



**NOTICE INVITING TENDER (E-PROCUREMENT MODE)**  
**NATIONAL INSTITUTE OF TECHNOLOGY, DURGAPUR**

MAHATMA GANDHI AVENUE  
DURGAPUR –713 209, WEST BENGAL, INDIA

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Contact No.: 9434788155/ 9434788008/ 9434788016

<b>NOTICE INVITING TENDER NO.: NITD/MAINT/Chairman-Maint/WTC/2019-2020/13</b>	<b>Date: 18/12/2019</b>
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Sub: TANK CLEANING WORKS at NIT Durgapur Campus as per details as given as under.

<b>Works</b>	TANK CLEANING WORKS at NIT Durgapur Campus
<b>Earnest Money Deposit to be submitted</b>	INR 13,000.00
<b>Security Deposit / Performance Guarantee in INR</b>	The successful bidder must submit before release of payment a valid bank guarantee payable to “NIT Durgapur” on any nationalized bank amounting <b>8%</b> of Bill Amount value towards <b>Performance Security</b> during the warranty period.

Tender Documents may be downloaded from e-Wizard Portal <https://mhrd.euniwizarde.com>. Aspiring Bidders who have not enrolled / registered in e-Wizard should enrol/ register before participating through the website <https://mhrd.euniwizarde.com>. Bidders are advised to go through instructions provided at ‘Instructions for online Bid Submission’.

Tenderers can access tender documents on the NIT DURGAPUR website (<https://nitdgp.ac.in>) Tenders@NITD.

(For searching in the E-wizard site, kindly go to Department Select option and select ‘NIT DURGAPUR’. Thereafter, filling CAPTCHA and Click on “Search” button to view all NIT Durgapur tenders). Select the appropriate tender, fill them with all relevant information, and submit the completed tender document online on the website <https://mhrd.euniwizarde.com> as per the schedule given in the next page. No manual bids will be accepted. All quotation (both Technical and Financial should be submitted in the E-Wizard portal).

# SCHEDULE

Name of Organization	<b>National Institute of Technology</b>
Tender Type (Open/Limited/EOI/Auction/Single)	Open
Tender Category (Services/Goods/works)	Works
Type/Form of Contract (Work/Supply/Auction/Service/Buy/Empanelment/ Sell)	Work
Product Category (Civil Works/Electrical Works/Fleet Management/ Computer Systems)	Civil Works
Source of Fund (Institute/Project)	Institute
Is Multi Currency Allowed	NO
Date of Issue/Publishing	18/12/2019 (18:00 Hrs)
Document Download Start Date	18/12/2019 (18:00 Hrs)
Document Download End Date	08/01/2020 (18:00 Hrs)
Date for Pre-Bid Conference	26/12/2019 (14:00 Hrs)
Venue of Pre-Bid Conference	NIT Durgapur, Maintenance Section.
Last Date and Time for Uploading of Bids	08/01/2020 (18:05 Hrs)
Date and Time of Opening of Technical Bids	09/01/2020 (10:00 Hrs)
Tender Processing Fee (e-Wizard)	Rs. 885.00 (Online Payment Mode Only)
Form Fee	Rs. 500.00 (As DD in favour of NIT Durgapur)
EMD	Rs. 13,000.00 (As DD in favour of NIT Durgapur)
No. of Covers (1/2/3/4)	02
Bid Validity days (180/120/90/60/30)	90 days (From last date of opening of tender)
Address for Communication	Dr. Somnath Karmakar (FIC Maintenance) Assistant Professor, Department of Civil Engineering. National Institute of Technology, Durgapur M. G. Avenue. Durgapur -713209, West Bengal. INDIA
Contact No.	9434788155
ITI Helpdesk Contact No. and mail address	Helpdesk Number - 011-4960 6060 <a href="mailto:helpdeskeuniwizarde@gmail.com">helpdeskeuniwizarde@gmail.com</a> Mr SK Tariq- 7978416916; <a href="mailto:ewizardtariq@gmail.com">ewizardtariq@gmail.com</a> Mr Siddharth Ghosh – 9355030604 <a href="mailto:ewizardsiddharth@gmail.com">ewizardsiddharth@gmail.com</a>

## **PROCEDURE FOR SUBMISSION OF E-TENDER**

The bidders are required to submit soft copies of their bid electronically on the e-Wizard Portal using valid Digital Signature Certificates. Below mentioned instructions are meant to guide the bidders for registration on the e-Wizard Portal, prepare their bids in accordance with the requirements and submit their bids online on the e-Wizard Portal. For more information, bidders may visit the e-Wizard Portal <https://mhrd.euniwizarde.com>

### **1. REGISTRATION PROCESS ON ONLINE PORTAL**

- a. Bidders to enroll on the e-Procurement module of the portal <https://mhrd.euniwizarde.com> by clicking on the link “Bidder Enrolment” as per portal norms.
- b. The bidders to choose a unique username and assign a password for their accounts. Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the e-Wizard Portal.
- c. Bidders to register upon enrolment their valid Digital Signature Certificate (DSC: Class III Certificates with signing key and encryption usage) issued by any Certifying Authority recognized by CCA India with their profile.
- d. A bidder should register only one valid DSC. Please note that the bidders are responsible to ensure that they do not lend their DSCs to others, which may lead to misuse. Foreign bidders are advised to refer “DSC details for Foreign Bidders” for Digital Signature requirements on the portal.
- e. Bidder then logs in to the site through the secured login by entering their user ID/password and the password of the DSC / e-Token.

### **2. Tender Document Search**

- a. Various built-in options are available in the e-Wizard Portal to facilitate bidders to search active tenders by several parameters. These parameters include Tender ID, organization, location, date, value, etc.
- b. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as organization name, a form of contract, location, date, other keywords, etc. to search for a tender published on the Online Portal.
- c. Once the bidders have selected the tenders they are interested in, they may download the required documents/tender schedules. These tenders can be moved to the respective ‘Interested Tenders’ folder. This would enable the Online Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
- d. The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification/help from the Helpdesk.

### **3. Bid Preparation**

- a. Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- b. Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid.
- c. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that needs to be submitted. Any deviations from these may lead to rejection of the bid.
- d. Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document/schedule and generally, they can be in PDF/XLS/PNG, etc. formats. Documents in PDF format with maximum Five (5) Mb file can be uploaded.

#### 4. Bid Submission

- a. Bidder to log into the site well in advance for bid submission so that he/she uploads the bid in time i.e., on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- b. The bidder to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- c. Bidder to select the payment option mode as specified in the Schedule (EMD/FORM FEE Section) to pay the form fee/ EMD wherever applicable and enter details of the instrument.
- d. A standard BoQ format has been provided with the tender document to be filled by all the bidders. Bidders to note that they should necessarily submit their financial bids in the prescribed format and no other format is acceptable.
- e. The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, the opening of bids, etc. The bidders should follow this time during bid submission.
- f. All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data, which cannot be viewed by unauthorized persons until the time of bid opening.
- g. The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- h. Upon the successful and timely submission of bids, the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
- i. Kindly have all relevant documents in a single PDF file.
- j. The off-line tender shall not be accepted and no request in this regard will be entertained whatsoever.

#### 5. Amendment of bid document

At any time prior to the deadline for submission of proposals, the institutions reserve the right to add/ modify/ delete any portion of this document by the issuance of a Corrigendum, which would be published on the website and will also be made available to the all the Bidder who has been issued the tender document. The Corrigendum shall be binding on all bidders and will form part of the bid documents.

#### 6. Instruction to Bidders

- a. Process for Bid submission through MHRD portal is explained in Bidder Manual. Bidders are requested to download Bidder Manual from the home page of MHRD website (<https://mhrd.euniwizarde.com>). Steps are as follows:  
(Home page  $\implies$  Downloads  $\implies$  Bidder Manuals).
- b. The tenders will be received online through portal <https://mhrd.euniwizarde.com>. In the Technical Bids, the bidders are required to upload all the documents in .pdf format.
- c. Possession of Valid Class III Digital Signature Certificate (DSC) in the form of smart card/ e-Token in the company's name is a prerequisite for registration and participating in the bid submission activities through <https://mhrd.euniwizarde.com>. Digital Signature Certificates can be obtained from the authorized certifying agencies, details of which are available on the web site <https://mhrd.euniwizarde.com> under the link 'DSC help'.

Tenderers are advised to follow the instructions provided in the 'Instructions to the Tenderers' for the e- Submission of the bids online through the e-Wizard Portal for e-Procurement at <https://mhrd.euniwizarde.com>

- d. The bidder has to "Request the tender" to MHRD portal before the "Date for Request tender document", to participate in bid submission.
- 7. All entries in the tender should be entered in online Technical & Commercial Formats without any ambiguity.**
- 8. Any order resulting from this e-tender shall be governed by the terms and conditions mentioned therein.**
- 9. No deviation to the technical and commercial terms & conditions allowed.**
- 10. The tender inviting authority has the right to cancel this e-tender or extend the due date of receipt of the bids**

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Contact No.: 9434788155/9434788008/9434788016

**Sub: Work Details given under.**

## **METHODOLOGY AND B.O.Q. FOR TANK CLEANING WORKS**

(To be read in conjunction with the schedule of tank cleaning work )

**1) MECHANIZED DEWATERING :-**

Mechanized dewatering should be done by submersible dewatering pump having, suitable outlet and discharged and control panel.

The intending bidders should furnish the details of motor, cable, seal, material of construction and control panel.

**2) DESILTING AND REMOVAL OF LEFT OVER DIRTY WATER SLUDGE WITH A SLUDGE REMOVAL PUMP:-**

Proper sludge pump and wash out pipes should be used.

**3) CLEANING OF WALL, CEILING AND FLOOR BY HIGH PRESSURE WATER JET WITH THE HELP OF EQUIPMENTS WHICH CREATES A PRESSURE OF 100-150 BAR:-**

Cleaning should be done by high pressure cleaner with following specification fully automatic controlled, auto start–stop, high-pressure cleaning machine having F-Class insulation production. HPC operator, on continuous duty, should operate the heavy duty machine, invariable fully adjustable mode from working pressure of 100 Bar to 150 Bar.

The machine should have twin steel core protection Rubber High Pressure Hose safely withstand operating pressure of 250 Bar, and two cleaning lances, one with Rotary Jet and the Second one a flat jet for effective Drinking Water Tank Cleaning Operations.

**4) REMOVAL OF REMAINING SLUDGE FROM THE FLOOR WITH THE HELP OF INDUSTRIAL VACUUM CLEANER:-**

(A) Removal of remaining sludge from the floor with the help of industrial vacuum cleaner and Sludge Sucker having Max Power of 1200 W., with suitable heavy duty rugged Motor.

(B) Imported Sludge Sucker should be a part of High Pressure System that sucks sludge and throws it out of tank, this must handle solid particles as well.

**5) SPRAYING OF NON-TOXIC, BIO DEGRADABLE, ECO FRIENDLY ANTI BACTERIAL AGENT CERTIFIED BY A GOVT. APPROVED LABORATORY TO DISINFECT THE TANK FROM ALL HARMFUL PATHOGENS. THE DOSE UTILIZED SHOULD BE SAFE AS PER THE OECD GUIDELINES 423 ADOPTED ON 17 DECEMBER 2001.**

**6) TREATMENT OF INSIDE TANK BY EXPOSING UV RADIATION TO KILL FURTHER SUSPENDED OF FLOATING BACTERIA, IF ANY :-**

Treatment of inside tank be done by exposing UV – radiation by heavy-duty UV radiator. The radiator should be designed in a way to ensure 360 degrees of sterilization and should have suitable lamp for effective sterilization for a period of 8000 working hours. The Radiator must be totally portable and effective for final sterilization of Drinking water tanks elimination of floating and suspended bacteria.

**Special Note :-** All safety Gadgets like safety Belts, Special Safety Ladder, Helmets, Heavy Duty Gum Boots, Electric Safety Gloves and Special Working Gloves, Safety Goggles, Masks, Aprons, etc. for complete security and safe operations be used by well trained operators. Storage and Cleaning equipments like Scrubbers/Wipers, Storage drums, Sludge Collectors and Cisterns, etc. must be integral part of system.

**7) Deduction for electricity charges on the bill amount @ 0.5% will be deducted from the final bill.**

**8) Concerned agency have to provide coloured photographs/ sketches of inside tank to specified supervisor after every work completion.**

A complete set of tender documents may be Download by prospective bidder from the website <https://mhrd.euniwizarde.com> and from NIT Durgapur website Tenders@NITD section, <https://nitdgp.ac.in>.

**Documents to be submitted in the Technical Folder:**

- 1. Digitally signed copy of the filled in Notice Inviting Tender (NIT)**
- 2. List of Other Important Documents**

<b>Sl. No.</b>	<b>Category</b>	<b>Sub Category</b>	<b>Sub Category Description</b>
<b>1</b>	Certificate Details	Affidavit regarding No Near Relative working in department	Affidavit regarding No Near Relative working in department
		GST Registration Certificate	GST Registration Certificate
		Partnership Deed (If applicable)	Partnership Deed
		Permanent Account Number	Permanent Account Number Details
		Power of Attorney (If applicable)	Power of Attorney
		Registration Certificate	Registration Certificate Details
<b>2</b>	Financial Details	Annual Turn Over Details	Annual Turn Over Details
		Audited Profit and Loss Account and Balance Sheet Details for last 3 Years	Audited Profit and Loss Account and Balance Sheet Details for last 3 Years
<b>3</b>	Purchase Order Details	Purchase Orders	Purchase Orders
<b>4</b>	Work Details	Existing Commitments	Existing Commitments Details
		Works Completed	Works Completed Details

**Terms & Conditions Details**

GENERAL CONDITIONS OF CONTRACT, which can be downloaded from the documents section of the respective tender on the e-Wizard site.

## &lt;&lt;Organization Letter Head&gt;&gt;

## DECLARATION SHEET

We, \_\_\_\_\_ hereby certify that all the information and data furnished by our organization with regard to this tender specification are true and complete to the best of our knowledge. I have gone through the specification, conditions and stipulations in details and agree to comply with the requirements and intent of specification.

This is certified that our organization has been authorized (Copy attached) by the OEM to participate in Tender. We further certified that our organization meets all the conditions of eligibility criteria laid down in this tender document. Moreover, OEM has agreed to support on regular basis with technology / product updates and extend support for the warranty.

The prices quoted in the financial bids are subsidized due to academic discount given to NIT Durgapur.

We, further specifically certify that our organization has not been Black Listed/De Listed or put to any Holiday by any Institutional Agency/ Govt. Department/ Public Sector Undertaking in the last three years.	NAME & ADDRESS OF THE Vendor/ Manufacturer / Agent
Phone No.:	
Fax	
E-mail	
Contact Person Name	
Mobile Number	
TIN Number	
PAN Number	
(For off-line payment of Tender Fees) Demand Draft No. with Date (For Tender Fee)	
(For off-line payment of Tender Fees) Demand Draft No. with Date (For EMD)	

**(Signature of the Tenderer with date)**

**Name:**

**Seal of the Company**



## LIST OF GOVT. ORGANIZATION/DEPTT

<b>List of Government Organizations for whom the Bidder has undertaken such work during last two years (must be supported with work orders)</b>			
Sl. No.	Name of the organization with address	Name of Contact Person	Contact No.

<b>Name of application specialist / Service Engineer who have the technical competency to handle and support the quoted product during the warranty period.</b>			
Sl. No.	Name of the organization with address	Name of Contact Person	Contact No.

**Signature of Bidder with date**

**Name:**

**Designation:**

**Organization Name:**

**Contact No. :**

**E-mail Id:**

## **SUBMISSION OF BID**

The Online bids (complete in all respect) must be uploaded online in **two** Envelops as explained below:

<b>Envelope – 1</b>			
(Following documents to be provided as single PDF file)			
<b>Sl. No.</b>	<b>Documents</b>	<b>Content</b>	<b>File Types</b>
1	<b>TECHNICAL BID</b>	Compliance Sheet as per Annexure - I	.PDF
2		Organization Declaration Sheet as per Annexure - I	.PDF
3		List of organizations/ clients where the same products have been supplied (in last two years) along with their Contact number(s). (Annexure-II)	.PDF
4		Technical supporting documents in support of all claims	.PDF
<b>Envelope – 2</b>			
(Following document to be provided as single .xlsx file)			
<b>Sl. No.</b>	<b>TYPES</b>	<b>Content</b>	<b>File Types</b>
1	<b>Financial Bid</b>	Price bid should be submitted in .xlsx format (A standard BOQ format provided with the tender document, which is to be filled by all the bidders. Bidders to note that they should necessarily submit their financial bids in the prescribed format. Alteration/ modification of the prescribed format will not be accepted.)	.xlsx