार्यालय, कोल्लम, निम्नलिखित अनिवार्य शर्त/आवश्यकताओं को पूरा करने वाले निर्माताओं/प्राधिकृत डीलरों/आपूर्तिकर्ताओं/ठेकेदारों से मौजूदा अग्निशामक यंत्रों की सर्विसिंग, रिफिलिंग और प्रेशर टेस्टिंग के लिए GeM के माध्यम से गैर-व्यापक एएमसी के लिए कोटेशन आमंत्रित करता है।

1. केरल राज्य में एक कार्यालय होना चाहिए।
2. अग्निशामन व्यवसाय में कम से कम 03 (तीन) साल पुराना फर्म होना चाहिए।
3. वैध जीएसटी नंबर होना चाहिए।
4. केरल अग्निशामन सेवा के तहत पंजीकृत फर्म/कंपनी होनी चाहिए।
5. केरल सरकार के तहत पंजीकृत फर्म/कंपनी होनी चाहिए।

बिड दस्तावेजों के साथ उपरोक्त शर्तों/आवश्यकताओं से संबंधित दस्तावेजी प्रमाण अपलोड किए जाने चाहिए। दस्तावेजी प्रमाण के बिना कोटेशन को सरसरी तौर पर खारिज कर दिया जाएगा। कोटेशन का संक्षिप्त विवरण नीचे दिया गया है:-

GeM के माध्यम से कोटेशन जमा करने की अंतिम तिथि	04 फरवरी 2025, 11:00 बजे(पूर्वाह्न)
कोटेशन खोलने की तिथि	04 फरवरी 2025, दोपहर 03:00 बजे (अपराह्न)
संपर्क पता	कर्मचारी भविष्य निधि संगठन क्षेत्रीय कार्यालय, कोल्लम पोन्नम्मा चेंबर्स - 1, परमेश्वर नगर अर्चना - आराधना थिएटर के सामने कोल्लम - 691001
संपर्क व्यक्ति	केयरटेकर टेलीफोन 0474-2767645 मोबाइल नंबर: 9746122281

बोली में उल्लिखित दर, अनुभव और अन्य नियमों और शर्तों पर किए गए मूल्यांकन के आधार पर अनुबंध प्रदान किए जाएंगे। जो एजेन्सी एमएसएमई/उद्यम में पंजीकृत नहीं किया है, उन्हें क्षेत्रीय भविष्य निधि आयुक्त-II, क्षेत्रीय कार्यालय के पक्ष में कोल्लम में देय डिमांड ड्राफ्ट के माध्यम



से 5000/- (केवल पांच हजार रुपये) की ईएमडी कोटेशन के साथ जमा करनी होगी, जो वापसी योग्य है। अपेक्षित ईएमडी के बिना बोलियों को तत्काल अस्वीकार कर दिया जाएगा।

### सामान्य शर्तें:

1. बोली में निम्नलिखित मदें शामिल होंगी:-
  - क. प्रपत्र ए प्रोफार्मा में जानकारी।
  - ख. प्रोफार्मा "ए" तथा अनुलग्नक I, II और III में अग्निशामक यंत्रों की रिफिलिंग की आपूर्ति के लिए दरें सूचित करना।
  - ग. प्रपत्र बी प्रोफार्मा में जानकारी।
2. कर्मचारी भविष्य निधि संगठन, क्षेत्रीय कार्यालय, कोल्लम बिना कोई कारण बताए एक या सभी कोटेशन रद्द करने का अधिकार सुरक्षित रखता है।
3. मौजूदा अग्निशामक यंत्रों की सर्विसिंग, रिफिलिंग और प्रेशर टेस्टिंग के लिए गैर-व्यापक एएमसी जिस बोलीदाता के पक्ष में प्रदान की जाती है, उसे कर्मचारी भविष्य निधि संगठन, क्षेत्रीय कार्यालय, कोल्लम द्वारा निर्धारित शर्तों का पालन करना होगा।
4. कोटेशन खोलते समय बोलीदाता के अधिकृत प्रतिनिधि बैठक में उपस्थित रह सकते हैं।
5. प्रतिस्थापन या सर्विसिंग के लिए केवल अच्छी गुणवत्ता (आईएसआई मार्क) की सामग्री का उपयोग किया जाएगा और इसके साथ डिलीवरी चालान भी दो प्रतियों में होना चाहिए।
6. प्राप्तकर्ता द्वारा विधिवत हस्ताक्षरित डिलीवरी चालान की प्रति सहित कर चालान/बिल भी भुगतान के लिए भेजा जाना चाहिए।
7. तिमाही के अंत में कर चालान/बिल जमा करने के 30 दिनों के भीतर सीधे एजेंसी के बैंक खाते में भुगतान किया जाएगा। कृपया कर चालान के साथ सभी तरह के बैंक विवरण जमा करें।
8. कर्मचारी भविष्य निधि संगठन, क्षेत्रीय कार्यालय, कोल्लम द्वारा अस्वीकृत सामग्री के लिए कोई भुगतान नहीं किया जाएगा।
9. ठेकेदार/एएमसी को कोट किए जाने वाले काम से परिचित होना चाहिए। अगर ठेकेदार इच्छुक हैं, तो कोट करने से पहले साइट पर जा सकते हैं।
10. ठेकेदार/एएमसी के पास पैन, जीएसटी पंजीकरण संख्या और केरल सरकार के पंजीकरण की स्व-सत्यापित फोटोकॉपी रखनी चाहिए और उसे संलग्न भी करना चाहिए।
11. कर्मचारी भविष्य निधि संगठन, क्षेत्रीय कार्यालय, कोल्लम को काम की गोपनीयता बनाए रखने की आवश्यकता होने के कारण, ठेकेदार/एएमसी को काम के निष्पादन में कर्मियों की नियुक्ति करते समय अत्यधिक सावधानी और समय-समय पर आपको दिए गए सख्त दिशानिर्देशों का पालन करना चाहिए।
12. फोन कॉल के माध्यम से प्राप्त शिकायत का दो घंटे के भीतर निवारण किया जाएगा।
13. अगर ठेकेदार/एएमसी की सेवा संतोषजनक नहीं है, तो एक महीने के नोटिस के साथ अनुबंध समाप्त कर दिया जाएगा। अगर ठेकेदार/एएमसी अनुबंध समाप्त करना चाहता है, तो उसे तीन महीने का नोटिस देना होगा।
14. एएमसी या सर्विसिंग के दौरान अगर ऊपर बताए गए काम के दायरे के अलावा कोई अतिरिक्त काम ध्यान में आए, तो पुष्टि के बाद उचित लागत पर किया जाना चाहिए।



എംപ്ലോയീസ് പ്രോവിഡന്റ് ഫണ്ട് അർഗനൈസേഷൻ  
 कर्मचारी प्रविश्य निधि संगठन  
**EMPLOYEES' PROVIDENT FUND ORGANISATION**  
 (തൊഴിൽ & എംപ്ലോയ്മെന്റ് മന്ത്രാലയം, ഭാരത സർക്കാർ)  
 (श्रम एवं रोजगार मंत्रालय, भारत सरकार)  
**(Ministry of Labour & Employment, Govt. of India)**  
 മെമ്പർ കാര്യാലയം, കൊല്ലം  
 क्षेत्रीय कार्यालय, कोल्लम  
**REGIONAL OFFICE, KOLLAM**  
 പൊന്നമ്മ ചേമ്പേഴ്സ്-I, പരമേശ്വർ നഗർ, അർച്ചന-ആരധന തിയേറ്ററിന് എതിർവശം, കൊല്ലം-  
**691001**  
 पौनम्मा चेंबर्स- I, परमेश्वर नगर, अर्चना-आराधना थिएटर के सामने, कोल्लम - 691001  
**Ponnamma Chambers-I, Parameswar Nagar, Opposite Archana -**  
**Aradhana Theatre, Kollam - 691001**  
 ഫോൺ/ദൂരവാഴ്/Phone:- 0474-2767645, 9746122281  
 ഇ-മെയിൽ/ई-मेल/E-mail:- [ro.kollam@epfindia.gov.in](mailto:ro.kollam@epfindia.gov.in)  
 ടോൾ ഫ്രീ നമ്പർ/टोल फ्री संख्या/Toll Free Number:- 1800118005



No: KR/KLM/Adm – II/Fire Extinguisher/2024-2025

Dated: 21/01/2025

**Notice inviting Quotations**

Quotations for Non-Comprehensive AMC for Servicing, Refilling & Pressure testing of existing fire extinguishers in Employees' Provident Fund Organisation, Regional Office, Kollam. Employees' Provident Fund Organisation, Regional Office, Kollam invites quotations through GeM for Non-Comprehensive AMC for Servicing, Refilling & Pressure testing of existing fire extinguishers from the manufacturers/authorized dealers/Suppliers/contractors who full fill the following mandatory condition/requirements.

1. Must have an office at Kerala State.
2. The firm must be at least 03 (Three) years old in fire-fighting business
3. Must have valid GST number
4. The firm/company must be registered under Kerala Fire Service.
5. The firm/company must be registered under Govt. of Kerala.

**The relative documentary proof in respect of above conditions/requirements should be uploaded along with bid documents. Without documentary proof the quotation will be summarily rejected.**

Brief details of the quotation is given below:-

Last Date for submission of Quotation through GeM	04 <sup>th</sup> FEBRUARY 2025, 11:00 A.M
Date of opening of Quotation	04 <sup>th</sup> FEBRUARY 2025, 03:00 P.M
Address for Communication	Employees' Provident Fund Organization Regional Office, Kollam Ponnamma Chambers – 1, Parameswar Nagar Opposite Archana – Aradhana Theatre Kollam - 691001
Contact Person	Caretaker Tel 0474-2767645, 0474-2767646 Mobile No:9746122281

Contracts will be awarded based on the evaluation made on rate, experience and other terms and conditions mentioned in the bid. The agency who have not registered in the MSME/UDYAM should submit an EMD of Rs.5000/- (Rupees Five Thousand only) by way of Demand Draft drawn in favour of the Regional Provident Fund Commissioner - II, Regional Office payable at Kollam, should accompany the quotation, which is refundable. Bids without the requisite EMD will be rejected forthwith.

## File No.KR/KLM/FireExtinguishers

### General Conditions:

1. The Bid shall contain the following items:-
  - a. Information as per proforma in form A.
  - b. Rates for supply of refilling of fire extinguishers as proforma "A" Annexure I, II and III.
  - c. Information as per proforma in form B.
2. Employees' Provident Fund Organisation, Regional Office, Kollam reserves the right to cancel one or all quotations without assigning any reason whatsoever.
3. The bidder in favour of whom, the Non-Comprehensive AMC for Servicing, Refilling & Pressure testing of existing fire extinguishers is awarded will be required to adhere to the conditions stipulated by Employees' Provident Fund Organisation, Regional Office, Kollam.
4. The authorized representative of the bidder may attend the meeting at the time of opening of the quotations.
5. Materials of good quality (ISI Mark) shall only be used for replacing or for servicing and should be duly accompanied by delivery challan in duplicate.
6. The Tax Invoice/bill should be sent along with copy of delivery challan duly signed by receiver for payment.
7. The payment will be made quarterly at the end of quarter within 30 days of submission of tax invoice/bill through direct to the agency bank account. Please submit the bank details in all respect, along with tax invoice.
8. No payment shall be made for material rejected by the Employees' Provident Fund Organisation, Regional Office, Kollam.
9. The contractor / AMC should make himself conversant with the work to be quoted. If interested, the contractor can visit the site before quoting.
10. The contractor / AMC should have and enclosed self-attested photocopies of PAN, GST Registration Number and Govt. of Kerala Registration.
11. Employees' Provident Fund Organisation, Regional Office, Kollam is required to maintain secrecy and the confidentiality of work, contractor / AMC should take utmost care while appointing personnel in the execution of the work and follow the strict guidelines given to you from time to time.
12. Complaint call should be attended within two hours.
13. If Contractor / AMC service is not satisfactory, contract will be discontinued with one month notice. If contractor / AMC want to discontinue the contract, he must give three months' notice.
14. Additional work if any required to be carried out other than above scope of work, which will be noticed during AMC or servicing, shall be carried out at reasonable cost against confirmation.

**PRANAV P**  
**(Regional P.F Commissioner – II/OIC)**

File No.KR/KLM/FireExtinguishers

**Proforma 'A'**  
**REFILLING OF FIRE EXTINGUISHERS**

1	Name of Firm (Registration details)	
2	Address / Telephone / Email	
3	Established Since	
4	Name and Mobile No: of Proprietor/Partners	
5	Contractual period with the parent firm Address of Local office/ representative in	
6	Details of running contracts with other Organizations with amount of work order (give full details)	
7	Is service centers available in Kerala State (Please mention the details)	
8	Whether company registered under Kerala Fire Service	Yes / NO
9	Kerala Fire Service Registration No.	
10	Duration Of Registration	From To

Signature/Seal

Place:

Date:

Note: Please submit relevant photocopies of Agency / Distributorship, experience, valid license, work orders copies etc.

**Annexure 'T'**

1. All fire extinguishers and refills and spare parts must conform to performance and construction specifications as laid down in IS 15683-2006 as amended from time to time by BIS
2. As per the requirement of Employees' Provident Fund Organisation, Regional Office, Kollam, refilling schedule for fire extinguishers shall be as follows-
  - a. CO2 & clean agent - Every 01 year
  - b. ABC - Every 01 year
3. Maintenance of fire extinguishers shall be carried out at the interval of every three (03) months, which shall involve cleaning of parts, port hole, proper mounting of extinguishers, pressure gauge, etc... and in interval of 01 year which shall involve refilling of fire extinguishers, internal checking, checking of valves, discharge horns etc... and weight of the extinguisher shall be strictly followed.
4. Record of maintenance, inspection, testing all fire extinguishers shall be created building wise as per format in annexure 'G' of IS 2190-2010 and handed over to office.

Signature/Seal

Place:

Date:

File No.KR/KLM/FireExtinguishers

**Annexure 'II'**  
**Rate for each Fire Extinguisher**

Sr. No.	Type of Fire Extinguishers	Weight Capacity	Quantity	Refilling Rate (Per unit) (including Hydraulic test)	GST	Amount
01	CO2	3.5 Kg	07			
		4.5 Kg	01			
02	ABC	5 Kg	24			
	Total Fire Extinguishers		32			

Total Rupees:-

**Annexure 'III'**  
**List of Spare parts**

Sr. No.	Name of spare parts	Unit rate	GST
1	Siphon tube ABC (Plastic)		
2	Safety pin/clip (SS/Al)		
3	Discharge horn (polyethylene non- conductor)		
4	CO2 Gas Cartridge		
5	CO2 Opening Valve ( Al)		
6	DCP Powder(per Kg IS marked)		
7	Squeeze Grip Handle (MS/Al)		
8	ABC Nozzle		
9	ABC Lever Valve		
10	Any other items		

Signature/Seal

Place:

Date:

**Form (B)**

1	Brand Name	
2	GST	
3	Any other Tax	
4	PAN/TIN Number	
5	Painting Charges (per Fire Extinguisher)	
6	Installation charges, if any (per Fire Extinguisher for new supply)	
7	Remarks if any	

Digitally Signed by Pranav  
P  
Date: 21-01-2025 14:11:05  
Reason: Approved