

JAMIA HAMDARD
HAMDARD NAGAR, NEW DELHI-110062
NOTICE INVITING TENDER

Ref- JH/Civil/Cleaning/23/2021

Date: 04/06/2021

Jamia Hamdard, New Delhi invites sealed item rates Tender from Registered/Empanelled Contractors/Working Agencies at Jamia Hamdard or at Govt./Semi Govt. Organization for the below mentioned work. The tender documents and other details are available on the website: www.jamiahamdard.edu. Last date of submission of the Tender is 17/06/2021 up to 3.00 PM, the bidders are requested to submit their bid in two envelopes containing

- a. Technical Bid – containing the documents fulfilling eligibility criteria
- b. Financial Bid – containing item wise rates of given BOQ

The bidders are also advised to visit the site to satisfy themselves before submitting the bids.

Bids not fulfilling the eligibility criteria may be rejected. Pre-bid meeting will be held on 14/06/2021

NAME OF WORK:	CLEANING & DISINFECTING OF UNDERGROUND & OVERHEAD WATER STORAGE TANKS IN JAMIA HAMDARD CAMPUS.
ESTIMATED COST:	Rs. 3,17,433.00
EARNEST MONEY:	Rs 6,350.00
TENDER COST:	Rs. 500 only (Non Refundable)
TIME PERIOD:	30 days.

Technical & Financial Bids duly filled should be dropped in the Tender Box kept in purchase section on or before 17/06/2021 upto 3.00 PM along with demand draft of Earnest money & Tender fee in sealed envelope clearly specifying the name of work on Technical & Financial Bids both. The D.Ds shall be in favour of “Jamia Hamdard” payable at New Delhi. The Technical bids shall be opened on 17/06/2021 at 3.30 PM by the tender committee in the presence of available interested parties in the Office of In- charge (E&M). The financial bid of the eligible contractors will be opened on 21/06/2021.

In case the required procedure is not followed, the tender can be rejected. Jamia Hamdard reserves the right to reject any or all tenders or split the tenders without assigning any reason whatsoever.

Sd/-
Registrar

Copy to:

1. System Analyst, Computer Center, to kindly upload the NIT with tender documents on the University’s website.
2. PA to Finance Officer for kind information
3. PRO for publication on the newspaper
4. In-charge (E&M) for kind information
5. Concerned Engineer for information & necessary action
6. Notice board of Admin Block

TENDER DOCUMENT

FOR

**CLEANING & DISINFECTING OF
UNDERGROUND & OVERHEAD WATER
STORAGE TANKS IN JAMIA HAMDARD
CAMPUS.**

JAMIA HAMDARD

HAMDARD NAGAR, NEW DELHI-62

(1) SCOPE OF WORK

CLEANING & DISINFECTING OF UNDERGROUND & OVERHEAD WATER STORAGE TANKS

(2) ELIGIBILITY CRITERIA

1. Bidders must have Registered Contractors/Working Agencies at Jamia Hamdard /Govt. / Semi Govt. or State Govt. organization for works. Bidders have to submit the related copies of the documents and other Registration Certificates justifying the eligibility criteria along with his Tender. The original will have to be produced when demanded for verification.
2. Contractors should have executed similar nature of works of at least one contract of 80% value of estimated cost of works or two contracts of similar nature of works of 60% value of estimated cost of works or three contacts of similar natures of works of 40% value of estimated cost of works in the last 3 years in any institutional Buildings, Universities and produce credentials in support thereof.
3. Certified documents of having successfully completed similar works during the last 4 years as on 31-12-2020 should also be attached.
4. The Bidders must have GST, PAN and other necessary Registration Certificates.

(3) SUBMISSION OF BIDS

1. Submission of Tender: Tenders should be submitted in sealed envelope super-scribing NIT No. & name of work, due date for opening, bidder's name & address. The tender duly filled should be dropped in the tender box kept in the Purchase Section; it should not be handed over to any employee of the Jamia Hamdard. No tender shall be accepted later than the time schedule specified above. Any clarifications/amendments/corrigenda etc., to NIT before last date of submission of bid will only be available on our website: www.jamiahamdard.edu. Therefore bidders are advised to keep visiting our website.

In this bid, the bidder shall submit the following:

- a. Covering letter on Company's Letter head
- b. Earnest Money Deposit.
- c. Copies of GST, PAN and other necessary Registration Certificate
- d. Company's financial performance documents (Audited balance sheet, and profit and loss statement)
- e. Copies of work orders for similar nature of works as per criteria for eligibility mentioned above.
- f. Entire NIT duly signed & stamped by the bidder.
- g. Bidder not complying the bid & equability criteria is liable to be rejected.
- h. Completion certificate submitted should be issued / signed by an officer not below the rank of Executive Engineer/Assistant Engineer.

- i. BOQ is cited on **Annexure “X”**

In this bid, the related works' bidders are required to quote his item rates in the above said attached BOQ in accordance with the scope of works, terms & conditions & technical specifications enclosed. The rates/price quoted by contractor should be all inclusive i.e. should include all material cost, labour, services, plant/machinery/tools & tackles, ladders & scaffolding required for work, freight, Insurance, Octroi, Govt. duties & levies, GST, Service Tax, Sales Tax etc.), transport/cartage of materials/labour and all other expenses not specifically mentioned but reasonably implied. Nothing over and above these rates shall be payable to contractor. Further nothing extra in rates will be considered for any variations in tender quantities or due to any site difficulties. It is mandatory for bidder to quote all items rate as asked for in the BOQ/ PRICE schedule. Failure in not filling some item rates will lead to rejection of tender. The bidders should quote unconditional rates, neatly written without any overwriting and all pages should be duly signed & stamped.

4 GENERAL TERMS & CONDITIONS

- I. **Earnest Money:** An earnest money of **Rs. 6,350.00** have to be enclosed along with the Bid . The EMD shall only be in the form of Bank Draft in favour of “Jamia Hamdard” payable “New Delhi”. No Cheques/Cash shall be accepted as EMD. The refund of EMD to the technically disqualified shall be made within 20 days from the date of opening of price bid. The EMD of the successful lowest bidder (L1) shall be held back and will be released after completion of the works and site clearance.
- II. **Validity of Tender:** Tender shall be valid for our acceptance without any change in rates and NIT conditions for a period of 90 days from the date of opening of price bid.
- III. **Escalation:** No escalation over and above items rates quoted by the bidder shall be paid during the execution of contract.
- IV. **Completion time:** The time shall be the essence of this contract and entire work as titled above is to be completed in all respects within a period of 30 Days from the date of issue of the work order. Any delay in completing the work for reasons attributable to the Contractor is liable for liquidated damages as per clause XIII of NIT. Under the force-majeure conditions or delay due to reasons beyond control of the contractor, Jamia Hamdard may grant suitable time extension without penalty for which the contractor has to request along with the justification/ reasons well in advance to Jamia Hamdard for approval without any prejudice to price escalation. No time extension request shall be considered after the expiry of completion period/contract. The decision of the In-charge (E & M) regarding Time extension will be final and binding on the contractor.
- V. The rates shall be inclusive of all taxes (Service Tax, GST etc.) duties and cartage etc. Jamia Hamdard welfare Relief Fund will be deducted @ 0.25% of the amount of total bill claimed.
- VI. **Deviations:** No deviation from the stipulated terms and conditions will be allowed. Tender will be unconditional.
- VII. **Site Conditions:** Contractor shall acquaint himself fully with the site conditions and the working environment of Jamia Hamdard before quoting his rates. No Compensation on account of any site difficulties will be entertained, at a later date, after award of the work.
- VIII. **Before tendering, the Contractor shall visit and examine the site and satisfy himself as to the site conditions, the correct dimensions of the work and facilities. In case of any doubt, may be clarified from the office of the Engineer In-charge.**

Correspondence: All the correspondence in respect of tender/award of work shall be made to In-charge (E & M).

- IX. **Terms of Payment:** The payment shall be made on submission of the bills in proper format by the contractor after due certification by the engineer responsible for supervision of the work. Contractor can submit two interim or running bills and one final bill after completion of work for claiming payment based on actual quantities of items of work executed as per BOQ and Engineer's instructions.
- X. **Labour Laws:** The contractor will abide by all the rules and regulations related to labour laws, accident, workmen compensation act, workmen insurance etc. This will be the sole responsibility of the contractor. Jamia Hamdard will not be a party at any stage in any of the disputes relating to the above. In case, Jamia Hamdard has to bear any expenditure due to non-conformance of the above provisions by the contractor, the same will be recovered from contractor's bills.
- XI. Rules governing the Contractor's employees working in the Jamia Hamdard Premises: The contractor's employees working inside the Jamia Hamdard campus will abide by the Centre's rules & regulations for works inside the campus. Any damage to the Jamia Hamdard property due to mishandling, carelessness on the contractor's or his workmen's part will be recoverable from the contractor's bills.
- XII. **Liquidated damages:** In case the work is delayed beyond the specified completion period for reasons attributable to the contractor, deductions on account of Liquidated damages @1/2% of the contract value per week will be deducted subject to a maximum of 5% of the contract value. However, during the delayed period, Jamia Hamdard also reserves the right to get some portion of work done by any other contractor at the risk and cost of the existing contractor and amount to that effect along with 10% overhead charges will be deductible from his bills/dues.
- XIII. **Extra or substituted item:** If any extra or substituted item appears in the work, contractor shall submit its rate analysis supported with documents which shall be approved by Engineering Department. Analysis of rates will be based on DSR 18 document of CPWD or based on market rates analysis for determining item rate and pay to contractor accordingly.
- XIV. Contractor should depute a qualified supervisor dedicated for this work, who will monitor and coordinate the works from contractor's side and interact with the Jamia Hamdard Engineers, responsible for supervision of work, on regular basis.
- XV. Contractor will take due permission for entry of all his workmen in Jamia Hamdard. No unauthorized person will be allowed to work inside.
- XVI. The contractor will arrange all necessary materials, tools, equipment, access ladders & scaffolding, measuring instruments and working consumables etc. needed for execution of the works. Safe custody of all such material will be contractor's sole responsibility. No extra charges will be paid for the same. Watch and ward of all material till the system is taken over by Jamia Hamdard shall be the sole responsibility of the contractor and pilferage etc. shall be entirely to his account.
- XVII. During execution of work, Engineer can make minor changes in the scope of work as per site conditions or other reasons. Contractor will have no extra claim in his rates for the same.
- XVIII. If during the execution of works, any damage is caused to Jamia Hamdard property by contractor's/contractors' workers, contractor will duly make good the loss. Jamia Hamdard has the right to make suitable deduction from contractor's bills along with penalty, if contractor fails to make good the loss.
- XIX. During execution of work, the contractor/contractors should follow all standard norms of safety measures/precautions as per relevant IS codes and CPWD specifications to avoid accidents/damages to man, machines and buildings, at his own cost. Contractor will have his own arrangement to escort the labour to the nearest hospital for treatment in case any injury happens to any worker during execution of work.
- XX. Manpower deployed by the contractor at our site for carrying out contract works is strictly prohibited being associated with any other works on the campus.

- XXI. No material belonging to the contractor whether consumable or non-consumable should be brought inside the Jamia Hamdard campus without proper entry at the Main Gate nor any material should be taken out without proper gate pass issued by the authorized representatives of the Centre.
- XXII. During execution of the work, contractor should dispose of waste material on regular basis and should keep the area of work properly cordoned off and neat and clean as far as possible. After completion of work, contractor should clear the site completely of all unwanted and junk material before submitting his final bill.
- XXIII. Jamia Hamdard will provide electricity, if needed, the electrical energy meter will be provided by the contractor and necessary deduction will be made as per the actual consumption of electricity during execution of work. The contractor has to make his own arrangements for water.
- XXIV. Tender once submitted will remain with the Jamia Hamdard and will not be returned to the bidders.
- XXV. **Termination of Contract:** The Jamia Hamdard reserve the right to terminate the contract on account of poor workmanship, failure to mobilize site within 15days, non-compliance of specifications for the works, abnormal delay in progress of work, violation of any contract provisions by the contractor. In such case, contractor's EMD and security deposit deducted so far will be forfeited.
- XXVI. The contract can also be terminated on the request of contractor. In such cases the contractor is liable to pay Liquidated damages @ 5% of tendered value besides forfeiture of EMD & security deposit recovered so far.
- XXVII. Any dispute arising out of this contract will be subjected to jurisdiction of New Delhi/Delhi.
- XXVIII. Tenders not complying with any of the provisions stated in this tender document are liable to be rejected. Jamia Hamdard also reserves the right to accept or reject any or all the tenders without assigning any reason and does not bind him-self to accept the lowest tender or split the work in two or three parts.
- XXIX. That in the event of any difference, or dispute arising between the parties to this Agreement for any reasons whatsoever relating to the contract, whether during the substance of this Agreement or their after, it has specifically been agreed that the party will endeavor to amicably resolve the difference, but in case if dispute or differences still remain unresolved, the same shall be referred to the sole Arbitrator appointed by the Vice Chancellor of Jamia Hamdard and the Arbitrator

(7) CHECK LIST

TO BE SUBMITTED ALONG WITH BID

The tenderers are requested to ensure the submission of the essential documents to avoid disqualification of the bid. However, the check list is not exhaustive and the tenderers are requested to go through to NIT & related documents carefully and completely for fulfillments of tenderers requirement.

S. No.	Enclosures	Submitted
1.	Cost of tender document	
2.	EMD	
3.	Similar works order	
4.	Annual turnover certificate for the last three years with certification from practicing chartered accountant	
5.	Copy of registration letter	
6.	Signature with stamp in all pages of tender documents.	
7.	Bank account detail	
8.	E-mail address	
9.	Address for communication	
10.	Phone no, Mobile no, Landline no.	

Signature of the Tenderers

ANNEXURE X

Bill of Quantities						
Name of Work - Cleaning & Disinfection of Underground & Overhead RCC water Tanks						
Place of Work - Jamia Hamdard Campus						
S.No	Description of work	Qty	Unit	Rate	Amount	
	Underground Tank in Jamia Hamdard Campus (A)					
1/14.78	<p>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:-</p> <p>(i) Tank shall be emptied of water by pumping & bottom shall be cleaned of silt and other deposits.</p> <p>(ii) Entire surface area of the sump shall then scrubbed thoroughly with wire brush etc. and pressure washed with water.</p> <p>(iii) Chlorination of RCC internal surface by liquid chlorine.</p> <p>(iv) The treated surface shall be dried using air jetting and all loose particles shall be removal from the surface.</p> <p>(v) Finally the surface shall be treated with ultraviolet radiation etc. as per direction of Engineer-in-Charge.</p>	2,485.12	sqm			
	Overhead RCC Main Supply Tank in Jamia Hamdard Campus (B)					
2/14.78	<p>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:-</p> <p>(i) Tank shall be emptied of water by pumping & bottom shall be cleaned of silt and other deposits.</p> <p>(ii) Entire surface area of the sump shall then scrubbed thoroughly with wire brush etc. and pressure washed with water.</p> <p>(iii) Chlorination of RCC internal surface by liquid chlorine.</p> <p>(iv) The treated surface shall be dried using air jetting and all loose particles shall be removal from the surface.</p> <p>(v) Finally the surface shall be treated with ultraviolet radiation etc. as per direction of Engineer-in-Charge.</p>	1,518.81	sqm			
	Overhead RCC Tank at Terrace in Jamia Hamdard Campus (C)					

3/14.78	<p>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:-</p> <p>(i) Tank shall be emptied of water by pumping & bottom shall be cleaned of silt and other deposits.</p> <p>(ii) Entire surface area of the sump shall then scrubbed thoroughly with wire brush etc. and pressure washed with water.</p> <p>(iii) Chlorination of RCC internal surface by liquid chlorine.</p> <p>(iv) The treated surface shall be dried using air jetting and all loose particles shall be removal from the surface.</p> <p>(v) Finally the surface shall be treated with ultraviolet radiation etc. as per direction of Engineer-in-Charge.</p>	979.32	sqm		
	Total (A+B+C)				

Contractor Signature with seal