



भाकृअनुप-राष्ट्रीय उच्च सुरक्षा पशु रोग संस्थान
ICAR-National Institute of High Security Animal Diseases

(एवियनइन्फ्लूएंजाओ.आई.ई. संदर्भप्रयोगशाला)
(OIE Reference Laboratory for Avian Influenza)

आनंदनगर, भोपाल- ४६२०२२ (म.प्र.), भारत
Anand Nagar, Bhopal - 462022 (M.P.), India



EPABX Tel. No. 0755-2757542, 2750647, FAX: 0755-2758842, Website: www.nihsad.nic.in

F. No. 9-289/21-22/NIHSAD (P&S)

Dated: - 23.08.2022

TENDER NOTICE

Online Bids are invited from reputed & interested service providers/Agencies/Firms for providing AMC services for **Operation & Maintenance of PLC AND STEAM BASED LIQUID WASTE STERILIZATION PLANT & ASSOCIATED ACCESSORIES of Bio-Containment Facility (ABSL-3)** at ICAR Unit, NIHSAD, Bhopal for a period of one year and extendable by one more year subject to mutual agreement, as per its requirement. A demand Draft/FDR of Rs. 50,000/- as earnest money deposit (EMD) is to be made in favour of ICAR Unit, NIHSAD, Bhopal and may be addressed to Director, ICAR-NIHSAD, Bhopal.

1.	Details of Tender Deposits: -	
	Cost of Tender Form	Nil
	Earnest Money Deposit	Rs. 50,000/- (Rupees Fifty Thousand Only) (DD/FDR)
	Security Deposit	3% of the total value of the contract (DD/FDR)

Tender Schedule (Critical date sheet)

Tender id	2022_DARE_708086_1
Tender No.	9-289/21-22/NIHSAD (P&S)
Name of Organization	ICAR-National Institute of High Security Animal Diseases, Bhopal – 462022
Date and Time for issue/Publishing	24.08.2022 on 06:00 PM
Document Download/Sale Start Date and Time	25.08.2022 on 11:00 AM
Pre Bid Meeting Date & Time	14.09.2022 on 11:30 AM
Bid Submission Start Date and Time	25.08.2022 on 11:30 AM
Bid Submission End Date and Time	21.09.2022 on 05:00 PM
Technical Bid Opening Start Date and Time	23.09.2022 on 11:30 AM
Price Bid Opening Start Date and Time	Will be intimated after scrutiny of technical bid
Address for Communication	Director, ICAR-NIHSAD, Anand Nagar, Bhopal – 462022 (M.P.) Website: - www.nihsad.nic.in

Online bids are invited under two-bid system (containing technical bid & financial bid) through e-procurement system of CPPP from registered/well-established / reputed firms for a period of one year and extendable by one more year subject to satisfactory performance at ICAR-NIHSAD, Bhopal.

The instructions for uploading the tender/quotation may be obtained from the website of CPP portal i.e. <http://eprocure.gov.in>.

Tender form, terms & conditions can be downloaded free of cost from the website <http://eprocure.gov.in>, www.nihsad.nic.in & submitted as per the time & date stipulated in the critical date sheet (Page no. 1).

In case, holiday is declared by the Government on the day of opening bids, the bids will be opened on the next working day at the same time. The Director, NIHSAD reserves the right to accept or reject any or all the tenders without assigning any reasons.

Please note that only online bids submitted through CPP Portal will be accepted. Technical Bid and Financial Bid (BOQ) should be uploaded separately.

**Adm. Officer
ICAR-NIHSAD, Bhopal**



भाकृअनुप-राष्ट्रीय उच्चसुरक्षापशुरोगसंस्थान
ICAR-National Institute of High Security Animal Diseases

(एवियनइन्फ्लूएंजाओ.आई.ई. संदर्भप्रयोगशाला)
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आनंदनगर, भोपाल- ४६२०२२ (म.प्र.), भारत
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EPABX Tel. No. 0755-2757542, 2750647, FAX: 0755-2758842, Website: www.nihsad.nic.in

F. No. 9-289/21-22/NIHSAD (P&S)

Dated: -23.08.2022

INVITATION TO ONLINE TENDER AND INSTRUCTIONS CONTAINING TERMS AND CONDITIONS FOR PROVIDING AMC SERVICES FOR OPERATION & MAINTENANCE OF PLC AND STEAM BASED LIQUID WASTE STERILIZATION PLANT & ASSOCIATED ACCESSORIES OF BIO-CONTAINMENT FACILITY (ABSL-3) AT ICAR-NIHSAD, BHOPAL FOR A PERIOD OF ONE YEAR AND EXTENDABLE BY ONE MORE YEAR SUBJECT TO SATISFACTORY PERFORMANCE OF THE VENDOR AND MUTUAL AGREEMENT.

From: - Director,
ICAR-National Institute of High Security Animal Diseases
Anand Nagar,
Bhopal – 462022 (M.P.)

To

Dear Sir(s),

Online Tender are hereby invited on behalf of the Director, ICAR-NIHSAD, Bhopal for PROVIDING AMC SERVICES FOR OPERATION & MAINTENANCE OF PLC AND STEAM BASED LIQUID WASTE STERILIZATION PLANT & ASSOCIATED ACCESSORIES OF BIO-CONTAINMENT FACILITY AT ICAR-NIHSAD, BHOPAL FOR A PERIOD OF ONE YEAR AND EXTENDABLE BY ONE MORE YEAR SUBJECT TO SATISFACTORY PERFORMANCE OF THE VENDOR AND MUTUAL AGREEMENT.

1. The terms and conditions of the contract are those contained in the general conditions of contract applicable to the contracts placed by the ICAR-NIHSAD as detailed in the tender forms and its schedules. Please submit your rates in the financial bid (BOQ) if you are in a position to furnish the requisite services in accordance with the requirements stated in the attached schedules.
2. Earnest money of Rs. 50,000/- must be deposited in the form of demand draft/FDR to ICAR Unit, NIHSAD, Bhopal **with the Director, ICAR-NIHSAD, Bhopal on or before the last date/time of submission mentioned in the tender schedule at page number 1.** The particulars of the earnest money deposited must also be mentioned in the technical bid (online) and scanned copy of EMD shall be uploaded. Conditional bids shall not be considered. No overwriting or cutting is permitted in the tender documents. Such bids will be outrightly rejected.
3. The tenderer is being permitted to give tenders in consideration of the stipulations on his part that after submitting his tenders, he will not resile from his offer or modify the terms and conditions thereof. If the tenderer fails to observe and comply with the foregoing stipulations, the aforesaid amount of EMD will be forfeited by the NIHSAD. In the event of the offer made by the tenderer not being accepted, the amount of earnest money deposited by the tenderer will be refunded to him after he has applied for the same, in the manner prescribed by the ICAR-NIHSAD, Bhopal. An undertaking as per Annexure - II, is also required to be submitted by the tendering firm.
4. The schedules of the tender form should be uploaded with online technical bids. In the event of the space provided on the schedule form being insufficient for the required

purposes, additional pages may be added. Each additional page must be numbered consecutively and be signed in full by the tenderer. In such cases, reference to the additional pages must be made in the tender form. If any modification of the schedule is considered necessary it should be communicated by means of a separate letter along with the tenders.

5. The tenders are liable to be ignored if complete information as required is not given therein or if the particulars asked for in the schedules to the tenders are not fully filled in. Individual signing the tenders or other documents connected with the contract may specify whether he signs it in the capacity of (i) a sole proprietor of the firm/ constituted attorney of such sole proprietor, or (ii) a partner of the firm if it be partnership in which case he must have authority to refer to arbitration dispute concerning the partnership whether by virtue of the partnership agreement or power of attorney or (iii) constituted attorney of the firm if it is a company.
6. If a tenderer does not accept the offer, after issue of letter of award by ICAR-NIHSAD within 15 (Fifteen) days, the offer made shall be deemed to be withdrawn without any notice & earnest money forfeited.
7. In case of partnership firms, where no authority has been given to any partner to execute the contract/agreement concerning the business of the partnership, the tenders and all other related document must be signed by every partner of the firm. A person signing the tender form or any other documents forming part of the contract on behalf of another shall be deemed to warrant that he has authority to bind such other and if, on enquiry it appears that the persons so signing had no authority to do so, the ICAR-NIHSAD shall without prejudice to other civil and criminal remedies, cancel the contract and hold the signatory liable for all costs and damages. Each page of the tender and the schedules to the tender and annexure(s), if any, should be signed by the tenderer and should be uploaded along with technical bid.
8. Online tenders are invited under two bids systems through e-procurement system. **EMD must be deposited with Director, ICAR-NIHSAD during working hours i.e. 10:00AM to 5:00 PM on all working days (except Second Saturday, all Sundays and Gazetted Holidays) before the last date/time for submission of bids, failing which bids will not be accepted. EMD must be in the form of Demand draft/FDR in favour of ICAR Unit, NIHSAD, Bhopal.**
9. Tenders will be opened online by the authorized officer(s) on **23.09.2022 at 11:30 AM**. Bidders have two options to participate in tendering process at the time of opening of Bids. Bidders can come at the place of opening of bids (electronically) as done in the conventional tender process or he can visualize the process online without physically being present at ICAR-NIHSAD.
10. The financial bid (BOQ) will be opened for the technically qualified tenderers only. The date of opening of financial bid would be intimated to technically qualified tenderers.
11. Tenderer is at liberty to be present or to authorize a representative to be present at the time of opening of the tenders. The name and address of the representative who would be attending the opening of the tenders on your behalf should be indicated in your tender. Name and address of permanent representative of the tenderer, if any, may also be indicated.
12. An amount equivalent to 3% of the total contract value is to be deposited by the selected agency/successful tenderer as Performance Security Deposit only after receiving a communication from the NIHSAD. In the event of non-deposition of the same, the earnest money will be forfeited. The performance security will be refunded after 60 days of expiry of the contract, without any interest.
13. No interest on security deposit and earnest money deposit shall be paid by the NIHSAD to the tenderer.
14. The bid validity period is 180 days from the date of opening of technical bid.
15. **The current rates of wages and statutory contributions on person's wages as notified by the Central Govt. (Ministry of Labor, Govt. of India) for industrial workers in building operations will be paid and it will be further revised and paid by ICAR-NIHSAD, Bhopal from the dates of statutory revision in wages and statutory**

contribution from time to time as notified by the Central Govt. However, there will not be any increase in the service charges/other AMC charges quoted by the firm during the contract period. While the monthly rates of wages etc. will be considered for total value of the contract, the rates for the same shall not be quoted in the financial bid.

16. **The successful firm/bidder shall submit a notary affidavit on a stamp paper of appropriate value (Rs. 500/-) to the effect that the firm undertake to pay minimum rates of wages to the persons engaged as per applicable orders of Central Govt. (Ministry of Labour, Govt. of India) and to enhance the rates, as and when it is revised as well as the statutory contributions due w.r.t. VDA, EPF, ESI, etc.**
17. Any liability regarding payment of wages to the persons arising due to non compliance with any provisions of the Labour laws or due to any human loss/injury during the course of work will be the sole responsibility of the contractor.
18. **Monthly payment to the firm will be based on the payment of wages etc. as per actuals as per manpower provided, agency service charge, other AMC charges and GST as applicable. No other amount is to be retained by the service provider out of the minimum wages, EPF, ESI etc. as mandated by the statutory provisions on the subject. The applicable employer's share of EPF & ESI etc. will be paid to the contractor as per the latest guidelines issued by Ministry of Labour & Employment and EPFO on production of documentary evidence of depositing the share in the individual employee's EPF and ESI account.**
19. The firm/contractor shall nominate a coordinator for immediate interaction with NIHSAD staff/office as and when required.
20. **Weekly rest shall be provided to each worker engaged. A substitute shall be provided in case of any manpower absents himself. If substitute is not provided, daily rate of wages etc shall be deducted from the bill for the month. If the firm fails to provide a substitute within 3 days, a penalty clause will be imposed, besides deduction of daily wages.**
21. **The firm should be registered with EPF, ESI, Service Tax, Labour License (if applicable) & PAN with the concerned authorities & shall comply with all relevant laws & the rules made there under viz. Income tax, ESI Act, PF Act, Factory Act and Contract Labour act as notified by Central Govt./State Govt. from time to time.**
22. The Firm will not charge placement charges or any other account from the manpower deployed with NIHSAD from the payment to be made to the outsourced staff as per quoted rates. The contract is liable to be terminated, security deposit forfeited and the Contractor/Firm will be blacklisted if, at any stage, reports are received that the Contractor/Contracting Firm has charged the manpower on any account.
23. Income Tax (TDS) which is as per the rules of the Government shall be deducted at source from monthly bills of the successful tenderer, as per rules/instructions made applicable from time to time by government.
24. **In accordance with O.M. No. 29(1)/2014-PPD dated 28.01.2014 of Department of Expenditure, Ministry of Finance and order 31/14/1000/2014-GA dated 17.09.2014 issued by Ministry of Commerce & Industry, service charges/administrative charges quoted by the bidder necessarily has to be over and above zero percent of the total value of contract. Further, zero percent includes all derivatives of zero up to 0.9999 and there of. Any service charges not adhering to above guidelines shall be treated as unresponsive and will not be considered.**
25. Decision of Director, ICAR-NIHSAD shall be final for any aspect of the contract and binding on all parties. Disputes arising, if any, on the contract will be settled at his level by mutual consultation and in case of failure of settlement, dispute shall be referred to the sole arbitrator to be appointed by the Director, ICAR-NIHSAD. The decision of the sole arbitrator so appointed shall be final and binding on the parties. Arbitration proceeding shall be governed by the Arbitration & Conciliation Act, 1996 as amended from time to time.
26. Acceptance by the Director, ICAR-NIHSAD will be communicated by fax/e-mail or any other form of communication. Formal letter of acceptance and work order of the tenderer

will be forwarded as soon as possible, but the earlier instructions in the fax/e-mail etc. should be acted upon immediately.

27. The Director, ICAR-NIHSAD does not pledge itself to accept the lowest or any tenders and also reserve to itself right of accepting the tenders whole or in part keeping in view valid reasons. Conditional tenders will not be accepted.
28. The Director, ICAR-NIHSAD in its capacity as Principal Employer, reserves the right to modify any of the terms and conditions of the contract as mentioned in the Schedules I & II of this document, at its discretion, in the interest of the tender.
29. Successful Bidder/tenderer will have to enter into a detailed contract agreement with ICAR-NIHSAD on non-judicial stamp paper of Rs. 500/- (Five Hundred Only) for providing AMC service.
30. **Tender process: -**
- 30.1 Tender is in two parts i.e. (i) Technical bid and (ii) Financial bid. Both technical and financial bids duly filled shall be submitted online on CPP portal.
- 30.2 Technical bid must contain the scanned copy of EMD and all other documents called for in the tender.
- 30.3(a) **Technical Bid:-**
 - i. This shall contain the entire tender documents except the financial bid with each page signed with the rubber stamp of the bidder.
 - ii. **Scanned copy of experience certificates of AMC service for operation and maintenance of PLC (PROGRAMMING LOGIC CONTROL) AND STEAM BASED LIQUID WASTE STERILIZATION PLANT & ASSOCIATED ACCESSORIES / PLC based WATER TREATMENT PLANT (WTP)/ EFFLUENT TREATMENT PLANT (ETP)/ SEWAGE TREATMENT PLANT (STP) of treatment capacity 15000 Litres per day (minimum) with atleast one AMC service of one year duration during last 4 years (2018-2022) in Govt./PSU/Autonomous bodies/Reputed Process Industries/Pharmaceuticals Industries /Research Institutes/Educational institutes (All relevant experience certificates from the service recipient institute/organization/agency/firm shall be uploaded & details to be provided as per format (Annexure I). However, copy of work order will not be considered as experience certificate).**
 - iii. Scanned copy of DD/FDR of earnest money deposit (EMD), if not in exempted category.
 - iv. Scanned copies of MSME/NSIC (in related service/business), if applicable. The MSME/NSIC firms are exempted from EMD subject to submission of their valid registration certificate as per the stipulation of Central Government.
 - v. Scanned copy of Registration Certificate of the bidder/agency/company/sole proprietor/partnership firm from the appropriate authorities of Govt. to carryout business in relevant area. In case of partnership firms, a scanned copy of the partnership agreement to be uploaded.
 - vi. Scanned copy of audited balance sheet of the firm by the Chartered Accountant to fulfill the requirement of minimum annual average turnover of the firm not less than Rs. 20,00,000/- (Rupees Twenty Lakhs Only) during the last three financial years.
 - vii. Scanned copies of EPF and ESI registration certificate issued by an appropriate authority.
 - viii. Scanned copy of documentary proof of numbers of Staff registered under ESI & EPF separately.
 - ix. Scanned copies of valid GST registration certificates issued by competent authority. (If GST is not applicable as per GOI rules, an undertaking on company letter head shall be submitted)
 - x. Scanned copies of valid PAN Number and scanned copy of Income tax Returns for the last three financial years.
 - xi. Scanned copy of valid labour license issued by an appropriate authority under the Contract Layout (Regulation & Abolition) Act, 1970 and Contract Labour (Regulation & Abolition) Rules, 1971. **(If labour license is not applicable, an undertaking in this regard shall be provided).**

- xii. Scanned copy of an undertaking as per attached Format (Annexure – II) duly attested by Notary on a non-judicial stamp paper of value of Rs. 500/- (Rupees Five Hundred Only) regarding their non-blacklisting by any of the Government Departments, Public Sector Undertakings and/or by Central Vigilance commission during the last three years. **Original undertaking should be submitted along with EMD to the Director, NIHSAD, Bhopal.**

30.3(b) **Financial bid:-**

This shall contain the schedule of rates duly filled and signed in the prescribed format (BOQ).

Bids quoting NIL/unfeasible agency/other AMC charges will be treated as unresponsive and will not be evaluated. Financial bid (BOQ) should be uploaded separately.

31. **Evaluation of bids**

a. Technical bid evaluation

- (i) Evaluation of technical bid will be done as per the minimum essential qualification of the bidder and submission of all essential documents required for the tender.
- (ii) Only those bidders who qualify in the technical bid will be considered for opening and evaluation of financial bid

b. Financial bid (BOQ) evaluation: Guidelines for filling financial bid and evaluation of financial bid criteria are mentioned below:

- (i) Since the monthly rates of wages including VDA & statutory contributions (EPF, ESI etc.) and applicable GST on the taxable items will be paid as per actuals as per the Govt. of India rules and will be same for all, there is no provision in the BOQ for filling the rates for wages and GST.
- (ii) Hence, the bidder shall quote other AMC charges per month (Sr. no. 1.01), and the Agency service charges per month (Sr. no. 1.02) only exclusive of GST. Such rates quoted by the firm in the financial bid shall be commensurate with the scope of work/service under AMC, administrative & supervisory efforts required for executing the contract.
- (iii) If any firm quotes the Agency service charge as zero/Nil as defined in Sr. no.24 (Page.5) or other AMC charges is unfeasible as per the scope of service/work under contract, it will be treated as a invalid quote and rejected even though the firm/bid is otherwise technically qualified.
- (iv) The financial bid of the responsive bidders will be evaluated and **L1 bid will be decided on the basis of total value of monthly rates of other AMC charges & Agency Service charges only.** However, the monthly rates of wages including statutory contributions and applicable GST etc. will be considered for estimating total value of the contract.
- (v) In case of a tie in financial evaluation, the firm having more experience/Performance of supplying similar services in Central/State Govt./PSU's/Autonomous bodies shall be considered for the award of contract.
- (vi) **As per the current rates of wages and statutory contributions on person's wages as notified by the Central Govt. (Ministry of Labor, Govt. of India) for industrial workers employed in building operations (F.NO. 1/4(3)/2022-LS-II Dated 31.03.2022) applicable w.e.f. 01.04.2022, the rate of wages per day including VDA for 1 skilled worker is Rs. 734/- plus all statutory contribution as applicable and rate of wages per day including VDA for 1 semi-skilled worker is Rs. 625/- plus all statutory contribution as applicable shall be paid. The currently applicable rates of wages and statutory contribution will be paid and it will be revised & paid subsequently by ICAR-NIHSAD, Bhopal whenever it is revised & notified by Ministry of Labour, Govt. of India during the contract period.**

Yours Sincerely,

Adm. Officer

For and on behalf of the Director
National Institute of High Security Animal Diseases
Anand Nagar, Bhopal – 462 021 (M.P.)

**TENDER FOR PROVIDING AMC SERVICES FOR OPERATION & MAINTENANCE OF
PLC AND STEAM BASED LIQUID WASTE STERILIZATION PLANT & ASSOCIATED
ACCESSORIES OF BIO-CONTAINMENT FACILITY (ABSL – 3)**

Declaration

Full Name & Address of the Tenderer in :
addition to Post Box No. if any, should be
quoted in all communications to this office
Telephone No. :
Fax/Mobile No. :
E-Mail address :

From

.....

To

The Director,
National Institute of High Security Animal Diseases,
Bhopal – 462021 (M.P.)

I/We have read all the particulars regarding the General information and other terms and conditions of the contract for and agree to provide the services as detailed in the schedule herein or to such portion thereof as you may specify in the acceptance of the Tender at the rates given in this Tender and I/We agree to hold this offer open till 180 days. The rates quoted will be valid for the contract period in the event of award of the Contract.

1. I/We shall be bound by a communication of acceptance dispatched within the prescribed time.
2. I/We have understood these terms and conditions for the contract and shall provide the best services strictly in accordance with these requirements.
3. The following pages have been added to and form a part of this Tender. The Schedules – I, II, II(a) and III are accompanied with this Tender.
4. Every page so attached with this Tender bears my signature and the office seal.
5. DD/FDR No..... dated..... of Rs. drawn in favour of ICAR Unit, NIHSAD, Bhopal and payable at SBI HET, Piplani Branch, Bhopal enclosed as earnest money required.

Yours faithfully,

Name, Signature & Seal of the Tenderer

Telephone No. Office.....

Name of the Witness _____
Occupation _____ (alongwith Address Proof)
Address _____
Signature of witness to contractor's signature
Address:
Name & Signature of Witness:
Address:

Telephone No. Resi.....
Mobile No.....
Address.....

Signature of the tenderer.....

SCHEDULE – I**SCHEDULE TO TENDERS**

Part – I

1.	Name of the Firm/Agency	
2.	Full Address with PIN Code Telephone No. /Mobile No.	
3.	Constitution of the Firm/Agency (Attach copy) Indian Companies Act of partners any other Act, if not, the owners	
4.	For partnership firms whether registered under the Indian Partnership Act 1932, please state further whether by the partnership agreement to arbitration has been conferred on the partner who has signed the Tender.	
i)		
ii)	If answer to the above is in negative whether there is any general power of attorney executed by all the partners of the firm authorizing the partners who have signed the Tender to refer dispute concerning business of the partnership to arbitration.	
iii)	If the answer to above point one and two is in the affirmative please furnish a copy of either the partnership agreement or the general power of attorney as the case may be. The copy should be attested by a Notary Public or its execution would be admitted by affidavit on a properly stamped paper by all partners.	
5.	Name and full address of the Banker	
6.	Permanent Income Tax (PAN) no./Circle/Ward	
7.	Any other relevant information	

Signature of the tenderer.....

Part – II

8.	Earnest money Deposited:	
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Part – III

9.	Name and Address of the firm's representative and whether the firm would be representing at the opening of the Tenders	
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10.	Name of the Permanent Representative visiting NIHSAD, Bhopal regarding the contract	
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Date: - _____

Place: - _____

AUTHORISED SIGNATORY

PART – IV

List of Documents to be submitted by the Bidder in Technical bid

Sr. No.	Documents required	Yes/No	Page No.
1	Scanned copy of experience certificates of AMC service for operation and maintenance of PLC (PROGRAMMING LOGIC CONTROL) AND STEAM BASED LIQUID WASTE STERILIZATION PLANT & ASSOCIATED ACCESSORIES/ PLC based WATER TREATMENT PLANT (WTP)/ EFFLUENT TREATMENT PLANT (ETP)/ SEWAGE TREATMENT PLANT (STP) of treatment capacity 15000 Litres per day (minimum) with atleast one AMC service of one year duration during last 4 years (2018-2022) in Govt./PSU/Autonomous bodies/Reputed Process Industries/ Pharmaceuticals Industries /Research Institutes/ Educational institutes (All relevant experience certificates from the service recipient institute/organization/agency/firm shall be uploaded & details to be provided as per format (Annexure I). However, copy of work order will not be considered as experience certificate).		
2	Scanned copy of DD/FDR of earnest money deposit (EMD), if not in exempted category.		
3	Scanned copies of MSME/NSIC (in related service/business), if applicable. The MSME/NSIC firms are exempted from EMD subject to submission of their valid registration certificate as per the stipulation of Central Government.		
4	Scanned copy of Registration Certificate of the bidder/agency/company/sole proprietor/partnership firm from the appropriate authorities of Govt. to carryout business in relevant area. In case of partnership firms, a scanned copy of the partnership agreement to be uploaded.		
5	Scanned copy of audited balance sheet of the firm by the Chartered Accountant to fulfill the requirement of minimum annual average turnover of the firm not less than Rs. 20,00,000/- (Rupees Twenty Lakhs Only) during the last three financial years.		
6	Scanned copies of EPF and ESI registration certificate issued by an appropriate authority.		
7	Scanned copy of documentary proof of numbers of Staff registered under ESI & EPF separately.		
8	Scanned copies of valid GST registration certificates issued by competent authority. (If GST is not applicable as per GOI rules, an undertaking on company letter head shall be submitted)		
9	Scanned copies of valid PAN Number and scanned copy of Income tax Returns for the last three financial years.		
10	Scanned copy of valid labour license issued by an appropriate authority under the Contract Layout (Regulation & Abolition) Act, 1970 and Contract Labour (Regulation & Abolition) Rules, 1971. (If labour license is not applicable, an undertaking in this regard shall be provided).		
11	Scanned copy of an undertaking as per attached Format (Annexure – II) duly attested by Notary on a non-judicial stamp paper of value of Rs. 500/- (Rupees Five Hundred Only) regarding their non-blacklisting by any of the Government Departments, Public Sector Undertakings and/or by Central Vigilance commission during the last three years. Original undertaking should be submitted along with EMD to the Director, NIHSAD, Bhopal.		

Signature of the tenderer.....

SCHEDULE – II**1. Technical Bid Qualification Criteria: -**

- 1.1 Scanned copy of experience certificates of AMC service for operation and maintenance of PLC (PROGRAMMING LOGIC CONTROL) AND STEAM BASED LIQUID WASTE STERILIZATION PLANT & ASSOCIATED ACCESSORIES/ PLC based WATER TREATMENT PLANT (WTP)/ EFFLUENT TREATMENT PLANT (ETP)/ SEWAGE TREATMENT PLANT (STP) of treatment capacity 15000 Litres per day (minimum) with atleast one AMC service of one year duration during last 4 years (2018-2022) in Govt./PSU/Autonomous bodies/Reputed Process Industries/ Pharmaceuticals Industries /Research Institutes/Educational institutes (All relevant experience certificates from the service recipient institute/organization/agency/firm shall be uploaded & details to be provided as per format (Annexure I). However, copy of work order will not be considered as experience certificate).
- 1.2 Scanned copy of DD/FDR of earnest money deposit (EMD), if not in exempted category.
- 1.3 Scanned copies of MSME/NSIC (in related service/business), if applicable. The MSME/NSIC firms are exempted from EMD subject to submission of their valid registration certificate as per the stipulation of Central Government.
- 1.4 Scanned copy of Registration Certificate of the bidder/agency/company/sole proprietor/partnership firm from the appropriate authorities of Govt. to carryout business in relevant area. In case of partnership firms, a scanned copy of the partnership agreement to be uploaded.
- 1.5 Scanned copy of audited balance sheet of the firm by the Chartered Accountant to fulfill the requirement of minimum annual average turnover of the firm not less than Rs. 20,00,000/- (Rupees Twenty Lakhs Only) during the last three financial years.
- 1.6 Scanned copies of EPF and ESI registration certificate issued by an appropriate authority.
- 1.7 Scanned copy of documentary proof of numbers of Staff registered under ESI & EPF separately.
- 1.8 Scanned copies of valid GST registration certificates issued by competent authority. (If GST is not applicable as per GOI rules, an undertaking on company letter head shall be submitted)
- 1.9 Scanned copies of valid PAN Number and scanned copy of Income tax Returns for the last three financial years.
- 1.10 Scanned copy of valid labour license issued by an appropriate authority under the Contract Layout (Regulation & Abolition) Act, 1970 and Contract Labour (Regulation & Abolition) Rules, 1971. **(If labour license is not applicable, an undertaking in this regard shall be provided).**
- 1.11 Scanned copy of an undertaking as per attached Format (Annexure – II) duly attested by Notary on a non-judicial stamp paper of value of Rs. 500/- (Rupees Five Hundred Only) regarding their non-blacklisting by any of the Government Departments, Public Sector Undertakings and/or by Central Vigilance commission during the last three years. **Original undertaking should be submitted along with EMD to the Director, NIHSAD, Bhopal.**

2. Scope of Service/Work under AMC:-

2.1 MANPOWER REQUIREMENT:-

2.1.1 Total No. of Work points : 5 (Skilled: 1 and Semi-skilled: 4)

Each work point shall be manned for 24/26/27 days in a month for minimum 8 hours (9 A.M. to 5 P.M. or 10 A.M. to 6 P.M.) as per the instructions of NIHSAD. The skilled staff shall be responsible for overall supervision & functioning of entire system under contract.

(a) Work point with requirement of supervisory work (Skilled) – 01 No. –

Qualification: Diploma/B.E./B.Tech. in Electrical/Electrical & Electronics/Electronics and Communication/Mechanical/Instrumentation Engg. with atleast 3 years of experience in similar process plant as per Schedule-II, 1.1.

(b) Work points with requirement of operator cum mechanic (Semi-skilled)-04 Nos. –

Qualification: ITI in Electrical/Electronics/Mechanical/Fitter/Instrumentation/PPM (Process Plant Maintenance) Trade with NCVT certificate having atleast two years of experience in similar process plant as per Schedule-II, 1.1.

(c) Besides the above contractual staff, the other casual contractual manpower/technician/technical expert shall be provided by the bidder as & when required under the scope of service/work.

2.2 PROVISION OF UNIFORM AND SAFETY GADGETS ETC.:-

2.2.1 Providing Personal Safety Equipment, working tools, jigs and fixtures: All the tools and tackles, welding machines, safety gadgets (safety Helmets, ear mufflers, hand gloves, eye goggles, Gum boots, Industrial safety shoes etc.) to be provided by the successful bidder to their staff at NIHSAD site. All the contractual staffs will be provided by the contractor at least one pair of shoes and two sets of uniform (dungaree/ overall combination) of blue colour on Annual basis (colour shade sample will have to be produced to the Competent Authority for acceptance). The logo and name of the firm should be embroidered in uniform along with the Identity card. Appropriate cost for providing uniform etc. should be taken into account while quoting the other AMC charges in the financial bid. No employee will be replaced/changed without the consent/intimation of the NIHSAD's Authority. No contractual staff shall be allowed to work without uniform & prescribed safety gadgets.

2.3 Other Terms & Conditions:-

2.3.1 NIHSAD will not be responsible for any injuries, accident to the contractor's employees which may occur during the course of operation/ negligence in performing the duty.

2.3.2 The contractor or its authorized representative shall have to be in regular touch at least once in a week either with Admin Officer and concerned Engineer/Engineering In-charge for any suggestion/ requirements.

2.3.3 No contractual staff will be replaced/changed without the consent/intimation of the NIHSAD's Authority.

2.3.4 Two men safety rule shall be followed all the time in liquid sterilization (ETP) plant area.

2.3.5 Contractor should deploy contractual manpower in such a way that all of their staff gets weekly off, and other paid holidays like 26 January, 15 August and 2nd October. At least 2 nos. of staff should be available for preventive maintenance of ETP during Sunday and holidays except National Holidays.

2.3.6 Whenever a technician/expert is hired, the firm should inform NIHSAD in writing giving their name address and phone number well in advance.

2.3.7 The service provider shall maintain logbooks for all maintenance & repair work under its care and all complaints and jobs taken care shall be recorded. These books shall be shown to NIHSAD authorities as & when required.

- 2.3.8 The manpower deployed for executing the Job shall also be utilized by NIHSAD for any other work of similar nature.

2.4 **PLC AND STEAM BASED LIQUID WASTE STERILIZATION PLANT & ASSOCIATED ACCESSORIES**

- 2.4.1 Process Description:-**The contaminated liquid waste/water from the containment laboratory and animal wing is to be sterilized at 2.5 kg/cm² pressure, 121°C for 30 minutes before its release from the containment area. The minimum of 15 M³ will have to be sterilized daily. In case the effluent is more, then the system shall run till the effluent is processed completely. If the need arises then even the systems shall run on Sunday/Holidays/National Holidays. The work also involves the maintenance/repairs of the Plant/Instruments/PLC/Piping (SS/HDPE/MS)/ Tanks/Pumps/ Macerators/ Control valves including complete piping in the liquid waste sterilization plant coming from the ceiling of ground /1st floor.

2.4.2 List of Equipment/Instruments under AMC service:-		
1.	M.S. Storage Tank 15 M ³ Capacity with agitators,	2 Nos.
2.	S. S. Mixing Tank with agitator 6 M ³ (With one serpentine bypassed from the heat recovery system)	2 Nos.
3.	S. S. Sterilization Tank with safety valves 0.5 M ³	6 Nos.
4.	Effluent Transfer Pumps	4 Nos.
5.	Allweier make Macerators (Cutter) 12 M ³ /hr (Motor coupled with a cutter)	2 Nos.
6.	Screw Pumps (Rotomac make) & pot strainers	4 Sets & 2 nos.
7.	PLC Panel (Allen Bradley SLC 500™ PLC Modular Hard ware)	1 No.
8.	PCC cum MCC Panel	1 No.
9.	Instrument Control Panel	1 No.
10.	Sapcon Make HI-LO Level Controllers	4 Sets
11.	Pressure Switches (Steam line) (Switzer make)	2 Nos.
12.	Pressure Switches (Air Line & Sterilizers) (Switzer make)	8 Nos.
13.	Smart Pressure Transmitter (Honeywell)	6 Nos.
14.	Smart Temperature Transmitter (ABB, CG HARTMAN & BRAUN Ltd make)	16 Nos.
15.	Differential Pressure Switches (make – VARMATRAFG)	8 Nos.
16.	Capacitance type continuous level controller (sapcon make)	8 Nos.
17.	I/P Converters (Moore controls make)	8 Nos.
18.	Annunicator with Hooter	2 Sets
19.	PID Controller (make - Yokogawa)	6 Nos.
20.	Digital Recorder for Temp. (Yokogawa)	1 Nos.
21.	Digital Recorder for Pressure (Honeywell)	1 Nos.
21.	Digital level Controller (On-Off 3 Set Point) Nishko μCS2000	8 Nos.
22.	Temperature Controller (On-Off 3 Set Point) Nishko μCS2000	4 Nos.
23.	D. C. Power Supply (make - AGRONIC ELENT)	1 No.
24.	50 NB Modulating control valves with actuators (make – Keystone/Aira)	6 Nos.
25.	15 NB On- Off Control Valve with actuators and 25NB ON-OFF (make – Keystone/Aira)	6 Nos. and 1 No.
26.	50 NB On- Off Control Valve with actuators (make - Keystone/Aira)	57 Nos.
27.	Air Pressure Regulator Cum filter (make- Janatics India)	14 Nos.
28.	Acid charging pump (make - CG pumps)	1 No.
29.	CCTV monitoring system with rack consisting of -	

i	5 MP IP camera ,make- CP PLUS	02 Nos.
ii	4 channel NVR, make- HIKVISION	1 Nos.
iii	Switch 4 port , make- HIKVISION	1 Nos
iv	32" colour LED TV (Panasonic)	1 Nos.
v	500GB Surveillance HDD	1 Nos
30.	Electrical Panel in Control Room for remote operation	1 Nos.
31.	PLC based Shower Control System -	
i.	PLC system of shower (GE make)	17 nos.
ii.	Electronic latches with sensors	34 nos.
iii.	SCADA system (GE make) with PC (Monitor (40 inch size) - AOC make, CPU – HP make)	1 set
iv.	Solenoid valves	17 nos.
v.	Flow switches	17 nos.

2.4.3 **Operation:-**

As the basic purpose of ETP is to prevent the escape of pathogens from the laboratory to the environment through liquid waste, the system should run without any fail. The readings are to be recorded on daily basis in the log book made available by NIHSAD while operating under semi-automatic mode for each sterilizer.

2.4.4 **Maintenance:-**

- Repair & maintenance of all piping systems carrying air, water, steam associated with liquid waste sterilization plant (like airline and associated valves, steam traps etc. within the liquid waste sterilization plant area) including sterilized effluent pipe line upto the lagoon area (outside the inner boundary): **As & when required**
- Cleaning of choked HDPE Pipe line from lab outlets to storage tanks: **As & when required**
- Maintenance of safety valves (14 Nos.) and Steam Traps (14 Nos.): **On Quarterly basis**

2.4.5 **Preventive Maintenance (ETP) :-**

(a) **Daily Checks:**

- Visual inspection of leakage of effluent from the pipe lines (Entire HDPE and SS pipe line, flanges, elbows, P traps etc.) coming out from the ceiling of basement floor.
- Visual inspection of any leakage of effluent from the sterilizers, storage tanks, mixing tanks, pumps associated with liquid waste sterilization plant.
- Visual inspection of Electricals control panel, cable terminations, motor terminals for any loose connections, carbon deposition etc.
- Records of sterilization temperature and time for each cycle.

(b) **Weekly Checks:**

Checking of all probes, sensors, thermo wells alongwith their terminals.

(c) **Monthly Checks:**

All P/S traps alongwith their flange connections are to be checked and cleaned for clearing of blockage.

- (d) **Maintenance of Logbook:-**Logbooks are to be maintained by the service provider. Record & maintenance of logbook are to be kept chronologically along with record of preventive work, breakdown maintenance etc.

2.4.6 **Hydraulic Testing:-** Hydraulic testing of sterilization tanks (6 nos.) as per BIS specification or 1.7 times the working pressure from NABL/State Govt./ Central Govt. agency and report shall be submitted: **Once in a year**

2.4.7 Calibration:- Calibration of total 43 number of instruments (Digital level indicator & controller 07 nos.; PID controller 06 nos.; Temperature transmitter 16 nos.; Pressure switch 06 nos.; Pressure transmitter 06 nos.; Digital temperature recorder 01 no.; Digital pressure recorder 01) shall be done through NABL approved external agencies with duly certified standard test instruments and equipments. Calibration reports shall be submitted after calibration: **Twice in a year**

2.4.8 De-rusting & painting:- De-rusting & Painting of pump base/cable trenches with red oxide/enamel paint: **Once in a year**

2.5 PLC based Shower Control system-

2.5.1 Preventive Maintenance:- The following maintenance work shall be carried out:

- i. Checking the function of PLC system, electronic latches with sensors & SCADA system.
- ii. Daily maintenance work pertaining to PLC based Shower Control System etc. as per the direction of NIHSAD.
- iii. Trouble shooting of faults if any.
- iv. Quarterly servicing of valves, push buttons, electronic latches, sensors etc.
- v. Checking of wiring and all cable connectors.
- vi. **PLC based Shower system shall be tested for optimal functioning by hiring competent technical personnel from authorized service agencies and service report shall be submitted: Once in a year**
- vii. In case of any major fault in shower system and for rectification if technical personnel (Technician/Engineer) is needed then the visit charge of technical personnel from authorized agencies along with welding and machining work, if any shall be in the scope of bidder, whereas all major spares/consumables shall be provided by the NIHSAD.

2.6 Spares & Consumables:-

2.6.1 Spares under NIHSAD Scope:- All the spares of instruments/ equipments/ gauges/ LT fuses/ coils/ relays/SS pipe & fittings/electrical contactors/ pumps spares required for maintenance/repair would be provided by NIHSAD. The contractor has to give the list of spares required for repair well in advance.

2.6.2 List of consumables & other items under scope of the service provider:-

- i. All types of nut bolt (SS & MS), washers, teflon gasket, gland rope, rubber bush, teflon tape, toughened glass for sterilizer tanks, insulation tape, M-seal, RTV sealant, all type of cable lugs, glass fuses, V belts etc.
- ii. Grease and gear oil.
- iii. Rewinding and repairing of motors (material, labor charges and transportation all inclusive).
- iv. All type of machinery and welding work.

2.6.3 Repair of equipments:-

Equipment which cannot be repaired at site is to be got repaired from the manufacture or their authorized service agent by the bidder. For repair, only the cost of spare parts/ replaced parts plus taxes on it will be reimbursed by NIHSAD. But the transportation charges & repair charges plus taxes if any will be borne by the bidder.

Signature of Tenderer with seal & Date

OTHER TERMS & CONDITIONS

1. The contract is subject to the condition that the tenderer will comply with all the laws and acts of Central Govt./State Govt. relating to this contract made applicable from time to time.
2. The persons so provided by the agency under this contract will not be the employee of the NIHSAD and there will be no employer-employee relationship between the NIHSAD and the person so engaged by the contractor in the aforesaid services.
3. For this Contract, water and electricity will be provided by the institute. It is presumed that the bidder has assessed all the requirements of manpower/materials/logistics/taxes etc. thoroughly before participating in the tender process. None of the other requirements including stationary items would be provided from the institute.
4. The contractor will discharge all his legal obligations in respect of the workers/supervisors to be employed/deployed by him for the execution of the work in respect of their wages and service conditions and shall also comply with all the rules and regulations and provisions of law in force that may be applicable to them from time to time.
5. The contractor shall indemnify and keep indemnified the NIHSAD from any claims, loss or damages that may because to it on account of any failure to comply with the obligations under various laws. In case of any dispute the decision of Director, NIHSAD shall be final and binding on the contractor.
6. The service provider/contractual staff should have adequate literary knowledge to cope up with the smooth operation of work.
7. The firm/contractor shall nominate a coordinator for immediate interaction with NIHSAD staff/office as and when required. Weekly rest shall be provided to each worker engaged.
8. The contractor must employ adult contractual staff (21 – 58 years) only. Employment of the child labour shall lead to the termination of the Contract.
9. Any change in contractual worker should be done in consultation with NIHSAD authority. Abrupt and unjustified changes will not be accepted.
10. All the Contractual Staff should follow strict attendance and alternative arrangements are to be made by the agency to keep all the work points to be in operation by the substitute if any contractual worker leaves the point.
11. The agency shall employ good and reliable Contractual persons with good health. In case any of the personnel so provided is not found suitable by the NIHSAD, the NIHSAD shall have the right to ask for his replacement without giving any reason thereof and the agency shall on receipt of a written communication will have to replace such persons immediately.
12. The contractor shall not sublet the AMC services to any other agency.
13. The contractor or his workers shall not misuse the premises allotted to them for any purpose other than for which the contract is awarded.
14. The contractor shall keep a complaint register with his nominated coordinator, and it shall be open to verification by the authorized officer of NIHSAD for the purpose. All complaints should be immediately attended by the Agency.
15. All the contractual workers should maintain discipline, punctuality and obedience in the campus. Any misconduct would entail the administration to instruct the contractor to replace the person immediately.
16. The service provider shall be fully responsible for theft, burglary, fire of any mischievous deeds by his worker/staff engaged at NIHSAD.
17. The contractor may have to deploy additional maintenance worker depending upon the requirement of maintenance work in addition to minimum manpower as mentioned above without any cost to NIHSAD.
18. The firm/agency/contractor shall keep the equipment well maintained, neat and clean and adhere to the operation and maintenance schedule of various equipments.
19. Payment to the Contractor will be made on monthly basis. The sequence of payment would be as given below:-
 - a. Payment to the contractual staff shall be done by the contractor through BANK TRANSFER in their account on or before 10th of each month
 - b. **Monthly payment to the firm will be based on the payment of wages and statutory**

contributions etc. as per actuals as per manpower provided, agency service charge, other AMC charges and GST as applicable. No other amount is to be retained by the service provider out of the minimum wages, EPF, ESI etc. as mandated by the statutory provisions on the subject.

- c. The contractor shall submit the claims of such payments to the institute alongwith proof of bank transfer, attendance sheet of contractual staff engaged, payment towards EPF, ESI, GST and other statutory payment etc. The mode of payment and challans etc. should be transparent so as to prove their authenticity.
 - d. Upon verification of records as mentioned above the administration would release the payment via BANK TRANSFER to the Bank account of service provider.
 - e. In no case, release of payment should be linked to payment to contractual workers which must be done before 10th day of each month.
 - f. Income Tax (TDS) will be deducted from the payments due for the work done as per prevailing rules of Govt. of India.
 - g. The contractor will have to provide the details of (individual wise) EPF deposition with the concerned department and copy of the detailed list obtained from the EPF department/website should be submitted as a supporting document alongwith the bill of the succeeding month. Similarly, firm should also provide evidence towards depositing the relevant amount towards ESI with details.
 - h. **The contractor will have to give revised minimum wages with other statutory liabilities as and when the minimum wages are revised during the period of the contract. The rates of wages and statutory contribution on person's wages will be revised and paid by ICAR-NIHSAD from the dates of statutory revision in wages and statutory contribution as notified by the Ministry of Labour, Govt. of India from time to time. However, there will not be any increase in the service charges/other AMC charges quoted by the firm during the contract period. While the monthly rates of wages etc. will be considered for total value of the contract, the rates for the same shall not be quoted in the financial bid.**
 - i The Institute will not be responsible either to the Contractor or to its workers deployed at this Institute for any medical assistance/injuries/death or any kind of loss occurred to contractual labour.
20. The Director, NIHSAD reserves the right to reject any or all tenders/quotations in whole or in part without assigning any reason thereof. The decision of Director, NIHSAD shall be final and binding on the Contractor/Agency in respect of clause covered under the contract.

Signature of tenderer.....

**INSTRUCTIONS TO CONTRACTOR FOR STATUTORY COMPLIANCES FOR AMC
SERVICE CONTRACT**

1.0 Statutory registration and clearances

Contractor shall commence the work only after obtaining valid Labour License (if applicable), independent provident fund no., ESI Registration no., PAN no., GST registration no. and clearance certificate in respect of provident fund, ESI and Income tax from respective enforcement authorities.

2.0 Identity Card

Contractor shall provide to each of his employee an Identity card which shall have his photograph verified by contractor, his name, place of work and name of the contractor

3.0 Statutory obligation

3.1 Contractor shall engage only adult workers (in the age group of 18 years and 58 years).

3.2 Contractor shall observe all local laws applicable.

3.3 In case a contractor deploys women worker, obligation under women's law – should be followed.

4.0 PF & ESI Contribution & Return

4.1 PF & ESI contribution of workers engaged shall be borne by the contractor as per laws/ rules in force & shall produce papers/ records whenever asked to do so.

4.2 Contractor shall fully comply all other formalities as per the PF & ESI statutory provisions and submit a copy of the challan etc. to NIHSAD for replying to statutory authorities in case of any complaints.

5.0 Police verifications: - Verification of the character and antecedents of all contractual workers from police authorities are to be got done by the contractor and relevant documents shall be submitted to the office within one month of commencement of AMC.

6.0 Medical care in case of accident

6.1 The agency shall agree to get all the staff members insured against any liabilities arising under the workman's compensations act or under the common law. This aspect shall not be a liability on the part of the Institute in any case.

6.2 It is responsibility of contractor to undertake necessary care and make arrangement for transportation and the treatment of his worker.

6.3 Contractor should assist and guide his workers.

7.0 Supervision

Contractor shall engage adequate number of competent and qualified supervisors to supervise and control his workers at the work spot during execution of work for effective supervision. They will also identify their worker and regulate entry at gate at the time of entering and leaving the premises. Name and address of the Supervisor shall be submitted to the concerned department by the contractor.

8.0 Payment of wages

Payment shall be made by the contractor to his workers as per their category & nature of work which shall not be less than the rates declared from time to time under Minimum wages Act. As per Central Govt.

9.0 Safety and disciplinary action

Contractor shall ensure that his workers do not indulge in any unsafe or hazardous activities. They use safety equipment such as safety belts, safety shoes, goggles, helmet and masks where use of such equipment is required in day-to-day operations. All such safety gadgets will be provided by the contractor.

10.0 Records & information to be furnished by contractor

10.1.1 Contractor shall maintain neatly, completely and legibly registers, records, reports and returns for inspection by various authorities at short notice.

10.1.2 Contractor shall provide full particulars of each worker deployed by him before start of the work from time to time.

11.0 After award of AMC the successful bidder has to deposit 3% performance security with agreement before starting the work. In case of a new contractor taking over AMC, the new contractor has to depute his staff to acquaint with the working of the machinery at least 15 days before actual taking over the work. He will not be allowed to start work before the agreement signing, payment of the security deposit etc.

CHECK LIST (TECHNICAL BID)
SUMMARY OF COMPLIANCE TO REQUIREMENT OF TENDER

Sr. No.	Description of requirement	Yes/No	Page No.
1	Scanned copy of experience certificates of AMC service for operation and maintenance of PLC (PROGRAMMING LOGIC CONTROL) AND STEAM BASED LIQUID WASTE STERILIZATION PLANT & ASSOCIATED ACCESSORIES/ PLC based WATER TREATMENT PLANT (WTP)/ EFFLUENT TREATMENT PLANT (ETP)/ SEWAGE TREATMENT PLANT (STP) of treatment capacity 15000 Litres per day (minimum) with atleast one AMC service of one year duration during last 4 years (2018-2022) in Govt./PSU/Autonomous bodies/ Reputed Process Industries/ Pharmaceuticals Industries/ Research Institutes/ Educational institutes (All relevant experience certificates from the service recipient institute/organization/agency/firm shall be uploaded & details to be provided as per format (Annexure I). However, copy of work order will not be considered as experience certificate).		
2	Scanned copy of DD/FDR of earnest money deposit (EMD), if not in exempted category.		
3	Scanned copies of MSME/NSIC (in related service/business), if applicable. The MSME/NSIC firms are exempted from EMD subject to submission of their valid registration certificate as per the stipulation of Central Government.		
4	Scanned copy of Registration Certificate of the bidder/agency/company/sole proprietor/partnership firm from the appropriate authorities of Govt. to carryout business in relevant area. In case of partnership firms, a scanned copy of the partnership agreement to be uploaded.		
5	Scanned copy of audited balance sheet of the firm by the Chartered Accountant to fulfill the requirement of minimum annual average turnover of the firm not less than Rs. 20,00,000/- (Rupees Twenty Lakhs Only) during the last three financial years.		
6	Scanned copies of EPF and ESI registration certificate issued by an appropriate authority.		
7	Scanned copy of documentary proof of numbers of Staff registered under ESI & EPF separately.		
8	Scanned copies of valid GST registration certificates issued by competent authority. (If GST is not applicable as per GOI rules, an undertaking on company letter head shall be submitted)		
9	Scanned copies of valid PAN Number and scanned copy of Income tax Returns for the last three financial years.		
10	Scanned copy of valid labour license issued by an appropriate authority under the Contract Layout (Regulation & Abolition) Act, 1970 and Contract Labour (Regulation & Abolition) Rules, 1971. (If labour license is not applicable, an undertaking in this regard shall be provided).		
11	Scanned copy of an undertaking as per attached Format (Annexure – II) duly attested by Notary on a non-judicial stamp paper of value of Rs. 500/- (Rupees Five Hundred Only) regarding their non-blacklisting by any of the Government Departments, Public Sector Undertakings and/or by Central Vigilance commission during the last three years. Original undertaking should be submitted along with EMD to the Director, NIHSAD, Bhopal.		

Declaration by the Tenderer:

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

Signature of tenderer

Annexure – I**Details of the Experience of Minimum one AMC Work/Service Contract of
atleast one year each during last 4 years (2018-2022).**

Sr. No.	Name of the Institute/ Organization & Name of Contact Person with Ph. No.	Period		No. of staff deployed	Remarks
		From	To		
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					

(Authorized Signatory)

Annexure – II**UNDERTAKING**

I/We have read and understood General Terms and Conditions contained in the ICAR-NIHSAD's application form for contract. I/We do hereby declare that all the details provided in this application form are true to the best of my/our knowledge and belief and any misrepresentation of facts will render me/us liable to any action as may be deemed fit by ICAR-National Institute of High Security Animal Diseases, Bhopal.

I/We do hereby also accept ICAR-NIHSAD have the right to accept or reject this application and not to issue invitation to Tender to me/us.

I/We undertake to communicate promptly to ICAR-NIHSAD any changes in the condition or working of the firm. It is certified that we have not been blacklisted by any organization of Government of India including Central Vigilance commission (CVC) in the last three years. The undersigned is fully authorized to sign and submit this application form on behalf of the organization, he/she represent. We authorize ICAR-NIHSAD to approach individuals, employees, firms and corporations to verify our competence and general reputation.

Signature: -

Name: -

Designation: -

Address: -

Place: -

Dated: -

Schedule III

Financial Bid (BOQ) should be filled & uploaded separately

To

The Director,
NIHSAD,
Bhopal – 462021 (M.P.)

Sir,

I/We submit our tender with respect to financial bid for providing AMC Services for Operation & Maintenance of PLC AND STEAM BASED LIQUID WASTE STERILIZATION PLANT & ASSOCIATED ACCESSORIES OF BIO-CONTAINMENT FACILITY (ABSL-3) at NIHSAD, Bhopal and my/our rate is as follows which may be read with reference to Schedule – II: -

Financial Bid (BOQ) (For reference purpose only and not to be filled with technical bid)				
Tender Inviting Authority: Director, ICAR-NIHSAD, Bhopal Name of Work: AMC services for operation and maintenance of PLC and Steam based liquid waste sterilization plant & associated accessories of Bio-Containment facility (ABSL-3) Contract No: 9-289/21-22/NIHSAD (P&S)				
Name of the Bidder/ Bidding Firm / Company :				
PRICE SCHEDULE				
NUMBER #	TEXT #	NUMBER #	NUMBER #	TEXT #
Sl. No.	Item Description	BASIC RATE In Figures To be entered by the Bidder in Rs. P	TOTAL AMOUNT in Rs. P	TOTAL AMOUNT In Words
1	2	7	8	10
1	Service Contract			
1.01	Other AMC charges per month exclusive of GST as per Schedule II, clauses 2.2 to 2.6 (Calibration of instruments (twice in a year), Hydraulic testing (once in a year) from authorized agency, PLC based Shower system checking by expert once in a year, SS Welding, Uniform, shoes, safety gadgets, all tools & tackles, petty consumables etc.) (Amount in INR) (Wages and GST not to be quoted here)		0.00	INR Zero Only
1.02	Agency Service Charges per month exclusive of GST (Amount in INR)		0.00	INR Zero Only
Total in Figures			0.00	INR Zero Only
Quoted Rate in Words		INR Zero Only		

I/We agree to forfeiture of the EMD deposited by me/us in connection with tender if we fail to comply with any of the terms and conditions in whole or in part as paid down in the tender documents. We have carefully read the terms and conditions of the tender and agree to abide by these in letter and spirit.

If any other terms and conditions that the tender would like to specify, it will form a part of the schedule.

Signature
Name and address of the firm with phone number

Liquidated Damage Clauses/Penalty Clause

1. In case of deficiency of services, Pro-rata deduction of amount on the services not provided will be made in addition to 10% penalty would be charged after giving due hearing to the contractors explanation by the Director of the Institute.
2. The firm will not charge placement charges on any other account from the manpower deployed with the NIHSAD for the payment to be made to the outsourced staff as per quoted rates. The contract is liable to be terminated, security deposit forfeited and the Contractor/Firm will be blacklisted if, at any stage, reports are received that the Contractor/Contracting firm has charged the manpower on any account.
3. Any misconduct/misbehavior on the part of the manpower deployed by the agency will not be acceptable and such persons will have to be replaced immediately.
4. If the required numbers of workers/ supervisor are less than the minimum required to carry-out the service as a whole, a penalty of Rs. 500/- per worker per day will be deducted from the bill.

RISK CLAUSE: -

The Agreement of the contract can be terminated with two months notice from either side on the technical issues beyond logical solutions. However, in case of Service Provider/Contractor issuing notice, the expenses incurring due to such breach shall be recovered from the security deposit or pending bills or by raising a separate claim.

The decision of the Director, NIHSAD, Bhopal (competent authority in the Institute).....shall be final and binding on the contractor/agency in respect of any clause covered under the contract and any matter incidental to the contract.

IN WITNESS whereof the parties have executed those present on the day month and year as mentioned above.

The Director, ICAR-NIHSAD reserves the right to reject any or all tenders in whole or in part assigning reasons therefore. The decision of Director, ICAR-NIHSAD shall be final and binding on the contractor/agency in respect of any clause covered under the Contract.

Signature _____

Signature _____

(Name & Address of the firm)

(For the Institute)

Witness:-

1. _____

2. _____