

**National Centre for Antarctic & Ocean Research**  
**(An Autonomous Society under the Ministry of Earth Sciences)**  
Headland Sada, Vasco-da-Gama, Goa-403804



**Tender Document**

**Tender No:-NCAOR/EST/CE/01/15-16**

**Name of the work: - "Cleaning of Water Tanks" at NCAOR, Goa**

**National Centre for Antarctic & Ocean Research  
Headland Sada, Vasco-da-Gama, Goa-403804**

**NOTICE INVITING TENDER**

**Tender No: NCAOR/EST/CE/01/15-16**

The Director, NCAOR, Goa invites sealed tenders in one cover system, for the below mentioned work, from the reputed contractors who have carried out three single similar work of Rs.10,000/- or above during last 3 years.

<b>Description of work</b>	<b>Tender Cost (Rs.)</b>	<b>EMD (Rs.)</b>
"Cleaning of Water Tanks" at NCAOR, Goa	100/-	NIL

The tender documents & other details may be obtained from the Estate Division, NCAOR on all working days between 10.00hrs to 16.00 hrs on or before 01/06/2015 by a written request along with tender cost by DD drawn on NCAOR, Vasco-da-Gama. Tender form can also be downloaded from NCAOR website [www.ncaor.gov.in](http://www.ncaor.gov.in) and submitted along with cost of the tender. Tenders duly completed in all respect should be dropped in the tender box kept in the Estate Section on or before 02/06/2015, 10.30 hrs. Date of opening of tender is 02/06/2015 at 12.30 hrs in presence of the tenderers, if any.

Director, NCAOR

Terms & Conditions

1. The Director, NCAOR, Goa invites sealed tenders in one cover system, for the below mentioned work, from the reputed contractors who have carried out three single similar work of Rs. 10,000/- or above during last 3 years.
2. Tenderer may download the tender document available in website: [www.ncaor.gov.in](http://www.ncaor.gov.in). Firms who have downloaded the tender document should submit Demand Draft for Rs.100/- (non- refundable) drawn in favour of **Director, NCAOR payable at Vasco-da-Gama, Goa** towards the cost of Tender along with the proposal. The tender received without Tender Form Fee will be summarily rejected.
3. The Contract period is initially for One Year extendable on yearly basis for a period of Two more years on the same Rates, Terms and Conditions of the agreement based on the satisfactory performance assessed by the NCAOR. During the contract period, the Tank cleaning is to be done after every six months or as instructed by the Estate In-Charge.
4. Tender document also be obtained from the office of Estate section, NCAOR during the office hours between 10.00 hrs to 16.00 hrs. on or before 01/06/2015 , by a written request, on payment of Rs. 100/- by DD drawn in favour of NCAOR, payable at Vasco-da-Gama, Goa. The tender received without Tender Form Fee will be summarily rejected.
5. Entire tender document (signed and Stamped on all pages) should be submitted in a sealed cover, super scribed with the name of the work, date and time of opening. Tenders will be received upto 10.30 on 02/06/2015 and will be opened at 12.30 hrs on the same day. Tenders should be dropped in the tender box kept in the Estate section before the closing date and time indicated. If the tender opening day happens to be a holiday then tenders will be opened on the next working day on the same time.
6. The successful bidder has to submit Security Deposit Amount of Rs.1000/- (Rupees One Thousand) in the form of a demand draft from a scheduled bank, drawn in favour of Director, NCAOR, payable at Vasco-da-Gama within one week from the award of Contract. The same shall be refunded back after successful completion of work. In case of termination of contract, the security deposit shall be forfeited.
7. NCAOR does not bind to accept the lowest or any tender and reserves the right of accepting the whole or any part of the tender and the tenderer shall be bound to perform the same at the rates quoted.
8. Tender submitted shall remain valid for 90 days from the date of opening for the purpose of acceptance and award of work. The extension of validity beyond 90 days from the date of opening shall be by mutual consent.
9. The tenderer shall quote RATES both in figures and words. He shall also workout the amount for each item of work and write in figures. On checking if there are differences between the rates quoted by the tenderer in words and figures or in the amount worked out by him, the following procedure shall be followed:
  - a) When there is a difference between the rates in figures and in words, the rates, which correspond to the amounts worked out by the tenderer, shall be taken as correct.
  - b) When the amount of an item is not worked out by the tenderer or it does not correspond with the rate written either in figure or in words, the rate quoted by the tenderer in words shall be taken as correct.

- c) When the rate quoted by the tenderer in figure and in words tallies but the amount is not worked out correctly the rate quoted by the tenderer shall be taken as correct and not the amount.
10. Before submission of tender, tenderer may inspect the site to acquaint himself about the condition in regard to accessibility of site, nature and extent of ground, working condition of site and locality including stacking of materials, installations of tools and plants (T&P) etc., conditions affecting movement of labour etc. required for the satisfactory execution of work contract. No claim whatsoever on such account shall be entertained by NCAOR under any circumstance.
11. Tenders with conditional prices / discounts will be rejected.
12. Except writing rates and amount, the tenderer should not write any conditions or make any changes, additions, alterations and modifications in the Price Schedule of tender.
13. The job must be completed within the stipulated time period. Otherwise 2% of the total bill value will be deducted from the final bill for a delay of each week, subject to a maximum of 10% of total work value. If work is not completed within 90 days the contract will be terminated without any liability.
14. A tender is liable for disqualification, if bidder is found to have mislead or furnished false information in the forms / statements / certificates submitted in proof of qualification requirements or record of performance such as abandoning execution of the works, litigation history and or financial failures and or suppression of material facts and information.
15. MODE OF PAYMENT : NCAOR will release the payment to the contractor within 30 days upon submission of bill in duplicate after satisfactory completion of the work as per the actual quantity executed on site, as certified by the engineer after deduction of statutory taxes. No part payment / advance will be made.
16. POST TENDER CORRESPONDENCE / ENQUIRIES: Any correspondence or enquiry subsequent to opening of the bids is not desirable, if the same is indulged into, it will be considered for disqualifying the tender. The Tenderer will be required to abstain from pursuing / canvassing the matter, directly or indirectly with any Officers of NCAOR, as otherwise the same would also amount to disqualification of the tender. However, bidder can ask their queries in writing regarding bidding conditions, bidding process prior to the bid opening and/ or rejection of its bid, reason for rejecting a tender after opening of bids.
17. SETTLEMENT OF DISPUTES/ARBITRATION: The decision of the Director, NCAOR shall be final and binding for any dispute whatsoever. All questions, disputes or differences whatsoever which may at any time arise between the parties to this agreement touching the agreement or subject matter thereof, arising out of or in relation there to and whether as to construction or otherwise shall be referred to the decision of the Sole Arbitrator, appointed by the Director of NCAOR and the decision of the said Arbitrator shall be final and binding upon the parties.
18. JURISDICTION: All questions, disputes or differences arising under out of or in connection with the Tender / Contract if concluded shall be subject to the exclusive jurisdiction of the court under whose jurisdiction the place from which the tender / Acceptance of tender is issued, is situated i.e.Goa.

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**SCOPE OF WORK**

**The process of cleaning of water Storage Tanks:**

1. Removal of water from water storage tanks with pumps.
2. De-sludging of water storage tanks with sludge remover.
3. Cleaning of inside of tanks with High pressure pumps.
4. Vacuum cleaning of bottom surface of water storage tanks.
5. Sanitizing and killing all forms of microorganism (bacteria, viruses etc) with 100% kill rate with its Anti Bacterial agent.
6. Introducing UV lights as final and complete eradication of microorganism.
7. Cleaning of water tank to be done twice a year

**The contractor should have following equipments with him :**

1. High pressure machine for cleaning of tanks.
2. Pumps for dewatering.
3. Suction (vacuum) pump for sludge removal.
4. U.V. radiator for disinfection.
5. Antibacterial agent hydrogen peroxide base.

Ladders for access to the tanks at various heights, additional high pressure hose for longer lengths for dewatering if required, storage units such as Sintex tanks for storing water as required.

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**LOCATION, QUANTITY AND CAPACITY OF EXISTING WATER TANKS**

<b>Sr. No.</b>	<b>Quarter No.</b>	<b>QTY (Nos)</b>	<b>Capacity (Ltrs)</b>
1	Directors Bungalow (H-VI-1)	1	2000
2	Guest house ( H-III-5)	1	1000
3	Type III Quarters	2	3000
4	Sh. Javed Beg (H-V-1)	1	2000
5	Dr. Rajani Kanta Mishra (H-V-2 )	1	2000
6	Dr. D. K Pandey (H-V-3 )	1	1500
7	Sh. V.S. Samy (H-V-4)	1	1500
8	Sh. A. K Singh (H- IV- I)	1	1000
9	Hostel	3	1000
10	Substation	1	5000
11	RCC underground tank	1	100000
12	RCC overhead tank	1	100000
13	Fellows Laboratory	4	2000
14	Auditorium Building (Washrooms)	3	2000
15	Auditorium building (Directors Cabin)	1	1000
Total :		23	

**PARTICULARS OF THE TENDERER**

Name of the Contractor : \_\_\_\_\_

Name of the Firm : \_\_\_\_\_

Telephone No. (Office) : \_\_\_\_\_

Telephone No. (Residence) : \_\_\_\_\_

E-mail ID / website : \_\_\_\_\_

Permanent office Address : \_\_\_\_\_

: \_\_\_\_\_

: \_\_\_\_\_

Residential Address : \_\_\_\_\_

: \_\_\_\_\_

Mobile No : \_\_\_\_\_

\*PAN /TAN No.(If any) : \_\_\_\_\_

\*Service Tax No. (If any) : \_\_\_\_\_

*(\*pl. enclose true copy of registration certificates)*

**Name, Signature of the Tenderer with seal:**

Annexure-V

**National Centre for Antarctic & Ocean Research  
Headland Sada, Vasco-da-Gama, Goa 403 804**

**WORK COMPLETION PROFORMA**

Give details of the similar works which were completed satisfactorily in the last Three years in the following format, Enclose self certified copies of Work Orders /Work Completion Certificates.

<b>Sr. No.</b>	<b>Name of work</b>	<b>Name of the Client and Location of site</b>	<b>Value of work</b>	<b>Date of completion of work</b>	<b>Name of the Contact Person and contact numbers</b>

**Signature of the Tenderer with seal**

**Date & place:**



**Schedule of Rates (Price Bid)****(Only RATE in words and figures. Amount in figures)**

(Pl. provide your rates for ONE time cleaning.)

Sl. No.	Description	Unit	Qty	RATE (Rs.)	Amount (Rs.)
1	Cleaning of main underground tank of capacity <b>100000 lts</b> including dewatering, desludging, cleaning with high pressure pumps, vaccum cleaning and antibacterial treatment for eradication of micro-organism including mobilisation of material and labour etc complete.	No.	1		
	<b>RATE in words:</b>				
2	Cleaning of main overhead tank of capacity <b>100000 lts.</b> including dewatering desludging, cleaning with high pressure pumps, vaccum cleaning and antibacterial treatment for eradication of micro-organism including mobilisation of material and labour etc complete	No.	1		
	<b>RATE in words:</b>				
3	Cleaning of water tank of capacity <b>2000 to 5000 lts</b> including dewatering, desludging, cleaning with high pressure pumps, vacuum cleaning and antibacterial treatment for eradication of micro-organism including mobilisation of material and labour etc complete	Nos.	13		
	<b>RATE in words:</b>				
4	Cleaning of water tank of capacity <b>500 to 2000 lts.</b> including dewatering, desludging, cleaning with high pressure pumps, vaccum cleaning and antibacterial treatment for eradication of micro-organism including mobilisation of material and labour etc complete	Nos.	8		
	<b>RATE in words:</b>				
<b>A</b>	<b>Sub Total :</b>				
<b>B</b>	<b>Service Tax(if any):</b>				<b>%:</b>
<b>C</b>	<b>Other Charges (if any):</b>				
<b>D</b>	<b>Grand Total :</b>				

D) Grand Total: Rs. \_\_\_\_\_

Grand Total in words: \_\_\_\_\_

1. Discount offered if any, should be included in the quoted rates & should not be shown separately.
2. Contractor should quote all items given in the price bid. Tender will be rejected outrightly if all items of the price bid are not quoted.
3. Tender Evaluation Criteria - The Lowest Evaluated Bidder (L1) would be arrived from the Grand Total (D) above.

**Certificate:**

I *(Name of the Bidder)* \_\_\_\_\_ on behalf of

*(Name of the firm)* \_\_\_\_\_ hereby accept all the

terms & conditions laid down in the tender.

**Name & Signature of the tenderer:**

**With Date & Seal:**