

राष्ट्रीय फैशन टेक्नालॉजी संस्थान, कोलकाता केन्द्र

NIT No. 36/2017(PUR)



**Tender Form Fee  
Rs. 200/-**

**NATIONAL INSTITUTE OF FASHION TECHNOLOGY, KOLKATA**

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

(ISO 9000:2008 certified Institute)

**TENDER**

*For*

**“Comprehensive AMC of 5555 GPH capacity Water Treatment Plant”**

**Tender No.: 36/2017(Pur-Kol)**

OPENING DATE FOR ONLINE SUBMISSION OF TENDER	26/12/2017
CLOSING DATE FOR ONLINE SUBMISSION OF TENDER	<b>25/01/2018 up to 2.00 pm.</b>
Date and time of opening of tenders (Technical Bid)	25/01/2018 at 3.00 pm.

**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.**

**TENDER NOTICE**

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 sealed hard copy of the tender shall be submitted in one big envelope superscribed with “**Tender for Comprehensive AMC for 5555 GPH capacity Water Treatment Plant**” (NIT No.: 36/2017(Pur-Kol) containing two separately sealed small envelopes, one for “Technical Bid” and another for “Financial Bid” superscripting as such and addressed to the Director, National Institute of Fashion Technology, Block-LA, Plot-3B, Sector-III, Salt Lake City, Kolkata-700098 on or before 25.01.2018 up to 2.00.

Signature of the tenderer with date & seal

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NIT No. 36/2017(PUR)

**Submission of Bid**

- i) The interested firms should apply online and submit their tender and the 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> from 26.12.2017 to 25.01.2018 up to 2.00 P.M.
- ii) Tender documents is 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 through the online mode through the website <https://nifttenders.eproc.in>. No other mode of application will be considered & application will not be accepted.
- iv) For applying online, the Firm should get itself registered at <https://nifttenders.eproc.in>
  - Registration Charges of Rs. 2000./- + 365/- (GST) = Rs- 2365./- ( Two Thousand three hundred sixty five ) non-refundable.
  - Bid Processing Fee charges of Rs 80/- + Rs 15./- (GST) =Rs 95/- (Ninety Five 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- 700098. And

**For online procedure:**

For More enquiries/For Helpdesk officers:- Mr.Sandeep Bhandari,

E-mail:- [sandeep.bhandari@clindia.com](mailto:sandeep.bhandari@clindia.com)

Phone No.:- 0124-4302033 & 36

Cost of Tender form: Rs 200/- (Non-refundable)

Earnest Money Deposit: Rs 3,000/- (Three Thousand only)

Security Deposit: 10% of total bid value

Commencing date of Tender: 26.12.2017

Last date of Submission: 25.01.2018 up to 2.00 PM

Date of opening of Tender (Technical Bid): 25.01.2018 at 3.00 PM

Estimated Amount: 1.00 Lakhs

**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./month
- iii) Through 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.

Signature of the tenderer with date & seal

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NIT No. 36/2017(PUR)

- iv) 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.
- v) Through 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<sup>2</sup>. Make: KIRLOSKAR pump motor set. For raw water feed pump to filtration unit
- vi) Through 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 (Govt./Govt. undertaking/Govt. approved) certificate for chemical test report of water which includes Ph value test, Iron content & Turbidity test
- ix) Break down service of the above item (1 – 5) to be attended as and when required. Preferably within 4-6 hrs./24 hrs. dependent on the type of Break down occasional.

**Terms & Conditions:**

1. Please read the terms & conditions carefully before online submission/filling up the document. Incomplete tender documents will be summarily rejected.
2. Telegraphic or conditional or offline tender may 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 atleast three years of relevant experience in executing/rendering such services.
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 and without the required Annexure(s) & documents will not be considered. Tenders received after the specified date and time, due to whatever reason including postal delays, if any, will not be considered.
7. A separate **Demand Draft of Rs. 200/-** (Rupees Two Hundred Only) (Non-Refundable) drawn in favour of NIFT Kolkata payable at Kolkata towards Tender Cost shall be attached with Technical Bid in case the tender document is downloaded from NIFT website ([www.nift.ac.in/kolkata/business.html](http://www.nift.ac.in/kolkata/business.html))
8. All tenderer are required to submit **Earnest Money Deposit (EMD) of Rs.3000/- (Rupees Three Thousand 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

Signature of the tenderer with date & seal

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NIT No. 36/2017(PUR)

9. 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. The Security Deposit will be refunded, without any interest after 2 months of completion of the contract with deduction(s), if any and as applicable.
10. The minimum annual turnover for past two years should not be less than **Rs.10 Lakhs** per year which should be substantiated by Audit report.
11. All the DD (s) are to be submitted along with the Technical Bid only and **NOT with the Financial Bid**. All bidders should mention their company name and tender/NIT no. at the back of the DD(s).
12. If the Technical and Financial Bids are submitted together in the same single envelope the same bid will be rejected.
13. No overwriting, correction, insertion shall be permitted in any part of the tender unless duly countersigned by the tenderer. The tender should be filled in and submitted in strict accordance with the instructions laid down herein; otherwise, the tender is liable to be rejected.
14. 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.
15. 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 agency/service provider, either the amount will be deducted from the Bill amount and/or the agency/contractor will pay the same.
16. Non-compliance of any terms and conditions enumerated in the contract shall be treated as breach of contract.
17. **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.
18. 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.
19. 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.
20. 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.
21. 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.
22. 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.

Signature of the tenderer with date & seal

**राष्ट्रीय फैशन टेक्नालॉजी संस्थान, कोलकाता केन्द्र**

NIT No. 36/2017(PUR)

23. 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.
24. 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.
25. 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.
26. 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.
27. 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.
28. 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.
29. 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.
30. 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.
31. It is preferred that the tenderer should have an operating office in West Bengal.
32. NIFT will not provide any mode of transport in respect of manpower or any items/materials required for the service.
33. 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.
34. 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.
35. 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.
36. 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.
37. 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.
38. All disputes are subject to Kolkata Jurisdiction only.

Signature of the tenderer with date & seal

राष्ट्रीय फैशन टेक्नालॉजी संस्थान, कोलकाता केन्द्र

NIT No. 36/2017(PUR)

***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.***

राष्ट्रीय फैशन टेक्नालॉजी संस्थान, कोलकाता केन्द्र

NIT No. 36/2017(PUR)

**[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

5. DD [enclosed] details:

- i. DD no. \_\_\_\_\_, dtd. \_\_\_\_\_, amt. \_\_\_\_\_, bank \_\_\_\_\_ [Tender Cost, if downloaded]
- ii. DD no. \_\_\_\_\_, dtd. \_\_\_\_\_, amt. \_\_\_\_\_, bank \_\_\_\_\_ [EMD]

1. Tenderer should submit the entire set of tender papers duly signed while dropping the tender.
2. Additional paper(s) to furnish the above information may be used.

**[ANNEXURE – II]**

Signature of the tenderer with date & seal

राष्ट्रीय फैशन टेक्नालॉजी संस्थान, कोलकाता केन्द्र

NIT No. 36/2017(PUR)

**TECHNICAL BID**

for

Comprehensive AMC for 5555 GPH capacity water treatment plant

Sl. No.	Particulars	Mention 'Yes' or 'No'
01	Whether 'Technical' & 'Financial' bids submitted separately and the respective envelopes superscribed properly.	
02	Whether demand Draft of <b>Rs.200/-</b> (Rupees Two Hundred Only) favouring NIFT Kolkata is enclosed as tender cost (if tender document is downloaded from website/not purchased) (to be submitted with the Technical Bid)	
03	Whether Demand Draft of <b>Rs.3000/-</b> (Rupees three Thousand only) in favour of NIFT, Kolkata is enclosed as EMD (to be submitted with the Technical Bid)	
04	Whether capable and agreed to submit <b>10%</b> (Ten Percent) of total contract value as Security Deposit of total bid value, if work order is awarded as a successful Tenderer.	
05	Whether minimum Annual turnover is <b>Rs.10/- Lakh</b> per year during the last 2 (two) years [i.e. FY: 2015-2016, 2014-2015] [Please attach audited report of Trading, Profit & Loss(P&L) and Balance Sheet (BS) from authorized Chartered Accountant as a proof]	
06	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 May'2014 to till date</i> )	
07	Whether Trade License for this kind of jobs enclosed	
08	Whether copy of Pan Card enclosed	
09	Whether Copy of Certificate of Goods and Service Tax (GST) enclosed.	
10	Whether Copy of Income Tax Return for last 2 (two) years submitted [Assessment year 2016-2017, 2015-16]	
11	Whether agreed to abide by all the terms & conditions of this tender	
12	Whether all DDs, Annexure-I, II & III, duly filled, are enclosed with this Technical Bid and Annexure-IV, duly filled, with Financial Bid	

(All above enclosures should be valid)

Date:

Place:

[Annexure –III]

**Declaration by the Tenderer**

Signature of the tenderer with date & seal



राष्ट्रीय फैशन टेक्नालॉजी संस्थान, कोलकाता केन्द्र

NIT No. 36/2017(PUR)

This is to certify that I/We, before signing this tender have read and fully understood all the terms and conditions contained herein and undertake myself/ourselves to abide by them.

I/We hereby undertake that the information provided with this tender are true and the tender is liable to rejection if the same is found to be false or the information is found to have been suppressed by me/us.

**(Signature of Tenderer with seal)**

**Name:**

**Seal:**

**Address:**

**Phone No (O):**

**Date:**

**[Annexure-IV]**

**[Financial Bid]**

*For*

Comprehensive AMC for 5555 GPH capacity water treatment plant

Signature of the tenderer with date & seal

**राष्ट्रीय फैशन टेक्नालॉजी संस्थान, कोलकाता केन्द्र**

NIT No. 36/2017(PUR)

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) Through 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	Through servicing & maintenance of Two (2) nos. 5 HP CI centrifugal pumps of capacity 25 cum per hour against a head of 2 – 3 kg/cm2. Make: KIRLOSKAR pump motor set. For raw water feed pump to filtration unit	01 job	
04	Through 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	Break down service of the above item (1 – 5) to be attended as and when required.		
08	Liquid chlorine @ Min. 50 ltr./month(approx.) or as per requirement for the plant to be supplied for necessary dosing pump	Monthly Min. 50 Ltr./month	
	*GST ..... %		
	Total		

**\*GST need to be mentioned specifically**

Signature of the tenderer with date & seal