



भारतीय प्रबंध संस्थान बोधगया
Indian Institute of Management
Bodh Gaya

Tender No: IIMBG/NIT/2023-24/ONCM_STP/WTP/RO/04

January 29, 2024

Notice Inviting Tender (NIT)

for

Operation & Non – Comprehensive Maintenance

Of

Sewage Treatment Plant (MBBR Based) – Capacity 225 KLD , Water Treatment

Plant- 300 KLD , RO System- Capacity 4x100 LPH, 1x200 LPH & 1x400 LPH

at IIM Bodh Gaya

Issued By

IIM Bodh Gaya (Bihar)

(e-Tender mode only)

**Tender Document can be downloaded from the following
websites: -**

<http://www.iimbg.ac.in>

<https://www.eprocure.gov.in/eprocure/app>

Address to :-

Chief Administrative Officer (CAO)

IIM Bodh Gaya (Bihar)

Tender Inviting Authority (TIA)

Phone: 0631-2200238, Mail Id: cao@iimbg.ac.in

Notice Inviting Tender (NIT) for Operation & Non – Comprehensive Maintenance of

- **Sewage Treatment Plant (MBBR Based) – Capacity 225 KLD**
- **Water Treatment Plant- 300 KLD**
- **RO System- Capacity 4x100 LPH, 1x200 LPH & 1x400 LPH**

**At IIM Bodh Gaya
(e-Tender mode only)**

Indian Institute of Management, Bodhgaya, Bihar (IIM Bodhgaya) invites online bids from reputed, experienced, and financially sound firm/ Company for Operation & Non – Comprehensive Maintenance of STP. WTP & RO system at IIM Bodh Gaya. Interested firm / company meeting the eligibility criteria as per tender document may submit their tenders for supply of books to IIM Bodh Gaya, complete in all respect.

Bid must be submitted through online mode only.

Critical Dates and detail of Tender:

NIT Number & Date:		Tender No: IIMBG/NIT/2023-24/ONCM_STP/WTP/RO/04 January 29, 2024
1.	Issue of Tender	Tender document/details can be downloaded from the IIM Bodh Gaya website :- https://www.iimbg.ac.in and CPP Portal https://www.eprocure.gov.in/epublish/app
2.	Estimated cost of Tender	50,65,148/-
3.	EMD (Earnest Money Deposit)	1,01,303.00/- (Rupees One Lakh One Thousand Three Hundred and Three Only)
4.	Performance Security	3% of contract value
5.	Date and Time of online Publication/Download of Tender	On the date of publication
6.	Bid Submission close date & time	20-02-2024
7.	Opening of Technical Bids	21-02-2024
8.	Opening of Financial Bids	After Technical Bid Evaluation, will be informed later.
9.	No of Covers: -	02 Covers (Technical & Financial)
10.	Bid Validity	180 days (From last date of Submission of tender)
11.	Contact Details	Indian Institute of Management, Bodh Gaya
12.	Period of Contract	Period of contract will be initially for 01 Years which may be extended further one year on mutual consent of both parties
13.	Commencement Date	On actual date of acceptance of work order
14.	Location of the work	Indian Institute of Management Bodh Gaya, Uruvela,Prabandh Vihar Bodh Gaya – 824234, India



Bids submitted with incomplete information or information not in conformity with the Bid Documents will summarily be rejected. While submitting the Bids, the Bidders must exercise utmost care to fill up the bid in all respect as per the specified terms and conditions.

The bidders are requested to read the tender document carefully and ensure compliance with all specifications/instructions herein. Non-compliance with specifications/instructions in this document may disqualify the bidders from the tender exercise.

In case, the last date of receipt of tenders and / or the day of opening of tender is declared as a Public Holiday or there is non- functioning of the Institute due to any unavoidable reason, the next working day will be treated as a day for the purpose at same time. No separate intimation will be given.

Chief Administrative Officer

1. About IIM Bodh Gaya:

Indian Institute of Management Bodh Gaya is an Institution of National Importance under the Indian Institutes of Management Act, 2017.

2. Scope of Work:

“Operation & Non-Comprehensive Maintenance of Sewage Treatment Plant (MBBR Based) – Capacity 225 KLD, Water Treatment Plant – 300 KLD & RO System – Capacity 4x100 LPH, 1x200 LPH & 1x400 LPH”

IIMBG is inviting E- tenders under “TWO BID SYSTEM” from eligible contractors of CPWD/MES/reputed contractors/contractors having experience in Operation & Maintenance works of Sewage Treatment Plant (STP), Water Treatment Plant (WTP) & RO System in state or Central Government/ Semi Government/ Reputed Corporate Organization who can take up Operation & Non-Comprehensive Maintenance of STP, WTP & RO Contract for a period of one year at IIMBG Campus.

The appointment of agency will be for providing services at IIMBG Campus which Comprises of & Residential & Non-Residential Blocks at IIMBG Campus, Bodh Gaya, Bihar. The period of the contract may be extended up to further one year depending on the satisfactory performance and requirement as sought necessary by the Competent Authority of IIMBG.

It is advised to the Bidder that “TWO BID SYSTEMS” will be followed, to submit the Bid documents in accordance with requirement (online) which must be duly filled and signed on each page of the enclosed documents. Bids received shall be evaluated as per the criteria prescribed in the tender document. IIMBG will not entertain any modifications subsequent to the opening of bids and bids not conforming to tender terms & conditions shall be liable to be rejected.

It is also advised to the Bidders that the technical bid and financial bid should be submitted online by the tenderer in two separate covers Technical Bid and Financial Bid for “Operation & Non-Comprehensive Maintenance of Sewage Treatment Plant (MBBR Based) – Capacity 225 KLD, Water Treatment Plant – 300 KLD & RO System – Capacity 4x100 LPH, 1x200 LPH & 1x400 LPH ” at Indian Institute of Management Bodh Gaya, Uruvela, Prabandh Vihar, Bodh Gaya, Gaya, Bihar- 824234”.

Following specialized manpower required for 24x7 Operation and Non-Comprehensive maintenance of STP, WTP & RO system:

SI No.	Position	Number	Eligibility	Shift (s)	Services	Remarks
1	Supervisor	01	Minimum Qualification- Diploma in Electrical/Mechanical/Chemical engineering etc. Experience- 05 years in relevant field.	General	01	For WTP & STP
2	Operators	05	Minimum Qualification- ITI in Diesel Mechanic/Electrician/Fitter engineering etc. as required. Experience- 05 years in relevant field for ITI	For STP- 03 Shifts For WTP- 02 Shifts	For STP & WTP	For STP 24x7 Operation. For WTP Operation, Timming: 1 st Shift- 07:00 AM to 03:00 PM 2 nd Shift- 03:00 PM to 11:00 PM

3	Khallasi	02	Minimum Qualification- 10 th /12 th pass etc. Experience- 01 years in relevant field.	02 Shifts	For STP & WTP	Timing: 1 st Shift- 07:00 AM to 03:00 PM 2 nd Shift- 03:00 PM to 11:00 PM
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A) For STP:

1. Providing Chemical for operation of plant – as per requirement like EM Solution, Bleaching powder, Micronutrients, Salt, Microbes, Caustic, etc.
2. 24X7 running operation and day to day corrective maintenance of 225 KLD STP Plant and system. Regular checking of parameters is required for smooth operations of the Plant and system. All measures to operate Plant and system satisfactorily.
3. Regular dosing of chemicals in the system with record.
4. Regular backwash and rinsing of Multi Grade Filter, Activated Carbon Filter.
5. Regular cleaning of bar screen of the plant.
6. Breakdown maintenance calls- Unlimited breakdown calls on as required basis. The breakdown calls will cover 24X7- breakdown calls, will be rectified within 48 hours of the time of complaint.
7. Undertake regular preventive maintenance of all mechanical equipment such as pumps, valves etc. and take corrective action whenever required for smooth operations.
8. Vendor will provide all tools (01 set) required for day-to-day operation and corrective maintenance of the plant/ system.
9. All printed logbooks required as per OEM recommendation for the Plant/system will be provided by vendor.
10. Arrangement of the E&M equipments or materials required for disposal of wastes/final products.
11. In case of any missing item (s) for operation & non comprehensive maintenance, the same will be used and implemented by the vendor without any extra cost.

B) For WTP & RO System (4x100 LPH, 200 LPH & 400 LPH):

1. Provide Chemical for operation of plant – as per requirement like NACL, HYPO, Anti Scalent, pH correction, Citric etc.
2. Operation of pumps erected inside the pump house for water supply and constructed beside the tanks, taking care to check the levels of Water in the UG sump & OHT tank.
3. 24X7 running operation and maintenance of 300 KLD WTP Plant & all RO Systems. Regular checking of parameters required for smooth operations of the Plant. All measures of operation of Plant satisfactorily.
4. Regular dosing of chemicals in the plant/system with record.
5. Regular backwash and rinsing of Multi Grade filter, Activated Carbon Filter.
6. Breakdown maintenance calls- Unlimited breakdown calls on as required basis. The breakdown calls will cover 24X7- breakdown calls, will be rectified within 48 hours of the time of complaint.
7. Undertake regular preventive maintenance of all mechanical equipment such as pumps, valves etc. and take corrective action whenever required for smooth operations.
8. The vendor will provide all tools (01 set) required for day-to-day running and maintenance of the plant.
9. All printed logbooks required as per OEM recommendation for the Plant/system will be provided by vendor.
10. In case of any missing item (s) for operation & non comprehensive maintenance, the same will be used and implemented by the vendor without any extra cost.

4.9 Duties & obligations:

1. Logbooks available at work spots should be maintained by recording the time of switching on/off of motors, sumps, sump water level reading etc. All at every one hour.
2. Checking and correcting of gland rope in pumps/ valves.
3. Attending and rectifying the faults in electrical equipment such as motors, switches, panel boards, lighting circuits including replacement of bulbs, fluorescent tubes, low tension fuses like HRC and re-wire able fuses in switch fused/ panel boards/distribution boards etc.
4. Regular cleaning of electrical equipment like motors, starters and panel boards transformers, etc. Maintaining logbook for operation of pumps recording all necessary electrical parameters like Amps, Volt, PF for each on hour of operation and consumption of Bio-culture, sodium hypo-chloride, Bleaching powder, oil changing grease, filling of distilled water etc.
6. Bihar state Pollution Control Board (BSPCB) or IIMBG officials may collect treated waste water samples once or twice a month. The result should be within the range mentioned in the table mentioned below. **The testing charges should be borne by the contractor, and it is not claimable under any circumstances.**
7. Removal of dried sludge from sludge drying bed once every three months or earlier as required and filled with river sand up to the depth 300cm.
8. **Cleaning of the STP area and maintaining the plant surrounding are essential.**
9. Operating the collection open well pumps as directed by Engineer-in-charge.
10. Adequate safety measures must be evolved and implemented by the contractor.
11. All the materials including sodium hypochlorite solution, machinery etc. required for the work have to be arranged and supplied by the contractor.

4.10 Treated Sewage Characteristics Required:

- **Sewage Parameters after Treatment**

SL No.	Parameters	Range
1	pH	6.5 to 8
2	BOD	Less than 10 mg/l
3	COD	Less than 40 mg/l
4	Suspended Solids	Less than 5 mg/l
5	Oil & Grease	NIL
6	Coliform MPN/100 ml	NIL
7	Total - N	Less than 5 mg/l
8	Total - P	Less than 5 mg/l

- **Water Parameters after Treatment**

Drinking water as per IS code 10500- 2012 & Water Quality Standards as per IS 2296

4.11 Other Terms & Condition: -

1. The bidder should necessarily be OEM (Make: M/s. Venza, B95/3 Naraina Industrial Area Phase 1 New Delhi-110028) or having authorization of OEM for this work.

2. IIMBG reserves the right to modify the criteria and take its own decision if so required.
3. The contractor shall carry out all the duties as specified in the contract at its own cost without demanding any advance for the expenditure estimated to the institute.
4. The contractor shall provide onsite qualified and experienced technical staff in connection with the repair and maintenance of the works and the remedying of any defects therein. The minimum staff shall be as per description of works mentioned in table.
5. The client shall be at liberty to object to and request the contractor to remove forthwith from the work any person provided by the contractor who, in the opinion of the Engineer, misconducts himself, or is incompetent or negligent in the proper performance of his duties, or whose presence on Site is otherwise considered by the Engineer to be undesirable, and such person shall not be again allowed upon the works without the consent of the Engineer, any person so removed from the works shall be replaced as soon as by a qualified Person approved by the client.
6. Accident or injury to workmen: IIMBG shall not be liable for or in respect of any damages or compensation payable to any workman for death for or injury resulting from any act or default of the contractor.
7. **The contractor shall take appropriate steps to provide insurance coverage to his work and workers and staff employed by him fully required under the contract who are likely to be affected while looking after the operations.**
8. The repair and maintenance work shall be for a period of one year and shall start from the date of start of work at site and shall stand terminated after the expiry of one year or for the period as stipulated in the accepted contract agreement. The Operation and Non-Comprehensive Maintenance contract may be extended on the written mutual consent of both IIMBG and Contractor for a further period of further one year. However, IIMBG reserves the right to terminate the Operation and Non-Comprehensive Maintenance contract by giving 30 days as notice period at any time during the currency of the contract if the services of the agency are not found satisfactory as per the opinion of IIMBG or his representative, for which, no claims or compensation shall be entertained.

3. OI.D, Eligibility Criteria & Technical Criteria:

1. The Firm should be the OEM of STP, WTP or should have authorization from the OEM for technical support for this particular work and submission of the necessary documents. The OEM of the STP & WTP is M/s. Venza, B95/3 Naraina Industrial Area Phase 1 New Delhi-110028.
2. Copy of Certificate of **Incorporation Under the Company's Act**, Certificate of Registration of the firm under Shop & Business Establishment Act. (Whichever is applicable) or else as applicable.
3. Copy of valid PAN & GST Registration Certificate.
4. Bidder's Information as per **Annexure- I**
5. Bidders having experience of similar work during last 7 years in Government/ Semi- Government/ PSUs/ Autonomous bodies. Copy of work orders, completion certificates and payment received against the work order is required as per **Annexure- II, if any** as proof of eligibility criteria.
6. The work experience must be in following manner: -
 - a) 3 Nos. of similar completed works costing not less than an amount equal to 40% of the estimated cost of this NIT. OR

- b) 2 Nos. of similar completed works costing not less than an amount equal to 60% of the estimated cost of this NIT. OR
- c) 1 Nos. of similar completed works costing not less than an amount equal to 80% of the estimated cost of this NIT.

“Similar Work means- Operation & Maintenance of STP, WTP & RO systems.”

- 7. The bidder must have an Average Annual Turnover of a minimum of 2.00 Cr. in the last three consecutive financial years as per **Annexure- III**. Ending FY- 2022-23, Certified by Charter accountant.
- 8. Acceptance of terms & Conditions as per **Annexure- IV**.
- 9. Price Schedule as per **Annexure V (to be submitted separately in financial bid cover)**.
- 10. The bidder must not be a Blacklisted/Suspended firm or have not been involved in any service-related dispute with any Government/ Semi- Government/ PSUs, in or outside India, as per **Annexure-VI**.
- 11. Bank Mandate -(Cancelled cheque leaf of a running bank account should be enclosed for refund purposes **Annexure-VII**
- 12. Tender Documents should be duly signed on each page by the concerned/ competent person of the firm.
- 13. Any future communication with bidders will be carried out electronically and /or in hard copy. All the bidders must provide their current E-mail address along with their postal address.

a) Technical Criteria

Vendors / Suppliers required to seal & sign each page of technical bid and submit as per **Annexure-A**
Unsigned technical bid or the bids not in prescribed format will be rejected without assigning any reason.

b) Financial bid details

The discounts should be quoted in the format, as per Annexure – V.

4. EARNEST MONEY DEPOSIT (EMD) & PERFORMANCE SECURITY

a) EARNEST MONEY DEPOSIT (EMD)

EMD of Rs. 101303/- (Rupees Fifty Thousand Only) to be deposited through online mode only (RTGS/NEFT). The bank details are given below:

Account Name: - IIM BODHGAYA

Account No.-35289661031

Bank Name: - State Bank of India ,

Branch: - Bodh Gaya

IFS Code: SBIN0002739

The proof of payment must be enclosed with Technical Bid.

- b) The vendor/supplier registered with National Small Industries Corporation (NSIC)/ Ministry of Micro, Small and Medium Enterprises (MSMEs), Startups for these services are exempted from EMD. However, they have to enclose valid self- attested registration certificate(s) with their tender to this effect.
- c) The amount of EMD is liable to be forfeited if the Vendor/Supplier withdraws from the offer after submission of the tender.

- d) Performance Security shall be returned to the vendor/s without any interest, whatsoever, after completion of period.
- e) No interest will be paid on the EMD / Performance Guarantee.
- f) **PERFORMANCE SECURITY:**
- a) Successful bidder shall deposit the Performance bank guarantee to IIM Bodh Gaya @ 3% of total contract value.
 - b) Performance Security would be returned on successful completion of the contract. No interest shall be payable on performance security.
 - c) In termination of contract, performance security shall be forfeited, and the agency shall be blacklisted for such a period as decided by the competent authority in addition to termination of the contract.
- g) The bid will remain valid for 180 days (Six Months) from the date of opening as prescribed by IIM Bodh Gaya. A bid valid for a shorter period shall be rejected, being non-responsive.

5. SUBMISSION OF BID AND EVALUATION OF THE TENDER:

a) SUBMISSION OF BIDS:

Department of Expenditure has issued the directive to publish the tender document on the Central Public Procurement Portal (URL:<http://eprocure.gov.in/eprocure/app>). The bidders are required to submit soft copies of their bids electronically on the CPP Portal using valid Digital Signature Certificates. Below mentioned instructions are meant to guide the bidders for registration on the CPP Portal, prepare their bids in accordance with the requirements and submit their bids online on the CPP Portal. For more information, bidders may visit the CPP Portal <http://eprocure.gov.in/eprocure/app>. Tender document can also be downloaded from IIM Bodh Gaya Website (www.iimb.ac.in)

b) REGISTRATION:

- a) Bidders to enroll on the e-Procurement module of the portal <http://eprocure.gov.in/eprocure/app> by clicking on the link "Click here to Enroll". Enrolment on the CPP Portal is free of charge.
- b) The bidders choose a unique username and assign a password for their accounts. 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.
- c) Bidders to register upon enrolment their valid Digital Signature Certificate (Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India with their profile.
- d) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible for ensuring that they do not lend their DSCs to others, which may lead to misuse. Foreign bidders are advised to refer "DSC details for Foreign Bidders" for Digital Signature requirements on the portal.
- e) The 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.

c) **SEARCHING FOR TENDER DOCUMENTS:**

- a) Various built-in options are available in the CPP Portal to facilitate bidders to search active tenders by several parameters. These parameters include Tender ID, organization, location, date, value, etc.
- b) 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.
- c) 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.
- d) 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.

d) **PREPARATION OF BIDS:**

- a) Bidders should consider any corrigendum published on the tender document before submitting their bids.
- b) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid.
- c) The bidder, in advance, should get ready with the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF formats. Bid Original documents may be scanned with 100 dpi with Colored option which helps in reducing size of the scanned document.
- d) 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 Documents" available to them to upload such documents.
- e) These documents may be directly submitted from the "My Documents" area while submitting a bid and need not be uploaded again and again. This will lead to a reduction in the time required for the bid submission process.

e) **SUBMISSION OF BIDS (GENERAL INSTRUCTIONS):**

- a) The offer/bid should be submitted in two bid systems (i.e.) Technical bid and financial bid. The technical bid should consist of all technical details along with commercial terms and conditions. Financial bid should indicate item wise price for the items mentioned in the technical bid. Financial Bids to be submitted online on the CPP Portal in BOQ format only. Disclosure of Financial rates in technical bid would lead to rejection of the bid. No Hard Copy of any tender document needs to be submitted.

- b) Bidder to log into the site well in advance for bid submission so that he/she 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.
- c) The bidder to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- d) 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.
- e) All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data, which cannot be viewed by unauthorized persons until the time of bid opening.
- f) The uploaded tender documents become readable only after the tender opening by the authorized bid openers. Upon the successful and timely submission of bids, 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.
- g) Kindly add scanned PDF of all relevant documents in a single PDF file of compliance sheet.
- h) Bids not submitted, as per the above Performa will be summarily rejected.
- i) Bidders are requested to note that they should 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 out by all the bidders. Bidders are required to download the BOQ file, open it and complete the white Colored (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.
- j) 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 opener public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- k) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- l) Upon the successful and timely submission of bid click "Complete" (i.e., after Clicking "Submit" in the portal), the portal will give a successful Tender submission acknowledgement & a bid summary will be displayed with the unique id and date & time of submission of the bid with all other relevant details.
- m) The tender summary has to be printed and kept as an acknowledgement of the submission of the tender. This acknowledgement may be used as an entry pass for any bid opening meetings.

- n) The tenders will be received online through portal <https://eprocure.gov.in/eprocure/app>. In the Technical Bids, the bidders are required to upload all the documents in .pdf format.
- o) Possession of Valid Class III Digital Signature Certificate (DSC) in the form of smart card/ e-Token in the company's name is a prerequisite for registration and participating in the bid submission activities through <https://eprocure.gov.in/eprocure/app>. Digital Signature Certificates can be obtained from the authorized certifying agencies, details of which are available in the web site <https://eprocure.gov.in/eprocure/app> under the link 'Information about DSC'.
- p) Bidders are advised to follow the instructions provided in the Instructions to the Bidders for the e-Submission of the bids online through the Central Public

f) **BID SUBMISSION PROCESS:**

TECHNICAL BID SUBMISSION:

- a) The bidder should number the pages submitted in form of Technical Bid and provide an INDEX/ COMPLIANCE SHEET (As per Annexure-I) indicating the page number of each document submitted. The index should be placed on the top of the Technical Bid, followed by all the necessary documents as a part of technical bid documents.
- b) The Technical Bid should be accompanied by the relevant documents, duly signed, and stamped by Authorised Signatory on each page of Technical Bid & relevant documents and all supportive documents to be attached with related annexure only, without which the tender will be considered incomplete and hence, summarily rejected.
- c) **Due date:** The tender must be submitted online before the bid submission end date. No Hard copies of the tender documents/ bids will be entertained. Bidder to log into the site well in advance for bid submission so that he/she 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.
- d) The Technical Bid should be accompanied by a copy of this Tender Document (to be submitted online as a part of a Technical Bid)with each page duly signed by the authorized signatory of the bidders, who has signed the bid, as taken of having read, understood and complied with tender, the terms, and conditions contained herein. Bids not accompanied by a duly signed copy of the Tender Document (uploaded online) will not be considered.
- e) The bid should be precise, complete in all respect and in the prescribed format as per the requirement of the bid document. Failure to furnish all information required through the bidding document or submission of a bid not responsive to the bidding documents in every respect will be at the Bidder's risk and may result in rejection of the bid.
- f) The bid should be clear and without any condition. Conditional bids shall be summarily rejected.
- g) IIM Bodh Gaya reserves the right to modify, expand, change, alter, restrict, scrap, refloat or cancel the Tender at any stage without assigning any reason whatsoever.
- h) IIM Bodh Gaya reserves the right to relax/amend/add/withdraw any of the terms and conditions contained in the Tender Document without assigning any reason thereof. Any enquiry after the submission of the bids shall not be entertained.
- i) Any change/ corrigendum/ extension of closing/ opening dates in respect of this tender shall be issued through e-tender Portal (<https://www.eprocure.gov.in/epublish/app>) and IIM Bodh Gaya website only and no press notification will be issued in this regard. Bidders are therefore requested to regularly visit

IIM Bodh Gaya website for updates.

FINANCIAL BID SUBMISSION:

- a) The Financial Bid (Price Bid) shall be submitted in electronic form only in conformity with the tender specifications on the portal only by the time & date as specified in NIT.
- b) The rates quoted in the financial bid would be treated as a discount percentage in the enclosed "Price Bid format" i.e., in BOQ format. Submission of the Financial Bid (Price Bid) by any other means shall not be accepted by the Institute in any circumstances. The format of Financial Bid is given in the tender document.
- c) Online submission of the bid will not be permitted on the portal after expiry of submission time and the Bidder shall not be permitted to submit the same by any other mode.
- d) The Financial Bids of only those firms qualifying the technical evaluation will be considered. The Bidder shall not tamper/modify Financial Bid Format in any manner. In case, if the same is found to be tempered/modified in any manner, tender will be completely rejected and EMD would be forfeited.

6. BID OPENING & EVALUATION

- a) The bids will be opened by a committee duly constituted for this purpose. Bids (complete in all respect) received will be opened as per Schedule as mentioned above, in presence of Agencies representative if available or as applicable.
- b) Place for opening of Bids: Indian Institute of Management Bodh Gaya, Urivela Prabandh Vihar Bodh Gaya, Bihar -82423
- c) The Technical bid will be first opened and evaluated. In the primary screening, technical bid of only those who satisfy the eligibility criteria will be evaluated.
- d) The Financial bid of only those bidders whose technical bid is found to be technically responsive by the Committee will be opened. The Financial bids of ineligible bidders will not be opened.

7. Selection of successful bidder:

- a) IIMBG will evaluate technical and financial acceptable offers on landed net Price basis inclusive of all taxes and levy.
- b) Offer which deviates from the vital conditions (as illustrated below) of the tender shall be rejected:
Non submission of complete documents required as per tender document.
Receipt of offers after due date and time and or by email/fax (unless specified otherwise).
Receipt of offers in open conditions.
- c) In case any BIDDER is silent on any clauses mentioned in this tender document, IIMBG shall construe that the BIDDER has accepted the clauses as per the invitation to tender and no further claim will be entertained.
- d) No revision in the terms and conditions quoted in the offer will be entertained after the last date and time fixed for receipt of tenders is over.
- e) In case of two bid system the date and time of Price Bid opening shall be intimated to technically qualifying bidders only.
- f) The institute reserves the right to seek clarifications or additional information/ documents from any bidder regarding its technical bid. Such clarification(s) or additional information/document(s) shall be provided within the time specified for the purpose. Any request and response thereto shall be in writing. If the bidder does not furnish the clarification(s) or additional information/document(s) within the prescribed date and time, the proposal shall be liable to be rejected.
- g) In case the day of opening of tender is declared as a Public Holiday or there is non- functioning of the Institute due to any unavoidable reason, the next working day will be treated as a day for the purpose. No separate intimation will be given.

- h) **ONLINE BIDS SUBMISSION:** - The online bids (complete in all respect) must be uploaded online in two covers as explained below:

COVER – 1 (TECHNICAL BID)			
(Following documents to be provided as single PDF file)			
Sr. No.	Documents	Content	File Types
1.	Technical Bid	Technical Bid Summary	.PDF
2.		Tender EMD details	.PDF
3.		Bidder's Information as per Annexure- I	.PDF
4.		Bidders having experience of similar work during last 7 years in Government/ Semi- Government/ PSUs/ Autonomous bodies. Copy of work orders, completion certificates and payment received against the work order is required as per Annexure- II	.PDF
5.		The bidder must have an Average Annual Turnover of a minimum of 2.00 Cr. in the last three consecutive financial years as per Annexure- III . Ending FY-2022-23, Certified by Charter accountant. Self-declaration	.PDF
6.		Acceptance of terms & Conditions as per Annexure- IV	.PDF
7.		The bidder must not be a Blacklisted/Suspended firm or have not been involved in any service-related dispute with any Government/ Semi-Government/ PSUs, in or outside India, as per Annexure-VI .	.PDF
8.		Bank Mandate -(Cancelled cheque leaf of a running bank account should be enclosed for refund purposes Annexure-VIII	.PDF
9.		Other Important Documents <ul style="list-style-type: none"> • Firm Registration Certificate • PAN details • GST Registration details • Declaration of the Firm as OEM of STP, WTP or Authorization from OEM if bidder is not OEM. 	.PDF
			.PDF
10.		Duly signed and stamped of the entire tender document along with its addendum/ corrigendum, if any.	.PDF
11.		All other documents, as required in terms of the tender, to claim eligibility.	.PDF
12.	Note: Institute may ask the vendor/supplier to submit any other certificate/document as it may deem fit.	.PDF	
COVER – 2 FINANCIAL BID (PRICE-BID)			
Sr. No.	Types	Content	File Types
1.	Financial Bid	Price Bid in given format BOQ only.	.xlsx

i) **ASSISTANCE TO BIDDERS:**

- a) 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.

- b) 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. The contact number for the helpdesk is 1800 233 7315.

j) GENERAL INSTRUCTIONS TO THE BIDDERS:

- a) The tenders will be received online through portal <https://eprocure.gov.in/eprocure/app>. In the Technical Bids, the bidders are required to upload all the documents in .pdf format.
- b) Possession of Valid Class II/III Digital Signature Certificate (DSC) in the form of smart card/ eToken in the company's name is a prerequisite for registration and participating in the bid submission activities through <https://eprocure.gov.in/eprocure/app>. Digital Signature Certificates can be obtained from the authorized certifying agencies, details of which are available in the web site <https://eprocure.gov.in/eprocure/app> under the link 'Information about DSC'.
- c) Bidders are advised to follow the instructions provided in the 'Instructions to the Bidders for the submission of the bids online through the Central Public Procurement Portal for e-Procurement at <https://eprocure.gov.in/eprocure>.

k) BID VALIDITY:

The bids shall remain valid for a period of 180 days from the date of opening of the bid. In case the Bidder withdraws, modifies or changes his offer during the validity period, bid is liable to be rejected and the earnest money deposit shall be forfeited without assigning any reason thereof. The Bidder should also be ready to extend the validity, if required, without changing any terms, conditions etc. of their original tender.

In case the Bidder withdraws, modifies or change his offer during the validity period, bid is liable to be rejected and the earnest money deposit shall be forfeited without assigning any reason thereof. The Bidder should also be ready to extend the validity, if required, without changing any terms, conditions etc. of their original tender.

The Submission of bids does not entitle any Agency for automatic grant of award.

Any enquiry after submission of the proposal will not be entertained.

Canvassing/marketing /offering promotional services etc. in any form whether directly or indirectly in connection with the tender is strictly prohibited and the tenders submitted by the Agency/ Firm / Company who resort to canvassing will be liable for rejection without any further reference.

IIM BODH GAYA reserves the right to reject all or any tender in whole, or in part, without assigning any reasons thereof.

l) BID EVALUATION

The Technical Evaluation Committee of the Institute constituted for the purpose shall assess the ability of the agencies to render the requisite services based on the company profile, rating and on such other criteria as it may fix and the Financial Bids of only those Vendors / Suppliers qualifying the technical evaluation will be considered.

Opening and Evaluation of Bids: The institute reserves the right to seek clarifications or additional information/ documents from any Vendor/Supplier regarding its technical bid. Such clarification(s) or additional information/document(s) shall be provided within the time specified for the purpose. Any request and response thereto shall be in writing. If the Vendor/Supplier does not furnish the clarification(s) or additional information/document(s) within the prescribed date and time, the proposal shall be liable to be rejected.

m) AWARD OF CONTRACT

The selected bidder will abide by all the Terms & Conditions of the Tender Document. Selection of bidders will be done only on L1 rate basis of overall value.

The qualified bidder will be initially for a period of one year and may be extended further for another one year, on mutual consent if their performance is found satisfactory. Initially the contract will be awarded for a period of one year, thereafter it may be reviewed and extended up to further one year.

n) LIQUIDATED DAMAGES

In case of any unsatisfactory service, suitable penalties as decided by the Competent Authority shall be levied after issuing notice.

In case of failure in settlement of claims within the time frame, the penalty will be enforced as per Institute norms.

o) PERFORMANCE SECURITY

a) Performance Security shall be returned to the empaneled vendor/s without any interest, whatsoever, after completion of empanelment period.

p) CANCELLATION OF TENDER:

Notwithstanding, anything specified in this tender document, Purchaser being of IIMBG in his sole discretion, unconditionally and without assigning any reasons, reserves the rights:

- To accept or reject lowest tender or any other tender or all the tenders.
- To accept any tender in full or in part.
- To reject the tender offer not conforming to the tender's terms and conditions.
- To give work preference to Public Sector undertakings wherever applicable as per Govt. Policy/ Guidelines.

q) TRANSFER AND SUBLETTING:

The vendor shall not sublet, transfer, assign or otherwise part with the acceptance to the tender or any part thereof, either directly or indirectly, without the prior written permission of the Purchaser.

r) PAYMENT

Payment will be made within 30 days after submission of bill with necessary & statutory documents (As and when required by IIMBG) on a Quarterly basis and acceptance of quality of services supplied. Payment will be made through RTGS/electronics payment.

s) TERMS OF CONTRACT

IIMBG in his sole discretion, unconditionally and without assigning any reasons, reserves the rights:

- To accept or reject lowest tender or any other tender or all the tenders.
- To accept any tender in full or in part.

- c) To reject the tender offer not conforming to the tender's terms and conditions.
- d) To give work preference to Public Sector undertakings wherever applicable as per Govt. Policy/ Guidelines.
- e) **Exit Clause:** The contract can be terminated by giving three-months notice period by either side. However, in any instance contract will be terminated if service of the vendor/supplier found non-satisfactory.
- f) **Sub-Contracting:** The vendor shall not sublet, transfer, assign or otherwise part with the acceptance to the tender or any part thereof, either directly or indirectly, without the prior written permission of the Purchaser
- g) **Penalties:** If the supply is not completed in the stipulated time as prescribed in this document, the Institute may charge a penalty equivalent to 1% of the order value per week and maximum up to 5% total order value.

t) Other Terms & Conditions:

- a) Application form shall be submitted on CPPP Portal within the specified dates.
- b) The application shall be signed by the authorized person (s) of the contractor. All pages of the bidding document shall be signed/ sealed.
- c) IIMBG reserves the right to accept or reject any application or cancel this bidding process without assigning any reason or incurring any liability thereof.
- d) Bidder should give an undertaking certifying that the contractor has not been blacklisted by any Govt. / Local bodies/ PSUs/ autonomous bodies.
- e) The tenderer has to make his own arrangement for the inspection of the site and his stay during the visits and no payments shall be made on this account. The contractor shall make his own arrangement for water.
- f) Bidders are requested to visit the campus before submitting the bid.

u) Arbitration:

All disputes arising out of this contract shall be referred to the Director, IIMBG. whose decision shall be final and binding on both parties.

v) Conflict of Interest

- IIMBG requires services that can provide professional, objective, and impartial advice and at all times hold the client's interest paramount, strictly avoid conflicts with other assignment/jobs or their own corporate interests and act without any consideration for future work. The agency/ contractor and any of their affiliates shall be considered to have a conflict of interest and shall not be hired under any of the circumstances given below.
 - Conflicting activities or assignment i.e., providing goods or works or assignment other than maintenance works.
 - Conflicting relationship i.e., business/ relationship with a member of client's staff involved in the job.
 - The consultants shall be required to observe the highest standard of ethics during rendering of professional services.

w) Jurisdiction of Dispute:

It is agreed and declared by and between the parties hereto that so far it concerns the jurisdiction of any court in enforcing any of the rights or remedies of the parties hereto against each other or one another, a court in the city of Gaya alone shall have jurisdiction to the exclusion of all other courts in any place in the Union of India so that none of the parties hereto shall be entitled to any proceedings whatsoever in respect of any matters touching or relating to or in connection with or arising under agreement and the terms and conditions thereof in any court except the court of courts having jurisdiction in the city of Gaya.

x) Force Majeure:

- a) The Vendor shall not be liable for forfeiture of its performance security, liquidated damages, or termination for default if and to the extent that its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.
- b) For purposes of this clause, —Force Majeure means an event beyond the control of the vendor and not involving the supplier's fault or negligence and not foreseeable. Such events may include, but are not restricted to, acts of the IIMBG in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.
- c) If a Force Majeure situation arises, the Vendor shall promptly notify the IIMBG in writing of such condition within 3 days of such situation and the cause thereof. Unless otherwise directed by the IIMBG in writing, the vendor shall continue to perform its obligations under the contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event

ANNEXURE – I

ORGANIZATIONAL DETAILS

SI No.	Parameter	Details
1	Organizational Set- Up: -Year of Establishment -Status of Contractor (Proprietorship/Partnership/Company/Any other entity) -Empanelment with Govt. Organization	
2.	Registration Details: -GSTIN Registration No. -PAN Details (Attach Copy) -PF A/s. No. and ESI No. (Attach Copy) -If registered with CPWD/PWD/any Govt. Body/ Autonomous body etc. (Attach copy)	
3.	Bank Details for payments: -Account Holder Name -Account Number - IFSC Code - Branch Name & Address	
4.	Name of the Authorized Person with designation & contact number	

Place:

Date:

**Signature of the Bidder
Name & Designation**

‘Annexure -II’

LIST OF MAJOR ASSIGNMENTS COMPLETED IN LAST 07 YEARS

Sl No.	Name of work/Project with addresses	Short description of work	Name and address of owner/client	Value of work project	Date of start of Work/Project	Date of completion of Work/Project	Bonus/LD if any imposed

Note:

The list of works/projects mentioned should be substantiated with documentary evidence such as work orders and completion certificates in the absence of which the application is liable to be rejected.

Place:

Date:

**Signature of the bidder
Name & Designation**

‘Annexure -III’

Statutory Documents (Copies of documents to be enclosed)

Name of the Party		
Date of Incorporation /Establishment		Supporting documents are to be attached along with the Annexure
PAN Number		
GST Registration Number		
Turnover during last three years ending on 31st March, 2023 (Duly certified by a Chartered Accountant should be attached with the bid):		
FY 2020-21: Rs _____		
FY 2021-22 Rs _____		
FY 2022-23: Rs _____		
Registered Office Address		
Authorized Signatory Details	Name	
	Designation	
	Email	
	Phone	
Details of Contact other than Authorized Signatory	Name	
	Designation	
	Email	
	Phone	

Date:

Place:

**Signature of Bidder
Name and Designation**

ANNEXURE – IV

To,
Indian Institute of Management Bodh Gaya
Uruvela, Prabandh Vihar
Bodh Gaya- 824234, Bihar India
Sub: - Self Declaration Certificate

Ref:- Tender No: IIMBG/NIT/2023-24/ ONCM_STP/WTP/RO/04, January 29, 2024

Dear Sir,

With reference to the above, I am/ We are offering our competitive bids towards the for Notice Inviting Tender (NIT) for above tender to IIM Bodh Gaya, I / We hereby reconfirm and declare that I / We have carefully read, understood and complying the above referred tender document including instructions, terms and conditions, specifications, schedule of quantities and all the contents stated therein.

I / We also confirm that the discount rates quoted by me/us are inclusive of all taxes, duties etc, applicable as on date and are for Indian Institute of Management Bodh Gaya, Uruvela, Prabandh Vihar, Bodh Gaya- 824234, India.

Date:

Authorized Signatory

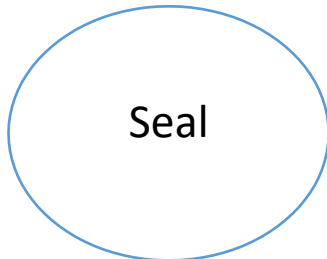
Place:

Name:

Designation:

Contact No.:

Email ID:



ANNEXURE – VI

CERTIFICATE

(To be provided on letter head of the firm)

Ref:- Tender No: IIMBG/NIT/2023-24/ ONCM_STP/WTP/RO/04, January 29, 2024

I hereby certify that the above firm neither blacklisted by any Central/State Government/Public Undertaking/Institute nor is any criminal case registered / pending against the firm or its owner / partners anywhere in India.

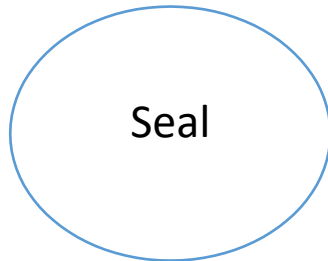
I also certify that the above information is true and correct in any every respect and in any case at a later date it is found that any details provided above are incorrect, any contract given to the above firm may be summarily terminated and the firm blacklisted.

Date:

Authorized Signatory

Name:

Place:



Designation:

Contact No.:



ANNEXURE – VII

MANDATE FORM FOR ELECTRONIC FUND TRANSFER/RTGS TRANSFER

Date: / /

The Chief Administrative Officer
 Indian Institute of Management
 Bodhgaya

Sub: Authorization for release of payment / dues from Indian Institute of Management Bodhgaya through Electronic Fund Transfer/RTGS/ other cashless facilities.

1. Name of the Party/Firm/Company/Institute:
2. Address of the Party:
 City _____
 Pin Code _____
 E-Mail ID _____
 Mob No: _____
 Permanent Account Number _____

3. Particulars of Bank

Bank Name		Branch Name	
Branch Place		Branch City	
PIN Code		Branch Code	
MICR No			
(9 Digit number appearing on the MICR Bank of the Cheque supplied by the Bank, Please attach a Xerox copy of a cheque of your bank for ensuring accuracy of the bank name , branchname and code number)			
IFS Code:(11 digit alphanumeric code)			
Account Type	Saving	Current	Cash Credit
Account Number:			

DECLARATION

I hereby declare that the particulars given above are correct and complete. If any transaction delayed and not effected for reasons of incomplete or incorrect information I shall not hold Chief Administrative Officer, Indian Institute of Management Bodhgaya responsible. I also undertake to advise any change in the particulars of my account to facilitate updating of records for purpose of credit of amount through NEFT/RTGS/other cashless facilities.

Place: _____

Date: _____

Signature & Seal of the Authorized Signatory of the Party

Certified that particulars furnished above are correct as per our records

Bankers Stamp:

Date: _____

Signature of the Authorized Official from the Bank

N.B : Please fill in the information in CAPITAL LETTERS, computer typed; please TICK wherever it is applicable.

ANNEXURE –A

Technical Bid Summary

Sr. No.	Particulars	Details/ Compliance (Y/N)	If submitted, Mention Page No. & File Name		Remarks
			From	To	
1.	EMD Submission Details: Amount: INR 10,13,03/- Transaction ID				
02	Copy of Certificate of Incorporation Under the Company's Act , Certificate of Registration of the firm under Shop & Business Establishment Act. (Whichever is applicable) or else as applicable.				
03	Copy of Permanent Account Number (PAN), Copy of GST Registration Certificate				
04	Bidder's Information as per Annexure- I				
05	Declaration of the Firm as OEM of STP, WTP or Authorization from OEM if bidder is not OEM.				
06	Bidders having experience of similar work during last 7 years in Government/ Semi- Government/ PSUs/ Autonomous bodies. Copy of work orders, completion certificates and payment received against the work order is required as per Annexure- II, if any as proof of eligibility criteria. The work experience must be in following manner: - a) 3 Nos. of similar completed works costing not less than an amount equal to 40% of the estimated cost of this NIT. OR b) 2 Nos. of similar completed works costing not less than an amount equal to 60% of the estimated cost of this NIT. OR c) 1 Nos. of similar completed works costing not less than an amount equal to 80% of the estimated cost of this NIT. “ Similar Work means- Operation & Maintenance of STP, WTP & RO systems. ”				
07	Details of Vendor/Supplier's Average Annual Turnover Specifically in Similar Services for last three financial years. (Average annual turnover of INR 02Crore per annum during financial years 2020-2021,				

	2021-22, 2022-23 for a similar line of business) FY 20-21 Rs _____ FY 2021-22: Rs _____ FY 2022-23: Rs _____ (Audited /Unaudited) (Duly signed certificate (with membership number) from Chartered Accountant (CA) clearly showing financial year-wise turnover)- Annexure-III				
08.	Self-declaration certificate for acceptance of all terms and condition of the tender document as per Annexure – IV				
09.	Self-declaration certificate for non-Blacklisting by any department/organization as per Annexure – VI				
10.	Duly signed and stamped of the entire tender document along with its addendum/corrigendum, if any				
11.	Bank Mandate Annexure-VII				
12.	Detail of the Contract and Email of the bidder for furth communication				
13.	All other documents, as required in terms of the tender, to claim eligibility.				

Declaration

I/we.....(Name of the Authorized Representative of Vendor/Supplier)
of.....(Name of the Vendor/Supplier) do hereby declare that the entries made here
are true to the best of my/our knowledge. I/We hereby agree to abide by all terms and conditions laid
down in tender document.

Place & Date: (Name & signature with stamp of the Vendor/Supplier)

Annexure -V

FINANCIAL BID

Name of work: Operation & Non-Comprehensive Maintenance of Sewage Treatment Plant (MBBR Based) – Capacity 225 KLD, Water Treatment Plant – 300 KLD & RO System – Capacity 4x100 LPH, 1x200 LPH & 1x400 LPH for a period of one year at IIM Bodh Gaya Campus.

Ref:- Tender No: IIMBG/NIT/2023-24/ ONCM_STP/WTP/RO/04, January 29, 2024

Sl. No.	Description	Unit	Qty	Rate (in Rs.)	Amount (In Rs.)
1	Operation of 225 KLD STP, 300 KLD WTP of Venza -make Water Treatment Plant along with 400 LPH,200 LPH & 100x4 LPH R.O and other accessories i/c control panels, pumps etc. and all accessories. complete as per terms & conditions as elaborated in the scope of work in the Bid Document, including on Sunday & holidays etc. complete as required (INVENTORY ATTCHATED Annexure-VII).	Job	1		
2	Non-Comprehensive Maintenance for smooth operation including consumable items like chemicals etc. for STP/WTP/R. O				
2.1	Sundry material for routine maintenance i.e., soap, dusters, broom, registers, logbook, Greece tester, gloves, safety equipments as required	LS	1		
2.2	MICROBES	Kg/Month	20		
2.3	HYPO	Kg/Month	650		
2.4	Micronutrients	Kg/Month	10		
2.5	NACL	Kg/Month	3200		
2.6	Anti Scalent	Kg/Month	35		
2.7	Caustic	Kg/Month	40		
2.8	Citric	Kg/Month	7		
Total Amount (in Word):					

Note: Bill should be submitted for all the supply consumable items for non-comprehensive maintenance of STP, WTP & RO which will verified by the client department and on measurement basis it will be paid.

Date:

Place:

**Signature of Bidder
Name and Designation**