



# **NATIONAL INSTITUTE FOR EMPOWERMENT OF PERSONS WITH MULTIPLE DISABILITIES (NIEPMD)**

(Department of Empowerment of Persons with Disabilities (Divyangjan),

Ministry of Social Justice and Empowerment, Govt. of India)

ECR, Muttukadu, Kovalam Post, Chennai 603 112, Tamil Nadu.

**Tel:044-27472113,27472046 Fax: 044-27472389**

**www.niepmd.tn.nic.in Email:niepmd@mail.com**

\*\*\*\*\*

## **e-TENDER NOTICE: FOR SUPPLY OF WATER THROUGH TANKERS ON CALL BASIS**

Last date for e-bidding : **3.00 PM. On 07<sup>th</sup> Jul 2022**  
Tender Fee\* (Non-Refundable) : **NIL**  
EMD\* : **Rs.20, 000/-**  
Date & Time of Opening of Tender Documents : **04.00 PM. On 08<sup>th</sup> Jul 2022**

\*Tender fee and EMD to be paid online through NEFT/RTGS only.

Tele: 044-27472046/27472113 Telefax: 044-27472389 E-mail:niepmd@gmail.com

Tender Ref No. NIEPMD/PUR4 (65)/2022-23

Sd/-  
**DR (Admin) Offg.**

Sd/-  
**DIRECTOR I/C**

National Institute for Empowerment of Persons with Multiple Disability, hereafter called NIEPMD, (An Autonomous Institution under Ministry of Social Justice & Empowerment, Govt. of India), having its office at East Coast Road (ECR), Muttukadu, Kovalam (Post), Chennai – 603112 inviting e-tender notice through NIC e-procurement portal : <http://eprocure.gov.in/eprocure/app> for supply of drinking water on call basis in Two bid system i.e. technical bid and financial bid. The tender document can be downloaded from our website [www.niepmd.tn.nic.in](http://www.niepmd.tn.nic.in).

The Institute will enter in to annual rate contract for Purchase of drinking water for an initial period of one year from date of award of contract. The contract may be extendable for 02 (Two) more years' subject to satisfactory performance and discretion of Director, NIEPMD. However, it is not binding for either side to extend the rate contract beyond one year any party can refuse to extend the contract beyond one year without assigning any reason. Vendor cannot claim for extension on expiry of contract. Order Quantity will be less or more or zero as per institute requirement. No claim for minimum mandatory purchase will be accepted.

Sd/-  
**Deputy Registrar (Admin)**

Sd/-  
**DIRECTOR I/C**

Date: 24<sup>th</sup> Jun 2022

The duly filled in tender form **along with Terms and Conditions and Annexure A - G) Documents mentioned in Technical Criteria** should be part of Technical Bid.

**(A) Technical Criteria Evaluation Documents (to be uploaded with Technical Bid)**

- (i) PAN CARD of firm/Proprietor
- (ii) GST Certificate (if not applicable attach declaration as per applicable Acts)
- (iii) Annexure-B
- (iv) EMD payment receipt in Favour of Director, NIEPMD, Chennai. Exemption Certificate in case EMD exempted.
- (v) Annexure-F
- (vi) Annexure-G
- (viii) Relevant License/Registration Certificate from Water Department, Govt. of Tamil Nadu for supplying Drinking water.
- (ix) Signed and stamped copy of Tender document to uploaded with technical Bid.

**(B) Financial Bid Evaluation Criteria:**

(i) Whoever quotes least as per Financial Bid will be awarded order. Please note the Quoted Price in Financial Bid to be Inclusive of all taxes and all charges associated incidental to supplying of water to NIEPMD, Chennai.

Following documents are required for payment processing in case work/service order is awarded.

- 1) Filled in Bidder sheet (mentioned at Annexure-D)
- 2) Filled in Digital Payment Form (mentioned at Annexure-E)

The E-tender submitted without the above documents will be rejected and will not be considered for evaluation of financial bid.

**(C) Instruction to Bidders**

- a. E-Tender are invited on behalf of The Director, NIEPMD, ECR, Muttukadu, Kovalam (Post), Chennai -603112 from the intending bidders for supply of Drinking water through tankers in 24000 litres capacity.
- b. The last date for opening of the bid is marked in the enquiry. In case the above date is declared a holiday for NIEPMD, Chennai, the bid will be opened on next working day.
- c. The bids must be submitted through NIC e-procurement portal only. No manual bids will be accepted.
- d. If a prospective bidder requires any clarification in regard to the bidding documents, he may mail to [niepm@gmail.com](mailto:niepm@gmail.com) at least 03 days before the deadline for last date of bid.
- e. Each bidder shall submit only one bid. a bidder, who submits more than one bid, shall be disqualified and considered non-responsive.

f. The bids shall be opened in as per date and time mentioned in tender document through e-mode only. Evaluation result will be published on NIC CPP portal. In case bid opening day became holiday the bids will be opened on next working day. the office at the date and time given on the top of the document.

g. The bidder has to put seal and sign in full at all pages of the bidding document including annexures and upload with technical bid, failing which the bidder will be disqualified.

h. The Director NIEPMD, Chennai and its successors reserves the right to reject any or all tenders, wholly or partly or close the tender at any stage prior to award of contract without assigning any reason whatsoever.

i. The rates quoted should preferably be net, inclusive of all taxes and duties, packing, forwarding, freight, etc.

j. The bid is to be accompanied with "Bid Security" (Earnest Money) for an amount stated in the enquiry, in the form of NEFT/RTGS, in favour of Director, NIEPMD, Chennai as per account details mentioned tender document. Units registered with National Small Industries Corporation (NSIC), Small Scale Industrial (SSI) or DGS&D are exempted from payment of EMD for the item tendered with subject to registration certificate being valid as on date of quotation. Bid is accompanied by a photocopy of valid NSIC/SSI Registration Certificate / Review Certificate. Photocopy of application for registration as NSIC/SSI/DGS&D or for renewal of NSIC/SSI/DGS&D will not be acceptable. Such offers will be treated as offers received without EMD. No further correspondence will be accepted on the subject.

k. Any Liability regarding GST will be of supplier/service provider of products/Services.

l. The successful bidder must furnish "Performance Security" for an amount specified in the enquiry, in the form of Account Payee Demand Draft, and/or unconditional Bank guarantee en-cashable on demand from the Director, NIEPMD, Chennai, from a Commercial Bank with validity period of sixty days beyond the date of completion of all contractual obligations of supplier including guarantee/ warranty obligations. The Performance Security is to be furnished in favour of the Director, NIEPMD, Chennai, within ten days of intimation, failing which his bid security will be forfeited.

j. Payment (100 percent) will be made to vendor through NEFT / RTGS , within 10 days from the day of providing service as per contract, subject to necessary documents required for payment processing.

k. In the event of any dispute arising out of the bid or from the resultant contract, the decision of the Director, NIEPMD, Chennai shall be final and binding.

#### **(D) Other Terms and Conditions**

1. The supply of water to NIEPMD, Chennai will be on actual requirement basis only. ((Approximate 3 tankers per day (which may increase or decrease as per actual (requirement) (Approx. capacity of each tanker 24,000 litres))

2. Supplier should have tanker with a capacity of 24000 litres or more.

3. Bids offering less than 24000 litres capacity tanker will not be accepted and their bids will be rejected.

4. The Performance Security @3% of order value has to be submitted to Accounts section (within 15 days of award of order) either in the form of Demand Draft or Performance Bank Guarantee by successful bidder in case order is awarded, which will be retained till the completion of contract period. The validity of Performance Security beyond 02 months of contract period.
5. The Bill for water supply will be raised on Weekly basis by the service provider to NIEPMD, Chennai supported with invoices duly certified by authorized representative of NIEPMD, Chennai.
6. NIEPMD, CHENNAI will reserve 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 (for a period decided by NIEPMD, Chennai Competent Authority) of NIEPMD, Chennai of any categories of tenders.
7. The Contract / service will be valid for a period of one year only.
8. Water shall have to be supplied on urgent basis on short notice, as and when required, within One hour of receiving the telephonic order.
9. Tanker shall be filled properly to the full capacity of tank. The custom log-book should be maintained by authorized representative of NIEPMD, Chennai, which will contain signature of both the authorized representative NIEPMD, Chennai and representative of Contractor at the time of supplying water to NIEPMD, Chennai.
10. In case of delay in supplying of water as per our demand penalty will be imposed by NIEPMD, Chennai as deemed fit.
11. The size of the tanker to be displayed on the tanker clearly.
12. The rates quoted shall be inclusive of waiting loading and unloading time. 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 and to supply the water within the time period mentioned above.
15. The supply of tankers should be during the office hours as far as possible.
16. Authorised personnel of NIEPMD, Chennai reserve the right to check the water quality as per standards from time to time.
17. In case the contractor during contract period is found for supplying unhygienic water the contract may be terminated by the NIEPMD, CHENNAI without any further notice. In this case NIEPMD Chennai also reserves the right of forfeiting security deposit without any notice to contractor.

#### **(E) QAULITY OF WATER**

1. The water should be portable drinking quality water, & should be

lifted from authorised AMC filling point, nearest to place of supply.

2. Water should be clear, portable, totally hygienic, odourless, requisite municipal standards for drinking use.
3. Supplier shall submit the test reports of water, (Chemical& Biological) to ESIC, MHB on monthly basis or/& when as required from an approved laboratory and the expenses of tests should be borne by the supplier only, on orders of ESIC MHB.
4. The tanker used for supplying water should be clean and in satisfactory hygienic condition.
5. Any liability arising out of unsafe water supplied will be borne by of the bidder.

#### **(F) PENALTY**

1. Rs. 5000/- shall be charged if water is not supplied for consecutive 3 (three) days after placing the order.
2. Security Deposit shall be forfeited if water is not supplied for consecutive 10 (Ten) days.
3. If the quality of water supplied is found to be contaminated or not as per drinking standards, the security deposit of the supplier may be forfeited, and the contract will be terminated & legal action will be taken against the supplier. Penalty shall be recoverable from the bills of the contractor and/or by adjustment from the security deposit at the discretion of the ESIC, MHB.

#### **(G) DISQUALIFICATION CLAUSE:**

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 (be it Central Government funded or State Government funded) 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 declaration to be attached in Annexure-G.
- (b) Any previous contract of the bidder or any of its constituents had been terminated / rescinded for contractor's failure by NIEPMD, CHENNAI 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 NIEPMD, Chennai.

Signature of the tenderer with seal

**Annexure –A****Check List**

<b>Sl. No.</b>	<b>Annexure A to C have been duly filled in and enclosed</b>	<b>Yes / No</b>
1.	Photocopy of Goods and Service Tax Registration certificate (If exemption applicable declaration of the same)	
2.	Photocopy of PAN Card	
3.	Filled in Bidder sheet (mentioned at Annexure-D)	
4.	Filled in Digital Payment Mandate Form (mentioned at Annexure-E)	
5.	EMD E-Payment receipt in favour of Director NIEPMD, Chennai	
6.	License for water supply from Water Resource Department- Government of Tamil Nadu	
7.	Declaration in Annexure-G	

Signature of the tenderer with seal

**ANNEXURE.B**

**TANKERS TO BE DEPLOYED FOR WORK**  
**(With Minimum Capacity of 24000 litres capacity each tanker)**

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

**Date:**

Signature of the tenderer with seal

Note: Bidders please note the capacity of each tanker must be equal or more than 24000 litres per tanker.

Note: Bidders offering less than 24000 litres capacity tanker. their bids will be rejected.



## **ANNEXURE-C**

**BOQ Document in Ms excel format to be uploaded on NIC CPP Portal.**

**Bidder Information Sheet**

<b>Sl. No.</b>	<b>Particular Details</b>	<b>Information from Bidder</b>
1.	Company Name	
2.	Company Registration Number	
3.	Registered Address	
4.	Name of Partners / Directors	
5.	Bidder Type	
6.	City	
7.	State	
8.	Postal Code	
9.	PAN/TAN No.	
10.	Company's Establishment Year	
11.	company's Nature of Business	
12.	Company's Legal Status (choose from below) 'Limited Company, Undertaking, Joint Venture, Partnership and others)	
13.	Company category (Choose from Below) Micro Unit as per MSME, Small unit as per MSME, Medium unit as per MSME, Ancillary Unit, SSI, other)	
14.	Date Of Birth (DD/MM/WW)	
15.	correspondence Email	
16.	Designation	
17.	Phone	
18.	Mobile	

Note: If the information is not pertaining to the bidder; in third column he should specify as "Not Applicable"

Signature of the tenderer with seal

**ANNEXURE –E**

Date:

**Digital Payment Mandate Form**

<b>Sl. No.</b>	<b>Details required</b>	<b>Information</b>
1.	Name of Vendor/Supplier	
2.	Date Of Birth / Date of incorporation	
3.	Father/Husband Name	
4.	Aadhaar Number	
5.	GST No	
6.	PAN No.	
7.	Complete Address	
8.	City	
9.	District	
10.	State	
11.	Country	
12.	Pin Code	
13.	Mobile No.	
14.	Telephone No.	
15.	E-Mail address	
16.	Account Holder Name	
17.	Bank Name	
18.	Bank Branch	
19.	Bank Address	
20.	Account No	
21.	Type of Account	
22.	IFS Code	
23.	Swift Code	

I/We hereby declare that the particulars given above are correct and complete. If the transaction is delayed or not effected at all for reasons of incomplete or incorrect information I/we would not hold the user institution responsible.

Name:

Stamp/Seal &amp;Signature of Vendor/Supplier:

(On Letter Head)

**DECLARATION BY THE TENDERER**

(To be uploaded with Technical Bid)

I/We.....have read all the terms and conditions of this tender document (Tender/Bid No.....) and fully agreeable to the same.

Date:

(Signature & Seal)

**DECLARATION BY THE TENDERER**  
**(To be uploaded with Technical Bid)**

I/We.....do hereby declare that the firm.....is not debarred by /has not been blacklisted by any Government/Semi-Government Departments/Autonomous Bodies /Organizations/ institutes (either funded by Central Government or State Government) as on the date of submission of the bid no.-----  
Dated.....

(Signature)

Date:

(Seal of the organization)