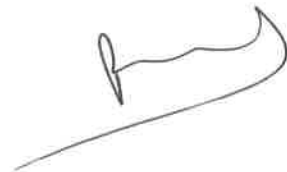


## **TENDER NOTICE**

For Round the clock Operation & Comprehensive Annual Maintenance  
For 2 x 200KLD Fluidised Media Reactor(FMR) based Sewage  
Treatment Plant at  
Indian Institute of Information Technology, Allahabad

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# भारतीय सूचना प्रौद्योगिकी संस्थान, इलाहाबाद Indian Institute of Information Technology, Allahabad

An Institute of National Importance by Act of Parliament  
Deoghat, Jhalwa, Allahabad-211015 (U.P.) INDIA

Ph.: 0532-2922025, 2922067, Fax : 0532-2430006, Web : www.iiita.ac.in, E-mail : contact@iiita.ac.in

Ref. No. : IIIT-A/T.N./FIP/56/135/2018

Date: 15/05/2018

## TENDER NOTICE

Sealed tenders on behalf of IIIT-A under two bid system are invited from experienced Manufacturer/Firms/Agencies/contractors for **Round the Clock Operation and Comprehensive Annual Maintenance of FMR Based Sewage Treatment Plant** installed at Indian Institute of Information Technology- Allahabad.

The detailed specifications and terms & conditions are given in **Annexure I, II, III, IV & V**. The "Technical and Commercial Bids" in two separate sealed envelopes addressed to the Faculty In Charge Purchase, IIIT-Allahabad upto **05/06/2018 at 12:00 Noon**. Tender duly sealed may be dropped in the tender box placed in the office of the Faculty In Charge Purchase. The technical bid received in prescribed proforma will be opened in the presence of the tenderers, or authorized representatives interested to be present, on **05/06/2018 at 03:30 P.M.**

Tender document may be downloaded from the Institute website [www.iiita.ac.in](http://www.iiita.ac.in).

The Financial bids of technically qualified tenderers will only be opened after technical evaluation by the Technical Committee. The representatives should bring the authorization letter from their authorized signatory for attending the process of tender opening.

**Faculty In-Charge Purchase**

### Copy to:

- P.S. to Hon'ble Director for kind information.

## **INSTRUCTIONS TO BIDDER**

Bidder is requested to read carefully the following and comply:

1. These instructions are over and above the instructions contained in the enclosed set of tender documents.
2. Bidder must fill the letter of Undertaking and Declaration Proforma complete in all respect.
3. Bidder must quote their rates exclusive of all taxes and duties. Taxes applicable may be quoted separately giving full details.
4. Bidder must sign in each and every page of the enclosed tender documents and submit the same in sealed cover superscripting the Ref. No. name of work, bid opening date and EMD particulars.
5. The EMD receipt should be in a separate envelop and annexed with the tender with suitable superscripted on envelop.
6. In case of acceptance of the bid, the successful bidder/bidders must enter into a contract agreement on Non-Judicial Stamp Paper valuing Rs. 100/- within seven days from the issue of the Award Letter/ work order.
7. Rates shall be quoted both in figures and in words in clear legible writing. No overwriting is allowed. All scoring and cancellations should be countersigned in full by the tenderer. In case of illegibility the interpretation of the Tender Committee shall be final.
8. Quoted rate should be valid at least for 03 months from the date of opening.
9. All figures etc. must be in English Language only.
10. The lowest rate will not be the basis of claim to get the order.
11. The firms/companies that were black listed at any stage need not to apply.
12. Director, Indian Institute of Information Technology, Allahabad reserves the right to reject or accept any tender.
13. Director, Indian Institute of Information Technology, Allahabad will be the sole arbitrator of all the disputes and his decision will be binding on both the parties.
14. Director, Indian Institute of Information Technology, Allahabad reserves the right to alter/modify any or all conditions of this tender notice.
15. Any conditional tender will not be accepted.
16. All disputes are subject to jurisdiction of Allahabad.
17. Contract period shall be initially for 12 months from the date of award of work and can be extendable for further 12/24 months depending upon the satisfactory performance of the firm and with mutual agreement.
18. Defect liability period shall be 3 months after the expiry of the contract.
19. The STP Operators, etc. shall for all purposes remain employees of the Vendor. They should be properly dressed in a Uniform and shall carry their Identity card at all times, countersigned by the Officer In-charge from IIITA. The Vendor shall keep IIITA indemnified at all times. IIITA shall not be responsible for the conduct of the staff of the Vendor outside the IIITA campus. However, if any employee of the Vendor is found to be non-satisfactory, the Engineer In-Charge at IIITA shall promptly direct the Vendor to replace such unruly employee with a suitable technically qualified employee of the Vendor.
20. IIITA reserves the right to amend/withdraw any of the terms and conditions in the Tender Document or to reject any or all tenders without giving any notice or assigning any reason. The decision of the Director, IIITA in this regard shall be final and binding on all.
21. Failure to furnish information required by the bidding document or submission of a bid not substantially responsive to the bidding document in every respect will result

- in rejection of the bid.
22. At any time prior to the deadline for submission of bids, the Contractee may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective bidder, modify the bidding document by a written amendment.
23. In order to allow prospective bidders reasonable time within which to take the amendment into account in preparing their bids, the Contractee, at its discretion, may extend the deadline for the submission of bids.
24. The bid prepared by the Bidder, as well as all correspondence and documents shall be written in English language.
25. Prices shall be quoted in Indian rupees only.
26. **Sealing and Marking of Bids:** If the envelope is not sealed and marked as required, the Contractee will assume no responsibility for the bid's misplacement or premature opening.  
The Bid document submitted should be serially page numbered and contain the table of contents with page numbers.  
The Financial bid shall be placed in a second sealed envelope.
27. **Opening and Evaluation of Bids:**
- a) The Contractee will open all technical Bids on the appointed date, time and venue. Financial bids of only technically qualified bidders will be opened.
  - b) During evaluation of the bids, the respective committee may, at its discretion, ask the Bidder for any clarification on its bid.
  - c) No bidder shall contact the Contractee on any matter relating to its bid from the time of the bid opening to the time the work order is placed.
  - d) Any effort by a Bidder to influence the Contractee in its decisions on bid evaluation, bid comparison or purchase order decision will result in rejection of the bid.
  - e) Arithmetical errors will be rectified on the following basis: - If there is a discrepancy between words and figures, the higher of the two shall be taken as the bid price. If there is any other discrepancy, the figure leading to the determination of the higher amount shall be adopted. If the bidder does not accept the correction of errors, as aforesaid, its bid will be rejected.
  - f) The Contractee will award the contract to the Bidder whose bid has been determined to conform to technical parameters of the technical bid and one who had offered most competitive rates.
28. IITA reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time, without thereby incurring any liability to the affected Bidder or Bidders or any obligations to inform the affected Bidder or bidders of the grounds for the contractee's action.
29. The "Bidder" as used in this document shall mean the one who signed the tender document forms. He may be either the Principal Officer or the duly authorized representative in which case, the Bidder shall submit a certificate of authority. All certificates and documents (including any clarifications sought and any subsequent correspondences) shall, be furnished and signed by such representative or the Principal Officer.
30. The Bidder shall sign its bid with the exact name of the concern to which the contract is to be awarded.
31. The Bid document filed by the bidder shall be typed or written in indelible ink.
32. It will be the sole responsibility of the bidder alone to execute the entire contract on its award. No subcontracting, in any form will be permitted.
33. The bidder must obtain for himself on his own responsibility and at his own expenses, all the information which may be necessary for the purpose of filling the

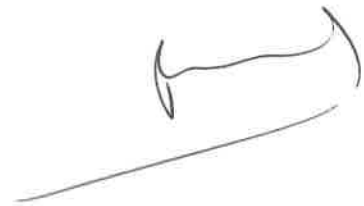


tender and for entering into a contract for the execution of the same and must inspect and examine the site of work and acquaint himself with all local laws, regulations and practice.

34. The High Court, Allahabad will have exclusive jurisdiction to determine any proceeding in relation to this contract.
35. Making misleading or false representation in the bid document will lead to disqualification of the Bidder at any stage.
36. Where the bid has been signed by the Authorized Representative on behalf of the concern, the bidder shall submit a Certificate of Authority and any other document consisting of adequate proof of the ability of the signatory to bind the bidder to the contract. (Contractee may out rightly reject any bid not supported by adequate proof of the signator's authority).

**Read and accepted.**

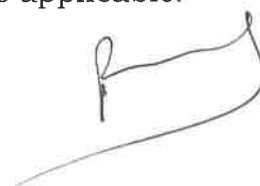
Signature and stamp of  
Bidder or Authorized Signatory

A handwritten signature in black ink, consisting of a stylized, cursive script. Below the signature is a single horizontal line.

**Qualifying / Eligibility criteria along with terms & Conditions:**

1. **Any Bidder (Service Providing Company) who has the minimum experience of 3 years in providing same kind of service for FMR based Technology (STP) can submit their bid for this Tender.**
2. **It is mandatory for the participant to submit the following document.**
  - a. **Certified Copy of experience letters of minimum 3 years or more, issued by the Government Ministries/Departments/Public Sector Companies/Reputed Government Institution/reputed corporate organization/ multinational companies shall be attached with bid document related to FMR technology based STP of minimum 200KL**
  - b. **P.F. & E.S.I. Registration**
  - c. **Copy of PAN /TAN/GST, etc as applicable.**
  - d. **Certified Copy of Audited Profit and Loss for last 3 years.**
  - e. **Detailed experience certificates for last 3 years related to total waste water solutions or operation and maintenance of all types of STP.**
3. The tenderer shall submit a declaration that, the price/rate submitted is "UNCONDITIONAL".
4. **The Earnest money should be deposited into the Institute's bank account as mentioned in Annexure-1 through RTGS/NEFT and the receipt of the same is to be attached with the tender document.**
5. Registration: The bidder should be Income tax payer and should be registered with GST Department and also registered under the Employees Provident Fund Organization, Employees State Insurance Corporation.
6. Turnover: The bidder should have minimum turnover of Rs.30 lakh in the Financial Year 2016-17; or a cumulative total of 80 Lakhs in three Financial Years - 2014-15; 2015-16; 2016-17.
7. The bidder should have minimum experience of 3 years in the field of FMR technology based STP maintenance or STP construction or Sewerage tanks construction or any other related area. The decision of Tender Committee in this regard shall be final and binding to all bidders. Attached supporting document for evaluation.
8. Bidders may undertake inspection of the premises to assess the quantum of work involved before submitting bids. Once the tender is submitted, it will be presumed that the bidder has seen and understood the complete work involved for each of the system.
9. The STP operators shall be suitably qualified and the Vendor shall submit a record of their Bio Data and Credentials with Engineer In-Charge, IIITA before commencement of their work in IIITA.
10. The successful bidder/ Vendor shall sign a MOU with IIITA within 7 days of award of work order.
11. If tenders are not accompanied with receipt of EMD shall not be considered and summarily rejected. EMD of successful tenderer shall be retained and dealt as per the contract; while EMD of unsuccessful tenderers shall be refunded into their bank account in due course without any interest.

12. **The tenderer shall submit the original tender document duly signed and stamped on each paper as a token of acceptance of all terms and conditions and scope of work as given.**
13. The rates in the tender shall be valid up to 90 days from the date of opening of the tenders. The rates shall be inclusive of all taxes etc as applicable during the contract period. Any increase or decrease in statutory payments during the contract period will be reimbursed /deducted by the Institute on production of evidence.
14. The Performance Security Deposit shall be 10% of the contract value and shall be deposited into the institute's bank account as mentioned in Annexure-1 which will be interest free.
15. **Tenderers are requested to provide their complete bank account details with IFSC code and address of branch office for refund of EMD fee and/or performance security deposit through RTGS/NEFT.**
16. The payment will be made on quarterly basis after the submission of the bill and completion of work. The deduction of TDS etc will made as per rules and rates applicable.
17. **Agency will pay their employee wages from 1<sup>st</sup> to 10<sup>th</sup> of every month as per minimum wages act for Central Government amended from time to time. The payment should be released in the bank accounts of the workers. Copy of payment will be shown if asked for verification**
18. The Institute reserves the right to accept or reject any or all the tenders, wholly or partly without assigning any reason whatsoever.
19. **The period of contract shall be initially for 12 months from the date of start. However, Institute will have right to terminate the contract by giving one month notice or increase the duration as per Institute requirement.**
20. **If any damage is done to the Institute's installation by the Contractor's Labours, the same shall be recovered from the Contractor. Therefore proper care must be taken and experienced /qualified persons should be deputed on the job to ensure safety of the man and materials. The suitable penalty shall be imposed on any misconduct default, damages caused to the Institute due to negligence of contractor.**
21. Any deviation from scope of work (Annexure-IV) and contract term and condition will be treated as breach of contract and all disputes or difference whatsoever arising between the parties out of relating to this contract or breach there off shall be settled by Director, IIIT-A, who will decide the dispute and whose decision shall be final and binding on both the parties. Regarding jurisdiction of court, the Allahabad court will have jurisdiction.
22. Force majeure conditions shall be applicable.
23. In addition of above terms and Conditions, general conditions of Electricity act and safety rules, manpower deployment rules etc will be applicable.
24. The detailed scope for work is as per **Annexure- ( IV )**



**Technical Bid**

**(On letter head of the Firm & in a separately sealed envelope)**

**PROFORMA FOR APPLICATION**

1. Name of the firm: - .....
2. Address of the firm:-.....  
.....
3. Phone Number (With Code):- .....
4. Proprietor's name: - .....
5. Address of Proprietor: - .....
6. Proprietor's Phone No. :- .....
7. Details of the firm:-
  - (a)Date from which the firm is operating: - .....
  - (b)Turnover of the firm during: - FY 2014-15 (Rs.).....  
FY 2015-16 (Rs.).....  
FY 2016-17 (Rs.).....

**(Please attach documentary evidence)**

- (c) PAN No. :- .....
  - (d) GSTIN No. :- .....
8. Details of Bank account for returned of EMD and/or Performance Security  
**Bank's Name:**.....  
**Account Name:**.....  
**Address of Branch:**.....  
**Account No:**.....  
**IFSC Code:**.....
9. **E.M.D.:** EMD fee should be directly transfer into the **bank account(IIITA General AC) of Indian Institute of Information Technology Allahabad through RTGS/NEFT** and the tender document should be accompanied with the transaction receipt of RTGS/NEFT (Any bid without EMD fee receipt will not be considered). EMD receipt should be enclosed with the Technical Bid document in a separate envelop.  
The detail of institute's Bank account is as below;  
**Bank's Name: Indian Overseas Bank, 61, M.G. Marg, Civil Lines, Allahabad**  
**Account Name: IIITA General Account**  
**Account No.: 035001000060976**  
**IFSC Code: IOBA0000350**  
**Amount of EMD as below:**



Sl. No	Description	EMD Amount	Transaction No. & Date
1.	Round the clock Operation & Comprehensive Annual Maintenance for 2 x 200KLD Sewerage Treatment Plant Fluidized Media Reactor (FMR) based Technology installed at Indian Institute of Information Technology, Allahabad.	<b>Rs.40,000/-</b>	



## **Undertaking**


I/We declare that no contract awarded to me/us has been cancelled during the period of past three years due to my fault/negligence.

Note: Any suppression of material facts or discrepancy in this respect will lead to disqualification of the tender or later on.

I/We certify that all the terms and conditions of the tender documents are acceptable to me/us.

Yours faithfully,

(Stamp & Signature of bidder / Authorized Signatory)

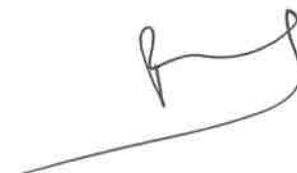
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**Annexure-II**

**Financial Bid**

**(On letter head of the Firm & in a separately sealed envelope)**

<b>Sl. No.</b>	<b>Description of items</b>	<b>Unit</b>	<b>Qty.</b>	<b>Per Month Unit Rate</b>	<b>Amount (Rs.)</b>
1.	Charges for Round the clock Operation and Comprehensive Annual Maintenance Services of 200 KLD FMR Based Sewage Treatment Plant installed at Indian Institute of Information Technology-Allahabad Detailed list of equipments is enclosed as <b>Annexure -A and scope as Annexure-IV</b>	Sets	2.0		
<b>Total Amount Rs.</b>					
Taxes if any-					
<b>Grand Total-</b>					



## ANNEXURE -A

### List of equipments of 2 x 200LKD FMR Based Sewage Treatment Plant, Installed at IIITA

Sl. No.	Description of Items	Unit	Qty.
1.	Package Sewage Treatment Plant using Fluidised Media Reactor (FMR) Technology of Capacity 200KLD having Design flow 8.10 Cubic Metre per hour and operating for 24Hours.	Set	2.0
2.	Bar Screen Chamber (civil construction) having 10mm screen of IEI	No.	1.0
3.	Equalization Tank (RCC underground construction)	No.	1.0
4.	Raw Sewage feed pumps of designed capacity 200 cubic metre/day, 8.33 cubic metre /hour, head 10 mwc,Suction head 2 mwc, Motor, 3HP and 2900 RPM, Centrifugal non-submersible type . Make Johnson/Kirloskar/Equivalent	No.	4.0
5.	FMR (Reaction Tank 1 + Reaction Tank2 + Lamella Zone + Chlorine contact tank) Tank with Media (M.S. Construction) with One lot of diffusers, Total no. of Lamella Plates – 1 Lot, Size of FMR is 11.6M X 2.5M and height 2.5M, Volume of FMR Media is 4 Cubic Metre.	No.	2.0
6.	Air Blower of designed capacity 250 cubic metre/hrs. and head 0.37 Kg/sq cm, Make Everest/Equivalent	No.	4.0
7.	Filter Feed pumps of designed capacity of 200 Cubic Metre /Day, 8.5 Cubic metre /Hr. , Head 20M, Motor 3.0HP and 2900 RPM, Centrifugal non-submersible type , Make – Johnson/Kirloskar/Equivalent	No.	4.0
8.	Sludge Holding Tank 200KL(Civil Construction )	No.	1.0
9.	Chlorination Zone (should have 30 minutes residence time) having chlorine dosing system (10-50PPM @100% Conc. NaOCl), Dosing Tank (HDPE) Capacity 100Litres, Pump capacity 6.25 LPH and Chemical required per day @ 5% conc. is 20 Kg.	No.	2.0
10.	Multigrade Sand Filter of Model MGF -1000 of Dia 1000mm having back wash flow rate 20 Cubic Metre/hr.	No.	2.0
11.	Activated Carbon Filter model ACF-1400 of Dia 1400mm having back wash flow rate 10 Cubic Metre.	No.	2.0
12.	Set of necessary valves, Instruments, gauges, piping etc. of crane/eqv. H Guru / Eqv. Jindal /Eqv. respectively	Lot	2.0
13.	Electrical Control Panel having MCC for the following drives		
a.	Sewage Transfer Pumps		
b.	Blowers	Set	2.0
c.	Mud feed Pumps		
d.	Dosing pumps		
14.	Treated Water Collection Tank( RCC underground Constructed)	No.	1.0

## Annexure-III

### GENERAL TERMS AND CONDITIONS OF THE TENDER

1. No alteration should be made in any of the **terms and conditions** of the bid document by scoring out. In the submitted bid, no variation in the conditions shall be admissible. Bids not complying with the terms and conditions listed in this section are liable to be ignored.
2. Every bidder shall deposit an EMD amount of Rs.40, 000/- in the form of online transaction into the institute's bank account. Receipt of online transaction of said amount as EMD should be enclosed with technical bid document. Any bid not accompanied with the receipt of EMD will be summarily rejected. EMD amount will be forfeited, if the successful bidder fails to accept the award of work within the time fixed by the Contractee and/or to sign the contract on terms contained in the bid document and/or failing to furnish the Performance Security deposit receipt. The EMD of the successful bidder will be refunded only after the furnishing of valid Performance security deposit. For the other Bidders, the EMD will be returned into the bank account as provided by them within 15 days of the completion of the evaluation of bids and issuance of work order. No interest will be paid on this deposit.
3. The successful bidder will be required to deposit a **Performance Security @ 10% of the value of the contract as a security for due fulfilment of the contract into the institute's bank account through RTGS/NEFT as mentioned in the annexure-1**. It should be valid till the expiry of three months after the date of completion of contract period. The bank guarantee must be submitted within 21 days from date of issue of work order. This security shall be liable to forfeiture in the event of any breach or non-observance of the terms of the contract by the bidder during the pendency of the contract.
4. No bid will be considered unless and until all the pages/documents comprising the Bid are properly signed and stamped by the person/s authorized to do so.
5. In the event of bid being accepted, it will be converted into a contract, which will be governed by the terms and conditions given in the bid document. The instructions to bidders shall also form part of the contract.
6. The terms and conditions of contract given along with the Instructions to



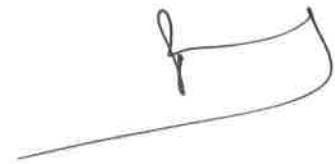
Bidders should be signed and returned in the envelope while submitting bid, otherwise the tender will be rejected.

7. All above conditions will be enforced, unless written order of Contractee is obtained relaxing any specific conditioning any specific instance.
8. The Contractee does not bind itself to accept the lowest tender and reserves to itself the right to reject any or all tenders without assigning any reason, whatsoever.
9. Any change in the constitution of the concern of the Contractor shall be notified forthwith by the Contractor in writing to the Contractee and such change shall not relieve any former member of the concern from any liability under the contract. No new person shall be accepted into the concern by the Contractor in respect of this contract unless he/they agree to abide by all the terms and conditions of the contract.
10. **Bid:** The tenders are to be submitted in two part viz. "Technical Bid" and "Commercial Bid" in two separate sealed envelopes separately. The commercial bid will be opened only after acceptance of "Technical Bid".
11. Based on the evaluation of the technical bid submitted by the tenderer, the Committee would shortlist, the tenderers. The shortlisted tenderers may be asked to make a presentation after opening of the technical bid before the committee if, required.
12. **Price Basis:** Rate should be quoted for the execution of work at IIIT-A, Deoghat, Jhalwa, Allahabad.
13. The EMD will be forfeited if the contractor fails to commence the work as per letter of Award.
14. **Payment:** Payment for the operation shall be made on quarterly basis within 15 days after satisfactory report & recommendation of Engineer in-charge.
15. The vendor will be required to submit proof of payment of minimum wages applicable for Central Government offices to the deployed manpower.
16. The rates should be quoted in Indian rupees. Only unit prices are to be quoted both in digits and in words. In case of a discrepancy in the two, quoted rates in words will be taken as valid and final.
17. **Taxes:** The unit rates should be quoted exclusive of all taxes, duties, levies, freight, insurance etc., which may be given separately indicating the nature of taxes charged. Rates for additional/optional features should be quoted separately. This may be considered separately by the committee.



18. The Contractor, who will be awarded, will have to enter into agreement with IIIT-A within 7 days of Letter of acceptance. The agreement is to be executed on adequate stamp paper. Cost of stamp paper will be borne by the contractor.
19. Each tenderer should clearly specify that the tenderer agrees to abide by the conditions of this tender document on their printed letter head indicating here on Sales Tax Registration, GSTIN no., FAX, Email, Telephone numbers etc.
20. No advance payment will be given to the Contractor.
21. Payment under the contract will be made on quarterly basis.
22. In any case service not found satisfactory or not upto the mark the performance deposit shall be forfeited.
23. Failure by the service provider to comply with any of the statutory requirements during period of contract shall result in termination of the contract and subsequent qualification for participation in any future tender.
24. The contractor shall deploy adequate educated and trained manpower to carry out day to day works and maintain a register for each building and submit the same on monthly basis along with bills for verification by the Engineer In-Charge, IIITA.
25. After the award of work, the contractor shall submit the duty chart for routine work to Engineer In-Charge, IIITA, in addition to that the contractor have to attend (as and when required) the complaints any received. IIITA will authorize one additional official to accompany and over see the work, if required.
26. The contractor will be responsible for the security/insurance of their staff working at site and IIITA will not be responsible in any manner in case of any accident / miss-happening.
27. **The period of contract shall be for a twelve months. The period of contract can, however, be extended by renewing the agreement for a further period of twelve/twenty four more months if performance would be found satisfactory and approval of contract extension would be granted by competent authority.**
28. IIITA reserves the right to terminate the contract, at any time in future, without assigning the contract any reasons and after give of a notice of maximum one week to the contractor.
29. Quoted rate should be valid at least for **03** months.

30. The lowest rate will not be the basis of claim to get the order.
31. The firm/company's black listed at any stage need not to apply.
32. All pages of the tender documents are to be signed and stamped by the tendering firm.
33. Director, Indian Institute of Information Technology, Allahabad reserves the right to reject or accept any tender.
34. Director, Indian Institute of Information Technology, Allahabad will be the sole arbitrator of all the dispute and his decision will be binding on both the parties.
35. Director, Indian Institute of Information Technology, Allahabad reserves the right to alter/modify any or all conditions of this tender notice.
36. Tender/Quotation should be addressed to Faculty In-charge Purchase, Indian Institute of Information Technology, Allahabad.
37. All disputes are subject to Jurisdiction of Allahabad.

A handwritten signature or mark consisting of a horizontal line that curves upwards at the right end, with a vertical stroke intersecting it from above.

## ACKNOWLEDGEMENT

The Contractor acknowledges that he has made himself fully acquainted with all the conditions and circumstances under which the **Operations and Comprehensive Annual Maintenance of 2 x 200KLD Fluidised Media Reactor (FMR) Sewage Treatment Plant**, located in the campus of **IIIT, Allahabad** is to be done as per the terms, clauses and conditions, specifications and other details of the contract. The Contractor shall not plead ignorance on any matter as an excuse for deficiency in service or failure to perform or with a view to asking for increase of any rates agreed to in the contract or to evading any of his obligations under the contract.

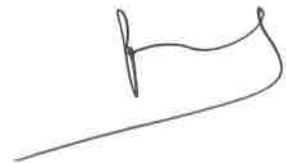
**For any query pertaining to this bid correspondence may be addressed to:**

**Faculty In-Charge Purchase**  
**IIIT-A, Jhalwa/Campus, Allahabad**  
**Phone : +91 0532-292 2051**  
**E-mail: [info.purchase@iiita.ac.in](mailto:info.purchase@iiita.ac.in)**

**Faculty In Charge Purchase**

Certified that the information in the proforma is true. I/We agree to the contents of terms & condition of the quotation/tender.

**Seal and Signature of the Proprietor/Authorized Representative**





## U N D E R T A K I N G

I/We have read and understood all the terms and condition of all sections of the bid document. I/we hereby quote for **Operations and Comprehensive Annual Maintenance of 2 x 200KLD Fluidised Media Reactor (FMR) Sewage Treatment Plant**, located in the campus of **IIIT, Allahabad** as per scope of work specified in the **Annexure-IV** of the bid document and as set forth in the terms and conditions of the contract, which will be binding upon me/us in the event of the acceptance of my/our tender.

I/We herewith enclosed a receipt of online transaction deposited into the institute's bank account of a sum of **Rs. 40,000/-** as earnest money and should I/we fail to execute an agreement embodying the said conditions and deposit Performance Guarantee within 21 days from the date of issue of work order. I/we hereby agree that the above sum of earnest money shall be forfeited by IIIT-A.

**Read and accepted.**

Signature and stamp of the Bidder

or

Authorized signature

Date:

Place:

A handwritten signature in black ink, consisting of a stylized 'f' followed by a horizontal line and a vertical line, all enclosed within a rectangular box.

(This shall be signed by the Contractor)

**SCOPE OF WORK FOR COMPREHENSIVE MAINTENANCE AND  
OPERATION OF STP INSTALLED AT IIIT-ALLAHABAD**

1. **General scope of work:** This is a 24 by 7 work to be executed in three shifts. It shall be the responsibility of the Vendor to ensure that necessary manpower is available at any time during the day.
2. For the purpose of this tender document, the STP operators have been considered as Skilled works as mentioned in **Order Dated 20/04/2017 Order No. F.No. 1/ 13(3)/20 17-LS-II of the office of the Chief Labour Commissioner, New Delhi, Ministry of Labour and Employment, government of India.** It may please be noted that bids are to be prepared considering work of 30 days in three shifts. However, no worker shall be employed for more than 8 hours a day and for more than 26 days a month, as per the Government of India norms. Bidders shall ensure additional manpower for the purpose. All payment to workers shall be made to their bank accounts.
3. **Requirement:** STP operators should be well qualified and well versed with the maintenance works.
4. Scope of Comprehensive Maintenance & Operation comprises all inclusive activities related with checks, repair, cleaning, servicing, replacement (Preventive as well corrective) of the entire installation as per Annexure-A forming part of Bid documents for its trouble free and satisfactory operation, functioning round the clock and year round. It will cover adequate provision of complete range of infrastructure related men, means and materials required for operation and maintenance of the installation.
5. **The contractor will keep the system updated all the time with regard to all the Electro mechanical equipments, operating devices and civil construction. He will maintain proper record ( Log book as well as printout if required) of daily status of the installation and also faults/troubles developed and remedial steps taken. He will also maintain records of the performance data and its analysis obtained from the print out and will predict any special action required on the part of owner (IIIT-Allahabad) at any stage to keep the system healthy and updated. The Log book will be presented to IWD on weekly basis. The agreed amount for the Annual Operation and Maintenance contract will cover all expenses related with around the clock deployment of technical personnel by the contractor and provision of spares/consumables OR any other material Or Components or**



**Equipments as a whole which may be required for rectification of any faults and satisfactory functioning of the system.**

6. The contractor will submit daily status of the plant/installation to the Engineer- in- charge next morning and weekly, fortnightly and monthly reports within two days expiring of the week, fort night OR the month. Any restrictions received by the Engineer- in- Charge will be immediately and fully complied with by the contractor without any delay.
7. **The contractor will guarantee an uptime 99.99% for the system as per UP Pollution Control Board rules. In case of any short fall, he will be responsible to pay the penalty if any imposed by UP Pollution Control Board. The contractor will also be responsible for getting the discharge tested at inlet and outlet level at regular intervals ( Six monthly) at his own cost and will submit the report to the Engineer- in- Charge of IIIT-Allahabad.**
8. For any planned shutdown for repair or maintenance, the contractor will obtain the prior permission of the Engineer in-Charge. For all preventive maintenance contractor will submit the monthly schedule to the Engineer-in- charge at least one week advance.
9. The contractor will deploy, trained and experienced staff fully conversant with the functioning and design of the installation covering civil construction as well as electro mechanical equipments and layout as detailed in bid.
10. The contractor will be fully responsible for any consequential damages in case failure of the system.
11. Labour, repairs or replacement of the system components shall be the responsibility of the contractor at no cost of IIIT-Allahabad during this comprehensive, Operation and maintenance period.
12. All equipments that required repair/replacement shall be immediately serviced, repaired OR replaced as approved brand by Engineer-in- charge. All replacement, parts and labour shall be supplied promptly without any cost to IIIT-A.
13. In case any theft during the tenure of the contract, the agency shall be fully responsible for the same and losses due to theft shall be recovered from subsequent bill of the contractor.
14. In case damage to the property of IIIT-A due to negligence of the agency persons, manpower, the agency shall have to make good the losses suffered by IIIT-Allahabad, failing which the loss shall be recovered from the subsequent bill of the agency or from security deposit.
15. The scope of Electrical annual maintenance includes all cable from panel, checking and tightening the end termination, check IR value and continuity, check meter zero error and take corrective action, if required. Panel instruments, check the termination of connections, and check functioning of



- the instrument, Calibrate the instrument and repair/replace if required. Electrical system including electrical panel for all the equipment in bid including all the switchgear, cables, control wiring, multifunction meters etc.
16. The scope of Mechanical annual maintenance work includes: Alignment, lubrication, tensioning of all devices and rotating parts as required time to time as per the details in the installation manuals of relevant IEI ltd. Provisions. Dismantling and assembling of equipments items as required, cleaning and flushing of pipe lines and filters, dismantling, servicing and refixing of valves.
  17. The contractor shall provide the house keeping and keep the Plant area in a neat and clean condition.
  - 18. The contractor shall provide the sludge disposal services along with all required chemicals (Chlorine) and replacement of filters, media etc. as per the recommendations, guidelines and norms of STP Equipments.**
  19. The contractor shall provide the valid identity card and provide uniforms to the persons deployed by him with due verification by the competent authorities and provide the details to the Engineer-in-charge. Any change in deployment will also to be updated.
  20. The contractor shall provide adequate manpower to ensure Round the Clock operation of STP.

A handwritten signature in black ink, consisting of a stylized 'F' followed by a horizontal line and a vertical stroke on the right.

**FORM-1**  
**Details of the similar works in Hand**

(On the letter head of the firm)

Sl. No.	Name of Customer	Description of work	Date of		Remarks
			Start	completion	

**Sign and Seal of Contractor**

**FORM-2**

**List of work related Equipment, Machinery and tools tackles etc immediately available with the Bidder for use on this work.**

(On the letter head of the firm)

Sl.No.	Description	Function/Purpose	Remarks

**Sign and Seal of Contractor**

**FORM-3**

**Details of technical personnel with the bidder who will be deployed for this work**

(On the letter head of the firm)



Sl.	Name of person	Whether working in Field or in Office	Mode of employment & Experience	Period for which the person is working with the Bidder	Remarks

**Sign and Seal of Contractor**

## Proforma of Letter of Undertaking

(To be executed on non-judicial stamp paper of value Rs.100/- & to be submitted by the tenderer along with the tender)

To,

**The Director,  
Indian Institute of Information  
Technology Devghat Jhalwa,  
Allahabad**

Dear Sir,

- 1.0 I/ We have read & examined the following bid documents relating to
- 1.1 Notice Inviting Tender .....dt.....
- 1.2 Conditions of contract ..... at **IIITA**  
containing sections 'Notice Inviting Tender' & All Conditions of Contract.
- 1.3 Special Conditions of Contract.
- 1.4 Technical Specifications

\*I/ \*we hereby submit our tender and undertake to keep our tender valid for a period of 90 days for the date of opening of tenders i.e. upto / .....

\*I/ \* we hereby further undertake that during the said period \*I/\* we shall not vary / alter to revoke my / our tender during the validity period of tender.

This undertaking is in consideration of IIITA agreeing to open the tender, consider and evaluate the same for the purpose of award, in terms of provisions of tender documents. Should this tender be accepted, \*I/ \* we also agree to abide by fulfill and comply with all the terms and conditions and provisions of the above mentioned tender documents.

### **Signature alongwith seal of the Company**

Duly authorized to sign the tenderer on behalf of the contractor

Name: \_\_\_\_\_

Witness: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Name & Address: \_\_\_\_\_


Designation: \_\_\_\_\_

Name of Co. (Block Letters) \_\_\_\_\_

Date: \_\_\_\_\_

Postal Address: \_\_\_\_\_

Telegraphic /Telex No: \_\_\_\_\_



**(\*) Strike out whichever is not applicable**

### **OBSERVANCE OF LABOUR LAWS AND CONTRACTORS LIABILITY**

1. The contractor shall comply the provisions of all labour laws applicable and in particular comply with provision of the contract (Regulation and Abolition Act, Minimum Wages Act, Workman's Compensation Act. Etc.)
2. Under the Provisions of any law or an order of the Competent Authority/Court, in respect of this contract or labourer so supplied, the Management of IIIT-A shall have right to deduct such amount from the bills/security deposit or otherwise recover from the contractor. The contractor shall be responsible to reimburse such amount to IIIT-A on demand and without any demur, reservation, contest or protest.
3. The contractor shall at all time indemnify the IIIT-A against all claims, damages or compensation under provisions of payment of wages act 19J6, Minimum Wages Act, 1948, Employers Liability Act, 1938. The workman's compensation Act, 1923, industrial Dispute Act, 1946 and the Maternity Benefit Act, 1961 or any modifications there in or any other law relating thereto and rules made there under from time to time or as a consequence of any accident or injury to any workman or other persons in or about the works, whether in your employment or not save any except where such accident or injury has been resulted from any act of Corporation, his agents or servants & also against ail costs, charges & against all sum or sums which may with your consent be paid to compromise or compounds any such claim. Without limiting the obligations and liabilities as above provided you shall insure against all claims, damages or compensations payable under the workman's compensation Act, 1923 or any modification thereof or any other law relation thereto.
4. The contractor shall prove to engineer-in-charge from time to time that contractor has taken out all the insurance policies referred to above and have paid the necessary premiums for keeping the policies alive.
5. The aforesaid insurance policy/policies shall also show IIIT-A as assured beneficiary along with the contractor.
6. The aforesaid policy/policies shall provide that they shall not be cancelled till the in charge of the contractor has agreed to their cancellation.



**DECLARATION**

**(Regarding ownership and/or employment of IIIT-A Employees)**

dt: . . .

To be filled in by the tenderer, signed and submitted along with tender papers.

I/We hereby declare that I/we or Partners or Directors of our concern do not have any such person under my/or employment who has retired/resigned/ removed / dismissed from IIIT-A during the last two years.

I/We hereby declare that I/We or partners or Directors of our concern have the following under my/our employment who has/have retired/resigned/removed/dissmised from IIIT-A during the last two years.

SI.	Name of Person	Date of leaving	Reasons for leaving IIIT-A

I/We hereby declare that I/We or partners of directors are not related to any employees of IIIT-A OR

I/We hereby declare that the following persons employed in IIIT-A and any other IIIT-A Project/Station are related to me/us for partners or directors of our concern as per details indicated.

SI.	Name of Person	Designation and Name of project or Office of IIIT-A	Relationship

NOTE: The near relative shall include wife, husband, parents and Grand Parents, children and Grand Children, Brother and Sister, Uncles, Aunts and Cousins and their corresponding in-laws.

(SIGNATURE OF TENDERER)  
NAME



WITNESS SIGNATURE:

NAME :  
PLACE :  
DATE :

Note:

1. Please tick whatever is applicable and delete/cut whatever is not applicable
2. Please attach extra sheet if necessary