



**National Institute of Food Technology Entrepreneurship and Management (NIFTEM)**  
Deemed to be University (De-novo Category) under Section 3 of the UGC Act 1956 and an  
Autonomous Institution under Ministry of Food Processing Industries, GOI, Plot No 97,  
Sector-56, HSIIDC Industrial Estate, Kundli-131028, District-Sonepat (Haryana)

**Website-www.niftem.ac.in**

**E- TENDER NOTICE**

Ref. No.-NIFTEM/S/K/2020-21/OR&CAMC of STP & ETP

Date:19.01.2021

**Subject- Online e-Tender for “Operation, Running and Comprehensive Maintenance Contract for 250 KLD STP Plant & 60 KLD ETP Plant at NIFTEM” as is where is basis, at Kundli, Distt. - Sonapat, Haryana.**

**For and on behalf of NIFTEM, sealed e- Tenders (Two bid system) are invited from eligible Vendors/Agencies for “Operation, Running and Comprehensive Maintenance Contract for 250 KLD STP Plant & 60 KLD ETP Plant ”at NIFTEM Campus, Kundli, Distt.- Sonapat, Haryana.**

**Important Dates & Time**

S. No.	Particulars	Important Dates	Time	EMD (Rs.)	Tender Processing Fees (Rs.)
1.	Download of Tender documents	19.01.2021	5.00 PM	DD Of Rs. 1,00,000/-	DD Of Rs. Rs.1000/- +18% GST= Rs.1180/-
2.	Pre-bid Meeting	21.01.2021	11.30 AM		
3.	Bid Submission start date	25.01.2021	11.30 AM		
4.	Last date & time for submission of tender	08.02.2021	11.30 AM		
5.	Date & time of opening of Technical Bids	09.02.2021	12.30 PM		
6.	Date & time of opening of Financial Bids	Will be intimated to technically qualified bidders.			

Note- DD should be prepared in favor of NIFTEM, payable at Delhi

## **EARNEST MONEY DEPOSIT**

Tenderers have to submit an EMD Rs. 1,00,000/- (Rs. One lakh only). This EMD will be returned to the unsuccessful tenderers, without interest.

The EMD of the successful agency will be returned after submission of Performance security i.e. 10% of the total work-order value.

## **Mandate of NIFTEM:**

NIFTEM is working as - '**Sector Promotion Organization**' & '**Business Promotion Organization**' of the food processing sector. It is a prime academic institution and offer B.Tech, M Tech and Ph D programmes in the areas of Food Technology and Management. The Institute has been granted Deemed to be University status under De-novo category under Section 3 of the UGC Act, 1956.

Major **Objectives** of NIFTEM are –

- One Stop Solution Provider
- Skill & Entrepreneurship Development
- Facilitating business incubation services with its ultra modern pilot plant
- Conducting Frontier Area Research
- Developing world class managerial talent
- knowledge repository
- Upgradation of SME Clusters
- Promoting cooperation and networking

## **General Instruction**

250 KLD Sewage Treatment Plant & 60 KLD ETP Operation/running and CAMC will be provided on “as is where basis” therefore, bidders are requested to visit our site before quoting the rates for Operation and CAMC of 250 KLD STP & 60 KLD ETP plant at NIFTEM campus Kundli.

250 KLD STP plant & 60 KLD ETP plant are established at different locations.

### **1. Scope of Works-**

## **COMPREHENSIVE MAINTENANCE AND OPERATION of 250 KLD STP plant &60 KLD ETP plant**

1. The detailed inventory of 250 KLPD STP is as below, which has to be maintained by the contractor/agency during the Operation and CAMC contract.

S. No.	Electrical Motors, Pumps and other installations	Make and HP	50 KLD (Plant	50 KLD (Plant	50 KLD Plant	100 KLD (Plant
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			No.01)	No.02)	No.03	No.03
	Description	Make and Capacity/Power	Qty. In Nos.			
01.	Air Blowers	Everest/Airvac - 3 HP	02	02	02	02
02.	Sewage lifting Motors & pumps	Kirloskar - 1 HP	02	02	02	02
03.	Sludge Transfer Motors & Pumps	Kirloskar - 1 HP	02	02	02	02
04.	Filter Feed Motors &Pumps	Kirloskar - 3 HP	02	02	02	02
05.	Filter Press Motors	Kirloskar - 1.5 HP	02	02	02	02
06.	MBBR Tanks	M.S.	01	01	01	01
07.	Tube Settler	M.S.	01	01	01	01
08.	Chlorine contract Tanks	M.S./Sintex	01	01	01	01
09.	Pit Sump Pump	Kirloskar -1.5 HP	02			
10.	Irrigation Motors & Pumps	Havells 15 HP Pumps Teraflow	03			
11.	Treated Water Supply Motors & Pumps	Rotomotive 15 HP Motors and DP Holland Pumps Roto Motive	02			
12.	R.C.C. Sewage Collection Tanks	R.C.C. - 50000 Ltrs.	05			
13.	R.C.C. Treated Water Tanks	R.C.C. - 50000 Ltrs.	05			
14.	Disc. Filter	-	01			
15.	Exhaust Fans	24"	05			
16.	MGF	M.S./ FRP	02		02	02
17.	ACF	M.S./ FRP	02		02	02
18.	PLC operating system and Panel for Irrigation Line Pumps	Fuji PLC and Electrical Penal	01			
19.	Electrical Panels for operation of Motors Plants	M.S.	01	01	01	01
20.	Panel for Sump Pump	M.S.	01			
21.	Panel for Residential & Hostel treated water supply	M.S.	01			
22.	Main LT Panel	M.S.	01			
23.	Pressure Vessel	FRP/M.S.	02			
24.	Sludge Holding Tanks	M.S.	01	01	01	01
25.	Air Compressor	Elgi				01

26.	Filter Press		01	01
27.	Chlorine Dosing pumps	-----	03	
28.	Chlorine Dosing tanks	-----	03	
29.	Plumbing Installations	Valves, pipes, fittings, NRVs, etc.		
30.	Electrical Installations	Cable trays, thimbles, contractors, wires, cables etc.		
31.	Exhaust Fans		05	
32.	VFD		01	
33.	Pressure Vessel		01	

**The detailed inventory of 60 KLD ETP plant is as below, which has to be maintained by the contractor/agency during the Operation and CAMC contract**

1	Coarse Bar Screen SS	item1	1.00
2	Fine Bar Screen SS	item2	1.00
3	Effluent Lift Pump Set	item3	2.00
4	Oil skimmer	item4	1.00
5	Anaerobic filter tank- RCC	item5	1.00
6	Anaerobic filter media - PVC	item6	1.00
7	Pre-aeration chamber- RCC/Brick-works	item7	1.00
8	Primary tube settler - MS	item8	1.00
9	Tube Settler Media- PVC	item9	1.00
10	MBBR Tank with required walkway, ladder with railing and all necessary arrangements- MS-	item10	1.00
11.	Aeration Grid for Collection tank( complete)-uPVC for submerged pipeline and MS B class for rest air pipe lines	item11	1.00
12	Coarse Diffusers for Collection tank- EPDM	item12	1.00
13	Fine Membrane Air Diffusers- EPDM	item13	1.00
14	Twin Lobe Rotary Air blower	item14	2.00
15	Secondary tube settler tank – MS	item15	1.00
16	Tube Settler Media-PVC	item16	1.00
17	Bio-Sludge Recycle Pump	item17	1.00
18	Filter Feed Pump	Item18	2.00

19	Multi grade Filter( complete)- MS Rubber Lining, 10 MM Disc and 8 MM Filter sheet	Item19	1.00
20	Activated Carbon Filter( complete)- MS Rubber Lining, 10 MM Disc and 8 MM Filter sheet	Item20	1.00
21	Filter Press Unit	item21	1.00
22	Online Continuous Monitoring system for Measurement of BOD, COD, TSS and pH.	item22	1.00
23	<b>Electrical System</b> Electrical system consist of Motor Control Centre ( IP -66 Grade )suitable for outdoor installation, including capacitor panel for power factor improvement up to 0.95 interconnecting cables, lugs, cable trays/ cable pipe as required from MCC Panel to motors, remote control panel suitable for outdoor installation ( IP-66 grade ) Chemical earthing pits as required including earthing strips as per IER . This includes obtaining statutory approval from competent authority for complete electrical installation work.	item23	1.00
24	<b>Pipes &amp; Fittings</b> Complete set of pipes, valves & fitting for interconnection of various facility including disposal of treated effluent .	item24	1.00

2. 250 KLD Plant & 60 KLD ETP Plant will run 24 Hours and the contractor/agency has to deploy sufficient manpower for its 24 Hours running as detailed below.
3. Scope of comprehensive maintenance and operation comprises the activities related to checks, repair, cleaning, servicing, replacement (preventive as well as corrective) of the entire installation for its trouble free and satisfactory operation, functioning round the clock during the contract period. It will cover adequate provision of complete range of infrastructure related with men, means and materials required for operation and maintenance of the installation. The objective of comprehensive annual operation and maintenance contract is to keep the owner (NIFTEM) totally free from the requirement of running, checking, repair and maintenance of the installation which will be carried out by the selected contractor.
4. The contractor will keep the system updated all the time with regard to software, hardware and other electro-mechanical equipments and sensing /operating devices. He will maintain proper record (log book as well as print out) of daily status of the installation and also faults /troubles developed and remedial steps taken. He will also maintain a record of performance data and its analysis obtained from the print out and will arise any special action required on the part of owner(NIFTEM) at any stage to keep the system healthy and updated. The agreed amount for the annual operation and maintenance contract will cover all expenses related to round the

clock deployment of technical personnel by the contractor and provision of spares/consumables or any other material or components or equipments as a whole which may be required for rectification of any fault and for satisfactory functioning of the system.

5. The contractor will prepare daily status of the installation to the Engineer-in-charge on daily basis and weekly, fortnightly and monthly reports within two days expiry of the week, fortnight or the month. Any restrictions received by the Engineer –in-charge will be immediately and fully compiled with by the contractor without any delay. **Agency will provide the all documents required to submit in HSPCB to obtain renewal of Consent to Operate.**
6. The contractor will guarantee an uptime 99.99% for the system as per Haryana State Pollution Control Board rules. In case of any shortfall, he will be responsible to pay the penalty if any imposed by Haryana State Pollution Control Board. The contractor will also be responsible for getting the discharge tested at inlet and outlet level at regular intervals (as prescribed by HSPCB) at his own cost
7. For any planned shutdown for repair or maintenance, the contractor will obtain the prior permission of the Engineer-in –charge. For all preventive maintenance contractor will submit the monthly schedule to the Engineer-in-charge at least one week advance.
8. The contractor will deploy, trained and experienced staff fully conversant with the functioning and design of installation covering software as well as electromechanical equipments and lay-out as per site.
9. The contractor will be fully responsible for any consequential damages in case failure of the system.
10. Labour, repairs or replacement of system components shall be the responsibility of the contractor at no cost of NIFTEM, during this comprehensive, operation and maintenance period.
11. All equipments that required repair /replacement shall be immediately serviced, repaired or replaced as approved brand installed at STP & ETP. All replacements, parts and labour shall be supplied promptly without any cost to NIFTEM. Agency has to show the replaced part to the Engineer I/C.
12. In case of any theft during the tenure of contract, the agency shall be fully responsible for the same and losses due to theft shall be recovered from the subsequent bill of the contractor.
13. In case damage to the property of NIFTEM, due to the negligence of the agency persons, manpower, the agency shall have to make good the losses suffered by NIFTEM, Failing which the loss shall be recovered from the subsequent bill of the agency.
14. Inlet and Outlet water testing Report should be submitted on monthly basis from outside laboratory as suggested by Engineer I/C for Sewage treatment Plant & Effluent Treatment Plant.
15. Cleaning of all collection and treated water tanks twice (02 times) in a years/every six months .
16. Internal and External Painting/whitewashing of the 250 KLD Sewage Treatment Plant & 60 KLD ETP Plant once in a year.

## **17. Operations**

**a). Daily “Round the Clock Operation and maintenance of Sewage Treatment Plant of capacity 250 KLD (3Nos,X50KLD + 01 Nos. X100 KLD), & 60 KLD ETP plant, at NIFTEM”.**

The Contractor shall carry out all facility operation and waste water disposal operations indicated below in accordance with Good Operating Practices, as set out in this Contract. The Facility operation and waste water disposal operations shall include, but not be limited to the following.

1. Carrying out daily cleaning of grit channels and removal of screenings and disposal of floating matter in grit dewatered sludge out of premises.
2. Carrying out continuous flow measurements of treated & untreated sewage and recording the same online / offline.
3. Collecting samples of influent and effluent and analysing them daily to determine the quality of sewage and performance of the treatment plant.

### **I. Pumping Station:**

- a) De-silting of wet well at least twice a year and disposing silt.
- b) Replacing damaged pipes, fittings and valves.
- c) Replacing damaged level indicator
- d) Replacing damaged lighting conductor
- e) Replacing/Repairing ladders and
- f) Waterproofing of leaking roof / dry well.

### **II. Pumping Machinery and Treatment Plant Equipment**

- a) Dewatering and de-silting of sludge sump, chlorination tank, chemical dosing tanks at least twice a year as per approved programs and disposal of silt.
- b) Cleaning and maintaining all rising mains/sewers in the plant area at least four times a year.
- c) Repairing and replacing damaged pipes, fittings and valves for suction and delivery pipe.
- d) Repairing and replacing pump impellers, body, seals, bearings shafts column pipes.
- e) Repairing and replacing motors
- f) Repairing and replacing starters, circuit breakers, capacitors
- g) Repairing and replacing vanes and/or gears of agitators
- h) Repairing of blowers, decanter, diffusers, chlorinator, and chemical dosing equipment's & centrifuge.

A chlorine feed system shall be furnished as a complete package assembly for installation in the plant room. Assembly shall include base plate, electronic positive displacement type chemical feed pump, fiberglass solution tank, suction and discharge tubing and fitting.

Each chlorine solution dosing pump shall perform to achieve a residue not more than 1 mg/l in the treated effluent. Solution feed pump shall have a maximum capacity of 1 l/hr chemical pump will operate on 50 Hz supply. Fiberglass solution tank shall be of no less than 200 litre capacity and include suction line fitted with strainer.

## **18. Repairs and Maintenance Schedules**

### **a) . Pumping Station and Treatment Plant Complex:**

As per indicated period checking the operation, correcting defects, attending to calibration and setting is required attending to minor repairs and proper up keeping) such as cleaning and painting) required for the following :

#### **I. Monthly**

- a) Sewage level indicators in wet well
- b) Manholes
- c) Wet well interiors
- d) Roof and surroundings and
- e) Lightning arrestors.

#### **II. Annual**

- a) Leakages in structures
- b) Ladders
- c) Railings
- d) Structural damages to the wet and dry well and
- e) Overflow drain.

### **b) . Pumping Machinery and Treatment Plant Equipment:**

As per indicated period checking the operation, correcting defects attending to calibration and setting is required attending to minor repairs and proper up keeping) such as cleaning and painting) required for the following:

#### **I. Daily**

- a) Screens/ Grit Channels
- b) Moving parts of screens and grit removal equipment, Blowers /Agitators / Pumps/ Agitators /Return Sludge pumps/ Chemical mixer/Centrifuge/Decanter
- c) Stuffing box
- d) Bearing and
- e) Vibration, balancing on Decanter, chemical dosing and mixing, Motors
- f) Contact tightness
- g) Cable insulation near the lugs.
- h) Panels Breaker and Starter
- i) Contacts of relay and circuit breaker and
- j) Setting of over-current relay, no-volt coil and tripping mechanism and off in the dash pot relay.
- k) Transformer Sub-station
- l) Ground Operated Dis-connectors (GOD)
- m) Contacts of GOD and of Over Current (OC) relays
- n) Radiators

and



o) Earth pit

**II. Monthly**

- a) Screens and Grit channels
- b) Chains in mechanically operated components
- c) Screens performance
- d) Transformer
- e) Oil in transformer
- f) Relay alarm circuit
- g) Load (Ampears) and
- h) Voltage

**III. Quarterly**

- a) Transformer
- b) Bushing and
- c) Dehydrating breathers

**IV. Half -Yearly**

- a) Pumps / Blowers / Agitators / Compressor /Decanters/Centrifuge
- b) Gland of stuffing box
- c) Gland bolts
- d) Gland packing
- e) Alignment of pump aerator and drive and
- f) Oil lubricated bearings
- g) Motors
- h) Tripping elements for motor protection
- i) Contact points and
- j) Fuse ratings

**V. Annual**

- a) Paint screens, grit removal mechanism, scrapers, scrapers , motors, pipes,
- b) Valves, fittings agitators and inlet/outlet weirs with two coats of anticorrosive paints.
- c) Replace worn out parts of mechanical equipment in sewage pumping station and sewage treatment plant.

**C ). Buildings and Civil Structures:**

Carry out routine maintenance and minor repairs including cleaning, repairs to plaster, doors, windows and painting.

**I. Daily**

- a) Sweep the premises
- b) Clean the floors and parts inside the building
- c) Clear the cobwebs and other biological growth
- d) Disposal and transportation of dewatered sludge

## **II. Half - Yearly**

- a) Repair damaged floor, plaster, roof, leakages and
- b) Repair damaged doors, windows and other fixtures.

### **19. Replacing**

The Contractor shall utilize the office space, provided by the Authority to establish its monitoring and reporting office along with computer and peripherals. It shall also obtain a telephone connection and maintain the same through the Contract period. All data transfers and updates made to the Authority shall be affected through the said telecommunications medium. The Contractor shall carry out all reporting indicated below and as set out in this Contract. The reporting shall include, but not be limited to the following

- 1. Daily summary of Operations at Sewage Treatment Plant – A daily report of operation of the diffusers, agitators, decanter and other equipment at the sewage treatment plants providing information on the quantity of sewage treated, hours of operation of equipment, energy consumed and use of chemicals.

**Permissions:** The Contractor shall obtain all required permissions, sanctions clearances and permits for carrying out its Operations and maintenance, including Contractors clearances and shall be fully responsible for carrying out the operations in a safe and secure manner, consistent with the law of the land, laws and regulations regarding such facilities and / or System and directives of any Authority and planning permissions.

**Safety:** The Contractor shall be responsible for the safety of all activities on the site and shall be absolutely and solely responsible for any and all kinds of injuries or damages to persons and property of any description whatever may be caused by or result from the operations carried out, whether these may have been carried out skillfully and carefully and strictly in conformity with the provision of the specifications or not.

### **20.STP Influent Characteristics**

- a) **Type of Waste Water :** The influent is the product of waste water from different domestic activities such as :
    - (a) Normal domestic sewage from Toilets & bathrooms.
    - (b) Sludge, Oil & Grease from kitchens & pantries/Laboratories.
- |                         |                  |
|-------------------------|------------------|
| Daily Flow              | : 250 KL perday. |
| Duration of flow to STP | : 24 hours.      |
| i) . Temperature        | : Maximum 46°C   |
| ii). pH                 | : 7.5 to 8.5     |

- iii). Colour : Mild 11
- iv). T.S.S (mg/l) : 250 to 400
- v). BOD (5) (mg/l) : 250to 350
- vi). COD (mg/l) : 450 to600

**b) Final Sewage Characteristics Desired**

- i). pH : 6.5 to 7.5
- ii). Oil & Grease : < 10 mg/l
- iii). B.O.D : < 20 mg/l
- iv). C.O.D : 100 mg/l
- v). Total suspended solids : < 10 mg/l

**ETP Effluent Characteristics**

The average quality of waste water generated from Pilot-plants is as under:

Sr. No.	Parameter	Unit	Value
1.	pH	-	6.5 - 8.0
2.	BOD 3 @ 27 °C	mg/l	1500-1600
3.	COD	mg/l	2500-3000
4.	TSS	mg/l	500-550
5.	Oil & Grease	mg/l	150- 200

**Characteristic of Treated Effluent Water**

The required characteristic of treated effluent water shall be as under:

Sr. No.	Parameter	Unit	Value
1.	pH	-	<b>6.5 to 8.5</b>
2.	BOD3 @ 27 °C	mg/l	<b>&lt; 30</b>
3.	COD	mg/l	<b>&lt; 100</b>
4.	TSS	mg/l	<b>&lt; 50</b>
5.	Oil & Grease	mg/l	Nil

## **21. PROVISIONS OF EFFICIENT AND COMPETENT STAFF**

The Contractor shall employ and keep on the works at all times efficient and competent staff to give necessary directives to his workers to see that they execute works in a safe and proper manner. The Contractor shall employ only such supervisors and workmen as are capable, careful, and skilled. The Officer shall be at liberty to object to and order the Contractor to remove forthwith from the works, any person employed by the Contractor in execution of works, who, in the opinion of the Officer, misconducts himself or is incompetent or negligent in the proper performance of his duties or whose employment is otherwise considered by the Officer to be undesirable and such person shall not be employed again in the works without the written permission of the Officer. Any person so removed from the works shall be replaced as soon as possible by a competent substitute.

- 22.** The Contractor shall maintain absolute security with regard to all the matters that comes to his knowledge by virtue of this contract or otherwise.

## **23. COMMENCEMENT OF WORK**

The Contractor shall commence the works within a period of seven days from the date of issue of Letter of Acceptance of award.

## **24. TOOLS & PLANTS**

All the general & special tools, tackles etc. required for proper maintenance shall be arranged by the agency at his own cost and issue to the staff deployed by him for this work as mentioned as below

### **1. SPARES / CONSUMABLES /TOOLS & PLANTS TO BE SUPPLIED BY THE CONTRACTOR (COVERED UNDER THE SCOPE OF THE CONTRACT)**

1. Fuses
2. Indicating lamps of panels, enunciators and switchboards etc.
3. Lubrication oils and Greases etc.
4. Cleaning material like cloth/ cotton wastes etc.
5. Contact cleaning agents like CTC sprays etc.
6. Paint and primer for repair /damaged of wall, pipe, stair, tank etc.
7. Thinner etc.
8. Screws, nails and rawl plugs etc.
9. Nuts and bolts of different sizes
10. Chemical (Hypochlorite approx. 500 kg)/ as per requirement of plants.
11. Chain pulley with tripod
12. Plant pipeline, fitting, fixture, chemical, paint, grill etc.
13. Chlorine for chlorination process
14. Blower Air Filters
15. Lube oil (For change oil of blower etc.)
16. Test Kit
17. Replacement of damaged screens
18. valves
19. Pipe wrench, die all size pipe etc.
20. Tools and plants (hot air blower, welding machine, sand paper , scaffolding and other tools and plants required for maintenance of system, oil, grease, oil seal, gland dori, cleaning material etc.)
21. Urea/DAP

25. Manpower to be deployed and their minimum qualifications.

S. No.	Description of man power	Duty timings	Minimum Manpower to be deployed	Minimum qualifications
1.	Operator for 250 KLD Sewage pumping station treatment Plant & 60 KLD ETP plant 1 - (5.30AM - 2.00PM) 1 -(1.30PM - 10.00PM) 1 - (9.00PM - 6.00AM)	Round the clock (365 days a year) in 3 shifts	06 nos. in total	Skilled Worker
2.	Helper for 250 KLD Sewage pumping station treatment plant	9.00 AM to 6.00 PM	01 Nos.	Un-Skilled Worker
3.	<b>Specialized highly skilled manpower</b> for maintenance Breakdown of factor correction systems, pumps panels, etc of Sewage pumping station Treatment plant.	As per need basis	As per need basis (No extra payment)	Highly skilled worker
4.	<b>Specialized semi-skilled manpower</b> for maintenance/break down of Sewage pumping station & treatment plant.	As per need basis	As per need basis. (No Extra payment)	To assist the highly specialized manpower as above.

**Note:** General maintenance / cleaning / Inspection / checking / repairing etc will be done seven days in a week in General shift i.e. 9.00 AM to 6.00 PM.

**Note-** Weekly off will be provided to all operators & Helper for which agency has to deploy one reliever operator for 16 +12= 28 days= Say one month.

## 2. ELIGIBILITY CRITERIA:

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The bidders fulfilling all the following shall be considered as qualified for opening of financial bids:

1. The bidder should possess the experience of having successfully completed similar works for not less than 05 years during the last 05 financial years (2015-16,2016-17, 2017-18 2018-19 & 2019-20)

**Similar works means “Operation running and Comprehensive Maintenance for Sewage Treatment Plants not less than 250 KLD STPs Or 250 KLD ETP (Any of both).**

2. Average Annual financial turnover of the agency should be at least 30 Lakhs during last 3 years, ending 31<sup>st</sup> March, 2020 of the previous financial years (2017-18,2018-19,2019-20). ATTACH profit loss and BALANCE SHEET for each F. Y.
  3. ITR (Income Tax Return) for last 03 financial years ( F. Y. 2017-18,2018-19,2019-20)
  4. The agency should have valid ESIC registration No.
  5. The agency should have valid EPF No.
  6. The Agency should have GST No. (ATTACH GST REGISTRATION NO.)
  7. Address proof of Contractor/Agency (Attach bank passbook copy/AADHAR Card/Voter ID Card)
  8. Bank Account Details & IFSC code.
  9. Non-blacklisting certificate as per Annexure-II.
  10. Tender acceptance letter as per Annexure-III.
  11. Technical Bid Evaluation sheet as per Annexure- IV
3. **Performance / Security Deposit:** 10% (performance guarantee is to be submitted within 30 days on issue of letter of intent).

### 4. Payment

- i. Payment of Operation and CAMC will be made on every month after submission of bills.
- ii. Separate bills for 250 KLD STP & 60 KLD ETP plant, CAMC & manpower have to be submitted by the agency, with a covering summary chart.
- iii. The payment shall only be released on confirmation of disbursement of salaries and other allowances to the workers on or before 7th of every month deployed at site by the agency.
- iv. The agency will have to enclose the copies of Attendance, PF, ESI, outside laboratory testing report of BOD, COD etc. for releasing the payment.
- v. The employees of agency deployed for this work are required to mark attendance in biometric machine and copy of same to be submitted along with bill of manpower.
- vi. Counter conditions by the Tenderers shall not be acceptable.

### 1. Bidding Procedure

**Bids shall be submitted online only at CPPP website:  
<https://eprocure.gov.in/eprocure/app>.**

**Tenderer /Contractor is advised to follow the instructions “Instructions to Bidder for Online Bid Submission”.**

Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.

**Note- Bidders has to deposit/drop Hard Copy of Technical bid along with the DDs of Tender Processing Fees and EMD in tender BOX, kept at Reception of NIFTEM, before closing date of tender. Only Technical bid is required to submit.**

Bidding Application must be accompanied by the following:-

**Technical Bid (Attached signed and stamped copy of each document)**

The following documents are to be furnished by the Contractor along with Technical Bid as per the tender document (Scan Copies):

- i. **Proof for payment of Tender document Cost (Tender Fee)/ Earnest Money Deposit** and permanent address of the Firm/Agency/Person.
- ii. A complete list of clients including clients from Govt./Semi Govt./Autonomous Bodies/PSUs Institutions served during last five years with Name, Telephone No, etc along with copies of supply order/completion certificate.
- iii. Details of Bank Account of Bidder i.e. Account No., IFSC Code, MICR No., Bank Name and address, PAN/TAN/TIN Registration number, EPF & ESI Registration, Contract Labour Registration, if any.
- iv. Copies of Income Tax Return of last 3 years (2017-18,2018-19,2019-20).
- v. Copies of audited balance sheet for the 3 years (2017-18,2018-19,2019-20).
- vi. An authorisation letter from the firm in favour of the person signing the tender documents.
- vii. An attested copy of the certificate of registration/incorporation pertaining to the legal status of the Bidder/Firm/Agency, Annexure II, III, IV.

**Financial Bid**

1. Price bid format in the form of BOQ\_XXXXX.xls.

Opening of tenders (Technical bids only) will take place as mentioned in critical date sheet online at <https://eprocure.gov.in/eprocure/app> in the “**Meeting Hall, National Institute of Food Technology Entrepreneurship and Management, Plot No.-97, Sector-56, HSIIDC Industrial Estate, Kundli-131028, District-Sonepat (Haryana)**” in the presence of the representatives of the Firms/Tenderers, who may wish to be present at that time. At the time of tender opening Firms/Tenderers have to come with bid acknowledgement slip that is generated by the system after successfully bid submission. Firms/Tenderers can view their live bid opening at their remote end also. No separate intimation will be sent to the firms/Tenderers in this regard.

The tender not submitted in the prescribed formats or incomplete in detail is liable for rejection. NIFTEM is not responsible for non-receipt of tender within the specified date and time due to any reasons, including postal holidays or delays.

**2. Evaluation Procedure**

The eligibility of bidders and their technical bid will be evaluated by the Technical Evaluation Committee on the basis of documents submitted by the bidders with the Technical Bid. The committee may visit any or all the sites where the work is going on by the bidder. The financial bids will only be considered of those bidders who qualify the

eligibility criteria and other terms and conditions lay in the tender. In this regard the decision of Institute shall be final.

**Note: The EMD should be submitted in the form of Demand Draft of State bank of India (as far as possible), in favor of NIFTEM, payable at Delhi.**

### **General Term & Conditions**

- i. **In case, after Pre-bid meeting (wherever applicable) any modification(s)/addition(s)/deletion(s) or any alternation in the requirement(s)/ specification(s) etc is required, the same will be appended on the NIFTEM website- [www. niftem.ac.in](http://www.niftem.ac.in), therefore, all the bidders are advised to visit our website before filling/submitted their tenders. No separate advertisement/information will be published in this regard in the Newspapers.**
- ii. **The agency has to follow minimum wages of central govt. as per order of Chief labour commissioner.**  
**Skilled Employee wages Rs. 18797/- (including VDA)**  
**Unskilled Employee –Rs. 15492/- (including VDA)**
- iii. **Initially the Operation and CAMC contract for 250 KLD STP & 60 KLD ETP will be awarded for 02 year which can be further extended for next 01 years on same rates on satisfactory performance of the agency and mutual consents.**
- iv. Acceptance of tender will be intimated to the successful tenderers through a letter of intent (LOI) duly signed by the authorized signatory of the institution.
- v. EMD/Performance Security of successful bidder may be forfeited, if the bidder withdraws or amends or derogates from the tender in any respect.
- vi. **Validity of bids should be 180 days from the opening of technical bid.**
- vii. NIFTEM will not compromise with the quality/sub-standard material. At any stage, it is found that supplier has supplied inferior quality or different Payment shall be made for such items after reasonable deduction(s)/ rejection of the lot and forfeiting of Performance Security, as deemed fit, in the circumstances & decided by Institute.
- viii. **The EMD of successful bidder will be released after submission of P.S.**
- ix. **The rates quoted by the bidder should be complete for supply and placing of the finished items as per the specification(s) and shall be inclusive of all applicable tax, duty(ies) loading, unloading, packing, transportation from works to NIFTEM, installation etc and nothing extra/additional shall be payable on these rates.**
- x. In any case, if tenders are not opened due to any reason, the Tender documents, processing Fee and EMD shall be returned to all bidders.
- xi. Conditional Tender will not be accepted.
- xii. Tender without EMD & Tender Fee will be summarily rejected.
- xiii. The Institute can ask any clarifications & documents at any stage of the procurement depending upon the circumstances to ascertain quality of material used in construction / manufacturing of items. All material should be ISI Marked and approved prior to procurement from the Engineer In charge.
- xiv. All the documents attached with the technical bid should be properly tagged, numbered, signed and stamped by the competent authority.
- xv. **Tender Fee of Rs. 1,180/- (non-refundable) and EMD Rs.1,00,000/-are payable only in the form of Bank Draft from State bank of India, in favour of NIFTEM payable at**



Delhi. Cheque/Bank Guarantee are not accepted, if so in the tenders will not be acceptable.

xvi. On receipt and acceptance of the performance security, the EMD will be released. The EMDs of the successful & unsuccessful bidders will be refunded without any interest. The EMD shall be forfeited in case, the bidder :

1. Withdraws or amends, impairs or derogates from the tender in any respect within the period of validity of this tender.
  2. Having been notified of the acceptance of his tender by the Buyer during the period of its validity,
  3. Fails to furnish the Performance Security for the due performance of the contract.
  4. Fails to sign the agreement.
  5. Fails or refuse to execute the contract.
  6. Fails to respond to queries by the NIFTEM.
5. NIFTEM reserves the right to accept or reject any/all tenders without assigning any reason(s), at any stage.
6. Tenders not on the prescribed Performa (attached), without requisite details, EMD and Processing Fee and received after the closing date/ time of tenders and tenders with any rider will summarily be rejected.
7. Canvassing in any form will be viewed seriously and if any tenderer is found to be resorting to such practices, the tender of such firm will be rejected.
8. **Arbitration Clause:** That in case of any dispute between party of first part (NIFTEM) and the part of other party(Agency) arising out of or in relation to the agreement, the dispute shall be referred to the Vice Chancellor for arbitration. The award of the

said Arbitrator shall be binding upon both parties. The seat of the arbitration shall be at NIFTEM, Sonapat.

9. **Withholding of Payment:** This clause authorises Buyer to withhold payment till end when seller/contractor/bidder fails in its contractual obligation. The standard text of this clause is as under:

“In the event of the Sellers/ Bidder failure to submit the Bonds, Guarantees and Documents, supply the deliverables etc as specified in the Contract, the Buyer may at his discretion, withhold any payment until the completion of the Contract”.

## 10. FORCE MAJEURE

Should any force majeure circumstances arise, each of the contracting party shall be excused for the non-fulfillment or for the delayed fulfillment of any of its contractual obligations, if the affected party within 14 days of its occurrence informs in a written form the other party. Force majeure shall mean fires, floods, natural disasters or other acts such as war, turmoil, strikes, sabotage, explosions, and quarantine restriction beyond the control of either party.

## 11. LIQUIDATED DAMAGES (LD)

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The Contractor shall be subject to the following liquidated damages and penalties for its failure to carry out its operations as indicated below:

<b>Basis of Penalty</b>	<b>Penalty Benchmark for 250 KLD STP &amp; 60 KLD ETP</b>	<b>Penalty Value</b>
Failure to maintain BOD/COD/SS/Oil/grease/pH levels within prescribed limits. Detected in outside laboratory testing report	Per Occurrence	Rs. 10,000/-
Inadequate maintenance of facilities / System (only for major	For each case detected. occurrences	Rs. 500/- per
Inappropriate de-silting of sewers and clearing of silt in premises.	Per Occurrences	Rs.1000/- per occurrences
Duty staff not wearing uniform or it being dirty.	Per Occurrence	Rs.1000/- per occurrences
Non-attendance of Customer complaints in time or adequately	Per Occurrence	Rs.1000/- per occurrences
Deployed manpower found absent from his duty point / absent in biometric attendance	Per Occurrence	Rs. 1000/- per occurrences
Deployed manpower found sleeping at his duty point or smoking at site	Per Occurrence	Rs. 1000/- per occurrences

## 12. CANCELLATION OF THE CONTRACT

NIFTEM shall have the right to terminate the Contract, arising out of finalization of this tender, in part or in full in any of the following cases :-

- The delivery of the material or start of works is delayed for causes not attributable to Force Majeure for more than 10 days after the scheduled date of delivery.
- When both parties mutually agree to terminate the contract.
- By giving one month notice from either side.

## 13. MODIFICATION AND WITHDRAWAL OF BIDS

Bidder can modify his bid any number of times before bid submission closing date and time. Bidder can also withdraw his bid before bid submission closing date and time.

Withdrawn is allowed only once in a tender. If a bidder withdraws his bid, he cannot participate in the particular tender again.

14. **Clarification on Bid Documents:** - Bidder requiring any clarification to this RFP shall notify to Buyer in writing who will respond (in writing) to the clarifications sought not later than 07 days prior to the date of opening of the tenders. The address and contact number for seeking clarification regarding this RFP are given below:-

**Instructions for Online Bid Submission:**

15. The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at: <https://eprocure.gov.in/eprocure/app>.

**REGISTRATION**

- 1) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link “**Online bidder Enrollment**” on the CPP Portal which is free of charge.
- 2) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- 3) 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 CPP Portal.
- 4) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / nCode / eMudhra etc.), with their profile.
- 5) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
- 6) Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

**SEARCHING FOR TENDER DOCUMENTS**

- 1) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
- 2) 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 ‘My Tenders’ folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
- 3) 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.

- 1) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- 2) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. 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 need to be submitted. Any deviations from these may lead to rejection of the bid.
- 3) 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 / RAR / DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- 4) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use “My Space” or “Other Important Documents” area available to them to upload such documents. These documents may be directly submitted from the “My Space” area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

**SUBMISSION OF BIDS**

- 1) Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- 2) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- 3) Bidder has to select the payment option as “offline” to pay the tender fee / EMD as applicable and enter details of the instrument.
- 4) Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be posted/couriered/given in person to the concerned official, latest by the last date of bid submission or as specified in the tender documents. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.
- 5) Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BoQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BoQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.
- 6) 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, opening of bids etc. The bidders should follow this time during bid submission.
- 7) All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of

the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid openers public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.

- 7) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 8) Upon the successful and timely submission of bids (ie after Clicking “Freeze Bid Submission” in the portal), 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.
- 9) The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

### **ASSISTANCE TO BIDDERS**

- 1) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
- 2) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk.

Queries to be addressed to :

Mr. S.K. Yogi, J.En. (Civil)

NIFTEM, Kundli, Sonapat (Hr.) 131028

Phone No.- 0130 2281014

E-mail ID- [sandeep.yogi@niftem.ac.in](mailto:sandeep.yogi@niftem.ac.in)

## Annexure- I

**Financial bid (Price Bid)**

<b>S. NO.</b>	<b>Description</b>	<b>No s.</b>	<b>Rates</b>	<b>ESI</b>	<b>EP F</b>	<b>Bonus</b>	<b>Contractor Profit</b>	<b>GST</b>	<b>Total amount</b>
<b>A</b>	Costing towards <b>monthly Comprehensive Annual Maintenance contract (CAMC) of 250 KLD STP plant</b> as per Scope of Works described in tender, including all consumables	<b>01</b>		<b>NA</b>	<b>NA</b>	<b>NA</b>			
	Costing towards <b>monthly Comprehensive Annual Maintenance contract (CAMC) of 60 KLD ETP plant</b> as per Scope of Works described in tender, including all consumables								
<b>S. NO.</b>	<b>Description</b>	<b>No s.</b>	<b>Rates</b>	<b>ESI</b>	<b>EP F</b>	<b>Bonus</b>	<b>Contractor Profit</b>	<b>GST</b>	<b>Total amount</b>
<b>B</b>	<b>Manpower</b>								
<b>i)</b>	Operators for 250 KLD STP <b>per month detail</b>	<b>03</b>							
<b>ii)</b>	Helper for 250 KLD STP- <b>per month detail</b>	<b>01</b>							
<b>iii)</b>	Operators for 60 KLD ETP)- <b>per month detail</b>	<b>03</b>							
<b>iv)</b>	Reliever Operator (For 250 KLD STP & 60 KLD ETP) <b>-Per month detail</b>	<b>01</b>							
<b>C</b>	Liasioning Charges for getting Consent to	<b>01</b>							

Operate from HSPCB for Water & Air (Both), including all documentary works & filling of applications and conducting visits of HSPCB officials for inspection & charges of monthly testing reports of 250 KLD STP Effluent & 60 KLD ETP Effluent		23						
<b>Total Amount of monthly CAMC, Manpower &amp; Consent to Operate for 250 KLD STP &amp; 60 KLD ETP plant</b>								

(Bidders are requested to kindly visit at NIFTEM to see the condition of 250 KLD STP Plant & 60 KLD ETP plant, before quoting the rates)

**Note- The agency has to follow minimum wages of central govt. as per order of Chief labour commissioner.**

**Skilled Employee wages Rs. 18797/- (including VDA)**

**Unskilled Employee –Rs. 15492/- (including VDA)**

**\*VDA-Variable Dearness Allowance**

- a) Agency has to engage 01 reliever operator to work on weekly offs of 06 Operators & 01 Helper) of the STP & ETP staff.
- b) The payment will be made to the operator/Helper/Reliever Operator through RTGS/NEFT only (No cheque). The payment proof/salary slips will be enclosed with the bills.
- c) The payment of bonus will paid monthly basis with their monthly remunerations.
- d) The agency will be paid to the operator/Helper/Reliever Operator, total salary after deduction of ESI/EPF on the part of employee. No other deductions will be acceptable.

**UNDERTAKING**

To,  
Registrar,  
National Institute Of Food Technology Entrepreneurship and Management  
Plot no 97, sector-56, HSIIDC industrial estate,  
Kundli-131028,  
District-Sonepat (Haryana)

Sir,

- 1 I/we the undersigned, certify that I/we have gone through the terms and conditions mentioned in the tender documents and undertake to comply with them.
2. It is further certified that our firm has not been blacklisted by any agency in India or abroad.
3. We will supply the goods in accordance to the specifications of the work order. At any stage, if it is found that the sub standard/deviation from the specifications/design/quality has been made by us, we shall be liable for penalty and legal action.

Dated:

SIGNATURE OF THE TENDERER  
WITH SEAL

NAME OF THE TENDERER  
WITH ADDRESS

**NOTE: Certificate as per above must be submitted on the letterhead of the agency)**



**Annexure-III****TENDER CONDITIONS ACCEPTANCE LETTER**

Date:

To,  
Registrar,  
NIFTEM,  
HSIIDC Ind. Area, Kundli  
Sonapat, Haryana

Sub: Acceptance of Terms & Conditions of Tender.

**Tender Reference No. NIFTEM/S/K/2020-21/OR&CAMC of STP & ETP**

Name of Tender / Work: - **Online Tender For “Operation, Running and Comprehensive Maintenance Contract for 250 KLD STP Plant & 60 KLD ETP plant at NIFTEM”**

Dear Sir,

1. I/ We have downloaded / obtained the tender document(s) for the above mentioned „Tender/Work“ from the web site(s) namely:

**CPPP e-Procurement website <https://eprocure.gov.in/eprocure/app>**

as per your advertisement, given in the above mentioned website(s).

2. I / We hereby certify that I / we have read entire terms and conditions of the tender documents from Page No. 01 to 26 (including all documents like annexure(s), schedule(s), etc .), which form part of the contract agreement and I / we shall abide hereby the terms / conditions / clauses contained therein.

3. The corrigendum(s) issued from time to time by your department/ organizations too have also been taken into consideration, while submitting this acceptance letter.

4. I / We hereby unconditionally accept the tender conditions of above mentioned tender document(s) / corrigendum(s) in its totality / entirety.

5. In case any provisions of this tender are found violated , your department/ organization shall be at liberty to reject this tender/bid including the forfeiture of the full said Earnest Money Deposit absolutely and we shall not have any claim/right against deptt in satisfaction of this condition.

Yours Faithfully,

(Signature of the Bidder, with Official Seal)

## Annexure-IV

**Tender Form (Technical Bid)**

(To be submitted by the tenderer on their letter head. All Columns should be filled in. Documents prescribed at Sl. No. 2 (a) of other term & conditions should be enclosed)

Sl. No.	Particulars	Status (to be filled by the tenderer)
a	The bidder should possess the experience of having successfully completed similar works during the last 05 financial years (2015-16, 2016-17, 2017-18, 2018-19 & 2019-20)	
	<b>Similar works means “Operation running and Comprehensive Maintenance for Sewage Treatment Plants not less than 250 KLD STPs Or 250 KLD ETP (Any of both).</b>	
b.	Average Annual financial turnover of the agency should be at least 30 Lakhs per annum during last 3 years, ending 3 <sup>1st</sup> March, 2020 of the previous financial years (2017-18, 2018-19 & 2019-20). ATTACH profit loss and BALANCE SHEET for each F. Y.	
c.	ITR (Income Tax Return) for last 03 financial years ( F. Y. (2017-18, 2018-19 & 2019-20)	
d.	The Agency should have GST No. (ATTACH GST REGISTRATION NO.)	
e.	The agency should have valid ESIC registration No.	
f.	The agency should have valid EPF No.	
g.	Address proof of Contractor/Agency (Attach bank passbook copy/AADHAR Card/Voter ID Card) Bank Account Details & IFSC code	
h.	Non-blacklisting certificate as per Annexure-II.	
i	Tender acceptance letter as per Annexure-III.	
j	Technical Bid Evaluation sheet as per Annexure- IV	

A Processing Fee and EMD demand draft bearing Nos..... dated ..... drawn on ..... is enclosed with Technical bid.

Signature.....

Name .....

Address .....

Mobile:.....

Date: -

Seal of firm.