



NIT No.: e-03/2020(Pur-Kol)



NATIONAL INSTITUTE OF FASHION TECHNOLOGY, KOLKATA

(A Statutory Body governed by the NIFT Act 2006 &
set up by Ministry of Textiles, Govt. of India)

**TENDER
For**

“Comprehensive AMC of 5555 GPH capacity Water Treatment Plant”

Tender No.: e-03/2020(Pur-Kol)

OPENING DATE FOR ONLINE SUBMISSION OF TENDER	11/08/2020
CLOSING DATE FOR ONLINE SUBMISSION OF TENDER	31/08/2020 upto 2.00pm
Date and time of opening of tenders (Technical Bid)	31/08/2020 at 3.00pm

Opening Date and Time of Financial Bidding: will be notified to the short listed bidders only

PREAMBLE / INTRODUCTION

National Institute of Fashion Technology is a Statutory Body governed by the NIFT Act 2006 & set up by the Ministry of Textiles, Govt. of India

- Note:**
- 1. NIFT Donations are exempted u/s 80 (G) of Income Tax Act.**
 - 2. Being registered with DSIR, NIFT is entitled for Custom/Central Excise duty exemption.**

INTRODUCTION

National Institute of Fashion Technology (NIFT) was set up by the Ministry of Textiles Government of India in 1986 which has been accorded statutory status under the Act of Parliament in 2006 (NIFT Act 2006) for the promotion and development of education and research in field of Fashion Technology. NIFT provides fashion business education across the country through its network of 16 centers. It provides four years under graduate (UG) program in design and technology, two years post graduate (PG) program in Management to address the specialized needs of professional and students in the field on fashion. NIFT has its head office at New Delhi with its campuses located at Bengaluru, Bhopal, Bhubaneswar, Chennai, Gandhinagar, Hyderabad, Jodhpur, Kangra, Kannur, Kolkata, Mumbai, New Delhi, Patna, Rae Bareli, Shillong and Srinagar.

Founded in 1995, National Institute of Fashion Technology (NIFT), Kolkata is providing education in the field of Design, Technology and Management. NIFT Kolkata is one of the five oldest Centres among the NIFT fraternity and stands as a pioneer of fashion training and research.

Signature of the tenderer with date & seal



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NOTICE INVITING TENDER

NIFT, Kolkata invites **online** tender under two bid systems for “Comprehensive AMC for 5555 GPH capacity Water Treatment Plant” from eligible reputed Firms/Agencies having at least 03 (three) years work experience in executing similar kind of services/jobs in Central/State Govt. Department/PSUs/MNCs Reputed Academic Institutes/Organisations.

The hard copy of the tender document alongwith fees (i.e EMD), necessary/relevant documents should be placed in a sealed envelope superscribed with “Comprehensive AMC of 5555 GPH capacity Water Treatment Plant [NIT No.: e-03/2020(Pur-Kol)]” and shall be addressed to and sent to the Purchase Officer, National Institute of Fashion Technology, Block-LA, Plot-3B, Sector-III, Salt Lake City, Kolkata- 7000106 or dropped in the Tender Box kept at the said address on or before schedule. Financial bid should be quoted online only and need not to be submitted in hard copy.

SUBMISSION OF BID

- i) The interested firms should apply online and submit their bids along with scanned copies of all the relevant certificates, documents, etc. in support of their technical & price bids – all duly signed – on the <https://nifttenders.eproc.in>
- ii) Tender documents are also available for viewing on the “tenders” link of the NIFT website i.e. <https://nifttenders.eproc.in>
- iii) Applications to this tender will be accepted only in the online mode through the website <https://nifttenders.eproc.in>. No other mode of application will be considered & accepted.
- iv) For applying online, the prospective bidder/Firm should get itself registered at <https://nifttenders.eproc.in>
 - Registration Charges of Rs.2000/- + Rs.360/-(GST) = Rs.2360/- (Two Thousand Three Hundred Sixty Only) non-refundable.
 - Bid Processing Fee charges of Rs. 120/- +22(@18%GST) = 142/- (Rupees One Hundred Forty Two Only) non-refundable through online payments only.
- v) The interested firms are advised to read carefully the entire tender document before submitting their tender and the tender documents not received online in prescribed format and/or are found incomplete in any respect shall be summarily rejected.
- vi) Any further clarifications can be sought from the NIFT office on Telephone No. 033- 23357546, National Institute of Fashion Technology, NIFT Campus, Block-LA, Plot-3B, Sector-III, Salt Lake City, Kolkata-700106.

For online procedure:

For More enquiries/For Helpdesk officers:-

E-mail:- niftsupport@c1india.com / sandeep.bhandari@c1india.com /
purchase.kolkata@nift.ac.in

Phone No.:- 0124-4302033/36/37
033-23357546/7342

Signature of the tenderer with date & seal



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SCOPE OF WORK:

- i) Comprehensive Annual Maintenance Contract for 5555 GPH capacity Water Treatment Plant installed at NIFT Kolkata.
- ii) Dozing material, liquid chlorine to be supplied @ 50 ltr. Per month.
- iii) Thorough servicing and maintenance of Cylindrical vertical type Iron Removal Filtration Plant, which is capable of treating water at the rate of 5555 GPH and consisting of Oxidation chamber, Iron removal filter along with connected pipelines, fittings, valves and filter media and other ingredients i.e filter materials of required quantity, sand, gravels etc.
- iv) Back washing of the filter/plant as a whole of the above plant:- at least 3 nos. of backwashing service per week.
- v) Thorough servicing and maintenance of two (2) nos. 7.5 HP motor of capacity 25 cum per hour against a head of 2-3kg/cm². Make: Kirloskar Pump Motor set for raw water feed pump to the filtration unit.
- vi) Thorough servicing & maintenance of 3 HP rated compressor unit.
- vii) Associated Electrical panel with starter etc work of the plant which includes new control panel of pump-motor etc. - complete
- viii) Necessary laboratory test certificate (from Govt./Govt. undertaking/Govt. approved organisation) for chemical test report of water which includes Ph value test, Iron content & Turbidity test.
- ix) Break down service to be attended as and when required. preferably within 4-6 hrs. within 24 hrs. depending on the type of break down. If not attended and fault is and fault is rectified by NIFT authority, suitable penalty would be imposed as per norms.
- x) Thorough servicing and maintenance of dozing pump with associated pipeline and valve etc., Further if necessary, replacement of the same must be done.

Terms & Conditions:

1. Only on-line bids will be considered. Please read the terms & conditions carefully before online submission/filling up the document. Incomplete tender documents will be summarily rejected.
2. Conditional or offline tender will not be accepted or the condition(s) may not be considered.
3. The Contract shall be initially for one year and may be extended/renewed for further periods subject to satisfactory service.
4. The agency/tenderer should have **at least Three years** of relevant experience in executing/rendering such services.



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5. The contract for Comprehensive AMC for 5555 GPH capacity Water Treatment Plant shall be commercial contract and between NIFT & the successful tenderer. There shall be no employer-employee relationship between NIFT and the Tenderer or the staff/personnel deputed by the said contractor.
 6. Tender(s) submitted beyond the scheduled last date & time due to whatever reason including postal delays and without the required fees, Annexure(s) & documents will not be considered.
 7. All tenderers are required to submit **Earnest Money Deposit (EMD) of Rs.4,500/- (Rupees Four Thousand Five Hundred Only)** (refundable) in the form of Demand Draft (should be drawn beyond the date of notification of this NIT) in favour of NIFT Kolkata payable at Kolkata. No interest shall be paid on the said EMD and will be returned after finalization of the tender; however, the EMD of the successful bidder will remain with NIFT and will be forfeited in the following events:
 - a. If information declared/document submitted found false/fake/forged
 - b. If the selected/successful bidder does not accept the W.O., or, unable to provide services
 - c. If the bidder withdraws his bid/quote
- However, those who have valid NSIC/MSME registration certificate, Tender Cost & EMD may not be required.
8. The successful bidder needs to deposit **10%** (Ten Percent) of total contract Value as **Security Deposit** through Demand Draft favouring NIFT Kolkata within 2 weeks from the date of receiving of Work Order. No interest shall be paid on such security deposit, which shall remain with the Institute during the period of the contract and it shall be released after two months from the date of expiry of the contract after deducting dues, recovery, etc., if any and as applicable. However if the contract is terminated due to any default of the contractor, the said security deposit will be forfeited.
 9. The bidder should have minimum of 3 (three) years experience in the relevant field. The average minimum annual turnover of the tenderer for past 02 (two) years should not be less than **Rs.10** Lakh which should be substantiated by Audit report/ITR.
 10. All the DD (s) are to be submitted along with the Technical Bid only. All bidders should mention their company name and tender/NIT no. at the back of the DD(s).
 11. The quote/rates should be valid at least 3 months from the date of opening of the tender; however, in case of the successful tenderer the quote/rate shall be valid for the entire period of contract. Prevailing statutory rates (GST, etc.) as revised by the Govt. from time to time will be considered.
 12. In case of failure to resolve any problem or unable to render service/support within stipulate time, NIFT reserves the right to get the work done from any other source(s) and expenditure to this effect will be borne by the dddagency/service provider, either the amount will be deducted from the Bill amount and/or from the security deposit and/or the agency/contractor will pay the same.
 13. Dispute, if any, arising out of the manpower services contract shall be settled by mutual discussion and the decision of NIFT will be final and binding in this matter.

Signature of the tenderer with date & seal



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14. Non-compliance of any terms and conditions enumerated in the contract shall be treated as breach of contract.
15. **Payment Terms:** No payment shall be made in advance. Payment will be made quarterly in arrear basis against bill in triplicate and based on satisfactory certification by the concerned NIFT official(s), Kolkata. Penalty may be imposed on the bill amount due to non-satisfactory service. Generally the penalty amount will be 5-10% of the bill amount; however, the same may vary based on the level of performance which may be decided by the NIFT authority and decision of NIFT in this regard will be final & binding on the contractor.
16. In the event of non-satisfactory service or any default, payment may be deducted as penalty as deemed fit which will be decided by the NIFT authority and decision of NIFT in this regard shall be final & binding on the agency/service provider.
17. In case of any lack of responsibility or any failure at the vendor end during any urgent/emergency/normal break down call/fault condition NIFT will be forced to engage outsider agency to rectify the same for which the actual payment made to other agency will be deducted from the bill of the AMC vendor.
18. Even after qualifying in the technical bid, the financial bid may be rejected if found not in order. Merely qualifying in the technical bid does not ensure acceptance of the financial bid.
19. In case of L-1 is more than one, the selection criteria [viz. the past performance, turnover, etc.] would be at the discretion of NIFT. The decision of NIFT, in this regard and for selection of successful bidder in such a situation, will be final in all respect and will be binding on all the tenderers.
20. NIFT is not bound to issue work order to the agency being the 'L-1' bidder; weightage/preference will also be given to the other factors, viz. previous experience, quality of service, number of client, etc. to select the agency to award the work and the decision of NIFT in this regard and for selection of successful bidder will be final in all respect and will be binding on all the tenderers.
21. The Tenderer shall abide by the Rules and Regulations of NIFT, as may be enforced from time to time. The successful agency will have to work in close co-operation with others at the site.
22. NIFT shall in no way be responsible for default with regard to statutory obligation, if any, related to the manpower deputed by the successful agency/firm to render the said service. It will be the sole responsibility of the successful bidder. Deputing Child Labour to render the said service is strictly prohibited.
23. The personnel to be deputed to render the said service must bear good moral character with decent personality, well disciplined and sincere. If, at any time, any of the personnel are found to be guilty of misconduct in any manner, the tenderer shall replace that person forthwith.
24. As per the NIFT policy, payments and receipts to Government and Semi Government Agencies would be rounded off to the nearer higher rupee and in other cases the rounding off will be to nearest i.e., paisa 50 or above will be rounded off to the near higher rupee and paisa less than 50 will be ignored.

Signature of the tenderer with date & seal



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25. The successful tenderer shall be solely responsible for injuries and accidents, if any due to executing the said Service to persons deputed by him for the said service at NIFT Kolkata.
26. In the event of injury, illness or mishap to any personnel/manpower deputed by the successful bidder to render the said service, NIFT, Kolkata will not be liable to pay any compensation.
27. The Tenderer will indemnify NIFT in case of any damage or liability, which may arise on account of action of any reason by the successful tenderer.
28. The Tenderer shall not engage any Sub-Agent or Sub-Contractor whatsoever for rendering Comprehensive AMC for 5555 GPH capacity Water Treatment Plant at NIFT, Kolkata.
29. It is preferred that the tenderer should have an operating office in West Bengal.
30. NIFT will not provide any mode of transport in respect of manpower or any items/materials required for the service.
31. NIFT reserves the right to terminate the contract at any point of time at its sole discretion due to non-satisfactory service or violation of Terms & Conditions or due to any applicable reason and NIFT's decision in this regard shall be final and binding.
32. The Bidder shall quote the rates in figures as well as words. If there is any mismatch, either the lower amount will be considered or the quotation may not be accepted as may be decided by NIFT authority and decision of NIFT in this regard shall be final & binding.
33. An agreement on Non-judicial Stamp paper containing all the terms and conditions of the service is to be made by the successful tenderer with NIFT within one month from the date of issuing of work order and the same shall be notarised by the contractor at his own cost.
34. It is strongly recommended that the tenderer should inspect the site any time during working hours on any working day with prior appointment (Tel. 03323357546) before submission of bid; no extra shall be payable for lack of knowledge of the site conditions and constraints, if any.
35. Any query/clarification with respect to the tender (T&Cs, etc.) may get cleared prior to submission of bid; concerned NIFT official(s) may be contacted in this regard in between 10:00 am to 5:00 pm on any working day with prior appointment (033-23357546). However, NIFT will not entertain or clarify any such query during post bid.
36. All disputes are subject to Kolkata Jurisdiction only.

NIFT reserves the right to accept or reject any or all the tenders in part or whole or may cancel the tender at its sole discretion without assigning any reason whatsoever and decision of NIFT in this regard shall be final and binding on all the tenderers. No further correspondence in this regard will be entertained.



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[Annexure- I]

(TENDERER TO FILL UP THIS PAGE)

1. a. Name of the tenderer / organization
- b. Name of the proprietor/partner(s).....
- c. Date of Establishment:
- d. Please specify as to whether Tenderer is sole proprietor/ Partnership firm/ Private or Limited Company.....
2. a. Address (Office):
- b. Telephone No.:
- c. Mobile No.:
- d. Email Id.:
3. Details of relevant work experience:
 - (i)
 - (ii)
 - (iii)
4. List of reputed clients:

Sl.	Client's Name	Contact Person	Contact number (with email-id, if any)	Remarks, if any
1				
2				
3				

5. Furnish copies of the following documents:
 - (i) Current Trade License
 - (ii) PAN Card [in the name of firm/agency or proprietor]
 - (iii) Goods and Service Tax (GST) Registration

6. DD [enclosed] details:

DD no. _____, dtd. _____, amt. _____, bank _____ [EMD]

Date:
Place:

Signature of the Agency

Signature of the tenderer with date & seal



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[ANNEXURE – II]

TECHNICAL BID

for

Comprehensive AMC for 5555 GPH capacity water treatment plant

Sl. No.	Particulars	Mention 'Yes' or 'No'
01	Whether Bid Security as Demand Draft of Rs.4,500/- (Rupees Four Thousand Five Hundred Only in favour of NIFT, KOLKATA is enclosed as EMD (to be submitted with the Technical Bid)	
02	Whether capable and agreed to submit 10% (Ten Percent) of total contract value as Security Deposit of total bid value, if work order is awarded as a successful Tenderer.	
03	Whether document in support of having minimum 03 (three) years experience in executing similar kind of jobs along with a list of organizations (Govt., PSU, reputed MNCs/ organisations) with contract nos. where the Tenderer is currently providing/ has earlier provided this kind of service, submitted. <i>(Period on or prior to Dec'2017 to till date)</i>	
04	Whether Trade License for this kind of jobs enclosed	
05	Whether copy of Pan Card enclosed	
06	Whether Copy of Certificate of Goods and Service Tax (GST) enclosed.	
07	Whether minimum Annual turnover is Rs.10/- Lakh per year during the last 2 (two) years [i.e. FY: 2016-2017, 2017-2018 or 2018-19] [Please attach audited report of Trading, Profit & Loss(P&L) and Balance Sheet (BS) from authorized Chartered Accountant as a proof]	
	Whether Copy of Income Tax Return for last 2 (two) years submitted [Assessment year 2017-18, 2018-19 or 2019-20] (any two)	
08	Whether agreed to abide by all the terms & conditions of this tender	
09	Whether all DDs, Annexure-I, II & III duly filled, are enclosed with this 'Technical Bid'	

(All above enclosures should be valid)

Date:

Place:

Signature of the Tenderer

Signature of the tenderer with date & seal



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Annexure -III

UNDERTAKING & ACCEPTANCE LETTER BY THE Tenderer

I/We have carefully gone through the various terms and conditions listed in the Tender Form (Technical & Financial Bid) for providing Comprehensive AMC for 5555 GPH capacity water treatment plant at NIFT-Kolkata. I/We agree to all these conditions and offer to provide services at NIFT. I/We are making this offer after carefully reading the conditions and understanding the same without any kind of pressure or influence from any source whatsoever. I/We have inspected the institute premises (NIFT) and have acquainted ourselves with the tasks required to be carried out, before making this offer. I/We hereby sign this undertaking in token of our acceptance of various conditions listed above.

Place:.....

Date:.....

.....

Signature of the Tenderer

Address:.....

.....

.....

Mob.:.....

Email ID:.....



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[Annexure-IV]

[Financial Bid]

For

Comprehensive AMC for 5555 GPH capacity water treatment plant

Sl. No.	Description of items and scope of work	work	Amount Quoted
01	Comprehensive Annual Maintenance Contract for 5555 GPH capacity new water treatment plant	01 job	
02	a) Thorough servicing & maintenance of Cylindrical vertical type Iron removal filtration plant, which is capable of treating water at the rate of 5555 GPH and consisting of Oxidation chamber, Iron removal filter along with connected pipelines, fittings, valves and filter media and other ingredients if necessary – all complete. b) Necessary required no of back washing of the filter/ plant as a whole of the above plant – at least 3 nos. of backwashing service per week.	02 set	
03	Thorough servicing & maintenance of Two (2) nos. 5 HP CI centrifugal pumps of capacity 25 cum per hour against a head of 2 – 3 kg/cm ² . Make: KIRLOSKAR pump motor set. For raw water feed pump to filtration unit	01 job	
04	Thorough servicing & maintenance of 3 HP rated compressor unit	01 set	
05	Associated Electrical panel with starter etc work of the plant which includes new control panel of pump-motor etc. - complete	01 job	
06	Necessary laboratory test certificate for chemical test report of water which includes Ph value test, Iron content & Turbidity test	6 monthly	
07	Liquid chlorine approx. min 50 ltr. per month or as per requirement for the plant to be supplied for necessary dozing pump	Monthly Min. 50 Ltr. Per month	
Total			
*GST %			
Grand Total			
Amount in words: Rupees			

*GST needs to be mentioned specifically in the column/ space specified