



TATA INSTITUTE OF SOCIAL SCIENCES
V.N. Purav Marg, Deonar, Mumbai – 400 088.
(A Deemed University under Section 3 of the UGC ACT, 1956)

TISS/AMC-TC/2018

31 Dec 2018

NOTICE INVITING TENDER FOR
CLEANING OF UNDERGROUND AND OVERHEAD TANKS IN TATA
INSTITUTE OF SOCIAL SCIENCES, MUMBAI

The Tata Institute of Social Sciences(TISS) invites sealed bids from established, reputed and experienced firms for cleaning of underground and overhead tanks in Tata Institute of Social Sciences, Mumbai. Details of the services required and other terms and conditions relating to the award of Contract are given in Annexure-I.

2. Tender Document is available on the website of the TISS i.e. www.tiss.edu. The intending bidders may download the tender document containing the terms and conditions and submit the same.

3. All interested service providers are requested to submit their sealed quotations as per prescribed procedure to this office on or before 1500 Hrs. of 14.01.2019.

ANNEXURE - I

TERMS & CONDITIONS

1. Last date & time of receipt of Quotations : 14.01.2019
1500 Hrs.
2. Date & time of opening Bids : 14.01.2019
1600Hrs.
3. Place of Submitting quotations: Tata Institute of Social
Sciences, V.N. Purav Marg,
Deonar, Mumbai-400 088.
4. Tenderers shall inspect and examine the site and its surroundings and satisfy themselves before submitting their tenders as to the nature of the site and shall themselves obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect their tender. A tenderer shall be deemed to have full knowledge of the site whether he inspects it or not. Submission of a tender implies that the tenderer has read the complete contract documents and is aware of the conditions, specification of the work to be done and of the local conditions and other factors having a bearing on the execution of work. Any claim either for extra amount or for additional time for execution due to ignorance about the site and working condition is not payable.
5. **Scope of work:** The Contractor shall undertake cleaning of Water Tanks by following complete process of Eight Stages Treatment given below:-
 - (a) Dewatering: Extract complete water from the water tanks effectively (Dewatering by Pump). Extracted water must be drained to nearest drain or to locations as directed.
 - (b) Sludge Removing Treatment: The process includes the cleaning of floor, roof & walls of the tank. This means removal of sand, mud & any other extraneous matter with diluting process. (By Pump/manual)
 - (c) Algaecide Treatment: Removal of Algae or Fungus which sticks on the inner walls of the tank. This treatment fully removes the dirty substance of the tank. (By Dusting Brush)
 - (d) High Pressure Treatment: After removal of the major part of the dust we inspect the inside walls for removing the dust in the corners and hidden bacteria by high pressure cleaning utilizing anti-bacterial agents. This process enhances the overall cleaning procedure.
 - (e) Improver Treatment: Improver cleaning treatment of the entire surface of the tank to improve the taste/odor of water is done utilizing precision high pressure pumps.
 - (f) Chlorination Treatment (High Dose): Anti-Bacterial spray to kill germs & bacteria present in tanks. This is done in specific quantity of liquid chlorine which is not harmful to humans, but sufficient to kill germs and bacteria.
 - (g) Ultra - Violet Treatment: In the last stage the entire surface is treated with Ultra - Violet rays for destroying the floating spores of germs

and invisible bacteria. It is a very safe and versatile application for killing germs & it cannot be overdosed in any way. Agencies/contractor applying for tank cleaning work must ensure that they have used/have experience UV treatment process in earlier cleaning works. Agencies/contractors without having experience in UV treatment will be summarily rejected.

(h) Pipelines Treatment: Disinfection of pipelines (O/H tanks to taps) to break the beds of bacteria.

6. **Validity of the contract:** The period of contract shall be for two year from the date of award of contract. The cleaning needs to be done twice in a year(once in six months). TISS, however, reserves the right to terminate the contract by giving 15 days notice and without assigning any reason thereof.

7. **Earnest Money Deposit** Earnest money of Rs. 10, 000/- in the form of Bank Draft in favour of "Tata Institute of Social Sciences" payable at Mumbai must accompany the tender. Earnest money is liable to be forfeited, if the contractor selected for the work fails to sign the formal agreement within 07 days from the date of issue of work award letter. Earnest Money Deposit of unsuccessful bidder shall be returned after a decision on the tender is taken. EMD of successful bidder will be returned after receiving the Performance Security. No interest will be paid by "TISS" on the Earnest Money Deposit.

8. **Performance Security:** The successful bidder shall be required to deposit an amount equal to 5% of the contracted and accepted value within 07 days of issue of letter of intent, as Performance Security. Performance security shall be submitted in the form of Demand draft drawn in favour of "Tata Institute of Social Sciences" and shall be valid for a period of 24 months. Performance Security will be discharged after completion of contractor's performance obligations under the contract. If the contractor fails or neglects any of his obligations under the contract, TISS reserve the right to forfeit either whole or any part of Performance security furnished by the bidder as penalty for such failure.

9. **Eligibility conditions:**

(a) The agency/firm should having experience of at least 02 years in the relevant field and must doing such services for various reputed organizations/departments of Government of India/Public Sector Undertakings/statutory bodies/MNCs.

(b) The agency/firm should be registered under Service Tax Registration/TIN/VAT Registration No. (copy to be attached)

(c) The details of inputs/information required to be submitted by the agency are listed in the format for Technical Bid (Annexure II).

10. **Submission of Tenders:** The technical and financial bids must be submitted in separate sealed cover in the format as prescribed in Annexure-II and Annexure-III respectively. Both the technical and financial bids along with third envelope containing EMD are to be kept in a big sealed envelope. The envelope containing EMD should not be sealed and kept open. The big envelope containing the three envelopes must be superscribed "Tender for cleaning overhead and underground water tanks". Commercial/Financial bids of only those bidders whose technical bids are acceptable/qualified will be

opened. Late/delayed tenders due to any reason, whatsoever, will not be accepted/considered, at all, under any circumstances.

11. **Responsibilities of the Firm/Agency:** Contractor will be fully responsible for any accident or mishaps involving workers engaged by the Contractor and the Contractor would pay claims made on this part. The Contractor shall indemnify the Institute from any claims arising out of accidents, disabilities of any nature or death arising out of provisions under law, or any other nature in respect of all workers engaged by the Contractor.

12. Except where otherwise provided in the contract, all questions and disputes relating to the meaning of the instruction herein before mentioned and as to the quality of the work, as to any question, claim, right, matter or thing whatsoever, in any way arising out of or relating to the contract, specifications, estimates, instructions, orders or these conditions or otherwise concerning the works, or the execution of the same whether arising during the process of the work or after the completion or abandonment thereof shall be referred to the sole arbitration of a person nominated by the Director of Tata Institute of Social Sciences and if he is unable or unwilling to act to as the Sole Arbitrator or some other person appointed by him willing to act as such arbitrator. The submission shall be deemed to be submission to Arbitration under the meaning of the Arbitration Act, 1996 or any subsequent amendments of enactment thereof for the time being in force, conclusive and binding on all parties of the contract.

13. **Payment:** Payment to the selected agency shall be released on completion of satisfactory cleaning of all the tanks after **every six monthly cleaning**. In case of any issues with regard to the work, necessary penalty will be deducted from the bill proportionate to the negligence during the work.

14. TDS and any other Government levies applicable shall be deducted on bill amount as per Government of India instructions issued from time to time.

15. TISS does not bound to accept the lowest tender and reserve the right to accept or reject any or all the Tenders.

ANNEXURE - II**PROFORMA FOR TECHNICAL BID**

SNo.	Items	Information/ Inputs to be filled by the tenderer (If required separate sheets may be enclosed)
1	Name and Address of the firm/agency, telephone number, fax, mobile number, email address	
2	Type of organization (Whether proprietorship, partnership, private limited, limited company)	
3	Name and Address of the directors proprietor /partners	
4	Nature of business carried by the company	
5	Total number of employees of the firm	
6	Details of registration with statutory authorities like PF and ESIC, etc (attach copies)	
7	(a) Service tax number/ Certificate	
	(b) PAN number	
8	Details of three prominent organizations served during the last three years with contact number of concerned officer	(a) (b) (c)

Copies of relevant documents are to be enclosed in support of above information.

ANNEXURE - III**PROFORMA FOR FINANCIAL BID**

SNo.	Description	Capacity	Rate
1.	Cleaning & Disinfection of U/G & O/H water storage tanks including chemical treatment with Anti-bacterial agent consisting of following process:- Dewatering the tank completely with submersible pump, de-silting and removing of left over dirty water in the bottom of tank and sludge with special sludge pump, cleaning of walls and ceiling with specialized high pressure jet machines by rotary jet system at 100-120 bar pressure (120Kg/sq cm) which dislodges the layer of dirt, algae, fungus stuck on its surface usage of scrubbing machines for old stains and cleaning chemicals if required of make Eureka Forbes Ltd or equivalent chemicals, floor of the dirty tank should be thoroughly cleaned up by fry jet cleaner to accumulate all dirt, the remaining sludge should than be removed by sludge pumps, the dirt silt and other foreign material should further be removed by Industrial Vacuum Cleaners to make the floor totally dirt free, application/spraying of Anti-Bacterial chemicals to ensure total sterilization of tank from inside, inside of tank should be treated with specially developed 4ft" long ultraviolet radiator to kill further floating bacteria/virus in order to make the tank totally clean, bacteria free and safe for storage of drinking water. All the above operations should be executed by trained workers and technicians, properly dressed along with gum boots.	--	--
2.	Water tank capacity at Main Campus	577945 Ltrs	
3.	Water tank capacity at New Campus	1006783 Ltrs	
		Total	
		GST	
		Grand Total	

UNDERTAKING

I/We _____ do hereby solemnly affirm and declare that the My/Our firm /company/business entity is not blacklisted by any Government Department/Autonomous Organization etc. or prosecuted by any court of law.

Signature of the authorized signatory of the agency
Official seal/ stamp

Date:
Place: