

F.No.NIHFW/WS/20-46/17
THE NATIONAL INSTITUTE OF HEALTH AND FAMILY WELFARE
Baba Gang Nath Marg, Munirka, New Delhi-10067

NOTICE INVITING TENDER

Sealed two bid (Technical and Financial) Tenders are invited on behalf of the Director, The National Institute of Health & Family Welfare for the following work:

Sl. No	Tender Number	Name of work	Estimated cost	Earnest Money	Cost of Tender Form	Date of issue of Tender	Last date of submission of Tender	Date of opening of Tender
1	F.No.NIHFW/WS/20-1/2015	Cleaning of P.V.C & R.C.C Overhead Tanks and Underground Sumps in the NIHFW Campus, Munirka, New Delhi (Twice in a year)	Rs. 2,50,000 x 2 = Rs.5,00,000/-	Rs. 10,000/-	Rs.500	26-29 Sept. 2017	06/10/2017 at 3:00 pm	06/10/2017 at 3:30 pm
Eligibility		<ol style="list-style-type: none">1. Copy of Registration of GST.2. PAN No. of the agency and Income Tax Return of last 3 years.3. Having experience of similar work at least one work more than the costing of 80% OR two work more than the costing of 60% each and three work more than the costing of 40% of the estimated cost mentioned above during the period of last three years.4. Photocopy of all necessary supporting documents has to submitted by the agency duly signed with the Tender document						

- Interested agency may visit the site at any working day during 2:00 PM -5.00 PM.
- The Tender document may be purchased from Accounts Section, NIHFW on Cash payment on the above mentioned Date during 10.00 am to 4.00 pm. after submitting request letter.
- The estimated cost is including of all Taxes, Testing of material charges and T& P etc.
- Detail specification of required work is enclosed with tender document.
- Copy of PAN No. of the agency

Director

F.No. NIHFW/WS/20-46/17
THE NATIONAL INSTITUTE OF HEALTH AND FAMILY WELFARE
Munirka, New Delhi -110067

TENDER DOCUMENT

Subject: Cleaning of P.V.C & R.C.C Overhead Tanks and Underground Sumps in the NIHFW Campus, Munirka, New Delhi

Cost of Tender:- Rs.500/- (Rupees five hundred only) in the form of Cash (Purchase from the Institute) OR in form of DD of the said amount if tender document is downloaded from Institute Website OR Central Public Procurement Portal.

Earnest Money Deposit : - Rs.10,000/- (Rupees ten thousand only) {The EMD must be enclosed with the Tender in the form of Demand Draft of any Scheduled Bank payable at New Delhi in favor of Director, NIHFW}

Details of the Earnest Money Deposit (EMD) & Tender Fee:-

Amount (Rs.)	DD No.	Date	Name of the Bank

NAME OF THE FIRM/CONTRACTOR: -

ADDRESS OF THE FIRM & PHONE: -

PAN NO.

DATE & TIME FOR SALE OF TENDER: 26/09/2017 to 29/09/2017 From 10:00 am to 4:00 pm

LAST DATE & TIME FOR SUBMISSION OF TENDER: 06/10/2017 at 3:00 pm

DATE & TIME FOR OPENING OF TENDERS : 06/10/2017 at 3:30 pm

(S.P.SINGH)
Workshop & Maintenance Officer

F.No.NIHFWS/20-46/17
THE NATIONAL INSTITUTE OF HEALTH AND FAMILY WELFARE
Munirka, New Delhi -110067

NOTICE INVITING TENDER

A. TENDER DESCRIPTION AND ELIGIBILITY

Two bid Tender are invited for the **Cleaning of P.V.C & R.C.C Overhead Tanks and Underground Sumps in the NIHFWS Campus, Munirka, New Delhi** on behalf of the Director, The N.I.H.F.W. from eligible agencies having experience of similar works.

ELIGIBILITY:- FOLLOWING DOCUMENT MUST HAVE TO BE SUBMITTED WITH TECHNICAL BID FOR ELIGIBILITY:-

1. Copy of Registration for GST.
2. PAN No. of the agency and Income Tax Return of last 3 years.
3. Average Annual financial turnover during the last 3 years, ending 31st March of the previous financial year, should be at least 30% of the estimated cost.
4. Work orders & accordingly completion certificate for similar works (**Cleaning of P.V.C & R.C.C Overhead Tanks and Underground Sumps**) in Government Organization. The agency should have, at least one work costing 80% or more of estimated cost **OR** two works costing at least 60% of the estimated cost **OR** three works costing at least 40% of the estimated cost. The bidder will have to submit the evidence in this regard.
5. Copy of certificate issued by a Govt. Approved Laboratory for Using Non Toxicity of Anti Bacterial as per OECD guidelines.
6. Copy of license from Food and Drugs Administration (FDA) for the purchase of anti-bacterial agent used for disinfecting the Tank, is required to be submitted by the agency
7. Photocopy of all necessary supporting documents submitted by the agency duly signed.
8. EMD of **Rs. 10,000/-** in form of Demand Draft of Scheduled Bank in favor of Director, The NIHFWS, payable at New Delhi.
9. Technical bid will be submitted in the Performa given at Annexure 'A'
10. Price Bid will be submitted in the Performa given at Annexure 'B'

B) SCOPE OF WORK

The work will involve:-

- a)** Cleaning of P.V.C and R.C.C overhead tanks and underground water sumps with six stage process mentioned below:
 - i. Mechanical Dewatering.
 - ii. Disilting and removal of leftover dirty water and sludge with sludge removal pump.

- iii. Cleaning of walls, ceiling and floor by high pressure water jet, with the help of equipment which creates a pressure of 100 to 150 Bar.
- iv. Removal of sludge from the floor with the help of industrial vacuum cleaner.
- v. Spraying of non-toxic, bio degradable eco friendly anti-bacterial agent certified by Govt. approved laboratory to disinfect the tank from all harmful pathogens. The dose utilized should be as per the OECD guidelines 423 adopted on 17th December,2001 and the active ingredient should be Banzalkonium chloride solution IP 4% W/V.
- vi. Treatment of inside the tank by exposing U.V radiation to kill further suspended or floating bacteria if any.

Note:- The details of approximate underground and overhead tanks has been given as Annexure -1

- a) Providing and Fixing of Synthetic Sheet with gumming size 7"x5" or as required with date of cleaning written on them as per the direction of Engineer-in-charge
= 75 Nos approx
- c) Repair of RCC water tank by **CRACKBOND Adhesive** on cracks and concrete broken / steel visible areas and afterwards cement plaster in cement mortar 1:3 (1cement:3 coarse sand) or as required places and finished with neat cement punning on top of the plaster surface complete
= 120 Sqm approx

NOTE:- The work is likely to be carried out once in six months. However, before the work is required to be carried out, the contractor will be intimated accordingly further contract may be extended on same rates, terms and conditions for further one-two years on the basis of satisfactory performance, not beyond two years.

C) PROCEDURE OF TENDER SUBMISSION

- 11. The Complete tender addressed to the Director, shall be submitted at Reception of Administration Block latest by **3:30 pm on 06/10/2017**. Tender has to be dropped in the Tender box kept at reception of Administrative Block of The NIHFWS, Munirka, New Delhi-67. Tender has to be submitted in a sealed envelope super scribed as "**Tender for Cleaning of P.V.C & R.C.C Overhead Tanks and Underground Sumps in the NIHFWS Campus**" No tender will be allowed after the above date and time. The tender document duly signed on each page should be submitted in one envelope marked as **Technical bid** and another envelop marked as **Price bid** and third envelope marked as **EMD & tender fee. The price bid and technical bid shall be submitted in third envelope (large size) marked on envelope as "Tender for Cleaning of P.V.C & R.C.C Overhead Tanks and Underground Sumps in the NIHFWS Campus.**
- 12. The submitted tender will be opened by the Tender Opening Committee in the presence of Tenderers/representative if any on **3:30 pm on 06/10/2017**.
- 13. The date and time for opening of Price bid of technically qualified shall be communicated separately.

14. If there is any change in the above programme, the same will be mentioned on the Institute web site before due time.

D. GENERAL CONDITIONS OF CONTRACT

15. The estimated cost for the execution of work two times is **Rs. 5,00,000/- (Rupees Five lakhs only)**. However, this estimate is given merely as a rough guide. The quantity and items mentioned in the schedule may vary. The payment will be made to the agency as per actual work executed at site.
16. No separate agreement shall be entered into with the successful bidder. The letter of acceptance given by the successful bidder shall result in a binding contract. Tenderer shall quote his rates as per various terms and conditions given in the tender document. All the required material & labour will be provided by the contractor.
17. Canvassing whether directly or indirectly, in connection with tenders is strictly prohibited and the tenders submitted by the tenderers who resort to canvassing will be liable to rejection.
18. The competent authority reserves to itself the right of accepting the whole or any part of the tender and the tenderer shall be bound to perform the same at the rate quoted.
19. The tender for the works shall remain open for acceptance for a period of **ninety days (90 Days)** from the date of opening of Tender.
20. The Earnest Money of the unsuccessful Tenderers will be returned within 30 days of finalization of tender. No Interest shall be payable on the Earnest Money.
21. All pages of the tender shall be signed at the lower right hand corner, wherever required and stamped by the Tenderer or his representative holding the Power of Attorney.
22. The work should be completed maximum within **30** days of the intimation from this institute to this effect. After the period of 30 days a penalty @ **Rs. 1000/-** per day will be imposed and the same will be deducted from the bill of the contractor. If any hurdle arises, same may be intimated for record and accordingly for extension of time period if required.
23. One agency should submit only one bid, if two or more bid submitted by a single agency then the agency will automatically rejected and no bid of the same agency will be entertain.
24. The payment may be made to the agency after satisfactory completion of the work.
25. The "Tenderer" and /or "party" as used in the Tender document shall mean the one who has signed the Tender form and submitted the quotation in response to The NIHFV tender notice.
26. Conditional bids would not be accepted.
27. No sub-contracting shall be allowed.

28. If during the tender validity period, the Tenderer withdraws his tender the earnest money deposit shall be forfeited.
29. At any time prior to the deadline for submission of the bids the Institute may, for any reason, modify the tender document by suitable amendments to be published on the website of the Institute. No separate communication shall be required to be sent to the prospective bidders.
30. The Contractor shall make his/her/its/own arrangements of accommodation for the staff deployed in the Institute. No residential accommodation will be provided by the Institute.
31. Any amendment, addenda or corrigenda to this tender document, if issued by the Institute, must also be signed & stamped and submitted along with the tender documents.
32. The agency has to comply the conditions mentioned in the tender document and accordingly clearly filled the same in mentioned Performa's (technical and financial). Failing which, Institute reserves the right to reject the same. Though, at its own discretion, the Institute may give an opportunity to the bidders to submit documents in support of the technical bid if required.
33. All the working staff deployed by the contractor should be courteous and well behaved and will not consume alcohol during the working hours or within the premises of the Institute.
34. Rates for all items must cover the cost of all appropriate materials, labour, machinery, machines tools and plants and all appliances whatsoever are necessary for the complete execution of the work.
35. Various work permits as applicable for the job with reference of safety precautions will have to be obtained from regulatory sections of Institute before starting various works.
36. The Contractor will not be entitled for any compensation due to enactment of any law / regulation, etc. during the currency of the contract. Any Tax like GST, works contract Tax, octroi, excise duty etc. on materials or any element of this contract shall be payable by the contractor and THE NIHFV will not entertain any claims whatsoever in this respect. The contractor's rates should cater to all such taxes.
37. **The resultant contract will be interpreted under Indian Laws and will be subject to the jurisdiction of courts located at Delhi.**
38. **DIRECTOR, THE NIHFV RESERVES THE RIGHT TO ACCEPT OR REJECT ANY/ALL TENDER(S) WITHOUT ASSIGNING ANY REASON.**

E. SPECIAL CONDITIONS OF CONTRACT

39. DEDUCTION OF INCOME TAX: THE NIHFV will deduct income and any other tax applicable, at source from all the payments to be made to the contractor under this contract in accordance with the provisions of Indian Income Tax Acts or any other law as applicable from time to time.
40. The criteria for tender award will be based on lowest quoted cost by the agency.

41. THE NIHFW reserves the right to ask the justification of quoted rates before finalization of agency, quoted by the agency and as required working site may also be visited by the officials of the Institute.
42. Contractor will be responsible to bring to immediate notice of the Engineer In-charge any abnormal functioning or faulty operation of any equipment and take timely steps to avoid breakdown/disruption.
43. Contractor shall be responsible for any damage to the equipment, machinery or system on account of negligence/ fault of the contractor's authorized staff and the same will have to be made good at his risk and cost.
44. The contractor has to follow all electricity rules as amended from time to time and contractor shall be responsible for any mishap due to negligence on his part.
45. It is expected that services to be rendered by the contracting agency would be a highly satisfactory in nature and any deficiency noticed by THE NIHFW shall be attended immediately.
46. The work should start within one week of the receipt of the award letter or in accordance with the direction of the Institute.

F. Conditions For Work Execution and Bill Payment

45. Every activity in connection with the subject work shall be carried out necessarily with the prior permission of Engineer In-Charge or his representatives. Payment will be released after satisfactory completion of the work.

G.) PANELTY CLAUSE

46. Contractor is required to submit the bill (in duplicate along with measurement and user certificate) Payment will be made within two-three weeks after certification of the bill. The contractor should indicate their PAN number, GST No., etc. as applicable in all bills. The measurement for the payment shall be the quantities certified by the Institute's representative/Engineer-In-charge.
47. In case the contractor does not complete the work within the given stipulated time period of completion of work, then Institute shall have the authority at his discretion to get the particular work/works carried out through other agencies at the risk & cost of the contractor for which no separate notice shall be issued and the extra cost incurred by THE NIHFW in executing such work/works through other agency/agencies along with the penalty will be recovered from the bills/security deposit of the contractor.
48. Inordinate delay as well as non-satisfactory performance for the awarded work is cause for the penalty of Rs. 1000/- Per day.
49. **The Earnest money of the Tenderer may be forfeited,**
 - a. If the Tenderer withdraws his tender during the period of tender validity specified on the tender form or does not respond/comply with the instructions to clarify / supplement the information or provide samples of materials, analysis of rates as asked for.

- b. In case of successful Tenderer, if the Tenderer fails to commence the work as stipulated in accordance with the terms of the Contract.
50. If the work is not found of required standard or to the satisfaction of Engineer In Charge / Authorized representative of THE NIHFV or if the contractor commits a breach of any of the terms and conditions, THE NIHFV shall have the right to terminate the contract any time by giving 1 (one) months written notice of termination to the contractor and the Security Deposit / EMD, available with THE NIHFV shall be forfeited and the Agency will be blacklisted.
51. Attested copy of certificate issued by a Govt. approved Laboratory for Non Toxicity of Anti Bacteria as per OECD guidelines for Schedule of quantity item No.(V) and copy of license from Food and Drugs Administration (FDA) for the purchase of anti-bacterial agent used for disinfecting the Tank, is required to be submitted by the agency.

Annexure-1

Details of the tanks are as under:-

S. No.	Details	Numbers	Total Liters
1	Residential overhead water Tank capacity beyond 2000 liters water capacity	35 Nos.	70000
2	Office overhead water tank capacity beyond 5000 Liters water capacity	30 Nos.	150000
3	Cement concrete Water Tank of approx. size 2mtr x 4mtr and depth 2 mtr of water capacity of 16,000 Liters	08 Nos.	128000
4	Cement concrete Water Tank of approx. size 3.2mtr x 4mtr and depth 2 mtr of capacity of 25,000 Liters	04 Nos.	100000
5	Cement concrete Water Tank of approx. size 4.6mtr x 8.3mtr and depth 2 mtr of water capacity of 76,000 Liters	04 Nos	304000
5	Residential underground Water Sump of approx. size 14 mtr Dia and 3.00 mtr depth and water capacity of 4.6 lakh liters	01 Nos.	460000
6	Office underground Water Sump of approx. size breadth 10 Mtr and length 16 mtr and 2 mtr depth and water capacity of 3 lakh liters	01 Nos	300000
7	Residential underground Water Sump 1 lakh liter	01 Nos	100000
8	Office underground Water Sump 1 Lakh liter	01 Nos	100000

SCHEDULES

1. Schedule of quantities and general conditions of the contract are given.
2. Name of work:- **Cleaning of P.V.C & R.C.C Overhead Tanks and Underground Sumps in the NIHFW Campus, Munirka, New Delhi (Twice in a year)**
3. Estimated cost of work :- **Rs. 500,000/- (02 Time)**
4. Earnest money:- **Rs.10,000/- (Rupees ten thousand only)**
5. Security Deposit: - 10% of Bill value. The same will be deducted from the bill of the agency & same will be release after 03 months from the Date of final payment .
6. Officer inviting tender: - Director, The N.I.H.F.W
7. Standard schedule of Items & rates: - Market rate.
8. Time allowed for execution of work: - 30 days of issue of letter of intimation, after which a penalty of Rs.1000/- per day will be imposed.
9. Specification to be allowed for: - Execution of work As per schedule.
10. Deduction of taxes: - As per Govt. Norms.

F.No.NIHFW/WS/20-46/17
PROFORMA FOR TECHNICAL BID

Name of work: **Cleaning of P.V.C & R.C.C Overhead Tanks and Underground Sumps in the NIHFW Campus, Munirka, New Delhi-110067 (Twice)**

Sl. No.	Description	Furnish Information Here		Copy enclose at Page No.
1.	Name of the Company			
2.	1. Full Address of the Registered office 2. Telephone/Mobile/Fax No 3. Contact Person			
3.	Registration of GST.	Yes/No	Regd. No.	
4.	PAN No. of the agency	Yes/No		
5.	Work orders & accordingly completion certificate for similar works <u>(Cleaning of P.V.C & R.C.C Overhead Tanks and Underground Sumps)</u> in Government Organization. The agency should have, at least one work costing 80% or more of estimated cost OR two works costing at least 60% of the estimated cost OR three works costing at least 40% of the estimated cost. The bidder will have to submit the evidence in this regard.	Yes/No	Details of works like year, cost & Deptt. 1. 2. 3.	
6.	Average Annual financial turnover during the last 3 years, ending 31st March of the previous financial year, should be at least 30% of the estimated cost (Certified Turnover Certificate from Chartered Accountant)	Yes/No		
7.	Attested copy of certificate issued by a Govt. Approved Laboratory for Using Non Toxicity of Anti Bacterial as per OECD guidelines.	Yes/No		
8.	Attested Copy of license from Food and Drugs Administration (FDA) for the purchase of anti-bacterial agent used for disinfecting the Tank, is required to be submitted by the agency	Yes/No		
9.	List of Water tank cleaning equipments, machinery, tools & Plants on the name of agency	Yes/No		

10.	Photocopy of all necessary supporting documents submitted by the agency duly signed.	Yes/No		
11.	EMD of Rs. 10,000/- in form of Demand Draft of Scheduled Bank in favour of Director THE NIHFW payable at New Delhi	Yes/No	DD No. Amount: Name of Bank:	
12.	The agency is fulfilling the specifications as mentioned in Tender as well as fulfilling as per required/necessary equipments mentioned in the tender.	Yes/No		

Undertaking:

I have carefully gone through & have understood the General Terms & Conditions, Work scope and Specifications governing in the tender. I undertake to abide by them.

I hereby confirm that I am authorized to sign the tender documents

Signature: _____

Name: _____

Designation: _____

Address& Tel. No. _____

PAN No: - _____

Company Name with Seal: _____

Tenderer

1. I/we have read and examined the notice inviting tender, schedule, specifications applicable, conditions of contract. Clauses of contract schedule of Rate & other documents and all other contents in the tender document for the work.
2. I / we agree to keep the tender open for (90) days from the due date of submission thereof and not to make any modifications in its terms and conditions.
3. A sum of **Rs.10,000/- (Rupees ten thousand only)** is hereby forwarded in Demand Draft / Bankers cheque of scheduled Bank as earnest money. If I/we fail to commence the work specified I/we agree that the Institute shall without prejudice to any other right or remedy, be at liberty to forfeit the said earnest money absolutely otherwise the said earnest money shall be retained by it towards security deposit to execute all the works referred to in the tender documents upon the terms and conditions contained.
4. I / we agree that should I / we fail to commence the work specified above, an amount equal to the amount of the earnest money mentioned in the tender document shall be absolutely forfeited by The National Institute of Health & Family Welfare and the same may at the option of the competent authority be recovered without prejudice to any other right or remedy available in the law out of the deposit in so far as the same may extend in terms of the said agreement and in the event of deficiency out of any other money due to me / us under the contract or otherwise.

Date : _____

Signature: _____

Name: _____

Designation: _____

Address: _____

PAN No: - _____

Company Name with Seal: _____

F.No.NIHFW/WS/20-46/17
 THE NATIONAL INSTITUTE OF HEALTH AND FAMILY WELFARE
 (Workshop & Maintenance Section)

PROFORMA FOR PRICE BID

Name of work: **Cleaning of P.V.C & R.C.C Overhead Tanks and Underground Sumps in the NIHFW Campus, Munirka, New Delhi-110067**
(Twice in a year)

SCHEDULE OF QUANTITY

S. No.	Description	Qty.	Unit	Rate	Amount
1	Mechanized cleaning of underground & RCC/PVC OH tank with six stage process mentioned Dewatering. Desilting and removal of left over dirty. Water and sludge with sludge removal pump. Cleaning of walls, ceiling and floor by high pressure water jet with the help of equipment which create a pressure of 10 to 150 bar with antibacterial agent license from Food and Drugs administration (FDA) and certificate by a Govt. approved laboratory for non-toxicity of antibacterial for tank cleaning as per OECD guidelines for disinfection the tank from all harmful Bacteria, Fungi, Algae and Protozoan. The active ingredient shall be Banzalknoium Chloride solution IP 4% W/V/Equivalent similar compound as per the direction & approved by Engineer-in-charge. Removal or remaining sludge from the floor with the help of industrial vacuum cleaner. Spraying of non-toxic, bio degradable eco friendly anti-bacterial agent for tank cleaning certificate by Govt. approved laboratory as per the OECD guidelines 423 adopted on 17th December 2001 for disinfection the tank from all the harmful pathogens. Treatment of inside the tank by exposing U.V. radiation to kill further suspended or floating bacteria if any.				
A	PVC/RCC/ Over head/ Underground water tank up to 5000 litre storage capacity	May Kindly See at Annexure-1	Ltr.		
B	PVC/RCC/ Over head/ Underground water tank having storage capacity of above 5000 litre.	May Kindly See at Annexure-1	Ltr.		
2	Providing and fixing of PVC cover on water storage tank				

A	For tanks of capacity upto 500 ltr	May Kindly See at Annexure-1	Nos		
B	For tanks of capacity above 500 ltr	May Kindly See at Annexure-1	Nos		
3	Providing and Fixing of Synthetic Sheet with gumming size 7"x5" or as required with date of cleaning written on them as per the direction of Engineer-in-charge	75	Nos		
4	Repair of RCC water tank by CRACKBOND Adhesive on cracks and concrete broken / steel visible areas and afterwards cement plaster in cement mortar 1:3 (1cement:3 coarse sand) or as required places and finished with neat cement punning on top of the plaster surface complete	120	Sqm		
Total					

Total cost of work (In figure) = Rs. _____ (For one time only)

Total cost in word (Rupees _____)

Signature of contractor: _____

Name of the Agency: _____

Address & Phone : _____

PAN No. _____