

**NATIONAL INSURANCE ACADEMY
BALEWADI, PUNE 411045.**



*** e-TENDER***

FOR

**SERVICE CONTRACT FOR WATER SOFTENING AND SWIMMING POOL
FILTRATION PLANT AT NIA CAMPUS.**

2023 - 2025

**Through Online Mode Only
NIA E-Procurement Website is – <https://www.tenderwizard.com/NIA>**

**SERVICE CONTRACT FOR WATER SOFTENING AND SWIMMING POOL
FILTRATION PLANT AT NIA CAMPUS 2023 - 2025**

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E -TENDER NOTICE

FOR

SERVICE CONTRACT FOR WATER SOFTENING, SWIMMING POOL FILTRATION AND RO PLANT AT NIA CAMPUS (2023 - 2025)

No. NIA/WATERSOFTENING-SER/007/2023 dated 03/03/2023

National Insurance Academy, Pune, an autonomous Institution established by the Life Insurance Corporation of India, General Insurance Corporation of India and the four Public Sector Insurance Companies New India Assurance Co Ltd., National Insurance Co Ltd., Oriental Insurance Co Ltd. and United India Insurance Co Ltd. having its office at 25, Balewadi, Baner Road, NIA P.O., Pune 411045 invites e-tender through advertised tender enquiry for the **“Service Contract For Water Softening, Swimming Pool Filtration and RO Plant”** as per the details given in the **“Terms and Conditions for service contract”** of the Tender Document from reputed Individuals / Firms / Companies / Corporation / Association / Society having sound technical and financial capacity who fulfills the eligibility criteria and submits documentary evidence as per Technical Bid to Tender Document and preferably operating their business in and around Pune City.

The NIA reserves its right to reject one or all tenders without assigning any reasons and also to extend the date of tender, if required.

**DIRECTOR
NIA PUNE**

TECHNICAL BID

ELIGIBILITY CRITERIA

SCANNED COPIES OF REQUIRED DOCUMENTS TO BE UPLOADED ONLINE

- 1) The Tenderer should have the minimum experience of **Five years** as on 31/12/2022 in the similar type of services. The Tenderer shall be interested bonafied and reputed manufacturer / manufacturer's agent / dealer for water treatment plants and machineries.
- 2) The Tenderer must have a minimum cumulative turnover of Rs. 0.75 crore for the last three financial years i.e., 2019-20, 2020-21 and 2021-22.
- 3) The Tenderer should pay Tender Fee of **Rs.500.00 + GST** and EMD of **Rs.16,000.00** through online e-Payment mode on NIA e-Procurement Website. The e-Payment Gateway is available on NIA e-Procurement Site. Tender without Tender Fee and EMD will be summarily rejected. No exemption will be granted.
- 4) Only Tenderers who are fulfilling above criteria shall participate in the e-tendering process. The Tender Document consists of Technical Bid and Commercial Bid. The Tenderer shall go through the Technical Bid before submitting the Tender.
- 5) Tenderer/s shall keep his / their offer valid for a period of at least 3 months (90 days) from the date of opening of the tender. If any Tenderer withdraws or amends impairs or derogates from the tender in any respect within the period of validity of his offer, the EMD is liable to be forfeited.
- 6) The Tenderer shall clearly specify whether the tender is submitted on his own behalf or on behalf of partnership / company or society etc. In case the tender is submitted on behalf of partnership firm / company / corporation / society, then he should submit the certified true copy of the **Registered Partnership Deed, Certificate of Incorporation, Power of Attorney and Registration Certificate, whichever is applicable** etc. along with the tender document. If these documents are not submitted or if any such documents are found to be not in order or invalid, the tender of such Tenderer shall be treated as invalid and or liable for rejection.
- 7) The Tenderer whether an Individual / Sole Proprietor, a Partnership Firm or a Limited / Private Limited Company or Corporation or Society, if they want to act through their agent / authorized representative or individual / Partner, should submit along with the tender, a **Power of Attorney** duly stamped and authenticated by a Notary Public or by the Magistrate in favour of the specific person whether he / they be individual / partner and in case of the Company / Society, a **resolution of the company** / society duly authorizing such representative to submit the tender, sign agreements and to receive money and manage the contract etc. The tender document shall be signed by such authorized representative of the Tenderer duly indicating their full name and status below the signature along with official stamp of the Proprietorship / Partnership firm / company / society etc. Those tenders which do not accompany such Power of Attorney, Resolution etc. shall become invalid and or liable for rejection.

- 8) ACADEMY may at any time after opening of the tender depute a team of its' officials to the site / work place / office of the Tenderer to get the credentials of the information furnished by the Tenderer verified by collecting the spot information as to the status, workmanship & quality of the services rendered by them. If any information furnished by the Tenderer is found to be incorrect, the tender of such Tenderer shall be liable for rejection.
- 9) The successful Tenderer whose tender is accepted shall, within seven days from issuing / receiving the Letter of Acceptance, be required to deposit an amount of **Rs.40,000.00 (Rs. Forty Thousand Thousand only)** by Demand Draft in the Name of National Insurance Academy, payable at Pune and to attend in person or through a duly authorized representative at the Office of ACADEMY and execute the Contract Agreement with the ACADEMY as per the General Conditions / Special conditions enumerated in the tender documents, on a **Non-Judicial Stamp Paper of Rs.500/-**. If he / she / they decline/s or fail/s to remit the Security Deposit or to execute the contract agreement within the stipulated time, the entire amount of EMD of **Rs. 16,000.00/- (Rs. Sixteen Thousand only)** shall stand forfeited, without prejudice to ACADEMY's right to rescind the contract and other rights and remedies warranted by the law.
- 10) The Security Deposit of **Rs. 40,000.00 (Rs. Forty Thousand only)** will be refunded to the Tenderer within 60 days of completion of the contract subject to satisfactory performance of the Tenderer's obligations under the contract and subject to such deductions as may be necessary for making up ACADEMY's claims against the Tenderer.
- 11) Tenderer should note that non-compliance of the following instructions will render the tender liable for rejection.
1. The Technical Bid along with supporting documents, Online Paid transaction details / receipt of EMD and Tender Fee in separate sealed envelopes marked Technical Bid is to be submitted.
 2. Tenderer should ensure that the tender is received before the due date and time specified in the Key Dates of online tender.
 3. Tenderer should fill in all the relevant information in prescribed templates/forms and put his Digital signature on the relevant places as required in the e-tendering System.
 4. The schedule of Quantities should be filled in as per the format given in the online e-Tender.
 5. Tenderer should note that he is to quote RATES only in the BOQ on online portal in both FIGURES and WORDS.
 6. No liability whatsoever will be admitted nor claim allowed in respect of errors in the submitted tender due to missing / duplicate uploaded documents.
 7. Proforma of Articles of Agreement should not be filled in by the tenderer. While the contract shall be deemed to have come into existence on issue of letter of acceptance to

the successful tenderer, formal agreement shall be signed thereafter with the successful tenderer on non-judicial stamp paper of requisite value as per the Proforma of Articles of Agreement.

8. Earnest Money accompanying the tender will be accepted only in through online e-Payment mode which is e-Payment Facility and available on NIA e-Procurement Website and not in favour of any other Authority or location. Any tender, which is not accompanied by Earnest Money Deposit, shall be summarily rejected. No interest will be paid for the period during which the earnest money lies in deposit with the NIA.
9. The tender shall be accompanied by a certified true copy of Power of Attorney in favour of the signatory to the tender documents. If the tender is submitted on behalf of a firm, it must be signed either by all partners or a person holding a valid power of attorney from all partners constituting the firm. The person signing the tender on behalf of another partner(s) or on behalf of a firm on Company shall attach with the Tender a proper Power of Attorney duly executed in his favour by such other person(s) or by all the partners in accordance with the Constitution of the Company / Articles of Association, stating that he has the authority to sign on behalf of such other person(s) of the firm or the Company as the case may be, in all matters pertaining to the contract including the Arbitration Clause. The tenderers can submit the scan copy of the same on the online portal.
10. Tenderers are warned that Cash, or Encashable Cheque, or Bank or Insurance Guarantee, or Fixed Deposit receipt in lieu of the aforementioned form of Earnest Money remittance will not be accepted.
11. Tenders containing errors are liable to be considered non-bonafide at the discretion of the Director, NIA.
12. Tenderer should note that tender should remain valid for consideration for a minimum period of FOUR MONTHS from the date fixed for manual submission of TECHNICAL BID DOCUMENT.
13. The National Insurance Academy reserves the right to accept any tender or to accept tenders in part; to reject any or all tenders without assigning reasons thereof.
14. Tenderers should fill in their "RATE" in the SCHEDULE OF QUANTITIES as provided on online portal in both FIGURES and WORDS.

TECHNICAL BID

E -TENDERING PROGRAMME SYSTEM

The Tenderer has to submit the Tender as under:

I. Technical Bid:

The Tenderer shall fill in the form and upload the supporting documents / attachments. The scanned copy of the Online paid transaction details / receipts of Tender Fee and EMD shall be uploaded in Technical Bid.

Tender Fee of Rs.500.00 + GST (non-refundable) and EMD of Rs.16,000.00 through online e-Payment mode on NIA e-Procurement Website. The e-Payment Facility is available on NIA e-Procurement Site. (No Physical Demand Draft will be accepted, The Tenderer should have to pay Tender Fee and EMD through online e-Payment mode only.

II. Commercial Bid:

Commercial Bid is consisting of documents and schedule of quantities. The Tenderer shall download the documents, fill in their relevant information, sign and stamp the documents and upload in the portal. The item rate in words and figures shall be quoted in the each item of work in the schedule provided. No other document, conditions shall be uploaded along with documents of commercial bids.

Note:

- a. Any Tenderer applying and fulfilling the eligibility criteria may not be considered for enlistment if unsatisfactory performance report/s is / are received for the completed AMCs / Service Contracts from their previous Employer.
- b. The Director, NIA reserves the right not to open commercial bid of the Tender or any / all bids at sole his sole discretion without assigning any reason whatsoever.
- c. If submitted documents filed by the Tenderer are found false / forged or fabricated during verification / evaluation process and / or after opening of commercial bid, not only Earnest Money Deposit will be forfeited in totality but also they will be debarred from NIA from participating of tendering for a period of 3 years and such information will also be shared with other organizations.

Key Dates:	
Publication of NIT	03.03.2023
Date of uploading of tender document on online e-tendering portal: https://www.tenderwizard.com/NIA	03.03.2023
Period of Downloading of tender document	From 10.00 Hrs on 03.03.2023

	up to 15.00 Hrs on 23.03.2023
Pre-bid Meeting	On 16.03.2023 @ 15.00 Hrs.
Date of corrigendum, amendments if any.	Up to 17.30 Hrs. on 18.03.2023
Last Date, Time for online submission of Tender forms and documents.	Up to 17.00 Hrs. on 23.03.2023
Tender Fee	Rs.500.00 + GST
EMD	Rs.16,000.00
Date & Time of Opening of Technical Bid Online	24.03.2023 - 11.00 A.M.
Date & Time of Opening of Commercial Bid Online	Shall be intimated at a later date to the Tenderers, who qualify in the Technical Evaluation.

**III. Information & instructions to the bidders:
FOR USING ONLINE ELECTRONIC TENDERING SYSTEM (ETS).**

Special Conditions & instructions for using online Electronic Tendering System (eTS) through portal (website) <http://www.tenderwizard.com/NIA> adopted by National Insurance Academy, Pune as given in the subsequent pages will over-rule the conditions stated in the tender documents, wherever relevant and applicable.

Tenderers are required to enrol for Vendor Registration on the NIA e-Procurement Tender wizard Portal (**URL: <https://www.tenderwizard.com/NIA>**) by clicking on the link “**Registration**” on the home page of e- Portal, which is chargeable. (**Rs.1000/- + GST 18%, Non-Refundable**) to be paid online through e-payment gateway). & Tender Processing Fees are applicable (Non- Refundable)

Note: The e-Payment Gateway is available on e-Procurement Portal for making the Online Vendor Registration Payment.

Note: Information about e-Procurement Portal.

More useful information for submitting online bids on the NIA e-Procurement Tender wizard Portal may be obtained at: <https://www.tenderwizard.com/NIA>.

Tenderers are requested to refer to the Vendor’s manual by downloading the Vendor’s Manual by visiting on home page of <https://www.tenderwizard.com/NIA> and following KEY INSTRUCTIONS for TENDERERS by clicking on “**Latest Circulars/Formats/Help Manuals/FAQs**”. The complete **Step by Step Vendors Help Manual For e-Procurement / e-Tendering Process, Vendors Registration Process, System Settings Requirements & JAVA Settings Manuals, e-Payment Guidelines & Digital Signature Certificate Process** are available on e-Auction Website regarding the e-Auction.

Online Support / Web Support / E-Mail Support / Phone Support are also available for Bidders as well as Dept. Officials. Online support will be provided through “Team viewer” or “Ammy Admin” Remote software only.

For Downloading this software, the downloading software links are available on home page of e-Auction Website.

• **Registration of the Vendors / Bidders:** All the bidders intending to participate in the tenders floated online using Electronic Tendering System (ETS) are required to get registered on the e-Tender Portal (website) <http://www.tenderwizard.com/NIA>. After successful Registration on above mentioned portal, bidders will get a User ID and Password to access the website.

• **Viewing of Online Tenders:** The vendors/bidders can view tenders floated on online Electronic Tendering System (ETS) hereinafter referred as “e-Tendering System” through portal (website) at <http://www.tenderwizard.com/NIA>. They can view the details like Tender Notice, Terms and Conditions, drawing (if any) and any other information. To download the tender they need to login on to the above portal and can download the tender documents of an e-Tender.

• **Key Dates:** The vendors/bidders can view the Online Scheduled dates of e-tendering System (time schedule) hereinafter referred as “**Key Dates**” for all the tenders floated using the online electronic tendering system on above mentioned portal (Website) <http://www.tenderwizard.com/NIA>

The bidders are strictly advised to follow dates and time as mentioned in Key Dates of a particular tender. The date and time will be binding on all the bidders. The bidders are required to complete the stages within the stipulated time as per the schedule (Key Dates) to continue their participation in the tender. All online activities are time tracked and the system enforces time locks that ensure that no activity or transaction can take place outside the start and end dates and time of the stage as defined. The bidder should ensure that the status of a particular stage should be shown as “Completed” before the expiry date and time of that particular stage and they should possess a copy of receipt of completion of each stage to be performed from their end which should match with the status with their offer on online portal. It will be the sole responsibility of the bidder if the status of a particular stage is “Pending” till the expiry date and time of that stage and he will not be able to proceed further in the e-Tendering process. The Key dates are subject to change in case of any amendment in schedule due to any reason stated by the Department.

• **Obtaining a Digital Certificate and its Usage:** On e-Tendering System the bids should be Encrypted and Signed electronically with a Digital Signature Certificate (DSC) to establish the identity of the bidder on online Portal. The Digital Signature Certificate (DSC) has two keys i.e. Public Key and Private Key. The Public Key is used to Encrypt (code) the data and Private Key is used to decrypt (decode) the data. The Encryption means conversion of normal text into coded language whereas decryption means conversion of coded language into normal text.

Note: Digital Signature Certificates: Class III Signing + Encryption Digital Signature Certificate is required for e-Tendering. (DSCs) are issued by an approved Certifying Authority, by the Controller of Certifying Authorities (CCA India), Government of India.

- The contractors may obtain Class II/III digital certificate from any Certifying Authority or Sub certifying Authority authorized by the Controller of Certifying Authorities on the portal <http://cca.gov.in>. or may obtain information and application format and documents required for issue of digital certificate from our Service Provider for Electronic submission.

E-Tendering System (ETS):

E-Tender helpdesk

#24, Sudha Complex,

03rd Stage, 04th Block,

Basaveshwaranagara,

Bangalore - 560079

dscprocessingunit@yahoo.com

Help Desk Contact Details:

Tel: 080-40482000/121/133/140

Mobile: 9686115304/9686115323

E-mail: lokesh.hr@antaressystes.com

raghuprashanth@antaressystems.com

- The Bid (Online Offer) for a particular e-Tender may be submitted only using the Digital Signature Certificate (DSC), which is used to Encrypt (codified) the data and sign the Hash (Impression of your data) during the stage of Bid Preparation and Hash submission. In case, during the process of a particular e-Tender, the user loses his Digital Certificate (i.e. due to virus attack, hardware problem, operating system problem), he may not be able to submit the bid online. Hence, the users are advised to keep their Digital Signature Certificates in safe custody.

- In case of online Electronic Tendering, if the Digital Certificate issued to the authorized user of a firm is used for signing and submitting an online bid, it will be considered equivalent to a no objection certificate/power of attorney to that User. The firm has to authorize a specific individual via an authorization certificate signed by all partners to use the Digital Certificate as per Indian Information Technology Act 2000 and its amendments. Unless the certificates are revoked, it will be assumed to represent adequate authority of the user to bid on behalf of agency for NIA Office Pune, as per Information Technology Act 2000 and its amendments. The Digital Signature of this authorized user will be binding on the firm. It shall be the responsibility of management / partners of the registered firms to inform the certifying authority or Sub Certifying Authority; in case of change of authorized user and that a fresh digital certificate is procured and issued an “Authorization Certificate” for the new user. The procedure for application of a Digital Certificate will remain the same for the new user.

- The same procedure holds true for the authorized users in a private/Public limited company. In this case, the authorization certificate will have to be signed by the directors of the company.

- Bidders participating in e-tendering shall check his/her validity of Digital Signature Certificate before bidding in the specific work floated online at the e-Tendering Portal (website) through <http://www.tenderwizard.com/NIA>.

NOTE:-

NIA AND TENDERWIZARD will not entertain any reasons/claims of Tenderer on account of Net Connection Failure/Power Connection Failure and any issues during the submission of tender online. Tenderer shall be solely responsible for all those facts and failure of Net Connectivity, Electricity Current Connectivity etc.

For Registration and for further details on e-tendering, please visit website above mentioned portal (website) or below mentioned address:-

E-Procurement Helpdesk Officials details.

Office Address: E-Tender helpdesk, # 24, Sudha Complex, 03rd Stage,
04th block, Basaveshwaranagara, Bangalore-560079

Help Desk Contact Details: -

- 1) **Mr. Sanjay K. Chandak, (Pune & Mumbai Maharashtra) (E-mail : sanjay.kc@antaressystems.com) Or sanjay.kc@etenderwizard.com Ph: 9665721619.**
- 2) **Mr. Lokesh, (E-mail: lokesh.hr@antaressystems.com) Ph: 09686115304 & 080-40482140**
- 3) **Mr. Raghu Prashant, (E-mail:raghuprashanth@antaressystems.com) Ph: 09686115323**
- 4) **Mr. Vinay B P (E mail: vinaybp@antaressystems.com)**

IV. SUBMISSION OF TECHNICAL BID

The Enrolment Form along with the Annexure A1, A2 and B to H shall be completely filled in all respect along with these instructions for filling and uploading of Enrolment Form.

- Tenderers to note that all particulars required as per the form and Annexures shall be filled in completely in relevant strictly as per the format.
- The forms not submitted strictly as per the above instructions within stipulated period are liable to be rejected.
- The Technical Bids as per eligibility criteria shall be evaluated. Please note that no enquiries or correspondence regarding the selection of tenders shall be entertained.

- The Tenderers are advised to follow the instructions given below:
 1. Technical Bid Form shall be filled online in the e-tendering portal in capital letters or and typed.
 2. Full address of the site of work, owner or authority under whom the works have been carried out should be given (Please refer Annexure D & E).
 3. The Tenderer should ensure to submit the satisfactory Completion Certificate giving the value of work, year of completion and it should also tally with the value of final bill in Annexure D
 4. The annual turnover should be based on latest Income Tax Clearance Certificate duly cleared by Income Tax Department or audited balance sheet, copy of which should be enclosed.
 5. Copy of Agreement in case of works carried out for private agencies should be enclosed.
 6. All the documents uploaded are to be self-attested by the authorized signatory.
 7. Please note that the submission of TECHNICAL BID DOCUMENTS does not confer any right to claim for selection for further tendering process.

TECHNICAL BID

INDIVIDUAL / FIRM / COMPANY PROFILE		
Sr. No.	Required Information (QUERY)	ANSWER
1	Name and registered address of the Individual/firm/company.	
2	Cost of Tender Document Deposited. Upload online payment receipt of Rs.500.00 + GST	
3	Earnest Money Deposit - Upload online payment receipt of Rs.16000.00	
4	Legal status (Individual / proprietor, partnership firm, limited company, corporation, cooperative society, etc. (Upload a self-attested copy of the certificate of incorporation / registration / copy of Partnership deed in case of company / corporation / co-operative society / partnership firm and any certificate issued by any statutory authority in case of Proprietor.)	
	Upload Affidavit in case of Sole Proprietor as per Annexure A1	
	Fill in and upload enclosed Annexure A2	
5	Name, designation, and telephone nos. of the contact person / persons. Mobile Nos. Fax No. E-mail id	
6	Month and Year of commencement of service business in present name.	
7	Particulars of Sister Concern / Firm, if any.	
8	Statutory details (Photocopies of following documents to be Uploaded)	

	1. Registration number of the firm. (As per Shop and Establishment act.)		
	2. ISO Certificate		
	3. NSIC / MGP Registration		
	4. PAN No.		
	5. TIN No.		
	6. VAT Registration		
	7. Service Tax Registration		
	8. Goods and Service Tax No		
	9. Registration with EPF and Details, if any		
	10. Registration with ESIC and Details, if any		
9	Fill in and enclose Annexure B giving details of enrolment with NIA in the past and with other organizations.		
10	Annual Turn Over for last three years. (Upload self-attested statements of last three consecutive years duly certified by Chartered Accountant with Registration Number. Details of works and ATO are to be filled up in Annexure – G (The tenderer should have a cumulative turnover of Rs. 0.75 crores (Rupees Seventy Five Lakhs Only) during the last three years.)	F.Y.	Annual Turn Over
		2019-2020	
		2020-2021	
		2021-2022	
	What evidence of proof is uploaded to support the amounts of yearly turnover		
	Upload latest income tax clearance certificate.		
11	Fill in and upload list of Tools and Plants as per Annexure C enclosed.		
12	Fill in and upload Annexure – D giving full particulars about major works completed during last five years. Note: List of only those works which are carried out by firm participating in this Tender is to be		

	given. Work Completion / Experience Certificates must be uploaded with address and contact numbers of issuing authority.	
13	Work in Progress/ Current Contracts/AMCs:	
	1. Whether full details of work in hand is given in Annexure E .	
	2. Are copies of work orders for such works are uploaded	
14	Full information regarding permanent administrative and technical staff employed is given in Annexure F .	
15	Declaration as per Annexure G	
16	Any Special award or recognition / certificate from PSU / Govt. Bodies / Training Institutions.	
17	Name and complete postal address of bankers.	
	Name of Bank	
	Branch	
	Account No	
	IFSC Code	

A F F I D A V I T

(On Non Judicial Stamp paper of Rs. /- in case the individual who is the sole proprietor of the firm)

I

..... s/o
..... age years, occupation business r/o
..... do hereby state on oath as under:

That I am residing in locality of
District..... since last years.

That I am the sole proprietor of a proprietary concern name and style as
“.....” having its office at.....
..... District dealing in business of water
treatment and ancillary works attached therefore.

Hence this affidavit.

Deponent

Note: This Affidavit should be notarized.

CONSTITUTION OF FIRM – SOLE PROPRIETORSHIP/PARTNERSHIP/LTD.CO./OTHER

S.N.	Name of sole partner or Director / other High Officials	Age	Share	Technical Experience			Whether power of attorney Holder
				Year to Year	As Employee	As contractor	
1	2	3	4	5	6	7	8

SIGNATURE OF TENDERER

PARTICULARS OF ENROLMENT WITH NIA AND OTHER ORGANIZATION**1. Enrolment with NIA**

Name of works for Which enrolled by NIA, in the past	1
	2
	3
	4
Sr. Nos. for which tenders Were submitted :	
Sr. Nos. for which work-order Was received:	

2. Enrolment with other Organisation.

Sr. No.	Name & Address of Authority with whom you are enrolled	Year to year	Is copy Of letter enclosed	Year to year	Class or Category	Limit (Rs.in Lac)	Is copy of Letter enclosed
1	2	3	4	5	6	7	8

SIGNATURE OF TENDERER

PARTICULARS OF TOOLS, PLANT AND MACHINERY

Sr. No.	Item	Specification	Quantity	Estimated Value	Remarks
I	II	III	IV	V	VI
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

SIGNATURE OF TENDERER

LIST OF AMCS COMPLETED DURING LAST FIVE YEARS FROM THE DATE OF PUBLICATION OF E-TENDER NOTICE

S.N.	Name of the organization with complete postal address mentioning Private Sector/ Govt. Body / PSU/ Training Institute.	Name and designation of the contact person with Tel. / Mobile No (s)	Period for which the contract was awarded	No. of persons deployed by your firm / company / co-operative society.	Nature of Work.
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					

SIGNATURE OF TENDERER

WORK IN HAND / ONGOING AMCS/SERVICE CONTRACTS

S.N.	Name of the organization with complete postal address mentioning Private Sector/ Govt. Body / PSU/ Training Institute.	Name and designation of the contact person with Tel. / Mobile No (s)	Period for which the contract is awarded	No. of persons deployed by your firm / company / co-operative society.	Nature of Work.
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					

SIGNATURE OF TENDERER

PARTICULARS OF PERMANENT ADMINISTRATIVE AND TECHNICAL STAFF

Sr. No.	Name	Designation	Age	Academic Qualification	Service with the Firm	Details of Experience Year to Year
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						
17						
18						
19						
20						
21						
22						
23						
24						
25						

SIGNATURE OF TENDERER

ANNUAL TURNOVER FOR LAST THREE YEARS.

Name of Tenderer

S. No.	Financial Year	Total Contract amount received	IT certificate enclosed Yes/ No	Audited balance sheet copy enclosed. Yes/ No	Remarks
(1)	(2)	(3)	(4)	(5)	(6)
1	2019-2020				
2	2020-2021				
3	2021-2022				

SIGNATURE OF TENDERER

DECLARATION

With respect to the tender published by NIA, I / We hereby submit my / our tender in a required format.

I / We have adhered to the requirements prescribed by NIA Pune. I / We have carefully gone through the guidelines / terms and conditions and I / We accept the same without any alternations / modifications.

I/We agree to notify the NIA of any changes in the foregoing particulars as and when they occur and to verify and confirm. I/We understand and agree that the Director, National Insurance ACADEMY has the right as he may decide, not to open Financial Bid tender in any particular case and also to suspend, remove or blacklist my/our name from NIA's list of contractors in the event of my/our furnishing false particulars in the Technical Bid form or submitting non-bonafide tenders or for technical or other delinquency in regard to which the decision of Director, NIA shall be final and conclusive.

I/We certify that the particulars furnished in the Technical bid forms are correct and that should it be found that I/We have given a false certificate or that if I/We fail to notify the fact of my/our subsequent amalgamation with another contractor or firm, the National Insurance Academy may disqualify my/our name from the opening Financial bid.

PLACE:

DATE:

SIGNATURE OF TENDERER

TECHNICAL BID

SERVICE CONTRACT FOR WATER SOFTENING AND SWIMMING POOL FILTRATION PLANT AT NIA CAMPUS (2023 - 2025)

A. GENERAL CONDITIONS

- 01 The contracting party whether it be a Proprietor / Individual, Partnership firm, Company / Corporation, Society, they shall be, for the purpose of this contract, be known as “the Tenderer” and the National Insurance Academy shall be known as “Academy”.
- 02 The contract will be for a period of two years. However, the Contract may be extended for a further period of up to one year subject to satisfactory performance of the Tenderer during the original term of the contract without any levy of penalty on account of any breach of terms and conditions. The Director of the Academy will alone have absolute discretion in this regard and the Tenderer shall have no vested right to seek extension of the contract.
- 03 The Academy, however, reserves the right to terminate the said contract at any time on the ground of ineffective services rendered by the Tenderer. The Academy will be the sole judge to determine these facts. The contract could be terminated by the Agency by giving three months’ notice.
- 04 During Technical evaluation, NIA may request the shortlisted bidders to make a presentation on their proposal to an Evaluation Committee to be constituted for the purpose at NIA, Pune. It is, however, clarified that, subject to other provisions of this document, every bidder will have to comply the minimum technical specifications laid down in the tender document for being qualified technically. In order to assist in the examination, evaluation and comparison of Bids, NIA may at its discretion ask the bidder for a clarification regarding its bid. The clarification shall be given in writing immediately, but no change in the price shall be sought, offered or permitted.
- 05 During Commercial evaluation, the commercial Bids of only technically qualified bidders shall only be opened for further processing. The successful bidder is selected based on the total lowest price including taxes and freight charges and any other expenses. In case of more than one tenderer is found as L1 then one committee will be appointed by Director and its recommendation will be submitted to Director, whose decision will be final and binding on all tenderers in this regard.
- 06 The Tenderer must obtain for himself on his own responsibility and at his own expenses all the information which may be necessary for the purpose of tendering and for entering into a contract and must inspect the site of work and acquaint himself with all local conditions means of access to the work, nature of work and all matters appertaining thereto.
- 07 Immediately, on receipt of intimation from the ACADEMY the acceptance of tender, the successful Tenderer will commence the work as per the instructions of NIA Engineer and the written acceptance of the tender will constitute a binding contract between ACADEMY and the Tenderer so tendering. It will be the responsibility of the Tenderer to thoroughly examine the electrical installations in all respects before taking over and bring to the notice of

ACADEMY any short coming or short supply in the installations being handed over. Once taken over it will become the sole responsibility of the Tenderer to guarantee completion and effective functioning of the systems.

- 08 In the event of refusal to carry out work by the successful Tenderer on any grounds, its earnest money / security deposit shall be forfeited.
- 09 All the payments of bills for the work shall be made online through RTGS / NTFS transfers only. Payment will be made on monthly basis (for previous month) on production of bill / Tax Invoice by Tenderer along with attendance sheet of personnel deployed and also along with the work report of Tenderer Engineer; after being duly certified by NIA Engineer.
- 10 The Tenderer and the Academy shall make every effort to resolve any dispute or disagreement amicably by direct informal negotiations. However, in case of any unresolved issues / disagreements / disputes in connection with the contract, the same shall be settled through Arbitration or through Court of Law within the jurisdiction of Pune. The resultant contract will be interpreted under Indian Laws.
- 11 It shall be the responsibility of the Tenderer to meet transportation, food, medical and any other requirements in respect of the workers engaged by it (Tenderer) at NIA PUNE and ACADEMY shall have no liabilities in this regard.
- 12 For all intents and purposes, the Tenderer shall be the “Employer” within the meaning of different Labour Legislations in respect of workers so employed and engaged in ACADEMY under this contract. The workers deployed by the Tenderer in ACADEMY shall not have claims of any Master and Servant relationship nor have any principal and agent relationship with or against ACADEMY.
- 13 The Tenderer shall be solely responsible for the redressal of grievances /resolution of disputes relating to workers engaged by them. ACADEMY shall, in no way, be responsible for settlement of such issues whatsoever.
- 14 The Academy shall not be responsible for any damages, losses, theft, claims, financial or other injury to any workers deployed by service providing Tenderer in the course of their performing the functions / duties, or for payment towards any compensation.
- 15 The workers deployed by the Tenderer shall not claim nor shall be entitled to pay, perks and other facilities admissible to casual, adhoc, regular / confirmed employees during or after expiry of the contract period.
- 16 Under technical bid of tender; Tenderer should submit full details of previous experience along with certificate of the client with their address; concerned person (under whose control the work was done); values and nature of works. Tenderer should also submit full details of their office service setup indicating Nos. of Engineers and technicians, tools and plants etc. available with them.
- 17 In case of termination of this contract on its expiry or otherwise, the workers engaged by the Tenderer shall not be entitled to and shall have no claim for any absorption nor for any relaxation for absorption in the regular / otherwise capacity in the Academy.

- 18 The Tenderer shall also be liable for depositing all taxes, levies, cess, etc. on account of services rendered by it to ACADEMY to concerned tax collection authorities from time to time as per extant rules and regulations on the matter.
- 19 The Tenderer has to enclose certified copy of Tax Challan, PAN Card No. Income tax as applicable from time to time will be deducted while making every payment. VAT, Excise, Service Tax, GST or any other tax will be the responsibility of the Tenderer. Bill should be tax invoice. It will have to comply with KYC (Know your Customer Document).
- 20 In case, the Tenderer fails to comply with any statutory / taxation liability under appropriate law, and as a result thereof the Academy is put to any loss / obligation, monetary or otherwise, Academy shall be entitled to get itself reimbursed out of the outstanding bills or the Performance Security Deposit of the Tenderer, to the extent of the loss or obligation in monetary terms.
- 21 Tenderer's offer should be inclusive of all taxes and duties including VAT, service Tax, Octroi /LBT, and GST etc., as applicable, No additional payment will be made by NIA, and neither any exemption certificate (towards duty, GST, etc.) will be issued by NIA.

B. STATUTORY COMPLIANCE BY THE TENDERER:

1. The Tenderer should obtain the requisite license, if any for running the establishment from authorities such as Municipality, Local Authority, State / Central Government Departments. etc. at its' own cost. The Academy shall not be responsible in any way for any breach of these rules and regulations by the Tenderer.
- 2 The Tenderer shall comply with all the statutory requirement in respect of engaging the personnel, their service condition, rules and regulation and all liabilities under the various labour law and other statutory obligations like PF, ESIC, Bonus, workmen's compensation, gratuity and also comply with the provisions of Minimum Wages Act , Payment of Wages Act etc. shall be that of the Tenderer, and Academy shall in no way be responsible or liable in case of any dispute, prosecution or awards made by court of law or other authorities.

C. DUTIES AND RESPONSIBILITIES OF THE TENDERER:

1. The Tenderer shall deploy required manpower for carrying out the jobs specified in the tender on daily basis at NIA.
2. The employees engaged by the contracting Agency should observe the discipline and should see that the decency and decorum are maintained within the course of their employment.
3. The Tenderer should furnish the maintenance schedule every week.

D. DEPLOYMENT OF STAFF BY THE TENDERER:

01. The Tenderer shall deploy such of their personnel who are courteous, trained, well-mannered and disciplined. The personnel deployed by the Tenderer should observe at all times during the contract period, strict discipline and should see that the decency and decorum are maintained during the course of their working. They shall abide by the disciplinary procedures; rules, regulation, guidelines, Standing Orders laid down by the Academy and shall strictly follow the instructions given by the representative or officer incharge of the Academy from time to time.
02. The personnel employed by the Tenderer shall be medically fit and in good health.
03. The Tenderer shall take suitable measures in the event of any of his personnel failing to observe discipline and decency in the campus as may be brought to the knowledge of the Tenderer and shall make immediate replacement of such of the personnel who are habitually indulging in commissions & omissions of acts which would render the services of the Tenderer ineffective. In case of failure to do on the part of the Tenderer, the Academy would be at liberty to restrict the entry of such personnel inside the campus and in such an event, necessary deduction shall be effected from the monthly bills of the Tenderer.

E. SCOPE AND STYLE OF WORK - ELECTRICAL MAINTENANCE:

Initially the tenderer has to service thoroughly the water softening and swimming pool filtration plants by replacing required spares, consumables etc. as per BOQ and later on carry out operation and maintenance of the plants on daily basis. Tenderer will employ workmen with qualifications and experience as mentioned in Duties and Responsibilities of the Tender.

F. DETAILS OF INSTALLATIONS: WATER SOFTENING PLANT

S. N.	PARTICULARS	QTY
01	Raw Water Pump: Submersible single stage single entry pumps with C.I. body & Bronze / Noryl vane enclosed type impeller connected to submersible motor with mechanical seal, pump connector unit with rubber diaphragm and bend, vertical discharge pipe, guide pipe and chain in built level controller. Make : Kirloskar Capacity : 21000 LPH Head : 45 m H.P. / KW : 3.0 / 5.5 Model : KOS 325	2 Sets
02	Chlorination Unit Make : Milton Ray India Pvt. Ltd. Sr. No. : 10550. Model No. : V – 09.	1 No

03	Sand Filter Sr. No. : IW 05991. Size : 6363 – 6T / 6 B Pressure : 5.5 Bar. Volume : 2000 Litre Weight : 301.92 Kgs	1 No
04	Water Softner Sr. No. : IW 059415. Size : 4872 – 6T / 6 B Pressure : 11 Bar. Volume : 1840 Litre Weight : 182.72 Kgs.	1 No
05	Electric Panel consisting of : DOL for 3 HP Raw Water Pumps – 2 Nos DOL for 7.5 HP Treated Transfer Pump – 2 Nos Hooter, Water Level Indicator /Controller for raw water, treated water and overhead tank, Voltmeter, Ammeter – Set etc.	! Set
06	Water Tank HDPE 2000 Litres	1 No
07	Water Meter Make: Chambal Woltman, Class A, Size: 80mm	1 Set
08	Treated Water Transfer Pump: Submersible single stage single entry pumps with C.I. body & Bronze / Noryl vane enclosed type impeller connected to submersible motor with mechanical seal, pump connector unit with rubber diaphragm and bend, vertical discharge pipe, guide pipe and chain in built level controller. Make : CRI Capacity : 54000 LPH Head : 22-56 m H.P. / KW : 7.5 / 5.5 Model : CSM-46	2 Nos.

- **PROCESS DESCRIPTION OF WATER SOFTNING PLANT**

Raw Water Pump:

The raw water collected from the underground water tank is pumped to Pressure Sand Filter.

Pressure Sand Filter:

Raw water from raw water storage tank is pumped by raw water pump to Pressure Sand Filter of 2000 Litres size FRP Vessel filled with multi grade sand. All the suspended solids and turbidity is removed with the help of sand bed in the filter. The filter is backwashed when differential pressure goes above 0.8 kg/cm² or it stops giving desired output or after pre-decided time interval. This is operated by Multi Port Valve which ensures the forward and backward flow of water.

Water Softner:

Filtered water from Sand Filter is fed to Water Softner FRP Vessel filled with resin. The filter will be backwashed when differential pressure goes above 0.8 kg/cm² or it stops giving desired output or after pre-decided time interval. This will be operated by automatic Multi Port Valve which will ensure the forward and backward flow of water. Regeneration process is to be carried out after the usage of 3,00,000.00 Litres water. For regeneration salt solution of 250 Kg salt with 1000 Litres water is to be prepared in the HDPE water tank.

Chlorine Dosing System:

The chlorine dosing pump is to be switched on during the filtration process of water.

G. DETAILS OF INSTALLATIONS: SWIMMING POOL FILTRATION PLANT

S.N.	PARTICULARS	QTY
01	<p>Swimming Pool Recirculation Pump: Horizontal monoblock centrifugal pump suitable for negative suction (with NPSH) with cast iron body and spiral volute impeller, AISA-420 stainless steel shaft, mechanical seal and coupled to a TEFC electric motor Make : Grundfos (Burt) Model : NB50 Capacity : 7.5 H.P./ 5.5 KW. Speed : 2900 RPM. Voltage : 415 V. Sr. No. 1 : H445402007. Sr. No. 2 : H445402010.</p>	2 Sets
02	<p>Dosing Pumps: Chemical dosing pumps with lid, injection fitting assembly, suction and delivery hoses For Chlorination – 01 No Make: Asstral Pool Type: Exactus – MA/A Voltage: 230V, 1 Amp Sr.No: EO3024143 For Alum/Soda Ash Doser – 02 Nos Make: Asstral Pool Type: Exactus – MA/A Voltage: 230V, 1 Amp Sr.No.1: 4060137 Sr.No.2: 406000857</p>	3 Sets
03	<p>Electric Panel consisting of : DOL for 7.5 HP Pool Circulation Pump – 2 Nos With Voltmeter, Ammeter – Set etc.</p>	1 No
04	<p>Sand Filter: Make: ASTRAL POOL (SPAIN) N. Fab: 07A024818 Model: 00706</p>	

Max. Pressure:	2.5 Kg/cm ²	
Test Pressure:	3.75 Kg/cm ²	
Area:	3.14m ²	
Filtration flow rate:	125M ³ /hr	
Bach Wash Flow Rate:	125M ³ /hr	
Filtration Rate:	40M ³ /hr/M ²	
Dia. Filter	2000mm	
Dia. Connection	140mm	
Sand Arena:	Dia - 0.4 -0.8 mm - 3800 kgs.	
Sable -	Dia - 1 -2 mm - 1050 kgs	
Side Laterales -	600 mm	
Overhead Superior -	750 mm	

• **PROCESS DESCRIPTION OF SWIMMING POOL FILTRATION PLANT**

Objective:

The main objective of the water purification equipment is to provide safe, clear pleasing, attractive and contamination free water in the swimming pool for the comfort and safety of the health of the swimmers. Recirculation and purification saves huge quantity of water, as the same is re-circulated. Only about 5 – 7 % water is lost is in evaporation and in filter back wash operations which is made up from the fresh water supply (about 20 – 30 cum per day)

The purification is achieved by circulating the water continuously through a pressure filter, disinfected by chlorination and other chemical dosing.

The purification system comprises of:

Coarse straining	(Suction Strainer)
Coagulation	(Alum dosing)
Filtration	(Pressure Filter)
Ph correction	(Chemical dosing Soda Ash / HCL)
Sterilization	(Bleaching Powder dosing for chlorination)

Recirculation System:

A perimeter flow system is adopted for the swimming pool in which the water enters the pool from inlets installed in the poolside walls.

Skimmers are installed on the sidewalls of the pool to collect the overflowing water into the balancing tank for return to pump and filter for recirculation. Skimmers on one side of the pool are provided with a separate suction pipe connected to the pool suction header. A Suction Sweeper can be attached to the skimmer for suction operation.

About 20% of the water from the bottom of the pool drain is drawn for proper balancing of the recirculation.

The balancing tank is the suction point for the pool pumps. Each pump has partially negative suction and a foot valve at the bottom of suction pipe.

Chemical dosing:

Following chemicals are added to the pool as per the requirement.

Alum as coagulant

Soda Ash for PH correction

Liquid chlorine solution for disinfection

Vacuum Cleaning:

Vacuum cleaning of the pool is done through the skimmers connected to the pump suction header. A vacuum cleaning head with extensible rods, floats, 40/50 mm dia. hose for instant connection in the skimmer are provided for vacuum cleaning.

Pool Recirculation Pumps – 2 Nos.

Two 7.5 HP horizontal monoblock centrifugal pumps (one working + one stand by) suitable for a negative suction with cast iron body and spiral volute impeller, stainless steel shaft, mechanical seal and coupled to a TEFC electric motor operating at 2900 rpm for 415 V, 3 phase, AC supply are installed in the plant room for water recirculation.

Pressure Filter:

A vertical type pressure filter manufactured by ASTRAL POOL is installed in the plant room. The shell and dished ends of the filter are manufactured from spirally wound fiberglass reinforced polypropylene material and is suitable to withstand designed working pressure. Filter media is of graded aggregate selected coarse and fine quartz sand as per latest water treatment practice.

Swimming Pool design parameters:

The capacity of the swimming pool including the capacity of the children’s pool (wading pool) is as given below.

- Size of pool : 25 x 11 M
- Capacity of pool : 4,00,000 lts.
- Turnover period : 6 hours.
- Total flow through filter : 66,667 lph
- Filtration rate : 20,000 lph /sqm
- No of filter : 1

H. MAINTENANCE SCHEDULE

The Tenderer has to submit a maintenance schedule to ACADEMY, giving all details indicating maintenance activity and its frequency for all the equipment’s / installations mentioned above.

It may please be noted that all the required daily consumables and any major breakdown, repairs, overhauls of the equipment’s, is to be covered under this service contract except for operating the system on daily basis.

I. TERMINATION OF THE AGREEMENT

During the currency of this agreement, the Academy shall have the right to terminate this agreement if it is not satisfied with the performance of the Tenderer by giving it minimum 30 days’ notice in writing. For this purpose, the Academy shall be the sole Judge to decide whether the performance

of the Tenderer is satisfactory or not and such decision of the Academy shall be final, conclusive and binding on the Tenderer and the Tenderer shall not be entitled to any compensation in that regard. Furthermore if on account of non-renewal of the contract and/or termination of this contract, the Tenderer has to terminate its employees, then it shall be the responsibility of the Tenderer to pay the legal dues to its employees. In the event of non-compliance of legal requirements Tenderer it shall be liable for all the costs and consequences.

J. PAYMENTS

1. The Tenderer shall submit bills once a month, along-with all supporting documents by 5th of every month. Payment for supply of items will be made on completion of initial job of rectification.
2. The Tenderer has to enclose certified copy of Income Tax, PAN Card No. Income tax as applicable from time to time will be deducted while making every payment. VAT, Excise, Service Tax, GST or any other tax will be the responsibility of the Tenderer. Bill should be tax invoice. Tenderer has to comply with KYC (Know your Customer Document).
3. Payment will be made on or before 15th of every month, after making all necessary deductions of dues & penalties as contemplated under the contract. The Certificate of the Officer In charge of the Academy as to the bill amount payable to the Tenderer after all deductions, shall be final and binding on the Tenderer. **Payment of monthly GST amount will be made only after the GST entry appears in GSTIN portal.**

K. MISCELLANEOUS.

1. Any dispute arising out of this contract including any clarification as to the intent or interpretation of any of the provisions of these terms and conditions, the same shall be first referred to /sought from the Director, ACADEMY, whose decision in the matters shall be final and binding on the Tenderer. Any other matter relevant to but not covered in the contract shall also be decided by making reference to the Director, ACADEMY whose decision will be final and binding on the Tenderer.
2. If the Dispute is not resolved through the reference made to the Director, ACADEMY, a reference of the same shall be made to an Arbitrator to be appointed by the Director ACADEMY Pune for adjudication of the same in accordance with the provisions of Arbitration & Conciliation Act-1996 and any statutory modification there under from time to time. There shall be no objection if the Arbitrator to be appointed is a Competent Officer of ACADEMY in the discretion of the Director ACADEMY Pune.
3. **The quoted rate of the contracting Tenderer shall be deemed to have taken into account all the conditions mentioned above. The Tenderer shall visit the ACADEMY premises and properly assess the scope of work. It shall be presumed the Tenderer had inspected the premises and made proper assessment and requirements. Once the rate is quoted and accepted, then subsequently, the Tenderer shall not raise any dispute that the rate quoted was less without considering the actual requirements.**
4. The penalties towards certain lapses of the Tenderer on account of inadequate manpower, non-compliance of statutory requirements, non-performance and unsatisfactory services, non wearing of uniform, non-display of identity card, misuse of any place including hostel room/ entry of unauthorised person, non-receipt of call by substation attendant, non-switching on / off water pumps and electricity, pilferage / damage / loss to Academy in any manner etc.

would be imposed by the academy. The Academy's decision in this regard will be final and binding on the Tenderer.

Signature of the Tenderer

(To be executed by the Contracting Agency on a Non-Judicial Stamp Paper of ₹.500/00, as per the draft.)

AGREEMENT

Agreement made at Pune on ----- between National Insurance Academy, Baner Road, Balewadi, NIA P.O., Pune – 411 045 hereinafter called ‘**Academy**’ represented by the Chief Administrator, Authorized Representative, on the one part and M/s. -----
-----address -----
-----, hereinafter called the ‘**Agency**’ (Which expression shall be deemed to include his / their representative heirs, assigns, executers. etc) represented by its Director **Shri.** ----- address -----
----- on the other part.

Whereas the Agency has agreed to perform all the jobs/services set forth in the tender document and its’ annexures, which shall be treated as an integral part of this agreement, upon the terms and conditions governing the contract annexed.

In consideration of the payment to be made by the Academy, the Agency shall duly perform the work set forth in the tender documents and its annexure and shall execute the same with great promptness, care and diligence in a prudent manner to the satisfaction of the Academy and will carry out the performance in accordance with the terms and conditions of contract with effect from ----- to --
----- and will observe, fulfill and honour all the conditions herein mentioned (which shall be deemed and taken to be part of this contract as if the same had been fully set forth herein) and the Academy hereby agrees that if the Agency observes and honours the said terms and conditions of the contract, the Academy will pay or cause to be paid to the Agency for the performance, on the completion thereof, the amount due in respect thereof at the rates accepted.

IN WITNESS WHEREOF BOTH THE PARTIES HAVE SET THEIR HAND TO THIS AGREEMENT AT PUNE ON THE DAY, MONTH AND YEAR WRITTEN FIRST ABOVE.

WE HAVE CAREFULLY READ EACH AND EVERY WORD OF THIS AGREEMENT AND HEREBY AGREE TO EXECUTE THE CONTRACT ACCORDINGLY.

Chief Administrator / ZM

M/s. _____.

NIA

WITNESS:

WITNESS:

1. _____

1. _____

2. _____

2. _____

INDEMNITY BOND

(On ₹.500/- Stamp Paper)

**FOR SERVICE CONTRACT FOR WATER SOFTENING AND SWIMMING POOL
FILTRATION PLANT AT NIA CAMPUS (2019 - 2021)**

This deed of indemnity executed at Pune at this ----- day of the month on -----
-- the year 2016. Between National Insurance Academy registered under the Public Trust Act having its
office at the chief place of business at Baner Road, Balewadi, Pune 411 045. (herein after called as the
"First Party") represented by Mr. -----

AND

M/s. -----, having its office and place of business at -----
-----.(herein after called as the "Second Party")
represented by Mr.-----.

WHEREAS THE FIRST PARTY AND THE SECOND.PARTY have signed an agreement on -----
----- 2016 for providing -----service at NIA to the First party by the
Second Party

AND WHEREAS the First Party wanted the second party to execute an indemnity bond in order to
indemnify the First party against all claims for compensation under the provision of any law for the time
being in force brought into force by or in respect of any workmen employed by the Second Party while
carrying out the contract and against all costs and expenditure incurred out the contract and against all
costs and expenditure incurred by the First Party in the said connection.

NOW THIS DEED OF INDEMNITY WITNESSED THAT, the Second Party hereby agrees and
undertakes to indemnify and keep indemnified the First Party / against all the claims for compensation
under the provision of any law for the time being in force brought into force by or in respect of any of the
workman employed by the Second Party in connection with execution of the contract and against all costs
and expenses incurred by the First Party in connection therewith. The First Party Shall intimate in writing
immediately any such damage, loss or costs incurred by it to the Second Party stating the quantum thereof
along with the detailed particulars or as to how and in what circumstances the said costs, damage of loss
was incurred. The First Party shall further be entitled to deduct any loss due from the Second Party from
all the money paid or payable by way of

Compensation as aforesaid and costs or expenses in connection therewith.

This indemnity bond shall be in force from _____ to _____

IN WITNESS THEREOF THE PARTIES HAVE SIGNED THE INDEMNITY BOND ON THIS -----
DAY OF _____ MONTH OF _____ YEAR.

For NIA, Pune

For _____

FIRST PARTY

SECOND PARTY

WITNESS: -

WITNESS: -

1. _____

1. _____

2. _____

2. _____

Signature and seal of Tenderer

COMMERCIAL BID – PART I

WATER TREATMENT PLANT

S.N.	ITEM	ITEM RATE	QTY	AMOUNT in Rs.
1	<p>Inspection, testing, servicing, repairing of Water Treatment Plant comprising of Sand Filter 2000 Litres, Water Softner 1840 Litres, Raw Water Pumps, Chlorination unit, Water Meter, Tank for Salt solution and other allied units.</p> <p>The job involves initial testing of the plant, necessary repairs to it by replacing old sand by new fine (16-32 mesh) and course sand of the sand filter by converting existing sand filter into a DMF by adding activated carbon, replacing old resin by new softner resin, attending leakages to the pipe line, valve replacement, cleaning of regeneration and chlorine tank, flexible pipe replacement, Strainers/ laterals replacement if any and reconditioning of chlorine doser unit etc. Complete with required testing.</p>			
A	Supply and Replacement of fine and course sand into Sand Filter 16/32 (mesh)		1400 Kg.	
B	Supply and filling of Carbon IV900 into Sand Filter for converting Sand Filter as Duel Media Filter		600 Kg	
C	Supply and Replacement of Softner Resin		1840 Kg	
	Make of Resin			
	Type and No			
D	Supply and Replacement of flexible pipe from Salt Water Tank to Softner, if required.		1 Set	
E	Supply and Replacement of broken Strainers / Laterals (Quote rate per No.)		1 No.	
F	Supply and replacement of Side Mounted 65 mm Multiport Valve for Softner and Filter, if required. (Quote rate per No.		2 Nos	
	Make			
	Model			
G	Supply and installation of Blue-Sales make Level Switches		2 Nos.	
2	<p>Inspection, testing, servicing, repairing of Swimming Pool Filtration Plant comprising of Pressure Sand Filter, Water Circulation Pumps,</p>			
	Dosing units and PVC Piping etc. and other allied			

	units. The job involves initial testing of the plant, necessary repairs to it by replacing old sand by new quartz filter sand, attending leakages to the pipe line, valve replacement, cleaning of filter, replacement of strainers/ laterals, if any and reconditioning of doser units etc. Complete with required testing.			
A	Supply of quartz's filter sand.		2500 KG	
B	Supply and Replacement of broken Strainers / Laterals (Quote rate per No.)		No.	
C	Supply and replacement of Side Mounted 100 NB Butterfly Valves.		5 Nos	
	Make			
	Model			
	Total of 1(A to G) + 2(A to C)			
	GST			
	Grand Total			

COMMERCIAL BID – PART II

BILL OF QUANTITIES					
PART A - WATER SOFTENING AND SWIMMING POOL FILTRATION PLANTS MAINTENANCE					
I	Monthly charges towards Water Softening Plant - WTP	Rate Per Ltr (Monthly Charges) in Rs.		Qty	Rs.
	This part includes operation and routine maintenance of water purification and softening plant and regeneration of a maximum of 150000 Litres of water per day by operating the plant with required quantity of approx. 250 Kg Sodium Chloride (Salt) and 1.5 Litres of Sodium Hypochlorite per re-generation of 150000 Litres Borewell Water . Service contract includes routine maintenance of Water Softener, Sand Filter, all valves, pipes, chlorine dozer etc. It would be agency's responsibility to test the PH level of treated water, hardness of raw water and total hardness and residual chlorine of treated water on daily basis by using necessary water testing kit and chemicals. The quantity of would be measured on the water meter installed on the treated water pipeline.		Approx. 200000 Litres per day	Approx. 60,00,000 Litres per month	
II	Monthly charges towards Swimming Pool Filtration Plant			Lumpsum	
	This part includes routine maintenance and operation of swimming pool filtration plant. The job includes maintenance of Water Filter, all valves, pipes, chlorine doser etc. and back washing and rinsing operation of pool filter as and when necessary, dosing of required chemicals manually or through Astral Dosing Pumps, routine maintenance of dosing system / pumps, checking of filter and its inlet outlet pressure etc. including supply of all required consumables, chemicals such as TCCA-Chlorine granules, Sodium Hypochlorite, Muriatic Acid, Alum, Soda Ash, Algaecide, Acid and required pool water test kit. It would be agency's responsibility to test the PH level of swimming pool water, its hardness, total hardness and residual chlorine of water on daily basis.				
III	Operating charges for carrying out water filtration, daily operation and routine maintenance work of WTP including filtration of swimming pool water filtration and testing of water parameters.		Monthly Charges	Lumpsum	
IV	Complete servicing of Swimming Pool Sand Filter including removal of sand, rewashing, cleaning the sand, adding, and refilling sand and cleaning of internal strainer and fragile laterals.		(As and when instructed by NIA)	One time job on need basis	
	Total of Part I+II+III+IV				
	Add: GST 18% Water Softening and S				
	Grand Total				

PART - B COMPREHENSIVE MAINTENANCE OF 500 LPH, 100 LPH RO PLANT AND 15 LPH RO PURIFIERS MAINTENANCE				
S. N.	DESCRIPTION	Technical Clarifications		
1	Comprehensive Annual Maintenance Contract of 500 LPH RO Plant including standard replacement of free consumables during AMC. A list and cost of consumables apart from the standard and free consumables is given separately.	The Scope of work covers Comprehensive Annual Maintenance Contract of 500 LPH RO Plants – 2 Nos. inclusive of all parts of the machine and allied accessories / equipment. The scope of work covers services of Technical Staff and replacement of necessary spares on requirement basis. The bidder shall maintain the equipment as per manufacturer's guidelines and shall use standard and genuine components for replacement.		
	Annual Charges - CAMC	2 Units		
2	Comprehensive Annual Maintenance Contract of 100 LPH RO Plant including standard replacement of free consumables during AMC. A list and cost of consumables apart from the standard and free consumables is given separately.	The Scope of work covers Comprehensive Annual Maintenance Contract of 500 LPH RO Plants – 2 Nos. inclusive of all parts of the machine and allied accessories / equipment. The scope of work covers services of Technical Staff and replacement of necessary spares on requirement basis. The bidder shall maintain the equipment as per manufacturer's guidelines and shall use standard and genuine components for replacement.		
	Annual Charges - CAMC	1 Units		
3	Comprehensive Annual Maintenance Contract of 15 LPH RO Water Purifier including standard replacement of free consumables during AMC. A list and cost of consumables apart from the standard and free consumables is given separately.	5 Units		
Total Amount (1+2+3)				
4	CONSUMABLES REQUIRED FOR 100/500 LPH RO PLANT/YEAR	QTY	PRICE	
	Anti Scalent	12 LTR		
	Chlorine	50 LTR		
	Cartridge Filter	8 Nos		
	Total Amount			
	Total Amount FOR 2 RO Plants			
4	CONSUMABLES REQUIRED FOR 15 LPH RO PURIFIERS			
	Pre Filter	6 Nos		

	Post Filter	6 Nos		
	Total Amount			
	Total Amount for 5 RO Purifiers			
	GST	18%		Extra as applicable
	Grand Total			