



# SREE CHITRA TIRUNAL INSTITUTE FOR MEDICAL SCIENCES & TECHNOLOGY

(An Institute of National Importance under Govt. of India)

Thiruvananthapuram - 695 011, Kerala, India

Phone-(91)0471-2443152 Fax - (91) 0471-2446433, 2550728

Email-sct@sctimst.ac.in Web site - www.sctimst.ac.in

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Tender No.SCTIMST/AMC/2024-25/6

Dtd.24.04.2025

## TENDER NOTICE

Sealed quotations in single bid system are invited from reputed eligible contractors/vendors to obtain the **Lift Licenses** for five **already installed lifts** in SCTIMST as per the **Kerala Lifts and Escalators Rules, 2012**. The final deliverable of the tender will be valid lift licenses issued by the concerned authority. Sealed quotations should be superscribed with tender No. and due date.

Last date and time of submission of bid documents	03.05.2025 at 05.00 pm
Address at which quotation (Hard Copy) to be submitted.	Director Sree Chitra Tirunal Institute for Medical Sciences and Technology, Trivandrum-695 011
Contact Person	Engineer, Division of Clinical Engineering Sree Chitra Tirunal Institute for Medical Sciences and Technology, Trivandrum-695 011

1. The following documents to be attached along with the tender:

- A brief profile of the Contractor/Firm/Agency
- A brief list of reputed clientele.
- Certificate in support of experience for having undertaken this kind of work
- Performance Certificate(s) for the similar contract with any other clientele.
- Copy of PAN & GSTIN
- A declaration stating all the terms and conditions of the tender will be agreed to.
- 'Bid Security Declaration' as given in Rule 170 (iii) of GFR 2017



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2. Before offering the tender, the intending firms may inspect the existing equipment on any working day with prior appointment with Engineer, DCE.
3. It shall be responsibility of the Contractors/Vendors/Agencies to arrange and ensure that all pages of the bid are properly bound separately. Tenders in loose pages may be disqualified.
4. The Contractor/Vendor/Agency shall sign and stamp each page of the tender document thereby ensuring the number and sequence of all pages.
5. No conditions other than mentioned in the tender will be considered.
6. Sealed tender should be superscripted as "Tender for **Hiring of Third Party Inspection Agency- Availing License for passenger lift**". Late tenders will not be accepted.
7. The Director of the Institute reserves the right to terminate the maintenance contract at any time after giving due notice without citing any reason. The contractor will not be entitled to claim any compensation against termination.
8. The successful tenderer will be required to work as per the guidance of Division of Clinical Engineering, SCTIMST.
9. The contractor has to provide supervisory and management support by his own staff to get lift licence.

Sd/-

Medical Superintendent



**TERMS AND CONDITIONS**

**1. Eligibility Criteria**

- 1.1. The bidder must have prior experience in handling lift licensing processes as per Kerala Lifts and Escalators Rules, 2012.
- 1.2. The bidder must have a valid registration under relevant government authorities and a valid license from Kerala State Electrical Inspectorate.
- 1.3. The bidder must provide references or completion certificates for at least three similar projects in the past two years.

**2. The bidder is responsible for:**

- 2.1. Conducting a review of the five installed lifts.
- 2.2. Coordinating inspections and obtaining required documents if any from SCTIMST and Lift vendors.
- 2.3. Preparing and submitting all necessary applications, drawings and supporting documents to the Electrical Inspectorate for availing a valid lift license for the 5 lifts.
- 2.4. Ensuring rectification of any deficiencies flagged during the inspection.
- 2.5. Liaisoning with authorities to secure the lift licenses **including payment of statutory fees**, preparing required clarifications and related documents.
- 2.6. Ensuring the issuance of licenses for all five lifts as per the statutory requirements.

**3. Deliverables**

- 3.1. Lift licenses for all five lifts issued by the Electrical Inspectorate shall be obtained.

**4. Period for completion**

- 4.1. The entire process, including obtaining licenses for all five lifts, must be completed within **8 weeks** from the date of awarding the contract.
- 4.2. Any delay beyond the agreed timeline without valid justification will attract a penalty of 0.5% of the total contract value per week, up to a maximum of 10% of the contract value.

**5. Bid Submission Requirements: Single cover bid with the following:**

**5.1. Technical Proposal:**

- 5.1.1. Description of prior experience.
- 5.1.2. Details of key personnel involved.
- 5.1.3. Proof of previous experience in lift licensing.
- 5.1.4. Certificates of empanelment/license.
- 5.1.5. GST and PAN details.

**5.2. Financial Proposal:**

- 5.2.1. Lump-sum price for the complete scope of work for each lift and total cost for the five lifts.
- 5.2.2. Breakdown of statutory fees (if applicable).



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**6. Payment Terms**

6.1. Payment will be released after the completion of scope of work and handing over the license to SCTIMST.

**7. General Conditions**

7.1. The bidder will not subcontract the work without prior approval.

7.2. The bidder shall visit the site and familiarize about the scope of work prior to submission of bid.

7.3. Further information or clarification, if required, can be had from the Division of Clinical Engineering.

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Price Bid					
Sl No	Description	Quantity	Rate	Tax	Amount
1	Passenger lift in Swasthy, Hospital Campus- 6 Passengers	1			
2	Passenger lift in Swasthy, Hospital Campus - 8 Passengers	1			
3	Passenger Lift in Srishty hostel, Kumaparapuram campus - 13 passengers	1			
4	Passenger Lift in NFH Block, Kumarapuram Campus - 8 passengers	2			
	Total				

Sign &amp; Seal of Contractor



**Bid Security Declaration**  
**(In Company Letter Head)**

**To**  
**The DIRECTOR,**  
**SCTIMST, Trivandrum,**

Dear Madam/Sir,

1. I/We Mr./Ms ..... authorised person to sign the bid documents **for award of Lift License**, do here by declare that I/We have gone through the entire tender documents including terms and conditions mentioned in the tender documents and undertake to comply with them.
2. I/We further declare that we will not withdraw our bid or modify our offer during the period of validity of the bid after the deadline for submission of such documents.
3. If I/We withdraw or modify the bids during the period of validity, or if I/We are awarded the contract and fail to sign the contract, or to submit a performance security before the deadline as defined in the tender document or Work Order, we will be suspended for a period of Three Years from the date of disqualification from being eligible to submit bids/proposals for contracts with SCTIMST, Trivandrum.

Signature of Authorized Official  
(with seal of firm)  
(Name of Bidder)

Place .....

Date.....