



भाकृअनुप-राष्ट्रीय पशुरोग जानपदिक एवं सूचना विज्ञान संस्थान
ICAR-National Institute of Veterinary Epidemiology and Disease Informatics

रामगोंडनहल्ली, येलहंका, बेंगलुरु - 560064

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**NOTICE INVITING TENDER THROUGH
E-PROCUREMENT
FOR ANNUAL OPERATION AND MAINTENANCE CONTRACT OF
EFFLUENT TREATMENT PLANT**

**Document to be submitted online
for
(Technical & Financial Bid as per Schedule of requirement)**



भाकृअनुप-राष्ट्रीय पशुरोग जानपदिक एवं सूचना विज्ञान संस्थान
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F.No.5-395/P&S/NIVEDI/2016-17/VOL.II

Date: 21.4.2018

NOTICE INVITING TENDER THROUGH EPROCUREMENT FOR ANNUAL OPERATION AND MAINTENANCE OF EFFLUENT TREATMENT PLANT

National Institute of Veterinary Epidemiology and Disease Informatics (NIVEDI) is a public funded Research Organization under Indian Council of Agricultural Research, Department of Agricultural Research and Education, Ministry of Agriculture and Farmers Welfare, Government of India.

Online bids are invited from interested firms under two bid system for Annual Operation and Maintenance of Effluent Treatment Plant at ICAR-NIVEDI, Post Box No. 6450, Ramagondanahalli, Yelahanka, Bengaluru-560 064. Manual bids shall not be entertained.

Tender documents may be downloaded from eProcurement website of CPPP <http://eprocure.gov.in/eprocure/app> as per the schedule as given in CRITICAL DATE SHEET as under.

CRITICAL DATE SHEET

| | |
|--|---|
| Tender No | No.5-395/P&S/NIVEDI/2016-17/VOL.II |
| Name of organization | ICAR-National Institute of Veterinary Epidemiology and Disease Informatics, Post Box no. 6450, Ramagondanahalli, Yelahanka, Bengaluru-560 064 |
| Date and Time for Issue/Publishing | 21.04.2018 |
| Document Download/Sale Start Date and time | 21.04.2018 |
| Pre Bid meeting date/time/venue | - |
| Bid Submission start Date and Time | 21.04.2018 |
| Bid Submission End Date and Time | 11.05.2018 |
| Date & time for opening of technical bid | 14.05.2018 |
| Date & time for opening of financial bid | To be intimated later |
| Address for Communication | Director, ICAR-National Institute of Veterinary Epidemiology and Disease Informatics, Ramagondanahalli, Yelahanka, Bengaluru-560 064 |

GENERAL INSTRUCTIONS TO THE BIDDERS

1. The Tender form/bid documents may be downloaded from the website: <http://eprocure.gov.in/eprocure/app> Online submission of Bids through Central Public Procurement Portal (<http://eprocure.gov.in/eprocure/app>) is mandatory. Manual/Offline bids shall not be accepted under any circumstances.
2. Tenderers/bidders are requested to visit the website <http://eprocure.gov.in/eprocure/app> regularly. Any changes /modifications in tender enquiry will be intimated by corrigendum through this website only.
3. In case, any holiday is declared by the Government on the date of opening, the tenders will be opened on the next working day at the same time. The Council reserves the right to accept or reject any or all the tenders.
4. The interested Firms are required to deposit (in original) an Earnest Money Deposit (EMD of **Rs. 6000/-** in the form of **Demand Draft/FDR-TDR/Bank Guarantee** from any of the Commercial Bank in favour of **ICAR UNIT-NIVEDI A/c payable at Bengaluru** may be addressed to the Director, ICAR- National Institute of Veterinary Epidemiology and Disease Informatics, Post Box No.6450, Ramagondanahalli, Yelahanka, Bengaluru-560 064 on or before bid opening date and time as mentioned in the Critical Date Sheet.
5. Bidder need not to come at the time of Technical as well as financial bid opening at ICAR-NIVEDI Bengaluru. They can view live bid opening tender after log in on CPPP eProcurement Portal at their remote end. If bidder wants to join bid opening event at ICAR-NIVEDI, Bengaluru they have to come with bid acknowledgement slip that generated after successful submission of online bid.

The Firms are also required to upload copies of the following documents:-

***Technical Bid**

- (a) Scanned copy of Earnest Money Deposit (EMD) /its exemption, if any
- (b) Scanned copy of firm's registration, Pan Card, VAT no/Service tax No.
- (c) Tender Acceptance Letter (Annexure-VIII)
- (d) Scanned copy of Income Tax Statement for the last three years
- (e) Scanned Copy of Terms and conditions and Details of the firm (Annexure –III and VII)
- (f) Scanned copy of Client List/Satisfactory service certificates
- (g) Self-declaration certificate stating that the firm is not currently banned/ blacklisted by any Ministry/Dept. of Central Govt. autonomous body or any State Government.

***Financial Bid**

- (a) Price Bid as BoQ_1.xls

INSTRUCTIONS FOR ONLINE BID SUBMISSION

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 <http://eprocure.gov.in/eprocure/app> .

REGISTRATION

- Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL:<http://eprocure.gov.in/eprocure/app>) by clicking on the link “**Online bidder Enrollment**” on the CPP Portal is free of charge.
- During enrolment /registration, the bidders should provide the correct/true information including valid email-id & mobile no. 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.
- As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- For e-tendering, possession of valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) is mandatory which can be obtained from any Certifying Authority recognized by CCA India (e.g. Sify / TCS / nCode / e-Mudra etc.) on e-Token/Smart Card.
- Upon enrolment on CPP Portal for e-tendering, the bidders shall register their valid Digital Signature Certificate with their profile.
- 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 DSCs to others which may lead to misuse and ensure safety of the same.
- Bidder can then log 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

- 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.
- 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.
- 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.
- 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.
- Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document/schedule and generally, they can 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.
- 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, annual reports, auditor certificates 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

- The bidders 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.
- The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- Bidder has to select the payment option as “offline” to pay the tender fee/EMD as applicable and enter details of the instrument.
- Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be sent through post/courier/deliver in person to the concerned official, latest by the last date of bid submission 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.
- Bidders are requested to note that they should necessarily submit their financial bids in this 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 colored (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 file name. If the BoQ file is found to be modified by the bidder, the bid will be rejected.
- 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.
- 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.

- The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 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 and a bid summary will be displayed with the bid no. and the date and time of submission of the bid with all other relevant details.
- 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.

- 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.

ANNEXURE-III

Terms & Conditions

1. The tenderer shall quote rates which will include the service charges and other incidental changes if any. Taxes, if any should be indicated separately.
2. The rates should be quoted as per BoQ uploaded on the CPP Portal (reference may be obtained from Annexure-IV). Taxes if any should be indicated separately. It must be noted that the contract shall be awarded to the firm which fulfils all the required terms and conditions and remains L-1.
3. The firm must also possess valid PAN no., TIN No. and Service Tax registration number and a copy of the same must also be enclosed with the tender document.
4. Copy of previous three years Income tax statement shall be furnished.
5. The firm should be in existence for over 04 years in the trade with the proof of satisfactory services provided. Documents to this effect shall be furnished.
6. Modification in the tender documents after the closing date is not permissible.
7. The successful firm shall be required to start the operation and maintenance of the Effluent Treatment Plant within one week from the date of confirmed work order failing which EMD shall be forfeited. The rates quoted shall be valid for one year from the date of opening of tender.
8. The interested firms are required to deposit an Earnest Money Deposit (EMD) of Rs. 6000/- in the form of Demand Draft/FDR-TDR/Bank Guarantee from any of the Commercial Bank in favour of **ICAR UNIT-NIVEDI A/c payable at Bengaluru** may be addressed to the Director, ICAR-National Institute of Veterinary Epidemiology and Disease Informatics, Post Box No. 6450, Ramagondanahalli, Yelahanka, Bengaluru-560 064 **on or before bid opening date and time of 16.00 hrs on 11.05.2018**. No quotation shall be considered without the Tender fee and Earnest money deposit. Demand draft drawn in favour of any officer other than **ICAR Unit-NIVEDI A/c payable at Bengaluru** will not be accepted and the tender will be rejected. The earnest money will be refunded only after the finalization of the procurement and no interest will be paid on earnest money.
9. In case, the successful bidder shows inability at any stage, after the contract if finalized and awarded, for whatsoever reason(s), to honour the contract, the earnest money/performance security deposited would be forfeited.
10. The firms to whom the tender will be awarded, will have to deposit the performance security equal to 10% of the total amount within 21 days from the date of acceptance of tender.
11. If the services are not found to be satisfactory, the performance security is liable to be forfeited. No interest will be paid on performance security.

12. If any dispute(s) arises between ICAR-NIVEDI and the firm with reference to the contract, the Director, ICAR-NIVEDI will decide it and his decision will be binding on the firms.
13. Bid validity: 90 days
14. No advance payment will be allowed for providing the service, however the payment will be made on quarterly basis on submission of bill duly certified by the concerned officer. Payment will be released through internet banking only. The details of bank account etc as per Annexure-V may be provided.
15. Payment will be made according to the rate accepted and mentioned in the award of contract which should be valid for a period of one year from the date of award of contract and no price revision in rate will be accepted during the period of AMC.
16. The contract can be extended for another year subject to the satisfactory service with mutual consent.
17. The contract shall be terminated with an advance notice of two months from either side.
18. The bidder shall submit self-declaration certificate stating that the firm is not currently banned/ blacklisted by any Ministry/Dept. of Central Govt. autonomous body or any State Government.
19. The bidder shall submit a client list where they are providing the similar services for the last two years along with the experience certificate.
20. The persons so provided by the agency under this contract will not be the employee of the Council and there will be no employer-employee relationship between the ICAR-NIVEDI and the person so engaged by the Agency in the aforesaid services.
21. The Agency will discharge all his legal obligations in respect of the workers/supervisors to be employed /deployed by him for the execution of the work in respect of their wages and service conditions and shall also comply with all the rules and regulations and provisions of law in force that may be applicable to them from time to time. The contractor shall indemnify and keep indemnified the Council from any claims, loss or damages that may be caused to it on account of any failure to comply with the obligations under various laws. In case of any dispute, the decision of Director, ICAR-NIVEDI shall be final and binding on the contractor.
22. All the rights to accept or reject whole or part of the tender without assigning any reason thereof is reserved by the Director, ICAR-NIVEDI.

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|---|
| <p style="text-align: center;">ANNUAL NON COMPREHENSIVE MAINTENANCE CONTRACT OF EFFLUENT TREATMENT PLANT</p> |
|---|

**BROAD DESCRIPTION OF EFFLUENT TREATMENT PLANT (ETP) AT ICAR-
NIVEDI COVERED UNDER THE CONTRACT**

The scope of work as mentioned below are the minimum expected from the firm / agency / contractor apart from break down maintenance and any other work required for operation and maintenance in proper way as per the operation and maintenance manuals of respective equipment and as per good engineering practices will be required to be done under this scope of work. Successful bidder will make Performa for recording the following minimum work schedule/parameters and show to the employer to ensure proper accomplishment of these tasks.

Note: Details of Effluent Treatment plant and equipments are given at ANNEXURE-IV

Works to be carried out on regular basis

1. Checking of Raw effluent collection tank, equalization tanks level, clarifier tank and treated water tank
2. Operation of plant for 8hrs a day & 6days a week.
3. Testing pH level & TDS of raw effluent daily.
4. Recording total raw effluent received from Bio safety laboratory & R O Plant.
5. Testing & recording the pH, TDS & COD of treated water
6. Regular monitoring of air blowers & dosing tanks for proper operation.
7. Monitoring the quality of water collected in clarifier tank.
8. Check & repair the agitator pumps, dosing tank regularly if any malfunction.
9. Executing monthly preventive maintenance check for plant as per preventive maintenance schedule
10. Maintaining the stock register for chemicals & log book for daily activities.
11. Obtaining Monthly test certificate/Sample Report for Effluent & treated water from any authorized laboratory and submit to in charge bio safety lab.
12. Cleaning of Raw water collection Tank /strainer, Equalization tanks, sludge collection bin, Treated water storage tank & Flash Mixer on monthly basis.
13. Replacement of oil/grease for air blower and dosing pumps on quarterly basis.
14. Minor repair/replacement works such as nuts/bolts, painting of rusted surfaces etc., need to be carried out.
15. Cleaning of dosing tank and refilling dosing chemical on quarterly basis.
16. Personal Protective Equipments/(PPE) such as Aprons, hand Gloves, Respiratory mask etc., for safety of deployed staff against chemical, physical and biological hazard must be provided by the contractor
17. Submit attendance to the concerned officer on monthly basis

18. In case of damages/defects happened to the system due to the negligence or mistake of serving personnel, the cost of repair need to be borne by the contractor.
19. Stopping the plant whenever there is some abnormal noise/Vibration with prior intimation to Concerned Officer.

ANNEXURE-IV

List of Major components of Effluent Treatment Plant

| Sl. No. | ITEM NAME | CAPACITY | QUANTITY |
|---------|---|----------|----------|
| 1 | ELECTRIC CONTROL PANEL | 25Kw | 1 |
| 2 | POWER CABLE | -- | 1 LOT |
| 3 | CABLE TRAY | -- | 1 LOT |
| 4 | GI CONDUIT | -- | 1 LOT |
| 5 | ISOLATORS | -- | 1 LOT |
| 6 | Hcl DOSING PUMP | | 1 |
| 7 | NaOH DOSING PUMP | | 1 |
| 8 | PAV DOSING PUMP | | 1 |
| 9 | LEVEL INDICATOR | -- | 3 |
| 12 | LEVEL SENSOR | -- | 4 |
| 16 | ALARM/HOOTER | -- | 1 |
| 17 | AUTOMATIC pH MONITORITNG CONTROL SYSTEM | -- | 2 |
| 19 | EQUALISATION TANK | 2000ltr | 2 |
| 21 | EFFLUENT TRANSFER SELF PRIMING PUMP | 1.5 | 4 |
| 25 | FLASH MIXTURE | 500ltr | 1 |
| 26 | TWIN LOBE BLOWERS | 3 HP | 2 |
| 28 | CLARIFIER TANK | 2000ltr | 1 |
| 29 | BUCKET TYPE STRAINER | 20ltr | 1 |
| 30 | HDPE PIPES & FITTINGS | -- | 1 LOT |
| 31 | Hcl DOSING TANK | 200ltr | 1 |
| 32 | NaoH DOSING TANK | 200ltr | 1 |
| 33 | PAC DOSING TANK | 200ltr | 1 |
| 34 | AGITATOR PUMP | 0.5hp | 4 |
| 38 | TREATED WATER TANK | 2000ltr | 1 |
| 39 | EFFLUENT COLLECTION TANK | 2000ltr | 1 |

ANNEXURE-V

QUALIFICATION & EXPERIENCE OF PERSONS DEPLOYED AT SITE

Required manpower: 01

Designation: Plant Supervisor

Qualification: B Sc. in Environmental Science/B.Tech Environmental Engineering and Water Resources with minimum of 2 years' experience in the relevant field.

ANNEXURE-VI

(Reference for BoQ) (To be quoted in format provided on CPP Portal)

Price bid for Annual Operation and maintenance of
EFLLUENT TREATMENT PLANT
at ICAR-NIVEDI, BENGALURU

| Sl. No. | Description of service required | Price quoted (in figure/words as per BoQ) |
|---------|--|--|
| 1. | Annual Operation and maintenance of EFLLUENT TREATMENT PLANT | |

- Taxes & duties as applicable should be indicated separately in the column provided.

Note: The above mentioned financial Proposal/Commercial bid format is provided as BoQ_1.xls along with this tender document at <http://eprocure.gov.in/eprocure/app>. Bidders are advised to download this BoQ_1.xls as it is and quote their offer/rates in the permitted column and upload the same in the financial bid. Bidder shall not tamper/modify downloaded price bid template in any manner. In case if the same is found to be tampered/modified in any manner, tender will be completely rejected and EMD would be forfeited and tenderer is liable to be banned from doing business with ICAR-NIVEDI.

ANNEXURE-VII

DETAILS OF FIRM

| | |
|---|--|
| 1. Name of the firm | |
| 2. Registered/Postal Address | |
| 3. Permanent account No.(PAN) | |
| 4. Service Tax Registration No. | |
| 5. VAT registration No | |
| 6. Bank details | |
| a) Bank name | |
| b) Address of bank | |
| c) Account No. | |
| d) Type of Account(Current/Savings) | |
| e) MICR No. | |
| f) RTGS/NEFT Code | |
| | |

Date:

Name of the Authorized Signatory

Place:

Stamp & Signature

ANNEXURE-VIII

TENDER ACCEPTANCE LETTER

(To be given on Company letter head)

To,

The Director,
ICAR-NIVEDI,
Post Box No. 6450,
Ramagondanahalli,
Yelahanka,
Bengaluru-560 064

Sub: Acceptance of Terms and Conditions of tender

Tender reference No: _____

Dear Sir,

1. I/We have downloaded/obtained the tender document(s) for the abovementioned tender/work from the website(s) namely:
-
-

As per your advertisement, given in the above mentioned website(s)

2.I/We hereby certify that I/we have read the entire terms and conditions of the tender documents from Page No _____ to _____ (including all documents like annexure(s), schedule(s), etc which form part of the contract agreement and I/we shall abide hereby by the terms/conditions/clauses contained therein.

3. The corrigendum(s) issued from time to time by your department/organization too have also been taken into consideration, while submitting this acceptance of tender.

4. I/We hereby unconditionally accept the tender conditions of above mentioned tender document(s)/corrigendum(s) in its totality/entirety.

5. I/We do hereby declare that our Firm has not been blacklisted/debarred by any Govt/Department /Public sector undertaking.

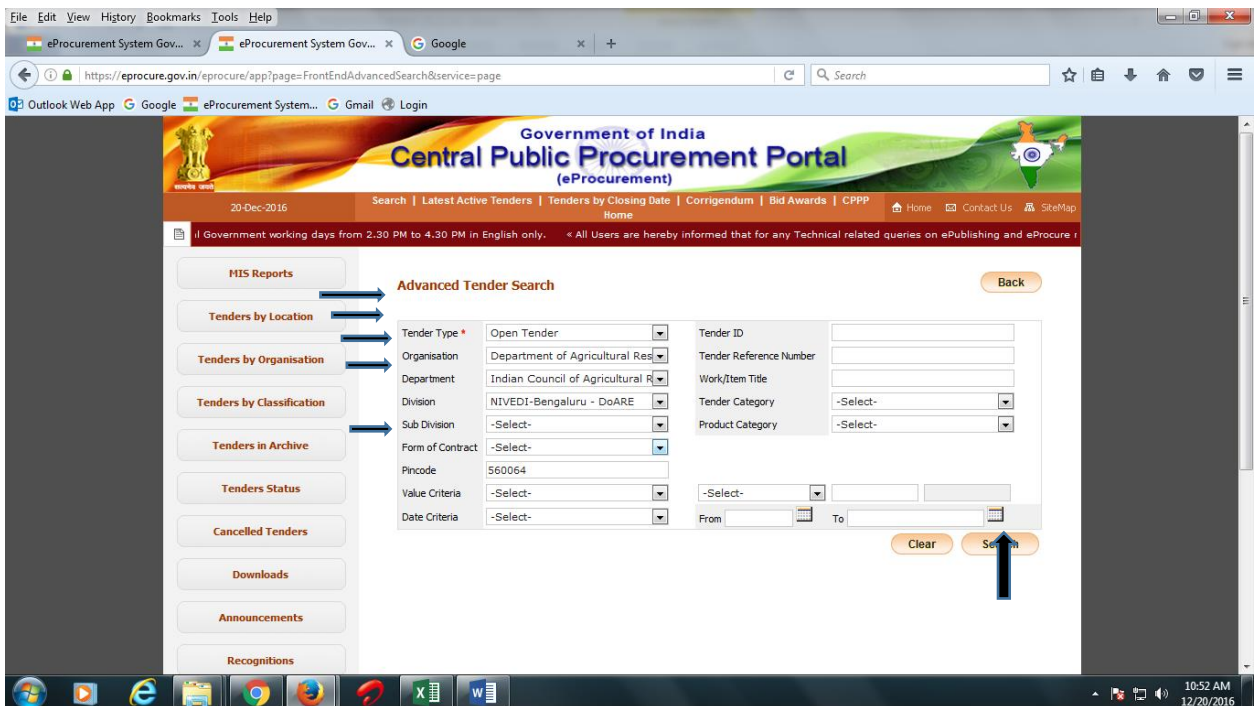
6. I/we certify that all information furnished by our firm is true and correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/organization shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours faithfully,

(Signature of the Bidder with official seal)

Advance tender search in Central Public Procurement Portal Website

URL:<http://eprocure.gov.in/eprocure/app>



Advanced Tender Search

Tender Type ➡ **Open Tender/Single/Limited/etc.**

Organization ➡ **Department of Agricultural Research and Education**

Department ➡ **Indian Council of Agricultural Research, DoARE, MoA**

Division ➡ **NIVEDI-Bengaluru – DoARE**