

Name of work : Annual Operation & Maintenance Contract for 15 Nos. of Desilting Machines under S.E.(Central) range.

Contract No : CNT/SEW/MWB/2034/2010-11

CHECK LIST FOR THE GUIDANCE OF THE CONTRACTOR

I		The Tender schedule for the above work consists of 17 pages as detailed below:	
	(i)	Checklist for the guidance of the Contractors	Page – 1 to 3
	(ii)	Notice Inviting Tender	Page - 4
	(iii)	Special Instructions to bidders for e-submission	Page - 5 to 7
	(iv)	Letter of Tender 2 pages	Page - 8 & 9
	(v)	Price Schedule	Page - 10 & 11
	(vi)	Work schedule	Page – 12
	(vii)	Special Conditions	Page – 13 to 19
	(viii)	List of Vehicles	Page - 20
II	1	The total number of items in the work schedule - 1 No. and the departmental value works out to Rs.66,42,000.00	
	2.	Tenderers are requested to sign all pages in the tender schedule and must sign letter of tender. Tenders which do not have the Signature of the Tenderer in letter of tender will be rejected.	
	3.	Technical specification of the equipment offered by the Bidders if any, and any other information related to the bid may be enclosed along with Tender Schedule after duly Signing in all the pages.	
	4.	Bidders are requested to verify the number of pages in the work schedule and number of items in the work schedule. Any clarification and further information required may be obtained from the Office of the Contracts and Monitoring wing on any working day.	
	5.	<p>The present tender document contains priced work schedule and price schedule. The tenderers are requested to quote the percentage variation over the departmental value in words and figures in any one of the forms in price schedule. If there is any discrepancy between words and figures, the lower among the words and figures will be taken into account.</p> <p>All entries should be made legibly in ink. Writing the percentage variation first in pencil and later over writing in ink should be avoided and also over writing the corrections may be avoided.</p> <p>Corrections if any should be made by neatly scoring out the unwanted matter and rewriting legibly. Every such correction should be attested by the full signature of the tenderer.</p>	
	6.	<p><u>Eligibility :</u></p> <p>1. Contractors registered in Metro water in Class-I A &amp; IV B and above (i.e. those who are eligible to take up the work costing more than Rs.75.00 lakh for Civil &amp; pipelaying works and the work costing more than Rs.6.00 lakh for Electrical, Mechanical and Erection works) are eligible to tender for this work.</p> <p style="text-align: center;">(or)</p> <p>2. Contractors registered in other departments and undertakings of the Central or State Government in the corresponding class for taking up such work, who have executed similar works of the same or higher magnitude are also eligible to tender for this work.</p> <p style="text-align: center;">(or)</p>	

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		<p>3. The Company / Firms having minimum Turn Over of Rs.100.00 Lakh &amp; above and having experience of Operating &amp; Maintaining minimum 5 Nos. of Desilting machine for a minimum period of 6 months. (Certificate to the above effect to be furnished from the Officers not below the rank of Executive Engineer). <u>Note:</u> Contractors not Registered in the Board and who intend to participate in the tender, subject to their eligibility as above are requested to obtain a copy of the Standard tender document from the Office of the Contracts wing before submitting their Tender. They should furnish Proof for their registration in the appropriate class and experience as indicated above while submitting their tenders, otherwise their tenders will be treated as non responsive. The tender received from ineligible contractors will be treated as non responsive. However the successful tenderer will have to get himself registered in the Board in the appropriate class.</p>
	7.	EMD in the form of Demand Draft or Banker's Cheque or Pay Order drawn from Nationalised / Scheduled Bank / TNSC Bank in favour of CMWSS Board.
	8.	<p><u>SECURITY DEPOSIT</u> Security deposit will be collected from the successful Tenderer in the following form and manner within 14 days from the date of receipt of work order:</p> <p>a).</p> <p>Form in which S.D. collected.</p> <p>In the shape of NSC/NSS/KVP/Post office Time Deposits valid for the required contract period and pledged in favour of Managing Director, CMWSS Board and shall have the necessary transfer endorsement of the Post Office. ( OR ) Fixed Deposit for the required period from nationalized/schedule Bank/TNSC Bank in favour of Managing Director, CMWSS Board. ( OR ) Certified cheque/Bank Draft in favour of Managing Director, CMWSS Board payable at Chennai.</p>
	b)	The value of S.D will be as follows:
	i)	for tenders with any plus percentage and upto (-)5% over departmental value – 2% of the contract value.
	ii)	for tenders between (-)5% to (-)15% over departmental value --- 4% of the contract value.
	iii)	for tenders, above (-)15% over departmental value --- 5% of the contract value.

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9.	Recovery made to default and details of penalty are furnished in <b>Page No.18</b> . Tenderers are requested to take note of the details. The above details will be incorporated in the contract documents while executing agreement.
10	All duties, taxes and other levies payable by the contractor under the contract or for any other cause shall be included in the rates, prices and total quoted rates submitted by the bidder. Any statutory variations in duties/taxes, which takes effect from a date subsequent to the due date for receipt of tender, shall be to CMWSS Board's Account.
11.	<u>Tender Validity</u> Tenders shall remain valid for a period of not less than ninety days (90 days) after the deadline date for bid submission. A tender valid for a shorter period shall be rejected by the Employer as non-responsive.
12.	No cheque will be accepted towards Earnest Money Deposit.
13.	Tenders with conditions are liable for rejection.
14.	The defects liability period in respect of original civil works and pipe laying works is 5 years and thirty six months in respect of all Electrical, Mechanical and allied works.

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**CHENNAI METROPOLITAN WATER SUPPLY AND SEWERAGE BOARD  
 NO.1, PUMPING STATION ROAD, CHINTAD RIPET, CHENNAI-600 002.**

**NOTICE INVITING TENDER**

**LOCAL COMPETITIVE BIDDING**

Sealed Bids are invited from the eligible bidders for the following work

Sl. No	Name of Work and Contract No.	Due Date and time of bid submission	Approximate value of Tender Rs/ Lakh	E.M.D. in Rs.	Tender schedule available From - To	Eligibility	Contract Period
1	Annual Operation & Maintenance Contract for 15 Nos. of Desilting Machines under S.E.(Central) range. CNT/SEW/MWB/2034/2010-11	08.09.2010 up to 3.00 PM	67.50	43,750/-	16.08.2010 to 07.09.2010	Class IA&IVB and above	360 days
2	Date & time for opening of tenders	08.09.2010 after 3.00 PM					
3	Availability of Tender Schedule In person	Information & Facilitation Officer, CMWSS Board, No. 1 Pumping Station Road, Chintadripet, Chennai-600002, (Telephone: 044-28451300, Extn. 227 )					
4	Through Website	<a href="http://www.chennaietrowater.tn.nic.in">www.chennaietrowater.tn.nic.in</a> & <a href="http://www.tenders.tn.gov.in">www.tenders.tn.gov.in</a>					
5	Cost of Tender Schedule	Free of cost The document will also be sent by surface mail on an advance payment of Rs.500/- per set.					
6	Address for information and clarifications and for receipt of tenders	Office of Superintending Engineer, Contracts & Monitoring, 4 <sup>th</sup> Floor, CMWSS Board, Chennai – 600 002 Phone No. 044-2845 1300 Extn. 253 FAX : 044-2845 4336 Email: <a href="mailto:secm@chennaietrowater.com">secm@chennaietrowater.com</a>					
7.	e-bid submission & portal	Permitted through portal <a href="http://www.tntenders.gov.in">www.tntenders.gov.in</a>					

SUPERINTENDING ENGINEER  
 (CONTRACTS & MONITORING)

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### **SPECIAL INSTRUCTIONS TO BIDDERS FOR E-BID SUBMISSION**

The above tender notice is also available on the web site [www.tntenders.gov.in](http://www.tntenders.gov.in). This site permits downloading of the tender documents at free of cost. The intending tenderers may visit this site and download the tender document at free of cost and use it for tender submission.

The tenderer is also permitted to upload the tender on the web site using the e-token.

The following list of items is to be uploaded by the tenderer (or) bidder within the date & time of submission of bids.

#### **1. Earnest Money Deposit**

In case of offline payment, scanned copy of the Demand Draft/ Pay Order / Banker's Cheque in the acceptable manner as mentioned in the tender schedule.

Tenderers having Current Account with ICICI Bank may make payment online through ICICI Bank gateway.

#### **2. Letter of Tender:** Should be signed & the scanned copy of the Letter of Tender, along with the relevant documents in PDF format as one file.

The originals for the above (Item No. 1&2) should be posted/couriered/given in person to the Tender Inviting Authority, within the bid submission date & time for the tender.

#### **3. Schedule of Works / Bill of Quantities:** The Bidder has to fill only the rates in figures in the columns provided in Bill of Quantities in excel form and uploaded as boq.xls file. The same file may also be converted into pdf and uploaded.

**All documents should be digitally signed using bidder's digital signature certificate prior to uploading through the Govt. Tenders portal**

**The Digital Signature Certificate/ e- token may be obtained from one of the authorised Digital Certifying Authorities such as SIFY & nCode, at the risk and cost of the bidder.**

During e-submission of tenders, the following special cares are to be taken:

- 1) Bidder should do the registration in the tender site using the option available. Then the Digital Signature registration has to be done with the e-token, after logging into the site.
- 2) Bidder then login to the site thro' the secured log in by giving the password of the e-token & then the user id/ password chosen during registration.
- 3) The e-token that is registered should be used by the bidder and should not be misused by others.
- 4) After getting the tender schedules, the Bidder should go thro' them carefully and then submit the documents as asked, otherwise, the bid will be rejected.

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- 5) If there are any clarifications, this may be obtained online thro' the tender site, or thro' the contact details. Bidder should take into account of the corrigendum published before submitting the bids online.
- 6) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender schedule and they should be in PDF format. If there are more than one document, they can be clubbed together.
- 7) Bidder should get ready the EMD as specified in the tender. The original should be posted/couriered/given in person to the Tender Inviting Authority, within the bid submission date & time for the tender.
- 8) The bidder read the terms & conditions and accepts the same to proceed further to submit the bids.
- 9) The bidder has to select the payment option as online/offline to pay the fee & EMD as applicable.
- 10) Bidders having current account with ICICI may make the pay the EMD online thro' the ICICI payment gateway during the e-submission of the tender.
- 11) In the case of offline payment, the details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the bid submitted will not be acceptable.
- 12) The rates offered details have to be entered separately against the specified place in the downloaded spread sheet file (xls) and should be submitted as boq.xls file during the e-bid submission.
- 13) The bidders are requested to enter the individual rates offered in the boq.xls file considering all aspects inclusive of any rebates, etc. No separate rebate or discount should be entered at the end of BOQ. The uploaded boq.xls will not be available for subsequent modification.
- 14) The bidders can submit the bids only once and thereafter, it is not possible to make changes in the bids submitted.
- 15) The tendering system will give a successful bid updation message after uploading all the bid documents submitted & then a bid summary will be shown with the bid number & the date & time of submission of the bid with all other relevant details. The documents submitted by the bidders will be digitally signed with the e-token of the bidder and then submitted
- 16) The bid summary has to be printed and kept as an acknowledgement as a token of the submission of the bid.
- 17) The bid summary will act as a proof of bid submission for a tender floated and will also act as an entry point to participate in the bid opening date.

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- 18) For any clarifications with the TIA, the bid number can be used as a reference.
- 19) Bidder should log into the site well in advance for bid submission so that he submits the bid in time i.e. on or before the bid submission time. If there is any delay, due to other issues, bidder only is responsible.
- 20) Each document to be uploaded thro' online for the tenders should be less than 2 MB. If any document is more than 2MB, it can be reduced thro' zip and the same can be uploaded. However if the file size is less than 1 MB the transaction uploading time will be very fast.
- 21) The time settings fixed in the server side & displayed at the top of the tender site, will be valid for all actions of requesting, bid submission, bid opening etc., in the e-tender system. The bidders should follow this time during bid submission.
- 22) All the data being entered by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered will not be viewable by unauthorized persons during bid submission & not be viewable by any one until the time of bid opening. Overall, the submitted tender documents become readable only after the tender opening by the authorized individual.

For any other queries, the bidders are asked to contact thro'

Mail: [secm@chennaietrowater.com](mailto:secm@chennaietrowater.com)

Phone no.: 044-28451300-320, Extn. 209 or 253 well in advance

This Department will not be held responsible for any sort of delay or the difficulty faced in the e-bid submission of tenders online by the bidders.

SUPERINTENDING ENGINEER(C&M)

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### LETTER OF TENDER

To be delivered to the Superintending Engineer, C&M Chennai Metropolitan Water Supply and Sewerage Board at or before 3.00 P.M. on **08.09.2010**.

To  
The Managing Director  
Chennai Metropolitan Water Supply & Sewerage Board  
Chennai- 600 002

Sir,

I/We the undersigned do hereby tender and undertake to perform, provide and execute all the works, materials matters and things described or mentioned in the Schedule (Bill of quantities) hereto annexed and the specifications thereto and drawings therein referred to (which have been produced to and carefully examined by me/us) in strict accordance with and under and subject to the terms, provisions and conditions set forth or mentioned in the said Schedule (Bills of Quantities) specifications and the drawings therein referred to, at the rates given and as stated in the Bills of quantities.

I/We herewith enclose D.D/B.C./P.O No..... dated .....for having remitted Rs..... into the Board's Cash Section as a guarantee for the due fulfillment of my/our tender, and if successful, undertake and agree to forward to the Board within fourteen days after the notification of the acceptance by the Board of this tender has been received by me/us, the sum as demanded in the Form and manner required as security for the due fulfillment of my/our contract.

I/we undertake and agree that I/We will not withdraw this tender during the period that will be required for intimation, acceptance or non/acceptance as stipulated in clause 15 on the Notice Inviting Tender or during such extended period as agreed to by me/us, such period to date from the last date by which tenders are due to be submitted to the Board and if I/We do so withdraw, I/We shall forfeit the Earnest Money Deposit to the Board.

I/We further undertake to produce the Income-tax Clearance Certificate and the certificate and the Sales Tax Verification Certificate from the Commercial Tax Department of this State and agree to execute at my/our cost the agreement attached and to sign the plans therein referred to within 14 days after the notification of the acceptance of my/our tender has been received by me/us. In the event of my/our failing to make the Security Deposit or to execute the agreement in the said manner and sign the plans within the time specified for the purpose, the sum of **Rs.43,750/-** accompanying this tender shall be forfeited to the Board and this concluded contract shall in such case be considered, as having been cancelled or terminated and you may thereupon at such time or times, in such manner and on such terms as you may think fit, arrange either departmentally or by any other person or persons to carry out the works and provide, execute and do all works, materials, matters and things described or mentioned herein and I/We agree to be liable irrespective of the forfeiture aforesaid for all damages, losses, costs, charges and expenses arising from or by reason of such failure and arrangements.

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I/We undertake to assume full responsibility for the stability and soundness of the Works/structures that will be executed by me/us as per this contract.

I/We also undertake to do all extra or varied works which may be ordered as part of this contract upon the terms provided for in the conditions and specifications. The tenders shall be valid for a period of 90 days from the last date fixed for receipt of tenders. In case my/our tender for the work of "**Annual Operation and Maintenance Contract for 15 Nos. of Desilting machines under S.E. (Central) range**" is accepted, I/We agree and guarantee to commence the said works within a period of seven days from the date of receipt of work order and complete the entire work as stipulated for a period of **360 Days** from the date of commencement of the work by me/us. I/We also agree that time is the essence of contract. I/We have actually inspected the site of works and have tendered for the works after such inspection.

#### UNDERTAKING

I/We have gone through the copy of standard tender document received from the Office of the Contracts and Monitoring wing and abide by the same for this contract also.

As witness my/our hand this.....day of.....2010.

Signature.....

Name and  
address:

Signature of Tenderer

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### PRICE SCHEDULE

1. This tender has been called for in the percentage tender system. In the work schedule, detailed items of works involved in the work with specifications along with the quantity, the departmental rates and amount for individual items are furnished. The total value of the work is also furnished.
2. The tenderers are requested to quote the percentage variation over the total departmental value, which will be applicable for all items of works, individually and uniformly at which they are willing to execute the works, in the following format. In case any discrepancy / correction are found between figures and words furnished for the percentage, then the LOWER percentage among them ALONE will be taken as correct.

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FILL UP ANYONE OF THE FORM - A, B or C  
STRIKE OUT THE FORM WHICH IS NOT APPLICABLE.

FORM - A

I / We agree to execute the work of “**Annual Operation and Maintenance Contract for 15 Nos. of Desilting machines under S.E. Central) range** ” with a tender percentage of (-)Minus-----  
------(in words) -----(in figures) over departmental value of **Rs.66,42,000.00** as furnished in the work schedule which is also applicable for all items of works, individually and uniformly over the departmental rates, furnished in the work schedule.

FORM - B

I / We agree to execute the work of “**Annual Operation and Maintenance Contract for 15 Nos. of Desilting machines under S.E. (Central) range**” at the department value of **Rs.66,42,000.00** for all items of work furnished in the schedule.

FORM - C

I / We agree to execute the work of “**Annual Operation and Maintenance Contract for 15 Nos. of Desilting machines under S.E. (Central) range**” with a tender percentage of (+) Plus -----  
(in words) ----- (in figures) over departmental value of **Rs.66,42,000.00** as furnished in the work schedule which is also applicable for all items of works, individually and uniformly over the departmental rates, furnished in the work schedule.

NOTE:

1. The tenderers are requested to strike out the forms which are not applicable
2. If any two or three forms are filled by the tenderers the LOWEST percentage quoted by the tenderer will be considered.
3. If there is any discrepancy in percentage quoted in words and in figures the lowest percentage quoted will be considered.
4. If the tenderer failed to fill the form A/B/C and strike out forms other than the quoted one then, the department value will be taken as quoted rate

Signature of Tenderer