

NATIONAL INSTITUTE OF DESIGN, ASSAM

(NIDJ/ESTATE/NIQ/0059)

Notice Inviting Quotation

For

AMC for Cleaning of all plumbing fitting and fixtures including Underground tanks of Water treatment plant and Overhead tanks at NID, Assam

National Institute of Design Assam
Tocklai, Rajabari, Jorhat-785014
Assam



Quotation for AMC for Cleaning of all plumbing fitting and fixtures including Underground tanks of Water treatment plant and Overhead tanks at NID, Assam.

(NIDJ/ESTATE/NIQ/0059)

1. Sealed quotations are invited from Agencies for **AMC of Cleaning of all plumbing fitting and fixtures including Underground tanks of Water treatment plant and Overhead tanks at NID, Assam.** The estimated cost put to quotation is **Rs. 1,24,065.00**
2. The interested parties may send their sealed quotations superscribed with ‘**Quotation for AMC of Cleaning of all plumbing fitting and fixtures including Underground tanks of Water treatment plant and Overhead tanks at NID, Assam**’ addressed to Chief Administrative officer, NID, Assam latest by 3.00 PM on **08.05.2023**. The quotations will be opened on the same day at 3.30 PM.
3. If the above date of opening tender happens to be on a holiday or due to any other valid reason, the tender opening process will be done on the next working day, or the day fixed by the undersigned.
4. Late submission of quotations will not be accepted. Quotation by “Telex/Telegram/Fax/e-mail” will not be accepted. Quotations may be submitted by Registered Post, by Hand in Person or by Courier.
5. However, any delay on this account shall not be accepted as a reason for exception. The institute reserves the right to cancel, alter or modify while finalizing the quotation. Envelopes received without date, due date and brief description of item may be rejected.
6. The complete quotation document including drawing if any, is available on the website: www.nidj.ac.in. The quotation document may be download and submit as offer on or before the due date and time of submission.
7. No quotation will be considered which is not made in the prescribed form and which is not accompanied by an EMD of **Rs. 2,481/-** (Rupees only), except those who are exempted as per rule.
8. Employers do not bind themselves to accept the lowest or any quotation and reserve the right to accept any quotation in part or to reject any quotation without assigning any reason thereof.

TERMS AND CONDITIONS

1. The NIQ and any order resulting from this enquiry shall be governed by our Conditions of Contract/work Order and bidder quoting this enquiry shall be deemed to have read and understood the same in toto.
2. The NIQ, at the bidder's own responsibility and risk is encouraged to visit and examine the Site of Works and its surroundings and obtain all information that may be necessary for preparing the NIQ. The costs of visiting the site shall be at the agency's own expense.
3. Where counter terms and conditions have been offered by the Tenderer, the same shall not be deemed to have been accepted by NID, Assam unless our specific written acceptance thereof is obtained.
4. The Bidder shall quote price in clear terms and the specification of products.
5. The NIQ shall be typed and signed by the bidder. NIQs without Ink signature shall not be accepted.
6. NIQ shall remain valid for a period not less than 120 days after the deadline date for bid submission.
7. The rates specified are firm and not subject to any variation. The quoted prices should be firm for a period of 120 days from due date for placing order. NID, Assam is not bound to accept lowest rate/s. NID, Assam reserves the right to place on one or more parties.
8. Before the deadline for submission of NIQ, the Employer may modify the NIQ documents by using addenda/corrigendum.
9. NIQ should be free from Correction and Erasures. Corrections, if any, must be attested. All amounts shall be indicated both in words as well as in figures. Where there is difference between amounts quoted in words and figures, amount quoted in words shall prevail. Unsigned quotations will summarily be rejected. If there is a discrepancy between the unit price and total price, unit price shall prevail.
10. NID, Assam shall be under no obligation to accept the lowest or any NIQ and reserves the right of acceptance of the whole or any part of the tender or portion of the quantity offered, and the tenderers shall supply the same at the rate quoted.
11. Any NIQ received by the Employer after the prescribed deadline will be returned un-opened to the bidder.
12. The quantities furnished in this schedule are only approximate and can be increased or decreased at the discretion of NID, Assam.
13. The agency shall engage skilled workers. Necessary tools, accessories to complete the works within the prescribed time- period.

14. The work shall be done to the satisfaction of the representative of NID, Assam. The works shall be done in accordance with the specifications and the relevant standards set up by the Indian Standard (IS) (Not applicable).



15. In case the agency leaves the work incomplete, NID, Assam shall have the right to have the work completed through any other agency and recover the extra expenditure incurred by NID, Assam in so doing from any money due or to become due to the agency.

16. The agency shall be responsible for any accident, damage or injury caused to any of his employees or property or any person or property in course of the work and shall hold NID, Assam blameless in respect thereof and in respect of any claim made by any person or any reasons whatsoever.

17. The work shall be carried out without causing any inconvenience to NID, Assam and to other works in progress and any losses or damage to NID, Assam owing to the assigned work shall be made good by the agency free of cost.

18. The details of Taxes/GST and other levies legally leviable and intended to be claimed should be clearly indicated in the NIQ. Where this is not done, no claim on these accounts would be admissible later.

19. The bidder shall be solely responsible for the authenticity of the documents or other details submitted by them. Any mismatch found out later by the institute, may lead to blacklisting of the bidder from participating in future bids.

20. Subject to the satisfactory service provided by the agency, the contract may be renewed for a further period of one year on mutual agreement, by writing to the first party two months prior to expiry of this contract. Terms and conditions and rates will remain constant if the contract is renewed.

21. The successful Vendor/Bidder should pay liquidated damages @ ½ % (half percent) of the total contract/order value for the delay of each week in the scheduled date of completion of the work envisaged in the Contract/work Order subject to a maximum of 5% (Five percent) of the total Contract/Order value.

22. Payment will be made half yearly on two numbers of visit on half yearly basis.

23. In case of dispute arises, the decision of NID, Assam authority shall be final and binding on bidders.

24. The undersigned reserves the right to reject or accept any or all the NIQ received fully or partly without assigning any reason thereof

25. The contract shall be governed by the Laws of India for the time being in force. The Courts of Jorhat only shall have jurisdiction to deal with and decide any legal or dispute arising out of this Contract/Purchase Order.

Note: Bidder should submit the copy of GSTIN / ARN Certificate along with the offer.

Chief Administrative Officer

SECTION – 1
INSTRUCTION TO BIDDERS

1. Scope of Bid

1.1 National Institute of Design Assam hereinafter termed “the Employer” invites bid for the work of **“AMC for Cleaning of all plumbing fitting and fixtures including Underground tanks of Water treatment plant and Overhead tanks at NID, Assam”**.

2. Site Visit

2.1 The bidder, at the bidder’s own responsibility and risk is encouraged to visit and examine the Site of Works and its surroundings and obtain all information that may be necessary for preparing the quotation including socio economic scenario of the surroundings. The costs of visiting the site shall be at the agency’s own expense.

3. Bid Documents

Content of bid Documents

3.1 The set of quotation documents comprises the documents listed below, and addendum / corrigendum (if any) issued.

SECTION	Notice inviting Quotation
1	Instructions to bidders
2	General conditions
3	Specifications of the work
4	Price Bid

3.2 The bidder is expected to examine carefully all instructions, terms and technical specifications, price bid, in the bid document.

4. Amendment of bid Documents

4.1 Before the deadline for submission of Quotation, the Employer may modify the quotation documents by using addenda/corrigendum.

4.2 Any addendum/corrigendum thus issued shall be part of the bid documents.

5. Preparation of bid

5.1. Language of the Quotation

All documents relating to the bid shall be in the English language.

6. Documents comprising the bid

6.1 The Quotation submitted by the bid shall comprise the following:

- i) EMD
- ii) The Bidder shall quote price in clear terms and as per the specification of work. The rates quoted must be inclusive of all taxes, cost of supply at site, loading unloading charges, warranty and installation charges etc.
- iii) copy of GSTIN / ARN Certificate.
- iv) The bid shall be typed and signed by the bidder. Quotations without Ink signature shall not be accepted.
- v) The rates and prices quoted by the bidder shall be fixed for the duration of the Contract and shall not be subject to adjustment on any account.

7. Bid Validity

7.1 Quotations shall remain valid for a period not less than 120 days after the deadline date for bid submission

8. (Earnest Money Deposit – EMD)

A. Earnest Money Deposit (EMD) should be 2% of the Estimated Cost.

B. The bidder shall have to pay the **Earnest Money Deposit of Rs.2,481/-** (Rupees Two Thousand and four hundred eighty-one only) by demand draft /Pay Order /Banker's cheque drawn in favour of **“NID Assam payable at Jorhat”** from any Nationalized/Schedule Bank (except Co-operative Banks) encashable at Assam.

C. Bidders with MSME or NSIC certificate is exempted from submission of EMD.

D. For unsuccessful tenderer, EMD shall be refunded within 30 days without interest after the decision to award the work is taken. EMD shall be forfeited if any tenderer withdraws their offer before finalization of the tender. Earnest money shall be refunded on receipt of Performance Guarantee submitted on award of work.

The EMD of the successful tenderer will be refunded only after the remittance of (performance security) security deposit.

9. Deadline for Submission of Bids

9.1 Quotations must be received by the Employer at the address specified above not later than **15:00 on 08.05.2023**.

9.2 In the event of the specified date to submission of bids declared a holiday for Employer, the Quotations will be received up to the appointed time on next working day.

12. Late Bids

21.1 Any bid received by the Employer after the prescribed deadline will be returned unopened to the bidder.

13. Modification and Withdrawal of Bids

9.3 Bidder may modify or withdraw their bids by giving notice in writing before the deadline prescribed.

9.4 No bid shall be modified by the bidder after the deadline for submission of bids.

9.5 Where counter terms and conditions have been offered by the Tenderer, the same shall not be deemed to have been accepted by NID, Assam unless our specific written acceptance thereof is obtained.

14. Bid Opening and Evaluation

15. Bid Opening

15.1 All the received quotations will be opened on the due and appointed time as specified.

16. Performance Security

Performance Security in the form of Bank Guarantee @ 3% of Contract value from any Nationalized / Scheduled Bank in demand draft/Pay Order/Banker's cheque drawn in favour of "**NID Assam payable at Jorhat**" to be deposited within 10 days from issue of Letter of Acceptance, failing which their order shall be cancelled. The Performance Bank Guarantee shall be kept up to end of contract period.

17. Liquidity Damages

In case of delay in completion of the contract, liquidity damages (L.D) may be levied at the rate of ½% of the contract value per week of delay or part thereof, subject to a maximum of 5 per cent of the contract value.

18. Contract Period

The AMC contract shall be valid for a period of 1 year from the date of signing of the agreement or Issue of work order, whichever is later.

19. GST Applicability:

The bidder shall produce his GST No., PAN No., etc. with a copy.

SECTION – 2
GENERAL CONDITIONS



1. The work shall be done to the satisfaction of the Engineer-in-charge or his representative. The works shall be done in accordance with the specifications and the relevant standards. Any item of work carried out not in accordance with the specifications and other conditions will be rejected irrespective of the apparent quality of the work.
2. The work is to be carried out with due diligence and executed to a workman like manner. The material used when supplied by the agency is to be of the best of its kind and in all cases to be subject to the approval of the Engineer-in-charge whose decision to the rate of progress, the quality of the work or materials, sizes etc., is final.
3. NID, Assam may cancel the contract at its opinion at any time without notice for any reason including poor progress of work and may remove bad work or materials and have it replaced deducting the value of the work rejected or material removed of the cost of replacing it as he may think proper from any amount due or that may become due to the agency. The decision of NID, Assam shall be final and binding on the agency.
4. In case the agency leaves the work incomplete the NID, Assam shall have the right to have the work completed through any other agency and recover the extra expenditure incurred by the NID, Assam in so doing from any money due or to become due to the agency.
5. The agency shall conform to and comply with the regulations and by rules and laws of the NID, Assam. The contract shall be governed by the Laws of India for the time being in force. The Courts of Jorhat only shall have jurisdiction to deal with and decide any legal or dispute arising out of this Contract. The Agency shall conform to rules, regulations etc., concerning injury to workmen compensation for injury to workmen, insurance for workmen etc., The agency shall also conform to contract labour (Regulations and Abolition) Central Rule 1971 etc.,
6. The agency shall be responsible for any accident, damage or injury caused to any of his employees or property or any person or property in course of the work and shall hold the NID, Assam blameless in respect thereof and also in respect of any claim made by any person or any reasons whatsoever.
7. The agency shall be solely responsible for reporting to the NID, Assam and Police Department immediately of any serious or fatal accident inside the NID, Assam to any of his employees / workmen engaged by him or any person involved in an accident as a whole of the work.
8. The work shall be carried out without causing any inconvenience to the regular operations of NID, Assam and to other works in progress in the neighborhood and any losses of the NID, Assam.
9. Admission inside the campus is regulated by passes for agency and his staff and workers. The agency shall obtain necessary passes for his men and himself paying the charges as fixed from time to time.
10. The agency shall submit a schedule in advance at the time of signing of contract along with the activities planned during each such visits.
11. The agency shall submit field service report along with recommendations and suggestions during each visit as per the schedule of AMC visit.
12. All payments made to the agency for the work shall be rounded of the nearest rupee.

13. The work must be carried out in workman like and expeditious manner. All the materials and works shall be complying to relevant Indian Standards/manufactures specifications and procedures.
14. The bidder shall engage skilled workers. Necessary tools, accessories to complete the work within the prescribed time period.
15. The rates shall include all taxes, levis, duties, etc. and inclusive of all.
16. In case of dispute arises, the decision of NID, Assam authority shall be final and binding on bidders.

Note: Bidder should submit the copy of GSTIN / ARN Certificate along with the offer.

Section 3

SPECIFICATIONS OF WORK

Process of Tank cleaning

Stage 1: Mechanized dewatering

Manhole and surroundings to be cleaned off dirt, mud and algae. Excess water to be drained out and flushed straight into the drainage system. Tanks at all heights to be cleaned with coconut brushes, duster etc., including removal of silt, rubbish from the tank and cleaning the tank with freshwater disinfecting with bleaching powder @ 0.5gm per litre capacity of tank.

Stage 2: Sludge Removal

Sludge (if any) and water present in the tanks to be cleaned with fresh water.

Stage 3: High pressure cleaning

Interior walls, floors of tanks to be cleaned thoroughly with high pressure jet streams such that no dirt, algae, mosses, etc. are completely washed off.

Stage 4: Vacuum cleaning

Vacuum pump is further used for further cleaning and complete removal of any traces of sludge or minute dirt particles, etc.

Stage 5: Anti-bacterial spray

Interior wall, floors of the tanks to be made sterile from bacterial attack using specially developed anti-bacterial agents.

Stage 6: Ultraviolet radiation

Interior wall, floors of the tanks to be treated with ultraviolet radiation etc

Process of Pipe cleaning

1. The pipelines to be cleaned with hydrogen peroxide and citric acid (food grade)
2. Vacuum cleaning of pipe to be done, if found necessary.

Scope of work to be covered under the AMC service

1. Cleaning of all overhead tanks as per mentioned specifications on quarterly basis.
2. Cleaning of Raw water tank on half yearly basis.
3. Cleaning of Treated water tank on half yearly basis.
4. Cleaning of all plumbing pipelines as per mentioned specifications on half yearly basis.
5. Attending to breakdown calls at least within 24 hours of receiving such breakdown calls.
Unlimited breakdown call will form part of the contract.
6. All chemicals, accessories and consumables for the above-mentioned activity shall be arranged by the agency.

Details of Installations

Sl. No.	Type of Installation	Location	Unit	Quantity	Capacity (in Ltrs)	Remarks
1	Raw water tank	Underground tank	Nos.	1	90,000	
2	Treated water tank	Underground tank	Nos.	1	90,000	
3	PVC overhead tanks	Terrace of all the buildings	Nos.	34	5000,2500 and 2000	
4	Plumbing pipelines	All buildings	Nos.	426		

Section 4

PRICE BID

Sl. No.	Description of item	Unit	Quantity	Rate	Amount (in Rs.)
1	Cleaning of Raw water tank and treated water tank as per specifications	Each	2		
2	Cleaning of Overhead tanks as per specifications	Each	34		
3	Cleaning of pipelines as per specifications	Each	426		
Sub-Total (in Rs.) (A)					
GST Percentage					
GST Amount in Rs. (B)					
Grand -Total in Rs, C= (A+B)					

Amount in Words.....

Note: Final Amount shall be inclusive of all taxes.