

**SCHOOL OF OPEN LEARNING
(CAMPUS OF OPEN LEARNING)
UNIVERSITY OF DELHI
DELHI-7**

NOTICE INVITING TENDERS

School of Open Learning invites online bid from the working contractor of CPWD/MES/Railways/State PWDs (B&R)/ Delhi University for ANNUAL MAINTENANCE CONTRACT FOR OPERATION OF PUMP SETS & SANITARY MAINTENANCE of SOL staff qtrs. at Dhaka Complex, Delhi.

Details of tenders are as under:

- | | | |
|----|---|---|
| 1. | Name of Work | ANNUAL MAINTENANCE CONTRACT FOR OPERATION OF PUMP SETS & SANITARY MAINTENANCE OF SOL STAFF QUARTERS, at Dhaka Complex, Delhi. |
| 2. | Earnest Money Deposit | Rs.20000/- (Rupees Twenty Thousand only) |
| 3. | Last date and time of submission of tenders | 17/09/2018 upto 1500 hours |
| 4. | Date and time of opening tenders | 18/09/2018 upto 1500 hours |

Note

In case the date of opening of tenders is declared as a holiday, the tenders will be opened on the next working day at the same time.

The contractors are strictly advised to visit the site before submitting the tender.

The School of Open Learning reserves the right to accept / reject any or all tenders without assigning any reasons what so ever.

For any tender related enquiry, please visit Room no. 206, General Section of School of Open Learning, University of Delhi, Delhi. The site can be inspected on any working day from 10.00 am to 4.00 pm.

Earnest Money: - The bidder shall furnish the Earnest Money of **Rs.20,000/-** in the form of Crossed Demand Draft / Bankers Cheque issued by any Nationalized / Scheduled Bank in favour of Executive Director, School of Open Learning, University of Delhi, payable at Delhi and should reach the Office of School of Open learning, General Section, Room No. 206, 5 Cavalry Lane, University of Delhi, Delhi-110007 by post or in person on or before 17/09/2018 **up to 1500 hours**.

**SCHOOL OF OPEN LEARNING
CAMPUS OF OPEN LEARNING
UNIVERSITY OF DELHI
DELHI -7**

UNDERTAKING

**Sub: ANNUAL MAINTENANCE CONTRACT FOR OPERATION OF PUMP SETS
& SANITARY MAINTENANCE OF SOL STAFF QUARTERS AT DHAKA
COMPLEX, DELHI.**

With reference to the tender invited for the above-mentioned work, I/We hereby offer to execute the work under contract at the respective rates mentioned in the schedule of quantities. I/We have seen the site and read the general conditions. I/We agree to execute the work as per specifications under general conditions of contract.

I/We am/are depositing a demand draft/pay order as earnest money of Rs.20,000.00 (Rupees Twenty Thousand only). I/We hereby agree that the EMD shall be forfeited in the event if I/We fail to execute the contract as per terms & conditions laid down in the tender document.

Place:

Date:

(Signature of the party with stamp)

Name:

Telephone No.

GENERAL TERMS & CONDITIONS

1. The tender shall remain valid for a period of 3 months /90 days from the date of opening the tender.
2. Intending tenderers shall deposit as earnest money a sum of Rs.20,000/- by Bank Draft/Fixed Deposit Receipt (FDR) of a scheduled bank in favour of The Executive Director, School of Open Learning. A tender which is not accompanied by earnest money is liable to be rejected. The earnest money will be returned to the tenderer if his tender is not accepted but without any interest. The earnest money of successful tenderer will be returned on receipt of performance security.
3. The rates quoted shall be applicable throughout the period of contract and contract shall be awarded for a period of one year from the date of approval/take over the possession.
4. The successful bidder shall furnish performance security equal to 5% of the value of work order within seven days from the date of issue of letter. The performance Security should be in form of Bank Draft/Fixed Deposit Receipt (FDR) of a scheduled bank drawn in favour of the Executive Director, SOL, Delhi payable at Delhi and valid for 60 days beyond the completion of date of contract.
5. The successful Contractor will have to submit a Non-Judicial Stamp Paper of Rs.50/- to complete the formalities for signing the agreement.
6. On receipt of the prescribed performance security and Non-Judicial Stamp Paper, necessary letter to commence the work shall be issued.
7. On award of work, the contractor will furnish to the SOL, full particulars of the staff deployed on the work and issue identity cards, which shall be carried by them throughout the time of their duty. The designated official of SOL staff qtrs. shall have right to check or interrogate to any of the contractor's staff while entering / leaving the premises and other activities.
8. The employer shall provide water and electric power from the existing sources free of cost.
9. The contractor shall maintain a register for attendance of deputed staff at Pump House which will be submit with the bill.
10. The staff provided by the contractor shall be disciplined, polite and courteous. They shall not misbehave with any SOL staff and their wards. The contractor or any employee shall not engage themselves in any unlawful activities in the premises. The contractor shall be fully responsible for their staff deputed and also for any theft, burglary, fire or any other mischievous deeds of his staff and shall replace any staff if asked for by SOL.
11. The Contractor will maintain a Complaint Register in which the allottee will register their day to day complaints and also sign the register in token of complaints being resolved. It will be responsibility of the staff of the Contractor to get the signature of allottee/family member once the complaint is attended satisfactorily.

12. Complaint should be attended within 24 hours from its receipt otherwise penalty will be imposed @ Rs.50/- per day/per complaint subject to the maximum of Rs.100/- per complaint if same complaint arrived more than twice.
13. The bills will be submitted on quarterly basis.
14. SOL may at any time terminate the contract by giving written notice of four weeks to the contractor if, contractor fails to operate the pump set and sanitary maintenance of SOL staff quarters as given Scope of Work. **(Annexure-I)**

15. ARBITRATION

In the event of any dispute arising under this agreement, the same shall be referred to sole arbitration of Executive Director, SOL. The agreement to appoint the arbitrator will be in accordance with Arbitration & Conciliation Act 1996. The award of arbitrator shall be final and binding on both the parties. The venue of the arbitration proceeding shall be the office of SOL, Delhi or such other place as the arbitrator may decide.

16. FORCE MAJEURE

The right of the contractor to proceed with the work shall not be terminated because of any delay in the completion of the works due to unforeseen causes beyond the control and without the fault and negligence of the contractor including but not limited to the acts of God or of civil enemy, restraints of a sovereign state, floods, unusually severe weather conditions.

17. COURT JURISDICTION

It is also condition of this contract that the court which has territorial jurisdiction over Delhi shall have the absolute jurisdiction for adjudicating any difference or disputes arising out of this contract to the exclusion of all other courts.

ANNEXURE-I

SCOPE OF WORK

The scope of work shall be deemed to include all operations for maintaining the pump set system and the protection/look after round the clock, maintain all water supply pipe line from (BBM Depot) Delhi Jal Board main pipe line to underground water tank, pump sets and sanitary installation with operating the pumps and make up boosting the water to overhead tank for all staff qtrs. The following scope of work enumerated below is for ready reference and not a complete list. The contractors are advised to inspect the installations and note all the work required for operation and maintenance of entire water supply system.

1. PUMPSETS

1. Operator /plumber should be available round of clock at pump house.
2. Maintaining and operation of all pump sets, Booster pump/submersible pump, water storage tanks and accessories on all days including holidays (24x7x12).
3. Checking, repairing and maintaining the leakage in all overhead sintex tanks and water pipe line internal/external etc.
4. Following periodic maintenance should be done by the contractor.
 - a) Greasing of motor and pumps – Monthly
 - b) Changing the position of pump set - Weekly
 - c) Checking of alignment of pumps – Monthly
 - d) Checking of leaking connections – Daily
5. Periodic operation of Submersible Pumps for type I & II staff qtrs. as per required
6. Maintaining log book and record of maintenance of pumps.
7. Operation of pumps to ensure adequate water supply to underground tanks.
8. To attend the complaints for 56 staff qtrs. for sanitary/drainage/sewage works and maintain the register.

2. TANKS

- A. All tanks are to be cleaned after every 6 months (56 nos. of overhead sintex tank and underground water tank).
- B. Ensure that foot valves in underground tank and ball cock in over hand tank are in order.

3. Water supply by G.I/C. I pipe/ soil / waste / drain pipes, water supply and sanitary fittings and fixtures.

1. Regular inspection of all G.I/C. I pipe lines and ensure that there is no leakage and attend to repairs if any including material used.
2. Replacement of washers, gaskets, etc.
3. Replacement of damaged valves, fittings, etc. as per site required.
4. Checking and change of electric phase etc. and other minor electrical repairs for electric panel, starters and other connections etc. as reqd.

4. GENERAL

- (i) As per the requirement of site, fitting, and other parts ball bearing and rewinding of the submersible/booster pump and motor shall be arranged by the contractor except supply at new pump/ motor set/panel etc.
- (ii) Maintaining register of complaint and attending them as per the direction of the SOL shall be arranged by the contractor.

5. DAMAGES TO INSTALLATION

The contractor will ensure that the installation handed over for operation and maintenance is handled with utmost care by qualified and experienced staff. In the event of any equipment getting damaged or becoming defective due to negligent handling by the contractor staff, the contractor will repair the loss/damage of the same equipment. The decision of the SOL as to whether, the damage has been caused by the contractor's staff and the amount of compensation to be delivered shall be final obligation on the contractor.

6. MAN POWER REQUIREMENT

The regular manpower posted at site shall be commensurate with the scope of services defined and for smooth and trouble-free operation and maintenance of the system. The minimum manpower is to be employed by the contractor on all days including Sundays and holidays. The Pump operation/Plumber/Electrician should be available round the clock (24X7X12) otherwise penalty will be imposed @ 100/- per day.

7. OTHER IMPORTANT TERMS AND CONDITIONS:

1. Work shall be carried out on all days including Sundays and Holidays. The contractor shall attend complaints for smooth water supply/sanitary work/drainage work of staff qtrs.
2. In emergency, the contractor will have to arrange the water tanker from Delhi Jal Board on his own cost/terms for staff qtrs. employees.

ELIGIBILITY REQUIREMENTS: -

1. The bidder should not be black listed from any authorities.
2. The bidder should have registration with ESIC, EPFO, Labour department.
3. The bidder should submit ITR for the last three financial years i.e. 2014-2015, 2015-2016, 2016-2017.
4. Price bid and undertaking form should be duly filled in.
5. Demand Draft of Earnest Money.
6. The bidder should upload the scanned copies of all the documents mentioned above during online bid submission as per NIT conditions.
7. Experience for operation of pump minimum two (02) years.
8. The bidder should be registered for both electric and civil work in CPWD/ MES/ Railways/ State PWDs (B&R) /Delhi University etc.
9. Bidder should have Electric License from reputed authority.

Part B

S	Description of work	Period	Rate in words & figures	Unit	Amount (Rs.)
1	Comprehensive Annual Maintenance Contract charges for operation and maintenance of pump sets with booster pump 15 HP 3 phase 440 v with all equipment's, entire water supply pipe line (incoming and outgoing) BBM depot to underground water storage tank and water supply tank to booster pump to overhead syntax tank of SOL staff qtrs., Dhaka Complex, Delhi	12 months	Rs.	Per month	Rs.
2	Comprehensive Annual Maintenance Contract for operation and maintenance of 2 Nos. submersible pump 1 HP with electric panel and complete pipe line submersible pump to overhead tank for staff qtrs. (Type- I & II)	12 months	Rs.	Per month	Rs.
3	To attend the complaint of day to day maintenance work relating to sanitary/drainage /water supply work, seepage in w/c, bathroom, kitchen and other sanitary work for 56 nos. SOL staff qtrs. at Dhaka Complex. Only for labour. 1 Material used for replacing in staff qtrs. will be paid by the Deptt. to the contractor as par DSR-2016 basic rates (material)/ Market rate. (no labour charges will be paid) 2 Consumable material used for repairing work will be arranged by the Contractor for which nothing will be paid extra.	12 months	Rs.	Per month	Rs.
4	Cleaning of terrace/loft water storage tank (inside surface area) upto 2000 litre capacity at all heights with coconut brushes, duster etc., removal of silt, rubbish from the tank and cleaning the tank with fresh water disinfecting with bleaching powder @ 0.5gm per litre capacity of tank, including marking the date of cleaning on the side of tank body with the help of stencil and paint and disposing of malba, all complete as per direction of Engineer-in-Charge. (The old date already written on tank should be removed with paint remover or black paint and if date is not written with the stencil or old date is not removed deduction will be made @ Rs.0.10 per litre if during cleaning any GI fittings or ball cock is damaged that is to be repaired by contractor at his own cost and nothing extra will be paid on this account)	28000 ltr.	Rs.	Per Litre	Rs.
5	Cleaning of underground sump/Over Head R.C.C. Tank (independent staging) including disposal of slit and rubbish, all as per direction of Engineer-in-Charge. The cleaning shall consist following operations: (i) Tank shall be emptied of water by pumping & bottom shall be cleaned of slit and other deposits. (ii) Entire surface area of the sump shall then scrubbed thoroughly with wire brush etc. and pressure washed with water. (iii) Chlorination of RCC internal surface by liquid chlorine. (iv) The treated surface shall be dried using air jetting and all loose particles shall be removal from the surface. (v) Finally, the surface shall be treated with ultraviolet radiation etc. as per direction of Engineer-in-Charge.	200 M2	Rs.	P M2	Rs.
6	Cleaning and desilting of gully trap chamber, including removal of rubbish mixed with earth etc. and disposal of same, all as per the direction of Engineer-in-charge.	14 Nos.	Rs.	Each	Rs.

7	Cleaning of choked sewer line by diesel running vehicle mounting hydraulic operated high-pressure suction cum jetting sewer cleaning machine fitted with pump having 4000 litres suction capacity and 6000 litres water jetting tank capacity including skilled operator, supervising engineer etc. for cleaning and partial desilting of manholes and dechocking of sewer lines. Dechocking and flushing of sewer line from one manhole to another by high pressure jetting system of 2200 PSI for sewer line from 150mm dia. upto 300mm dia. for all depth.	200 mtr.	Rs.	Each	Rs.
8	Cleaning and desilting of man hole i/c removal rubbish mixed with earth etc. and disposal of same	20 Nos.	Rs.	Each	Rs.
		Total Gross Amount			
		Add GST _____%			
		Total			

- Material used for repairing/replacement for staff qtrs. and pump house should be ISI/Reputed brand as per the SOL direction and day to day stock register will be maintained by the contractor which also be checked by SOL, General Section as per the requirement.
- Tax should be mentioned separately and clearly.