

Ref No.: SCOPE Minar/MMO/25-26/005

Dated: -08.04.2025

**NOTICE INVITING TENDER**

1. Online e-tenders are invited by General Manager-Tech. & HR, SCOPE on behalf of Constituents of SCOPE Minar, Laxmi Nagar, Delhi-110092 for the following work as per the detail given below:-

1.1 Name of the work	: Engagement of Fire Consultant at SCOPE Minar, Laxmi Nagar, Delhi-110092.
1.2 Estimated Cost	: Rs. 2,89,728/- per Annum plus GST@18%
1.3 Earnest Money	: Rs. 6,840/-
1.4 Tender Processing fee	: Rs. 590/-
1.5 Time for completion	: Two years from the date of issue of LOI.
1.6 Cost of Tender	: Rs. 560/-
1.7 Commencement of downloading E-Bid	: 11.04.2025 from 10.00AM
1.8 Last date of downloading of E-Bid	: 25.04.2025 Up to 3.00PM
1.9 Last date of E-Bid submission	: 25.04.2025 Up to 03:00PM
2.0 Last date of submission of hard copy of EMD & Tender cost.	: 25.04.2025 Up to 03.00PM
2.1 Tender opening date & time (Technical)	: 25.04.2025 at 03.30PM
2.2 Tender Opening date & time (Financial)	: To be intimated later

2. Bidders have to download the bid documents from the e-procurement portal i.e <https://scope.ewizard.in> after registering themselves on portal and submit e-bids after payment of Bid processing Fee & Bid documents fee before last date & time





of downloading E-Bid online (For tendering support: -9355030607, 9355030630). Bidder can also view the E-NIT, SCOPE of work on [www.scopeonline.in](http://www.scopeonline.in).

3. Bids shall be submitted through e-bidding mode only. No other mode of bid submission shall be accepted.

4. Eligibility Criteria:- Tender document shall be accepted only from reputed fire consultants agencies fulfilling the following eligibility criteria & showing the original documents in this regard:-

i. Should have passed BE / B. TECH (Fire) from any reputed Govt. recognized University.

**OR**

ii. Should have passed Station Fire Officers Course and above from National Fire Service College (NFSC), Nagpur or any equivalent institute.

**AND**

iii. Should be less than **65 years** age as on **01.04.2025** and medically fit to undertake the task (medical fitness certificate to be enclosed) and he must be a member of Fire & Safety Association of India (FSAI).

iv. The Fire consultant should have **minimum 05 - Years experience** to carry out the fire audit work at reputed organizations such as PSU / Nationalized Banks/ Large Pvt. Sector/Institutions etc. The details of the work carried out in last 05 years should be enclosed.

v. The fire consultant should have conducted Fire Safety Audit of **minimum 02 - establishments which should be occupied by a Govt. Deptt or Public Sector Undertaking or Public Sector Banks**. The building should be a **high-rise building**. Related work order and its completion certificate should be enclosed.

vi. The Fire consultant should have all statutory registrations like GST, and PAN etc as applicable. Copy of the registration certification should be enclosed.

vii. The Fire consultant must have adequate infrastructure in terms of office in Delhi. A copy of letter of the undertaking containing addresses should be enclosed.


5. SCOPE, reserves the right to independently verify the performance of the bidders from the organization whose performance certificate have been submitted.

6. All the above certificate/documents shall be submitted shall be duly signed & self attested subject to verification with original documents.

7. **Hard copy of Forms of Tender duly signed & stamped must be submitted during submitting of EMD & tender fee in the tender box placed at UL floor, Core-2 at SCOPE Minar, Laxmi Nagar, Delhi-110092.**

8. The tender shall be submitted through only E-Portal i.e. <https://scope.ewizard.in>.

9. Bidders are invited to submit their offers strictly based on the parameters, Specific requirements, terms & conditions given in the tender documents.





10. Earnest Money mentioned above should be paid by crossed Demand Draft / Pay order from any Nationalized / Scheduled Bank in favour of "MMO SCOPE Minar". Tenders submitted without Earnest Money Deposit & Tender cost will be summarily rejected and the representative of such bidders shall not be allowed to attend tender opening.

11. SCOPE reserves the right to reject any or all tenders without assigning any reasons.



**General Manager-Tech. & HR**



## SCOPE OF WORK

Scope of work for Fire Consultant for providing professional services for maintenance of Fire Fighting equipments at SCOPE Minar shall be as followings: -

- To facilitate SCOPE in preparation of tender documents (If required).
- The fire Consultant will conduct time to time supervision of works as & when required as per progress of the work, to ensure that works are being carried out in general in accordance with the detailed drawings & specifications in addition to periodically checking of the systems for which atleast 2 visits per month shall be performed and report for the same shall be submitted to SCOPE.
3. The Fire Consultant will extend the help in all the works relating to Fire fighting system including procurement and execution works of Fire fighting & Fire safety equipments.
4. The Fire Consultant will also associate during the evacuation drill of the building as & when required.
5. The Fire Consultant will check all the Fire fighting installations of the SCOPE Minar and advise further modifications, if any to the Fire Fighting systems.
6. The Fire Consultant will conduct the meetings with the local authorities such as DFS, National Safety Council etc.
7. The Fire Consultant will associate during the routine fire inspection of the SCOPE Minar.
8. The Fire consultant / auditors should have their own laptop and data card for submission of soft copies of the consultation / inspection / audit reports to the concerned entities. No charges in this regard will be payable by SCOPE.
9. SCOPE reserves the right through the **SCOPE's Technical Department** to make changes in method and specifications of work within the overall framework of the terms and conditions.

