

NOTICE INVITING TENDERS

(Box Tenders/Open Tenders)

**FOR OPERATION AND COMPREHENSIVE ANNUAL MAINTENANCE
CONTRACT OF THREE R.O PLANTS AT NIT ANDHRA PRADESH,
TADEPALLIGUDEM**



National Institute of Technology- Andhra Pradesh,
Beside Chennai - Srikakulam Highway,
Kadakatla, Tadepalligudem, West Godavari District,
Andhra Pradesh-534101.
www.nitandhra.ac.in/main/tender

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NEWSPAPER ADVERTISEMENT

TENDER NOTICE:



NIT Andhra Pradesh, Tadepalligudem

Ref No: NITANP/SMMD/TENDER /2023-24/18

Date: 27.06.2023

Box Tenders/Open Tenders are hereby invited through CPP from reputed registered Firms/ Agencies/ Bidders/Suppliers for providing the following services at NIT-Andhra Pradesh, Tadepalligudem, West Godavari district.

“OPERATION AND COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT OF THREE R.O PLANTS AT NIT ANDHRA PRADESH, TADEPALLIGUDEM”

**Addressed to:
Tender Box
Material Management Disposal Section,
Sardar Vallabhbhai Patel Administrative Vista Building,
NIT Andhra Pradesh, Kadakatla, Near NH-16
Tadepalligudem-534101, West Godavari District, Andhra Pradesh**

The above **Tender name and Ref. No. should be Super-Scribed** in the Main Envelope containing the bid documents.

Tender Schedules can be downloaded from NIT Andhra Pradesh website from 27.06.2023 onwards. Bidders need to submit hard copy with relevant documents with self-attested.

The last date for submission of tenders is 19.06.2023 up to 03:00PM.

For further details regarding Tender notification & specifications, please visit www.nitandhra.ac.in/main/tender .

**Date: 27.06.2023.
NIT Andhra Pradesh,
Tadepalligudem.**

TIME SCHEDULE OF VARIOUS TENDER RELATED EVENTS

**OPERATION AND COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT OF THREE
R.O PLANTS AT NIT ANDHRA PRADESH, TADEPALLIGUDEM.**

Bid Document downloading Start date/ Time	28.06.2023 at 11.30AM.
Bid Document downloading End Date / Time	19.07.2023 at 10.00AM.
Pre-Bid meeting	12.07.2023 at 03.30PM.
Last Date and Time for receipt of Bids	19.07.2023 at 03.00PM.
Technical Bid Opening Date /Time	19.07.2023 at 03.30PM.
Financial Bid Opening Date / Time	Will be intimated later
Contact Person	The Associate Dean (P&D, SEMW/SEIE), NIT Andhra Pradesh, Tadepalligudem. Email: ad_pdca@nitandhra.ac.in
Reference No:	NITANP/SMMD/TENDER /2023-24/18 Date: 27.06.2023

Signature of the Bidder with stamp

CLARIFICATIONS

Queries, if any, can be made through e-mail only to ad_pdca@nitandhra.ac.in on or before **10.07.2023**. Queries received via any mode other than e-mail id mentioned above shall not be entertained. The queries should only be sent in the following format on the official letter head of the company.

S. No.	Page No. (TenderRef.)	Clause (Tender Ref.)	Description (TenderRef.)	Query

If there is any addendum/corrigendum related to tenders, it shall only be published on NIT- Andhra Pradesh website (www.nitandhra.ac.in) and <https://eprocure.gov.in>. The Bidders are advised to check NIT-Andhra Pradesh website and Central Public procurement portal regularly. No other mode of notice will be given.

The Bidders are requested to submit the bids after issue of clarifications duly considering the changes made, if any. Bidders are totally responsible for incorporating/complying the changes/ amendments issued, if any, during pre-bid meeting in their bid.

If the last date of receiving/opening of the bids coincides with a holiday, then the next working day shall be the receiving/opening date.

The bid along with relevant documents should be attached with original EMD and Tender processing fee. Physical submission of bid only shall be considered.

**Associate Dean, SMMD
NIT ANDHRA PRADESH**

BID

File No: NITANP/SMMD/TENDER /2023-24/18

Date: 27.06.2023

**Sub: OPERATION AND COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT OF
THREE R.O PLANTS AT NIT ANDHRA PRADESH, TADEPALLIGUDEM.**

Sir/Madam,

Bids are invited on the Box/Open Tender platform from the reputed registered Firms/Agencies/Contractors/Suppliers in the relevant experience. The details of bidding conditions and other terms can be downloaded from the NIT Andhra Pradesh website and Central Public procurement Portal.

The attested copies of all the documents of bid, signed undertaking of Bidder should be submitted offline mode only to **The Director, NIT Andhra Pradesh, Tadepalligudem**, on or before opening of bid.

The participating Bidder/s shall have to pay tender processing fee (non-refundable) and EMD for the amounts specified in the Statement related to bids, in the form of DD drawn in favor of the Director, NIT Andhra Pradesh, Tadepalligudem.

Further, the Successful Bidder shall furnish a part of a bid as Performance Guarantee specified in the Statement related to bids, to be paid in the form of BG as mentioned in the Tender Schedule.

NIT Andhra Pradesh, Tadepalligudem, will not accept the tenders from blacklisted companies or firm/contractor/Private Limited, whose past performance with NIT-Andhra Pradesh was found poor due to delay in similar nature of experience and those with failures, and also against whom there have been adverse reports of sub-standard quality, as defined in the other parts of the bidding documents.

Signature of the Bidder with stamp

STATEMENT RELATED TO BIDS

Name of work	Operation and Comprehensive Annual Maintenance Contract of Three R.O Plants at NIT Andhra Pradesh, Tadepalligudem.
Location of work	NIT Andhra Pradesh
Estimated Cost Value (ECV)	Rs. 24,00,000 /- per Annum
Bid Document Fee/ Tender Processing Fee (Non-refundable)	Rs. 500/- by way of RTGS/NEFT from any Nationalized bank drawn in favor of the Director NIT Andhra Pradesh, Payable at Tadepalligudem. Account Name: Director NIT Andhra Pradesh A/C No: 35579546371 IFSC Code: SBIN0016305 Submit for evidence of payment Receipt.
EMD	Rs. 48,000/- by way of DD from any Nationalized bank drawn in favor of the Director NIT Andhra Pradesh, Payable at Tadepalligudem.
Bid Validity Period	90 days from the date of opening of financial bid
EMD Validity Period	90 days from the date of opening of financial bid
Contract Agreement	The contract shall be for a period of Three Years , initially the contract will be for one year and extended yearly on the basis of satisfactory performance of services and compliance of all terms and conditions of the agreement.
Period of furnishing Performance Guarantee	Within 7days from date of receipt of LOA
Performance Guarantee Value	5% of contract value as approved by competent authority
Performance Guarantee Validity Period	38 months from the date of commencement of services
Period for signing the order of acceptance	Within 14 days from date of receipt of LOA

TENDER SCHEDULE

PREMEABLE:

National Institute of Technology, Andhra Pradesh is the 31st NIT among the chain of NITs started by the Government of India. NIT Andhra Pradesh is established in the state of Andhra Pradesh in the academic year 2015 – 2016.

Sealed tenders are invited under two bid system i.e., technical bid and financial bid from reputed firm/contractor/company/Agencies/suppliers for Operation and Comprehensive Annual Maintenance Contract of Three R.O Plants (2000 LPH – 2 No's, 500 LPH – 1 No.) at NIT Andhra Pradesh, Tadepalligudem.

SCOPE OF WORK:

OPERATION AND COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT OF THREE R.O PLANTS AT NIT ANDHRA PRADESH, TADEPALLIGUDEM

- The operation and comprehensive for monthly preventive checks as well as for break down maintenance and includes repair, maintenance and replacement of the following parts free of charge during the period.
 - a) All kind of filters
 - b) Pre-filter Candle
 - c) Carbon Block
 - d) RO Membrane
 - e) Flow Restrictor Tube
 - f) Post Carbon Filter
 - g) RO Pump
 - h) Adapter
 - i) All Valves
 - j) PCB (circuit)
 - k) TDS Controller
 - l) Solenoid Valve (Stopper)
 - m) Motors
 - n) Worn out parts
 - o) Panel board etc.
- The R.O plant should be operated in 24hours to fulfill Institute requirements. The raw water will be made available from nearest borewell to R.O plant.
- Quality of processed water should be maintained as per the drinking water standards of "Indian Standard 10500-2012".
- The Service Engineer should visit the plant once in a month.

- **The regular maintenance includes: -**

Works to be carry out	Frequency
Anti scalant	Should be available throughout the year
Cleaning of all filters	For every 3 days
Change of filters	For every 15 days
Sand Media and Carbon Media	For every 6 months

- Maintaining the production water record daily
- Day wise Checking of TDS & PH daily before pumping into the storage tanks.
- Power supply for operation of R.O plants shall be arranged by NIT- Andhra Pradesh at free of cost.
- To maintain hygienic conditions at plant premises and it surroundings.
- The Bidder shall maintain the separate register i.e. chemical cleaning register, micro filters cleaning & replacement register, adding of dosing register.
- Attending to any breakdown calls within 12 hrs. during normal office/working hours.
- The Bidder should submit the names of the persons engaged for the work and they have to report to the Engineer-In-Charge on day-to-day basis. Persons employed should not be changed frequently and every person employed for the work has to obtain proper Gate Pass from Administration Department of the institute.
- The bidder has to keep all the area and surroundings at the site neat and clean and dump the scrapped materials at the scrap yard.

ELIGIBILITY CRITERIA:

1. Bidder must be a proprietor/firm/company.
2. The bidder should have valid GST Certificate.
3. The average annual turnover of FY. 2020-21,2021-22, & 2022-23 should be at least 12 Lakhs issued by CA with UDIN Number.
4. The bidder should submit audited financial statements (balance sheets) for the FY 2020-21,2021-22 & 2022-23 along with relevant income tax returns for the concerned years i.e., AY 2021-22, 2022-23 & 2023-24.
5. Bidder must have successfully completed the works pertaining to Reverse Osmosis Plant works with the conditions and value of work/purchase orders along with satisfactory certificates defined as under during the period of 01-04-2020 to 31-03-2023.
 - One work of Operation and Comprehensive/Non-Comprehensive Annual Maintenance Contract of Three R.O Plants costing not less than the amount equal to Rs.19,20,000/- (Rupees Nineteen Lakhs Twenty Thousand only).

OR

 - Two works of Operation and Comprehensive/Non-Comprehensive Annual Maintenance Contract of Three R.O Plants costing not less than the amount equal to Rs.12,00,000/- (Rupees Twelve Lakhs only).

OR

 - Three works of Operation and Comprehensive/Non-Comprehensive Annual Maintenance Contract of Three R.O Plants costing not less than the amount equal to Rs.9,60,000/- (Rupees Nine Lakhs Sixty Thousand only).
6. All the payments received against the claim of Work/purchase Orders at Clauses (5) above should reflect in Form 26AS. Else the Work/Purchase Order is treated as invalid.
7. The bidder must have a valid PAN Card and the same should reflect in all financial statements.
8. Each page of the tender document along with all other submitted documents must be duly signed by the Authorized signatory with Bidder's signature and seal.

Name and Signature of bidder with seal

METHOD OF SUBMISSION OF BIDS:

1. The bid documents can be downloaded from the Institute website <https://www.nitandhra.ac.in/main/tender> and CPP Portal <https://eprocure.gov.in>.
2. The bids should be filled in two bid formats with all the required documents as enclosures in separate sealed covers i.e., (a) Part-I Technical bid, (b) Part-II Financial bid.
3. Two separate sealed covers should be specifically super-scribed as **(a) "Technical bid for Operation and Comprehensive Annual Maintenance Contract of Three R.O Plants at NIT Andhra Pradesh, Tadepalligudem"** and **(b) "Financial bid for Operation and Comprehensive Annual Maintenance Contract of Three R.O Plants at NIT Andhra Pradesh, Tadepalligudem"**. Both the sealed envelopes (a) and (b) are to be kept in another Master envelope, which should also be sealed and submitted.
4. The Master envelope should be super-scribed with **"Tender for Operation and Comprehensive Annual Maintenance Contract of Three R.O Plants at NIT Andhra Pradesh, Tadepalligudem"** and shall be addressed to The Tender Box, C/o Central Stores & Purchase Section, Sardar Vallabhbhai Patel Administrative Vista Building, National Institute of Technology Andhra Pradesh, Chennai - Srikakulam Highway Near Kadakatla, Tadepalligudem, Andhra Pradesh 534101.
5. **Last date for submission of bid documents is 19.07.2023 up to 03:00PM.**
6. Bids received after the due date and time shall be summarily rejected.
7. Incomplete bids or bids not submitted in prescribed format are liable for rejection.
8. Institute will not be responsible for Postal delay.

Name and Signature of bidder with seal

EVALUATION PROCEDURE:

1. At the first stage, the Technical Bids shall be opened in the presence of Bidders, who may like to be present on **19.07.2023 at 03.30PM.** in **Material Management Disposal Section,** Sardar Vallabhbhai Patel Administrative Vista Building of NIT Andhra Pradesh, Tadepalligudem.
2. IPC would evaluate the technical bids submitted by the Bidders.
3. Prior to detailed evaluation, the Institute will determine the substantial responsiveness of each bid to the tender document. A substantially responsive bid is one which conforms to all the terms and conditions of the bidding/tender document and is without any material defects and deviations. Deviations from, or objections or reservations to critical provisions such as those concerning qualification/eligibility criteria, availability of facilities and amenities as needed, availability of government/statutory approvals and clearances, ready and explicit willingness to accept and honor the terms and conditions of contract etc. will be deemed to be material deviations.
4. If a bid is not substantially responsive, it will be rejected by the Institute and may not subsequently be made responsive by the Bidder by correction of the non-conformity.
5. Only those Bidders whose technical bids have been found to be substantially responsive would be evaluated.
6. The Financial bids of those Bidders only shall be opened who qualified in the Technical Evaluation. The Institute will award the contract to the Successful Bidder, whose financial bid is the lowest price bid among all the quoted bids. The decision of the Director, NIT Andhra Pradesh, Tadepalligudem, is final in this regard. In case of a tie, the contract will be awarded to the firm that has the highest Average Annual turnover for the last three years.
7. Tenders with revised/modified rates/offer after opening of the tenders shall be summarily rejected and the entire Earnest Money Deposit (EMD) submitted with the tender shall be forfeited.
8. The tender is not transferable under any circumstances.
9. Telegraphic, conditional or incomplete tenders shall not be accepted. Canvassing of any kind, directly or indirectly shall lead to disqualification of the Bidder.

Name and Signature of bidder with seal

MANPOWER & MATERIAL:

1. Minimum of 03 (three) number of Semi-skilled manpower with Diploma/ITI in Civil/Electrical/Plumbing and having 2/3 years of experience in operation and maintenance of RO Plants/Softener Plants/ Water treatment plants.
2. All Consumable items which are part of service and maintenance, such as chemicals required for cleaning, oil, Grease and flanges, seals, fuses, all rubber and PVC parts all wear and tear items etc., will be in the scope of vender. Further, the vender must replace the spare parts whenever required, which **cost less than Rs. 5000/-** (each part) is in the scope of vender.

PENALTY CLAUSE

The Bidder shall rectify any breakdown in a stipulated time failing which penalty for nonperformance @ 0.5 % per day of delay subject to a maximum of 5% on the monthly bill will be imposed and in the event of any damage to the property or life or any machinery and installation in the R.O. Plant arising out of non-performance or negligence of the workers, contractor will be solely responsible. The bidder shall be responsible for proper maintenance of decorum, punctuality, discipline and work out put etc.,

RESOLUTION OF DISPUTES:

In the event of any dispute arising out of or in connection with this contract, whether during the subsistence of the contract or thereafter, the matter shall be referred to the Director, NIT Andhra Pradesh, Tadepalligudem, or any other officer nominated by the Director, NIT Andhra Pradesh, Tadepalligudem, for arbitration whose decision shall be final and binding on both the parties. The Agency agrees that the arbitrator could be an employee of the Institute and shall not have any objections in this regard. The proceedings before the arbitrator would be governed by the provision of the Arbitration Act 1996.

STATUTORY OBLIGATIONS

The Bidder will strictly observe and follow the following statutory regulations/acts as well as any new rules / changes as applicable, during the period of this contract. He shall be solely responsible for failure to fulfil these statutory obligations. The successful bidder shall indemnify

is deemed to have indemnified NIT Andhra against all such liabilities which are likely to arise out of the Contractor's failure to fulfil such statutory obligations. All documents, registers pertaining to this contract shall be maintained meticulously and shall be provided periodically for inspection. The salient features of the statutory regulations/acts are listed below and it is the responsibility of the selected Bidder that

these regulations/acts and their amendments from time to time are strictly adhered to in totality. Even if the Bidder appointed for this contract maybe exempt from any or all of the following employee-friendly legislation, it is incumbent on all Contractors to cover all their employees / workmen cover by this tender with these cover / benefits.

COMMENCEMENT OF WORK:

The Successful Bidder should start the work with effect from the date of commencement of Agreement by mutual consent. In case, it is found that the work has not been taken up from the date of commencement of Agreement, the NIT Andhra Pradesh, Tadepalligudem, at its sole discretion may cancel the work order and the Performance guarantee shall be forfeited without any further reference to the Bidder. Further, the work order will be awarded to next least quoted bidder with the same terms and conditions.

DISCLAIMER:

Even though adequate care has been taken in the preparation of this Tender Schedule the Bidder should satisfy himself that the Schedule is complete in all respects.

NIT-Andhra Pradesh not their employees make any representation or warranty as to the accuracy, reliability or completeness of the information in this Tender Schedule and it is not possible for the NIT-Andhra Pradesh to consider the investment objective, Price situation and particular needs of each party who reads or uses the Tenders Schedule. Certain prospective Bidders may have a better knowledge of the scope of work than others. Each prospective Bidder should conduct his own investigations and analysis and check the accuracy, reliability and completeness of the information in the Tender Schedule and obtain independence advice from appropriate sources.

The Registrar, NIT-Andhra Pradesh reserves the right to change any or all of the provisions of this request for Proposal. Such changes would be intimated to all parties procuring this request for Proposal.

The Registrar, NIT-Andhra Pradesh reserves the right to reject any or all the Bids submitted in response to this request for Proposal at any stage without assigning any reasons whatsoever.

JURISDICTION:

The Court of Tadepalligudem alone will have jurisdiction to try any matter/dispute orreference between the parties arising out of this agreement/contract

DECLARATION

(To be provided on letter head of the Bidder and submit along with bid)

I / We _____ do hereby certify that our firm is not blacklisted and no enquiries / cases are pending against us by Govt. of India / Govt. of Andhra Pradesh or by any State Board Universities, since inception of the firm / company.

All the terms and conditions given in the tender draft with File No: NITANP/SMMD/TENDER /2023-24/18 Date: 27.06.2023 for “Operation and Comprehensive Annual Maintenance Contract of Three R.O Plants at NIT Andhra Pradesh, Tadepalligudem” issued by the NIT Andhra Pradesh, Tadepalligudem, are acceptable to us.

We also certify that the information mentioned in the submitted documents is true and complete in any every respect and explicitly agree that in case at a later date it is found out by the Institute (NIT Andhra Pradesh, Tadepalligudem) that any details provided herein by us are incomplete/incorrect, any contract given to us may be summarily terminated forthwith, our firm may be blacklisted, and that the Institute may also initiate any other legal/penal proceedings, as deemed fit by it.

Date:

Place:

Authorized Signatory

Name:

Designation:

Company:

Contact No:

Company Seal:

General information/Checklist

All the commercial conditions shall also be indicated in this part. Deviations, if any, to our specifications shall be brought out very clearly. Bidders shall mention point-wise confirmation with regard to technical specifications given in our Enquiry.

S. No	Particulars	Yes	No
1	Copy of original tender draft downloaded from the NIT Andhra Pradesh website.		
2	In the form of RTGS/NEFT from National Bank towards Tender Processing Fee		
3	Crossed Demand Draft from National Bank towards EMD		
4	Copy of firm registration		
5	Copy of Contract registration		
6	Copy of GST registration		
7	Copy of PAN card		
8	Copy of relevant work order(s)		
9	Copy of Work satisfactory certificate(s)		
10	Copy of Financial turnover certificate issued from Chartered Accountant with UDIN on his letter head.		
11	Copies of Income Tax Saral form>Returns along with Audited financial statements, Profit and Loss Account, Balance sheets, Form 26AS and 3CA&3CB for last 3 years subjected to financial statement submitted to firm/proprietary/company.		
12	Declaration in the format given by the Institute		
13	Financial bid cover		

Enclose all certificates in support of the above statements.

Date:

Authorized Signatory

Name:

Place:

Designation:

Company:

Contact No:

Company Seal:

PRICE BID

File No: NITANP/SMMD/TENDER /2023-24/18

Date: 27.06.2023

For Operation and Comprehensive Annual Maintenance Contract of Three R.O. Plants at NIT Andhra Pradesh, Tadepalligudem.

Sl. No.	Description	Cycles	Amount (₹)
1	Operation and Comprehensive Annual Maintenance Contract of Three R.O. Plants at NIT Andhra Pradesh, Tadepalligudem. (2000 LPH-2 No's) (500 LPH-1 No)	Monthly	

Offered Price (in words): Rupees _____ Per month only.
(Inclusive of all taxes)

NOTE:

1. The Firm/Bidder/Contractor who has quoted the lowest price in Financial Bid per Comprehensive Annual Maintenance Contract among all the bidders will be considered as L1.
2. Rate quoted should be Inclusive of GST and any other statutory Central/State Govt. taxes.
3. Rate quoted should be valid for three years from the date of signing of the agreement. Rate/ price should remain fixed during the entire period of the contract except the wages of employees.
4. It is presumed that the quote in financial bid includes the wages as per existing CLC norms prevailing as on date. However, any change in daily wages shall be entertained as per CLC act.
5. No claim for compensation or loss due to fluctuations in the market rate of any item or any other reasons/ causes will be entertained.
6. There should be no discrepancy between the rate quoted in words and in figures. If it occurs words of the quotation will be considered.
7. In case of a tie, the contract will be awarded to the firm having highest Average Annual Turnover for the FY 2020-21, 2021-22 and 2022-23.

Signature of the Authorized Signatory

Name:

Designation:

Address:

Tel/Mobile No:

E-mail ID:

Date:

Seal of the Firm: