Sr No ……….………

 Date ……………….

Tender Document

For the

Supply, Commissioning and Maintenance of

**3 Number Mobile Toilets (10 seater) with bio-digester facility**

 **in the city of Dehradun**

**Cost of the Tender Document Rs. 5700.00**

**Cost of Work Rs.36.00Lac**



**(An** AMRUT **City)**

Nagar Nigam, Dehradun

(Phone No. 0135-271074(o); 0135-2650160(fax), email- nagarnigam.ddn@gmail.com)

**PARTICULARS OF THE TENDERS**

1.Particular of the Work Supply, Commissioning and Maintenance of 3 Numbers Mobile Toilets (10 seater each) with bio digester facility in the city of Dehradun

2. Period of supply 3 months

3. Cost of Tender Form Rs.2280.00

4. Earnest Money Rs 0.72 lac

 FDR/ CDR/ NSC/ BG (BANK GUARANTEE) WILL BE PLEDGED IN THE NAME OF A.O, NAGAR NIGAM, DEHRA DUN

5. Date& time for getting tender document

Till … **17.7.17 (5.00p.m.)**

6. Date & time of Submission of tender

 **18.7.17 (2.00p.m.)……………**

7. Date of Opening of Technical Bid

 **19.7.17…………………**

8. Date of Opening of Financial Bid

 To be informed later

9. Place of Opening of Tender Executive Engineer,

Nagar Nigam, Dehradun.

10. Period of Validity of Tender 3 months

11. Name and Address of the firm to whom

 tender document is issued …………………………………………

 …………………………………………

 Executive Engineer

Nagar Nigam, Dehradun.

**PRE QUALIFICATION, TECHNICAL BID AND FINANCIAL BID REQUIRMENTS**

**Supply, Commissioning and Maintenance of 3 Numbers Mobile Toilets (10 seater each) with bio digester facility in the city of Dehradun**

The tenderer/bidder should give a detailed technical proposal and financial proposal for the above detailed work complete in all respect on the given format. The financial/commercial bid shall be opened only after approval of technical bid from the Nagar Nigam Dehradun.

All the bids shall be examined and evaluated first technically and as per the past experience of similar nature work, financial capability and others relevant factors related to similar type of project, as given in this tender.

Tenders are invited from the reputed, capable, efficient and experience manufacturer/ registered dealer/ firms/ organization/ PSU’s/ contractors registered in Central/ State Government departments/ undertakings to supply, commission and maintain the above work/ mobile toilet blocks in a limited time of three months with maintenance.

**Pre requisite/ Pre qualification for the tender**

1. Earnest Money of Rs. 0.72 lac in the form of NSC/ FDR/ Bank Guarantee for 12 months extendable as and when required in the name of A.O, Nagar Nigam, Dehradun.

2. If form is downloaded from the web site, cost of tender form of Rs. 2280.00 in the form of bank draft in the name of A.O, Nagar Nigam, Dehradun should be deposited with the tender form/bid.

3. Income tax registration with PAN card copy.

4. Sales/trade tax registration number.

5. Labour department registration or any other statutory registration required.

6. Affidavit with the detail that the firm/ bidder have not been black listed from any government, semi government, organization due to default.

**TECHNICAL BID**

(Details to be provided with the technical bid)

***Only those who qualify in the technical bid shall be considered for the financial bid.***

1. The supplier must be either manufacturer or authorized dealer. In support of this for manufacturer, certification from industry/ competent department must be attached and for dealer authorization letter from manufacturer issued by not below the rank of GM should be attached.

**(Marks – 10)**

1. In the last five years, bidder must has supplied or maintained at least 10 numbers of similar

 types of mobile toilets (not less than 6 seaters each). The mobile toilet block must have DRDO technology based bio- digesters facility. In support of this letter of satisfaction from the competent authority should be attached. **(Marks-20)**

1. Net worth of the firm must be positive. Certification from CA should be attached.

 **(Marks – 20)**

1. Bidder must have sales tax, income tax and labour department registration. Copy for each should be attached.

**(Marks-10)**

1. Total average turnover in last three years; for 2013-14, 2014-15 and 2015-16, should be more than Rs 1.00 Cr per year, in support of above audited balance sheet issued by a CA should be attached.

 **(Marks-20)**

1. Income tax returns certificates of last 3 years.

**(Marks-20)**

1. Details of the staff engaged with the firm, it will be an added advantage to the firm having relevant staff.
2. Firm must have ISO certification compliance.

**Note : The firm/ firms those get more that 75 marks, shall be treated as technical qualified and accordingly financial bid shall be opened.**

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 **INSTRUCTION FOR BIDDING**

**ENVELOPS TO BE USED FOR “PRE QUALIFICATION”, “TECHNICAL-BID” AND “FINANCIAL/ COMMERCIAL-BID” AND MODE OF SUBMISSION**

Separate three sealed envelopes should be used one for ***“Pre qualification” Envelope-A***, one for ***“Technical Bid” Envelope-B*** and one for ***“Financial/ Commercial Bid”, Envelope-C***, and all the three envelopes A, B and C are to be kept in a bigger envelope, which is to be sealed at the time of submission. On top of the biggest envelope, name of the work should be clearly mentioned; “**Supply, Commissioning and Maintenance of 3 Numbers Mobile Toilets (10 seater each) with bio digester facility in the city of Dehradun.”**

Open envelopes are liable to be cancelled. Envelopes must be addressed to Executive Engineer, Nagar Nigam, Dehradun.

Tender can be submitted to the Nagar Nigam, Dehradun, Public Works Department office/ Health Department before the stipulated date and time. Tender can be submitted by Registered Post or Speed Post or Courier Services or by hand to the Tender box/ Public Works Department/ Health Department, Nagar Nigam, Dehradun before the stipulated date and time. After the stipulated date and time **18.7.2017(2.00pm).,** the tender will not be considered. Delay due to postal services will be the liability of the bidder/ tenderer.

Only the rates or “Financial Bid” of such manufacturer/ dealer/ supplier/ bidder shall be opened or considered, those who will qualify in the “Technical Bid” as per the prescribed criterion.

**TIME FRAME FOR SUPPLY**

**Supply, Commissioning and Maintenance of 3 Numbers Mobile Toilets (10 seater each) with bio digester facility in the city of Dehradun**

1. After getting the intimation from Nagar Nigam to the lowest bidder, required stamp paper, 5% performance guarantee (Rs. 1.80 Lacs) in the form of NSC/ FDR, Bank Guarantee etc. in the name of A.O, Nagar Nigam, Dehradun and other formalities for signing contract are to be completed in all respect within seven days.
2. The total time given for the contract/ supply work which includes all the activities related to tendered work should be completed. In ordinary condition it is not extendable, but due to some unforeseen reasons and natural calamity the extension may be granted after receiving a request letter. The above period includes the rainy and all seasons.
3. After supply of work, the officers/ engineers of the Nagar Nigam/ or the prescribed committee will check all the manufactured/ fabricated/ installed items executed by you and after that completion/ satisfactory certificate may be issued.
4. First the committee constituted Nagar Ayukta shall visit the sample of the first mobile toilet. If some minor modification is suggested that is to be incorporated into the mobile toilet. All due care shall be taken by all that there is no major change in the frame or manufacturing is suggested.
5. As per the requirment, the above 10 seater may be proposed with the combination of 6 WC seater and 4 urinals each, i.e. 5-5 seater gents and ladies provisions and out of 5-5, 2-2 may be proposed as urinals for gents and ladies. The WC seats may be combination of Indian/ Western seats.
6. For time over run, per day penalty may be imposed, which may be Rs. 500.00 per day per toilet block after expiry of stipulated time for supply of work. Time over run may be exempted for the genuine reason, which are to be forwarded by engineers/ or prescribed authorized committee. The decisions of the Nagar Ayukta, Nagar Nigam, Dehradun shall be final.

**PAYMENT SCHEDULE**

1. After receiving the required mobile toilets/ tendered work, 80% payment may be released, after inspection recommendation of the technical report of the engineers/ committee prescribed for that work.
2. 10% shall be paid by after 3 months of supply and rest 10% after next one year, after supply of mobile toilets on performance of working and maintenance.
3. If bank guarantee/ FDR/ CDR/ NSC pledged in the name of Up Nagar Adhikari, Nagar Nigam , Dehradun of 10% of the amount, as described in above para 2, is submitted in the office, the above 10% may be released after getting the proper report from the engineers/ E ‘n’C/ committee meant for this purpose and will be released after one year.

## **Time frame and details related to maintenance of mobile toilets**

1. There must be a comprehensive warranty of 12 months from the date of supply of mobile toilets/ handing over to Nagar Nigam, Dehradun.
2. During the above 12 months period, supplier shall be responsible for all type of wear and tear, theft, accident during transport, mishandling by users or any other unforeseen seasons.
3. For the first year during the warranty period, after written report from Nagar Nigam about manufacturing defect, for every day delay in correcting it will cost Rs. 100.00 per day per seat/ WC/ Urinal. Under the definition of warranty the manufacturing defect/faults liability shall be there with all the items in the executed work. Including all parts of manufacturing, materials, water supply and sewer items, electrical items.
4. After the first year if due to some accident if there is some damage to the structure made, the repair work shall be executed by the tender immediately. Payment shall be made as per the rate decided by the Uttarakhand Procurement Policy 2008.

**OTHER CONDITIONS**

1. Nagar Nigam, Dehradun has a right to reduce or increase the requirement of the above mobile toilets/ works and even can cancel the tender at any time without assigning and reason.
2. Nagar Nigam, Dehradun has a right to change, substitute, and delete any item, their specification, and quantity in the interest of the works.
3. The proposed manufacturing/ fabrication shall be as per the detailed given by Nagar Nigam, Dehradun and if any details are further required then Uttaranchal PWD/ CPWD/ relevant codes/ DSR will be referred.
4. If required the different components of the toilet blocks may be tested or inspection are to be performed, from PWD Labs, Dehradun/ Regional I I T Roorkee/ any Govt Approved Lab or a committee constituted by Nagar Nigam, Dehradun.
5. Before execution of work the tenderer should examine the city of Dehradun and location of proposed sites and the difficulties which are to be encountered during the operation and maintenance. For material supply if any no entry permission is to be sought from district administration, Nagar Nigam administration shall support for that.
6. During the execution the bidder shall be responsible for safety and insurance of their staff, contracted workers, daily wages if engaged. Any labour law, insurance, safety related laws, all applicable law of land are to be followed by the bidder. For any violation the bidder shall be held responsible in all respect.
7. As and when required, bacteria of sufficient numbers are to be added in the bio- digester.
8. Water Tanker of 1000 ltrs provided in the Mobile Toilet are to be filled by the bidder/maintenance agency, as and when required. Accordingly out of total of 2000 ltrs. capacity of the bio-digester, the liquid portion after the digestion is to be removed by the bidder/maintenance agency.
9. If in the nearby water supply line and sewer disposal line is available then the required connection may be taken from Uttarakhand Jal Sansthan. If any payment is to be made then it is to be borne by the bidder/maintenance agency.
10. Supplier and Service Provider/Parties should have transfer of technology issued with varied certificate holder, by DRDO/Associates/Consocium, but related certificate to be submitted at the time of payment.
11. The decision of Nagar Ayukta, Nagar Nigam, Dehradun shall be final and binding on all. For any type of dispute the arbitrator shall be Mayor, Nagar Nigam, Dehradun.
12. An affidavit should be submitted with the tender, related to authorized signatory/ lead member, for single window interface between Nagar Nigam and bidder.
13. It is proposed to take the rate of supply and maintenance for the first year and subsequently for further 4 i.e. total five years.

**Requirement for Operation and Maintenance**

* + 1. Operation and maintenance includes all labours, chemicals, cleaning atleast three times in a day, upkeep of toilet block, yearly painting, disposing the bio- digester liquid and solids if any. Soap etc at washbasins. Repair of electrical items, solar panels, valves, mirror complete.
		2. Fixing of place shall be communicated through a letter from Nagar Nigam, Dehradun and it shall be done by the tractor of Nagar Nigam Dehradun. POL and driver shall be responsibility of Nagar Nigam, Dehradun.
		3. During transportation are due care should be taken, but due to unavoidable circumstances/ accident if some damage is occurred, then the cost of repair is to be paid by Nagar Nigam, Dehradun. The above shall be applicable only after approval of Nagar Ayukta, Nagar Nigam, Dehradun.
		4. At every toilet block two labours/ cleaning staff and one supervisor on 3 mobile toilet blocks are to be deputed. There name and mobile number shall be clearly mentioned on the toilet block.

From : ………..………

 ………………..

 ………………..

 ………………..

To,

 Executive Engineer,

 Nagar Nigam, Dehradun

SUB:- **Supply, Commissioning and Maintenance of 3 Numbers Mobile Toilets (10 seater each) with bio-digester facility in the city of Dehradun**

Sir,

 We hereby submit our offer for the above mentioned tender, we have examined the nature, details and specifications of all and have carefully noted and instructions and conditions mentioned in the tender document. The complete tender document is being submitted in original issued by Nagar Nigam, Dehradun to us/ down loaded from web site. Tender document are enclosed in sealed envelopes “A”, “B” and “C”, as instructed in the tender document.

Place:-

Date:- ( Signature of the tenderer)

 Name:- …………………

 Address:- ………………. ………………………….

 ………………………….

 City:-……………………

 Cell No:-………………...

 e-mail:- …………………

**INSTRUCTIONS TO THE TENDERER AND TERMS AND CONDITIONS**

**(A)- EARNEST MONEY AND VALIDITY OF TENDER**

1. Each tender shall be accompanied by the requisite Earnest money (Rs 0.72 Lacs) in the form of FDR or NSC/BG in favour of A.O., Nagar Nigam, Dehradun.

2. Without requisite earnest money tender is liable to be disqualified.

3. Earnest money shall be retained up to expiry of the contract period.

**(B)- CASTING AND OPENING OF TENDER**

1. The tender should be neatly written, preferably typed. Every page of the tender document should be signed with seal. The rated must be quoted in words also.
2. Nagar Nigam, Dehradun reserves the right to reject any or all the tenders or accept any tender, after analyzing pre qualification, technical bid and financial bid, in total or in parts of work may be decided among various tenderer, without assigning and reason. Nagar Nigam has a right to change the date of opening of technical and/or financial bid at any time.
3. All information must be in English and figures must in MKS system.

The tender must give

The Name,

Detailed address of office with pin code

Phone numbers land and Mobile Numbers

E- mail, Web-site

1. The representative should bring the authorization letter from the tenderer having representative’s attested signature (This details is compulsory to ensure the maintenance within the stipulated time)
2. The details of the Lead member/ head of the institution responsible for execution.
3. Any approach/ undue pressure by any firm shall render the tender liable to be rejected.
4. Any tender if deviates from terms and conditions and technical specifications specified in the tender document shall be liable to be rejected.
5. On acceptance of the tender, the tenderer will be required to execute an agreement which will be treated as contract for the tendered work on non judicial stamp paper of required value.
6. For above a non judicial stamp paper of Rs. 1000.00 should be attached with the tender document.
7. If tenderer fails to sign the agreement within the stipulated specified period of 7 days from date of confirmation of the lowest bidder, its Earnest Money shall be forfeited by the Nagar Nigam, Dehradun.
8. The tendering firm/ company should be registered under the relevant statues by the relevant competent authority. The firm must attach attested copies of the Registration Certificate and partnership deed/ Memorandum of Association as the case may be.
9. The tender price will be inclusive of all taxes and duties, i.e. central, state and local taxes and should be quoted in schedule B format.
10. Specifications are given in Schedule “B”.
11. Conditional tender will not be accepted and shall be summarily rejected.

**FINANCIAL STATUS**

1. Solvency Certificate/bank guarantee duly signed and stamped by the scheduled bank/ registered bank authorized by GoI/RBI of the amount equal to 40% of the cost of work.
2. Liquid fund availability along with certificate signed by C.A., Balance sheet for last one year.

**CREDEBILITY**

The bidder must give an affidavit that he has not been or is not black listed from any Government or Semi Government Department. If at any stage it is found that the credentials given by the bidder are not correct or manipulative or false, it may lead to disqualification and black listing.

The, Executive Engineer ,Nagar Nigam, Dehradun/Nagar Ayukta, NND may ask to the tenderer/ tenderers to show the samples of items proposed to be used for the execution of the work.

**SCHEDULE – “B”/TENDER FORM**

**Supply, Commissioning and Maintenance of 3 Numbers Mobile Toilets (10 seater each) with bio digester facility in the city of Dehradun**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Sr. No. | Details of Item | Rate per Unit/ per Mobile Toilet of 10 Seater.(Rs. in figures) | Rate per Unit/ per Mobile Toilet of 10 Seater.(Rs. in words) | Total Rate for 3 Number Mobile Toilet(RS. in figures)  | Total Rate for 3 Number Mobile Toilet(Rs. in words) |
| 1 | Supply, Commissioning and Maintenance of 3 Numbers Mobile Toilets (10 seater each) with bio digester facility without 1st year operation and maintenance. |  |  |  |  |
| 2 | Supply, Commissioning and Maintenance of 3 Numbers Mobile Toilets (10 seater each) with bio digester facility with 1st year operation and maintenance. |  |  |  |  |
| 3 | Operation and Maintenance for 2nd Year  |  |  |  |  |
| 4 | Operation and Maintenance for 3rd Year |  |  |  |  |
| 5 | Operation and Maintenance for 4th Year |  |  |  |  |
| 6 | Operation and Maintenance for 5th Year |  |  |  |  |

***\*\*Tenderer / Bidder have to fill all the rates for every year, otherwise the tender will be treated as cancelled/rejected.***

Signature of the bidder/Authorized Signatory ……………………………….

Name…………….…………………………………….

 Address…………….………………………………….

 Mobile No.……………………………………………………

**TECHNICAL Specifications of 10 seater mobile toilets**

|  |  |  |
| --- | --- | --- |
| **Sr. No.** | **Item Details** | **Details of Specifications** |
| 1 | Lenght in mt. | 5.68 mt. |
| 2 | Height in mt. | 3.15 mt. |
| 3 | Width in mt. | 2.65 mt. |
| 4 | Cubical height (inclined) in mt. | 2.13/1.98 mt. |
| 5 | Cubical size of each WC/Urinal | 0.85x0.905 mt. |
| 6 | Water Tank in Ltr. | 1000 Ltr.  |
| 7 | Bio Digester Tank in Ltr. with the bacteria and the technology approve by DRDO, having zero discharge facility  | 2200 Ltr. |
| 8 | Inoculum  | 900 Ltr. |
| 9 | Door size in mtr. in each Cubical | 1.83x0.61 mtr. |
| 10 | Chasis  | Mild Steel |
| 11 | Cabin Structure | Mild Steel |
| 12 | Cabin Panels/ Panels | FRP |
| 13 | Roof | 2 mm FRP Pigmented, Translucent sheet |
| 14 | Mirror 2 nos. size  | Not less than 0.45x0.60 mtr. |
| 15 | Wash Basin 2 nos. with tap | Ceramic/FRP/Stainless Steel(Hindware/Hindustan/Pariware equivalent For Ceramic)  |
| 16 | Flooring | In site the Cubes FRP/Steel/Non-Corrosive Metal, Outside Walk way with 5 mm thick checkered non-corrosive mild steel. |
| 17 | Railing and Stairs | Mild Steel using angle, different sections, box sections with anti-corrosive paint |
| 18 | Ventilation, Exhaust Fan  | 2 nos.  |
| 19 | Electrical point and light points | Complete in all respect, proper light arrangement in each Cube/WC/Urinal |
| 20 | Solar Panel | Minimum 100 watt with 12 nos. LED light points |
| 21 | Toeing arrangement | Robust MS channel, Thrust bearing, Bearing holder, Toeing hook, Spring etc complete in all respect |
| 22 | Suspension | 2 nos. road springs with proper arrangement |
| 23 | Tyre and Tubes  | 4 nos. good quality (MRF, JK, Ceat equivalent) Tyre no.75016 and Tubes with 1 no. extra set as stepany  |
| 24 | Paints/Anti-Corrosive Paints | On all MS surfaces good quality spray paint shall be applied and as per requirement specially on bottom anti-corrosive paint should be used. |
| **Note:** | The above specifications are the minimum one, for better and efficient operation and maintenance better specifications can be used, which shall be approved during the inspection of the committee constituted by Nagar Ayukta, Nagar Nigam, Dehradun.  |