



सत्येन्द्र नाथ बसु राष्ट्रीय मौलिक विज्ञान केन्द्र
SATYENDRA NATH BOSE NATIONAL
CENTRE FOR BASIC SCIENCES
সত্যেন্দ্র নাথ বসু জাতীয় মৌল বিজ্ঞান কেন্দ্র

SNB/ENGG/NIQ/03/AMC-KENT RO/2020-21/1657

Date: 30.07.2020
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NOTICE INVITING QUOTATION


Name of the Work: Annual Maintenance contract for KENT RO water purifier machines at SNBNCBS, Kolkata – 700 106.

The Centre is pleased to enclose herewith a copy of schedule of item along with terms & conditions in connection with the above mentioned work from qualified, experienced and **authorized service providers of KENT RO water purifiers** and in case you are interested in the job, you may quote your competitive and justified rate both in figure as well as in words as per the schedule attached and submit the same complete in all respect with signature on the each page of the terms & conditions, in a sealed cover addressed to the undersigned so as to reach within 5.00 p.m. on.....21st of August.....**2020** positively.

Please note that the Centre reserves the right to reject any or all quotation without assigning any reason thereof.

Interested agencies may download quotation documents from the Centre's Official website <http://newweb.bose.res.in/InfoAnnouncements/Tender.jsp> and submit the same within the stipulated date.

Yours sincerely,


30-7-2020
Shohini Majumdar
Registrar

Enclosure: General Conditions of Contract & Schedule of works

CC:

1. Director
2. DR (F)
3. DR (Admin.)
4. Notice Board
5. Central Registry

ब्लॉक – जे.डी., सेक्टर – III, सॉल्ट लेक, कोलकाता – 700 106 / Block - JD, Sector - III, Salt Lake, Kolkata - 700 106

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वेबसाइट / Website: <http://www.bose.res.in>

भारत सरकार के विज्ञान एवं प्रौद्योगिकी विभाग के अंतर्गत एक स्वायत्त संस्थान

AN AUTONOMOUS INSTITUTE UNDER DEPARTMENT OF SCIENCE & TECHNOLOGY, GOVERNMENT OF INDIA

SCHEDULE OF WORK

Sl. No.	Description of works	Unit	Qty.	Rate Rs.	Rate in Words	AMOUNT Rs.
1.	Annual Maintenance contract for KENT RO water purifier machines at SNBNCBS, Kolkata - 700 106	Set	19			
2.	Service Tax/GST as applicable					
	Total (1+2)					

In words:

Signature of the Agency

Company Seal and Address



A. Interpretation

In construing these conditions, the specifications, the schedule of quantities, tender and agreement, the following words shall have the meaning herein assigned to them except where the subject or context otherwise requires:

The Centre: The term Centre shall denote Satyendra Nath Bose National Centre for Basic Sciences, Block –JD, Sector-III, Salt Lake, Kolkata-700106 or any of its employees /representatives authorised on their behalf.

Engineer-in-Charge (EIC): Mean the person being the HOD of Engineering Section to whom the Site Engineers report.

Site Engineer: The term Site Engineer shall mean the person/s appointed and paid by the Centre to superintend the work.

The Contractor: The Contractor shall mean the individual or individuals, firm or company, whether incorporated or not, undertaking the works and shall include the legal personal representative of such individual or the persons composing such firm or company, or the successors of such firm or company and the permitted assignees of such individual, firm or company.

Site: The site shall mean the site where the works are to be executed in the campus.

The Work: The Work shall mean the work or works to be executed under this contract.

The Bill of Quantities: The Bill of Quantities' shall mean the schedule of quantities as specified and forming part of this contract.

Price Schedule of Quantities shall mean the schedule of quantities duly priced with the accepted quoted rates of the contractor.

The **Bid/Tender** shall mean the proposal /offer along with the supporting documents, submitted by the bidder for consideration by the Centre.

The **Bid/Quotation document** shall mean the documents issued by the Centre to prospective bidders, containing various terms and conditions, scope of work, any requirements etc. or generally laid and in various sections spelling out the basis, procedure, modes, methods and formalities of the bidder to prepare their BIDs for submission to the Centre. The BID documents shall include the invitation to BID, instructions,



proposal forms and all addenda/corrigenda/amendments issued by the Centre.

The **Contract** means the documents forming the tender and acceptance thereof.

The **Work Order** shall mean an official document from the Centre to successful bidder to the effect that his/their bid has been accepted by the Centre and the contractor is informed to commence the work.

Tender value means the value of the entire work as stipulated in the letter of acceptance/award.

The **Month** shall mean the calendar month according to the Christian calendar. **Day** unless herein expressly defined otherwise shall mean Christian calendar day of 24 hours.

The **EIC** shall mean the Engineer-in-Charge.



GENERAL TERMS AND CONDITIONS

1. Earnest Money :

Earnest Money Deposit (EMD) of **Rs. 2100.00** (Rupees Two Thousand One Hundred only) is required to be submitted in Demand Draft/ Bankers Cheque by the tenderer with the quotation. The Demand Draft/Bankers Cheque must be issued in favour of "S N Bose National Centre for Basic Sciences, Salt Lake, Sector-III, Block-JD, kolkata-700106"/ copy of valid MSME certificate to be enclosed. EMD deposited by the unsuccessful tenderer will be refunded by way of handing over the original Demand Draft/ Bankers Cheque duly endorsed by the Competent Authority of the Centre. The Earnest Money of the Successful tenderer will be released without any interest after completion of the entire contract period, depending upon the satisfactory performance throughout the contract period.

2. Cancellation of Work:

The Centre reserved its right to cancel the work order or to terminate the contract at any time after giving due notice without assigning any reason thereof. The contractor will not be entitled to claim any compensation against such cancellation of work order or termination. However, while terminating the contract, if any payment is due to the contractor for the work already performed in terms of the contract, these would be paid after certification of the bill by the concerned department as per the contract terms.

3. Payment:

Payment will be made on quarterly basis after satisfactory execution/servicing/maintenance of the work and after verification/ certification of bill by the Engineering Section of the Centre.

4. Statutory deduction under Income Tax/ GST:

The Statutory deduction of income tax, Labour Welfare Cess (If applicable), GST TDS etc. shall be made all interim and final payments as per Income Tax Act and Rules and GST act and Rules and other Govt. Rules. The rate of GST mentioned in the BOQ is as per present rule. In case of any variation (+ / -) as per statutory notification, the same will be payable as per prevailing statutory provision.

5. Brief Specification:

The work shall be carried out as per scope of work as mentioned and direction of the Engineer-in-charge.



6. **Failure by Contractors to comply with Owner's Instruction:**
The quantities shown in the schedule of quantities are tentative. The Owner reserves the right to execute only a part or the whole or any excess of the work thereof without assigning any reason.
7. **Tenderer shall visit the site:**
Intending quotation shall visit the site and make himself/herself thoroughly acquainted with the local site condition, nature and requirements of the works, facilities of transport condition, effective labors and materials, access and storage for materials and removal of rubbish.
8. **Contractor to provide everything necessary:**
The Contractor shall provide everything necessary for the proper execution/servicing/maintenance of the work according to the intent and as per instruction of EIC and making sure that the day to day working of the Centre is not hampered.
9. **Escalation:**
The rate quoted shall be firm throughout the tenure of the contract (including extension of time, if any, granted) and will not be subject to any fluctuation due to increase in cost of materials, labor, tax, octroi, etc.
10. **Validity of Quotation:**
The contractor shall note that his quotation shall remain open for consideration for a period of 90 days from the due date of submission of quotation.
11. **Labour & Payment of Wages to Labour:**
No labour below the age of 18 (eighteen) years shall be employed on the work. The contractor shall pay to labour employed by him wages not less than fair wages as per provision of the Contract Labour Act, 1970 & 1971 whichever is applicable.
12. **Termination of Contract:**
If the tenderer goes into liquidation or shall use improper materials or shall fails to proceed the progress of work to the satisfaction of the Engineer-in-Charge, the Centre shall have right to terminate the Contract.
13. **Arbitration:**
All disputes or differences of any kind whatsoever which shall at any time arise between the parties hereto touching or concerning the works or the execution or maintenance thereof of this contract or the rights touching or concerning the works or the execution of maintenance thereof of this contract or the construction remaining



operation or effect thereof or to the rights or liabilities of the parties or arising out of or in relation thereto whether during or after determination foreclosure or breach of the contract (other than those in respect of which the decision of any person is by the contract expressed to be final and binding) shall after written notice by either party to the contract to the other of them and to the Employer hereinafter mentioned be referred for adjudication to a sole Arbitrator.

It is a term of the contract that the party invoking arbitration shall specify all disputes to be referred to arbitration at the time of invocation of arbitration under the clause.

It is a term of the contract that the cost of arbitration will be borne by the parties themselves equally.

The venue of arbitration shall be Kolkata.

Subject as aforesaid, the provisions of the Arbitration and Conciliation Act 1996 and any statutory modification or re-enactment rules make hereunder and for the time being in force shall apply to the arbitration proceeding under this clause.

14. Period of Contract

Contract period of the above work is for 03 years from the date of issue of work order which will be renewed after every one year subject to satisfactory service/operation of the water purifiers.

15. SCOPE OF WORK:

The scope of work shall contain the following:

- (a) Maintenance, Routine Health check up and servicing of all the 19 Nos. KENT RO water purifier machines for successful operation and its related jobs for supplying pure drinking water throughout the year.
- (b) The Agency shall ensure /undertake overall servicing of the water purifier machines on quarterly basis at least once a month.
- (c) All equipments installed inside the RO water purifier machine as well as outside filters such as Iron filters should be checked up and cleaned/replaced on routine basis by the Agency.
- (d) The Agency shall inform for any servicing/repairing related work and spare part etc. as and when required basis.
- (e) The Agency should be responsible of coordinating all activities during servicing and repair of any parts of the water purifier machines and associated systems.
- (f) In the event of any kind of emergency/break down condition or any of the systems the agency's representative should be available at site



- within the same day or maximum by next day of receipt of information and necessary repairs shall be carried out promptly.
- (g) Periodical (once in a month) routine health check up/preventive maintenance shall be carried out including general cleaning and checking of components.
 - (h) Washing and cleaning of the water purifiers along with all ancillary elements/parts/fixtures has to be done as and when required basis.
 - (i) LED indicators etc. are also to be inspected time to time.
 - (j) For any kind of fault arising out at any time, the Engineer-In-charge must be kept informed and repaired work has to be attended immediately in consultation with Engineer-In-charge.
 - (k) Apart from general periodical servicing of the KENT RO systems a thorough overhauling/ servicing of the water purifier machine at a suitable time interval during contract period of one year is mandatory. The agency, in consultation with Engineer-In-charge will fix up the programme for such service schedule will inform the Centre well in advance.
 - (l) The cost of required spare and consumable shall be borne by the Agency.
 - (m) Apart from the above mentioned works, the firm/agency has to carry out the work as directed by the Engineer-In-Charge from time to time.
 - (n) On completion of the work during each site visit the agency should inform the Engineer-in-Charge.
 - (o) The fault reported by the Centre during the contract period shall be rectified as early as possible from the time of fault report conveyed. The agency will have to repair or replace parts within reasonable time to make the equipment/instrument functional. In case of unavoidable delay, the time may be extended subject to approval by the Competent Authority of the Centre.
 - (p) The agency will provide contact person and contact details like phone no. email ID etc.
 - (q) Any maintenance work not specially mentioned but required for the smooth operation of the equipment/instrument will be considered as part of the scope of work and no extra payment will be made for that work.
 - (r) No increase in price/rate will be entertained during the contract period.
 - (s) The Centre does not bind itself to accept lowest bid or any other bid. The Centre reserves the right to reject any or all the bids received without assigning any reason whatsoever.
 - (t) The work which has to be awarded to the agency is totally **comprehensive type maintenance work**. If any damage of the equipment is occurred by improper handling of KENT RO the rectification cost will be recovered from the agency.



16. Declaration:

I/We have inspected the site of works and have made me/us fully acquainted with the local conditions in and around the sites of works. I/We hereby declare that

(A) I/We have gone through the conditions laid down in the General Conditions of Quotation, along with a) Interpretation, b) Scope of Work, c) Terms and Conditions and d) the BOQ and well understood the requirements for this work.

(B) I/We confirm of having adequate experience for similar work in one of the Govt. Organization/PSU/Autonomous Body and the Centre reserves the right to seek relevant and valid documents before finalization of the tender and if found non-acceptable, my/our offer will be liable for rejection and Centre's decision in this regard will be final and binding on me/us.

(C) I/we have quoted our rates on the basis of the description of the items mentioned in the schedule of quantities and the terms and conditions attached with the quotation documents.

(D) I/We shall also uniformly maintain such progress with the work, as may be directed by the Centre to ensure completion of same within the target date as mentioned in the quotation document.

Signature of Tenderer

Address:

Date:

