



ALL INDIA INSTITUTE OF MEDICAL SCIENCES, BATHINDA

NEAR GIANI ZAIL SINGH COLLEGE, JODHPUR ROMANA, DABWALI ROAD-151001

Invitation of quotations for Fire Safety Audit at AIIMS Bathinda

Reference No.: AIIMS Bathinda/Engg. & Estate/25-26/4738

Dated: 18 August 2025

Notice for Invitation of quotations

1. **Sealed Quotations** are invited on behalf AIIMS, Bathinda for the subject work at AIIMS Bathinda as per terms & conditions mentioned below. The filled quotations along with all the required documents must reach in the office of the undersigned on or before **2nd September 2025 (Tuesday), 17:00 hrs. (Date & Time)**. **The Envelope containing the quotation must be sealed and super scribed as under: -**

***“Invitation of quotations for Fire Safety Audit at AIIMS Bathinda’–
Department of Engineering & Estate”***

The Quotation should be sent to the address: -

The Executive Director
AIIMS Bathinda,
Mandi Dabwali Road,
Punjab - 151001.

2. Before quoting the contractor in his own interest shall carry out site visits to know the site conditions and full implications of the assignment. This will also help them in quoting the rate. Failure to do so will not absolve the contractor of his responsibility to carry out the work as specified in the quoting Documents. The cost of visiting the site shall be borne by the Contractor and shall be at his own responsibility and risk.

Terms & Conditions

A. SCOPE OF WORK FOR FIRE SAFETY AUDIT

- I. Fire Safety Audit of AIIMS Bathinda Hospital (720 bed), Academic and Residential complex to be carried out with accordance to the list provided and as per the prescribed format provided by AIIMS Bathinda if any.
- II. Fire Auditor/ consulting firm shall be bound to start and complete the Fire Safety Audit work in a time bound manner as decided and advised by the Institute authorities.
- III. **Fire Detection and Alarm Systems:** - Evaluation of the effectiveness of existing fire detection and alarm systems to ensure that they are in compliance with the relevant regulation and standards.
- IV. **Water based Fire Suppression Systems:** - Assessment of its suitability and effectiveness of fire suppression systems.
- V. **Emergency Lighting and Exit Signage:** - Examination of emergency lighting and exit signage systems to ensure that they are in proper working condition and that they comply with the relevant regulation and standards.
- VI. **Risk Assessment:** - Assess the risk of fire in AIIMS Bathinda campus and provide recommendation to mitigate those risks.
- VII. The fire safety audit should be carried out with the view of the following points and standards like National Building Code-2016,IS:2189,IS:2190,IS:15683etc.The audit report should be comprehensive of all the particulars and important points are as under:

- a) General Housekeeping & Fire Load.
- b) Storage racks in Stationary/Record room kept at a safe distance from electrical points/switch/junction boxes.
- c) Physical in section of the building with reference to applicable Indian Standard, State Fire Safety norms, NBC 2016, other relevant codes of Practice & Identifying fire hazards.
- d) All fixed Fire-fighting Installation of building (e.g. Hydrant, wet riser, sprinkler, hose reel hose etc.).
- e) Review & Testing of protection device/system of all fire installations in the building like Automatic Fire Detection & Alarm system/fire extinguishers etc. and their details of validity of Annual Maintenance Contract (AMC).
- f) Requirement for the server and ups room (Server & UPS room's walls, False Ceiling, Fire resistant doors, Timer device of AC Units).
- g) Exit and Evacuation Preparedness.
- h) Inventory of fire extinguishers and their servicing and maintenance record.
- i) Training of AIIMS Bathinda students, medical and non-medical staff and security personnel from the fire safety point of view (if applicable).
- j) Checking and raising awareness of Staff members/ employees occupying the premises.
- k) Review of flammable substances in the Premises like HSD, LPG gas cylinder, Oxygen cylinders etc. used in the campus.
- l) Operational Procedures and efficiency of Diesel Pump, Jockey Pump.
- m) Inspection and authentication of Installed Fire Suppression System; i.e. Fire Pumps, Sprinkler System, Fire Lines, Valves, Hoses, Hydrants and Hose reels.
- n) Inspection of Fire Extinguishers and Automatic Fire Detection and Alarm system.
- o) Testing should be done appropriately with help of internal team of the AIIMS Bathinda.
- p) Verification of occupants' "response to FIRES, and their capacity to handle FIRE.
- q) Review of Escape Routes and Signage etc.
- r) Review of Occupants "knowledge on the use of Fire extinguishers.
- s) Electrical fire safety should be checked, some of the points are as under:
- t) Main Supply Switch/MCB to cut-off the electric supply to entire campus has been marked and known to security guard/engineering staff.
- u) Whether MCCB/MCB/ELCB is provided and apparently in order.
- v) All equipment like Air Conditioning units, Distribution /Junction boxes, Server, Computer units etc. have been given supply through an MCB (Miniature Circuit Breaker) of proper capacity.
- w) Are electrical wires properly covered/ insulated to prevent short circuiting etc.

- x) Are wires properly attached to fixtures, plugs, circuit breakers, and other equipment.
- y) Are electrical covers in place for junction boxes Out lets and panel boards. Electrical audit last carried out.
- z) Any other area or service as directed by Engineer-in-Charge or Authority of AIIMS Bathinda

B. Qualification for Fire Safety Auditors:

- 1) Should have passed Station Fire Officers Course and above from National Fire Service College (NFSC), Nagpur or any equivalent organization and having minimum (05) years related experience in fire safety in the preceding years.

OR

Should be Graduate of Institution of Fire Engineering (India/UK) or passed BA/ B. Tech in Fire Safety Technology in any recognized institution from any AICTE approved Institution or from any University recognized by UGC.

OR

Retired Fire Officer from State fire department/ /PSU having above qualification, provided they are not barred from re-employment in any government organization.

AND

- 2) The Agency shall have at least one experience of fire safety audit in any one central govt., PSU, Autonomous and reputed private setups
- 3) Agency shall be registered/accredited/recognized by any of the central govt. ministry/Institute/Department.

c. Rates and Prices

1. Rate to be quoted for one institute/office irrespective of area and floors (institute/office may be on single or more floors) located in Rural, Semi- Urban and Urban areas of the State.
2. Rates to be quoted inclusive of cost of travel, boarding, lodging and other taxes etc. including of GST as applicable. No other charges will be paid by the institute.
3. L-1 price quoted by any of the bidder will be finalized/ fixed and the same rates will be approved by the institute to conduct fire safety audit.
4. In case any firm/Fire Auditor failed/refused to undertake the allotted work due to any reason, the clause off for the Security Deposit will be invoked and the work allotted to the feature firm will be distributed among other firm/fire Auditors.
5. Institute has the right to de-list the Fire Safety Auditor/firms at any stage in the event of failure of Non response, Non commitment and Non completion of the assigned task as per tender terms and conditions. Moreover, if any firm/individual auditor fails to audit the assigned area in the stipulated time frame, the institute has the right to allocate the remaining work to other e firm/auditor without assigning any reason.
6. Institute has the right to review the list of the panel of Auditors, if qualifications of fire safety auditors as mentioned in the qualifications above is amended.

D. OTHER TERMS AND CONDITIONS

- 1) Fire safety auditor or firm must arrange for the conveyance, lodging expenses, men and material required for conducting the fire safety audit at their own cost. All the rates quoted must include Conveyance, Lodging Expenditure required for men and material. No further enhancements in the quoted rates are permissible.
- 2) Adequate care and safety measures should be taken by the audit or during the verification, measuring and recording of the data.
- 3) Any damage to the Institute property, equipment's under testing and measurement during the fire safety audit will be charged to the firm or deducted from the payment due to the fire safety auditor/consulting Firm.
- 4) Institute will not be responsible for any accidental injury to any of the operating personnel involved in the audit procedure. Personnel should be well trained and should have adequate knowledge of fire safety aspects and handling of fire safety equipment's. Moreover, they should also ensure to have necessary Health & Life insurance cover duly valid and renewed from time to time for its employees. The copy of the said policy must be provided to the Institute prior commencement to the work.
- 5) The Fire auditor should submit Excel based audit reports or any other format (soft copy) to the Fire Officer and also to the Engineer-in charge in Engineering department as per the format given by the Institute along with the hardcopy duly certified Head of concern firm.
- 6) The copy of the contact number, ID card and authorization letter of the auditing person(s) must be intimated to engineering section well in advance for necessary coordination.
- 7) In case of non-submission of report on the required format/required number of copies; the Institute may not release the payment for the audit.
- 8) Over writing should be avoided and corrections if any should be duly authenticated.
- 9) No inconvenience should be caused to staff/patient/occupant during working hours while conducting the fire safety audit.
- 10). If the institute finds that the Auditor has not completed the fire safety audit task up to its satisfaction, the institute reserves the right to ask for re-auditing the premises without any additional cost to the institute. The firms/individual will be liable to arrange insurance cover for its employees/ engineers etc. involved in the fire safety audit work and the institute would not be liable to pay any damages etc., in case of any injury, disability of any nature and extent, death of its employees/individuals including third party. The onus will be on the such Fire Auditor/Firm.
- 11). Any unsafe condition or situation arising/observed during the course of doing the job should be stopped immediately and same to be reported to the Engineering in charge/ Institutes Authorities.
- 13) The Fire Auditors/Fire Consulting Firms shall be responsible for the application and compliance of labor laws, all other social security enactments applicable to such work & workmen

and compensation for injury and accident to person(s), if engaged by him for the job.

- 14). Smoking, chewing of tobacco, consumption of alcohol or any other in toxicated substances by Fire Auditors is strictly prohibited on work site. In case any person found the necessary action may be taken by the Institute against such auditor/firm, including de listing of such fire auditor/firm
- 15). Any injuries sustained by the Fire Auditors/Fire Consulting Firms at the work place during the performance of fire safety audit in the institute premises will be his sole-responsibility. The Fire Auditors/Fire Consulting Firms must clearly understand that firm and personals are bound by the contract to ensure all necessary personal protective equipment's are used, as required, for a particular job. Moreover they should also ensure to have necessary Health & Life insurance cover duly valid and renewed from time to time for its employees. The copy of the said policy must be provided to the Institute prior commencement of the work.
- 16). The Fire Auditors/Fire Consulting Firms shall adhere to all the safety measures and shall fulfill best auditing practices in the Institute.
- 17). In case of any dispute the parties to this agreement shall have the right to approach Competent Court having jurisdiction at Bathinda only.
- 18). The Fire Auditors / Fire Consulting Firms shall maintain total and complete secrecy and hereby assures not to communicate or allow to be communicated to any person or individual in any way or manner, any matter/information relating to the ideas, concepts know-how, technique, data, facts, figures, constituents and all Information gained during the work, whatsoever, concerning and relating to the institute and its constituents.
- 19). The Fire Auditors/Fire Consulting Firms shall not disclose or divulge any information regarding the security of the institute and the status of fire-fighting capabilities, preparedness to any other person in any way or manner and in case of breach of the terms and conditions. The Institute will be entitled to take any action as per the law.
- 20). The Fire Auditors/Fire Consultation Firms shall not use logo and name of the Institute (AIIMS Bathinda) on their letter head, sign board and rubber stamp etc.
- 21). The Fire Auditors / Fire Consultation Firms shall also need to audit a single building or particular area also in case of urgency at the Institute's instruction of EIC.
- 22). In case of any tie among the bidders on L1 amount, institute the right to evaluate and select the L-1 bidder on the basis of following in order:
 - a) Obtaining revised offers on the basis of discount offered in per centage terms in overall quoted value in sealed envelope, which shall be opened in the presence of vendors/committee members.
 - b) If there is still at tie, L-1 shall be arrived based on lottery system in presence of vendors.
 - c) Decision of institute in this regard shall be final and binding.

E. TERMS OF PAYMENT

- (i) No advance will be paid.
- (ii) Once the fire audit completed and report submitted to the Engineering

department along with bills, the reports will be verified by the Institutes Fire Officer or authority appointed by the competent authority and after that bills along with copy of report will be forwarded to the Engineering section for payment subject, satisfactory completion of the Audit.

- (iii) In case of non-submission of report(s) on the prescribed format and required number of copies; the Institute may not release the payment for the audit.
- (iv) Detailed evaluation/ audit report is to be given starring the defect/ improvement if needed against scope of work and their sub clauses.

F. DEDUCTIONS: All necessary taxes as applicable from time to time including income tax etc., as per Govt. rules, shall be deducted by the Institute from the payment pay able to the such Auditor/Firm.

G. PENALTY:

- i. In case, the Auditor/firm fails to carry out the audit work within the stipulated time from issuance of the workorder, the Institute shall impose a penalty of **Rs.5000/ per week** for the locations overdue for audit till the completion of the work.
- ii. Security Deposit shall remain deposited with the Institute till validity period of this contract. Incase Auditor/firm fail to carry out the Audit work with in stipulated timeline, Institute reserves the right to cancel the contract, partially or fully and forfeit the Security deposit and allot/award the work to any other auditor/ firm at the sole discretion of the Institute. The Institute's decision shall be final in this regard.
- iii. This penalty shall not apply in case of delays caused by so called acts of God /Riots/Bandhs/Civil Disturbances etc. to the satisfaction of the institute.

H. TERMINATION

The Institute reserves the right to terminate the contract by giving 15 (fifteen) days' notice and without assigning any reason what so ever. Without prejudice to the above the Institute also reserves its right to terminate the agreement for any reason at its absolute discretion including but not limited to the following:-

- (i) The Institute may, without prejudice to any other remedy for breach of contract, may terminate the contract/agreement by 15(fifteen) days' notice in the event of unsatisfactory performance or on breach of any stipulated conditions or qualitative dimensions of the various services specified/agreed upon by the contractor, or the engagement is not in the interest of the Institute or the Institute no more requires any such service and the Contract shall be deemed to have been terminated for all purposes on the expiry of the 15 (Fifteen)days day from the date of receipt of the notice.

- (ii) Other Grounds for Termination: The Institute is entitled to terminate this contract/agreement for any reason at its absolute discretion forthwith without notice

without to assigning any reason and without payment of any compensation, in the following cases:-

- a) The Firm is adjudicated in solvent by a Competent Court or files for insolvency or if the hirer being a company is ordered to be wound up by a Court of competent Jurisdiction.
- b) If any charge sheet is filed by a competent authority of the Government against the Agency / Company, or the Firm is convicted by a criminal court on grounds of Mora turpitude.
- c) For any reason whatsoever, the Firm becomes dis-entitled in law to perform his obligations under this agreement.
- d) The Firm is involved in wrongful billing. In addition, hereto wrongful billing shall also result in the organization being debarred from participating in any other tender of the Institute.

Sd/-
Executive Engineer (Civil)
AIIMS Bathinda

Check List

S. No.	Particulars	Whether attached	Remarks
1	Qualification Certificate	YES /NO	
2	Experience Certificate	YES /NO	
3	GST certificate	YES / NO	
4	PAN Card	YES / NO	
5	Non-Blacklisting Undertaking on letter head	YES / NO	
6	All the documents mentioned above and the quotation document has been signed & stamped	YES /NO	

BOQ				
SR. NO.	DESCRIPTION	UNIT	REQUIRED QTY.	AMOUNT
1	Complete & comprehensive Fire Safety Audit of AIIMS Bathinda as per the scope of work attached	Job work	1	
			TOTAL	
			GST@18%	
			GRAND TOTAL	