

Short Notice Tender

For

**Annual Maintenance Contract of Sewage Treatment
Plant (SBR Based) – Capacity 210 KLD**



**Jharkhand University of Technology, Ranchi
Science and Technology Campus, Sirkhatoli, Namkum, Ranchi, Jharkhand-834010
jutranchi.ac.in**



JHARKHAND UNIVERSITY OF TECHNOLOGY

Science and Technology Campus,
Sirkha-Toli, Namkum Ranchi 834010 <http://www.jutranchi.ac.in>

Tender no:-JUT-903/2021/1096

/ Ranchi, Date: - 22.07.2022

Short Notice Tender for “Annual Maintenance Contract of Sewage Treatment”

Campus Administration of JUT, Ranchi is inviting tenders under “TWO BID SYSTEM” from eligible contractors of CPWD/MES/reputed contractor/contractor having experience in operation & maintenance works of Sewage Treatment Plant (STP) in state or Central Government/ Semi Government/ Reputed Corporate Organization who can take up Annual Maintenance Contract (AMC) for a period of one year 2022-2023 at JUT, Ranchi, Namkum, Science & Technology Campus, for the operations and maintenance of 210 KLD Capacity SBR based Sewage Treatment Plant (STP).

Appointment of agency will be for providing services at JUT, Ranchi Campus which Comprises of Academic Building, Administrative Building & Residential apartment for students and staff at Science and Technology Campus, Namkum, Ranchi. The period of contract may be extended up to 02 years depending on the satisfactory performance and requirement as sought necessary by the Competent Authority of JUT, Ranchi.

It is advised to the Bidder that “**TWO BID SYSTEMS**” should be taken care of, to submit the tender in accordance with requirement in sealed covers which must be duly filled and signed on each page of the bid documents. Bids received shall be evaluated as per the criteria prescribed in the tender document. Jharkhand University of Technology (JUT), Ranchi will not entertain any modifications subsequent to the opening of bids and bids not conforming to tender term & conditions shall be liable to be rejected.

It is also advised to the Bidders that the technical bid and financial bid should be sealed by the tenderer in two separate covers duly super-scribed as “**Technical Bid**” and “**Financial Bid**” respectively and keep both the bids in a single envelope which will also be super-scribed “Annual Maintenance Contract of Sewage Treatment ” at Jharkhand University of Technology, Ranchi”.

The Tender fee and the EMD Draft should be kept in the Technical bid packet. The tender document shall be available on official website- www.jutranchi.ac.in, from 25/07/2022 Interested Parties/ Person shall have to submit the DD of Rs. 500/- (Rs Five Hundred) only as tender fee (non-refundable) and DD of Rs. 10,000/- (Rs. Ten thousand Only) only as Earnest Money Deposit (EMD) in favor of “ Jharkhand University of Technology”, Payable at Ranchi. The EMD of unsuccessful tenderer shall be refunded within 30 days after finalization of the contract. The bid shall have to be submitted, duly filled in and signed, sent in a sealed cover at the above mentioned address. The estimated cost of this proposed work is Rs 5,00,000

Sd/--

Registrar

Jharkhand University of Technology, Ranchi

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SECTION 1 – BID SCHEDULE

Short Notice Tender for “Annual Maintenance Contract of Sewage Treatment Plant”	
Tender No.	Ref. No. JUT-903/2021/1096
Date of Tender	22.07.2022
Item Description	“Annual Maintenance Contract of Sewage Treatment”.
Tender Type	Two Bid Systems: Tender should be submitted on the scheduled date with your covering letter in the enclosed form duly signed. Your quotation must be submitted in two Envelopes: Technical Bid and Financial Bid super scribing on both the Envelopes- the tender no. and the due date and both these sealed Envelopes are to be put in a bigger Envelope which should also be sealed and duly super scribed with the Tender No. & Due Date.
Date of Pre Bid Meeting	01.08.2022 at 03:00 PM at Conference Room, Jharkhand University of Technology, Science and Technology Campus, Sirkha Toli, Namkum, Ranchi-834010
Last date & time of submission of Tender	13.08.2022 up to 05:00 PM
Place, Date & Time of Opening the Technical Bids.	18.08.2022 at 03:00 PM at Conference Room, Jharkhand University of Technology, Science and Technology Campus, Sirkha Toli, Namkum, Ranchi-834010
Place, Date & Time of Opening the Financial Bids.	Will be Announced further
Tender Fees	Tender Fee of Rs 500/- (Rs. Five Hundred Only) in the form of Demand Draft in the favor of Jharkhand University of Technology " payable at Ranchi, to be submitted in the Technical Bid
Earnest Money Deposit	Earnest Money Deposit (EMD) of Rs. 10,000/- (Rs. Ten thousand Only) in the form of Demand Draft in the favor of "The Registrar, Jharkhand University of Technology " payable at Ranchi, to be submitted in the Technical Bid.
Contact No.	Registrar: +918252913865

Note: 1. The authority (JUT Ranchi) reserves the right to reject any or all the bid(s) received without assigning any reason thereof. JUT reserves the right to cancel the tendering process at any stage without assigning any reason thereof.

2. This tender document contains 18 pages and bidders are requested to sign on all the Pages. The duly filled in bid should be sealed by the bidders and super scribed as “Annual Maintenance Contract of Sewage Treatment”.

SECTION 2 – ELIGIBILITY CRITERIA

1. Enclose copy of Certificate of **Incorporation Under the Company's Act**, Certificate of Registration of the firm under Shop & Business Establishment Act.(Whichever is applicable)
2. Enclose copy of valid **GST Registration** Certificate.
3. Enclose Bidder's Information as per **Annexure I**
4. Bidders having **experience** of similar work during last 7 years in Government/ Semi- Government/ PSUs. Copy of work orders, completion certificates and payment received against the work order is required as per **Annexure II, if any**. The work experience must be in following manner :-
 - a) 3 Nos. of similar completed works costing not less than an amount equal to 40% of the estimated cost of this NIT. **OR**
 - b) 2 Nos. of similar completed works costing not less than an amount equal to 50% of the estimated cost of this NIT. **OR**
 - c) 1 Nos. of similar completed works costing not less than an amount equal to 80% of the estimated cost of this NIT.
5. The bidder must have an Average Annual Business Turnover of a minimum 30 % of the estimated value in the last three consecutive financial years **Annexure III**. (Enclose copy of Audited Annual Accounts with Chartered Accountant certificate for turnover for the last three years).
6. The bidder should accept tender terms & Conditions as per **Annexure IV**.
7. Price Schedule as per **Annexure V (to be kept separately in financial bid cover)**.
8. The bidder must not be a Blacklisted/Suspended firm or have not been involved in any service related dispute with any Government or Private organizations / Banks, in or outside India, as per **Annexure VI**
9. Tender Documents should be duly signed on each page by the concerned/ competent person of the firm.

SECTION 3 – INSTRUCTIONS TO BIDDERS

SUBMISSION OF OFFER:

1. Technical and Financial bid for the items must be submitted to the Registrar, Jharkhand University of Technology, Ranchi in a sealed Envelope clearly mentioning the name of tender on the top of the envelope and must reach the Jharkhand University of Technology, Ranchi office on or before **13/08/2022; Time-05:00PM**. In case due date happens to be a holiday the tender will be accepted and opened on the next working day.
2. Tender must be submitted in two bid system. Envelope "A" containing Technical Bid and Envelope "B" containing Financial Bid.
3. The Quotation must be enclosed in a SEALED COVER super scribing tender number / due date & should reach the office of the undersigned on or before due date mentioned in the tender notice. If the quotation cover is not found sealed, it will be rejected.
4. Price bid must be submitted in the enclosed "Price Schedule Format" only.
5. If Price bid is not quoted in the Price Schedule Format as provided in Tender document, then JUT Ranchi will reject bid along with forfeiting Earnest Money Deposit.
6. Every bidder shall enclose an affidavit to the effect that he has not been Black listed by any Govt. Dept. /PSU.
7. Any bidder currently engaged in litigation with any other Organization, must inform their status in writing.
8. Any future communication with bidders will be carried out electronically and /or in hard copy. All the bidders must provide their current E-mail address along with their postal address.
9. A cancelled cheque leaf of a running bank account should be enclosed for refund purposes.

CANCELLATION OF TENDER:

1. Notwithstanding, anything specified in this tender document, Purchaser / JUT Ranchi in his sole discretion, unconditionally and without assigning any reasons, reserves the rights:
 - To accept OR reject lowest tender or any other tender or all the tenders.
 - To accept any tender in full or in part.
 - To reject the tender offer not conforming to the tender's terms and conditions.
 - To give work preference to Public Sector undertakings wherever applicable as per Govt.Policy/ Guidelines.

VALIDITY OF THE OFFER: One Year from the date of awarding the contract.

TRANSFER AND SUBLETTING: The vendor shall not sublet, transfer, assign or otherwise part with the acceptance to the tender or any part thereof, either directly or indirectly, without the prior written permission of the Purchaser.

EVALUATION OF OFFER:

1. JUT Ranchi will evaluate technical and financial acceptable offers on landed net Price basis inclusive of all taxes and levy.
2. Offer which deviates from the vital conditions (as illustrated below) of the tender shall be rejected:
 - Non submission of complete documents required as per tender document.
 - Receipt of offers after due date and time and or by email/fax (unless specified otherwise).
 - Receipt of offers in open conditions.
3. In case any BIDDER is silent on any clauses mentioned in this tender documents, JUT Ranchi shall construe that the BIDDER had accepted the clauses as per the invitation to tender and no further claim will be entertained.
4. No revision in the terms and conditions quoted in the offer will be entertained after the last date and time fixed for receipt of tenders is over.
5. In case of two bid system the date and time of Price Bid opening shall be intimated to technically qualifying bidders only.

SECTION 4 – TERMS AND CONDITIONS

4.1 AWARD OF CONTRACT:

1. The selected bidder will abide by all the Terms & Conditions of the Tender Document.
2. Selection of bidders will be done only on L1 rate basis.
3. The qualified bidder will be empanelled initially for a period of one year and may be extended further for another two years, subject to an annual revision based on mutual consent, if their performance is found satisfactory.
4. The Performance of the selected bidder will be reviewed by a committee during contract period.
5. Initially the contract will be awarded for a period of one year, thereafter it may be reviewed

4.2 EARNEST MONEY DEPOSIT:

1. Earnest Money Deposit (EMD) of Rs. 10,000/- (Rs. Ten Thousand Only) in the form of Demand Draft in the favor of- " Jharkhand University of Technology, Ranchi " payable at Ranchi, to be submitted in Technical Bid, failing which, the submitted bid will be rejected.
2. EMD of unsuccessful bidders will be returned within 30 days after the award of the contract.
3. For successful bidder, **EMD will be converted into security Deposit and will be retained with JUT Ranchi till the expiry / termination of rate contract without interest.**
4. EMD of a tenderer will be forfeited, if the tenderer withdraws or amends its tender or derogates from the tender in any respect within the period of validity of its tender. Further, if the successful tenderer fails to furnish the required performance security within the specified period, its EMD will be forfeited.
5. In case there is any loss or damage to the material or unsatisfactory services provided to JUT, Ranchi by the bidder then such losses will be adjusted from the Security deposit.
6. If the quality of product and service provided is not found satisfactory, JUT Ranchi reserves the right to cancel or amend the contract.

4.3 PAYMENT TERMS:

Payment will be made within 30 days after submission of bill on a monthly basis and acceptance of quality of services supplied. Payment will be made through RTGS/electronics payment mode.

4.4 FORCE MAJEURE:

Force Majeure will be accepted on adequate proof thereof.

4.5 DISPUTES:

1. In the event of any dispute over this contract, JUT Ranchi's decision shall be final and binding.
2. Any dispute arising out of this contract shall be subject to Ranchi (Jharkhand) jurisdiction.

4.6 ESTIMATED COST

The estimated cost of this proposed work is Rs. 5, 00,000.

4.6 Instructions & Guidelines for submission of application form for Agencies/ Contractors

1. Application form shall be submitted in sealed envelope super scribing “AMC for STP at JUT Ranchi Namkum” within the specified dates as in “Section I” to the office of registrar, JUT, Ranchi at Science & Technology Campus, Sirkhatoli, Namkum, Ranchi, Jharkhand-834010.
2. The application shall be signed by the authorized person (s) of the contractor. All pages of the bidding document shall be signed/ sealed.
3. JUT Ranchi reserves the right to accept or reject any application or cancel this bidding process without assigning any reason or incurring any liability thereof.
4. Bidder should give an undertaking certifying that the contractor has not been blacklisted by any Govt. / Local bodies/ PSUS/ autonomous bodies.
5. The tenderer has to make his own arrangement for the inspection of site and his stay during the visits and no payments shall be made on this account. The contractor shall make his own arrangement for water.

4.7 Conflict of Interest

1. JUT, Ranchi requires services that can provide professional, objective and impartial advice and at all times hold the client’s interest paramount, strictly avoid conflicts with other assignment/jobs or their own corporate interests and act without any consideration for future work. The agency/ contractor and any of their affiliates shall be considered to have a conflict of interest and shall not be hired under any of the circumstances given below.
 - a. Conflicting activities or assignment i.e. providing goods or works or assignment other than maintenance works.
 - b. Conflicting relationship i.e. business/ relationship with a member of client’s staff involved in the job.
 - c. The consultants shall be required to observe the highest standard of ethics during rendering of professional services.

4.8 Scope of works:

The work shall comprise of two parts:

a. Supply of Manpower:

The agency/ contractor shall provide sufficient No. of Operator, Helper & Technical Staff for smooth operation and Maintenance works of 210 KLD capacities SBR based STP. The No. of manpower/helper may suitably be increased or decreased on mutual consent and available manpower in the campus.

b. Supply of consumables & maintenance of spares:

The cost of consumables & spares will be borne by the agency only, for the actual consumption and utilization as incurred during the services period of the agency/ contractor.

4.9 Duties& obligations:

1. Log book available at work spots should be maintained by recording the time of switching on/off of motors, sumps, sump water level reading etc. All at every one hour.
2. Checking and correcting of gland rope in pumps/ valves.
3. Attending and rectifying the faults in electrical equipment such as motors, switches, panel boards, lighting circuits including replacement of bulbs, fluorescent tubes, low tension fuses like HRC and re- wire able fuses in switch fused/ panel boards/distribution boards etc.

4. Regular cleaning of electrical equipment like motors, starters and panel boards transformers, etc. Maintaining log book for operation of pumps recording all necessary electrical parameters like Amps, Volt, PF for each on hour of operation and consumption of Bio-culture, sodium hypo-chloride, Bleaching powder, oil changing grease, filling of distilled water etc.
5. Addition of Bio-culture in aeration tank and chlorination of the treated wastewater by sodium hypochlorite should be periodically performed at the cost of contractor.
6. Jharkhand state Pollution Control Board (JSPCB) officials may collect treated waste water sample once or twice in a month. The result should be the within the range mentioned in the table below. The testing charges should be borne by the contractor and it is not claimable under any circumstances.

4.10 Treated sewage Characteristics Required:

Parameter	Disposal Standards Value
pH Value	5.50-9.00
Total Suspended Solids-TSS	<100mg/litre
Bio Chemical Oxygen Demand- BOD	<30mg/ litre
Chemical Oxygen Demand- COD	<250mg/ litre
Ammonical Nitrogen	<50mg/ litre
Total Kjeldahl Nitrogen (TKN)	<100mg/ litre

7. Removal of dried sludge from sludge drying bed once in every three months and filled with river sand up to the depth 300cm.
8. Cleaning of the STP area maintaining the plant surrounding are essential.
9. Operating the collection open well pumps as directed by Engineer-in-charge.
10. Adequate safety measures must be evolved and implemented by the contractor.
11. All the materials including sodium hypochlorite solution, machinery etc. required for the work have to be arranged and supplied by the contractor.

4.11 Other Terms & Condition:-

1. JUT, Ranchi reserves the right to modify the criteria and take own decision if so required.
2. The contractor shall carry out all the duties as specified in the contract at its own cost without demanding any advance for the expenditure estimated to the institute.
3. The contractor shall provide on the site qualified and experienced technical staff in connection with the repair and maintenance of the works and the remedying of any defects therein. The minimum staff shall be as per description of works mentioned.
4. The engineer-in-charge shall be at liberty to object to and request the contractor to remove forthwith from the work any person provided by the contractor who, in the opinion of the Engineer, misconducts himself, or is incompetent or negligent in the proper performance of his duties, or whose presence on Site is otherwise considered by the Engineer to be undesirable, and such person shall not be again allowed upon the works without the consent of the Engineer, any person so removed from the works shall be replaced as soon as by a qualified Person approved by the Engineers.
5. Accident or injury to workmen: JUT Ranchi shall not be liable for or in respect of any damages or compensation payable to any workman for death for or injury resulting from any act or default of the contractor.
6. The contractor shall take appropriate steps to provide insurance coverage to his work and workers and staff employed by him fully required under the contract who are likely to be affected while looking after the operations. It shall be the responsibility of contractor to notify the Insurance Company of any change in the nature and extent of the works and to ensure.

7. The repair and maintenance work shall be for a period of one year and shall start from the date of issue of letter to commencement and shall stand terminated after the expiry of one year or for the period as stipulated in the accepted contract agreement. The Repair and Maintenance contract may be extended on the written mutual consent of both JUT, Ranchi and Contractor for a further period of one year. However, JUT Ranchi reserves the right to terminate the Repair and Maintenance contract by giving 15 day's as notice period at any time during the currency of the contract if the services of the agency are not found satisfactory as per the opinion of JUT, Ranchi or his representative for which, no claims or compensation shall be entertained by the JUT, Ranchi.

ORGANIZATIONAL DETAILS

Sl. No.	Parameter	Details
1	Organizational Set-up: -Year of Establishment -Status of Contractor (Proprietorship/Partnership/Company/Any other) -Name of Director/Partners/Proprietors -Empanelment with Govt. Organizations -(Mention names along with copies of Certificates)	
2	Registration Details:	
	-GSTIN Registration No. -PAN Details (Attach copy) -PFA/c No. And ESI No. (Attach copy) -If registered with CPWD/PWD/any Govt. Body/Autonomous body etc. (Attach copy)	
3	Proof of quality check & repair arrangement done	
	-Attach Test Reports conducted till date- -Breakdown & repair reports-	

Place:

Date:

**Signature of the bidder
Name & Designation**

FINANCIAL STATUS

Sl. no	Financial Year	Turnover (in Rs. Lac)
1		
2		
3		

Note:

Certified copies of audited Balance sheet/ IT Return/Chartered Accounts Certificates to be enclosed.

Place:

Date:

**Signature of the bidder
Name & Designation**

AFFIDAVIT

(TO BE SUBMITTED ON NON-JUDICIAL STAMP PAPER OF MINIMUM RS.10/- DULY CERTIFIED BY NOTARY PUBLIC)

Affidavit of Mr.S/o.....
R/o.....

The deponents above named do hereby solemnly confirm and declare as under:

1. That I am proprietor/authorized signatory of M/s.....having its Head office/Regd. Office at.....
2. That the information/ documents/Experience certificate submitted by M/s.....along with this 'Bidding document to JUT Ranchi, are genuine and nothing has been concealed.
3. I shall have no objection in case JUT Ranchi, verifies them from issuing authority (ies). I shall also have no objection in providing the original copy of the document(s), in case JUT Ranchi, demand so for verification.
4. I hereby confirm that in case, any document, information or certificate submitted by me found to be incorrect/false/fabricated, JUT Ranchi, at its discretion may disqualify/ reject my application for pre-qualification out-rightly and also debar me/ M/s.from participating in any future tenders/PQ.
5. I/We hereby certify that I/We have read the entire terms and conditions of the tender documents (including all documents like annexure(s), schedules(s), etc.), and I/We shall abide hereby by the terms/conditions/clauses contained therein.
6. The corrigendum(s), if any, issued from time to time by your department/organization too has also been taken into consideration, while submitting this acceptance letter.
7. I/We hereby unconditionally accept the tender conditions of above mentioned tender document(s)/corrigendum(s) in its totality/entirety.
8. I/We do hereby declare that I/We have read and understood the entire specifications/requirements laid down in the tender document and have prepared the bid in compliance with the requirements specified in the document.

Deponent

I,the proprietor/authorized signatory of M/s.do hereby confirm that contents of the above affidavit are true to the best of my knowledge and belief, nothing has been concealed there from and that no part of it is false.

Deponent

FINANCIAL BID

Annexure-V

Name of Work: Providing Annual Maintenance contract of sewage Treatment plant (STP) for a period of one year at science & Technology Campus, Namkum-834010 Bidders are requested to visit the campus before submitting the bid.

PRICE SCHEDULE

Item description	Type of Manpower	Nos.	Rate (inclusive of all taxes in Rs. Per month)	Total Amount inclusive of all taxes in Rs.(for 12 month)
Providing services for operation of Sewage Treatment plant (210 KLD) i.e. cleaning of tanks and painting of corrosive spare parts: Operator & Helper (6:00am to 11:00pm) skilled chemist/engineer: (weekly twice inspection)	Skilled Chemist/Engineer	01		
	Operator & Helper	02		
Providing consumables for water softening: 1) Sodium chloride (Nacl) for regeneration of softener. 2) Chlorine for dosing. 3) Alum and other essential chemicals. 4) Other chemicals (if required) Maintenance of spares: 5) Painting, greasing maintenance & replacement of defective spares.				Amount inclusive of all & taxes to be quoted for 12 months.

Total Amount quoted inclusive of taxes (in figures), Rs (In Words), for 12 Months inclusive of all taxes.

Place:

Date:

**Signature of the bidder
Name & Designation**

**FORMAT OF UNDERTAKING, TO BE FURNISHED ON COMPANY LETTER HEAD WITH REGARD
TO BLACKLISTING/ NON- DEBARMENT, BY ORGANISATION**

UNDERTAKING REGARDING BLACKLISTING / NON – DEBARMENT

To
The Registrar,
Jharkhand University of Technology,
Sirkhatoli, Namkum, Ranchi, 834010 (Jharkhand)

We hereby confirm and declare that we, M/s -----, is not blacklisted/ De-registered/
debarred by any Government department/ Public Sector Undertaking/ Private Sector/ or any other agency for which
we have Executed/ Undertaken the works/ Services during the last 5 years.

For -----

Authorised Signatory

Date:

Annexure VII

Sr. No	Technical Evaluation Sheet	
1	Demand Draft for Tender Fee	
2	Demand Draft for EMD	
3	Copy of this Tender document duly sealed and signed by the authorized signatory on every page.	
4	Bidder's Information. Annexure-I	
5	Experience details as per annexure-II	
6	Declaration of Annual Turnover Annexure-III	
7	Declaration of Acceptance of Tender Terms and Conditions Annexure-IV	
8	Price scheduled as per annexure-V	
9	Declaration Regarding Clean Track Record, by the bidder Annexure-VI	
11	Certificate of incorporation/ Certificate of Registration	
	GST Registration Certificate	
12	Copy of PAN	

CHECKLIST TO BE ATTACHED WITH THE TENDER

Important Notice: An incomplete offer bid may be rejected to aid the bidders in submitting the offer. A checklist is included in the bid Document. The bidders must fill this and submit along with their offer in their own interest.

NIT Ref. No.

Tender due for Opening:-

Sl.No.	Particulars of Completed Tender Documents	Status of Submission (Indicated Yes/No)	Ref. Page No. of Bid
1.	Application Fee/Cost of Tender document		
2.	Earnest Money		
3.	Copy of Certificate of Incorporation Under the Company's Act , Certificate of Registration under Shop & Business Establishment Act.(Whichever is applicable)		
4.	Bidder's Information as per Annexure I		
5.	With Experience/completion certificate/certificate of similar works as per NIT requirement.		
6.	Financial Turn-over certificate as per NIT requirement		
7.	Copy of PAN Card		
8.	Copy of GST certificate		
9.	Affidavit on Non-Judicial Stamp Paper or on Non-Judicial Adhesive Stamp as per the Performa provided in the Tender Document. (Annexure-IV)		
10.	Declaration as per Performa provided in the Tender Document(Annexure-VI)		
11.	Copy registered partnership deed/joint venture agreement as the case may be		
12.	Original " Power of Attorney in case person other than the tender has signed the tender documents		
13.	Cancelled cheque leaf		
14.	Whether Price Bid is properly filled as per Tender Document stipulation?		
15.	Whether all the pages of tender document are dully filled signed and sealed?		
16.	Whether Technical Bid (Part – I) duly sealed as required?		
17.	Whether Price Bid (Part – II) duly sealed as required?		
18.	Whether all above envelope, kept inside one envelope?		

Signature of Bidder

Name:-

Full Address:-

Telephone No.:-

E-mail address:-