



INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR  
KHARAGPUR, WEST BENGAL 721302

**TENDER DOCUMENT**

*for*

Repair and maintenance of Filter  
Beds ( 2 Nos.) at Technology  
Swimming Pool, IIT Kharagpur

NIT No.:IIT/IW/WW/NIT/2018-19/38, Dt.: 11.02.2019

*Tender Serial No.* \_\_\_\_\_ *Issued to:*

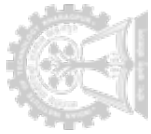
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**1. NOTICE INVITING TENDER****1.1. INTRODUCTION**

Indian Institute of Technology (IIT) Kharagpur, hereinafter called IITKGP, invites sealed tenders from the eligible contractors for Repair and maintenance of Filter Beds ( 02 Nos.) at Technology Swimming Pool, IIT kharagpur. Particulars of the project are as following.

**1.2. PARTICULARS**

<b>1.NIT Number</b>	<b>NIT No.: IIT/IW/WW/NIT/2018-19/38</b>
<b>2.Name of Work</b>	Repair and maintenance of Filter Beds ( 02 Nos.) at Technology Swimming Pool, IIT kharagpur
<b>3.Location of Work</b>	Swimming Pool, IIT Kharagpur
<b>4.Estimated Cost(including GST)</b>	Rs.6,16,093/- (Rupees Six lakhs sixteen thousand ninety three Only)
<b>5.Earnest Money Deposit</b>	Rs. 12,322 /- (Rupees Twelve thousand three hundred twenty two Only) Exemption for submission of earnest money deposit will be followed as per Government of India rules subject to submission of proper & valid necessary documents.
<b>6.Time Limit</b>	<b>30 days.</b>
<b>7.Tender Fee</b>	Rs. 1,000/- (Non-refundable) Exemption for submission of tender fee will be followed as per Government of India rules subject to submission of proper & valid necessary documents.
<b>8.Tender Basis and Mode</b>	Two stage (Technical Bid & Financial Bid)
<b>9.Mode of Payment to IITKGP (EMD/Tender fee)</b>	Demand Draft in favour of IIT Kharagpur payable at Kharagpur.
<b>10.Date, Time &amp; Venue of Pre-bid Meeting</b>	N.A.
<b>11.Closing Date &amp; Time for Receipt of bids</b>	6 <sup>th</sup> March 2019 up to 15:00hrs
<b>12.Date&amp; Time for Opening of Technical Bid</b>	6 <sup>th</sup> March 2019 at 15:30hrs
<b>13.Date&amp; Time for Opening of Price Bid</b>	To be intimated to the eligible bidders subsequently.
<b>14. Engineer-in-charge and contact details.</b>	Mr. B. B. Rai, Sr. Executive Engineer, Mob: 9434209045 Tel: 03222-82621 , Email: bbrai@adm.iitkgp.ac.in
<b>15. Address for tender issue, submission and opening</b>	Office of Sr. Executive Engineer, Water Works Section, IIT Kharagpur, Kharagpur WB 721302



16.Website for full and updated information

<https://eprocure.gov.in/cppp/tendersearch;>  
<http://www1.iitkgp.ac.in/topfiles/tenders.php>

### 1.3. ELIGIBILITY CRITERIA

- 1.3.1. The bidder must be registered in appropriate class of works with Government organization like CPWD/ PWD/ MES or PSUs or those having experience in similar nature of works awarded by Government / Semi Government Organizations/ Government Funded Autonomous Organization.
- 1.3.2. The bidder must have done at least 1 (ONE) similar work of value of 80% of the estimated cost for water works or 2 (TWO) similar works for projects each of value 60% of the estimated cost for water works or 3 (THREE) similar work for projects each of value 40% of the estimated cost for water Works with Government/ Semi-government/ PSU/ Government Funded Autonomous Organization during last **7 (seven) years** preceding last date of the month of tender submission.

#### Note:

- (i) The estimated cost is Rs.6,16,093/- (Rupees Six lakhs sixteen thousand ninety three Only)
- (ii) The value of executed works shall be brought to current costing level by enhancing the actual value of work at simple rate of 7% per annum; calculated from the date of completion to the last date of receipt of applications for tender.
- (iii) **Similar works shall mean:** Repair & renovation of water / Sanitary related works.

- 1.3.3. The bidder or the specialized agency the bidder intends to associate with must be registered with appropriate government authority as a bonafide business entity and must have GST registration certificate and Permanent Account Number of income tax.

- 1.3.4. The validity of the registrations and licenses should be valid as on the date of tender submission.

- 1.3.5. Average annual turnover of the bidder as per ITCC or profit & loss statement shall not be less than 30% of the estimated cost, not having incurred loss in more than two years, during last 5 years ending 31 Mar 2018.

- 1.3.6. Bidder must hold solvency certificate from any scheduled banks for a minimum value of 40% of the estimated cost, issued not earlier than 6 (six) months from the last date of submission.

Sd/-

Sr. Executive Engineer, Institute Works, (Water Works)

On behalf of the **Director, Indian Institute of Technology Kharagpur**



**Copy to:**

- 1) Registrar
- 2) Chief Engineer
- 3) Chief System Manager
- 4) SE(Civil/E&M)
- 5) Engineer (Telephone)
- 6) Senior Executive Engineer (Civil/ E&M)
- 7) Executive (CCM/ E&M)
- 8) Assistant / Junior Engineer (Civil/ E&M)
- 9) Notice Board
- 10) Office file



## 2. INFORMATION TO BIDDERS

### 2.1. SCOPE OF WORK

- 2.1.1. The IITKGP intends to award the work of Repair and maintenance of Filter Beds ( 02 Nos.) at Technology Swimming Pool, IIT kharagpur. The work consists of Construction, comprehensive repair, renovation and modification of existing civil, plumbing, sanitary, structural steel infrastructure etc.
- 2.1.2. Constraint: The job needs to be executed adjacent to busy swimming pool area without causing any disturbances to the normal functioning & traffic circulation. Adequate/ safe barricading has to be ensured to segregate construction zone from public circulating area.
- 2.2. The vendor shall work out execution sequence and methodology so as to complete the project within the envisaged time and the estimated cost, duly handling the constraint mentioned above.

### 2.3. GENERAL INSTRUCTIONS

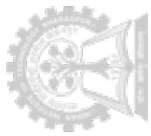
- 2.3.1. Bidding documents are to be obtained electronically through websites: <https://eprocure.gov.in/cppp/tendersearch>; <http://www1.iitkgp.ac.in/topfiles/tenders.php>. The tender fee in the prescribed mode must accompany the tender documents issued electronically at the time of submission.
- 2.3.2. This bid document shall be read in conjunction with GCC (General Conditions of Contract) available on <http://www1.iitkgp.ac.in/topfiles/tenders.php>.
- 2.3.3. The bidder shall visit and inspect the site and obtain all information on his own responsibility and at own cost, which may be necessary for the purpose of quoting and submitting the tender. No excuse or ignorance as to site conditions and local information shall be accepted after awarding of the contract. Access to the site will be granted by the Engineer-in-charge on all working days within working hours.
- 2.3.4. IITKGP shall not provide any space at site for labour hutments.
- 2.3.5. If there is any clarification required, the tenderer shall submit the queries in writing 15 days before the last date & time of submission of the tender to the Sr. Executive Engineer, Water Works Section, IIT Kharagpur.
- 2.3.6. Completion certificate issued by Competent Authority will only be considered as credential. If the Completion certificate issued by Competent Authority does not reflect the type of work, then Final bill / Schedule of Quantity of the qualifying works also to be attached along with the Completion certificates. Certificate from private individuals / organizations for whom such works have been executed shall not be accepted.
- 2.3.7. The bidding document (consisting of specifications, the schedule of quantities of various types of items to be executed, the set of terms and conditions of the contract and other documents / drawings, if any), Corrigenda, Clarifications to Pre-bid queries can be downloaded from the websites: <https://eprocure.gov.in/cppp/tendersearch>; <http://www1.iitkgp.ac.in/topfiles/tenders.php>. Corrigenda, if any shall be published only on these websites. The institute shall not be responsible for any delay / difficulties / inaccessibility of downloading facility for any reason whatsoever.
- 2.3.8. All costs, charges & expenses that may be incurred in connection with the preparation of his tender shall be borne by him and the Institute accepts no liability whatsoever therefore.
- 2.3.9. Rates quoted by the bidders shall be inclusive of GST (Goods and Services Tax - Central, State and Interstate) and all applicable taxes. Income Tax and all other statutory deductions like labour cess etc. will be deducted from the bill as per prevailing rules.
- 2.3.10. Exemption to IITKGP against any tax/ duty/ fee/ surcharge/ charge/ cost, if any, found applicable or sought later from IITKGP after award shall be passed on to IITKGP by the contractor without dispute.
- 2.3.11. IITKGP reserves the right to reject any or all of the bids without assigning any reason.
- 2.3.12. **Bid Validity:** Bid shall remain valid for 120 days from the date of submission.



- 2.3.13. Firm Price: Bidder's quoted Rates/Prices for executing the activities under the Contract shall remain firm till completion of the entire work & shall not attract any escalation under any circumstances whatsoever.**
- 2.3.14.** If any information furnished by the bidder is found as false / fabricated, then his bid will be rejected and treated as cancelled. Even if the such manipulation is detected at any stage after signing of the contract, it would lead to termination of the contract besides forfeiture of Earnest Money Deposit and liabilities towards prosecution. In such cases the bidder will be debarred from participation in future tendering process in IITKGP for next 05 (Five) years.
- 2.3.15. Earnest Money Deposit (EMD)** of requisite amount and that in prescribed mode or proof of payment thereof shall be enclosed with the Technical Bid explained in following section.
- 2.3.16. Refund / Conversion of Earnest Money Deposit:** The Earnest Money received shall be refunded to the unsuccessful bidders without any interest after the opening of financial bids. The Earnest Money Deposit of successful bidder shall be retained and converted into part of Security Deposit.
- 2.3.17. Forfeiture of Earnest Money Deposit:** Earnest Money Deposit will be forfeited in any of the following cases:
- The bidder withdraws / modifies his tender during the period of Bid Validity.
  - The bidder, in case of tie between lowest bids, refuse to submit revised offer.
  - The bidder does not accept the correction of arithmetical errors of his tender.
  - The bidder fails to deposit Performance Guarantee and information as per format given in GCC within the stipulated time period before award of the work.

#### 2.4. SUBMISSION OF TENDER

- 2.4.1.** The sealed tenders shall be received at the Sr. Executive Engineer, Water Works Section, IIT Kharagpur, Kharagpur-721302, WB, up to 15:00hrs, *6th March 2019* or Corrigenda otherwise.
- 2.4.2.** Tenders received after the due date and time shall not be considered.
- 2.4.3.** Tenders shall be submitted in a sealed Master envelope super scribed "Repair and maintenance of Filter Beds ( 02 Nos.) at Technology Swimming Pool, IIT kharagpur." with NIT No. IIT/IW/WW/NIT/2018-19/38 as NIT No., containing three separate sealed covers, each clearly super scribed as "Tender Fee and EMD", "Technical Bid" and "Financial Bid" respectively, in the following manner:
- 2.4.4. Envelope-1 (Tender FEE & EMD)** will consist of:
- Tender Fee for Rs. 1,000/- (Non-refundable), in the prescribed** mode or proof of payment thereof.
  - Earnest Money Deposit** of requisite amount, in the prescribed mode or proof of payment thereof.
- (Exemption for submission of tender fee & earnest money deposit will be followed as per Government of India rules subject to submission of proper & valid necessary documents.)**
- 2.4.5.** Tender without payment of Earnest Money Deposit would be summarily rejected.
- 2.4.6. Envelope-2 (Technical Bid)** will consist of:
- Covering letter of the offer signed by firm's authorized signatory.
  - Documents establishing the identity and authenticity of the bidder/ bidding firm
  - Self-certified copies of all the documents in support of eligibility of bidder.
  - Self-certified copies of all the documents in support of eligibility of proposed/associated agencies for specialized services.
- 2.4.7. Envelope-3 (Financial Bid)** will consist of the complete tender document, each page duly signed and stamped by the bidder as acceptance of the conditions, Declaration by Bidder and **Financial Bid** all duly filled-in, signed by the bidder or his/her authorized signatory and stamped.



## 2.5. EVALUATION OF BIDS AND AWARD OF WORK

- 2.5.1. The Bid of bidder will be opened on the specified date and time of opening at the Office of Sr. Executive Engineer, Water Works Section, IIT Kharagpur, Kharagpur WB 721302 in the presence of willing bidders or their authorized representatives.
- 2.5.2. Date, time and place of opening of Financial Bid will be informed after evaluation of Technical Bid to the Technically Qualified Bidders.
- 2.5.3. Bids shall, first, be checked for payment of **Tender Fee** and **Earnest Money Deposit**. Only those bids found to have duly paid/ submitted Tender Fee and Earnest Money Deposit shall be considered for evaluation.
- 2.5.4. Evaluation of **Technical Bid**: The bids received will then be assessed on the eligibility criteria mentioned at para 1.3 of Notice Inviting Tender. Bids found not meeting the eligibility criteria shall be considered non-responsive and shall be rejected summarily.
- 2.5.5. IITKGP retains the right to revert back to individual bidders with further clarifications / queries on the Technical Bid. The bidder has to respond to the queries within the specified time mentioned in the covering letter.
- 2.5.6. On the date & time specified for opening of Financial Bid or the Revised Financial Bids as the case may be will be opened on specified date and time.
- 2.5.7. **EVALUATION OF Financial Bids**: The Financial Bid should contain the complete bid document with duly filled in Schedule of Financial Quote. Financial Bids opened as above will be checked for arithmetical errors.
- 2.5.8. The successful bidder shall be issued Letter of Acceptance (LOA) of the bid, and be required to furnish a Performance Guarantee as per General Conditions of Contract, Program Schedule with specific Milestones to be achieved as to complete the work within the stipulated time limit and details of his Technical Staff to be deployed as per ANNEXURE-I
- 2.5.9. **Letter of Award (Work Order)** shall be issued to the successful bidder only after receipt of the Performance Guarantee, along with Program Schedule and the details of Technical Staff to be deployed for the work.
- 2.5.10. **Agreement (Contract)** consisting of complete tender document including conditions, bill of quantities, technical proposal and specialized services, drawings, if any, and acceptance thereof together with any correspondence leading thereto, shall be drawn and signed with the awardee within 10 days of the Letter of Award.
- 2.5.11. **Date of start** of work shall be reckoned from the 10<sup>th</sup> day of the issue of the Letter of acceptance.





**3. UNDERTAKING BY THE BIDDER****UNDERTAKING**

I / We have read and examined the Tender document including terms & conditions, specifications, bill of quantities, drawings and designs, general rules & directions, General Conditions of Contract, Special Conditions of Contract and all relevant other documents, publications and rules referred to in the Conditions of Contract and all other contents in the tender documents for the work.

I / We, hereby tender for execution of the work specified for the Indian Institute of Technology Kharagpur within the time specified and in accordance in all respects with the specifications, designs, drawings and instructions in writing.

We agree to keep the tender open for 120 days from the last date of its submission and not to make any modifications in its terms and conditions. A sum of Rs. \_\_\_\_\_ has been deposited in cash / demand draft of a scheduled bank / Pay order as earnest money. If I / we, fail to furnish the prescribed performance guarantee within prescribed period, I / we agree that the said Director, Indian Institute of Technology Kharagpur or his authorized officer shall without prejudice to any other right or remedy, be at liberty to forfeit the said earnest money absolutely. Further, if I / we fail to commence work as specified, I / we agree that the Director, Indian Institute of Technology Kharagpur shall without prejudice to any other right or remedy available in law, be at liberty to forfeit the said earnest money and the performance guarantee absolutely, otherwise the said earnest money shall be retained by him towards security deposit to execute all the works referred to in the tender documents upon the terms and conditions contained or referred to therein.

Further, I / We agree that in case of forfeiture of earnest money or both Earnest Money & Performance Guarantee as aforesaid, I / We shall be debarred for participation in the re-tendering process of the work.

I / We hereby declare that I / We shall treat the tender documents, drawings and other records connected with the work as secret / confidential documents and shall not communicate information derived there-from to any person other than a person to whom I / We am / are authorized to communicate the same or use the information in any manner prejudicial to the safety of the State.

**Seal & Signature of Contractor**

Postal Address

**Dated****Witness****Address****Occupation**

ANNEXURE-I

TECHNICAL STAFF OF CONTRACTOR

DISCIPLINE	NAME	QUALIFICATION	EXPERIENCE	CONTACT NUMBER
Overall Project In-charge				
Engineer - Structure and Civil Works				
Engineer – Electrical & Mechanical Works				
In-charge - Safety, Health & Environment				

Seal & Signature of Contractor



## Repair and Maintenance of Filter Beds(2 Nos) at Technology Swimming Pool,IIT Kharagpur

SL	Description	Unit	Qty	Rate(Rs)	Amount(RS)
1	Painting with synthetic enamel paint of approved brand and manufacture of required colour to give an even shade Two or more coats on new work over an under coat of suitable shade with ordinary paint of approved brand and manufacture	sqm	100	112.3	13542.00
2	Removing old paint from blistered painted surface of steel or other metal by chipping including scraping and cleaning and exposing the original surface.	sqm	120	48	6865.20
3	Welding by gas or electric plant including transportation of plant at site etc. complete.	cm	2000	2.85	6880.00
4	Painting with black anti-corrosive bitumastic paint of approved brand and manufacture to give an even shade Two or more coats on new work	sqm	120	65.2	9434.40
5	With ready mixed red oxide zinc chromate primer of approved brand and manufacture on steel galvanised iron/ steel works	sqm	120	29.1	4210.80
6	Supply and delivery at site of new gravels of different size(20-15mm,15-10mm,10-05mm) as per Technical Specification	cft	346.4	348.92	142631.50
7	Supply and delivery at site of new dry screened Quartz sand (16-32 mesh & 8-16 mess)of best and approved quality as per Technical Specification	cft	638.3	499.8	376426.11
8	Repacking the new supplied gravels into filter bed,with layers by layers and also with the new sand into the filter bed carefully as per technical specification.	Day	6	2145.00	15186.60
9	Trail run of the filter bed for any leakage and smooth functioning upto 72 hrs by engaging skilled labour as per direction and entire satisfaction of EIC	Day	3	606.05	2145.42



10	Supplying fitting fixing umbrella strainer at 2 nos HPF	Nos	832	39.49	38771.20
					616093.23
				Say :	616093.00

**Rates are inclusive of all taxes**

I agree to execute the work at \_\_\_\_\_ % [ in figure] ABOVE / BELOW /

AT PAR ( \_\_\_\_\_ percent) [in words]

ABOVE / BELOW / AT PAR Department estimated amount/item rates

\_\_\_\_\_  
Signature of the Contractor with Date & seal

