NOTICE INVITING TENDER FOR ANNUAL RUNNING OPERATION& MAINTENANCE CONTRACT OFSEWAGE TREATMENT PLANTTWO NOS EACH OF 65 KLD AND 90 KLD CAPACITY

The Indraprastha Institute of Information Technology Delhi was created as a State University by an Act of Delhi Government. The Institute has a campus spread over an area of around 25 acres with 14 buildings. The Institute invites sealed tender from reputed agencies in two bid system i.e. Technical and Financial along with EMD for "Annual Running Operation and Maintenance Contract of 02X 65 KLD + 02 x 90 KLD STP plants" as per details below:

Bid Schedule

Name of Work	Annual Running Operation and Maintenance Contract of 02X 65 KLD + 02 x 90 KLD STP plants at IIITD Camps Okhla Phase-III, New Delhi-110020
Date of release of the tender	10 th Jan 2020
Earnest Money Deposit (EMD)	Rs. 60,000/- in the form of Demand Draft infavour of "IIITD-CollectionAccount" payable at NewDelhi (except for those who are exempted by NSIC certifications (with Proof)) failing shall be treated as invalid and shall be liable for rejection.
Last date and time for submission of tender	24 th Jan 2020 at 1500 Hrs.
Date and time of bid opening	24 th Jan 2020 at 1530 Hrs.
Address for communication & submission	IIIT-DELHI
of tender documents and opening of	Okhla Industrial Estate, Phase III
technical bid	New Delhi 110020
Clarification/Queries, if any, can be	email ID: <u>admin-project@iiitd.ac.in</u>
addressed to	phone no- 01126907563/565

Scope of Work

- 1. The campus is zero discharge and is provided with 04 Nos (2 Nos 65 KLD + 2 Nos 90 KLD)Sewage treatment plants at Okhla Phase III New Delhi.
- 2 The details of STP and other parameters is as per (Annexure-A)
- 3. The scope of work includes:
 - a) 24X7running operation and maintenance of **four**STP plants-Regular checking of parameters required for smooth operations of the plants. All measures to operate plants satisfactorily.
 - a) The plants will be operated by trained operatorssupervised by a Qualified Supervisor, who will maintain necessary log books on daily basis, records of internal and external testing, submit periodic reports etc.

- b) Regular dosing of chemicals in the system
- c) Regular backwash and rinsing of Multi Grade filter, activated carbon filter
- d) Regular cleaning of bar screen
- e) Checking parameters like color odour pH etc for smooth operations and take immediate action for corrective measures in case of deterioration in any parameter
- f) Visit of technical expert/s once in a month to review performance of the plant.An Engineer from the Head office of the agency would visit site, monitor and manage the activities at site to provide necessary technical backup to the site from Head office or otherwise. He will visit site to oversee the entire operations and initiate any major R&M works as required. .
- g) Break down maintenance calls- Unlimited break down calls on as required basis. The break down calls will cover 24X7- breakdown call within 24 hours of the time of complaint.
- h) Schedule maintenance calls- At least 4 (four) scheduled calls as per the program for regular preventive maintenance.
- i) A complaint escalation matrix is to be provided by vendor.
- j) The vendor shall ensure Testing of STP treated water sample as per ISO standards once in a quarter from approved laboratory and report to be submitted by 05thof every month.
- k) To coordinate with maintenance team of IIITD for any repairs and spares requirement.
- I) Undertake regular preventive maintenance of all mechanical equipment's as pumps valves etc. and take corrective action whenever required for smooth operations.
- m) All tools (04 sets) required for day-to-day running and vendor will provide maintenance of the plant.
- n) All printed log books required for the plants will be provided by vendor.
- o) The treated water to be supplied for Horticulture and other specified uses.
- p) Record hourly data of the operations. Maintaining all sorts of records as per requirements viz sheets of system performance, chemical consumption records, electrical consumption records, daily inlet outlet discharge quantities.

- q) The Vendor shall fulfill the requirements of various law enforcing agencies / local authorities, such as Pollution Control Boardetc.
- r) The agency shall not engage any sub-contractor or sublet/transfer the contract to any other agency/person in any manner
- s) Manpower deployment:
 - i. Operator: Minimum One per set of 65+90 KLD plant per shift of 08hrs for 24x7 running operations maintenance.
 - ii. Supervisor:Onein generalshift
- t) The vendor will be responsible for safety of their deputed staff during performance of duty at site.
- u) In case, any of the staff is not found up to the mark and not able to do work properly, he will have to be changed as per IIITDinstructions.
- v) The vendor shall ensure that the Bidder / Agency shall distribute the salary wages in full as per Minimum Wages Act to the deployedstaff. Necessary payments to be made to staff by the 7th of every month by the agency. Proof of bank transfer details shall be required to be provided by the 7th of each month. All labour laws must be complied with and payment details sent to Client on 7th of each month itself.
- w) The agency shall not engage any staff below the age of 18 years. All the staff deployed by the agency shall be medically fit and their antecedent be verified prior to the deployment in theInstitute. The agency shall be responsible for the health and well being of his staff.
- x) The agency shall render all assistance in obtaining approvals as required from local authorities for plant operations.
- y) The Contractors will attend all Minor Electrical breakdowns. Major breakdowns/replacements /servicing/repairs in pumps panels motors shall be got done by the Client
- z) Client will provide sewage water, electricity on continuous basis,
- aa) All the materials/chemicals to be used for the operation of STP plant should be of the best quality. All chemicals shall be provided for in the contract value and no extra shall be payable, However all replaceable spare/parts shall be extra as per actuals.
- bb) The vendor shall ensure necessary training to supervisors to enhance plant performance and efficiency
- cc) The supervisor shall maintain duty roster.andThe staff should wear photo-identity-card.

Pre-qualification Criteria

1. The agencies / companies who fulfill the pre-qualification criteria mentioned below will only be considered for opening of financial bid:

Estimated Cost :Rs 30 lacs

S. No.	Particulars	Document (s) to Annex
1	Company should be in existence for last five years.	Certified copy of registration certificate.
2	Company should have average turnover of Rs.45 lacs in similar field in previous three financial years ending on 31.03.2019.	Audited accounts of 2016-17, 2017-18 and 2018-19 may be enclosed.
3	The tenderers should have successfully completed the following work in the in Institute/Academic Institute/Public Sector Undertaking/ MNC/ Corporate Sector last 7 years ending last day of month previous to the one in which applications are invited should be either of the following:-	Certified Copies of Work orders/ Experience certificate etc. on the letter head of the client /customer to be submitted.
	 Three similar completed works costing not less than the amount equal to Rs.12,00,000/- (Rupees Twelve lacs only). OR 	
	 Two similar completed works costing not less than the amount equal to Rs.18,00,000/- (Rupees eighteen lacs only). OR 	
	 One similar completed work costing not less than the amount equal to Rs.24,00,000/- (Rupees Twenty four lacs only). 	
	"SIMILAR WORK" means, running operation and maintenance of STP of minimum 65KLD capacity and above. Manufacturers of such plants with similar experience are also eligible.	
4	Company should have valid PAN,GST registration etc.	Certified Copy of each document
5	Company should not have been barred	A certification to this effect on the

	/ blacklisted for taking up similar work in	letter of the bidder.
	any organization	
6	Earnest Money Deposit (EMD)	Rs. 60,000/- in the form of Demand Draft in favour of "IIITD-Collection Account" payable at NewDelhi (except for those who are exempted by NSIC certifications (with Proof)) failing shall be treated as invalid and shall be liable for rejection.
7	The bidder should enclose a detailed	Profile of Company
'	profile of firm includingdetail of their	
	product and services.	

1. SUBMISSION OF BIDS:

TECHNICALBID

The technical bid **envelope-I** must contain the technical bid in prescribed Performa along with:

- i. Earnest Money Deposit
- ii. Original Tender Document (except Financial Bid) Duly signed & Stamped on all pages of tender documents as acceptance of tender conditions along with Technical Bid form with all relevant documents with self-attestation to be enclosed
- iii. Technical Bid document Annexure -IV
- iv. Checklist for submission of bid in the format attached as Annexure-V
- v. Copy of Audited Balance Sheets and Profit & Loss Statements for last three years (2016-2017, 2017-2018,2018-2019) with summary statement to be provided on the letter head of the CA.duly attested by them.
- vi. Evidence of successful experience certificate of at least 3 (three)projects as per clause 3 in Pre-qualification Criteria
- vii. Letters of reference from the previous organizations with regard to work done with complete contact details of concerned officials in those projects with telephone numbers, address, email, etc. along with scope of work.
- viii. Copy of partnership deed for partnership firm or Memorandum of understanding (MOU) and Article of Association (AOA)/ certification of Registration of companies/ Society/ firm including Certificate or Incorporation for change in name, if any, for limited/private limited company.

- ix. PAN Number in Agency's letter head and Copy of income tax return filed by agency during last 3 financial years indicating PAN number.
- x. Copy of PF A/c No. and ESI No. In case Agency's establishment is not registered with PF & ESI Authorities, the Agency shall furnish an undertaking that in the event their establishment falls under the purview of PF & ESI Act during the execution of Contract, then the Agency shall get their establishment registered under PF & ESI and they shall also be solely responsible to fulfill the obligation of PF & ESI at no extra cost to IIITD.
- xi. The bidder should enclose a detailed profile of firm including detail of their product and services.
- xii. Any other detail/ confirmation asked in specifications.
- xiii. Sealed envelope with superscription "ANNUAL RUNNING OPERATION & MAINTENANCE CONTRACT OF SEWAGE TREATMENT PLANTS TECHNICALBID" FINANCIAL BID

The Financial **Bid envelope-II** must contain:

- Financial Bid should be submitted with prices quoted for all the items and the price mentioned in figures as well as word in the stipulated format in **Annexure B** and **Annexure –VI** without any condition.
- ii. The financial bid shall include all the charges (with Break up) including all taxes etc., to complete the work in all respect. IIITD will not accept any claim other than mentioned in financialbid.
- iii. No overwriting or use of correction fluid shall be accepted. Any corrections shall be legible and signed by the authorized signatory.
- iv. Sealed envelope with superscription "ANNUAL RUNNING OPERATION & MAINTENANCE CONTRACT OF SEWAGE TREATMENT PLANTS-FINANCIALBID".
- v. Put TECHNICAL BID ENVELOPE and FINANCIAL BID ENVELOPE in separate sealed covers and put both the sealed cover in one cover addressed to Registrar, IIIT-DELHI Okhla Industrial Estate, Phase III New Delhi 110020, with superscription on the cover as "ANNUAL RUNNING OPERATION & MAINTENANCE CONTRACT OF SEWAGE TREATMENT PLANTS". It should reach us on or before 24.1.2020:15:00 hours.

INDRAPRASTHA INSTITUTE OF INFORMATION TECHNOLOGY, DELHI (IIIT-DELHI), Okhla Industrial Estate, Phase III, New Delhi 110020 (Tel No 011-26907400, Website: www.iiitd.ac.in)

vi. Bids received shall be evaluated as per the criteria prescribed in the tender document. IIITD will not entertain any modifications subsequent to opening of bids and bids not conforming to tender conditions shall be liable to be rejected. Therefore, bidders are advised to submit their bids complete in all respects as per requirement of tender document specifying their acceptance to all the clauses of Bid Evaluation Criteria, General terms and conditions and compliance to the Scope of Work requirement etc.

Those who meet the pre-qualification criteria as above will be considered for opening of financial bid. The agency quoting the lowest rate for AMC shall be considered for award of work. IIIT, Delhi does not bind itself to accept the lowest or any other offer and reserves the right to accept or reject any or all the offers either in full or in part without assigning anyreason.

Plant Visit: The bidders are required to visit the site to see the actual site for themselves to assess the quantum of work involved before submitting the tender. Once the tender is submitted, it will be presumed that the bidder has seen and understood the complete work involved for each plant.

The services will be required initial for period of one year. The contract may be extended based on performance up to maximum of 3 years. In this regard decision of the Institute shall be final.

Interested agencies may submit financial bid as per enclosed format (Annexure-"B"), duly authenticated and stamped. Bidders are advised to inspect the site before quoting the rates. No escalation in rate will be considered during the validity of the contract period. The Financial Bid should contain all relevant price information. The Bid Form must be filled in completely, without any errors, erasures or alterations. The Financial Bid should not contradict the technical offer in anyway.

The rates should be valid for at least 90days.

The EMD of unsuccessful bidders will be returned within 30 days after award of contract.

The rates shall be quoted on yearly basis including all taxes. An undertaking on stamp paper with the breakup of cost based on prevalent minimum wages would require to be submitted by the lowest bidder for the award

Payment Terms

1. Quarterlybill of 25% of the contract value shall be raised by the 7th day of next month shall be raised. Payment to the deployed staff shall be paid by 7th of each month without fail. Payment shall be released within 15 days of raising bill.

2 No advance payment will be made under any circumstances.

Performance Guarantee

Selected company will be required to deposit Performance Guarantee @ 5% of the Work value which shall be in the form of DD/FDR/Bank Guarantee in favour of the Institute. The format of which will be provided at the time of Award of Work.

INSTRUCTIONS TOTENDERERS:

The tenderers submitting their bid under this tender document are requested to strictly abide by the following instructions, failure to which may lead to rejection of tender document. The tenderers are requested to follow the below mentioned instructions:

- The bids shall exactly be according to the prescribed formats. Modifications/ Rewording of formats shall not be acceptable.
- ii. All documentations are required to be in English
- iii. Unsealed tenders will not be accepted.
- iv. Tender should be filled with neat legible and correct entries. Indistinct figures, erasures and alterations are not permitted in the tender.
- v. Failure to comply with these conditions will result in forfeiting of the tender. Please cross out any mistakes and rewrite the same and countersign.
- vi. Incomplete tenders, amendments and additions to tender after opening and tenders submitted after due date shall liable to be ignored.
- vii. Cost involved in submitting the bids, attending the tender opening meeting, arrangements for the demonstration/presentation etc. shall be borne by the bidder.
- viii. Each and every page of the tender documents should bear the stamp of the tenderer and signature of the authorized representative. All **Annexure I to VI** enclosed shall be filled without exception.
- ix. An indemnity bond to be submitted. (Annexure-III).
- x. The Competent Authority of IIITD, reserves the right to accept or reject any tender or all tenders without assigning any reason.
- xi. These instructions shall form part of the contract document.

- xii. Subletting contract shall not be assigned or sublet to another party.
- xiii. The contract may be terminated at any stage solely at the option of IIITD with an advance notice of one month without assigning anyreason.
- xiv. Before commencing the work and within a week after issue of the Work Order, the bidder shall make a security deposit as per notice and furnish the same for the proper fulfillment of the Contract and shall execute an Agreement for the work on non-judicial delhi Stamp Paper in the format given by IIITD at the time of award of works.
- xv. Rates quoted shall be firm and fixed and are inclusive of cost of manpower, material, machinery, tools and plant etc., all taxes (including Goods and Service Tax), duties and levies, insurance etc. no escalation of whatsoever nature shall be payable.
- xvi. The successful bidder is required to submit security deposit @ 5% of annual value of the tender or performance guarantee. The same will be returned after successful completion of the contract without any interest.
- xvii. Any kind of malba/ scrap arising out of maintenance work will be removed by the tenderer at his own cost and risk.
- xviii. The tenderer will be responsible for timely deduction and deposit of ESIC/PF of the manpower deployed by tenderer at IIITD. The deposit challan must be submitted on demand.
- xix. The provision of Goods and Service Tax (GST) as applicable from time will be binding on the tenderer and proof of payment of GST will be provided by the tenderer along with theirbill as and when called for.
- xx. No tenderer shall be allowed to withdraw the tender rates after opening of the tender. If any tenderer withdraws the rates the EMD amount deposited by him shall be forfeited and he shall be disqualified from participating in any future tender of the Institute.
- xxi. No interest shall be paid on the EMD and the EMD shall be forfeited in case the selected/successful bidder does not accept the W.O. or unable to execute thework.
- xxii. Rates should be offered unconditionally and if rates are submitted with any condition the tender shall be rejected.

- xxiii. The bidder shall be free from the encumbrance and there shall not be any vigilance case/ CBI case/ Court Case pending against him. A self-certificate in this regard shall beenclosed.
- xxiv. Having ISO certification will be an added qualification.
- xxv. The selected firm (s) has to provide the after sale services to replacements etc as required
- xxvi. Minimum man power required per shift of 8hours as earlier
- xxvii. Attendance will be marked on day-to-day basis and recovery will be done per person per day forabsenteeism.
- xxviii. Qualification for Supervisor (Skilled): Minimum 3 years' experience in handling STP plant operational and maintenance work. Those having ITI /ITC Certificate /B.Sc / HSC (Science)] will be given preference. Certificate of experience in similar plants of minimum capacity of 65KLD is essential. (Proof is to beattached).
- xxix. Qualification for Operator (semi-skilled): Minimum 2-year experience in handling STP plant running, operations and maintenance work.
- xxx. The selection of the agency will be at the sole discretion of the IIITD who reserves its right to accept or reject any or the all proposals without assigning any reason.
- xxxi. The contract for the ROMC shall be awarded to the qualified responsive tenderer who has quoted lowest.
- xxxii. Upon evaluation of offers the notification on award of contract will be intimated to the successful tenderer.

Note: Only those firms/ authorized dealers who accept and fulfil the above terms & conditions should participate in the tendering process.

1. GENERAL CONDITIONS

ANNUAL OPERATION AND MAINTENANCE CONTRACT FOR SEWAGE TREAMENT PLANTS

Minimum Manpower required per shift of 8hours:

- a. Supervisor(Skilled) one person in day shift of 8 hours on daily basis for supervision of all four plants
- b. Operator (Semi Skilled) one person in each shift of 8hours per set of 90 and 65KLD –STP

Common Sewage Treatment plant:

- Collection of sample Sewage from individual units at the point of discharge to IIITD sewer, conducting tests on them to ascertain that these are within the standards fixed by CPCB, informing IIITD of the results and initiating remedial action
- ii. The treated wastewater should comply with the standards given in consent order of CPCB/ DPCC /BIS standards
- iii. Name and detailed description of chemicals to be used for treatment if required and their specification may be mentioned.
- iv. Service should be offered round the clock, 365 days in one calendar year. The Bidder shall be responsible for following all labor laws and statutory requirements, insurances pertaining to its employees. The bidder shall Indemnify IIIT-D against any Claim on this account. It must retain sufficient reserve of manpower to cater for situations like leave, weekly offs, medical problems, holidays or any other exigencies etc.
- v. Price: Quoted rates shall be valid for the entire period of the Contract. However, the increase of minimum wages as per the Govt. Notification shall be applicable.
- vi. Delay in Payment: In case of delay in monthly payment, the bidder should make payment to its manpower without affecting the work.
- vii. Attendance register: Bidder shall be responsible to maintain biometric /manual records of daily attendance of the staff deployed by it. However the Institute reserves the rightto inspect the records & verify attendance as andwhen required or deemed fit.

- viii. Replacement of Staff: Any staff/employee may be required to be replaced immediately from the site without assigning any reason whatsoever.
- ix. Restrictions: Smoking cigarette, bidi, chewing tobacco, pan, Gutkha or any other banned item is strictly prohibited inside the Institute's premises. Non-Compliance may lead to suitable penalty /termination of contract, to be decided by the Institute.
- x. Contractor should provide all Tools & Tackles as required for proper running to functioning of STP. Also minimum testing kits to be provided for onsite testing of water.
- xi. All disciplinary rules and regulations as enforced are to be followed by the work force of the Contractor during their stay at the premises. Uniforms and safety kits etc. have to be provided to the staff by the successful firm/contractor/agency.
- xii. All the materials, spare parts, consumable such as oil, grease etc. will be arranged by successful firm/contractor/agency.
- xiii. The Contractor should submit the preventive maintenance schedule for IIITD approval and its implementation.
- xiv. The instruction/s given to the Contractor from time to time should be properly carried out and necessary records of action taken should be maintained in a Log Book.
- xv. Any damages caused by the Contractor in existing facilities while carrying out the work shall be made good by the contractor to IIITD entire satisfaction at their own risk andcost.
- xvi. The contractor should fulfill all statutory requirements pertaining to satisfactory performance of the jobetc.
- xvii. Dismantled / replaced parts should be handed over to IIITD Engineer incharge or its representative.
- xviii. All the contractor's employees posted and working in IIITD premises for the above mentioned work should be covered under ESIC making statutory contribution under ESIC Act as per Govt.laws.
- xix. The Contractor shall take necessary insurance to cover the entire workmen's compensation act and also in respect of any other person on account of accident at site.

- The contractor shall comply with all existing labour legislations and Acts, Provisions as applicable, such as Contract Labour Regulation Act, Workmen's' Compensation Act, Minimum Wages Act, Payment of Wages Act, Provident Fund Act, ESI Act etc. For any lapse or breach on the part of the contractor in respect of non-compliance of any labour legislation in force during the validity of the contract, the contractor would be fully responsible and would indemnify the Institute, in case the Institute is held liable for the lapse if any, in thisregard.
- xxi. The contractor shall have to make own arrangements for the accommodation of his staff outside the premise of IIITD.
- xxii. IIITD shall not be responsible for the release of benefits, such as Provident Fund, ESI, Pensionary benefits or allowances to the staff employed by the contractor. Excess payment due to any changes in the Minimum Wages Act or in any other labour legislation/provisions or other statutory obligations during the validity period of the contract shall be the responsibility of thecontractor.
- xxiii. Work involves running operation and maintenance of Sewage Treatment Plant, filtration Plant, Pump Set, spare and Electric Driven Pump Setetc.
- xxiv. The tenderers are required to visit the plant site to see the actual installations themselves to assess the quantum of work involved before submitting the tender. Once the tender is submitted, it will be presumed that the tenderer has seen and understood the complete work involved for each of thesystem.

2. DUTIES ANDOBLIGATIONS

a. Duties of Operators & StaffEmployed:

- The Contractor should submit the names of the persons engaged for the work and they have to report to the Engineer-In-Charge on day-to-day basis. Persons employed should not be changed frequently and every person employed for the work has to obtain proper Gate Pass from Administration Department of theinstitute.
- ii. Operation and the maintenance of STP system comprising of various pumps, motors, blowers, pipelines, setting tanks, filter unit, etc. together with the electrical panels and connections. Operators employed should have knowledge of Hindi, &English(optional). The Contractor has to keep the area of plant neat and lean.

b. Repairs:

- The Contractor has to do all minor repairs, for which no additional labour charges will be paid. However, for any spares/materials replaced, actual charges will be paid as per the bills from the authorized/dealers after ascertaining the rates on submission of original bills (except damage caused to any machinery/plant due to negligence of contractor), and such materials to be checked-in through Security Department as evidence being materials brought in.
- ii. Under no circumstances plant should remain under breakdown for more than 03 hours. In the event of breakdown/ shut down the onus of attending to the problem in the shortest possible time will rest on the Contractor failing which Engineering Department is empowered to get the breakdown/ shut down any defect rectified from any outside agency at the risk and cost of the Contractor and make necessary deductions from theirbills.
- iii. The firm shall rectify any breakdown in a stipulated time failing which penalty for nonperformance @ 0.5 % per week of delay subject to a maximum of 5% of the contract price will be imposed and in the event of any damage to the property or life or any machinery and installation in the STP arising out of non-performance or negligence of the workers, contractor will be solely responsible. The contractor shall be responsible for proper maintenance of decorum, punctuality, discipline and work out putetc.,
- iv. The Contractor has to keep all the area and surroundings at the site neat and clean and dump the scrapped materials at the scrap yard.
- v. It will be Contractor's responsibility to maintain STP, Plant in healthy state all the time, to plan and undertake preventive maintenance of STP at regular intervals and attend routine maintenance activity everyday.
- vi. The Contractor should make a service report for all the maintenance jobs carried out and get it counter signed by the Engineer-in-charge. The Institute will provide the necessaryregisters.
- vii. The Contractor has to carry out necessary treatment to the sewage so as per the parameter provided in 6.3 (ii)
- viii. The Contractor has to carry out testing of water at the regular interval of every month and whenever felt necessary as instructed to do so by the institute and furnish the test reports to the Engineer-In-charge onpriority. The cost of tests to be borne by Contractor.

- ix. The Contractor will also provide a Tests Certificate every month of effluent water before and after treatment and certificate have to be obtained from the Delhi Pollution Control Board, For B.O.D, C.O.D, PH, TSS, and O&Getc as called for..
- x. The Contractor should maintain logbook, on site test reports etc. upto date as perIS.
 - It will be the responsibility of Contractor to remove excess sludge from sludge holding tank. In addition, Contractor shall also carryout cleaning of Grease/Sludge holding Tanks periodically, and disposal of grease / sludge outside the premises at his owncost.
- xi. Checking of the levels of the septic tank located near buildings and arranging for pumping of the Sewage collected in this tank at times / regularly, so that the Sewage at no point of time overflows the tank and cause a health hazard to the occupants of the IIITD Campus surroundings (localities orneighbors).
- a. Operating of the pumps erected inside the pump house for water supply and constructed beside the septic tanks, taking care to check the levelsofWater in the UGsump.
- b. Sewage in the tank and maintaining of the pumps and clearing any chokes / blocks in the conveyance lines lying throughout the internal roads of IIITD (refer as built drawings with IIITD) using suitable means as recommended by IIITD Campus.
- xii. Maintaining in aneat condition all the lightings / fittingsasdetailed below and handing over the same to CE of IIITD on expiry of the O&Mperiod.

xiii. Motors & Pumps

- Cleaning and tightening of all screw connections and terminals oncontrollers.
- Examining of fuse contacts and terminals for cleanliness and tightness.
- Checking the pump immediately after starting the motor, to see if the pump is generating the rated head, by reading the pressuregauge.
 Painting of pipes, motor covers etc once a year.
- Checking for any undue vibration of stuffingboxes.
- Checking of glands for overheating and leakage. Gland packing around

the pump set is adjusted to permit only a slight leakage of droplets of water to cool and lubricate the shaft.

- Checking if the voltage fluctuation is within the permissible limit of 420-440V.
- Checking of current rating and actual loading of motor to prevent overloading, by frequently monitoring the ammeterreading.
- Ensuring that the water level in the water source does not drop more than 1 meter above foot valve and water at the receiving end is not wasted byoverflow. Checking the bearings of the pump periodically and applying greasesufficiently.
- Checking the gland packing once in twomonths.
- Checking the valves and pressure gauges and tightening the gland at closer intervals when too much leak of wateroccurs.
- Checking the exhaust pump, its auxiliaries and impellerperiodically.
- Operating of submersible pump once a week, and itsmaintenance.
- xiv. Other Duties: Daily entries will be recorded in the logbook as per IIITD requirement and get verified by the Engineer-in-charge of IIITD. Any complaint noticed shall be reported to Engineer-in-charge.
- xv. IN ADDITION TO THE ABOVE THE CONTRACTOR SHALL CARRY OUTALL REQUIRED DUTIES MENTIONED IN THE O & M MANUAL.(can be collected from IIIT Delhi)
- xvi. The Contractor shall supervise and maintain the Sewage Treatment Plant maintenance work every day and maintain a logbook as per guidelines of the OperationManual.
- xvii. The short listed contractor will submit a monthly maintenance schedule of all equipment's for approval before commencing operating of the system. Sump Pump required to be maintained by the Contractor installed in the Effluent TreatmentPlant.
- xviii. Precaution against any fire hazards or other damages to Plant and equipment shall be arranged by the firm/ agency / contractor. IIITD shall remain indemnified by the contractor from any encumbrances /loss on thisaccount.
- xix. The firm/ agency/ contractor shall fulfill the requirement of various law

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enforcing agencies / local authorities, such as Pollution Control Board, DPCC, Directorate of Electricity Safety, fire etc., by taking their approvals asrequired.

- xx. The firm/ agency/ contractor will be responsible for the safety of their deputed staff during the performance of their duty at IIITD site.
- xxi. In case any of staff is not found up to mark and not able to do work properly, he will have to be changed as per the instruction of IIITD.
- xxii. In case of any problem with the equipment, the firm/agency/contractor shall inform IIITD immediately.

c. ApplicableLaw:-

- i. The contract shall be interpreted in accordance with the Laws of the Union of India. Contractor shall be solely responsible for compliance of all labour laws, payment of fair wages/ salaries and allowances to his personnel that might become applicable under any new act, law or order of Government of State / Central. IIITD shall have no liability whatsoever in anymanner.
- ii. Central minimum wages to be complied with The contractor shall comply with all the provisions of the Minimum Wages Act, 1948, and Contract Labour (Regulation and Abolition) Act, 1970, amended from time to time and rules framed hereunder and other labour laws affecting contract labour that may be brought into force from time to time.
- iii. Notwithstanding the provisions stated above, the service provider shall not be liable for forfeiture of its performance security, penalty or termination for default, if and to the extent that, it's delay in performance or other failure to perform its obligations under the contract is the result of an event of forcemajeure.

d. Security Deposit / Performance Guarantee:

The Agency shall furnish a Security Deposit in the form of Bank Guarantee within two weeks of award of work (from any one of the Nationalized Bank or SBI) or by Demand Draft for 5% of the total Contract value of one year. This Security Deposit should be furnished within 10 days of the issue of the contract order. This Security Deposit will not bear any interest. The Security Deposit will be refunded 60 days after satisfactory completion of the contract. In case the Security Deposit is to be furnished in the form of Performance (Bank) Guarantee, it should be valid for 2 months beyond the contract period for lodging the claims, if any.

The performance security can be uncashed by the Employer to recover any amount which is payable by the Contractor to the Employer on any account for a cause arising out of the contract.

e. Default of Contractor:

If the performance of the contract is not satisfactory and not corrected within 15 days of receiving notice, then employer shall be at liberty to terminate the contract and get the work executed through other means at the risk and cost of the Contractor.

In the event of termination of the contract, employer shall be at liberty to get balance work done at the risk and cost of the contractor and due payment of the contractor, if any, shall be released after the completion of whole of the works.

- f. **Conciliation:** In the event of any dispute, the party shall use their best efforts to settle amicably all disputes arising out of or in connection with this contract or the interpretation thereof.
- g. Arbitration: Any dispute and differences relating to the meaning of the specifications, designs, drawings and instructions herein before mentioned and as to the quality of workmanship of materials used in the work or as to any other question, claim, right, matter or thing whatsoever in any way arising out of or relating to the contract, designs, drawings, specifications, estimates, instructions or these conditions or otherwise concerning the works or the execution or failure to execute the same whether arising during the progress of the work or after the completion or abandonment thereof in respect of which amicable settlement has not be reached shall be referred to the Sole Arbitrator to be appointed by IIITD. The work under the contract shall continue, during the Arbitration proceedings. The award of the Arbitrator shall be final, conclusive and binding on both the parties. The courts at Delhi shall have the exclusive jurisdiction in any case of any dispute between the parties.

Annexure A

Design of Sewage Treatment Plan and other Parameters

1. EFFUENT GENERATION AND CHARACTERISATION

Qualification of the Effluent

Total domestic water requirement of the unit has been estimated to be **300KLD** and the effluent generation is approx.264KLD.The total quantum of waste water generated is discharged to four STPs the basis of 24 hrs operation per/day.

Area:

The university campus is spread over 25 acres of area. The total building space in the campus is approx. 100,000 sq.m.

Manufacturing Process

There is no manufacturing process except preparation of food material for students mess and cafeteria in the campus.

Source of Pollution

The sources of wastewater in the campus is from hostel blocks, kitchen mess, and various other administrative as well as faculty and research block. The effluent generated from the unit is mainly domestic in nature.

Source of Water

The domestic water requirement of the institute has been estimated to be around 365 KLD. Source of water is from the Municipal Corporation as well as ground water.

Volume of wastewater

The waste water generated from the unit is domestic in nature. It has been estimated that approx. 300 KLD of wastewater is generated from the campus.

2. EFFLUENT GENERATION AND CHARACTERISATION

DESIGN DISCHARGE 65.KLD

Characterization of the Effluent

The Study of effluent characterization is very important for efficient working of an STP. Based on the analysis report provided by the client the characteristics are as given below

The characteristics are given below:-

S.No	Parameters	Unit	Result
1	pH		6.5-8.5
2	Suspended Solids (TSS)	Mg/1	350-400
3	Bio Chemical oxygen demand (3 days at 27	Mg/1	270-350
	degree C		
4	Oil and grease	Mg/1	20-30

3. EFFLUENT TREATMENTSYSTEM

The effluent generated is passed through bar screen chamber then oil and grease trap and is collected by gravity through a drainage channel into an equalization tank. The effluent from the collection cum equalization tank is pumped to SAFF tank. The effluent is then allowed to settle in a tube setting tank, where the flocculated particles are allowed to settle down. The settled solids in the settling chamber is allowed to flow to sludge holding tank and is dewatered in the filter press. The dewatered sludge is stored and disposed of as per hazardous waste management rule. The clear water from the settling tank in passed through chlorine contact tank where chlorine is added for disinfection. Then the effluent is passed through Multi grade filter and activated carbon filter for further polishing of the water before taken to treated water tank for its reuse. The treated water from activated carbon filter is passed through softener for its recycling as make up water for cooling towers.

4. EFFLUENT TREATMENT PLANT PROCESSUNITS

Type of Treatment -biological
Working Hours per(day) - 24 hours
Average waste water discharge - 60 KLD
Design Discharge - 65KLD

Various process units of the effluent treatment plant and its detail specifications are given below:-

- 1. Bar Screen
- 2. Oil & Grease Trap
- 3. Equalization Tanks
- 4. SAFF Tank
- 5. Settling Tank
- 6. Chlorine contact Tank
- 7. Multi grade Filter
- 8. Activated Carbon filter
- 9. Softener
- 10. Filter press
- 11. Effluent Transfer pump
- 12. Filter feed pump
- 13. Air Blower.

DESIGN DISCHARGE 90.KLD

1. INTRODUCTION

Following are the Sewage that shall be generated from the entire site Phase II buildings:

Domestic Sewage from the Toilets &Bathrooms.

The above mentioned wastes shall be handled as per the following systems:

Domestic Sewage from the Toilets &Bathrooms: Generally shall be collected in the external sewerage system consisting of pipes and manholes and be discharged into the Treatment Plant.

It is proposed to treat the complete wastewater as given above shall be treated in a scientific manner through a properly planned sewage treatment plant. The objective is to stabilize the decomposable organic matters present in sewage so as to get an effluent and sludge having characteristics which are within safe limits, and which can be recycled and re-utilized for various purposes to help in maintaining the ecology of nature and save energy resources. The proposed sewage treatment plant is based on widely used and most effective process of moving bed bio film reactor (MBBR) technology.

Following are the benefits of providing the Sewage Treatment Plant in the present circumstances:

It is mandatory as per the latest requirements to provide the Sewage Treatment Plant. Reduced net daily fresh water requirements from various sources, by utilizing the treated effluent for recycling.

Reduced dependence on the public utilities for water supply and sewerage systems.

Solid waste generated from the Sewage Treatment Plant shall be rich in organic materials and is an excellent fertilizer for horticultural purposes.

2. DIFFERENT COMPONENTS OF THE PLANT

In the proposed treatment scheme the following component unit shall be provided:

- Screen /Oil & grease trap within Equalization tank.
- Equalization tank
- Submersible type raw sewerage re-lifts pumps.
- Anoxic tank
- MBBR tank
- Secondary settling tank
- Clarified Water & Filtered Water Storage Tanks
- Filter feed pump
- Tertiary Treatment Units (Filtration)
- Disinfection System including Ultra Violet Treatment
- Treated Water Supply Pumps
- Sludge return pump
- Sludge holding tank
- Centrifuge

3. CHARACTERISTICS OF UNTREATED & TREATED EFFLUENT WASTE WATER

3.1 Raw sewage influent Characteristics(incoming)

(a) Total sewage produced : App. 90 m³/day

(b) Total Capacity Proposed : To the proposed Sewage Treatment

plant of 90 m³/day capacity.

(c) Duration of flow to STP : 24 hours

(d) Peak Factor : 3.0

(e) Temperature : Maximum 46°C

(f) pH : 7.15 to 8.2

(g) Color : Mild

(h) T.S.S (mg/l) : 250 to 350 mg/l

(i) BOD (5) (mg/l) : 200 to 250 mg/l

(j) COD (mg/l) : 300 to 400 mg/l

(k) Oil and grease : 10 - 50 mg/l

3.2 Final Effluent Characteristics after Tertiary Treatment

a) pH : 7.1 - 7.3 mg/l

b) B.O.D. : < 10 mg/l

c) C.O.D. : < 50 mg/l

d) Total suspended solids : < 20 mg/l

e) Oil & Grease : <2mg/l

4. PROCESS DESCRIPTION

4.1 Incoming Wastewater from Last Manhole will be collected in raw effluent equalization tank via a Sluice Control Valve; bar Screens & Oil & Grease trap (OGT) in series.

- 4.2 Manual cleaned bar screens will be installed to screen any large pieces. After screening, the waste water should be allowed to pass through an oil & grease trap to remove the grit material. The screens and grit chambers shall be accessible so that they may be manually cleaned from time to time.
- 4.3 The waste water from the OGT should then pass into the Equalization Tank.
- 4.4 The design of Equalization tank should cater for the condition that the waste water generation may not be uniform and higher quantity may come out during peak hours. There may be very low flow condition for few hours. To optimize the size of the plant, the plant design should cater for continuous operation and hence a buffer should be provided to store the waste water during its peak hour generation and supply the same during lean or no flow hours. The equalization tank is provided to homogenize the waste water quality and also even out flow fluctuations and feed waste water of uniform quality at constant rate to subsequent treatment units. Air mixing should be provided to mix the contents of the equalization tank. An aeration grid should be provided to mix the contents of the equalization tank and also to avoid septic conditions in the tank.
- 4.5 From the equalization tank the wastewater will be pumped into Anoxic tank for removal of nitrogen & phosphorous in the absence of oxygen by denitrification process. By-pass line shall be provided from the pumping system which shall only be provisional for disposal of sewage to mobile sewage tanker for emergency purposes.

From the Anoxic tank the wastewater will be overflowed into MBBR Tank.

- 4.6 he MBBR process uses small plastic carrier elements to provide growth sites for bacteria attachment in a suspended growth medium. The carrier elements shall allow a higher biomass concentration to be maintained in the reactor. This shall increase the biological treatment capacity for the given reactor volume.
- 4.7 The carrier elements shall be continuously kept in suspension by the aeration system. The agitation pattern in the reactor shall be designed to provide an upward movement of the carriers across the surface of the retention screen which creates a scrubbing effect to prevent clogging. Combination of fine & coarse bubbles may be provided to provide oxygen as per detailing.
- 4.8 From the MBBR tank mixed liquor shall flow by gravity into the secondary settling tank. The solids will settle in the tank. The sludge that settles down shall be transferred to sludge holding tank via sludge loading pumps, with provision of sludge return to the bioreactor if necessary.
- 4.9 From the settling tank, treated wastewater will flow into chlorine contact tank/clarified water tank. In this tank, chlorine will be added in the form of calcium or sodium hypochlorite solution by a suitable chlorinator/Dosing system.
- 4.10 Treated water after chlorine contact tank shall be clear, odourless, low BOD, low suspended solids, which shall be of quality which is acceptable as per standards prescribed by CPCB/Environmental norms for disposal directly into public/natural drain.
- 4.11 The treated water from chlorine contact tank is fed by means of filter feed pump sets to pass through dual media filters, activated carbon filters and stored in the filtered water tanks. The activated carbon filters shall ensure removal of all coloration and odours present in the treated effluent. Backwash of Filters and shall be done intermittently as per requirements. The filtered water being stored in the filtered water tank shall again be dosed with chlorine by a suitable chlorinator/Dosing system and a residual Chlorine level of 1 PPM shall be maintained.
- 4.12 The filtered, clean and odourless water from filtered water tank is then fed through a variable frequency drive hydro-pneumatic system to the external treated effluent rings as per the masterplan, from where connections are taken to the garden hydrant system and to each unit for flushing water as per detailing.
- 4.13 According to the guide lines of Ministry of Environment and Forest the UV system will

be provided on the discharge point of treated effluent supply lines to ensure 100% pathogen free treated water for recycling and re-use. The UV system shall be provided as online installation on the treated water supply line being supplied to the external distribution ring.

4.14 Excess sludge from the clarifier/settling tank will be taken periodically into sludge holding tank. In this tank sludge will be aerated for self-stabilization. Air will be shut off periodically and superannuate water will be transferred to the aeration tank creating stabilized sludge. The final sludge shall be de-watered through a centrifuge mechanism. Sludge loading arrangements shall also be provided for direct disposal of sludge to sludge tankers / trolleys. The dried sludge shall be reused as a manure for irrigation purposes.

5. RE-USE & DISPOSAL OF TREATED EFFLUENT

5.1 The estimated treated effluent available from the Sewage Treatment Plant shall be approximately 80 m³ /day.

Format of Financial Bid for Non Comprehensive Annual Running Operations and Maintenance Contract(AOMC) for 02 nos 65 KLD + 2 Nos 90 KLD Sewage Treatment Plants

SINo.	Description	Amount (All inclusive) In Rupees
Α	Non Comprehensive Annual Running Operations Maintenance Contract (AROMC) a)For 02 Nos 65 KLD Sewage Treatment	•
	Plants based on SAFF technology including cost of dosing chemicals.	
	Non Comprehensive Annual Running Operations Maintenance Contract (AROMC) b) For 02 Nos 90 KLD Sewage Treatment Plants based on MBBR technology including cost of dosing chemicals. as per the details provided in the tender document under "Scope of Work".	
Total		
GST		
Total Am	ount including GST	

(Rs. in words)

We agree to carry out the Work at the rate quoted above for the duration of one full year. We understand that IIIT, Delhi is not bound to accept the lowest or any other offer and reserves the right to accept or reject any or all the offers either in full or in part without assigning any reason.

(Name and Signature of Authorized Signatory with seal)

Signature	of the	bidder)
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Date:

CERTIFICATE

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The Registrar, IIITD Campus

Sir,

It is certified that we have studied, understood and agreed the terms and conditions of the tender for Annual Operation and Maintenance of Sewage Treatment Plant at IIITD Campus .

There are no hidden costs to IIITD over and above that indicated in the Annexure - VI (Price Bid Format).

The benefit of reduction in statutory taxes/ levies, if any, arising during the term of the contract, if awarded in our favour, would be passed on to IIITD.

I / We agree to carry out the above works as detailed in the scope of work, at the quoted rates, for a period of one year from the date of award of work to us. Further, I / We agree to abide by all the terms and conditions of this bid.

AUTHORISED SIGNATORY WITH SEAL

Place: Date:

(Certification on firm letter head)

DECLARATION

I/	We	havingour	office
at			
			declare
that I/	We ha	ive never bee	n blacklisted by any state Government/ Central
Gover	rnment	or any State/	Central PSU.
			Signature of the Tenderer
Date:			Name:
			Designation:
Place:	•		OfficeSeal:

(Declaration on firm letter head)

(Format of Indemnity Bond)

INDEMNITY BOND

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	2.	Signati Name: Addres										

TECHNICAL BID - GENERAL INFORMATION

(To be filled in by the bidder for the Technical Bid)

PART A: Brief Description of the Tenderer

- 1. NAME OF TENDERING COMPANY/FIRM
- 2. TypeofOrganization

Individual/ Partnership/ Pvt.Ltd

- 3. NAME OF OWNER / PARTNERS / DIRECTORS
- 4. FULL PARTICULARS OFOFFICE
 - (a) ADDRES
 - (b) TELEPHONENO
 - (c) MOBILE No.:
 - (d) E-MAILADDRESS
 - (e) Company website, Ifany
 - (f) Year ofestablishment
- 5. Details ofpayment

S. No:	Particulars	Bank Details	Amount with date	Valid up to
1	EMD deposit of Rs			

6. DETAILS OF EXISTINGSTAFF

S No.	Name	Qualification	Designation	Place of posting	ESINo. P.F.No.
1					
2					
3					

7. REGISTRATION DETAILS: (Details of supporting documents enclosed with self-attested)

S. No.	Registration Under	Registration No.	Valid up to	Proof enclosed in Page No:
1	Firm / Company Registration (delete whichever is not applicable)			
2	PAN/ GIR No:			
3	EPF registration No:			
4	ESI registration No:			
5	GST Registration No:			
6	Registered with CPWD/PWD/any Govt. body/Autonomous body etc., If yes, please attach photocopy.			
7	Others			

8. TURNOVER OF THE TENDERERDURING

S. No	Annual Turn over	Amount in lakhs	Proof enclosed in Page No:
1	2015-2016		
2	2016-2017		
3	2018-2019		

Note: Details of supporting documents enclosed with self-attested (Self-attested copy as proof of the above must be attached to qualify, compulsorily, Original papers should be provided for verification purpose)

PART B: Experience of the Tenderer

(Experience of relevant and similar work of annual Operation and Maintenance of Sewage Treatment Plant works in the buildings completed during last seven years preceding 31st Dec 2019 and on-going works. Separate sheet for each work may be used).

1. LIST OFCLIENTS

S	Name of the	Address &	Duration of contract		Value of the	
_		Contact No.	From	То	contract	

- (a) Supporting documents like copies of work orders, completion certificates and performance certificates from the client in support of each of the above projects to be furnished.
- (b) List of clients including PSUs mentioning the period of contract and valuethereof.
- (c) Any otherinformation.

	Signature of the Tenderer
Date:	Name:
	Designation:
Place:	OfficeSeal:

Note: Please read Tender carefully and fill up the above information

CHECK LIST FOR SUBMISSION OF BID

Agency is requested to fill this check list and ensure that all details/documents have been furnished as called for in this tender duly filled in, signed & stamped

Please tick ($\sqrt{\ }$) the box and ensure compliance:

S.	Details			If Yes
No:			No	Page No(s).
1	EMD value of Rs.			
2	Whether the completed details has been Submitted as Undertaking & acceptance letter by the agency (on original stationery) (Annexure- I to IV)			
3	Copy of partnership deed for partnership firm or Memorandum of understanding (MOU) and Article or Association (AOA) including Certificate OR Incorporation for change in name, if any, forlimited/private limited company Submitted?			
4	PAN Number in Agency's letterhead and Copy of income tax return filed by agency during last 3 financial years indicatingPANnumber. Submitted?			
5	Copy of PF A/c No. and ESI No. In case Agency's establishment is not registered with PF & ESI Authorities, the Agency shall furnish an undertaking that in the event their establishment falls under the purview of PF & ESI Act during the execution of Contract, then the Agency shall get their establishment registered under PF & ESI and they shall also be solely responsible to fulfill the obligation of PF &			
6	ESI at no extra cost to IIITD. Submitted? GSTIN Registration No.			
7	Registered with CPWD/PWD/any Govt. body/Autonomous bodyetc., if any			
8	Checklist for Submission of bid in The format attached as (Annexure- V)			
9	Copy of Audited Balance Sheets and Profit & Loss Statements forlast three			
	Years 2016-17			
	2017-18			-
4.6	2018-19			
10	Experience of relevant and similar work			
11	Letters of reference from the previous organizations with regard to work done with complete contact details of concerned officials in those projects with telephone numbers, address, email, etc. alongwith scope of work. Submitted?			
12	Original Bidding Document duly signed & stamped. Submitted?			
13	Duly filled Financial bid place in separate cover (Annexure-VI)			
14	(Any other detail Specify)			

Date :-

Place:- Signature of authorized person of the firm/agency withstamp

PRICE BID breakup (to be submitted in form of Affidavit on Rs100/-Stamp Paper before award)

Annual ROMC for Sewage Treatment Plant at IIITD

S No.	Descri	Amount (Rs.)		
INO.	ption	In figure	In words	
1	Annual Operation and Maintenance Contract of Sewage Treatment Plant having capacity including following: -			
2	Rate for Supervisor (for one month) including ESI/PF/Leave/Bonus/Uniform/Rel iever charges			
3	Rate for Operator (for one month) including ESI/PF/Leave/Bonus/Uniform/Rel iever charges			
4	Rate of Filtration and treatment etc. (for one month)			
5	Rate of Maintaining all type of pumps (for one month)			
6	Rate Repair and maintain treated water tank and testing at inlet and outlet (for one month)			
7	Rate Cleaning of tanks (for one month)			
8	Rate of Painting of corrosive parts pipes etc. Work as detailed in enclosed specifications/ tender document. (for one month)			
9	Cost of dosing chemicals as required for one month for 2x65KLD plants			
10	Cost of dosing chemicals as required for one month for 2x90KLD plants			
11	Total (for one month)			
12	Annual ROM Contract Value excluding GST			

- I. We certify that the quoted rates above from are not below the statutory rates payable under the Minimum Wages Rules/ notifications issued by the CentralGovernment.
- II. Apart from the above any other payments payable under the Rules / Notifications of GOI will be refundable on production of proof of payment and authority.

NOTE: -

- 1. Do not attach any other sheet to thisAnnexure.
- 2. The tenderers are advised to ensure that the prices and other details are filled in correctly and completely in the above format. Submission of incorrect or incomplete information, and / or submission of the above format with arithmetical errors in compilation of the data would be at the tenderer's sole risk and the decision of IIITD in such cases would be final andbinding.

	SIGNATURE WITH SEAL
	Name
	Designation
Mobile No:	