

TENDER DOCUMENTS

SUB.: Running, Maintenance & Operation of Effluent Treatment Plant (ETP) and treated effluent pumps and water supply & fire fighting pumps including main pipelines at NIPGR Campus, New Delhi, during the year 2019-20.

CLIENT: DIRECTOR NIPGR,
NEW DELHI

COST OF TENDER DOCUMENT:- Rs. 500/-

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TENDER DOCUMENTS

SUB.: Running, Maintenance & Operation of Effluent Treatment Plant (ETP) and treated effluent pumps and water supply & fire fighting pumps including main pipelines at NIPGR Campus, New Delhi, during the year 2019-20

Owner : Director, NIPGR Campus, New Delhi

Tender issued to :

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

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

**Consultant Engineer
NIPGR Campus,
New Delhi**

Last date & time for sale of tender documents: 13.03.2019 before 1500 hrs.

Date & time of submission of tender documents: 14.03.2019 up to 1500 hrs.

Date & Time of Opening of Tenders: 15.03.2019 at 1500 hrs.

**Consultant Engineer
NIPGR Campus,
New Delhi.**

Handwritten signature

TENDER FORM

To

The Director
NIPGR CAMPUS,
New Delhi.

Dear Sir,

I/We have read and examined the following Tender Documents relating to the "SUB.:Running, Maintenance & Operation of Effluent Treatment Plant (ETP) and treated effluent pumps and water supply & fire fighting pumps including main pipelines at NIPGR Campus, New Delhi, during the year 2019-20

Tender Form

- Tender Notice
- General Conditions
- Instruction to bidders
- General Information
- Special terms and conditions of contract
- Instructions for Online Bid Submission
- Terms & Conditions
- Scope of work & Inventory
- Undertaking on a Non-Judicial Stamp Paper as per Annexure - I
- Certificate for Site Inspection as per Annexure – II
- Check list for Pre-qualification bid as per Annexure – III
- Schedule of work / quantity (not to be filled)
- Financial Bid

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

(Seal & Signature of Contractor)

NATIONAL INSTITUTE OF PLANT GENOME RESEARCH
(Department of Biotechnology, Ministry of Science and Technology, Govt. of India)

Aruna Asaf Ali Marg, New Delhi-110067
Phone: 011-26735161, 26735138 Fax: 011-26741658

TENDER NOTICE

(Tender No.: NIPGR/Engg./7/1(2)/WS/ETP/2019-20)

Online Tenders (in two bid system) are invited on behalf of the Director, NIPGR, New Delhi from the eligible contractors who have experience in Running & Maintenance of water supply, fire fighting and effluent treatment plant (ETP) with Govt. Departments or other reputed organizations.

Name of work: Running, Maintenance & Operation of Effluent Treatment Plant (ETP) and treated effluent pumps and water supply & fire fighting pumps including main pipelines at NIPGR Campus, New Delhi, during the year 2019-20..

Sl. No.	Estimated Cost	EMD (In ₹)	Time for Completion	Last date & time for sale of Tender Documents	Last date & Time of receipt of Tender	Date & time of opening of tenders
1.	2.	3.	4.	5.	6.	7.
1.	₹ 1469300.00	₹ 29400.00	12 Months	13.03.2019 16.00 Hrs.	14.03.2019 14.30 Hrs.	15.03.2019 15.00 Hrs.

The Earnest Money should be deposited in the form of Demand Draft drawn in favour of the Director, NIPGR, payable at New Delhi so as to reach the undersigned latest by 14.03.2019 (3.00 P.M). The Tender documents and detailed specifications can be obtained in person by the interested firms from the Consultant Engineer, NIPGR, during office hours against non-refundable cash payment of ₹ 500.00 (Rs. Five Hundred only) as mentioned above from 22.02.2019 to 14.03.2019 upto 1500 hrs. The tender document is available on eprocure.gov.in and can also be downloaded from our website: www.nipgr.ac.in and CPP Portal <https://eprocure.gov.in/eprocure/app>. The tender document downloaded from the website is exempt from payment of tender document cost (₹ 500/-).

Tenderers registered with M.S.M.E. & N.S.I.C. in the above-mentioned service / activities are exempted from submission of E.M.D.

The bids will be accepted in respect of eligible agencies having successfully completed at least three similar maintenance works each costing not less than ₹ 5.90 lakhs or two similar maintenance works each costing not less than ₹ 7.35 lakhs or single similar maintenance work of costing not less than ₹ 11.76 lakhs with Govt. Departments or other reputed organizations during the last three years ending 31st January, 2019. Similar nature means "Running, Maintenance & Operation of Effluent Treatment Plant (ETP) with treated effluent pumps and water supply & firefighting pumps including main pipelines."

Annual turnover of Rs.14.70 lakhs Annual turnover each year for the last three financial years ending March 31st, 2018 duly certified by the Statutory Auditors.

Copies of the completion certificate of satisfactory completion of maintenance work to be enclosed. Original documents shall be produced by the agency for verification at the time of opening of technical bid and documents can be verified from the issuing authority.

Submission of complete tender documents duly signed and stamped by the tenderer along with technical bid is mandatory.

Any tenderer found involved in illegal practices/non-payment/less payment of wages than the minimum wages declared by Govt. of NCT of Delhi will lead to cancellation of the contract forthwith and taking up further action as deemed appropriate of the Institute.

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

Consultant Engineer
NIPGR, New Delhi

GENERAL CONDITIONS

1. Online Tenders (in two bid system)are here by invited from pre-qualified cor.tractors for the maintenance work of "SUB.: Running, Maintenance & Operation of Effluent Treatment Plant (ETP) and treated effluent pumps and water supply & fire fighting pumps including main pipelines at NIPGR Campus, New Delhi, during the year 2019-20
2. The tender document consists of General Conditions, Instructions to bidders, General Information, Tender form, Terms and Conditions of Contract Agreement, Special Terms and conditions of Contract, Technical specification and Price Bid which can be obtained at a cost of ₹ 500.00 (Rs. Five Hundred only) (Non-refundable) in cash from 22.02.2019 to 14.03.2019 from the Consultant Engineer , NIPGR, Aruna Asaf Ali Marg, New Delhi. The tender document can also be downloaded from our website: www.nipgr.ac.in free of cost. The tender document is obligatory on the part of the tenderers & bid in no other form will be accepted.
3. The time allowed for the completion of maintenance work is 12 months to be reckoned from the 10th day after the date of written order to commence the maintenance work.
4. Every tender shall be accompanied by earnest money of ₹ 29400/-00 (₹ Twenty Nine thousand Four hundred only) in the form of demand draft drawn in favour of the Director, NIPGR payable at New Delhi. Any tender not accompanied by such earnest money will be rejected straight away. The EMDs will be returned to un-successful bidders after finalization of tender.
5. The Tenderer will submit his tender online in prescribed format after examining the tender documents, scope of work, specific conditions of contract, Instructions to bidders, General Information, Terms and Conditions of contract agreement, technical specification, Price Bid, special terms and conditions of contract, specific conditions of contract. bill of quantities, scope of maintenance work, Inventory ,Annexures etc.
6. The tender shall be submitted online in two parts, viz., Technical bid and Financial bid. Submission of complete tender document duly stamped and signed by tenderer with technical bid is mandatory
7. The offer shall remain valid for 90 days from the date of opening of Tender.
8. If a tenderer whose tender is accepted fails to undertake the maintenance work as per terms of the contract within 10 days to be reckoned from the date of issue of work order, the earnest Money deposited will be forfeited.
9. NIPGR does not bind itself to accept the lowest or any tender and reserves the right to reject any or all tenders without assigning any reason.
10. NIPGR will not pay any expense, whatsoever incurred by tenderer for the preparation and submission of tenders.
11. This notice inviting tender, will form part of the contract agreement to be executed by the successful tenderer with the NIPGR
12. The successful tenderer shall have to sign the contract agreement within 10 days of the allotment of maintenance work.
13. Initially the work may be awarded for one year which may be extended further with mutual consent
14. The rates shall be inclusive of all taxes including GST, however, rates & GST should be quoted separately in price bid.
15. **Contractor's office establishment should be based in NCR/Delhi.**
16. The following documents must require to be enclosed with tenders form, which are terms and Conditions for the Tender documents:
 - Copy of Registration with Labour Commissioner of Labour department of GOVT of NCT/ New Delhi.
 - Employee EPF Registration Certificate in the name of Agency.
 - Employee ESIC Registration Certificate in the name of agency.
 - No. of Staff/supervisors registered under ESI& EPF separately. Documentary proof of such is required and may be attached.
 - GST Certificate issued by the Government, in the name of agency.
 - Only those firms will be considered for financial bid who will qualify in the technical bid.
 - Copy of PAN/GST must be enclosed with tender.

17. In case the Tenderer desires to close the contract before the scheduled period, a notice of three months to the Institute is mandatory, failing which notice period shall be completed at the risk and cost of the contractor, besides damages as deemed suitable to the Institute shall be levied on the contractor. Notwithstanding contained anything above, Institute reserves the right to take any other action, including termination of contract at any time by giving one month's notice.
18. If the Agency is desirous of an extension of contract beyond the present term, under the present agreement, then the Agency should apply in writing to the Director, NIPGR at least 90 days before the expiry of the contract; for an extension for a further period which may be considered at the discretion of the Institute on the existing terms and conditions.
19. The Contractor shall deploy his personnel only after obtaining the Institute approval duly submitting curriculum vitae (CV)/Bio-Data of these personnel, the Institute shall be informed at least one week in advance and contractor shall be required to obtain the Institute's approval for all such changes along with their CV's.
20. The list of workers to be deployed shall be made available to the Institute and if any change is required on part of the Contractor or Institute, fresh list of staff along with relevant documents shall be made available by the contractor for each and every change, after seeking prior approval of the Competent Authority of the Institute.
21. Every worker appointed by the Contractor shall wear the prescribed uniform according to season i.e. summer uniform in summer and winter uniform in winter season and badge bearing agency's name, while on duty. The said uniform and badge shall be provided by the contractor at his own cost. The workers must maintain proper discipline in the Institute.
22. All the personnel and their bag and baggage connected with the contract shall be liable to physical check both at the time of entry in to the campus and during the exit at the Security Gate. The Contractor's personnel shall not stay beyond the specified working hours unless they are required to do so. They shall strictly comply with all security regulations of the Institute.
23. Any breakages/damages caused by the Contractor's personnel to any Institute property shall be borne by the contractor at replacement cost.
24. The employees of the contractor deployed on the above job shall have no right to claim for absorption in the services of NIPGR, and/or no claim for continuation/completion of the above contract tenure.
25. Payment shall be made on monthly basis on receipt of bill by 10th of each month by the contractor. No advance payment in any case would be made. The monthly payment will be subject to satisfactory services being rendered. In this regard, a certificate of satisfactory completion of above work has to be given and certified by the authorized official of NIPGR on the monthly payment bill.
26. The contractor will have to deposit the proof of depositing employer's/employee's contribution towards PF/ESI etc., of each employee deployed in the Institute, on monthly basis. On deployment of worker(s), within two months, the contractor will provide Universal Account Number (UAN) for Provident Fund remittances along with other relevant details to the workers concerned and to the Institute for verification. Non-compliance of the foregoing requirements may lead to withholding of monthly payment of contractor besides other punitive measures as deemed fit to the Institute.
27. The contractor shall disburse the wages/salary to its staff deployed in the Institute every month through Bank Transfer/cheque on or before 7th day of every month.
28. Any damage caused to any equipment/or items available in the office premises due to negligence of the contractor's work force shall be entirely on contractor account. The amount so involved on this account shall be deducted from the payment due to contractor.
29. If the performance of the contractor is not up to the mark, then NIPGR may take the following actions. A) To engage another contractor B) To terminate his contract.
30. The contractor shall not sublet or transfer any part of the contract thereof without the written permission of the Director, NIPGR, New Delhi.
31. No one connected with or in the employment of NIPGR shall be admitted by the contractor as a partner or shall have any interest in his contract.

32. The contractor must be registered with Labour Commissioner and have a service base in Govt. of NCT / New Delhi with enough manpower.
33. On acceptance of tender, the earnest money will be treated as part of the Security.
34. Tenders, not fulfilling any or all of the conditions or incomplete in any aspect, are liable for rejection.
35. If any information furnished by the contractor is found to be incorrect, the Director, National Institute of Plant Genome Research, New Delhi, reserves the right to terminate the contract without any notice and contractor will be liable for forfeiture of security deposit.
36. Tender must be unconditional.
37. GST or any other taxes on materials in respect of this contract shall be payable by the contractor and NIPGR will not entertain any claim whatsoever in this respect.
38. This notice of tender shall form part of the Contract Document.
39. If the agency / firm quotes charges which are not considered to cater the administrative and other charges and Contractor's profit, appropriately, the bid shall be treated as unresponsive and will not be considered.
40. The validity of the tender(s) shall be up to 180 days from the date of award of work.
41. The use of whitener/eraser in this tender is prohibited. If any correction becomes necessary, the same should be done by SCORING OFF originally written rates/figures etc. and then rewriting should be done under initials of person filling the tender.
42. As per law of land, statutory deductions like Income Tax / GSTDS and other mandatory/statutory deductions etc. shall be made from the contractor's bill as applicable.
43. Any difference or dispute arising out of the contract shall be decided by Director, National Institute of Plant Genome Research, New Delhi or any person authorized by him and the decision shall be final and binding on the contractor. All legal disputes are subject to the jurisdiction of Delhi Courts only.

Consultant Engineer
NIPGR, New Delhi

Seal & Signature of Agency

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INSTRUCTIONS TO BIDDERS

1. GENERAL INSTRUCTIONS:

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

2. TENDERERS TO STUDY ENTIRE TENDER DOCUMENT CAREFULLY:

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

3. TENDERER TO SUBMIT THE ENTIRE TENDER DOCUMENT:

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

4. TENDERERS TO QUOTE FOR ALL ITEMS:

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

5. VALIDITY PERIOD OF OFFERS:

The rates quoted in the tender shall hold good for 90 days from the date of opening of the tender. No tenderer can withdraw/or modify his tender or revoke the same within the said period of 90 days. If, a tenderer on his own withdraws or revokes the tender or revises or alters or modifies the tender for any item or condition within a period of aforesaid 90 days his earnest money deposit shall stand forfeited.

6. TENDERER TO SIGN ALL PAGES:

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

7. ERASURES AND ALTERATIONS:

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

8. TENDERER TO SATISFY HIMSELF OF SITE CONDITIONS:

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

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

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

10. EARNEST MONEY:

The tender shall be accompanied by earnest money ₹ 29,400.00 (Rs twenty nine thousand four hundred only) in the form of Demand Draft only drawn in favour of the Director, NIPGR payable at New Delhi. Earnest money of the unsuccessful bidder(s) shall be refunded after expiry of the validity period of the tenders/allotment of maintenance works whichever is earlier.

11. TENDERER TO QUOTE BOTH IN FIGURES AND WORDS:

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

12. TENDER LIABLE TO REJECTION:

Tenders which do not fulfill all or any of the conditions laid down in this notice, or contain conditions not covered and / or not contemplated by the Conditions of contract and/or expressly prohibited therein or

stipulate additional/alternative conditions shall be liable to be rejected and his earnest money will be forfeited.

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

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

13. CORRESPONDENCE:

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

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

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

15. AMENDMENT IN TENDER DOCUMENTS:

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

16. REFERENCE IN TENDER DOCUMENTS:

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

**Consultant Engineer
NIPGR, New Delhi**

Seal & Signature of Agency

GENERAL INFORMATION

- 1 Accepting Authority Director,
NIPGR, New Delhi.
- 2 Reference Book i) CPWD specifications(Latest
as on date of tender)
ii)B.I.S. specifications(latest edition)
- 3 Earnest money ₹ 29,400.00 (Rs twenty nine thousand four hundred only))to
be furnished with the tender in the form of the demand
draft (No interest is payable on security deposit)
- 4 Security deposit The security deposit will be collected by deductions from
the running bills of the contractors at the rate mentioned
below and the earnest money, if deposited at the time of
tender, will be treated as part of security deposit.
Performance security may be accepted as Bank
Guarantee/DD of Scheduled Banks and State Bank of
India. A sum @ 10% of the gross amount of the bill
shall be deducted from each running bill of the contractor
till the sum along with the sum already deposited as
earnest money, will amount to Security Deposit of 5% of
the tendered value of the maintenance work. In addition,
the contractor shall be required to deposit an amount
equal to 5% of the tendered value of the contract as
Performance Security within the period prescribed for
commencement of maintenance work in the letter of
award issued to him.
- 5 Authority competent to grant Director, NIPGR or authorized person by Director,
extension of time NIPGR
- 6 Tools & plants To be arranged by contractor
- 7 Authority competent to Director, NIPGR
reduce the compensation
amount
- 8 Release Security Deposit The performance security shall be refunded to the
contractor on completion of the maintenance work and
recording of completion certificate by Institute and the
security deposit of 5% of maintenance work done shall be
released after one month of completion of work.
However, if the agency fail to complete the work to the
satisfaction of the consultant Engineer or violates any
condition of the work order/tender. The security
deposit/performance security will be forfeited/bank
guarantee will be revoked.
- 9 Periodicity of submission Monthly before 10th of each month.
of Bills

Consultant Engineer
NIPGR, New Delhi

Seal & Signature of Agency

SPECIAL TERMS AND CONDITIONS OF CONTRACT

1. SPECIFICATIONS:

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

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

2. WORK AND WORKMANSHIP:

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

3. CONTRACTOR TO BE LIABLE FOR ALL TAXES ETC.

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

4. FORCE MAJEURE:

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

5. JURISDICTION:

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

6. SCOPE OF MAINTENANCE WORK:

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

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

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

8. SUBMISSION OF BILLS:

Contractor is to submit the bills for maintenance works executed by him on monthly basis.

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

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

11. The agency shall be solely responsible for complying with all the provisions of EPF and Misc. Provisions Act, 1952 and ESI Act relating to manpower engaged for this contract and in the event of any liability by virtue of its being principal employer due to failure of the contractor shall indemnify and reimburse the amount payable by NIPGR on this account.

12. The agency shall provide uniformed and trained personnel and use its best endeavour to provide R.M.O. services to the Institute. Rates quoted will include all statutory obligations, to be implemented by agency like Minimum Wages Act, Payment of Bonus Act, Labour Laws and social legislation such as Contract Labour Act, EPF, ESIC, Workman Compensation Act & Cost of uniform / badges etc., in respect of the staff deployed by agency for satisfactory performance of



contractual job. If the minimum wages are revised by the Government of NCT of Delhi/Government of India, the incremental wages, if applicable, will be paid subject to the condition that the revised wages are paid to the manpower engaged for the purpose. However, for other charges, service charges, no increase will be allowed on account of inflation/escalation, during the Contract period. The tender/bid which are not in compliance of Minimum Wages Act and any other Labour Laws will be treated as invalid.

13. Whenever representative of the contractor is called upon by NIPGR, he will make himself available or any of its employee for evidence before the enquiry officer appointed by the NIPGR or competent court in connection with the disciplinary proceedings against any of the employees, if the act of misconduct had happened in his/their presence.
14. The contractor will arrange all tools, equipment, etc., required for the execution of the work for Running, Maintenance & Operation of water supply, fire fighting & effluent treatment plant in NIPGR at its own cost.
15. NIPGR does not recognize any association of the traders and in case any negotiation/bargain is necessary with regard to the clarification of the terms and conditions of the agreement or modification thereof the contractor alone should seek such negotiations and no collective representation/bargain will be entertained.
16. In the event of any dispute arising out or in any way touching the terms & conditions of the agreement, the same shall be referred to the sole arbitration of the Director, NIPGR or his nominee and his decision shall be final and binding on the parties.
17. It may be clearly understood that the workers deployed by the contractor for performing the job contract shall be in his employment and no master and servant relationship or privity of contract exists between his workers/employees and NIPGR. The workers deployed by the contractor shall at no point of time seek regularization in the services at NIPGR. The workers/employees deployed by the contractor for execution of job contract shall have no claim against NIPGR.
18. All other conditions shall be as per our tender documents.

Consultant Engineer
NIPGR, New Delhi

Seal & Signature of Agency

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Instructions for Online Bid Submission

1. The tender documents are available on our website www.nipgr.ac.in & www.eprocure.gov.in and same can be downloaded.
2. Tender documents may be downloaded from ITPO's website www.nipgr.ac.in and CPPP site <https://eprocure.gov.in/eprocure/app> as per the schedule as given in the tender document.
3. Bids shall be submitted online only at CPPP website: <https://eprocure.gov.in/eprocure/app>. Tenderers/Contractors are advised to follow the instructions provided in the 'Instructions to the Contractors/Tenderer for the esubmission of the bids online through the Central Public Procurement Portal for eProcurement at <https://eprocure.gov.in/eprocure/app>'. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
4. Not more than one tender shall be submitted by one contractor or contractors having business relationship. Under no circumstance will father and his son(s) or other close relations who have business relationship with one another (i.e when one or more partner(s)/director(s) are common) be allowed to tender for the same contract as separate competitors. A breach of this condition will render the tenders of both parties liable to rejection.
5. The bidders are advised to visit CPPP website <https://eprocure.gov.in/eprocure/app> at least 3 days prior to closing date of submission of tender for any corrigendum / addendum/ amendment.
6. Bids will be opened as per date/time as mentioned in the **Tender Document**. After online opening and evaluation of technical bids, the results of their qualification as well Price-Bid opening will be intimated.

Submission of Tender

The tender shall be submitted online in two parts, viz., Technical bid and Financial bid.

All the pages of bid being submitted must be sequentially numbered by the bidder irrespective of nature and content of the documents before uploading.

The offers submitted by hand/Post/Fax/email shall not be considered. No correspondence will be entertained in this matter.

The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at: <https://eprocure.gov.in/eprocure/app>.

REGISTRATION

- 1) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link "**Online Bidder Enrolment**" on the CPP Portal which is free of charge.
- 2) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- 3) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.

c. 13.

- 4) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / nCode / eMudhra/ Nic etc.), with their profile.
- 5) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
- 6) Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

SEARCHING FOR TENDER DOCUMENTS

- 1) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
- 2) Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective 'My Tenders' folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
- 3) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

PREPARATION OF BIDS

Bidder should take into account any corrigendum published on the tender document before submitting their bids.

- 1) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- 2) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- 3) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, GST Certificate etc.) has been provided to the bidders. Bidders can use "My Space" or "Other Important Documents" area available to them to upload such documents. These documents may be directly submitted from the "My Space" area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

SUBMISSION OF BIDS

- 1) Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- 2) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.

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enter details of the instrument.

- 4) Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be posted/couriered/given in person to the concerned official before bid opening date/time as mentioned in critical date sheet or as specified in the tender documents. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.
- 5) Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BoQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BoQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.
- 6) The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
- 7) All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid opener's public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 8) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 9) Upon the successful and timely submission of bids (i.e after Clicking "Freeze Bid Submission" in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
- 10) The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

ASSISTANCE TO BIDDERS

- 1) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.

Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk. The contact number for the helpdesk is 1800 3070 2232, 91-7878007972 and 91-7878007973.

TERMS & CONDITIONS

Name of work :: Running maintenance & operation of Effluent Treatment Plant (ETP) and Treated Effluent pumps and water supply & firefighting pumps, including pipelines at N.I.P.G.R Campus New Delhi during the year 2019-20.

1. The tenderer must visit site of execution before quoting the rates the Department shall entertain no extra claim later on.
2. All required tools such as pliers, screw drivers, wrenches, tester, megar , pipe wrench of different sizes ,pipe threading arrangement etc. required for the proper maintenance of the installation shall be arranged by the contractor and nothing extra shall be paid.
3. The contractor is responsible for the upkeep of the installations in perfect working condition, carrying out routine check ups and to attend any breakdown immediately.
4. After taking over the site, the contractor will check all the installations and submit the report mentioning the defects during taking over the system within 15 days. After 15 days every defect noticed will be attended by the contractor.
5. Contractor would be bound to execute such additional items, which can be termed as logical, essential and necessary (even though not listed in schedule of work) for the effective execution of the work in totality, rates for such items of work shall be rationally analyzed / derived and would be binding on the contractor.
6. In case of leave of any staff, a substitute has to be arranged by the contractor who has the required qualification and adequate experience. The staff will attend the duty on all working days including Sundays & Holidays.
7. The contract period may be extended depending upon satisfactory performance with mutual consent on existing terms & condition of tender.
8. Payment shall be made monthly after deduction of the Security Deposit, income tax, Statutory deductions as per Government rules.
9. If any worker engaged, is found to be not suitable for the position, the contractor has to remove the person from the site immediately and substitute posted. The decision of Engineer-in-charge in this regard shall be final and binding on the contractor.
10. Department shall in no way be involved in any dispute of whatever kind between the contractor and the staff engaged by him.
11. All instruments as & when required for testing, checking, measuring, etc., shall be arranged by the contractor in addition to the tools required for day to day maintenance and operation.
12. The agency must be expertise and experienced in the specialized in Running Maintenance of water supply & firefighting System and Effluent treatment Plant(ETP)
13. NIPGR reserves the right to terminate the contract at any time without assigning any reasons thereof.
14. The contractor shall arrange required bench, table and chairs for the staff at his own cost.
15. Attendance register of the staff engaged shall be maintained and the same shall be submitted weekly or as desired by the Engineer-in-charge.
16. The contractor shall be responsible for good behavior and character of the staff engaged by him.
17. The contractor shall be responsible for any damage caused to any equipment, fitting of building of NIPGR due to the negligence of the staff. The same shall be made good by the contractor at his cost. In this case the decision of the Engineer-in-charge shall be final & binding to the contractor.
18. The Contractor shall inform the Institute well in advance about the requirement of any spares, consumable items necessary for satisfactory maintenance and up keep of system.
19. If a tenderer whose tender is accepted fails to undertake the work as per terms of the contract or as mentioned in the award letter, the earnest Money deposited will be forfeited.
20. The security deposit will be returned after one month of completion of the contract period or payment of last bill, whichever is earlier.
21. All the dismantled materials shall be taken into account and a separate register shall be maintained by agency which shall be certified by E.I.C. or his authorized representative. The cost of the register shall be borne by the contractor and shall be handed over to the institute after completion of work.
22. Preventive maintenance checks shall be carried out monthly and as per direction of EIC and record of having checked shall be maintained in history registers.
23. The engaged staff shall be qualified and fully conversant with the operation and maintenance of water supply & Firefighting system and Effluent treatment plant(ETP). The contractor shall submit .The engaged staff shall be qualified and fully conversant with the operation and maintenance of effluent treatment plant & water supply & Firefighting system. The contractor shall submit the proof of qualification, experience etc., of the staff deployed within 10 days after issue of LOA as per detail given below.

- a. Operators : ITI certificate in Electrical or Mechanical trade and Possessing minimum of 3 years' experience in R.M.O of Effluent treatment plant & water supply & Firefighting system
- b. Helper : 8th standard pass (minimum).

24. Any accident / electrocution caused due to negligence or during the course of normal work etc. shall be responsibility of the Contractor. The contractor shall be responsible for all compensation to the staff engaged by him.
25. Agency must have deploy workers after police verification .
26. The Institute will not be responsible, if any accident occurs or whatsoever due to negligence of worker employed & no compensation shall be paid by the Institute.
27. The contractor shall provide sufficient safeguard to avoid any accident.
28. The contractor will follow all labour laws of Central Govt. /State Govt. as applicable and enforced from time to time. Any violation for not following the labour laws shall be contractor's responsibility.
29. The contractor shall pay to laborer employed by him, under wages act 1948 and contract labour (Regulation & Abolition act 1970) as amended time to time and rules framed there under and other labour laws affecting contract labour that may be brought from time to time. No labour below the age of 18 years shall be employed on work.
30. The wages of deployed staff shall be payable before 7th of each month as per minimum wages fixed by Govt. of National Territory Delhi. The statutory increase in wages from time to time by Govt. of NCT shall be reimbursed on production of having paid the said increase.
31. **The agency should submit the analysis for the rates quoted, with financial bid.**
32. Staff on duty shall be provided with Identity Card duly endorsed by NIPGR and wear the same on specified dress during working hours.
33. The Contractor shall arrange uniform and shock proof shoes for all the workers at his own cost and nothing extra will be paid.
34. The department reserves the right to terminate the contract by giving one month notice in writing during the period of the contract without any financial repercussions on either side.
35. The agency shall be responsible for the RMO of Water supply & Firefighting system and Effluent treatment plant (ETP) at Institute.
36. Only qualified staff and fully conversant with the operation and maintenance of water supply and fire fighting pump set along with their electrical starter panels shall be provided.
37. Recovery Clause :
In case of non-availability of staff, recoveries as given below will be made.
- a) Pump Operator : Rs. 1200.00 per shift
- b) Helper : Rs. 1100.00 per shift
38. In the case of any type of breakdown in any services, the same shall be restored deploying extra manpower without any extra charge to the Department.
39. The Contractor shall adhere to following:
- a) The complaint should be attended within 24 hours from getting the complaint. Minor and urgent complaints should be attended on the same day.
- b) Payment will be made extra for major repairs of the E & M installation, which require workshop machining job, spares parts etc.
40. The replacement of items like rewinding of motors, repairing, organic materials, plumbing fittings, gas welding etc. shall be arranged by contractor and repair/ replacement as & when required after getting approval of the Institute. The payment however shall be made on production of valid vouchers and justified amount as per prevailing market rates of the item. Nothing extra on account of handling & transportation etc. shall be paid. The decision of the Institute in this matter shall be final & binding on contractor.
41. The inventory of water supply pump sets & firefighting system and Effluent treatment plant (ETP) is enclosed.

Consultant Engineer
NIPGR, New Delhi

Seal & Signature of Agency



Scope of work of Pump Operator and Helper

Starting and closing of different pumps of water supply, Filter pumps bore wells and Effluent treatment pumps at Institute and checking of tanks for filling of O.H. tanks, Filter tanks, Hostel tanks, Housing Tanks, Lab Tanks, Field tank, Essential & Transit Quarter and Director's Residence Tanks, Canteen, Mess & Guard House tanks and opening & closing of Gate valves at different location and checking of all tanks etc. and all other activity which are required for proper supply of water and effluent treatment plant to entire campus during their duty hours per day.

Scope of Work:

(i) For Pump Operators:

- (a) Operation and maintenance of different type of pumps for water supply, Filter pumps bore wells and effluent treatment pumps of Institute installed at different location.
- (b) Inspection of various water tanks and filling of O.H. tanks, filter tanks, Raw water tanks, Hostel Tanks, Lab Tanks, Field tanks, essential and transit quarter, Director's residence tanks, canteen, mess & Guard house tanks and ETP tanks installed at Institute.
- (c) Opening & closing Of Gate valves installed at different locations of Institute and all other activities for operation & maintenance of machinery & equipment listed in inventory enclosed and to ensure proper water supply to whole campus on daily basis and to the entire satisfaction of Institute.
- (d) Maintenance of Log Book

(ii) For Helper: To help in execution of all duties of pump operation such as:-

- (a) Operation and maintenance of different type of pumps for water supply, Filter pumps and bore wells and effluent treatment pumps of Institute installed at different location of Institute
- (b) Inspection of various water tanks and filling of O.H. tanks, filter tanks, Raw water tanks, Hostel Tanks, Lab Tanks, Field tanks, essential and transit quarter, Director's residence tanks, canteen, mess & Guard house tanks installed at Institute.
- (c) Opening & closing Of Gate valves installed at different locations of Institute and all other activities for operation & maintenance of machinery & equipment listed in inventory enclosed and to ensure proper water supply to whole campus on daily basis and treatment of effluent for reuse for horticulture purposes to the entire satisfaction of Institute.

INVENTORY

S No:	Equipment Detail	Quantity
WATER SUPPLY		
1	Borewell pump with electrical panel(2.0Hp)	2+1
2	Water Supply Pumps (5Hp)	2
3	Pumps in field (1Hp) with electrical panel	2+1
4	1.5 KW / 2 Hp pump with electrical panel	2+2
5	5.5 KW / 7.5 Hp pump with electrical panel	2+1
6	0.5 Hp pump with electrical panel-sump pump	2
7	Dosing Pump with filter at plant & PGF Filtration plant	1+2
8		1
9	0.75Kw/1.0Hp at Hostel Terrace	1+1
	2.25Kw/Hp pump with electrical panels at G.H.	
FIRE FIGHTING		
10	Jockey Pump : CPHM 32/36 with electrical panel	1
11	Main pump : Kirloskar Spectrum Motor Machine no: QAA53-190 with electrical panel	1
12	Diesel Engine pump : 6R 1080 (SI No. 6H.2005.10/400004,58.1 KW / 79 hp) DSM 80 / 36 with electrical panel	1
13	Single Headed Hydrants (outside building)	20
14	Single Headed Hydrants (inside building)	34
15	4 way Fire Brigade Inlet (outside building)	4
16	Air cushion tank	3+2
17.	Online Pressure Pump at Housing Terrace	2

Consultant Engineer

NIPGR New Delhi

Seal & Sign of Agency

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[Signature]

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

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

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

Seal and Signature of the Authorized
Person of the Agency

Name and designation of the
Authorized Person of the Agency

Place:

Date:



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

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

(Signature of Bidder with Seal)

Name:

Address:

Date:

Consultant Engineer

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CHECK-LIST FOR PRE-QUALIFICATION BID FOR RUNNING, MAINTENANCE & OPERATION OF EFFLUENT TREATMENT PLANT (ETP) AND TREATED EFFLUENT PUMPS AND WATER SUPPLY & FIRE FIGHTING PUMPS INCLUDING MAIN PIPELINES AT NIPGR CAMPUS, NEW DELHI, DURING THE YEAR 2019 - 20

Sl. No.	Documents asked for	Page number at which document is placed
1.	Tender Cost	
2.	Earnest Money	
3.	Name of authorized person of the firm/agency, designation, address and office telephone numbers. If the bidder is a partnership firm/private or limited company, name designation, address and office telephone numbers of partners/ Directors also.	
4.	Undertaking on a Non-judicial Stamp Paper of ₹ 100/- (as per format prescribed in Annexure-I) after award of maintenance work.	
5.	Self-attested copy of the PAN card issued by the Income Tax Department with copy of Income-Tax Return of the last financial year.	
6.	Self attested copy of GSTIN.	
7.	Proof of experiences of last three years ending January 31 st , 2019 as specified in the NIT along with satisfactory performance certificates from the concerned employers.	
8.	Annual turnover of last three financial years ending March 31 st , 2018 duly certified by the Statutory Auditors.	
9.	Any other documents, if required.	

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

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Schedule of Quantity

Work :Running ,maintenance & operation of Effluent Treatment Plant(ETP) and treated effluent pumps and water supply & fire fighting pumps,including pipelines at N.I.P.G.R Campus New Delhi during the year 2019-20

	Description	Unit	Qty	Rate	Amount
1	Running maintenance & operation of water supply pumps and firefighting system(wet riser) and effluent treatment plant with pumps etc including electrical panels,main pipelines etc.and filling of water from borewell to UGR.filteration of water and filling of water in O.H. tank and to all other tanks installed at buildings and filling of effluent tanks and treatment of effluent and pumping for reuse of water for horticulture purposeses at NIPGR Campus New Delhi during all working days including Sunday and holiday for the year 2019-20 as per inventory enclosed.				
1	Workers deployed				
a	Pump Operator(Semi Skilled)-Two shift	Each Month	12		
b	Helper(Unskilled)-Two shift	Each Month	12		
c	Reliver for operator-basis of Per day (Sunday)	Each Month	12		
d	Reliver for Helper(Sunday) basis of perday	Each Month	12		
e	Administration Charges	Each Month	12		
f	EPF@13%	Each Month	12		
g	ESIC@4.75%	Each Month	12		
h	Bonus to workers@8.33%	Each Month	12		
2	Material & Services				
2a)	Cleaning materials like old dhoti, detergent soap etc.,	Each Month	12		
2b)	Lubricating oil, grease, indicating lamp, fuses, Gland packing, gland dori etc.	Each Month	12		
2c)	Log Book Attendants Register History book, other stationery	Each Month	12		
2d)	Cleaning of treated effluent Storage tanks half yearly bais	Each Month	12		
2e)	Dresses & Shoes for workers	Each Month	12		
2f)	Tool & Plant Charges	Each Month	12		
3)	OverHeade & Profit	Each Month	12		
	Total Amount				
	GST@18%				
	Net Total Amount				
Consultant Engineer				Seal & Sign of Agency	

*NOT TO BE
Filled*

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FINANCIAL BID

Name of work: Running ,maintenance & operation of Effluent Treatment Plant(ETP) and treated effluent pumps and water supply & fire fighting pumps,including pipelines at N.I.P.G.R Campus New Delhi during the year 2019-20

**CLIENT : DIRECTOR NIPGR
NEW DELHI**

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Schedule of Quantity

Name of Work :Running ,maintenance & operation of Effluent Treatment Plant(ETP) and treated effluent pumps and water supply & fire fighting pumps,including pipelines at N.I.P.G.R Campus New Delhi during the year 2019-20

S.N.	Description	Unit	Qty	Rate	Amount
1	Running maintenance & operation of water supply pumps and firefighting system(wet riser) and effluent treatment plant with pumps etc including electrical panels,main pipelines etc.and filling of water from borewell to UGR.filteration of water and filling of water in O.H. tank and to all other tanks installed at buildings and filling of effluent tanks and treatment of effluent and pumping for reuse of water for horticulture purposeses at NIPGR Campus New Delhi during all working days including Sunday and holiday for the year 2019-20 as per inventory enclosed.				
1	Workers deployed				
a	Pump Operator(Semi Skilled)-Two shift	Each Month	12		
b	Helper(Unskilled)-Two shift	Each Month	12		
c	Reliver for operator-basis of Per day (Sunday)	Each Month	12		
d	Reliver for Helper(Sunday) basis of perday	Each Month	12		
e	Administration Charges	Each Month	12		
f	EPF@13%	Each Month	12		
g	ESIC@4.75%	Each Month	12		
h	Bonus to workers@8.33%	Each Month	12		
2	Material & Services				
2a)	Cleaning materials like old dhoti, detergent soap etc.,	Each Month	12		
2b)	Lubricating oil, grease, indicating lamp, fuses, Gland packing, gland dori etc.	Each Month	12		
2c)	Log Book Attendants Register History book, other stationery	Each Month	12		
2d)	Cleaning of treated effluent Storage tanks half yearly bais	Each Month	12		
2e)	Dresses & Shoes for workers	Each Month	12		
2f)	Tool & Plant Charges	Each Month	12		
3g)	OverHeade & Profit	Each Month	12		
	Total Amount				
	GST@18%				
	Net Total Amount				
Consultant Engineer				Seal & Sign of Agency	

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