

NATIONAL INSTITUTE OF TECHNOLOGY GOA
(An Autonomous Institution under Ministry of Human Resource Department)
(Farmagudi Ponda Goa 403401)

Tender Ref No: NITGOA/HOSTEL/2019-20/OW/ 23

Date: 13/01/2020

TENDER FOR WATER SUPPLY AS ON CALL BASIS

(Complete e-Tender documents are available on e-Tender website <https://mhrd.euniwizarde.com> and NIT GOA website <http://nitgoa.ac.in/> Corrigendum, if any, shall only be available on above websites.)

On line Bids are invited on behalf of the Director, National Institute of Technology (NIT), Goa – 403401, from the intending bidders for Water Supply as on call basis for the Institute as detailed in the enquiry letter. MHRD Portal <https://mhrd.euniwizarde.com> (Through online mode only).

Event	Date	Time
Pre-bid Conference	-	-
Last Date of submission of Bid (online)	10-02-2020	01.00 P.M.
Technical Bid Opening date	10-02-2020	03.00 P.M.
Financial Bid Opening date	12-02-2020	03.00 P.M.

Tender Form Fee	Nil
EMD Amount	Rs. 10,000/-
Performance Security (only after award of service order)	Rs. 50,000/- (in the Form of Demand Draft only)

BID DOCUMENT

Section 1 A - Procedure for Submission of E-Tender

The bidders are required to submit soft copies of their bid electronically on the e-Wizard Portal using valid Digital Signature Certificates. Below mentioned instructions are meant to guide the bidders for registration on the e-Wizard Portal <https://mhrd.euniwizarde.com>, prepare their bids in accordance with the requirements and submit their bids online on the e-Wizard Portal. For more information bidders may visit the e-Wizard Portal <https://mhrd.euniwizarde.com>

1. **REGISTRATION PROCESS ON ONLINE PORTAL**

1. Bidders to enroll on the e-Procurement module of the portal <https://mhrd.euniwizarde.com> by clicking on the link “**Bidder Enrolment**” as per portal norms.

2. The bidders to choose a unique username and assign a password for their accounts. Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the e-Wizard Portal.
3. Bidders to register upon enrolment their valid Digital Signature Certificate (DSC: Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India with their profile.
4. Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSCs to others which may lead to misuse. Foreign bidders are advised to refer "DSC details for Foreign Bidders" for Digital Signature requirements on the portal.
5. Bidder then logs in to the site through the secured log-in by entering their user ID/password and the password of the DSC / e-Token.

2. TENDER DOCUMENTS SEARCH

1. Various built-in options are available in the e-Wizard Portal which is further synchronizing with CPP Portal to facilitate bidders to search active tenders by several parameters. These parameters include Tender ID, organization, location, date, value, etc.
2. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as organization name, a form of contract, location, date, other keywords, etc. to search for a tender published on the Online Portal.
3. Once the bidders have selected the tenders they are interested in, they may download the required documents/tender schedules. These tenders can be moved to the respective 'My Tenders' folder. This would enable the Online Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
4. The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification/help from the Helpdesk.

3. BID PREPARATION

1. Bidder should take into account any corrigendum published on the tender document before submitting their bids.
2. Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid.
3. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that needs to be submitted. Any deviations from these may lead to rejection of the bid.
4. Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document/schedule and generally, they can be in PDF / XLS / PNG, etc. formats. Bid documents may be scanned with 100 dpi with black and white option.

4. BID SUBMISSION

1. Bidder to log into the site well in advance for bid submission so that he/she uploads the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
2. The bidder to digitally sign and upload the required bid documents one by one as indicated in the tender document.
3. Bidder to select the payment option as Online" to pay the tender fee/ EMD wherever applicable and enter details of the instrument.
4. A standard BOQ format has been provided with the tender document to be filled by all the bidders. Bidders to note that they should necessarily submit their financial bids in the prescribed format and no other format is acceptable.
5. The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, the opening of bids, etc. The bidders should follow this time during bid submission.
6. All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data, which cannot be viewed by unauthorized persons until the time of bid opening.
7. The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
8. Upon the successful and timely submission of bids, the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
9. Kindly have all relevant documents in a single PDF file of compliance sheet.
10. **The off-line tender shall not be accepted and no request in this regard will be entertained whatsoever.**

5. AMENDMENT OF BID DOCUMENT

At any time prior to the deadline for submission of proposals, the institutions reserve the right to add/modify/delete any portion of this document by the issuance of a Corrigendum, which would be published on the website and will also be made available to the all the Bidder who has been issued the tender document. The Corrigendum shall be binding on all bidders and will form part of the bid documents.

6. ASSISTANCE TO BIDDERS

1. Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
2. Any queries relating to the process of online bid submission or queries relating to e-Wizard Portal, in general, may be directed to the 24x7 e-Wizard Helpdesk. The contact number for the helpdesk is 011-49606060, 23710092, 23710091, Farhan 8448288992, 9702900276, Gagan +91 8448288987, Vijay +91 9113518121, Sanjeet Kumar Jha +91-8882495599.

Criteria for Evaluation in Technical Bid

- 1) Photocopy of Goods and Service Tax Registration certificate (In case GST is not applicable to bidder he should submit the declaration on firm/proprietor letterhead that **Goods and Service Tax is not applicable to him as per provisions of GST ACT 2017.**)
- 2) Photocopy of PAN Card
- 3) EMD to be paid in online mode only.
(Note: For paying online EMD e-Wizard procedures to be followed)
- 4) License for water supply from Water Resource Department from Government of Goa.

The Application / Tender form submitted (online mode only) without the above documents will be rejected and will not be considered for evaluation of Financial bid.

Criteria for evaluation in Financial Bid

1. The Bidders whose quotes are found to be lowest as per **Financial bid will be declared as L1 and will be awarded service order** subject to the condition that the rates quoted are reasonable as per market rates.

OTHER TERMS AND CONDITIONS

1. The supply of water to NIT GOA will be on actual requirement basis only. **(Approximate 30 tankers per month)**
2. **EMD of Rs. 10,000/-** (to be paid in online mode only). EMD of Unsuccessful bidders will be returned within 30 days of finalisation of Tender process.
3. Performance Security of Rs. 50,000/- (in the form of Demand Draft only) to be submitted by bidder awarded order **which will be retained by the Institute for a period of contract period which shall also include the renewal period (in case renewal of contract).**
4. The Director NIT GOA reserves the rights to forfeit the Performance security deposit during the validity of contract if there is any breach of service / contract from the Service provider viz., non – supply of water within time, part supply of water, unhygienic water.
5. The Bill for water supply will be raised on monthly basis by the service provider to NIT GOA supported with documents (if any)

duly certified by authorized representative of NIT GOA.

6. NIT GOA reserves the right to terminate the contract / service by giving a notice of one month to the Service Provider, in case the service is found unsatisfactory or any other reason. In case service provider/contractor wants to terminate the contract he will have to serve notice period of three months failure to do so will entail forfeiture of security deposit and blacklisting the contractor from participation in future tenders of NIT GOA of any categories of tenders.

7. The Contract / service will be valid for a period of one year and further extension of two years subject to review at the same terms and conditions mentioned in this Tender document / Service Agreement.

8. Water shall have to be supplied on urgent basis on short notice, as and when required, within two hours of receiving the telephonic order.

9. The acknowledgement of trips shall be signed duly by the contractor and Institute representative and hand over to departmental / security at receipt point located at various storage tanks. Original delivery challan shall be handed over to the departmental representative.

10. In case of delay in supplying of water as per NIT Goa demand penalty will be imposed by NIT GOA in the form of deduction of amount from bill in the form of penalty (per delay in water supply) @1% of particular month bill value.

11. The size of the tanker to be displayed on the tanker clearly.
12. The rates quoted shall be inclusive of waiting and unloading time. The tanker is basically directed for the consumption of drinking water in NIT GOA. No extra claims shall be entertained on account of above factors.
13. The rate quoted will be applicable for whole quantity of water mentioned above without any change for any reason thereof.

14. The supply of required quantity of fresh water at short notice is the essence of this contract. In case of any water shortage / difficulty with the contractor for supply of water in time, he / she should make necessary alternative arrangement for the same as soon as possible.
15. The supply of tankers should be during the office hours as far as possible.
16. **Authorised personnel of NIT GOA reserve the right to check the water quality as per standards from time to time which can be in the form of asking contractor/water supplier for production of water quality testing certificate by authorised state/central government department or institution.**
17. In case the contractor during contract period is found for supplying unhygienic water the contract may be terminated by the NIT GOA without any further notice. In this case NIT GOA also reserves the right of forfeiting Performance security deposit without any notice to contractor.
23. The Director, NIT GOA reserves the right to cancel any or all tenders at any time without assigning any reason thereof.



Registrar I/C

National Institute of Technology
Farmagudi, Ponda-Goa 403 401

DISQUALIFICATION CLAUSE:

22. The Bidder shall be disqualified if:

- (a) The bidder or any of its constituent(s) has been blacklisted/banned business dealing by any Government Department, Government Agency or Public Sector Undertakings at any time, except in cases where such blacklisting / banning has been withdrawn by competent authority or ceased on the deadline for submission of the bid, for which satisfactory evidence is to be produced.
- (b) Any previous contract of the bidder or any of its constituents had been terminated / rescinded for contractor's failure by NIT GOA during the period of last 5 years before the deadline for submission of the bid
- (c) The bidder or any of its constituents has been issued a show cause notice for poor performance / banning / blacklisting or business or order for suspension of business by the competent authority of NIT GOA.

Signature of the tenderer with seal


National Institute of Technology
Farmagudi, Ponda-Goa 403 401

CHECK LIST

	Annexure A to C have been duly filled in and enclosed	Yes / No
1.	Photocopy of Goods and Service Tax Registration certificate (If exemption applicable declaration of the same)	
2.	Photocopy of PAN Card	
3.	EMD to be paid in online mode only. (Note: For paying online EMD e-Wizard procedures to be followed)	
4.	License for water supply from Water Resource Department Government of Goa.	

Signature of the tenderer with seal

Date: _____

TANKERS TO BE DEPLOYED FOR WORK

RTO Registration No./ Validity of registration	Registration No. of water resource Dept.	Capacity of Tanker

Signature of the tenderer with seal

Date: _____

PRICE BID

Date:

Name of work: “WATER SUPPLY AS ON CALL BASIS”

<u>Sr. No.</u>	<u>Description of work</u>	<u>Unit</u>	<u>Rate per 1000/- litres of water supply</u>	<u>Remarks (if any)</u>
1.	Supply of clean drinking water to NIT GOA	Litres		

Note: Total quoted tender amount inclusive of water testing charges, all taxes and other charges (including transportation, loading and unloading) if any. **NO EXTRA / ADDITIONAL PAYMENT WILL BE MADE.**

**Signature of the tenderer
with seal**

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