



National Power Training Institute

An ISO 9001: 2008 & ISO 14001: 2004 Organization
(Ministry of Power, Govt. of India)

TENDER DOCUMENT

CONTRACT FOR INSTALLATION OF 2 x 500 LTRS/HR DRINKING WATER RO ON RENTAL BASIS ONE EACH OF 500 LTRS/HR AT TWO DIFFERENT LOCATIONS OF NPTI COMPLEX, SECTOR-33, FARIDABAD

Tender Enquiry No. : NPTI/CO/Purch/TE-41/RO/2016

Dated:-

**NPTI Complex, Sector-33, Faridabad – 121 003
Phone No. 0129-2275448
Fax No. 0129-2277412
Website: www.npti.in**

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**SECTION-1
LETTER OF INVITATION**

LETTER OF INVITATION

Tender Enquiry No. : NPTI/CO/Purch/TE-41/RO/2016

Dated:-

To

Subject: - Contract for Installation of 2 x 500 ltrs/hr drinking water RO on Rental Basis one each of 500 ltrs/hr at two different locations of NPTI Complex, Sector-33, Faridabad –reg.

Dear Sir,

1. National Power Training Institute, (hereinafter called "NPTI"), is a National Apex Body of the Govt. of India, Ministry of Power. NPTI invites Bid for Contract for Installation of 2 x 500 ltrs/hr drinking water RO on Rental Basis one each of 500 ltrs/hr at two different locations of NPTI Complex, Sector-33, Faridabad.
2. The Tender Documents include the following:
 1. Section 1 - Letter of Invitation
 2. Section 2 - Notice Inviting Tender
 3. Section 3 - Instruction to Bidders
 4. Section 4 - Conditions of Contract
 5. Section 5 - Scope of Work
 6. Section 6 - Pre-qualification Bid
 7. Section 7 - Financial Bid
3. The Bid shall be received in NPTI (Corporate Office), Faridabad, up to 2.30 PM on 12.04.2016 and shall be opened on the same day at 3.00 PM in the presence of bidders, who choose to be present.

Thanking You

Yours faithfully

(S.N. Pandey)
A.P. (Purchase)
Tele Fax No: 0129-2275448
E-mail: snpandey@npti.in

SECTION-2
NOTICE INVITING TENDER

NATIONAL POWER TRAINING INSTITUTE
(Ministry of Power, Govt. of India)
NPTI Complex, Sector-33, Faridabad – 121 003
Tele Fax No. 0129-2275448
Website: www.npti.in

DOMESTIC COMPETITIVE BIDDING
(Through call of open Tenders)

TENDER ENQUIRY NO. NPTI/CO/Purch/TE-41/RO/2016

Dated:

Name of Work	Contract for Installation of 2 x 500 ltrs/hr drinking water RO on Rental Basis one each of 500 ltrs/hr at two different locations of NPTI Complex, Sector-33, Faridabad.
Estimated Value of Work	Rs. 5.50 Lakhs (per annum)
EMD	Rs. 11000/-
Period of Contract	02 years
Date of Issue of Tender Document	29.03.2016
Last Date & Time for receipt of Bid	12.04.2016 up to 2.30 PM
Time and Date of Opening of Bid	12.04.2016 at 3.00 PM
Place of Opening of Bid	NPTI (CO), Faridabad
Officers from whom the tender documents can be obtained	A.P. (Purchase), NPTI, Faridabad
To whom the tender documents can be submitted.	Bids shall be sent to A.P. (Purchase) NPTI (CO), Faridabad or to be dropped in Tender Box kept in the office of Dy. Director (Admn) of NPTI (CO), Sector-33, Faridabad within due date and time
Cost of Bid Document	Rs. 500/- (non refundable)
Tenders addressed to	A.P. (Purchase), NPTI, Sector – 33, Faridabad.

Note:

- 1(a) The bid documents can be obtained from A.P. (Purchase), NPTI (Corporate Office), Faridabad from 29.03.2016 to 12.04.2016 on working days on payment of Rs. 500/- towards the cost of bid documents, payable through Demand Draft/Bankers Cheque or by Cash deposited to Accounts Section.
- 1(b) The bid documents can be downloaded from NPTI's website www.npti.in / www.eprocure.gov.in and in such case, the bidder should enclose Demand Draft / Bankers Cheque amounting to Rs. 500/- (Five hundred only) towards cost of bid documents and submit the same along with EMD in the envelope

superscribed as “Pre-Qualification Bid”.

- 1(c) The Demand Draft / Bankers Cheque is to be drawn in favour of National Power Training Institute, payable at Faridabad

(S.N. Pandey)
A.P. (Purchase)
National Power Training Institute (CO)
Sector- 33, Faridabad
Haryana-121003

**SECTION-3
INSTRUCTION TO BIDDERS**

INSTRUCTION TO BIDDERS

- 1.0** National Power Training Institute (NPTI) is an autonomous institute under Ministry of Power, Govt. of India, and is National Apex Body for Human Resource Development in Power Sector for the past four decades. NPTI invites 'Sealed Bids' for Contract for Installation of 2 x 500 ltrs/hr drinking water RO on Rental Basis one each of 500 ltrs/hr at two different locations of NPTI Complex, Sector-33, Faridabad.
- 2.0** The bids are to be submitted in two parts - one sealed envelope superscribed as '**Pre-qualification bid**' giving details in the format given as per **Section – 6** and the second sealed envelope superscribed as '**Financial Bid**' in the format given at **Section - 7**. The two sealed envelopes as above will be placed in another sealed envelope superscribed as "**Contract for Installation of 2 x 500 ltrs/hr drinking water RO on Rental Basis one each of 500 ltrs/hr at two different locations of NPTI Complex, Sector-33, Faridabad.**" and not to be opened before **3.00 PM on 12.04.2016**. The bid shall be signed by a person duly authorized on behalf of the Contract Agencies and shall be dropped in the Tender Box placed at NPTI Office premises at NPTI Complex, Sector-33, Faridabad-121003, Haryana.
- 3.0** The sealed proposal shall be received by NPTI up to the due date given and any proposal received after the prescribed deadline shall not be considered. The Pre-qualification proposal will be opened on the same date in the presence of the representatives of the firms present. **Date of opening of financial proposal of such firms who meet the prescribed Pre-qualification criteria will be notified separately.**
- 4.0** **Rs. 11000/- (Rupees Eleven Thousand Only)** as earnest money should accompany in the form of Bank Draft / Banker's Cheque in favour of NPTI payable on any scheduled bank payable at Faridabad along with Pre-qualification bid.
- 5.0** Bids not accompanied with the requisite amount of EMD shall not be considered and price bid of such bidders shall not be opened.
- 6.0** No interest shall be payable by NPTI on EMD.
- 6.1** The EMD shall be forfeited:
- 6.2** If the bidder withdraws his bid during the period of bid validity.
- 6.3** In the case of successful bidder, if he fails to furnish the required Performance

Guarantee within the specified time limit.

- 7.0** EMDs of all the bidders shall be returned after finalization of contract. NPTI reserves the right, without prejudice to any other remedies, to reject the bid forthwith if the bidder has engaged in corrupt or fraudulent practices or is found to have misrepresented the facts or has provided false information/documentation.
- 8.0** NPTI reserves the right to accept/reject any or all the offers/bids without assigning any reason thereof.
- 9.0** Bids shall be valid for acceptance for a period of 180 days from the date of opening.
- 10.0** NPTI is not responsible for any postal delay in receipt of the application. Receipt of tender documents etc. It is the responsibility of the tenderer to make sure that the tender is received in time.
- 11.0** The contractor has to inform contact Telephone No., Fax No., E-mail etc. and the person to be contacted in case of contingency.

12.0 CONCILIATION/ARBITRATION

- 12.1** If any dispute (s) or difference (s) of any kind whatsoever arises between the Parties, the parties hereto shall negotiate with a view to its amicable resolution and settlement through a committee appointed by Director General, NPTI.
- 12.2** In the event no amicable resolution or settlement is reached between the parties within 30 days after receipt of notice by one party, then the disputes or differences as detailed above shall be referred to and settled as per Arbitration and Conciliation Act, 1996 and Laws of India as amended or enacted from time- to-time.
- 12.3** The venue of the arbitration shall be Faridabad, India. The fee & other charges of Arbitrator shall be determined by the Arbitrator in terms of the Act and shall be shared equally between the parties.
- 12.4** The arbitrator will give the speaking and the reasoned Award.

13.0 FORCE MAJEURE

The terms and conditions mentioned in this inquiry letter shall be subject to Force Majeure which mean and shall include the following –

- i) Any war or hostilities
- ii) Any riot or civil commotion

iii) Any earthquake, flood, tempest, lighting or other natural physical disaster impossibility of the use of any Railway, Post, Airport, Shipping services or other means of transport.

iv) Any strike or lockout (only those exceeding 10 continuous days in duration) affecting the performance of contractor's / NPTI obligation.

14.0 TERMS OF PAYMENT

Project Division will release payment on monthly basis within a fortnight after receipt of bill and certification that the services provided during the month are satisfactory.

15.0 CONTRACT PERFORMANCE GUARANTEE

In the event of selection, the successful Bidder will be required to submit the Contract Performance Guarantee in the form of a Bank Guarantee (BG) equivalent to 5% of the total contract value of one year, within fifteen days of receipt of the Letter of Award from NPTI. The format for submission of BG is attached at **Appendix-1B**.

16.0 AWARD OF CONTRACT

The bids will be first evaluated on the parameters indicated in QR as per details given at **Section-6**. Financial bids of such bidders who meet the qualifying requirements shall be opened. The Letter of Award shall be issued to technically and commercially responsive lowest evaluated bidder.

17.0 QUALIFYING REQUIREMENTS FOR BIDDERS

Sr. No	Description	Documents to be attached
1.	The Agency should have Income Tax PAN No.	Attach Copy of PAN card
2.	The firm/agency should be registered with Service Tax Department	Attach Copy of Registration Certificate
3.	The firm/agency must have Provident Fund Account No. in their name	Attach Copy of Registration Certificate
4.	The firm/agency must have ESI No. in their name.	Attach Copy of Registration Certificate
5.	The bidder must have successfully completed similar works/services during last three years ending 31 st March 2015 with either of the	Attach copy of Work Order and Bill / Completion Certificate

	<p>following:</p> <p>a. Three similar completed works costing not less than the amount equal to 40% of the Annual estimated cost.</p> <p style="text-align: center;">or</p> <p>b. Two similar completed works costing not less than the amount equal to 50% of the Annual estimated cost.</p> <p style="text-align: center;">or</p> <p>c. One similar completed work costing not less than the amount equal to 80% of the Annual estimated cost.</p>	
6.	<p>The Average Annual Financial turnover during the last 3 years, ending 31st March, 2015 should be at least 30% of the estimated cost.</p> <p>(Please enclose copies of Audited Balance Sheet)</p>	(Attach Copy of Audited Balance Sheet)

Note: -

Experience of similar nature work in the field means:

- A. The agency should have experience of running minimum 2 Nos. of drinking water RO on rental / AMC basis of capacity 500 ltrs/hr or more.

OR

- B. The agency should have experience of running minimum 4 Nos. of drinking water RO on rental / AMC basis of capacity 250 ltrs/hr or more.

OR

- C. The agency should have experience of running minimum 20 Nos. of drinking water RO on rental / AMC basis of capacity 50 ltrs/hr or more.

ADDRESS FOR SUBMISSION OF BID

S.N. Pandey
A.P. (Purchase)
 NATIONAL POWER TRAINING INSTITUTE
 NPTI Complex, Sector –33, Faridabad – 121 003
 INDIA Telefax: 0129-2275448

SECTION-4
CONDITIONS OF CONTRACT

CONDITIONS OF CONTRACT

1.0 EVALUATION OF BIDS

- 1.1** National Power Training Institute will determine the substantial responsiveness of each bid with reference to bid terms and conditions. For this purpose a substantially responsive bid is one, which conforms to all the terms and conditions of the bid documents without material deviations.
- 1.2** NPTI's determination of bidder's responsiveness will be on the basis of contents of the bid itself without recourse to extrinsic evidence. If a bid is not substantially responsive, it would be liable to be rejected and may not substantially be made responsive by the bidder by correction of the non-conformity. All decisions by NPTI on the evaluation of bids will be final and binding on the Bidders and is not subject to any scrutiny.

2.0 TERMINATION OF CONTRACT

NPTI reserves the right for termination of the contract at any time by giving one month written notice, if the services are found unsatisfactory and NPTI also has the right to award the contract to any other agency.

3.0 RATES AND PRICES

- 3.1** Bidders should quote the rates in the format given at Section-7. Incomplete bids will summarily be rejected. All corrections and alterations in the entries of tender papers will be signed in full by the Bidder with date. No erasing or over-writings are permissible.
- 3.2** The rates have to be quoted both in figures and in words, in case if there is any ambiguity the rate in words will be considered.
- 3.3** No additional freight or any other charges, etc. would be payable.
- 3.4** In case of variation in quoted rate per unit & total cost of any item, the figure indicated in rate/unit column will be considered.
- 3.5** Service tax as applicable will be paid extra as on actual basis.
- 3.6** Taxes, duties and levies, as applicable twenty eight days prior to deadline for submission of bids, shall be mentioned in price bid i.e. schedule of quantities & prices (Section -7)
- 3.7** Statutory variation, in Taxes and Duties or levy of any new Tax after 28 days prior to deadline for submission of bid will be adjusted/reimbursed against production of documentary evidence.

- 3.8** All statutory duties and taxes (including excise and customs) VAT and others may be clearly specified. Price quoted shall be firm and any variation in rates, prices or terms during validity of the offer shall require forfeiture of the EMD.
- 3.9** The contract period will initially be for a period of 02 (Two) years extendable for another one year based on the satisfactory performance of the firm and on acceptance of same terms and conditions.

4.0 APPLICABLE LAW AND JURISDICTION

- 4.1** All matters connected with this shall be governed by the Indian law both substantive and procedural, for the time being in force and shall be subject to the exclusive jurisdiction of Indian Courts at Faridabad (Haryana).
- 4.2** No alternative offer shall be considered.
- 4.3** NPTI reserves the right to annul the bidding process at any time prior to award of contract including rejection of any or all bids after the same have been received, without thereby incurring any liability to the affected bidder or any obligation to inform the affected bidder/s on the ground of NPTI's action.
- 4.4** NPTI reserves the right to accept/reject any bid and to cancel the bidding process at any time and reject all bids, at any time prior to placement of order, without thereby incurring any liability.
- 4.5** The labourers employed for specified work shall have to be paid not less than minimum wages prescribed time-to-time by Haryana Government/Local Administration. All labourers employed on works should be insured under the Workman's Compensation Act. No labourer below the age of 18 years will be employed by the contractor.
- 4.6** Before submission of bills by the contractor to NPTI for payment against the jobs carried out by him a certificate will have to be submitted by the contractor of having paid in full to the workers employed by him.
- 4.7** The contractor shall have to obtain ESI & EPF number from Central Provident Fund Commissioner & related Offices for the labour engaged by him as required under the law and they have to fulfill all the required relevant laws for the engagement of labour.
- 4.8** The contractor has to maintain all the relevant register/records as per the laws related with labour engagement etc. An affidavit on a non-judicial stamp paper of appropriate value to the effect that the contractor will be entirely responsible for fulfilling all the statutory obligations under different statutes like Workmen Compensation Act., Contract Labour (Regulation & Abolition)

Act, ESI Act, PF Act, Bonus Act, Gratuity Act for the workers employed by him on the job, will be submitted by the contractor before execution of the contract agreement. The workers employed by the contractor will not be treated as the employees of the NPTI for any purpose whatsoever.

- 4.9 The contractor must ensure that his employees wear clean clothes as per prescribed uniform and maintain all type of cleanliness while attending the specified work. The staff must wear name badges.
- 4.10 It shall be the responsibility of the contractor to comply with the provision of the various Labour Laws. The contractor shall faithfully discharge all the liabilities under the labour laws. The contractor shall indemnify NPTI against the claims arising out of non-fulfilment of obligations by him under the various labour laws.
- 4.11 NPTI authorities shall have the right at all reasonable times to visit and inspect the property and if upon inspection it appears that any damage wilfully caused by the contractor is required to be got repaired, NPTI may direct the contractor to execute the same and upon his failing to do so within a reasonable time NPTI may execute it at the risk, cost and expense of the contractor.
- 4.12 Payment will be made as per the actual work done basis.
- 4.13 All services mentioned in schedule of work shall be verified by the Officer / Incharge, NPTI.
- 4.14 Bidders should quote the rate item-wise in all respective items in the financial bid, lumpsum rate group wise will not be acceptable. Any deviation in this matter will be treated as conditional offer and the same will be rejected.

5.0 SECURITY RULES:

- 5.1 The contractor and their employees will have to follow the security rules as may be imposed from time to time and if the contractor and or their employees are found to be reluctant to follow the rules/instructions, NPTI will have the right to prohibit entry of such employees into the NPTI Complex and the contract is liable to be cancelled forthwith if the Contractor himself is involved in the breach of any clause of the agreement particularly of Security/Safety.
- 5.2 The contractor has to take all precautionary/safety measures towards fire, hazards etc., and any loss on account of this will be made good from him. In case of default it will be recovered from the security deposit amount and or the contract is subject to termination.

- 5.3** In case, if the agency wishes to offer some rebate, it must be unconditional. Only un-conditional rebate so offered by the agency will be considered.
- 5.4** The quantities indicated in the schedule are subject to variation depending on the site conditions.
- 5.5** Just by quoting the lowest rate does not entitle the agency for the award, the decision on rate reasonability fixed by NPTI will be final and binding.
- 5.6** Competent Authority of NPTI reserves the right to accept or reject any or all the tenders without assigning any reason and also reserves the right to distribute the work with more than one agency
- 5.7** It is the responsibility of the agency to submit the tender within the specified date and time and NPTI is not bound to entertain the tender received late due to any reason.

SECTION-5
SCOPE OF WORK

SCOPE OF WORK

1. Installation of 2 x 500 ltrs/hr drinking water RO on rental basis one each of 500 ltrs/hr at two different locations of NPTI.
2. All types of components / spares including electrical, electronic, civil, mechanical parts etc. and chemicals/ consumables shall be under contractor's scope.
3. The contractor to keep 2 nos. of water storage tanks with minimum capacity of 1000 ltrs, at inlet and outlet of RO plant with float / limit switch for auto cut-off arrangement.
4. The contractor shall use membranes of hydranautics / to ray or equivalent with standard HP pump.
5. The contractor to attend emergency calls within 24 hrs as and when required.
6. The contractor has to keep his own TDS meter to ensure drinking water quality. The same shall be tested with standard solution at regular intervals by the contractor. The certificate of the same shall be produced by the contractor (if required).
7. The contractor shall depute his own technicians following NPTI's shift schedule for maintenance / servicing of 2 Nos. of RO units.
8. The technician provided shall be efficient, skilled, honest, conversant with the nature of work and capable of speaking and communicating in Hindi / English. The technician shall be physically fit, should possess good eyesight and be free from any disease or illness (contagious and otherwise) or injury. The contractor shall ensure that they do not suffer from any legal disqualifications, preventing them from working reasons of age, deficiency of vision, conviction by Court of Law, State of drunkenness or any other reasons.
9. The contractor to make his own arrangements of their personnel for accommodation, meals and mobilization during execution of work order.
10. The contractor should strictly adhere to plant safety norms. The contractor's personnel should wear uniform (preferably) with PPE's like safety shoes, helmets and hand gloves etc. inside the battery area. The contractor to arrange PPE's by own and shall not be provided by NPTI.
11. The contractor shall provide services as per requirement of NPTI.
12. The rental cost includes all expenses such as but not limited to contractor cost towards wages of his personnel's allowances, PF, ESI, Medical Expenses, Travel expenses, communication charges, stationary charges and any other allowances, overheads, profit insurances, all taxes & duties

and any other incidental or contingent cost etc. NPTI shall not have any liability except to pay the charges mentioned as above for the services completed satisfactorily.

13. The contractor shall maintain daily record of all 2 units. The quality of water shall be daily certified by the end user & its record shall be maintained by the contractor.
14. pH adjustment chemicals (if required) to be used by the contractor. Such chemicals shall meet WHO standards and shall be entirely under contractor's scope.
15. In case of dispute of water quality results, the sample shall be tested in Govt. authorized lab or by external agency and the result shall be final.
16. Supply of bottled drinking water with dispenser in the Office building and Hostels as and when required basis.

17. Technical Parameters

Following water quality parameters to be ensured by the vendor:

S. No.	Parameter	Desirable value
1.	pH	6.5-8.5
2.	TDS	60-125 mg/l
3.	Odour	Odourless
4.	Reject water %	50-70 %maximum

18. Scope of NPTI

1. Three fourth inch water connection
2. Suitable Power Connection
3. NPTI shall issue valid Gate Pass, work permit

19. Period of Contract

The contractor shall install all 2 machines within one month after issuing of work order. The time allowed for carrying out the service shall be 24 (Twenty four) months after handing over of site. The same W/O can be extended for another 12 months depending on the performance / requirement with the same terms and conditions.

20. Penalty

- 20.1 The contractor shall resolve the complaint within 24 hrs. In case the complaint is not resolved in 48 hrs, Penalty of Rs. 500/- per day per unit shall be applicable after 48 hrs. till unit is restored back in service.

20.2 The RO output water quality shall be maintained by the vendor. In case of deviation of water quality for more than 48 hrs. penalty of Rs. 200/- per day per unit shall be applicable after 48 hrs. till water is restored.

21.0 TIME SCHEDULE

Name of work	Time of completion
Installation of 2 x 500 ltrs/hr drinking water RO on rental basis at 2 different locations of NPTI.	The contractor shall install 2 machines within one month after issuing of work order. The time allowed for carrying out the service shall be 24 (twenty four) months after handing over of site. The same W /O can be extended for another 12 months depending on the performance / requirement with the same terms and conditions.

SECTION-6
PRE-QUALIFICATION BID
(CONTENTS OF ENVELOPE - 1)

BID SUBMISSION FORM

Ref. No
From: [Name, address and telephone nos. of the bidder]

Dated:

To,
A.P. (Purchase)
NPTI, Corporate Office
Sector – 33, Faridabad
Haryana.

Subject: Submission of Pre-qualification Bid for Contract for Installation of 2 x 500 ltrs/hr drinking water RO on Rental Basis one each of 500 ltrs/hr at two different locations of NPTI Complex, Sector-33, Faridabad – reg.

Dear Sir,

We, the undersigned, offer to provide the services in accordance with terms & conditions of Tender enquiry No. NPTI/CO/Purch/TE-41/RO/2016. We are hereby submitting our bid.

We hereby declare that all the information and statements made in this bid are true and accept that any misinterpretation contained in it may lead to our disqualification.

The prices quoted by us are valid till six months from the date of submission of the quotation. We confirm that this bid will remain binding upon us and may be accepted by you at any time before the expiry date.

Prices have been arrived independently without consultation, communication, agreement or understanding (for the purpose of restricting competition) with any competitor.

We agree to bear all costs incurred by us in connection with the preparation and submission of the bid and to bear any further pre-contract costs.

We understand NPTI is not bound to accept the lowest or any bid or to give any reason for award, or for the rejection of any proposal.

I confirm that I have authority of [Insert Name of the Printer] to submit the bid on its behalf.

Yours sincerely

Authorized Signature [*In full and initials*]:

Name and Title of Signatory:

Name of Bidder:

Address:

Telephone (Office):

Telephone (Mobile):

Fax:

Email:

GENERAL PARTICULARS/ DETAILS OF THE FIRM

Sr. No.	Particulars	Details to be filled up by the Bidder
1.	Name of Agency	
2.	Type - Individual/Partnership/ Public limited / Pvt. Ltd (Please enclose copy of Memorandum/Articles of Association/ Registration with Govt. Department):	
3.	Name of contact person of the Agency	
4.	Designation of the contact person of the Agency	
5.	Contact details of contact person of the Agency	
	i) Mobile Number	
	ii) Landline Number	
	iii) Fax Number	
	iv) Email Address	
6.	Details of EMD / BG	
	i) DD / BG No.	
	ii) Amount in Rs.	
	iii) Name of the issuing Bank	
7.	Details of Cost of Bid Document	
	i) DD / Cash receipt No.	
	ii) Amount in Rs.	
	iii) Name of the issuing Bank (in case of DD)	

Signature with stamp _____

Date _____

Full Name _____

Address _____

QUALIFYING REQUIREMENTS

S. No.	Particulars	Enclose the necessary documents as proof, also specify item no./ pg. no. of technical bid where attached
1.	The Agency should have Income Tax PAN No.	PAN No _____ (Copy of certificate attached Yes/No)
2.	The firm/agency should be registered with Service Tax Department	S.T Reg. No _____ (Copy of certificate attached Yes/No)
3.	The firm/agency must have Provident Fund Account No. in their name	P.F Reg. No _____ (Copy of certificate attached Yes/No)
4.	The firm/agency must have ESI No. in their name.	ESI Reg. No _____ (Copy of certificate attached Yes/No)
5.	<p>The bidder must have successfully completed similar works/services during last three years ending 31st March 2015 with either of the following:</p> <p>a. Three similar completed works costing not less than the amount equal to 40% of the Annual estimated cost.</p> <p style="text-align: center;">or</p> <p>b. Two similar completed works costing not less than the amount equal to 50% of the Annual estimated cost.</p> <p style="text-align: center;">or</p> <p>c. One similar completed work costing not less than the amount equal to 80% of the Annual estimated cost.</p>	Attach copy of Work Order and Bill / Completion Certificate

Signature with stamp _____

Date _____

Full Name _____

Address _____

6.	<p>The Average Annual Financial turnover during the last 3 years, ending 31st March, 2015 should be at least 30% of the estimated cost.</p> <p>(Please enclose copies of Audited Balance Sheet)</p>	<p>(Attach Copy of Audited Balance Sheet)</p>
----	--	---

Signature with stamp _____

Date _____

Full Name _____

Address _____

Note: - Bidders not submitting the above information / documents at first instance run the risk of rejection.

Experience of similar nature work in the field during last three Financial years						
Sr. No.	Name of work	Name of the client	Cost (in Rs. Lakh)	Date of commencement	Date of completion	Remarks

Signature with stamp _____

Date _____

Full Name _____

Address _____

Note: -

1. Experience of similar nature work in the field means:

A. The agency should have experience of running minimum 2 Nos. of drinking water RO on rental / AMC basis of capacity 500 ltrs/hr or more.

OR

B. The agency should have experience of running minimum 4 Nos. of drinking water RO on rental / AMC basis of capacity 250 ltrs/hr or more.

OR

C. The agency should have experience of running minimum 20 Nos. of drinking water RO on rental / AMC basis of capacity 50 ltrs/hr or more.

2. Bidders not submitting the above information / documents at first instance run the risk of rejection.

SECTION-7
FINANCIAL BID
(Contents of Envelope -2)

BID SUBMISSION FORM

Ref. No
From: [Name, address and telephone nos. of the bidder]

Dated:

To,
A.P. (Purchase)
NPTI, Corporate Office
Sector – 33, Faridabad
Haryana.

Subject: Submission of Financial Bid for Contract for Installation of 2 x 500 ltrs/hr drinking water RO on Rental Basis one each of 500 ltrs/hr at two different locations of NPTI Complex, Sector-33, Faridabad –reg.

Dear Sir,

We, the undersigned, offer to provide the services in accordance with terms & conditions of Tender enquiry No. NPTI/CO/Purch/TE-41/RO/2016. We are hereby submitting our bid.

We hereby declare that all the information and statements made in this bid are true and accept that any misinterpretation contained in it may lead to our disqualification.

The prices quoted by us are valid till six months from the date of submission of the quotation. We confirm that this bid will remain binding upon us and may be accepted by you at any time before the expiry date.

Prices have been arrived independently without consultation, communication, agreement or understanding (for the purpose of restricting competition) with any competitor.

We agree to bear all costs incurred by us in connection with the preparation and submission of the bid and to bear any further pre-contract costs.

We understand NPTI is not bound to accept the lowest or any bid or to give any reason for award, or for the rejection of any proposal.

I confirm that I have authority of [Insert Name of the Printer] to submit the bid on its behalf.

Yours sincerely

Authorized Signature [*In full and initials*]:
Name and Title of Signatory:
Name of Bidder:
Address:
Telephone (Office):
Telephone (Mobile):
Fax:
Email:

FINANCIAL BID

Schedule of Work (Group – A)

Sl. No.	Detail of Scope of Work	Rate per month for 2 Nos. RO for 1 st year (Lumpsum) (A)	Rate per month for 2 Nos. RO for 2 nd year (Lumpsum) (B)
1.	Providing, Installation & operation of drinking water RO system as per the specification noted in section-3 (scope of work) on “RENTAL BASIS” one each of 500 ltrs/hr at different locations of NPTI Complex, Sector -33, Faridabad with all by works, materials, labour complete and as directed. 2 x 500 ltrs /hr drinking water RO system - 2 nos.		
	Total cost for rendering services in 1 st year & 2 nd year, (= Total rate per month x 12)		
	Average cost per year for rendering services (Total Group – ‘A’)		

Note: - Rate for 2nd year should not be less than 1st year’s rate. Any bidder not meeting this requirement shall not be considered.

Signature with stamp _____

Date _____

Full Name _____

Address _____

Schedule of Work (Group – B)

Sl. No.	Item	Quantity (A)	Unit	Rate/ Unit for 1 st year (B)	Total cost for 1 st year (C) (AxB)	Rate/ Unit for 2 nd year (B1)	Total cost for 2 nd year (AxB1)
1	Supply & Installation of empty 20 ltr. Drinking water bottle with dispenser in various quarters converted as	50	each set				

	Hostel, Institute Building, Guest House, Auditorium and other area as per requirement and as directed by the Engineer-Incharge. (Each set consists of one dispenser + 2 nos empty 20 ltr. Bottles)						
2.	Providing drinking water in 20 ltr. Bottle to the dispenser provided in different location (as noted in item -1 above) with drinking water filled up from the RO system (installed in Hostel on rental basis), as per requirement and as directed by the Engineer-Incharge including all labour, spare bottle, transportation, lead & lift complete inside NPTI Campus	9000 bottle	per year				
	Total cost for rendering services in 1 st year & 2 nd year	---	---	---		---	
	Average cost per year for rendering services (Total Group – 'B')		---				

	Average Total Cost (Group A + Group B)	-	-		-	
	Taxes as applicable					
	Grand Total					

Rs.(Rupees
.....)

Note: - Rate for 2nd year should not be less than 1st year's rate. Any bidder not meeting this requirement shall not be considered.

Signature with stamp _____

Date _____

Full Name _____

Address _____

Annexure-1B

PROFORMA FORMAT FOR CONTRACT PERFORMANCE GUARANTEE

Ref. No. _____ Dated: _____

Bank Guarantee No. _____

To,

National Power Training Institute
NPTI Complex, Sector-33
Faridabad – 121003, Haryana, India
Tel: 0129-2255213, 2275475, Telefax: 0129-2277412

Dear Sirs,

1. In consideration of National Power Training Institute with its Registered Office at NPTI Complex, Sector 33, Faridabad – 121003, (hereinafter called the "Owner" which expression shall unless repugnant to the subject or context include its successors and assigns) having entered into a contract
No.

_____ dated _____ (hereinafter called the Contract" which expression shall include all the amendments thereto) with M/s _____ having its registered /head office at _____ (hereinafter referred to as the 'Contractor') which expression shall, unless repugnant to the context or meaning hereof include all its successors, administrators, executors and assignees) and NPTI having agreed that the Contractor shall furnish to NPTI a performance guarantee for Indian Rupees for the faithful performance of the entire contract.

2. We (name of the bank) _____ registered under the laws of _____ having Head/Registered office at _____ (hereinafter referred to as "the Bank" , which expression shall, unless repugnant to the context or meaning thereof, include all its successors, administrators, executors and permitted assignees) do hereby guarantee and undertake to pay immediately on first demand in writing any/all moneys to the extent of Indian Rs./ (in words) _____ without any demur, reservation, contest or protest and/or protest and/or without any reference to the Contractor. Any such demand made by NPTI on the bank by serving a written notice shall be conclusive and binding, without any proof, on the bank as regards the amount due and payable, notwithstanding any dispute(s) pending before any Court, Tribunal, Arbitrator or any other matter or thing whatsoever, as liability under these presents being absolute and unequivocal and shall continue to be enforceable until it is discharged by NPTI in writing. This guarantee shall not be determined, discharged or affected by the liquidation, winding up, dissolution or insolvency of the Contractor and shall remain valid, binding and operative against the bank.
3. The Bank also agrees that NPTI at its option shall be entitled to enforce this Guarantee against the bank as a principal debtor, in the first instance, without proceeding against the Contractor and notwithstanding any security or other guarantee that NPTI may have in relation to the Contractor's liabilities.
4. The Bank further agrees that NPTI shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said contract or to extend time for performance by the said Contractor(s) from time to time or to postpone for any time or from time to time exercise of any of the powers vested in NPTI against the said Contractor(s) and to forbear or enforce any of the terms and condition relating to the said agreement and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the said Contractor(s) or for any forbearance, act or omission on the part of NPTI or any indulgence by NPTI to the said Contractor(s) or any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.

5. The Bank further agrees that the Guarantee herein contained shall remain in full force during the period that is taken for the performance of the contract and all dues of NPTI under or by virtue of this contract have been fully paid and its claim satisfied or discharged or till NPTI discharges this guarantee in writing, whichever is earlier.
6. This Guarantee shall not be discharged by any change in our constitution, in the constitution of NPTI or that of the Contractor.
7. The bank confirms that this guarantee has been issued with observance of appropriate laws of the country of issue.
8. The Bank also agrees that this guarantee shall be governed and constructed in accordance with Indian Laws and subject to the exclusive jurisdiction of Indian Courts of the place from where the purchase order has been placed.
9. Notwithstanding anything contained hereinabove, our liability under this Guarantee is limited to Indian Rs./(in figures) _____ (Indian Rupees/ in Words) _____ and our guarantee shall remain in force until _____ (indicate the date of expiry or bank guarantee) any claim under this Guarantee must be received by us before the expiry of this Bank Guarantee. If no such claim has been received by us by the said date, the rights of NPTI under this Guarantee will cease. However, if such a claim has been received by us within the said date, all the rights of NPTI under this Guarantee shall be valid and shall not cease until we have satisfied that claim.

In witness whereof, the Bank through its authorized officer has set its hand and stamp on this _____ day of _____ 2014 at _____

WITNESS NO 1

 (Signature)
 Full name and official
 Address (in legible letters)

 (Signature)
 Full name, designation
 Address (in legible letters) with

WITNESS NO. 2

 (Signature)
 Full name and official
 Address (in legible letters)

Attorney as per Power of
 Attorney No _____
 Dated _____