

NATIONAL INSTITUTE OF TECHNOLOGY TIRUCHIRAPPALLI-15

OFFICE OF THE DEAN-STUDENTS WELFARE



TENDER DOCUMENT

Web: www.nitt.edu

Phone : 0431 – 2503040

NOTICE INVITING TENDER FOR ANNUAL MAINTENANCE CONTRACT OF SWIMMING POOL OF NIT TRICHY

BID SYNOPSIS	
Tender Reference Number and Date	NITT / Dean (SW) / Non Plan 2018 - 19 / SP / 001
Brief Description of the Tender	Tender for Annual Maintenance Contract for Swimming Pool at National Institute of Technology, Tiruchirpalli-620 015
Type of Tender	Two Bid System
Web site address for downloading the tender document	https://www.nitt.edu/home/other/tenders/
Tender Fee (Non refundable)	Nil
Earnest Money Deposit (Refundable)	Rs. 20,000/- (Rupees Twenty Thousand only) in the form Demand Draft drawn in favor of The Director, NITT.
Last date and time for receipt of tender (extended date)	20.07.2018 (Friday) at 3:00 PM 30.07.2018 (Monday) at 3.00 PM
Validity of the Tender	90 days from the date of opening
Mode of submission of Tender	By Speed Post/Register Post/Courier or through Hand delivery at the NITT Main Office
Date, time of tender opening	20.07.2018 (Friday) at 3:30 PM 30.07.2018 (Monday) at 3.00 PM

Date and time of opening of Price bids	After evaluation of technical bids, the date, time and place of opening of the Price bid will be announced to the technically Qualified bidders.
Address for submission of Tender	The Director, National Institute of Technology, Tiruchirappalli-15,Tamil Nadu With a kind attention to: The Dean (Institute Development), NIT, Trichy
Procedure for Sealing and Marking of Bids	Envelope 1: Earnest Money Deposit Envelope 2: Technical Bid Envelope 3: Price Bid Envelope 4: Larger Size Outer Envelope (Wrapper) containing Envelope 1, 2 and 3
Contact Person for Technical queries	The Dean (Student's Welfare), NIT, Trichy
Duration of the Contract	12 months (Extendable upto 36 months on satisfactory performance which shall be reviewed every 6 months)
Performance Security	The Successful Bidder has to furnish Security Deposit equivalent to one month Gross Service Charges in the form of demand draft drawn in favour of the Director, NITT. Alternatively, 50% can be furnished in the form of Demand Draft and remaining 50% will be deducted in five equal installments of 10% each, in 5 monthly payments.
Arbitration	In the event of any dispute under this tender/ contract, the same shall be referred to sole arbitrator appointed by the Director, NITT. The award of the arbitrator shall be final and binding on the parties to the contract.
Jurisdiction of the courts	This contract is subject to the Jurisdiction of the Courts in Tiruchirappalli, Tamil Nadu.

SECTION 1: INTRODUCTION

National Institute of Technology, Tiruchirappalli (NITT) an autonomous Institute under the of Ministry of Human Resource Development (MHRD), Government of India. With a view of Annual Maintenance Contract of Swimming Pool situated at National Institute of Technology, Tiruchirappalli, this tender is floated. The successful bidder has to maintain and operate the Swimming pool at NIT Trichy. The bidder shall have proven capabilities of providing total such services, on turnkey basis.

DEFINITIONS

Unless repugnant to the subject or context of usage, the following expressions used shall carry the meaning hereunder respectively assigned to them:

1. The expression “Institute” occurring in the tender document shall mean NITT;
2. The expression “Bidder” shall mean the tenderer who submits the tender for the work and shall include the successor and permitted assigns of the tenderer;
3. The expression “Contractor” shall mean the successful bidder selected by the Institute for carrying out the subject work, and shall include the successor and permitted assigns of the bidder;
4. “The Dean (SW)” shall mean any representative of the Institute authorized to act as the Officer In-charge of the work or any specified part thereof;
5. “Work” and “Scope of work” shall mean the totality of the work/services and supplies of food and other materials by expression or implication envisaged in the contract and shall include all materials, equipment and labour required for commencement, performance, provision or completion thereof;
6. “NITT” shall mean National Institute of Technology Tiruchirappalli;
7. “Contract” shall mean the contract for the work and shall include the tender document, the specifications, general and special conditions of contract of NITT, the letter of acceptance and the acceptable rates/bill of quantities in price bid etc.;
8. “Competent Authority” shall mean the Director, NIT Trichy

SECTION 2: PREQUALIFICATION CRITERIA

1. The Bidding Firm/Company should have at least three years' experience in providing similar operating and maintaining the Swimming Pool of any Central Govt., State Govt., Educational Institutions like NITs and IITs etc. A complete list of clients serviced during the last three years (year wise) and certificate from the Clients with respect to performance of the bidder shall be enclosed with the Technical bid.
2. The bidder shall have atleast one ongoing similar contract.
3. The bidder shall have minimum of annual turnover of Rs. 5 lakhs (from operating and maintaining the Swimming Pool seVICES only) in the last 3 financial years.
4. **The successful bidder shall provide Operation and Maintenance Service in the Institute Swimming pool. Therefore, Preference will be given to the bidding firms who have experience in similar services in the last three years.**
5. Preferably, either the registered office or branch office of the bidder should be located in Tamil Nadu.
6. During the last Seven years ending 31st March 2018,
 - a. The bidder should have successfully completed 2 similar contracts with Annual turnover of each of the contract not less than Rs.5 lakhs.

OR

 - b. The bidder should have successfully completed one similar contracts with Annual turnover of the contract not less than Rs.10.00 lakhs
7. **Preferencne will be given** the firms / bidders should be registered with the overnment Authorities such as ESI/ EPF/ Service Tax, Labour and Income Tax Authorities and a copy of the registrations shall be attached with the Technical bid.
8. The Agency must undertake to pay Minimum rates of wages to the workers engaged as per the relevant orders of Central Government (applicable to Trichy). They shall furnish a notarized affidavit to the effect that the workers going to be employed under contract would be paid minimum wages as per the relevant orders of Central Government and all statutory requirements with respect of ESI, EPF, Gratuity, Bonus and Contract Labour regulations and abolitions Act etc., would be complied.

9. The firm should not have been blacklisted by any Central or State Government organization. The tendering firms/bidders shall have to submit notarized affidavit on a stamp paper of appropriate value to this effect that they have not been blacklisted or their dealings with the Government Department have not been banned.
10. As regards final technical and financial specifications, the decision of the Director, NITT, shall be final and conclusive. No clarifications will be entertained beyond the date of pre bid meeting. No extension of time will be given for submission of tender on any account, beyond the last date for submission of tender.

SECTION 3: TENDERING PROCESS

1. The tender document and terms and conditions can be downloaded from our website www.nitt.edu.
2. The bidder is required to furnish **Rs. 20,000 (Rupees twenty thousand only)** towards Earnest Money Deposit Instead of through Demand Draft, the Earnest Money Deposit (EMD) can be submitted in the form of Bank Guarantee also.
3. Without EMD , the technical bid will not be opened and the tender will be rejected summarily.
4. The sealed tender should be submitted on or before 30.07.2018 at 3:00 PM through Registered Post or Speed Post or hand delivery and addressed to the Director, National Institute of Technology, Thuvakkudi, Tiruchirappalli-15, Tamil Nadu, India with Kind Attention: Dean Student's welfare.
5. At the first stage, the envelope containing EMD amount will be opened and at the second stage the envelope containing Technical Bid will be opened on 30.07.2018 at 3.30 P.M at in the presence of the bidders or their authorized representatives, who choose to be present at the time of opening.
6. At the time of opening the tender, the name of those who have submitted their offers along with the details of their remittance of EMD will only be read out and no other information/details whatsoever will be shared at this stage.
7. If in any case, unscheduled holiday occurs on prescribed closing/opening date, the next working day shall be the prescribed date of closing/opening.

8. At the third stage, price bid of the technically acceptable offers will be opened for further evaluation and ranking for award of the contract/purchase order. The bidders are advised to go through the tender documents and understand the terms and conditions specified therein before submitting the tender.
9. The Tender document consisting of Technical Bid (along with enclosures to the technical bid) and Price Bid should be submitted in the Prescribed Format only.
10. The bidders are not allowed to make addition or alteration in the Technical or Price Bid.
11. Each and every page of the submitted bid shall carry the page numbers.
12. All pages of the tender document shall be signed by the person or persons duly authorized to sign, on behalf of the bidder.
13. No paper/page shall be detached and No addition or alternation should be made in the tender document. Conditional tender, late and delayed tender will not be accepted/ considered.
14. The NITT shall not be responsible for any postal delay in receipt of the offer. Tender should be properly sealed.
15. The NITT will not be responsible for pre mature opening of the tenders.
16. The offers submitted by telex/telegram/fax/E-mail etc. shall not be accepted and will be summarily rejected.
17. The bidder should stamp and sign on each and every page of the technical and price bid.
18. Offers should be clearly written or typed without any cutting or over writing. All cutting/over writing must be initialed and stamped.
19. Bidders must confirm the acceptance of all the terms and conditions of the tender.
20. Making misleading or false representation in the bid document will lead to disqualification of the bidder resulting in forfeiture of EMD amount.
21. Any non-acceptance or deviations from the terms and conditions must be clearly mentioned. However, bidder must note that any conditional offer or any deviation from the terms and conditions of this tender may render the bids liable for rejection.
22. Earnest Money Deposit (EMD): The Tenders/Bids must be accompanied by Earnest Money Deposit. The bidders who are registered with National Small Industries Corporation (NSIC) are exempted from EMD. However, for claiming this exemption, the bidders MUST furnish an

attested copy of the exemption certificate indicating Date of registration, validity period of the registration, whether registered for items for which tender has been floated. The EMD of all the unsuccessful bidders will be returned to them at the earliest after issue of purchase order. The EMD of successful bidder shall be returned on receipt of Performance Bank Guarantee. No interest will be payable by the NITT on the EMD amount.

SECTION 4 : SPECIAL INSTRUCTIONS TO THE BIDDERS

1. **Procedure for sealing and marking of bids:** The Tender / Bid Cover shall contain the following:
2. **FIRST** envelope should contain the Earnest Money Deposit. The envelope should be sealed and super scribed as “EMD COVER”
3. **SECOND** envelope should contain the Technical Bid along with enclosures desired in the Tender document. This envelope should be sealed and super scribed as “TECHNICAL BID” Cover.
4. **THIRD** envelope should contain the Price Bid. This envelope should be sealed and super scribed as “PRICE BID” Cover.
5. All the above mentioned THREE SEPARATE ENVELOPS are to be sealed and kept in one single Larger size outer envelope (**FOURTH** envelope) which should also be sealed and super scribed.
6. **Each of the FOUR ENVELOPS** shall be super scribed with following details:

Tender reference Numberfor
Due date of tenderand time
Name of the Department inviting this tender.....
Name and Complete address of the Bidder

7. If all the THREE inner envelopes and the ONE outer envelope (i.e., larger envelope) are not sealed and marked as instructed, NITT will assume no responsibility for the misplacement or premature opening of any of the envelope. An envelope opened prematurely will be rejected.
8. There shall NOT be any price indication in the technical bid. If for any reason, it is found that the technical bid reveals the price bid related details in any manner whatsoever, or, the price bid is enclosed in the envelope super scribed, “Technical Bid”, the bid document will be summarily rejected in the first instance itself. Any offer containing both the Technical bid and Price bids in the same envelop will also be out rightly rejected.

SECTION 5: SCOPE OF SERVICES TO BE PROVIDED BY THE CONTRACTOR

- 1.** The bidder should have at least 3 years of experience in operating and maintaining the Swimming Pool of any Central Govt., State Govt., Educational Institutions like NITs and IITs etc.
- 2.** Turnover of the firm should be 5 lakhs or above per year in the last three years.
- 3.** The bidder has to produce the license certificate issued by the Government for operating the Swimming Pool.
- 4.** The bidder should submit his application on his letter pad with proof for all the above mentioned with certified true copy of the documents with self-attestation.
- 5.** The bidder should furnish a list of adequate qualified personnel employed by him.
- 6.** All certificates/evidence shall be duly attached /certified. All work/experience details should be furnished with attested copies of evidence.
- 7.** The work will involve in providing skilled Personnel for Swimming Pool every day from 6.00AM to 10.00AM and 3:00 PM – 7:00 PM by means of Shift basis(morning Shift for Girl students and Evening shift for Boys) including Sunday & Holidays (365 days).
- 8.** The indicative designation of man power needed is as follows:
 1. Pool Supervisor
 2. Female Instructor with swimming course certificate
 3. Life Guards (Male and Female)
 4. Pool Cleaners
 5. Male Coach with swimming course certificate
 6. Night WatchmanBased on the Pool size and requirements, agency should quote minimum numbers of listed employees.
- 9.** The contractor shall also ensure the norms prescribed by the Human Rights Commission, Government of India, Minimum Wages Act and Industrial Dispute Act or any such other Legislation are fully observed and the office is kept harmless and indemnified. If there is any non-compliance is observed the Dean (Student Welfare), National Institute of Technology, Tiruchirappalli, the contractor has to rectify it and indemnity requirements
- 10.** Bidder should indicate the monthly amount quoted for Annual operation and Comprehensive Maintenance of Swimming Pool at National Institute of Technology, Tiruchirappalli – 620015.
- 11.** The contractor should not sublet the work to any to other agencies.

12. The contract will be valid for a total period of 12 months. However, the contract at end of a year will be renewed for maximum of 36 months based on every six months performance appraisal by the National Institute of Technology, Trichy-620015.
13. The contract can be terminated by the National Institute of Technology, Trichy-620015 for unsatisfactory service after giving notice to the contractor. The decision of the National Institute of Technology, Tiruchirappalli – 620015 shall be final in this regard. The National Institute of Technology, Tiruchirappalli – 620015 may terminate the contract at any time, without assigning any reason and without giving any prior notice, if it so desires in their interest.
14. The contractor may at any time terminate the agreement without assigning any reasons after giving three months notice in writing. The Security Deposit will be forfeited, if the contractor chooses to terminate the contract without giving three months notice.
15. On the expiry of the contract period, the contractor shall hand over all the articles given by the Institute in good condition, which were entrusted to him.
16. National Institute of Technology, Tiruchirappalli – 620015 shall have no responsibility or any obligation legal or otherwise in respect of the affairs of such staff and employees, including their appointment, conduct, discipline termination, wages and terms and conditions of work etc, which are the sole obligation of the Contractor. The tenderer shall ensure that staffs employed by him should properly, cleanly and neatly dressed and shall be disciplined and polite to the visitors at all times. He shall furnish fitness certificate issued by the Medical Officer periodically of the employees and their antecedents should be verified by the Police Authorities.
17. The Contractor shall comply with all requirements of all applicable to laws under Central and Local Sales Tax laws, Service Tax Laws, Labour Laws, Local Authority Laws and shall be responsible for payment of all taxes, fees and other statutory payments which are in force and which are likely to be in forced in future to the respective authorities.
18. The Director, National Institute of Technology, Tiruchirappalli-620 015 shall be arbitrator for any type of dispute in the contract.
19. The successful bidder shall execute the instructions of the Dean, Students Welfare or an officer authorized by him from time to time on all matters connected with the smooth functioning of services.
20. The National Institute of Technology, Tiruchirappalli – 620015 reserves the right to accept or reject any one or all of the tenders without assigning any reason therefore.
21. In case of any breach of the contract and any terms and conditions therein by the contractor ,the National Institute of Technology, Tiruchirappalli – 620015 may cancel the contract for the remaining period of the contract after giving a show cause notice of 15 days time as desired by the National Institute of Technology, Tiruchirappalli – 620015 in writing to the contractor. In the event of such cancellation, security deposit amount of the contractor will be forfeited to the National Institute of Technology, Tiruchirappalli – 620015 and the contractor will be liable to pay compensation of Rs.1,00,000/- (Rupees One lakh only) to the National

Institute of Technology, Tiruchirappalli – 620015. The decision of the National Institute of Technology, Tiruchirappalli – 620015 shall be final in this matter and the contractor shall abide by this.

22. The contractor shall have his own system of supervision and arrangements within the said premises by deployment of suitable staff to the entire satisfaction of the Dean (Student Welfare), National Institute of Technology, Tiruchirappalli – 620015 or any officer authorized by him. The contractor shall, however, require to furnish details of such a system for approval by the National Institute of Technology, Tiruchirappalli – 620015.
23. The contractor shall engage his staff with prior police verification and provide a list of such staff along with their permanent address and photographs to the Dean (Student Welfare), National Institute of Technology, Tiruchirappalli – 620015 office.
24. Behavior of personnel shall in no way be detrimental to the National Institute of Technology, Tiruchirappalli – 620015. The contractor shall provide personnel of good character, physically fit, efficient, well behaved and skillful in their duties.
25. The contractor shall discharge from service any employee who in the opinion of “The Dean (Student Welfare)”, National Institute of Technology, Tiruchirappalli – 620015 misconducts himself or is in any way unfit or unsuitable for the said purposes. The decision of the “The Dean (Student Welfare)”, National Institute of Technology, Tiruchirappalli – 620015 shall be final and binding.
26. The contractor shall be at all times obey the lawful instructions given to him by The Dean (Student Welfare), National Institute of Technology, Tiruchirappalli – 620015 or his authorized representatives. Any infringement of any such instruction may render the contractor liable to be fined which may extend upto Rs.3000/- in each case. The fine will be in addition to the penalty facility in other clauses.
27. The Contractor shall provide insurance to cover all the injury or death occurring during swimming or training to his employee. A copy of insurance shall be submitted to the Dean (Student Welfare), National Institute of Technology, Tiruchirappalli – 620015. NIT, Trichy is not responsible for any such accidents / damages / death.
28. The Institute shall provide all the cleaning materials (chemicals), and other safety equipments like life jackets, swimming rings as instructed & approved by Dean Students Welfare, National Institute of Technology, Tiruchirappalli.
29. The Monthly bills shall have to be submitted within 10 days in the succeeding month.
30. Payment for the services provided shall be released by the NITT on monthly basis against production of monthly Invoice along with the service report duly endorsed by the Associate Dean (ID). Payment will be made within 15 days from the date of submission of the bill after satisfying that the services provided have been of the desired level and that the preventive maintenance checks were fully performed . No advanced payment shall be given to any firm on any grounds what so ever.

- 31.** The Contractor will furnish every month a certificate along with bill to the effect that all statutory obligation/requirements have been complied with in regard to wages, contribution to PF/ESI/Graduty/Bonus etc. to their staff and NITT will not assume any responsibility thereto.

Duties of Employees

- 32.** All the floating dirt and leaves should be removed from the Swimming Pool twice daily.
- 33.** Suction sweeper Bottom cleaner should be operated daily to remove settled dirt from pool floor for maintaining cleanliness and hygiene in Swimming Pool.
- 34.** Water levels should be maintained at appropriate level always in pool.
- 35.** Backwashing of the filters to be carried out as per the requirements.
- 36.** Water samples should be taken and tested for residual chlorine and pH parameter.
- 37.** Chlorination treatment with other chemical dosing treatment will be administrated as per water parameters. This should be done on a weekly basis.
- 38.** After dosing, the parameters should be rechecked and a record of residual chlorine and pH should be maintained in the log book.
- 39.** The record of day to day operations and maintenance along with the availability of Chlorine and other chemicals should be recorded in the log book so as to maintain proper stock of material.
- 40.** If water is found untreated, at any time, a penalty of Rs. 3000/- will be charged per day.
- 41.** No child labour should be employed (Below 18 years), as it is prohibited by the Child Labour Prohibition and Regulation Act, 1986. Due to any breach of any provision of the Child Labour Prohibition and Regulation Act, 1986, the contractor and thereby NITT is liable to pay any penalty. Hence the National Institute of Technology, Tiruchirappalli-620015 shall recover the said amount from the contractor.
- 42.** The contractor will clean the premises and surrounding areas daily in order to keep Swimming Pool in perfect hygienic condition.
- 43.** The contractor will provide qualified and sufficient members of trained life guards and trainers as per government norms.
- 44.** All employees has to wear neat and clean uniform and has to maintain perfect discipline while on duty as well as within the Institute Premises.
- 45.** The contractor shall maintain the pool and movable properties like fixtures, cleaning equipments, and electrical installation, etc, in good conditions and shall handover all the articles/equipments entrusted to him in good conditions at the end of the contract period.

46. The contractor shall compensate the National Institute of Technology, Trichy, for any damage or loss if found to such properties with the replacement value as decided by NITT either in cash or D.D. in favour of The Director, National Institute of Technology, Trichy-620015. In case if he fails to pay the amount decided by NITT, the same will be recovered from the Security Deposit.
47. If the contractor or his employees found any belongings of the Swimming Pool Users which is left by them inside the Pool should be handed over to the Dean (Student Welfare), National Institute of Technology, Tiruchirappalli – 620015 immediately.

SECTION 6

FORMAT FOR SUBMITTING TECHNICAL BID (To be submitted in a separate sealed envelope)

Sl. No.	Description	Information/ Compliance
1.	Do you unconditionally agree with all Terms and Conditions stipulated in the Tender Document?	
2.	Have you satisfy the pre-qualification criteria set out in SECTION 2 of this tender document	
3.	Details of EMD remittance	Amount: Rs.: DDNumber : Date : Name of Bank : Payable at :
4.	Name and Address of the Applicant/ bidder with Telephone/ Fax/ Mobile and Mail ID	
5.	Year of Establishment / Incorporation / commencement of Business	
6.	Legal Status of the bidder (In the case of Partnership Firm, authenticated copy of Partnership Deed, in the case of Private or Public Limited Company authenticated copy of Memorandum and Articles of Association and in the case of Proprietary concern, Proprietary Firm Registration Certificate should be enclosed as documentary proof)	
7.	Bio data or Profile containing name, educational qualifications, occupation and postal address of Proprietor / Partners/ Directors/ Managing Director/ Chairman and Managing Director (please use separate sheet if found necessary)	

8.	Name, designation and Phone number of persons authorized to sign the documents on behalf of the Proprietary concern/ Partnership Firm/ Private or Public Limited company (Please attach Power of Attorney / authorization for signing the document. In the case of Proprietary concern bidder may submit attested copy of the PAN card / Election Commission Card / Passport of the Proprietor and authorized signatory in case of proprietor is not signing the tender document)		
9.	Name and Designation of the Contact Person/ Representative/ Manager of the Agency/ firm/ company with mobile number & email ID		
10.	ANNUAL TURNOVER FROM OPERATION AND MAINTENANCE SERVICES of SWIMMING POOL DURING THE LAST THREE YEARS. <u>(Copy of the Annual Accounts duly certified by the Chartered Accountant to be enclosed)</u>	Year	Annual Turnover of the bidder from Operation and Maintenance Services of SWIMMING POOL (Rupees in Lakhs)
		2015-16	
		2016-17	
		2017-18	
11	Average Annual Turnover in last three years from Operation and Maintenance Services of Swimming Pool Contacts	Rs. _____ in lakhs	
13	Total experience (years/ months) in Operation and Maintenance Services of Swimming Pool Field		
14	Have your concern/ firm/ company ever changed its name any time? If yes, provide the previous name and the reasons there for?		
16	Have you or your constituent ever left the contract awarded to you incomplete? If so, give name of the contract and reasons for not completing the contract.		
17	Income Tax Permanent Account Number (Self attested Copy of PAN Card to be enclosed)		

18	Income Tax Assessment Completion Certificates/ Assessment Orders for the financial years 2015-16, 2016-17 and 2017-18 (In the event of assessment of the years indicated having not been completed the certificate of the latest assessment completed may be enclosed and the reasons for non-completion of the assessment for the required years may be indicated)	
19	Have you registered under Employees State Insurance Corporation Act (ESI) Act? If so, enclose copy of the registration certificate. Also provide a copy of latest remittance made by your agency/ firm/ company	
20	Have you registered Under Employees Provident Fund (EPF) and Miscellaneous Provisions Act? If so, enclose copy of the registration certificate. Also provide a copy of the latest remittance, if any, made by your firm towards EPF.	
21	Service Tax Registration Number (Self attested Proof to be attached).	
22	Copy of Service Tax Returns, if any, filed, for the last three years i.e., 2014-15, 2015-16 and 2016-17 along with proof of payment of service tax during the said three years.	
23	VAT TIN / GST No. (Proof to be attached) (if applicable)	
24	Name and address of your banker	
26	Number of MANPOWER presently with the firm Whether the bidder registered with Contract Labour (Regulation and Abolition) Act, 1970. Please attach a copy.	
28	Specify whether there are any issues / disputes against your agency/ firm/ company before the commissioner of Provident Fund, Employees State Insurance, Labour Tribunal Authorities, etc.,	

29	Give details of Termination of previous contract, if Any	
30	Give information, if any, regarding the proceeding for bankruptcy, insolvency or winding up in which the bidder is / was involved	
31	Details of ONGOING CONTRACTS OF SWIMMING POOL MAINTENANCE SERVICES: The following should be enclosed: (a) Work Orders and Contract/ Agreement copies (b) Attach separate sheet for each job/ work	
32	Details of COMPLETED CONTRACTS OF SWIMMING POOL MAINTENANCE during the last three Years: (a) Order Copy, Contract/ Agreement copy should be enclosed. If required, please attach extra sheets. (b) Attach separate sheet for each job/ work	
33	Any other information, document which may help NITT in assessing your capabilities, may be enclosed .The bidder may add any further information that he considers relevant for the evaluation of their bid.	
34	Details of quality certifications, if any, obtained viz (ISO Certification etc.,)	
35	Details of Awards, if any received or Reviews in the Media, if any	

Signature and Seal of the bidder

DECLARATION BY THE BIDDER



I/ we hereby certify that the information furnished in this tender document is complete and correct to the best of my knowledge. I/ we understand that furnishing of false information could result in disqualifying for the award of the contract.



I/ We also authorize the NITT or its authorized representative to approach individuals, employers, firms and corporation to visit the works completed by us in the past or are in progress at present, to verify the competence and general reputation.



I/ We do hereby offer to perform and execute the Operation and Maintenance Services of Swimming Pool contract in conformity with terms and conditions of the contract.



I/ We agree that the acceptance of any tender shall be at the sole and absolute discretion of the NIT, Trichirappalli and they do not bind themselves to accept the lowest tender or any tender and may reject any or all tenders received.



In the event of selection my/ our selection by the NITT, I/ We agree to execute the deed of agreement with the terms and conditions of the Tender Document.

Place:

Signature of the bidder with Name and seal

Date:

Name

Designation

SECTION 7

FORMAT FOR PRICE BID

(TO BE SUBMITTED IN SEPARATE ENVELOPE)

Tender No. & Date: **NITT / Dean (SW) / Non Plan 2018 - 19 / SP / 001** **06.07.2018**

S.No	Description	Amount in (Rs.)
1	Monthly Lum Sum amount for the Operation and Maintenance Services of Swimming Pool at NIT Trichy	
2	GST (%)	
	Total Amount	

(GST Amount will not be considered for Lowest Bid evaluation)

Signature, Seal of the bidder with date

Salary Details of Employees

S.No	Designation	No of Employees	Salary per Month (in Rs.)	Total Amount (in Rs)

Signature, Seal of the bidder with date

SECTION 8

CHECK LIST AND IMPORTANT DATES FOR BIDDERS

(To be enclosed with the Technical Bid)

No	Particulars	Compliance – Wherever applicable indicate page Number
1	Whether a Demand Draft for EMD (Rupees 20,000/-) has been submitted in a SEPARATE ENVELOPE ?	
2	In respect of Bidders who are seeking exemption from EMD amount, whether a registration certificate with NSIC has been furnished? What is the validity period for the certificate? Does the certificate hold good for job tendered in our notice inviting tender?	
3	Whether Technical Bid along with enclosures are kept inside a SEPARATE ENVELOPE and the said envelope is super scribed as per the instructions given in the tender document?	
4	Whether Price Bid has been submitted in the format prescribed in the tender document?	
5	Whether the Price bid has been submitted under the Letter Head of the bidding firm/ company/ agency?	
6	Whether the Price Bid has been kept inside a SEPARATE ENVELOPE & the said envelope is super scribed as per the instructions given in the tender document?	
7	Whether all the pages of the tender document (technical bid, its enclosures and Price bid) duly signed and stamped by the Authorized signatory?	
8	Whether the THREE SEPARATE ENVELOPES containing (a) EMD (b) Technical Bid and (c) Price Bid are placed and wrapped in a Larger Size Outer Envelope AND ALL THE FOUR ENVELOPS are sealed and super scribed as instructed?	
	Important dates	
	Tender Notification date	06.07.2018 Friday
	Last date for submission of tender.	20.07.2018 Friday at 3:00 PM 30.07.2018 (Monday) at 3.00 PM
	Date of opening of Technical Bid.	20.07.2018 Friday at 3:30 PM 30.07.2018 (Monday) at 3.30 PM

Signature, Seal of the bidder with date