

SPECIAL CONDITIONS OF CONTRACT

1. Scope of work and maintenance schedule:
Maintenance of Fire Alarm & Fire detection system in the areas under this contract- the maintenance agency (contractor/firm) shall be solely responsible to keep the system serviceable at all the time. The maintenance shall include servicing of all the equipments associated with the systems. Cost of spares & consumables etc. shall be included in the quoted rates.
2. The cost of major or special repair or overhauling of any equipment such as fire alarm panel, batteries & hooters is not covered in the scope of this work. However, preventive & routine maintenance including servicing, minor rectification will be the responsibility of the agency.
3. The agency will promptly inform to I/C Nazarat Branch as soon as occurrence of any Major defect in these systems is noticed. So that the latter can take advance action towards its rectification and procurement of any material required for the purpose. Labour for the rectification will be provided by the agency in his quoted rates.
4. The firm/contractor will engage trained and experienced technical staff and helpers, headed by a qualified Fire supervisor, for undertaking maintenance services/job.
5. The firm/contractor will maintain the logbook for maintenance as described below :
 - a) After each maintenance, the test details to be entered in the maintenance register with dates and result achieved.
 - b) After carrying out each test, the entry in the register to be got countersigned from the I/C Nazarat Branch. Without prior, approval, no fitting/material will be removed for repairs : it will be contractor's responsibility to provide alternative temporary arrangement of such items during the period, the item is repaired and put back in to position so that the system remains fully functional all the time.
6. The checking & maintenance of the batteries for the system shall be done including maintaining specific gravity and distilled water if required. However replacement of defective batteries is not covered in the scope of this work.
7. The servicing & random checking of fire detection system & heat detectors shall be done periodically.
8. The system shall be kept in working condition till completion of the contract. The firm will arrange handing over of the total system in full functional condition on completion of the contract.
9. The mock drill/demonstration of the working of the system shall be given at least once in a month or as and when desired by the I/C Nazarat Branch or as per his direction.
10. The firm/contractor shall depute one qualified Electrical Engineer to check the whole system once in every alternate month and shall maintain a test record signed by him and got countersigned from the I/C Nazarat Branch, Assam Legislative Assembly Secretariat.
11. Contractor would be bound to execute such additional item/items which may be essential & necessary (even though not listed in schedule of work) for the effective execution of the work. Rates for such extra items of work shall be rationally analyzed/derived & would be binding on the contractor.
12. Contractor undertaking the job is advise to verify the particulars as detailed in annexures & satisfy himself towards the conditions & specification etc. of the tenders before filling up the bids.