



भारत-अनुप-राष्ट्रीय पटसन एवं समवर्गी रेशा प्रौद्योगिकी अनुसंधान संस्थान
ICAR-NATIONAL INSTITUTE OF RESEARCH ON JUTE AND
ALLIED FIBRE TECHNOLOGY

भारतीय कृषि अनुसंधान परिषद

INDIAN COUNCIL OF AGRICULTURAL RESEARCH

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(आईएसओ 9001:2008 प्रमाणित संस्थान ISO 9001:2008 CERTIFIED INSTITUTE)

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ई-मेल E-Mail- nirjaft@vsnl.net, nirjaftdirectorcell13@gmail.com, वेबसाइट/Website: www.nirjaft.res.in



No 3(16)/(Adm.III)/ARC/Overhead Tank Cleaning /17-18

Date : 28.04.2017

TENDER NOTICE INVITING APPLICATION FROM REPUTED FIRM/ AGENCY/
SUPPLIER/ SERVICE PROVIDER FOR RATE CONTRACT FOR PERIOD OF TWO YEARS

Cleaning of Overhead Tank and Underground reservoir

Sealed and typed tenders are hereby invited by the Director, NIRJAFT for Rate contract for period of two years for the above mentioned items of work and their sets of terms & conditions can be downloaded from our website-www.nirjaft.res.in/Central Public Procurement Portal www.eprocure.gov.in (e-publishing).

Tender Fees : Rs. 500.00

Last date of submission of tender : 27.05.2017 at 12.00 Noon

Date and Time of opening of tender : 27.05. 2017 at 3.00 PM

In-Charge, Administration

Terms and conditions for tender

Part : C - Cleaning of overhead tank & underground reservoir :

1) The firm must have :

- a) The firm must have experience in this field preferably in Govt. organization / Departments / PSU / Bank / University / College / Govt. Registered Institutions/ Registered Cooperative Housing society.
- b) Employ mechanized cleaning and disinfecting process including mechanized dewatering, sludge removal, high pressure cleaning, vacuum cleaning, anti bacterial spray and UV radiation of this work
- c) Submit a copy of certificate issued by Government approved laboratory for using non-toxic anti bacterial agent as per OECD guidelines / copy of license from Food & Drug Administration (FDA) for the purchase of anti bacterial agent used for disinfecting the tank or provide evidence of purchase of the anti bacterial agent through licensed firm of FDA.
- d) Its own office / service centre in Kolkata
- e) Experience Certificate, Tax Registration details (PAN, CST, VAT, ST etc. as applicable), Firm Registration details, IT Returns etc.
- f) If any exemption is sought then necessary certificate/document/proof may be attached.

2) Scope of Work :

The job of cleaning of overhead water tank / underground reservoir shall include the following :

- i) **Mechanized Dewatering:** Removal of water and sludge with the help suitable pump.
 - ii) **Sludge Removal:** Removal of mud, sand and solid particles with the help of suitable pump for this specific purpose.
 - iii) **High Pressure Cleaning:** Cleaning of floor, walls and ceiling with the help of suitable high pressure jet.
 - iv) **Vacuum Cleaning:** Vacuum cleaning is to be done to clean the leftover physical impurity from the floor.
 - v) **Anti-bacterial Spray:** Spraying of non-toxic bio degradable, eco friendly antibacterial agent certified by a Govt. approved laboratory/FDA to disinfect the tank from all harmful pathogens. The dose utilized is to be safe as per OECD guidelines.
 - vi) **UV Radiation:** UV radiation is to be used to eradicate remaining suspended and floating bacteria in the tank.
3. The firm must give a certificate after every cleaning operation that the dose of antibacterial spray is safe and as per OECD guidelines.
 4. Party/Firm/Agency is responsible for safety and health of their staff while working at the Institute.
 5. Agencies are to visit the places of work for assessing the nature and volume of work realistically before quoting the rates.
 6. Electricity and water will be provided by the institute from its available outlets / points only. Arrangement for extension to site will have to be done by the agency/firm.
 7. Site cleaning after work completion has to be done by the firm.

8. After cleaning of tanks there should be no adverse impact on human health after refilling of tanks at least till the next date of cleaning scheduled in the Frequency Chart.
9. **Frequency Chart :**

Sl. No.	Description	Frequency
01	Cleaning of Overhead tank/underground reservoir	Quarterly (4 times in a year)
*	If any overhead / underground tank needs to be cleaned due to unforeseen incident or any emergency it will be done as per the quoted rate irrespective of the frequency scheduled date.	

10. The quoted rates should be all inclusive and should include the cost of cleaning and related labour and transportation charges and taxes etc. as applicable. No other charges will be entertained.
11. List of some customers along with information regarding the name of at least one contact person/firm with address and phone / fax number may be given for reference.
12. Application may be dropped in the Tender Box kept in Adm.III Section at this office not later than 12.00 hours on the last date of receipt. Application can also be sent by Registered post / Speed post but ICAR-NIRJAFT shall not be held liable for late receipt of application due to postal delay or any other reason.
13. The tenders will be opened on 27/05/2017 at 3.00 P.M. in the presence of the tenderers or their authorized representatives.
14. The Tender fees of Rs 500/-(Rupees Five hundred only) must be enclosed in the form of demand draft only drawn in favour of "ICAR NIRJAFT" and payable at any Nationalized Bank in Kolkata (**Preferably SBI**).. The tender fees is non-refundable and should be deposited in a separate demand draft other than EMD and put it in the envelope containing EMD.
15. EMD of Rs. 5000/- must be enclosed in the form of Demand Draft only. Drawn in favour of 'ICAR NIRJAFT' and payable at any Nationalized Bank in Kolkata (**Preferably SBI**).. EMD is refundable after completion of all process. It should be deposited in a separate Demand Draft other than Tender Fees and put in the envelope containing tender fees.
16. For any clarifications the office of AAO (Adm.-III)/DDM Section of this Institute may be contacted.
17. The duration of the rate contract will be for a period of two (02) years from the date of issue of office order.
18. Payment term : In two installments in a year i.e. after 6 months & 12 months on the basis of actuals.
19. Rates are to be quoted **ONLY** in the format given in Tender document.

20. 17. Schedule of work :

Rate for One Time Cleaning

Sl. No.	Capacity of each tank (in Ltr.)	Present Position of Institute tanks		Rate per tank for one time cleaning (PVC/GI/Masonry in Rs.)		Total amount for each type In 1 Year (Rate × 4) (for 4 times cleaning operation/year)
		Overhead tank	Underground tank	Overhead tank	Underground tank	
1.	1,001 to 2,000 Ltrs.	22 Nos	Nil		None	
2.	10,000 to 20,000 Ltrs.	Nil	01 Nos.	None		
3.	Above 20,000 Ltrs.	Nil	01 Nos.	None		
	Total	22 Nos	02 Nos.			

18.CHECK LIST TO BE ATTACHED WITH TENDER (Cleaning of overhead tank & underground reservoir)

Sl. No	Specification		Page number at which document is attached
1.	Tender fess of ₹500.00	Yes/ No	
2.	EMD of ₹5,000.00	Yes/ No	
3.	Whether Black listed	Yes/ No	
4.	PAN number of the firm	Yes/ No	
5.	Firm Registration Certificate copy	Yes/ No	
6.	Constitution of the firm, whether copy attach or not (Sole proprietorship or Partnership)	Yes/ No	
7.	Copy of Service Tax / VAT/ ST	Yes/ No	
8.	Experience certificate of the firm (attach proof i.e. copy of work order / work completion certificate etc.	Yes/ No	
9	Copy of certificate issued by Govt. approved laboratory for using non-toxic antibacterial agent as per WHO/OECP/FDA guidelines.	Yes/ No	
10	Proof of purchase of anti bacterial agent through relevant licensed firm.	Yes/ No	
11.	Exemption certificate if any	Yes/No	

Authorized Signatory

TENDERER TO FILL UP THIS PAGE (In the Letterhead of the Firm)

1 (a) Name of the Tenderer firm/ Organization/ Agency:

(b) Name of the Proprietor/ Partner:

2. Office Address of the Firm:

3. Telephone/ Mobile No. :

4. Fax No. :

5. E-mail Address:

6. Website address if any:

7. i) VAT Registration No:

ii) Trade License No:

iii) Service Tax No:

iv) PAN No:

8. i) Firm's Bank Account No and Type of Account:

ii) Name of Bank & Branch:

iii) IFSC Code No:

9. Name of Public Sector/Govt. organization to whom similar services have been provided by the firm during the last four years:

10. Name of authorized representative(s):

11. Whether proprietary or partnership Firm or Company:

**12. From the Office of Central/State Govt. Labour
Department: (Enclose copy)**

**Signature of
Authorized person of the
Firm/Agency with seal**

Undertaking by the Firm for Information Furnished in Annexure IV
(On the Firm's Letterhead)

I hereby certify that the information furnished above is full and correct to the best of my/our knowledge. We understand that in case found any deviation in the above statement at any stage, the company will be black-listed and will not have any deal with the ICAR-NIRJAFT, Kolkata in future. I also agree to forfeit my earnest money if I fail to comply with any of the terms and conditions in whole or in part laid down in the tender form.

Stamp &Signature:

(On the Letterhead of the Firm)

To
The Director,
ICAR-NIRJAFT
12, Regent Park
Kolkata-700 040

Subject: Authorization for attending bid opening on(date) in the
Tender no.....
for.....

Sir,

Following persons are hereby authorized to attend the bid opening for the tender mentioned above on behalf of(Bidder's name) in order of preference given below.

Name in Order of Preference

Specimen Signature

- 1.
- 2.

Signature of bidder or Officer authorized to sign the bid documents on behalf of the bidder

Note:

- 1) Only one representative will be permitted to attend bid opening subject to production of authorization letter in the given format.
- 2) Permission for entry in the hall where bids are to be opened will be refused in case authorization as prescribed above is not produced.