

## **TENDER DOCUMENT**

**SUB.:** Running, Maintenance & Operation of Effluent Treatment Plant (ETP) and Treated Effluent Pumps at NIPGR Campus, New Delhi during the year 2016-17.

**CLIENT:** DIRECTOR NIPGR,  
NEW DELHI

**COST OF TENDER DOCUMENT:- Rs. 500/-**

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## TENDER DOCUMENTS

**SUB.:** Running, Maintenance & Operation of Effluent Treatment Plant (ETP) and Treated Effluent Pumps at NIPGR Campus, New Delhi during the year 2016-17.

**Owner :** Director, NIPGR Campus, New Delhi

**Tender issued to :**

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**Place for submission/  
Place opening of tender document:**

NIPGR Campus,  
Aruna Asaf Ali Marg,  
New Delhi-110067

Consultant Engineer  
NIPGR Campus,  
New Delhi

**Last date for sale of tenders:** 17.06.2016 before 16.00hrs.  
**Date/Time of submission :** 20.06.2016 before 14.30hrs.  
**Date/Time of opening :** 20.06.2016 at 15.00hrs.

Consultant Engineer  
NIPGR Campus,  
New Delhi.

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## TENDER FORM

To

The Director  
NIPGR CAMPUS,  
New Delhi.

Dear Sir,

**I/We have read and examined the following Tender Documents relating to the  
"SUB.: Running, Maintenance & Operation of Effluent Treatment Plant (ETP) and  
Treated Effluent Pumps at NIPGR Campus, New Delhi during the year 2016-17.**

**Tender Form**

- Tender Notice
- General Conditions
- Instruction to bidders
- General Information
- Special terms and conditions of contract
- Terms & Conditions
- Undertaking on a Non-Judicial Stamp Paper as per Annexure - I
- Certificate for Site Inspection as per Annexure – II
- Check list for Pre-qualification bid as per Annexure – III
- Unit Size & Equipment Specification
- Maintenance
- Schedule of Quantity

I/We hereby offer to execute the maintenance work complete in all respects specified in the under written Memorandum within the time specified therein or during the allowed extended time at the rates specified in the bill of Quantities and in accordance, with the specifications, designs, drawings and instructions in writing referred to in the conditions of tender.

(Seal & Signature of Contractor)

**NATIONAL INSTITUTE OF PLANT GENOME RESEARCH**  
(Department of Biotechnology, Ministry of Science and Technology, Govt. of India)  
Aruna Asaf Ali Marg, New Delhi-110067  
Phone: 011-26735161, 26735138 Fax: 011-26741658

**TENDER NOTICE**

File No.: NIPGR/Engg./7/1(3)/ETP/2016-17

Dated: 01.06.2016

Sealed item rate Tenders (in two bid system) are invited on behalf of the Director, NIPGR, New Delhi from the eligible contractors who have experience in Running, Maintenance of E.T.P. / S.T.P. with Govt. Departments or other reputed organizations, so as to reach this office up to 2.30 P.M. on or before 20.06.2016 for the following maintenance work:

**Name of work:** Running, Maintenance & Operation of Effluent Treatment Plant (ETP) and Treated Effluent Pumps at NIPGR Campus, New Delhi during the year 2016-17.

Sl. No.	Estimated Cost	EMD (In ₹)	Time for Completion	Last date & time for sale of Tender Documents	Last date & Time of receipt of Tender	Date & time of opening of tenders
1.	2.	3.	4.	5.	6.	7.
1.	₹ 4,23,450.00	₹ 8,500.00	12 Months	17.06.2016 16.00 Hrs.	20.06.2016 14.30 Hrs.	20.06.2016 15.00 Hrs.

Tender document can be obtained up to 16.00 Hrs. on all working days on payment of ₹ 500.00 (₹ Five hundred only) in cash (Non-refundable) towards the cost of tender. The earnest money shall be in the form of Demand Draft of a Scheduled Bank issued in favour of the **Director, NIPGR, New Delhi**.

The tender document can also be downloaded from our website [www.nipgr.ac.in](http://www.nipgr.ac.in) and CPP Portal. The tender document downloaded from website must be accompanied with ₹ 500.00 (₹ Five hundred only) in the form of Demand draft in favour of the "**Director, NIPGR, New Delhi**" towards the cost of tender document, otherwise the tender will not be considered.

The bids will be accepted in respect of eligible agencies having successfully completed at least three similar maintenance works each costing not less than ₹ 1.69 lakhs or two similar maintenance works each costing not less than ₹ 2.12 lakhs or single similar maintenance work of costing not less than ₹ 3.39 lakhs with Govt. Departments or other reputed organizations during the last three years ending 30<sup>th</sup> April, 2016. Copies of the completion certificate of satisfactory completion of maintenance work to be enclosed. Original documents shall be produced by the agency for verification at the time of opening of technical bid and documents can be verified from the issuing authority.

The Director, NIPGR, reserves the right to accept or reject all or any of the tender without assigning any reasons thereof.

**Consultant Engineer**  
**NIPGR, New Delhi**



## GENERAL CONDITIONS

1. **Sealed tenders are hereby invited from pre-qualified contractors for the maintenance work of "SUB.: Running, Maintenance & Operation of Effluent Treatment Plant (ETP) and Treated Effluent Pumps at NIPGR Campus, New Delhi during the year 2016-17.**

The tender document consists of Tender form, Notice inviting tender, Instructions to bidders, General Information, Schedule of quantity, General Conditions of contract Agreement, List of tests and technical specification, Bill of quantities etc. which can be had at a cost of Rs. 500.00 (Rs. Five hundred only) from the office of NIPGR, NIPGR, Aruna Asaf Ali Marg, New Delhi. Purchase of tender document is obligatory on the part of the tenderers & bid in no other form will be accepted.

2. The tender documents shall be placed in sealed cover as mentioned in Procedure of Submission of tender and addressed to the Director, NIPGR Campus, New Delhi. The tender shall be received by the Director, NIPGR Campus, New Delhi before 14.30 hrs. on 20.06.2016 and shall be opened on the same day at 15.00 hrs. in presence of the tenderers or their authorized representatives who may like to be present. Any envelope received after the said date and time shall not be entertained under any circumstances and no consideration what so-ever shall be given to anything that might be contained in any such envelope.
3. The time allowed for the completion of maintenance work is 12 months to be reckoned from the 10th day after the date of written order to commence the maintenance work.
4. Every tender shall be accompanied by earnest money for ₹ 8,500.00 (₹ Eight thousand five hundred only) in the form of demand draft drawn in favour of the **Director, NIPGR payable at New Delhi**. Any tender not accompanied by such earnest money will be rejected straight away.
5. The contractor will submit his tender after examining the tender documents, scope of maintenance work, specifications, clauses, additional terms of contract agreement, special terms & conditions, bill of quantities etc.
6. The offer shall remain valid for 180 days from the date of opening of Tender. The value of tender can be increased or decreased and any item can be added, deleted, withdrawn or substituted without any notice as per the requirements of NIPGR without assigning any reason.
7. If a tenderer whose tender is accepted fails to undertake the maintenance work as per terms of the contract within 10 days to be reckoned from the date of issue of allotment letter, the earnest Money deposited will be forfeited.
8. NIPGR does not bind itself to accept the lowest or any tender and reserves the right to reject any or all tenders without assigning any reason.
9. NIPGR will not pay any expense, whatsoever incurred by tenderer for the preparation and submission of tenders.
10. This notice inviting tender, will form part of the contract agreement to be executed by the successful tenderer with the NIPGR
11. The successful tenderer shall have to sign the contract agreement within 10 days of the allotment of maintenance work.

Consultant Engineer  
NIPGR, New Delhi

Seal & Signature of Contractor

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## INSTRUCTIONS TO BIDDERS

### 1. GENERAL INSTRUCTIONS:

The maintenance works referred here-in shall cover the entire scope of the proposal. The "Owner" where appearing in these documents shall mean Director, NIPGR,

### 2. PROCEDURE FOR SUBMISSION OF TENDERS:

The following procedure shall be adopted for submission and opening of tenders The sealed envelope **SUPERSCRIBED Tender for: "SUB.: Running, Maintenance & Operation of Effluent Treatment Plant (ETP) and Treated Effluent Pumps at NIPGR Campus, New Delhi during the year 2016-17.**

#### **ENVELOPE NO.- 1**

This envelope shall contain only the earnest money deposit & technical bid and will be opened first.

#### **ENVELOPE NO.- 2**

This sealed envelope shall contain the financial bid of the contractor as per bill of quantities. This envelope shall be opened only after the EMD contained in envelope No.1 & technical bid is found in order as per the requirements of NIPGR. The date of opening of price bid shall be intimated later on.

The sealed cover containing envelope 1 & 2 shall be opened on the prescribed date and time in the presence of tenderers or their authorized representatives who may wish to be present.

### 3. TENDERERS TO STUDY ENTIRE TENDER DOCUMENT CAREFULLY:

Submission of a tender by a tenderer implies that he has read all the stipulations contained in this tender document and has acquainted himself of the nature, scope and specifications of the maintenance works to be followed.

### 4. TENDERER TO SUBMIT THE ENTIRE TENDER DOCUMENT:

The tenderer shall submit all documents issued to him for the purpose of this tender after duly filling the same in all respects. Tenders which are found to be vague or incomplete shall be rejected summarily.

### 5. TENDERERS TO QUOTE FOR ALL ITEMS:

The tenderer shall quote his rates in words and figures with reference to each item and must enter for all the items shown in the attached Bill of quantities. Incomplete offer shall be liable for rejection. In case there is a discrepancy in "words" and "figures", the rate in words will be taken as correct for evaluation of tender.

### 6. VALIDITY PERIOD OF OFFERS:

The rates quoted in the tender shall hold good for 180 days from the date of opening of the tender. The validity period shall be extendable with the mutual consent of both the parties. No tenderer can withdraw/or modify his tender or revoke the same within the said period of 180 days. If a tenderer on his own withdraws or revokes the tender or revises or alters or modifies the tender for any item or condition within a period of aforesaid 180 days his earnest money deposit shall stand forfeited.

### 7. TENDERER TO SIGN ALL PAGES:

The tenderer shall stamp and sign at the bottom right hand corner of every page of the tender documents in token of acceptance of tender conditions and for the purpose of identification.

### 8. ERASURES AND ALTERATIONS:

Tenders containing erasures and alterations of the tender documents are liable to be rejected unless these are authenticated by the person signing the Tender Documents.

### 9. TENDERER TO SATISFY HIMSELF OF SITE CONDITIONS:

Tenderers are advised to inspect and examine the site and its surroundings and also signed a certificate of site visit enclosed as per Annexure 'II' and satisfy themselves before submitting their tender regarding nature of the site conditions, the means of access of the site, the accommodation they may require and in general obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect their tender in any manner. A tenderer shall be deemed to have full knowledge of the site, whether he inspects it or not and no compensation or otherwise of any charges incurred or to be incurred consequent on any misunderstanding or otherwise shall be admissible.

### 10. The bidder should have the following Registrations and details of the same should be provided in the Technical Bid.

- i) Documents of previous experience in the field and list of organizations to which services are being provided at present.
- ii) Permanent Account Number Card (PAN) and TIN number.
- iii) PF Registration number
- iv) ESI Registration number
- v) Service Tax Registration number
- vi) An undertaking on a Non-Judicial Stamp Paper worth ₹100/- duly notarized (Annexure I), and duly filled in Annexure II & III in all respects, may also be furnished with the technical bid

**11. EARNEST MONEY:**

The tender shall be accompanied by earnest money of ₹ 8,500.00 (₹ Eight thousand five hundred only) in the form of Demand Draft only drawn in favour of the **Director, NIPGR payable at New Delhi**. Earnest money of the unsuccessful bidder(s) shall be refunded after expiry of the validity period of the tenders/allotment of maintenance works whichever is earlier.

**12. TENDERER TO QUOTE BOTH IN FIGURES AND WORDS:**

All tenderers shall quote the rate in figures as well as in words, the amount of each item shall be maintenance worked out and the requisite total given. The total amount shall be written both in figures and in words.

**13. TENDER LIABLE TO REJECTION:**

Tenders which do not fulfill all or any of the conditions laid down in this notice, or contain conditions not covered and / or not contemplated by the Conditions of contract and/or expressly prohibited therein or stipulate additional/alternative conditions shall be liable to be rejected and his earnest money will be forfeited.

Tenders shall also be liable for rejection on any of the following grounds :-

- i) Tenders submitted late
- ii) Tenders containing remarks uncalled for.
- iii) Conditional tenders
- iv) Tenders not submitted on prescribed Performa.
- v) Telegraphic tenders.
- vi) Not submitted the physical inspection of site certificate Annexure 'A'.

**14. CORRESPONDENCE:**

Tenderers must mention their postal address and telephone number(s) of the Chief Executive/authorized agent or attorney in the tender. The tender submitted by the tenderer will be rejected if he or his agent cannot be contacted on the last known address or on the intimated telephone number(s) after reasonable search in which event earnest money may be forfeited by the NIPGR.

**15. NIPGR NOT TO ASSIGN ANY REASON FOR REJECTION OF TENDER:**

NIPGR hold absolute discretion to accept or reject the lowest or any other tender without assigning any reason. No claim on this account shall be entertained.

**16. AMENDMENT IN TENDER DOCUMENTS:**

NIPGR reserves the right to revise or amend the Bid Documents upto the date prior to the date notified for opening of the tenders and also the right to postpone the date of submission and opening of tenders without assigning any reason, whatsoever.

**17. REFERENCE IN TENDER DOCUMENTS:**

Director, NIPGR, shall be referred as "Owner" in all the documents of Tender documents/contract agreement.

**Consultant Engineer  
NIPGR, New Delhi**

**Seal & Signature of Contractor**

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## GENERAL INFORMATION

- |   |                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|---|-------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 | Accepting Authority                                         | Director,<br>NIPGR, New Delhi.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 2 | Reference Book                                              | i) CPWD specifications(Latest<br>as on date of tender)<br>ii)B.I.S. specifications(latest edition)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 3 | Earnest money                                               | ₹ 8,500.00 (₹ Eight thousand five hundred only) to be<br>furnished with the tender in the form of the demand draft<br>(No interest is payable on security deposit)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 4 | Security deposit                                            | The security deposit will be collected by deductions from<br>the running bills of the contractors at the rate mentioned<br>below and the earnest money, if deposited at the time of<br>tender, will be treated as part of security deposit.<br>Performance security may be accepted as Bank<br>Guarantee/DD of Scheduled Banks and State Bank of<br>India. A sum @ 10% of the gross amount of the bill<br>shall be deducted from each running bill of the contractor<br>till the sum along with the sum already deposited as<br>earnest money, will amount to Security Deposit of 5% of<br>the tendered value of the maintenance work. In addition,<br>the contractor shall be required to deposit an amount<br>equal to 5% of the tendered value of the contract as<br>Performance Security within the period prescribed for<br>commencement of maintenance work in the letter of<br>award issued to him. |
| 5 | Authority competent to grant<br>extension of time           | Director, NIPGR or authorized person by Director,<br>NIPGR                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 6 | Tools & plants                                              | To be arranged by contractor                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| 7 | Authority competent to<br>reduce the compensation<br>amount | Director ,NIPGR                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 8 | Release Security Deposit                                    | The performance security shall be refunded to the<br>contractor on completion of the maintenance work and<br>recording of completion certificate by Institute and the<br>security deposit of 5%of maintenance work done shall be<br>released after one month of completion of work.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 9 | Periodicity of submission<br>of Bills                       | After completion of maintenance work.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |

Seal & Signature of Contractor

Consultant Engineer  
NIPGR, New Delhi



## **SPECIAL TERMS AND CONDITIONS OF CONTRACT**

### **1. SPECIFICATIONS:**

If specifications for an item of maintenance work are not covered by B.I.S. Specifications prevailing as on date of tender, the same shall be decided by the NIPGR and shall be binding on the contractor.

The Director shall have the power to insist upon the contractor to purchase and use such materials of particular approved make which may in his opinion be necessary for proper and reasonable compliance with the specifications and execution of work / maintenance of work.

### **2. WORK AND WORKMANSHIP:**

To determine the acceptable standard or workmanship, the NIPGR may order the contractor to execute certain portions of maintenance works and services and the like under the close supervision of Engineer, NIPGR/Consultant. On approval, these items shall be labeled as guiding samples and maintenance works executed to conform to these samples.

### **3. CONTRACTOR TO BE LIABLE FOR ALL TAXES ETC.**

The rates specified in the tender shall be inclusive of VAT, sales taxes, service tax, toll, Customs fees, octroi, royalty etc. or any other taxes. However if any fresh taxes are imposed by State/Central/Statutory bodies during the currency of contract, the same shall be borne by NIPGR.

### **4. FORCE MAJEURE:**

The right of the contractor to proceed with the maintenance work shall not be terminated because of any delay in the execution of the maintenance work due to unforeseeable causes beyond the control and without the fault or negligence of the contractor, including not limited to acts of God, or of the public enemy, restraints of a sovereign state, fires, floods, unusually severe weather.

### **5. JURISDICTION:**

Notwithstanding any other courts having jurisdiction to decide the questions forming subject matter of a suit and all actions and proceedings arising out of or relative to this contract (including any arbitration in terms thereof) shall lie only in the court of competent Civil jurisdiction in this behalf at New Delhi, where this contract is to be signed on behalf of Director NIPGR and only the said court shall have jurisdiction to try any such actions and/or proceedings to the exclusion of all other courts.

### **6. SCOPE OF MAINTENANCE WORK:**

The scope of maintenance work is as per enclosed schedule of quantity and terms & conditions.

### **7. CONTRACTOR'S RESPONSIBILITY FOR THE MANNER OF EXECUTION OF MAINTENANCE WORKS**

The contractor shall be solely responsible for the manner and the method of executing the maintenance work. The maintenance work shall be subject to the approval of NIPGR from time to time for purposes of determination of the question whether the maintenance work is executed by the contractor in accordance with the contract.

### **8. SUBMISSION OF BILLS:**

Contractor is to submit the bills and record of measurements in approved Performa of the NIPGR for maintenance works executed by him. The Bill shall be submitted quarterly basis.

9. The maintenance works shall be inspected by Engineers & Consultants of NIPGR. The contractor shall extend full co-operation and render all necessary facilities for inspection of the maintenance work to the inspecting authority without any additional cost to NIPGR. It must be noted that any observations/ comments/ recommendations of the said Technical persons shall be binding on the contractor.

10. It shall always prevail, unless otherwise specifically stated, that the entire provisions of Tender document been opened upon and accepted for compliance by the contractor without any reservation.

**Consultant Engineer,  
NIPGR**

**Seal & Signature of Contractor**





## Terms & Conditions

**Name of work:** Running maintenance & operation of Effluent Treatment Plant (ETP) and Treated Effluent pumps at N.I.P.G.R Campus New Delhi during the year 2016-2017

1. Agency is advised to visit the site, i.e. the location of the Equipment's and plants etc. before tendering. It shall be presumed that while quoting, the tenderer has taken due note of the working condition.
2. All required tools such as pliers, screw drivers, wrenches etc. required for the proper maintenance of the installation shall be arranged by the contractor and one set of each tool item should be kept at site and nothing extra shall be paid.
3. The contractor is responsible for the upkeep of the installations in perfect working condition, carrying out routine check ups and to attend any breakdown on urgent basis.
4. After taking over the site, the contractor will check all the installations and submit the report mentioning the defects during taking over the system within 15 days. After 15 days every defect noticed will be attended by the contractor.
5. In case of leave of any staff, a substitute has to be arranged by the contractor who has got the required qualification and adequate experience. The staff will attend the duty on all working days including holidays.
6. Wages of ETP operator and helper shall be payable as per minimum wages fixed by Government of the National Capital Territory, Delhi. The statutory increases in wages from time to time in Govt. NCT shall be re-imbursed on production of having paid the said increase from time to time.
7. All statutory taxes like VAT, Service tax shall be payable on prevailing rates.
8. Rates quoted by the agency below minimum wages of Delhi/NCR shall not be considered.
9. Payment shall be made quarterly after deduction of the Security Deposit, income tax, Statutory deductions etc. as per Government rules.
10. The validity of RMO is initially for 12 months which may be curtailed/extended, depending upon satisfactory performance and discretion of the Institute and mutual consent.
11. If any worker engaged, is found to be not suitable for the position, the contractor has to remove the person from the site immediately and substitute posted. The decision of the Institute in this regard shall be final and binding on the contractor.
12. The agency is responsible for the upkeep of the Installation in perfect working condition, carrying out routine checkup and to attend any break down immediately.
13. As soon as any defect is noticed in any equipment/accessories, same shall be brought to the knowledge of the Institute.
14. Agency shall maintain log book as well as History Book at site and shall record the data as per Instruction of the Institute.
15. The agency shall have an office established in Delhi /NCR region.
16. The Institute shall in no way be involved in any dispute of whatever kind between the contractor and the staff engaged by him.
17. Any loss or damage to the inventory by way of theft sabotage or mal-operation of equipment and machinery shall be made good by contractor at his own cost.
18. Contractor would be bound to execute such additional items which can be termed as logical, essential and necessary (even though not listed in schedule of work) for the effective execution of the work in totality, rates for such items of work shall be rationally analyzed/derived and would be binding on the agency.
19. The contractor shall arrange required bench, table and chairs for the staff at his own cost.
20. Attendance register of the staff engaged shall be maintained and the same shall be submitted weekly or as desired by the Institute.
21. The contractor shall be responsible for good behavior and character of the staff engaged by him.



22. The contractor shall be responsible for any damage caused to any equipment, fitting of building of NIPGR due to the negligence of the staff. The same shall be made good by the contractor at his cost. In this case the decision of the Institute shall be final & binding to the contractor.
23. The contractor shall follow all labour laws of Central Govt./State Govt. as applicable and enforced from time to time. Any violation for not following the labour laws shall be contractor's responsibility.
24. All instruments as & when required for testing, checking, measuring, etc., shall be arranged by the contractor in addition to the tools required for day to day maintenance and operation.
25. NIPGR reserves the right to terminate the contract at any time without assigning any reasons thereof.
26. Preventive routine maintenance of the above system should be carried out as per maintenance schedule monthly basis and record of having checked shall be maintained.
27. Monthly visit of Mechanic and electrician shall be made for preventive maintenance and recorded in register at site. Either recovery shall be made.
28. Any accident/electrocution caused due to negligence during the course of normal work etc. shall be responsibility of the Contractor. The contractor shall be responsible for all compensation to the staff engaged by him.
29. The ETP operator-1No. and Hepler-1No. of the agency shall perform their duty every day .
30. Only qualified staff and fully conversant with the operation and maintenance of ETP and pump set along with their electrical starter panels shall be provided. The contractor shall engage staff having following qualification & submit the proof of qualification, experience etc., of the staff before deploying at site.

ETP Operator -1No.for General shift: ITI passed and shall have minimum 3 years of experience in handling The Effluent treatment Plant and pumps.

Helper- 1No. for General shift : 8<sup>th</sup> standard pass (minimum) and having experience as helper for ETP/STP.

### 31. Recovery Clause :

In case of non-availability of staff, recoveries as given below will be made.

a) ETP Operator	: Rs.600.00	per shift
b) Helper	: Rs. 350.00	per shift
c) Mechanic	: Rs. 600.00	per visit
d) Electrician	: Rs. 600.00	per visit

32. The necessary details of the staff members shall be given in advance so as to know and allow the individual to attend complaint.
33. In the case of any type of breakdown in any services, the same shall be restored by deploying extra manpower without any extra charge to the Institute.
34. The Contractor shall adhere to following :
  - a) The complaint should be attended within 24 hours from getting the complaint. Minor and urgent complaints should be attended on the same day.
  - b) Payment will be made extra for major repairs of the E & M installation, which require workshop machining job, spares parts and specialized workmanship for the works.
35. The items replacement like rewinding of motors,repiring, organic materials, plumbing fittings, gas welding etc. shall be arranged by contractor and replaced as & when required after getting approval of the Institute. The payment however shall be made on production of valid vouchers and justified amount as per prevailing market rates of the item. Nothing extra on account of handling & transportation etc. shall be paid. The decision of the Institute in this matter shall be final & binding on contractor.
36. The contractor shall arrange uniform for all workers at his own cost & nothing extra shall be paid. If staff does not reaches office in uniform, recovery @100/- per day per person shall be made from the R.A. bill.
37. Unit size &equipment specification along with its operation and maintenance schedule are enclosed and shall be followed.
38. Cleaning of tanks of ETP plant shall be carried out on half yearly basis after approval of The Institute.

39. Security deposit @ 5% shall be deducted from the bills, the EMD shall however be adjusted against the Security Deposit'.
40. Security Deposit shall be refunded after one month of the completion of work. In case the contractor fails to abide by any terms & conditions of the contract or not complete the work to the satisfaction of the Consultant Engineer, the security deposit / bank guarantee will be forfeited / revoked.
41. Copy of PAN & TIN issued by the respective departments must be enclosed and mentioned while quoting the rates. The quotation without these shall not be considered.
42. The contractor shall write the rates & Amount in word & figures both.
43. All papers attached with this Tender should be signed & returned in original.
44. The rates quoted shall remain valid for a period of 180days, No tender can withdraw\or modify his tender or revoke the same within the same period. If a tenderer on his own withdrawn\or revokes the tender for any item or condition within the period mentioned in the tender notice his earnest money deposit shall stand forfeited. Notwithstanding foregoing, the Institute reverses the right to take other action as deemed appropriate

**Consultant Engineer  
NIPGR, New Delhi**

PAN.-  
TIN-

**Seal & Sign of Agency.**

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**(Undertaking on a Non-Judicial Stamp Paper worth Rs. 100/- duly notarized)**

I / We (bidder) hereby give an undertaking that:

- a) I/We have not been blacklisted during last three years by any Govt. Department/Govt. Autonomous Body/Institution, etc.;
- b) I/We do not have any dispute with any of the Govt. Departments/Govt. Autonomous Bodies/Institutions, etc.;
- c) I/We have never been certified as 'Unsatisfactory Performer' for the said services provided to the Govt. Departments/Govt. Autonomous Bodies/Institutions;
- d) I/We have not submitted any fake/forged certificates/documents and later, if any such 'Certificates/Documents' found to be fake/forged or contains willful wrong/incorrect information, suitable legal action may be initiated against me/us/agency besides 'forfeiture of Earnest Money Deposit' and 'Blacklisting' etc.
- e) I/We shall not withdraw my/our bid after opening of Technical Bid and if done so, the NIPGR shall be authorized to forfeit the EMD submitted by me/us.

Seal and Signature of the Authorized  
Person of the Agency

Name and designation of the  
Authorized Person of the Agency

Place:  
Date:

✓

**'CERTIFICATE FOR SITE INSPECTION'**  
**Pre-qualification criteria of NIT**

Certificate that we have visited the site on ..... and assessed the nature and amount of maintenance work involved before submitting our offer. We will be able to complete the maintenance works within the stipulated time and also that we will be able to execute the maintenance work suit to the site conditions.

**(Signature of Bidder with Seal)**

Name:

Address:

Date:

Consultant Engineer

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**CHECK-LIST FOR PRE-QUALIFICATION BID FOR RUNNING, MAINTENANCE & OPERATION OF EFFLUENT TREATMENT PLANT (ETP) AND TREATED EFFLUENT PUMPS AT NIPGR CAMPUS, NEW DELHI DURING THE YEAR 2016-17.**

Sl. No.	Documents asked for	Page number at which document is placed
1.	Tender Cost	
2.	Earnest Money	
3.	Name of authorized person of the firm/agency, designation, address and office telephone numbers. If the bidder is a partnership firm/private or limited company, name designation, address and office telephone numbers of partners/ Directors also.	
4.	Undertaking on a Non-judicial Stamp Paper of `100/- (as per format prescribed in Annexure-I) after award of maintenance work.	
5.	Self-attested copy of the PAN card issued by the Income Tax Department with copy of Income-Tax Return of the last financial year.	
6.	Self attested copy of Service Tax Registration No.	
7.	Proof of experiences of last three years ending April 30, 2016 as specified in the NIT along with satisfactory performance certificates from the concerned employers.	
8.	Annual turnover of last three financial years ending March 31, 2016 duly certified by the Statutory Auditors.	
9.	Any other documents, if required.	

Signature of the Bidder  
(Name and Address of the Bidder)  
Telephone No.

## UNIT SIZE & EQUIPMENT SPECIFICATION

### **1. Bar Screen & Grit Chamber**

Size	500x1000
MOC	RCC M 20
No of units	Two
Type	Bar Rack Fabricated From MS Bars.
Size of Bars	10mm x 50 mm deep
Spacing Between Bars	20mm
Angle of Inclination	45° with the Horizontal

### **FLOW METER**

TYPE	FLOAT OPERATED DIAL TYPE
ON OF UNITS	TWO
MEASURING WEIR	MS 'V' NOTCH WEIR

### **2.Oil & Grease Removal Unit**

SIZE	1100x1100
MOC	RCC M 20
NO. OF UNIT	ONE

### **3.EQUALISATION TANK**

DESIGN FLOW	100 KLD
SIZE	3000x4500
MOC	RCC
NO. OF UNIT	ONE
AGITATION	BY DIFFUSED AIR
MOC	EPDM

### **EFFLUENT TRAFNER PUMP**

DUTY	TO TRANSFER RAW EFFLUENT FROM EQUALISATION TANK TO AERATION TANK
NO. OF UNITS	2 ( 1 W + 1 S )
CAPACITY	6M <sup>3</sup> /HR 10 M WC
TYPE	NON CLOG, SUBMERSIBLE PUMPS
MODEL	GROUNDFOSS MAKE, AP 12.44.06A1, SIGAL PHASE,



#### 4. AERATION TANK

NO OF UNIT / MOC	ONE / RCC M20
SIZE	3000X6000X3.0M LIQUID DEPTH
TANK VOLUME	54.0 CU.M
DESIGN BOD	300
F/M RATIO	.0.15
MLSS	3000
AERATION	DIFFUSED AIR SYSTEM.
NO OFF DIFFUSER	12 NOS
AIR BLOWE CAPACITY	75 Cu.M/HR, AT 5000 MM WC
MODEL	EVEREST TRASMISSION MAKE, MODEL-42.

#### 5. PLATE SETTLLER

NO. OF UNIT	ONE
SIZE	3000X2000
TUBE DEK	MM AQUA
MOC	MS
Sludge recirculation Pump	
MODEL	SP -O, KIRLOSKAR
RATING	1 HP x 3000 RPM

#### 6. CHLORINE CONTACT TANK

Size	3.0Mx2.5M
No of Hypo Doser	2 ( 1 W + 1 S )
Capacity of Doser	20 litre / hr
Size of Tank	500 Litre

#### EFFLUENT TRANSFER PUMP

DUTY	TO TRANSFER EFFLUENT TO FILTER FEED SUMP
NO. OF UNITS	2 ( 1 W + 1 S )
TYPE	NON CLOG, SUBMERSIBLE PUMPS
MODEL	GROUNDFOSS MAKE, AP 12.50.11A1, SIGAL PHASE,

## 7. PRESSURE FILTER

Flow	12 M <sup>3</sup> /Hr.
No. of Filter/Type	One
Size	1.4 DIA x 1600 mm Ht
Working Pressure	2.5 Kg/cm <sup>2</sup>
Maximum Pressure Drop	1.5 Kg/cm <sup>2</sup>
Media Depth	1.25 M
MOC	MSEP
VALVE	MULTIPORT
MAKE	PRAHAR
DISTRIBUTION SYSTEM	STRAINER

## FILTER FEED SUMP

NO OF UNITS	ONE
MOC	RCC
CAPACITY	100 Cu.M
No. of Pumps	Two
Type	NON CLOG, SUBMERSIBLE PUMPS
MAKE	GROUNDFOSS MAKE, AP 12.40.08A1, SIGAL PHASE,

## 8. ACTIVATED CARBON FILTER

Flow	12 M <sup>3</sup> /Hr.
No. of COLUMN	ONE
Size	1.25 DIA x 1.6 Ht.
Working Pressure	2.5 Kg/cm <sup>2</sup>
Maximum Pressure Drop	1.5 Kg/cm <sup>2</sup>
Media Depth	1.25 M
MOC	MSEP
VALVE	MULTIPOINT
MAKE	PRAHAR
SISTRIBUTION SYSTE	STRAINER
ACTIVATED CARBON SIZE	8/50 Mesh

## 9. GARDEN SUPPLY SUMP/PUMP

NO FO UNITS	ONE
MOC	RCC
CAPACITY	100 Cu.M
No. of Pumps	Two
Type	NON CLOG, SUBMERSIBLE PUMPS
MAKE	GROUNDFOs MAKE, THRE PHASE, SP 30-6.
Capacity	27 M <sup>3</sup> /HR.x 45 MWC

## 10 FILTER PRESS

Structure	Cast Iron
Filter Plate MOC	PP
Size	600X6000 mm
Filter Plate	Recessed Chamber
No. of Plates Provided	24Nos.
Filter Cloth	PP
Nozzle	SS 304
Closing Device	Hydraulic operated
Sludge Feed Pump	1 CuM/Hr.
Make	CHEMECH, CES 2/25/32

## MAINTENANCE

The backbone of a successful plant is the regular preventive maintenance by the operating staff. The following are general points to be noted for maintenance:

1. Oil level are to be checked daily . The deficit level is to be made up by using SAE-90/ Servosystem-553 oil.
2. Clean up the motor and fan enclosure if necessary. Turn the shaft by hand to see that it rotates freely. To check connection to see that they are tight and clean.
3. Remove bearing cover on the end shield and fill as much grease as possible. After 3 or 4 regressing the grease should be changed completely. For replenishing fresh grease of Lithium base should be used. Mixing of different base grease should be avoided as the essential lubricating properties may be lost. Bharat petroleum grease 'MP 2' is recommended.
4. Do not run the pump dry for longer period
5. If the pump is idle for some time, it may stuck or locked in place. This sticking is usually due to film of dust or dirt developed between the impeller and the pump body. Give jerk at the free end of the shaft to ensure free rotation.
6. The pump bearings should be lubricated once a month. Servo Gem-2, Indian Oil make or equivalent grade is recommended for greasing.
7. After every six month open the pump, check and clear the interior part.
8. After every year remove impeller, replace vanes, shaft sleeve, gland packing and other worn out parts.
9. Pump Suction Line should be checked periodically and to be cleaned manually to avoid screw pump dry running.
10. Screw Pump belt drive to be checked regularly for proper belt tension and adjust periodically if necessary
11. Blower filter to be cleaned / replaced after every 1000 hrs operation.

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## **FINANCIAL BID**

**Name of work: Running, Maintenance & Operation of Effluent Treatment Plant (ETP) and Treated Effluent Pumps at NIPGR Campus, New Delhi during the year 2016-17.**

**CLIENT : DIRECTOR NIPGR  
NEW DELHI**

# NATIONAL INSTITUTE OF PLANT GENOME RESEARCH

## Schedule of Work

**Name of work:** Running maintenance & operation of Effluent Treatment Plant (ETP) and Treated Effluent pumps at N.I.P.G.R Campus New Delhi during the year 2016-2017

Sl. No.	DESCRIPTION OF ITEMS	QTY	UNIT	RATE	AMOUNT
1	Running maintenance & operation of Effluent treatment plant and treated effluent pumps etc all Complete. at NIPGR New Delhi during the year 2016-2017.	12	Per Month		
	Pump Operator 1 No. General Shift				
	Hepler-1No. General Shift				
	Reliver of Pump operator- 1No.				
	Reliver of Helper- 1No.				
	(Asper Terms& conditions enclosed)				
TOTAL AMOUNT					

(In words Rs.-----)

Consultant Engineer

Seal & Sign of Agency