

**LAKSHMIBAI NATIONAL INSTITUTE OF PHYSICAL EDUCATION, GWALIOR
(DEEMED TO BE UNIVERSITY)**

**TENDER DOCUMENT FOR
AWARD OF 2-YEAR MAINTENANCE CONTRACT FOR MECHANIZED CLEANING OF
PVC/RCC OVERHEAD TANKS ON RESIDENTIAL & NON-RESIDENTIAL BUILDINGS IN
THE INSTITUTE CAMPUS**

(A) TECHNICAL BID:

The bidding agencies are required to submit the technical bid in the format given at **Annexure 'A'**, along with copies of following documents, duly signed/self-attested, with the technical bid for being declared to be eligible:-

1. Bid Security Declaration in the format given at **Annexure 'B'**.
2. Certificate of Turnover in the format given at **Annexure 'C'**.
3. Certificate of incorporation of the bidder.
4. Registration under CGST/SGST Act, if applicable, with the copy of latest Tax Return.
5. Permanent Account Number (PAN) of the agency and Income Tax Return of preceding 3 financial years.
6. Average Annual financial turnover during the last 3 financial years, ending 31st March 2020, should be at least 30% of the estimated cost (enclose "Certificate of Turnover" issued by a Chartered Accountant in the format prescribed in the tender document, along with balance sheets of relevant years' with Income Tax Returns).
7. Experience of having successfully completed similar works i.e. Mechanized Cleaning of PVC/RCC Overhead Tanks during last 7 years (up to May 2021) in Government or other Organizations/PSUs/Educational Institutions, as under:-

Three similar completed works each costing not less than the amount equal to 40% of the estimated cost;

OR

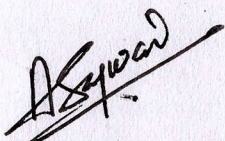
Two similar completed works each costing not less than the amount equal to 50% of the estimated cost;

OR

One similar completed work costing not less than the amount equal to 80% of the estimated cost.

(Copies of work orders as above with their respective contract completion certificates to be enclosed).

7. Copy of license from Food & Drugs Administration (FDA) for the purchase of anti-bacterial agent used for disinfecting the Tanks or provide evidence of purchase of the anti-bacterial agent through licensed firm OF FDA, during last two years.
8. The following water tank cleaning equipments, machinery, tools & plants, will be minimum, requirement for execution of the contract work (The machines will be arranged and maintained by the contractor and will be required to be got inspected to the Institute, before agreement):-



- a) Portable Submersible Pump (with flow rate of 3000 ltrs./hour);
 - b) Sludge Removal Pump;
 - c) High Pressure Water Jet Pump (which creates pressure of 80-140 bar);
 - d) Industrial Vacuum Cleaner;
 - e) FDA approved Anti Bacterial Material;
 - f) UV Red Fixtures.
9. A declaration to the following effect is required to be submitted on affidavit on non-judicial stamp of Rs. 100/- that
- a) There is no pending case before any Court of law against the Proprietor / firm / Partner or the bidder company;
 - b) The bidder has not defaulted from the payment of statutory dues like EPF, EST, GST, Income Tax etc. during the last three years;
 - c) The bidder is not blacklisted by any Government Organization/PSU/Autonomous Body/Govt. Educational Institute during last three years, nor has any of its contracts have been terminated before expiry of term during the last three years.

(B) FINANCIAL BID:

Financial bid will be submitted in the format at **Annexure 'D'**.

(C) SCOPE OF WORK:

1. Cleaning of terrace/loft water storage taken (inside surface area) upto 35000 litre capacity at all heights with coconut brushes, duster etc.;
2. Mechanical dewatering, removal of slit, rubbish from the floor with the help of industrial vacuum cleaner;
3. Cleaning the tank (walls, ceiling and floor) by high pressure water jet, with the help of equipment which creates a pressure of 100 to 150 Bar;
4. Disinfecting with bleaching power @0.5 gm per litre capacity of tank;
5. Removal of sludge from the Spraying of non-toxic, bio degradable eco friendly anti-bacterial agent certified by Govt. approved laboratory to disinfect the tank from all harmful pathogens. The dose utilized should be as per the OECD guidelines;
6. Treatment of inside the tank by exposing UV radiation to kill further suspended or floating bacteria, if any;
7. Marking the date of cleaning on the side of tank body with the help of stencil and paint;
8. Disposing of malba;
9. Cleaning again with the help of clean water 2 times both from inside and outer side.
10. Restore the water connection;
11. Getting "work done" certified by taking the signature of building incharge and/or resident, as the case may be, after the completion of individual's water tank cleaning work in the prescribed format. (Work should be attended after giving due and prior

As per

intimation to the concerned incharge of office building and/or resident, as the case may be).

(D) DETAILS OF OVERHEAD TANKS (TENTATIVE):

Description of place	Capacity	Quantity (tentative)	Frequency of mechanized cleaning
Overhead tanks: (A) Opp. Athletic Track (Tank No. 1) (B) Opp. Residential Qtrs (Tank No. 2) (C) Opp. Admin Bldg (Tank No. 3) (D) Opp. VC Bungalow (Tank No. 4)	25000 ltrs. 35000 ltrs. 15000 ltrs. 15000 ltrs.	1 No. 1 No. 1 No. 1 No.	One in a year (or as required)
Non-residential buildings: (Hostels, Mess, Academic, Admin, Library and other buildings)	500 litres 750 litres 1000 litres 2000 litres 3000 litres 5000 litres	1 No. 29 Nos. 211 Nos. 39 Nos. 14 Nos. 8 Nos.	Once in four months
Residential quarters	500 litres 750 litres 1000 litres	170 Nos. 6 Nos. 12 Nos.	Once in six months

(E) PROCEDURE OF TENDER SUBMISSION

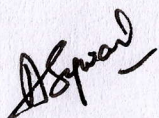
1. Tenders will have to be submitted in a sealed envelope super scribed as **"Tender for 2-year maintenance contract for Mechanized Cleaning of PVC/RCC Overhead Tanks in the residential & non-residential buildings in the Institute Campus"** and it has to be dropped in the tender box kept in the office of Deputy Registrar (Estate) by 3.00 PM on **23.6.2021**. The same can also be sent by speed post / registered post by clearly mentioning the above subject, and in such cases, it would be responsibility of the bidder that the same is reached to the Institute by 3.00 PM on **23.6.2021**.
2. The main tender envelope should contain two sealed envelopes as under:-
Envelope No. 1 - "Technical Bid" in format as per "Annexure 'A' along with required documents and Annexure 'B' and 'C', as prescribed hereinabove.
Envelope No. 2 - "Financial Bid" in format as per "Annexure 'D' to be given in numerical as well as words in the space provided for the purpose.
3. All pages of the technical bid should be duly page-numbered signed by the bidder at the lower side, wherever required and stamped by the bidder or his representative holding the Power of Attorney.
4. The financial bid shall also be duly signed, as above.

AS per

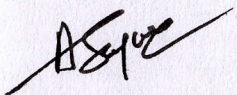
5. Conditional bids will not be accepted.
6. At any time prior to the opening of technical bids, the Institute may, for any reason, modify the tender document by suitable amendments, through the website of Institute. No separate communication shall be required to be sent.
7. The bidders will have to comply with the conditions mentioned in the tender document and accordingly clearly fill the same in the formats (technical and financial), failing which, the Institute shall have the right to reject the same.
8. Incomplete filled-in tenders shall be summarily rejected.
9. The technical bids shall be opened by duly constituted tender opening committee as scheduled in the presence of tenderers/representatives, if any.
10. The financial bids of technically qualified agencies shall be opened with due intimation to such agencies over telephone or by letter, as may be feasible for the Institute.
11. The bidders may visit the site before submission of their offers, if they so desire.
12. No correspondence shall be made with those bidders, which are rejected on the basis of their technical bids.

(F) GENERAL CONDITIONS OF CONTRACT

1. The estimated cost for execution of work is given merely as a rough guide. The quantity and items mentioned in the schedule may vary, which will have to be accepted by the contractor in the accepted rates. The payments shall be made to the agency as per actual work executed at site.
2. The contract shall be valid for a period of two years and likely to commence from 1.7.2021 to 30.6.2023, which may however be renewed for one more term of two years, subject to mutual consent of the Institute and contractor, at the contract rate extendable by a maximum of 5% over and above the original contract value.
3. After communication regarding award of work, the successful bidder shall, within 15 days, submit a non-judicial stamp of Rs. 100/- and sign an agreement with the Institute for the work, on the terms & conditions of the present tender. The contractor shall also deposit requisite Security Deposit i.e. 5% of contract value in the form of Bank Draft or Fixed Deposit in the name of Registrar, LNIPE, Gwalior. The Security Deposit shall be refundable on successful/satisfactory completion of contract period, on written request by the contractor in this regard. No interest shall be payable on such refund.
4. The bidders are exempted from submission of Earned Money Deposit (EMD) but they will have to submit Bid Security Declaration in the prescribed format, to the effect that if after the award of work, bidder fail to sign the contract, or to submit performance guarantee (security deposit) within the stipulated period, then they shall be suspended for one year and shall not be eligible to bid for any tender in the Institute from the date of issue of suspension order.



5. The bidders shall quote their rates as per various terms and conditions given in the tender document. All the required material and labour will be provided by the contractor.
6. The competent authority of the Institute reserves right to accept the whole or any part of the tender and the contractor shall be bound to perform the same at the quoted rates.
7. The tender for the works shall remain open for acceptance for a period of 180 days from the date of opening of tenders.
8. The work shall be commenced immediately after award of work order and signing of the agreement. After the period of 15 days, a penalty @ Rs. 1000/- per day will be imposed and the same shall be deducted from the bill of the contractor. If any hurdle arises, the same may be intimated to the office of Supervisor (B&R) and accordingly, extension of time-period shall be made, if required.
9. The payment shall be made to the contractor on receipt of bills along with satisfactory work reports of all the tanks on periodical basis.
10. The sub-contracting shall not be allowed.
11. If the contractor withdraws during the period of contract or fails to perform the work as per contract up to the satisfaction of the Institute, or commits breach of any of the terms and conditions of contract, then the Institute shall have right to forfeit performance security and to blacklist the contractor, by giving 1 (one) month written notice of termination, to the contract.
12. All the working staff deployed by the contractor shall be courteous and well behaved and will not consume alcohol during the working hours, as also, within the premises of the Institute.
13. Rates for the work must include the cost of all appropriate materials, labour, machinery, machines tools and plants and all appliances whatsoever are necessary for the complete execution of the work.
14. The quoted rates shall be inclusive of GST, if any and the contractor will not be entitled for any compensation due to enactment of any law / regulation etc. during the currency of the contract. The Institute will not entertain any such claim whatsoever in this respect.
15. The Institute will deduce income tax and any other tax applicable, at source from all the payments made to the contractor under this contract, in accordance with the provisions of IT Act or any other law as applicable from time to time.
16. The criteria for tender award will be based on the lowest quoted cost by the agency.
17. The Institute reserves the right to ask the justification of quoted rates before finalization of agency.
18. The contractor will be responsible to bring to immediate notice of the Supervisor (B&R) any abnormal functioning or faulty operation of any equipment and take timely steps to avoid breakdown/disruption.



19. The contractor shall be responsible for any damage to the equipment, machinery or system on account of negligence/fault of the contractor's authorized staff and the same will have to be made good at his risk and cost.
20. The contractor has to follow all electricity rules as amended from time to time and contractor shall be responsible for any mishap due to negligence on his part.
21. In the event of any dispute between the Institute and contractor, the Arbitrator shall be appointed by the Vice Chancellor, LNIPE, Gwalior and the matter shall be referred to so appointed Arbitrator, whose decision shall be binding and final.
22. Canvassing whether directly or indirectly, in connection with tenders is strictly prohibited and the tenders submitted by the tenders, who resort to canvassing will be liable to rejection.
23. Any dispute arising out of the contract between the Institute and contractor, shall be subject to the territorial jurisdiction of Gwalior.

As per

**LAKSHMIBAI NATIONAL INSTITUTE OF PHYSICAL EDUCATION, GWALIOR
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ANNEXURE 'A'

**PROFORMA FOR TECHNICAL BID FOR
FOR AWARD OF 2-YEAR MAINTENANCE CONTRACT FOR MECHANIZED CLEANING
OF PVC/RCC OVERHEAD TANKS ON RESIDENTIAL & NON-RESIDENTIAL BUILDINGS
IN THE INSTITUTE CAMPUS**

Sl. No.	Description	Whether document to be enclosed	Furnish information here	Copy enclose at Page No.
1	Name of the firm/ Company/Agency/Contractor.			N.A.
2	Full address, Telephone/Mobile No., E-mail address, Website etc.			N.A.
3	Bid Security Declaration in the format given at Annexure 'B' .	YES/NO		
4	Certificate of Turnover in the format given at Annexure 'C' .	YES/NO		
5	Registration under CGST/SGST Act, if applicable, with the copy of latest Tax Return.	YES/NO		
6	Certificate of incorporation of the bidder. (Furnish attested documents).	YES/NO		
7	Permanent Account Number (PAN) of the agency and Income Tax Return of preceding 3 financial years.	YES/NO		
8	Average Annual financial turnover during the last 3 financial years, ending 31 st March 2020, should be at least 30% of the estimated cost (enclose balance sheets of relevant years' with Income Tax Returns).	YES/NO	<u>F.Y. Turnover</u> 2017-2018 2018-2019 2019-2020	

9	<p>Experience of having successfully completed similar works i.e. Mechanized Cleaning of PVC/RCC Overhead Tanks during last 7 years (up to May 2021) in Government or other Organizations/PSUs/Educational Institutions, as under:-</p> <p>Three similar completed works each costing not less than the amount equal to 40% of the estimated cost;</p> <p>1. OR</p> <p>Two similar completed works each costing not less than the amount equal to 50% of the estimated cost;</p> <p>2. OR</p> <p>One similar completed work costing not less than the amount equal to 80% of the estimated cost.</p> <p>(Copies of work orders as above with their respective contract completion certificates to be enclosed).</p>	YES/NO		
10	<p>Copy of license from Food & Drugs Administration (FDA) for the purchase of anti-bacterial agent used for disinfecting the Tanks or provide evidence of purchase of the anti-bacterial agent through licensed firm OF FDA, during last two years.</p>	YES/NO		
11	<p>The following water tank cleaning equipments, machinery, tools & plants, will be minimum, requirement for execution of the contract work:-</p> <p>a) Portable Submersible Pump (with flow rate of 3000 ltrs./hour).</p> <p>b) Sludge Removal Pump.</p> <p>c) High Pressure Water Jet Pump (which creates pressure of 80-140 bar).</p> <p>d) Industrial Vacuum Cleaner.</p> <p>e) FDA approved Anti Bacterial Material;</p>	YES/NO		

	f) UV Red Fixtures. (The machines will be arranged and maintained by the contractor and will be required to be got inspected to the Institute, before agreement).			
12	A declaration to the following effect is required to be submitted on affidavit on non-judicial stamp of Rs. 100/- that a) There is no pending case before any Court of law against the Proprietor / firm / Partner or the bidder company; b) The bidder has not defaulted from the payment of statutory dues like EPF, EST, GST, Income Tax etc. during the last three years; c) The bidder is not blacklisted by any Government or other Organization/PSU/Autonomous Body/Govt. Educational Institute during last three years, nor has any of its contracts have been terminated before expiry of term during the last three years.	YES/NO		

UNDERTAKING

1. I/We have carefully gone through and have understood the tender document including the General Terms & Conditions, Work scope and specifications governing in the tender. I/We undertake to abide by them.
2. I/We hereby confirm that all the information furnished in this tender, is true and correct to the best of my knowledge and nothing material has been concealed therefrom.
3. I/We give consent that the decision of the tender committee and/or competent authority of the Institute shall be final and acceptable to us.

Signature of contractor: _____

Name of agency: _____

Address & Phone: _____

Rubber Stamp: _____

ANNEXURE 'B'

UNDERTAKING FOR EARNED MONEY DEPOSIT DECLARATION

FOR THE PURPOSE OF SUBMISSION OF TENDER DOCUMENT AT L.N.I.P.E.,
GWALIOR

(To be submitted in original)

Whereas we have submitted bid for “Award of 2-year maintenance contract for Mechanized Cleaning of PVC/RCC Overhead Tanks in the residential & non-residential buildings in the Institute Campus” to LNIPE, Gwalior. Therefore, we hereby submit the following declaration in lieu of submitting Earned Money Deposit:-

1. That, if after the opening of tender, we withdraw or modify our bid during the period of validity of tender (including extended validity of tender) specified in the tender documents, and
2. That, if after the award of work, we fail to sign the contract, or to submit performance security / performance guarantee before the deadline defined in the tender documents,

Then, we shall be suspended for one year and shall not be eligible to bid for LNIPE's tenders from the date of issue of suspension order.

Signature of contractor: _____

Name of agency: _____

Address & Phone: _____

Rubber Stamp: _____

ANNEXURE 'C'

CERTIFICATE OF TURNOVER**FOR THE PURPOSE OF SUBMISSION OF TENDER DOCUMENT AT L.N.I.P.E.,
GWALIOR**

(To be submitted in original)

This is to certify that M/s has
registered the following turnover and profit/loss during the last three financial years:-

Financial Year	Annual Turnover (in Rupees)	Net profit/loss
2017-18		
2018.19		
2019-20		

The above information/figures are true and authentic to the best of our knowledge and belief and derived from the Balance Sheet and / or Income Tax Return of the said firm.

Date:

Place:

Seal & signature of Chartered Accountant

Regn. No.

DECLARATION BY THE BIDDER

I/We hereby submit the aforesaid document in original and undertake its correctness / veracity on the basis of enclosed ITR as well as Balance Sheets of all these three financial years. I/we are aware that furnishing of any false information / fabricated document would lead to rejection of my/our tender at any stage, including during the contract award, besides liabilities towards prosecution under appropriate law.

Date:

Place:

Signature of bidder: _____

Name, Address, Phone No. of agency (with Seal): _____

**LAKSHMIBAI NATIONAL INSTITUTE OF PHYSICAL EDUCATION, GWALIOR
(DEEMED TO BE UNIVERSITY)**

ANNEXURE 'D'

PROFORMA FOR FINANCIAL BID
FOR AWARD OF 2-YEAR MAINTENANCE CONTRACT FOR MECHANIZED CLEANING
OF PVC/RCC OVERHEAD TANKS ON RESIDENTIAL & NON-RESIDENTIAL BUILDINGS
IN THE INSTITUTE CAMPUS

Description of place	Capacity	Quantity (tentative)	Rate per litre (Rs.)	Rate per tank (Rs.)	Total amount for 2-years (Rs.)
Overhead tanks: a) Opp. Athletic Track (Tank No. 1) b) Opp. Residential Qtrs (Tank No. 2) c) Opp. Admin Bldg (Tank No. 3) d) Opp. VC Bungalow (Tank No. 4)	25000 ltrs. 35000 ltrs. 15000 ltrs. 15000 ltrs.	1 No. 1 No. 1 No. 1 No.	Each		(Rate x 1)
Non-residential buildings: (Hostels, Mess, Academic, Admin, Library and other buildings)	500 litres 750 litres 1000 litres 2000 litres 3000 litres 5000 litres	1 No. 29 Nos. 211 Nos. 39 Nos. 14 Nos. 8 Nos.	Each		(Rate x 6)

Residential quarters	500 litres	170 Nos.	Each		(Rate x 4)
	750 litres	6 Nos.			
	1000 litres	12 Nos.			
TOTAL COST INCLUSIVE OF GST					
In Figure -					
In Words -					

UNDERTAKING

1. I/We have carefully gone through and have understood the tender document including the General Terms & Conditions, Work scope and specifications governing in the tender. I/We undertake to abide by them.
2. I/We hereby confirm that all the information furnished in this tender, is true and correct to the best of my knowledge and nothing material has been concealed therefrom.
3. I/We give consent that the decision of the tender committee and/or competent authority of the Institute shall be final and acceptable to us.

Signature of contractor: _____

Name of agency: _____

Address & Phone: _____

Rubber Stamp: _____

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