

NATIONAL INSTITUTE OF TECHNOLOGY

TIRUCHIRAPPALLI – 15

Department of Physical Education

Web : www.nitt.edu

Phone : 0431 - 2503742



TENDER DOCUMENT

Tender Notification No.: NITT/F.NO.UG 001/NON-PLAN 2013-14/DSW

Date: 05-03-2014

Name of the work : **Annual Maintenance Contract of Swimming Pool and providing life Guard, Trainer, Cleaning & security of Swimming Pool situated at National Institute of Technology, Tiruchirappalli-620 015.**

EMD Amount : **Rs.20,000/-**

Tender Document Charge : **Rs.150/-**

Last Date of submission of Tender : **19-03-2014. up to 3:00 p.m.**

Address for submission of Tender : **The Director**

National Institute of Technology, Tiruchirappalli-620015.

With kind attention : Dr. P.J.A. Alphonse

Associate Dean -2 (Students Welfare)

E-mail : alphonse@nitt.edu

Phone No: 0431-2503742

Mobile : 9942402999

Date of opening of bid

: **19-03-2014 at 3:30 p.m. in Central Store, Admin Block**



**NATIONAL INSTITUTE OF TECHNOLOGY
TIRUCHIRAPPALLI – 15**

Department of Physical Education

Tender Notification No.: NITT/F.NO.UG 001/NON-PLAN 2013-14/DSW

Date: 05-03-2014

NOTICE INVITING TENDER

The National Institute of Technology, Tiruchirappalli (NITT) is an autonomous body under MHRD, GOI, imparting Technical Education and engaged in Research Activities. It is proposed to procure the following component for the Departmental academic/research activities.

Sealed Quotations under **Two bid system** are invited for the following work subject to the following terms and conditions, from the reputed concerns or their authorized dealers so as to reach this office on or before scheduled date and time. The technical cover will be opened on the same day in the presence of bidders or their authorized agents who may choose to be present.

Name of the Work : Annual Maintenance Contract of Swimming Pool and providing life Guard, Trainer, Cleaning & security of Swimming Pool situated at National Institute of Technology, Tiruchirappalli-620 015.

EMD	: Rs.20,000/-
Cost of the Tender Document	: Rs.150/-
Time for completion of supply after placing purchase order	: Within one week
Last Date of submission of Tender	: 19-03-2014 up to 3.00p.m.

Tender to be submitted at the following address : **The Director,**
National Institute of Technology,
Tiruchirappalli-620015.

With kind attention : **Dr. P.J.A. Alphonse**
Associate Dean -2 (Students Welfare)
Tiruchirappalli – 620 015
E-mail : alphonse@nitt.edu
Phone No: 0431-2503742
Mobile : 99424 02999

Place, Date and time of opening of bid :

Date: 19-03-2014

Time: 3:30 p.m.

Venue : Central Store, Admin Block

Note : The Institute shall not be responsible for any postal delay about non-receipt / non delivery of the bids or due to wrong addressee.

INSTRUCTIONS TO BIDDERS

1. This document set contains the following:
 - a) Terms and conditions of the Tender
 - b) Details of the Firm offering this Quote
 - c) Technical Compliance Form
 - d) Quotation form (Price Bid)
 - e) Currency Form (quoted on behalf of the foreign suppliers)
 - f) NIT-T's check list copy
2. The bidder's copy is for your future records. Please fill in and return only NIT-T's copy.
3. The bidder should give details of their technical soundness and provide list of customers of previous supply of similar items to Universities, Institutes or Government Departments/Undertakings/public sectors with contact details. The details of the agency/profile should be furnished along with the copy of all related documents.
4. Read through the terms and conditions given and affix your signature and seal if you find them acceptable. Any deviations may be recorded. Read carefully list of specifications that we have enclosed.
5. Fill in the questionnaire regarding the Firm.
6. The downloaded documents '**Technical Compliance Form**' and '**Quotation Form (Price Bid)**' should be **TYPE WRITTEN USING CAPITAL LETTERS ONLY**. At the time of filling the "**Quotation Form (Price Bid)**" make sure that you have not missed anything. Specify the model number & specification for each item. The form should be filled item-wise. Do not leave blank fields. If you are not quoting for a specific item, you should specify "**NOT QUOTING**".
7. **Do not use** ambiguous terms like "**yes**", "**complied**" or "**available**". Specifically mention the matching specification of the product offered by you. Make sure that you have affixed your signature with date and seal on all the documents.
8. Please send the tenders in a sealed envelope superscribed as "**QUOTATIONS AGAINST TENDER NOTIFICATION NO: NITT/F.NO.UG 001/NON-PLAN 2013-14/DSW Item No. : 01**" so as to reach "The Director, National Institute of Technology, Tiruchirappalli - 620 015, India" on or before 19-03-2014 at 3.00 PM **along with a Softcopy of the Technical Compliance form (along with cover-2) and Quotation Forms (along with cover-3) in MS-Excel file format in a CD/DVD or USB drive.**
9. For any further clarifications, contact by E-Mail: alphonse@nitt.edu or by written request to "The Registrar, National Institute of Technology, Tiruchirappalli - 620 015, India"
10. **Pre-bid conference** will be held on 14-03-2014 at 11.00AM

Last Date for receipt of tender at NIT-T : 19-03-2014

Opening Date for technical bid : 19-03-2014

CHECKLIST TO BE FILLED IN BY BIDDER	
List of documents to be enclosed	Completed & Signed
1. Terms and Conditions form	YES / NO
2. Details of the Firm offering this Quote	YES / NO
3. NIT-T's Quotation form (Technical & Price Bid)	YES / NO
4. Currency Form(quoted on behalf of the foreign suppliers)	YES / NO
5. Other technical specifications & pamphlets	YES / NO

- Note:** 1. "Cover" should contain the following:
- a. Form of "**Acceptance of Terms and Conditions**".
 - b. Form of "**Firm details**"
 - c. Pamphlets, if any (in a separate sealed cover)
 - d. Quotation Form (Technical, Price Bid and Currency Form)

Please retain this page with you for your future reference.

SECTION : 1 – TWO BID TENDER

Cover 1: EMD and Tender cost

(should be superscribed as 'EMD and tender cost cover' duly indicating the Tender reference No. and the due date of opening)

Earnest Money Deposit (EMD) and tender cost are to be submitted by way of Demand Draft/FDR drawn on any Nationalized bank in India in favor of "The Director, NIT, Trichy" payable at Trichy. The bids submitted without EMD or tender cost will be treated as non-responsive and will be rejected. EMD shall bear no interest.

Cover 2: Technical Bid

(should be superscribed as 'Technical Bid' duly indicating the Tender reference No. and the due date of opening)

Should contain:

- a. Copy of license certificate for manufacture/supply of the item*
 - b. Income Tax PAN number & TIN number.*
 - c. Last three years balance sheet approved by the CA and the IT clearance certificate.*
 - d. Copy of supply orders completed during the last three years
- * Appropriately pertaining to the country of origin.

Cover 3: Price Bid

(should be superscribed as 'Price Bid' duly indicating the Tender reference No. and the due date of opening)

Should contain:

- a. Price bid as per the format in Section-4 of the tender document
- b. Break-up price as per the format in Annexure-A

Note:

- a. If the prices are revealed in cover 1 or in cover 2, the offer will be summarily rejected.
- b. Each Cover shall be sent in a double sealed cover. The inner covers (Cover 1, Cover 2 and Cover 3) should be sealed individually with the Sellers's distinctive seal and superscribed with the tender reference No. and due date of opening. All inner covers shall be placed in a common outer cover which shall also be sealed with seller's distinctive seal and superscribed with the tender reference No. and due date of opening.
- c. Mention "Kind Attention:.....", and submit at the address given in the Notice Inviting Tender.
- d. Cover 1 & 2 will be opened on the scheduled date and time mentioned in the tender enquiry.
- e. Cover 3 of the technically and commercially suitable offers alone will be opened on a date which will be intimated to the qualified bidders.

SECTION : 2 – TERMS AND CONDITIONS FORM

**IMPORTANT: READ THE FOLLOWING TERMS AND CONDITIONS AND
SIGN THE ACCEPTANCE CLAUSE FOLLOWING IT**

1. The offers should be addressed to “The Director, National Institute of Technology, Tiruchirappalli 620015, India” and should be sent in a sealed envelope superscribed **BID AGAINST TENDER NOTIFICATION No.:** NITT/F.NO.UG 001/NON-PLAN 2013-14/DSW ” so as to reach us **on or before 19-03-2014.**
2. Each offer should be sent in a sealed cover with the tender documents. Tenders received through email or FAX will not be considered. **Softcopy of the Technical Compliance form and Quotation Forms should be submitted along with the tender in MS-Excel file format in a CD/DVD or USB drive. However, if there is any dispute between Hard copy and Soft copy, Hard copy will be taken.**
3. The tenders will be opened on **19-03-2014 at 3.30PM** in the presence of the vendors present with authorization letter from the respective companies / firms. Suppliers intending to attend the tender opening should intimate us in advance.
4. Full technical specifications and pamphlets should be sent along with the tenders. **Offers without proper technical specifications will be rejected.**
5. The rate quoted should be on unit basis excluding Taxes. Taxes and other charges should be quoted separately, considering exemptions if any.
6. All offers should indicate unit price (excluding taxes and duties applicable), Taxes and other charges should be mentioned separately, if any. Additional charges for packing, forwarding, freight, insurance etc., if any, should be clearly mentioned. Clearance at Customs will be arranged by us.
7. If the price quoted is in Indian Rupees, then 100% payment will be made only after installation and commissioning. **No advance payment will be made.**
8. No revision of the price bid will be allowed once the price bids are opened. In case of foreign currency, the agency should mention the % of currency fluctuations they can bear.
9. No increase in price will be allowed after our firm orders are placed.
10. **Payment of excise duty and sales tax / VAT (on ultimate products)** as applicable on the closing date of tender will be to the supplier’s / contractor’s account. Any statutory variation (both plus and minus) in the rate of excise duty/sales tax/VAT after closing date of tender/revised price bid but before the expiry of the contractual delivery / completion period will be to the account of the office.
The bidder(s) should indicate, in their bid, the amount with exact rate of the Excise and Sales tax/VAT on ultimate finished product, as applicable at tendering stage, separately in the bid. In case the above information subsequently proves wrong, incorrect or misleading (a) this Institute will have no liability to reimburse the excess in the difference in rates of the item under which the duty/tax assessed finally (b) this Institute will have the right to recover the difference in case the rate of duty / tax finally assessed is on the lower side. Any increase in excise duty, sales tax / VAT during extended period of the contract / supply order will be to supplier’s / contractor’s account where such extension in delivery of the materials/completion of the project was on the request of supplier / contractor. However, any decrease in excise duty/sales tax/ VAT during extended period of the contract / supply order, will be to the account of this Institute.
11. **This institute is exempted from payment of service tax as per Sl.no. 9 of Government notification No25/2012-ST dated 20th june, 2012. The tenderer should verify the excise duty exemption certificates of this institution and service tax rules before submission of the Bid. It will be assumed on the submission of bid that excise duty exemption will be provided and no other conditions after the issue of purchase order will be accepted. No service tax will be paid by this institute.**

12. The vendors are informed that they should not call us over phone or contact us in person. All clarifications can be obtained through E-Mail/FAX/Post. Vendors shall not make attempts to establish unsolicited and un-authorized contact with us after the opening of the offers and prior to the notification of the award. Any attempt by any vendor to bring to bear extraneous pressures on us shall be sufficient reason to disqualify the vendor.
13. Delay / loss in postal transit or due to other reasons will not be NIT-T's responsibility.
14. We are not responsible for accidental opening of the covers that are not properly superscribed and sealed before the time scheduled for opening.
15. The tender should be made only on the FORM which is available in our website, otherwise it shall lead to rejection. The FORM should be duly filled up (preferably **TYPE WRITTEN IN CAPITAL LETTERS**) and should clearly mention the features offered by the bidder against each specification.
16. Authorized signatory should sign on all the pages. Bids without authorized signatures or seal of the firm will be rejected.
17. The manufacturers of the quoted make of the product must be of National / International repute and having ISO /BIS certificate.
18. Failure to comply with all the terms and conditions mentioned herein would result in the tender being summarily rejected.
19. Vendors are informed that once the companies are shortlisted based on the technical specification, only then the price bids of the firms that meet NIT-T's Technical specification / requirements would be compared.
20. The order will be based on the actual requirement at the time of ordering, optional items may also be ordered based on the actual requirements at the time of ordering. Not quoting for this may result in disqualification.
21. NIT-T reserves the right to modify or alter the specifications after short listing of tenderers.
22. NIT-T reserves the right to change the order quantity or split the orders among multiple vendors without assigning any reason(s) whatsoever.
23. NIT-T reserves the right to reject any or all the tenders without assigning any reasons whatsoever.
24. NIT-T reserves the right to purchase decreased number of quantity of the item to be purchased.
25. The agencies should submit their rate as per the format given in Section 4 of the Notice Inviting Tender in this cover. All the pages of the bid should be signed affixing the seal. All corrections and overwriting should be initialed.
26. The tender will be acceptable only from the manufacturers or its authorized supplier.
27. The bid shall be in the format of price schedule given in Section 4. The contract form as per format given in section 5 shall be submitted. Incomplete or conditional tender will be rejected.
28. Details of quantity and the specifications are mentioned in Section 3 appended to this Notice Inviting Tender.
29. The item to be used is strictly according to the specification and subject to test by the Institute/concerned authorities. It must be delivered and installed in good working condition.
30. The Contractor/Supplier shall have no claim to any payment of compensation or otherwise whatsoever, on account of any profit or advantage which he might have derived from the execution of the work/supply in full but he did not derive in consequence of the foreclosure of the whole or part of the works.
31. In case of dispute, the matter will be subject to Tiruchirappalli, Tamil Nadu Jurisdiction only.

General Terms and conditions of Annual operation and Comprehensive Maintenance Contract of Swimming Pool and providing Life Guard, Trainer, Cleaning and security of Swimming Pool

1. The tenderer should have at least 3 years of experience in operating and maintaining the Swimming Pool of any Central Govt, State Govt, Educational Institutions, NITs and IITs etc.
2. Turnover of the firm should be 5 lakhs or above per year in the last three years.
3. The tenderer has to produce the license certificate issued by Govt for operating the Swimming Pool.
4. A copy of Schedule Bank solvency documents should be submitted by the tenderer.
5. The bidder should submit his application on his letter pad with proof for all the above mentioned with certified true copy of the documents and self-attestation.
6. The tenderer should furnish a list of adequate qualified personnel employed by him.
7. All certificates/evidence shall be duly attached /certified. All work/experience details should be furnished with attested copies of evidence.
8. The work will involve in providing skilled Personnel for Swimming Pool everyday from 6.00AM to 8.00PM by means of Shift basis(morning Shift for Girl students and Evening shift for Boys) including Sunday & Holidays (365 days).The minimum man power needed is as follows:

S.No	Description of Work / Designation	Number of Persons
1.	Pool Manager/Supervisor	1
2.	Female Instructors	2
3.	Life Guards	3(2 Male and 1Female)
4.	Pool Cleaners	2
5.	Male Coach with swimming course certificate	1
6.	Night Watchman	1

9. All the floating dirt and leaves should be removed from the Swimming Pool twice daily.
10. Suction sweeper Bottom cleaner should be operated daily to remove settled dirt from pool floor for maintaining cleanliness and hygiene in Swimming Pool.
11. Water levels should be maintained at appropriate levels always in pool.
12. Backwashing of the filters to be carried out as per the requirements.
13. Water samples should be taken and tested for residual chlorine and pH parameter and Chlorination treatment with other chemical dosing treatment will be administrated as per water parameters. This should be done on a weekly basis.
14. After dosing, the parameters should be rechecked and a record of residual chlorine and pH should be maintained in the log book.
15. 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.

16. If water is found untreated, at any time, a penalty of Rs. 3000/- will be charged per day.
17. 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, Tiruchirapalli-620015 shall recover the said amount from the contractor.
18. The AMC contractor will clean the premises and surrounding areas daily in order to keep Swimming Pool in perfect hygienic condition.
19. The AMC contractor will provide qualified and sufficient members of trained life guards and trainers as per government norms.
20. 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.
21. 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.
22. 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.
23. Tenderer should indicate the monthly amount quoted for Annual operation and Comprehensive Maintenance of Swimming Pool and providing Life Guard and trainers for the Swimming Pool situated at National Institute of Technology, Tiruchirapalli – 620015.
24. The contractor should not sublet the work to any to other agencies.
25. The contract will be valid for a total period of 1 year. However, the contract at end of a year will be renewed for one more year after performance appraisal by National Institute of Technology, Trichy-620015.
26. 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, Tiruchirapalli – 620015 shall be final in this regard. The National Institute of Technology, Tiruchirapalli – 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.
27. 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.
28. 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.
29. The tenderer should provide suitable uniforms as approved for his personnel at his cost, and he shall on his own, appoint all necessary staff and employees. The National Institute of Technology, Tiruchirapalli – 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 tenderer. The tenderer shall ensure that staffs employed by him should properly, cleanly and neatly dressed and shall be disciplined and polite to the guests 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.

30. If the tenderer 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, Tiruchirapalli – 620015 immediately.
31. The tenderer 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.
32. The Director, National Institute of Technology, Tiruchirapalli-620 015 shall be arbitrator for any type of dispute in the contract.
33. The successful tenderer 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.
34. The National Institute of Technology, Tiruchirapalli – 620015 reserves the right to accept or reject any one or all of the tenders without assigning any reason therefore.
35. In case of any breach of the contract and any terms and conditions therein by the contractor ,the National Institute of Technology, Tiruchirapalli – 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, Tiruchirapalli – 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, Tiruchirapalli – 620015 and the contractor will be liable to pay compensation of Rs.2,00,000/-(Rupees two lakh only) to the National Institute of Technology, Tiruchirapalli – 620015.The decision of the National Institute of Technology, Tiruchirapalli – 620015 shall be final in this matter and the contractor shall abide by this.
36. 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, Tiruchirapalli – 620015 or any officer authorised by him. The contractor shall, however, require to furnish details of such a system for approval by the National Institute of Technology, Tiruchirapalli – 620015.
37. The contractor shall employ his own personel and equipments for purpose of cleaning and maintenance at his own cost.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, Tiruchirapalli – 620015 office.
38. Behavior of personnel shall in no way be detrimental to the National Institute of Technology, Tiruchirapalli – 620015. The contractor shall provide personnel of good character, physically fit, efficient, well behaved and skillful in their duties.
39. The contractor shall discharge from service any employee who in the opinion of “The Dean (Student Welfare)”, National Institute of Technology, Tiruchirapalli – 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, Tiruchirapalli – 620015 shall be final and binding.
40. The contractor shall be at all times obey the lawful instructions given to him by The Dean (Student Welfare), National Institute of Technology, Tiruchirapalli – 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.
41. 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, Tiruchirapalli, the contractor has to rectify it and indemnity.

42. 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, Tiruchirapalli..
43. The Contractor shall provide insurance to cover all the death or injury occurring during swimming or training to his employee. A copy of insurance shall be submitted to the Dean (Student Welfare), National Institute of Technology, Tiruchirapalli – 620015.

Release of EMD: The EMD will be released after receipt of performance security from successful bidder.

Validity of bids: The rate quote should be valid for a minimum of 120 days. No claim for escalation will be considered after opening the Tender.

Imports: In case, goods are to be imported, the Indian agent should furnish authorization certificate by the principles abroad for submission of the bid in response to this Notice Inviting Tender.

Clarification of Tender Document: A prospective bidder requiring any clarification of the Tender document may communicate to the contact person given in this notice inviting tender.

Amendment of Tender Document: At any time prior to the last date of receipt of bids, Institute may for any reason, whether at its own initiative or in response to a clarification requested by prospective bidder, modify the Tender document by an amendment.

The Institute may at its own discretion extend the last date for the receipt of bids.

The bids shall be written in English language and any information printed in other language shall be accompanied by an English translation, in which case for the purpose of interpretation of the bid, the English translation shall govern.

The Institute reserves the right of accepting any bid other than the lowest or even rejecting all the bids without assigning any reasons therefor. The decision of the Institute Purchase Committee is final in all matters of tender and purchase.

The bidder should give the following declaration while submitting the Tender.

ACCEPTANCE

We accept the above terms and conditions and shall comply with them strictly.

NAME OF THE VENDOR:

ADDRESS :

Signature and seal

“DETAILS OF THE FIRM OFFERING THIS QUOTE”

(Write or print or type in block letters)

1. Name of the firm: _____
2. Date of incorporation: _____
2. Nature of the company (tick one): Government / Public / Private Company / Partnership / Proprietorship
3. Specify the number of years in this line of activity by the Company: ∴
4. AMC of Swimming Pool in the last three years for the “.....” (same model that you have quoted):

2010-2011	2011-2012	2012-2013

5. Turnover in the last three years (Lakh Indian Rupees):

2010-2011	2011-2012	2012-2013

DECLARATION

I/we have not tampered/modified the tender forms in any manner. In case, if the same is found to be tampered/modified, I/we understand that my/our tender will be summarily rejected and full Earnest Money Deposit (EMD) will be forfeited and I/we am/are liable to be banned from doing business with NIT, Trichy and /or prosecuted.

Signature of the Bidder :

Name and Designation :

Business Address :

.....

.....

Place :

Date :

Seal of the Bidder's Firm

SECTION : 3 – SCHEDULE OF REQUIREMENTS, SPECIFICATIONS AND ALLIED DETAILS

Specification for Swimming Pool

(size of Swimming Pool-1 = 25m length x 15m width & 2.5m deep)

(size of Swimming Pool-2 = 15m length x 15m width & 1m. deep)

Scope of A.M.C.

1. Cleaning, maintenance and ensuring safety measures of Swimming Pool.
2. Providing life guards(3 No's), trainers(3 No's), security(1 No's) and cleaning staff(2 No's).
3. The tenderer has to employ supervising staff of his own cost like atleast one Manager/Supervisor for overall supervision.
4. The tenderer has to submit fortnightly report of the work executed by him.
5. The tenderer has to maintain all the required Registers, Visitors books etc. and same shall be submitted for checking to the representative of Dean students welfare, the National Institute of Technology, Tiruchirapalli-620 015.

Delivery schedule expected after release of purchase order (in weeks) :

EMD (in Rupees) : Rs. 20,000/-

Performance Security to be given by the successful bidder after release of purchase order (in Rupees) : **10 %** of the Annual maintenance Cost or Rs. 2,00,000/- whichever is less.

Format –Working sheet

	Labour	Supervisor
Basic Wages		
Variable Dearness Allowance		
Sub-Total (A)		
Bonus at 8.33%		
EPF @13.61% of (A)		
ESI @ 4.75% of (A)		
Cost of Uniform		
Sub – Total (B)		
Weekly – off 1/6 of (B)		
Total(C)for ____No: of Labour and ____No. of supervisor		
Grand Total for Labour Component		

Cost of other charges		
Total cost		
Add profit		
Total cost permonth		
Total Tender Cost for One Year		

Note:

1) For working out the Basic wages and VDA Central Minimum Wages payable with effect from 01/04/2013 for "B" class cities should be adopted.

2) Whenever the rates of Minimum wages and Minimum Bonus are revised by Govt. of India, the revised rates should be paid to the employees.

Signature(s) of Applicant(s) with seal

SECTION : 4 – PRICE SCHEDULE

To be used by the bidder for submission of the price bid

1. Component Name:
2. Specifications (confirming to Section 3 of Tender document-enclose additional sheets if necessary):
3. Currency and Unit cost (excluding Taxes):
4. Quantity:
5. Item cost (Sl.No.3 * Sl.No.4) (in Indian Rupee):
6. Taxes and other charges:
 - (i) Specify the type of taxes and duties in percentages and also in figures
 - (ii) Specify other charges in figures
7. Total cost (Inclusive of all taxes) for one month :
(in words & figures)
8. Total cost (Inclusive of all taxes) for one Year :
(in words & figures)
9. Name and address of the firm for placing purchase order:

10. Name and address of Indian authorized agent (in case of imports only):

Signature of the Bidder :

Name and Designation :

Business Address :

Place :

Date :

Seal of the Bidder's Firm

(Note: All column should be filled. No column should be left blank. If any column is not filled-in properly or left empty then the bid will be rejected.)

SECTION : 5 – CONTRACT FORM

To be provided by the bidder in their business letter head

[Name of the Supplier’s Firm] hereby abide to deliver theby the delivery schedule mentioned in the Section 3 of the Tender document for supply of the items if the purchase order is awarded.

The item will be supplied conforming to the specifications stated in the tender document without any defect and deviations.

Warranty will be given for the period mentioned in the tender document and service will be rendered to the satisfaction of NIT, Trichy during this period.

Signature of the Bidder :

Name and Designation :

Business Address :

Place :

Date :

Seal of the Bidder’s Firm

Name of the Work:-

Annual operation and Comprehensive Maintenance Contract of swimming pool and providing Life Guard, Trainer, Cleaning and security of swimming pool situated at Sports Complex, at National Institute of Technology, Trichy (PRICE BID)

I hereby agree to provide Annual operation and Comprehensive Maintenance Contract of swimming pool and providing Life Guard, Trainer, Cleaning and security of swimming pool situated at Sports Complex, National Institute of Technology at Tiruchirapalli-620 015. for the monthly value of Rs.----- per month (in figure)-----
-----per month (in words) to carry out and execute the work satisfactory and as per the terms and conditions of this documents.

Signature of the Bidder :

Name and Designation :

Business Address :

Place :

Date :

Seal of the Bidder's Firm